



**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, APRIL 23, 2019**

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

AGENDA

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
Councilmember Blossom will be absent.
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, 30 Minutes
3. **PLEDGE OF ALLEGIANCE / APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:35 PM**
4. **PUBLIC COMMENT - 6:40 PM**
5. **MAYOR'S REPORT - 6:55 PM**
6. **CITY MANAGER'S REPORT - 7:00 PM**
7. **PRESENTATION(S)**
 - 7.A (7:05 PM) Proclamation Declaring May 12 - 18, 2019, as "National Police Week" - Interim Chief of Police Jeff Horn, 5 Minutes
[2019 National Police Week Proclamation](#)
 - 7.B (7:10 PM) Proclamation Declaring the Month of May 2019 as "Drive the Speed Limit Month" - Councilmember Peltier, 10 Minutes
[Proclamation - Drive the Speed Limit Month](#)
 - 7.C (7:20 PM) Friends of the Farms Annual Report for 2018, 20 Minutes

[Friends of the Farms Annual Farm Report to CoBI 2018](#)

- 7.D (7:40 PM) Ethics Board 2018 Annual Report and 2019 Work Plan, 15 Minutes
[Ethics Board 2018 Annual Report and 2019 Work Plan.doc](#)

8. UNFINISHED BUSINESS

- 8.A (7:55 PM) Set Public Hearing on Ordinance No. 2019-14 Relating to Changes to Water and Sewer Utility Fees - Public Works, 5 Minutes

9. NEW BUSINESS

- 9.A (8:00 PM) Ordinance No. 2019-12, Updating Chapter 3.80 BIMC "Public Art Works Program and Fund" to Reflect an Annual Funding Approach - Executive 15 Minutes
[Ordinance No. 2019-12, Updating Chapter 3.80 BIMC "Public Art Works Program and Fund" to Reflect an Annual Funding Approach](#)
- 9.B (8:15 PM) No-Match Grant for an Architectural/Structural Analysis and Conditions Survey of the Suyematsu Farmstead Barn and Bunkhouses - Planning, 10 Minutes
[HPC Grant Application FY20 - CLG Suyematsu](#)
[Suyematsu Maps and Photos](#)
- 9.C (8:25 PM) Professional Services Agreement with Coates Design, Inc., for Design Services for the New Police Station and Municipal Court Building Project - Public Works, 10 Minutes
[PSA with Coates Design, Inc., for Design of Police Station and Municipal Court Building](#)
[Fee Projection Summary, Summary Worksheet, and Architectural Fee Worksheet](#)

10. CITY COUNCIL DISCUSSION

- 10.A (8:35 PM) Workplan for Accomplishing Affordable Housing Task Force Recommendations - Planning, 30 Minutes
[Draft AH Work Program - Apr 2019.pdf](#)
[Affordable Housing Task Force Final Report and Appendices](#)

11. CONSENT AGENDA

- 11.A (9:05 PM) Agenda Bill for Consent Agenda, 5 Minutes
- 11.B Accounts Payable and Payroll - Finance
[Report to Council of Cash Disbursements 04-24-19.pdf](#)
[Payroll.pdf](#)
- 11.C City Council Study Session Meeting Minutes, April 2, 2019
[CCMIN 040219 STUDY SESSION](#)
- 11.D City Council Regular Business Meeting Minutes, April 9, 2019

CCMIN 040919 BUSINESS

- 11.E Multi-Modal Transportation Advisory Committee 2018 Annual Report and 2019 Work Plan, 5 Minutes
[MTAC_2018 Accomplishments](#)
[MTAC 2019 Work Plan for CC 04232019](#)
[April 9 2019 MTAC Presentation](#)
- 11.F Ordinance No. 2019-08, Amending the 2019 Budget to Provide Funding for Work Funded in 2018 but to be Performed in 2019 - Finance, 5 Minutes
[2018 Budget Carry over into 2019 Transmittal.docx](#)
[ORD 2019-08 Amending the 2019 Budget to Carry Forward 2018 Items](#)
[Ord 2019-08- Attachment A - 2018 carry overs.xlsx](#)

12. COMMITTEE REPORTS

- 12.A (9:10 PM) Committee Reports, 5 Minutes
[Climate Change Advisory Committee Meeting Minutes, March 20, 2019](#)
[Environmental Technical Advisory Committee Meeting Minutes, March 21, 2019](#)
[Ethics Board Meeting Minutes, March 18, 2019](#)
[Marine Access Committee Meeting Minutes, February 25, 2019](#)
[Multi-Modal Transportation Advisory Committee Meeting Minutes, March 3, 2019](#)
[Utility Advisory Committee Meeting Minutes, March 27, 2019](#)
- 12.B (9:15 PM) Regional Committee Reports by Councilmember Liaisons - Mayor Medina, 5 Minutes

13. FOR THE GOOD OF THE ORDER - 9:20 PM

14. ADJOURNMENT - 9:30 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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



City Council meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: 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,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Hold executive session pursuant to RCW 42.30.110(1)(I).

SUMMARY:

Hold executive session pursuant to RCW 42.30.110(1)(I).

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:05 PM) Proclamation Declaring May 12 - 18, 2019, as "National Police Week" - Interim Chief of Police Jeff Horn,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Proclamation

PROPOSED BY: Police

RECOMMENDED MOTION:

Presentation.

SUMMARY:

The attached proclamation declares May 12 - 18, 2019, as "National Police Week." This proclamation is one that can be signed by the Mayor without further Council action.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[2019 National Police Week Proclamation](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

More than a million law enforcement officers serve in communities across the United States, including the dedicated members of the Bainbridge Island Police Department. Since the first recorded law enforcement death in 1791, nearly 24,000 law enforcement officers in the United States have made the ultimate sacrifice and have been killed in the line of duty.

WHEREAS, in 1962, President John F. Kennedy designated May 15 as Peace Officers Memorial Day and the week in which it falls as National Police Week; and

WHEREAS, the City of Bainbridge Island wishes to honor the service and sacrifice of law enforcement officers killed in the line of duty by participating in a nationwide candlelight vigil on Monday, May 13, 2019, and by flying U.S. Flags at half-staff on May 15, 2019; and

WHEREAS, the Bainbridge Island City Council formally designates May 12 – 18, 2019, as Police Week in Bainbridge Island, WA, to publicly salute the service of law enforcement officers in our community and in communities across the nation.

I, Kol Medina, Mayor of the City of Bainbridge Island, Washington, on behalf of the City Council, do hereby proclaim May 12 - 18, 2019, as

BAINBRIDGE ISLAND POLICE WEEK

and encourage all residents to join me in this special observance.

SIGNED this ____ day of April, 2019.

Kol Medina, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:10 PM) Proclamation Declaring the Month of May 2019 as "Drive the Speed Limit Month" - Councilmember Peltier,

STRATEGIC PRIORITY: Safe City

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Proclamation

PROPOSED BY: City Council

RECOMMENDED MOTION:

I move to authorize the Mayor to sign the proclamation declaring the month of May 2019 as "Drive the Speed Limit Month."

SUMMARY:

The attached proclamation declares the month of May 2019 as "Drive the Speed Limit Month."

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Proclamation - Drive the Speed Limit Month](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

A PROCLAMATION by the Mayor of the City of Bainbridge Island, Washington, declaring May 2019 as “Drive the Speed Limit Month.”

WHEREAS, the Bainbridge Island City Council has the responsibility to ensure public safety; and

WHEREAS, the Bainbridge Island City Council unequivocally believes posted speeds should be obeyed year-round; and

WHEREAS, the Bainbridge Island City Council supports and actively encourages non-motorized use of the public rights-of-ways; and

WHEREAS, Bainbridge Island timely participates in May's National Bike Everywhere event as well as both Bike to School and Bike to Work events; and

WHEREAS, the Bainbridge Island City Council and the City's Comprehensive Plan support sustainable development and activities including non-motorized use of public rights-of-ways; and

WHEREAS, walking or cycling to neighbors, to school, to shop, and to other places on public roads should be a safe choice; and

WHEREAS, the danger to non-motorized users when the speed differential is greater than 20 MPH between vehicles and walkers and cyclists can be catastrophic; and

WHEREAS, the Bainbridge Island City Council accepts its responsibility to ensure safe use of public rights-of-ways for all citizens, including walkers, cyclists, runners, dog walkers, stroller pushers, mailbox checkers, and others and respectfully asks and encourages all drivers to drive the posted speeds.

NOW, THEREFORE, I, Kol Medina, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim May, 2019 as

DRIVE THE SPEED LIMIT MONTH

in the City of Bainbridge Island, and urge all Islanders to join me in this special observance.

DATED this 23rd day of April, 2019

Kol Medina, Mayor



City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (7:20 PM) Friends of the Farms Annual Report for 2018,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION:

Information only.

SUMMARY:

Under the terms of the Master Lease and Management Agreement with the City, Friends of the Farms is required to provide the City with an annual report of its activities. The attached annual report provides information on produce, products, events, and outreach in 2018.

FISCAL IMPACT:

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

BACKGROUND:

In 2011, the City of Bainbridge Island and Friends of the Farms ("FotF"), a local non-profit corporation, signed a Master Lease and Management Agreement ("Master Lease") related to over 60 acres of City-owned agricultural land. Since that time, FotF has managed this agricultural land on behalf of the City. FotF manages farm leases and rental agreements as well as provides some maintenance. Since 2017, the City has coordinated with FotF to identify and perform repairs at the City's expense.

Under Section 3.11 of the Master Lease, FotF is required to provide the City with an annual written report that includes information on: produce and products grown from leased properties, farmer subleases, financial management, capital improvements, farm-related educational and community activities, and activities demonstrating compliance with the goals, policies, and practices articulated in the Master Lease.

ATTACHMENTS:

[Friends of the Farms Annual Farm Report to CoBI 2018](#)

FISCAL DETAILS:

During 2011 - 2018, per the terms of the master lease, FotF did not receive operating support from the City. During the 2019-2020 Biennial Budget development, FotF requested City funding to support their operational expenses related to property management tasks related to the City farmland. In response, the City's budget includes 65,000 for operating support for FotFin 2019 only. Discussion of potential funding beyond 2019 and possible associated changes to the Master Lease will be scheduled for a later Council discussion.

The City's 2019-2020 Approved Budget also includes \$140,000 in funding to support major repair projects on the City farmland.

Fund Name(s): General Fund

Coding:

**FRIENDS OF THE FARMS
2018 Annual Report
City of Bainbridge Island and Friends of the Farms Master Lease and Management Agreement
Lease Duration 2012-2042**

Board of Directors

Becca Hansen, Co-Chair
Erin Hill, Co-Chair
Larry Lofgren, Secretary
Lauren Drakopulos
Rik Langendoen
Tami Meader

Staff

Heather Burger, Executive Director
Morgan Houk, Program Manager

Treasurer

Natalie Davidson, CPA



1. Friends of the Farms

Friends of the Farms is a 501 (c) 3 non-profit corporation in Bainbridge Island, Washington founded in 2001 with the mission to preserve and enhance local agriculture, increase farmland, and support the farming community.

We believe where and how food is grown affects our health, the health of our land and water, our atmosphere, the ability of people to make a living wage, and for our community to thrive.

We envision a community-based food system on Bainbridge Island where:

- As much food as possible is grown, produced, processed, sold, and consumed locally
- Nutritious, fresh, local food is accessible and affordable to everyone
- Farms and related businesses are economically profitable for this and the next generation
- Food is grown and produced using environmentally beneficial agriculture and clean aquaculture
- Money stays on the island all across the supply and distribution chain
- What and how we eat is integrated in our culture

We work to create system-level change for long-term impact through:

- Permanent protection of the existing and potential agricultural land base
- Affordable housing and farmable land for the agricultural community
- Public and private investment in infrastructure and commercial services
- Committed and empowered local government, food-related businesses, and institutions
- Informed food citizens through a multi-disciplinary approach to food studies for children and adults
- Connecting human health with a farm-driven diet to grow a healthy population
- Experimentation, innovation, and education to attract the best and brightest of the next generation of farmers and food producers

Since 2012 FotF has managed 60.86 acres of land owned by the City of Bainbridge Island, of which 21.29 acres are leased by farmers. FotF manages the farm leases, residential rental agreements for 9 farm interns a year, and also provides maintenance and repairs to the remaining 39.57 acres which includes:

- Farm-related infrastructure
 - Irrigation systems
 - Ponds and filter equipment
 - Well pumps and well house systems
 - Electrical systems
- Two residential housing structures occupied by farm interns
- Storage buildings, sheds, and barns
- Roads
- Trail networks
- Public open space/grass
- 14 p-patch garden plots
- 5-acre designated historic area with barn, bunkhouses, sheds and storage containing over 2,000 catalogued historic artifacts

Friends of the Farms is committed to improving the overall economic, environmental, and social health of Bainbridge Island by:

- Creating the desirable visual presence of a rural community
- Providing cultural and economic diversity
- Preserving our island's agricultural and ethnic heritage
- Ensuring food resilience
- Protecting our environment

2. Background and History

On December 9, 2011, Friends of the Farms (FotF) and the City of Bainbridge Island (City) signed the “City of Bainbridge Island and Friends of the Farms Master Lease and Management Agreement” (Master Lease). The duration of the Master Lease is 30 years, commencing on the first day of January 2012, and terminating on the first day of January 2042. The properties described in the Master Lease include 60.86 acres of City-owned agricultural land.

A. Summary of City-owned Agricultural Land Leased by Friends of the Farms

Agricultural Property Name	Location	Size (acres)
Suyematsu & Bentryn Family Farms	9229 NE Day Road- Northeast Section	14.76
Suyematsu & Bentryn Family Farms	9229 NE Day Road- Northwest Section	11.21
Morales Farm	8862 NE Lovgreen Road- Northeast corner of Highway 305 and Lovgreen	4.74

Crawford Property	Accessed either from Suyematsu and Bentryn Family Farms or Lovgreen Road, between Bentryn property (private) to the north and Lempriere property (private) to the south	2.30
M&E Farm	Accessed via Charles Road; between Crawford (west) and private Bentryn property (north)	13.34
Johnson Farm	Johnsonville Lane off of Fletcher Bay Road, approximately ½ mile south of High School Road	14.51
TOTAL ACREAGE		60.86

3. Required Annual Reporting

Pursuant to Section 3.11 of the Master Lease, Friends of the Farms is required to provide the City with an annual written report. The report is to include at least the following information:

A. Quantification of produce and products from designated leased properties



In 2018 farmers on public land grew a record 122,156 pounds of produce, along with flowers for bouquets, plant starts, and nursery trees.

Butler Green Farms, Hey Day Farm, Laughing Crow Farm, Bainbridge Vineyards, and Bainbridge Island Farms sell produce grown on public farmland at the Bainbridge Island Farmer's Market. Market sales were \$583,400 in 2018, up from \$573,540 in 2017. Visitors to the market increased by approximately 2% with vendors holding steady at an average of 37 per week in the regular season.

Butler Green Farms provides produce to Sakai Intermediate School for its school lunches.

Local businesses such as Bay Hay & Feed, Heyday Farm Store, Pane D'Amore, and Town & Country Market sell products from farmers on public farmland. Restaurants such as Agate Pass Café, Bainbridge Island Museum of Art Café, Bene Pizza, Blackbird Bakery, Bruciato, Fork and Spoon, Good Egg, Harbor Pub, Hitchcock, Jake's Pickup, Pegasus, Marché, Mossback, Tulaa, and Via Rosa, on Bainbridge Island and the Pink Door in Seattle source ingredients from local farms on public land.



The production of value-added products from produce grown on public farmland and sold by local small business owners includes beverages and fermented foods from Iggy's, jams from Preserve, tomato sauce from Butler Green Farm, and organic body products from Sun & Bee.

Farmers on public land, including Bainbridge Island Farms, Butler Green Farms, and Laughing Crow Farms give back to benefit our vulnerable populations through regular donations of fresh, healthy food to the foodbank at Helpline House. In 2018 Helpline Executive Director Maria Metzler estimates that almost 7,000 pounds of food were donated to their foodbank by local farms. Three of the five regular produce donors are on public farmland.

Quantification of Produce and Products in 2018.

Quantities are in pounds unless otherwise indicated



Name	Location	Produce	Quantity
Laughing Crow Farm Betsey Wittick	Suyematsu– Bentyrn	Cabbage	450
		Onions	300
		(Sun and Bee Farm)	
		Fresh Herbs	12
		Salad Mix	11
		Head Lettuce	80 Heads
		Head Chickories	40 Heads
		Zucchini	29
		Beans	36
		Kale	7
		Swiss Chard	6
		Collard Greens	6
		Arugula	3
		Sweet Potatoes	25
		Winter Squash	10
		Dried Corn	3
		Flower Bunches	25 Bunches
		Total quantity	970 lbs
Bainbridge Island Vineyards Betsey Wittick	Suyematsu– Bentyrn	Siegeerrebe	6,300
		Madeleine Angevine	7,600
		Muller-Thurgau	5,800
		Pinot Gris	2,000
		Total quantity	17,100 lbs
Bainbridge Island Farms Karen Selvar	Suyematsu– Bentyrn	Raspberries	7,500
		Pumpkins	58,000
		Total quantity	64,750 lbs

Butler Green Farms Brian MacWhorter	Suyematsu– Bentyrn	Sweet Corn	1,250
		Beans	875
		Broccoli	575
		Beets	750
		Winter Squash	475
		Head Lettuce	325
		Carrots	475
		Cauliflower	185
		Summer Squash	750
		Garlic	45
		Onions	1,750
		Salad Greens	1,825
		Herbs	85
		Peas	345
		Total quantity	15,681 lbs
Butler Green Farms Brian MacWhorter	Morales Farm	Tomatoes	6,575
		Head Lettuce	645
		Onions	575
		Summer Squash	235
		Salad Greens	1425
		Spinach	875
		Carrots	1,675
		Cucumbers	420
		Strawberries	75
		Beets	465
		Peppers	725
		Eggplants	145
		Radishes	235
		Total quantity	14,907 lbs
Perennial Vintners Mike Lempriere	Morales Farm	Melon de Bourgogne	2,029
		Total quantity	1,634 lbs
Perennial Vintners Mike Lempriere	Suyematsu– Bentyrn	Mueller Thurgau	945
		Madeleine Angevine	866
		Total quantity	1,540 lbs
John Chang’s Garden John Chang	Morales Farm	Corn	750
		Kale	250
		Winter Squash	600
		Brussels Sprouts	200
		Broccoli	150
		Lettuce	200
		Arugula	10
		Chard	100
		Cabbage	400
		Beets	125
		Collards	75

		Cauliflower	150
		Cucumbers	100
		Total quantity	3,110 lbs
Heyday Farm	Johnson Farm	Strawberries	1,675
		Broccoli	1,375
		Sweet Corn	475
		Cauliflower	1,650
		Brussel Sprouts	580
		Carrots	1275
		Beets	325
		Kale	325
		Collard Greens	185
		Total quantity	2,464 lbs
Paulson Farm Mike Paulson	Suyematsu– Bentryn	Nursery Trees	N/A
		Total All Farms	122,156 lbs

B. Identification of farmer subleases by parcel, acreage, and lease rates



While public holding of agricultural land is a valuable community asset, it was recognized shortly after its acquisition that farmers cannot invest in their operations without the guarantee of long-term access to the land they are cultivating. To this end, a Master Lease responsibility of Friends of the Farms is to negotiate and manage sublease agreements with farmers and provide various management services for the leased public farmland and structures.

In 2013, Friends of the Farms executed eight subleases on Suyematsu and Bentryn Family Farms, Johnson Farm, and Morales Farm (Only public farmland that was conducive for farming with minimum enhancements was considered.) In 2018 Friends of the Farms issued an RFP for 1 acre of underutilized land on the lower area of Johnson Farm. One proposal was received by Vireo Farm. After review by Friends of the Farms and the City of Bainbridge Island, Vireo's proposal was approved. Friends of the Farms and CoBI legal staff worked together to draft a sublease, which was executed in January of 2019.

Sublease terms range from 5-25 years. Annual sublease rates (based on USDA lease rate formulas, adjusted for Kitsap County/Bainbridge Island) range from \$170 per acre to \$334 per acre, plus utilities.

Summary of Farmer Sub-Leases in 2018.

Name	Location Parcel Number	Acreage	Lease Rate (acre/year)	Duration (years)
Laughing Crow Farm Betsey Wittick	Suyematsu– Bentyrn 102502-1-063-2005	1.19	\$334	25
Bainbridge Island Vineyard Betsey Wittick	Suyematsu– Bentyrn 102502-1-063-2005	3.34	\$334	25
Bainbridge Island Farms (now Suyematsu Farms) Karen Selvar	Suyematsu– Bentyrn 102502-1-063-2005	6.82	\$334	25
Butler Green Farms Brian MacWhorter	Suyematsu– Bentyrn 102502-1-063-2005	2.54	\$334	25
Butler Green Farms Brian MacWhorter	Morales Farm 102502-1-062-2006	1.7	\$290	25
Perennial Vintners Mike Lempriere	Morales Farm 102502-1-062-2006	.4	\$290	25
Perennial Vintners Mike Lempriere	Suyematsu– Bentyrn 102502-1-063-2005	.59	\$290	25
John Chang’s Garden John Chang	Morales Farm 102502-1-062-2006	.67	\$290	12
Heyday Farm	Johnson Farm 282502-2-064-2002	1.6	\$170	12
Paulson Farm Mike Paulson	Suyematsu– Bentyrn 102502-1-063-2005	1.44	\$334	24
Vireo Farm Mark Taylor & Tracy Lang	Johnson Farm 282502-2-064-2002	1.0	\$170	21
Total Acreage		21.29		

C. **Summary of financial management (calendar year basis) including but not limited to: expense by parcel and payee; income by parcel; operating revenues and expenses of the management organization; grants sought/awarded, etc.**

Per the Master Lease agreement, Friends of the Farms acts as the fiscal agent for earned revenue from public farmland use. In 2018 earned income from farmer leases was \$6,392 and tenant rent from housing was \$13,936. Lease money from 14 community P-Patch garden plots generated \$580. Expenses for public farmland management totaled \$89,717. Details of publicly owned farmland revenue and expenses are attached at the end of this report.



Grant funds of \$3,000 received by Friends of the Farms from the Bainbridge Community Foundation in 2017 were spent in 2018 on wayfinding and informational signage on public farmland. While the grant funds received were less than half what was requested, Friends of the Farms was able to secure donations of time, expertise, and physical labor to surpass the goal in our grant request.



BARN woodworkers designed and built custom frames, Studio Hanson-Roberts provided digital mapping, and The Bainbridge Island Historical Society and Educulture provided photos and context.

Seven large interpretive and wayfinding signs, spanning all 5 farm properties have been completed along with "hiker" trail marker signs and posts for the trails at Johnson Farm and M&E. By providing interpretive signage we have encouraged use of our public trails so residents and visitors of all backgrounds feel welcome and leave with an understanding that this valuable community asset should be preserved and protected.

Additionally, Friends of the Farms' volunteer program provides hundreds of volunteers every year, working thousands of hours on public farmland. Many volunteers loaned or donated tools and equipment that otherwise would need to be rented or purchased at significant cost.



Following a funding request to CoBI for the 2019/2020 budget, Council approved a payment of \$65,000 for management services on public farmland in 2019 only. Prior to 2018, Friends of the Farms received no financial support from the City for operations since the Master Lease agreement commenced in January 2012.

Friends of the Farms, Assistant City Manager Ellen Schroer, and Assistant City Attorney Robbie Sepler are working together in 2019 to revise the Master Lease.

D. Schedule and status for farm-related capital improvements, if any

Friends of the Farms monitors the farmer subleases and oversees farm-related capital improvements on all five public farmland properties. The Projects Committee gathers input from leasehold farmers through the Site Committee Process, Kitsap Conservation District, Friends of the Farms' Board members and staff, and community members. Together, a list of priority capital improvement and maintenance projects is developed. The list is updated annually by the Projects Committee and approved by the Friends of the Farms' Board of Directors.

Working within the budget established by the City, FotF works with City staff to organize longer term plans for the City properties and develop criteria to identify which potential projects (capital or major maintenance) should be the responsibility of FotF and which should be the responsibility of the City. This resulted in the following projects completed by the City during 2018:

- Legal support, working with Friends of the Farms to draft sublease for Vireo Farm at Johnson Farm
- Ongoing vegetation management, including clearing along the east fence at Day Road and along the Day Road deer fence, and mowing along the fence line and around the pump house at Morales
- Minor electrical repairs to intern housing

E. Description of use and activities, including but not limited to: farm-related activities, educational programs, community outreach, farm stewardship volunteer work parties, and public events

In addition to agricultural activities by farmers with subleases, public farmland is used extensively throughout the year by the broader community.

P-Patch Plots. The Friends of the Farms P-Patch Gardener Program benefits families by providing 14 plots at Johnson Farm to grown their own food. The P-Patchers are a convivial group who share resources and knowledge and take pride in their gardens. There currently is a waiting list for P-Patch plots. To address the growing demand in our community Friends of the Farms hopes to increase our number of P-Patches by expanding to Morales Farm and at the Bainbridge Food Forest at M&E.

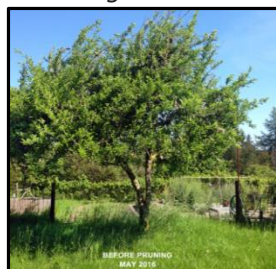


Bainbridge Island Fruit Club Orchard Maintenance. In April 2016 a Memorandum of Understanding signed between BIFC and FotF.



Starting in 2016 and continuing into 2017/2018, the BIFC has identified about 80 percent of the 67 fruit trees adjacent to the Johnson Farm P-Patch. These include: apple (45), pear (10), plum (9), and walnut (3). Of the apple varieties, nearly half are Red Delicious. As for those varieties that couldn't be identified, the club received help from Lori Brakken (Western Cascade Fruit Society) in September 2018 in identifying six previously unknown apple trees. They include: Brock, Cinnamon Spice, Artlet, Sops of Wine, and Gravenstein. Such efforts continue in 2019.

Restoring the Johnson Farm Orchard

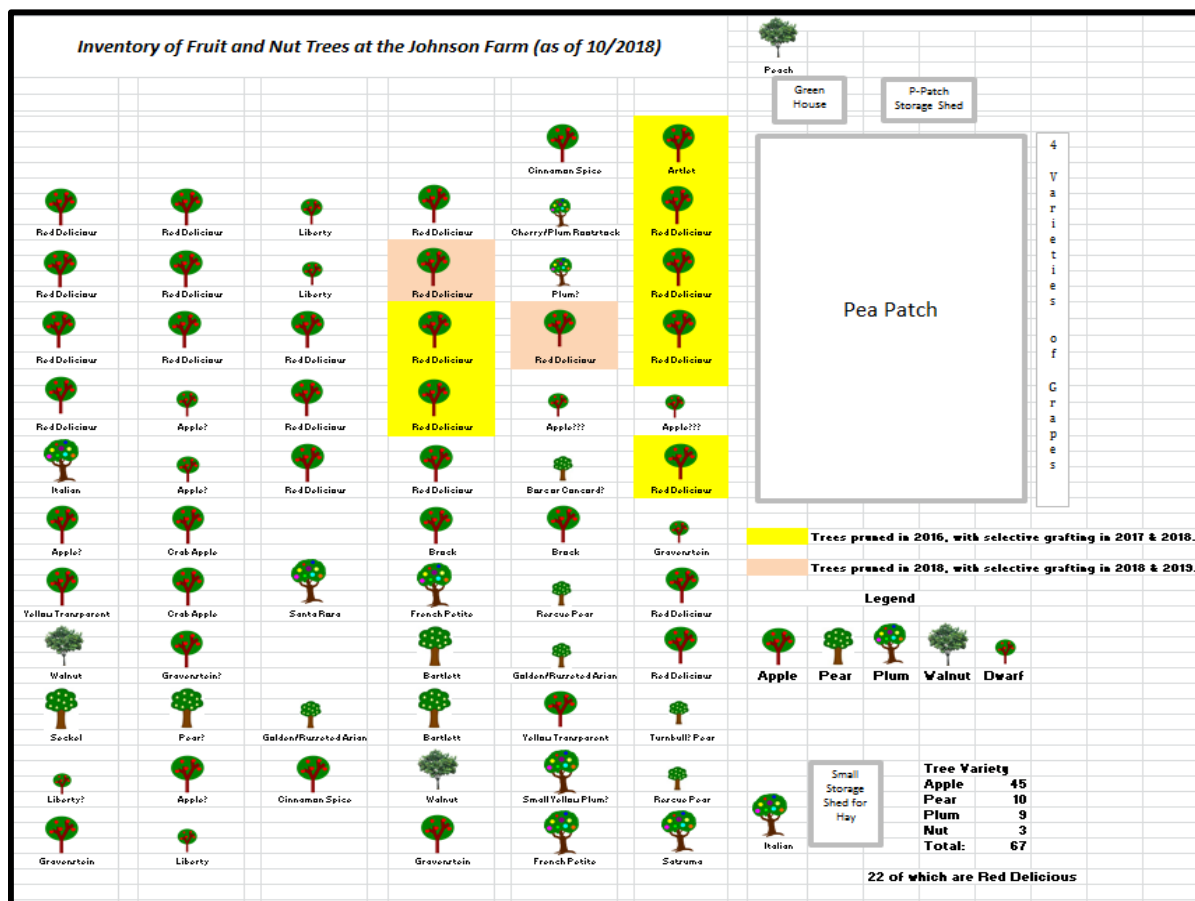


In July 2016 and March 2018, the BIFC and FOF staff conducted significant pruning of nine Red Delicious apple trees, most of which were adjacent to the Johnson Farm P-Patch.

This pruning involved removing old, dead wood as well as topping some of the trees that had become very top heavy and difficult to manage. The photo above shows

the before and after photos of one of the apple trees, which had about one-third of its canopy removed. Several other trees involved nearly 90 percent branch removal in an effort to totally convert the trees to new varieties. These trees recovered nicely in 2017 and 2018, experiencing significant new growth that was and will be used in grafting new varieties.

The BIFC is also growing several full size apple starts (now 4+ feet tall) in the adjacent pea patch that will be planted in the Johnson Farm orchard in Spring 2019 or 2020. Our hope is that these anthracnose resistant apple trees will be more durable than prior replacement plantings. We also hope to graft several new varieties of plums onto several existing plum rootstocks (original grafts died), such as Methley, Obilnaja, Peach-Plum, Satsuma, Shiro, and Victoria.



Creating New Varieties Through Grafting of Older Trees



In early March 2017 and 2018, Darren Murphy (BIFC Club President) placed more than 100 grafts on the nine apples trees pruned the prior 2 years. Of these, over 30 successfully took. The photos show trees grafted as well as the significant growth experienced after just one summer.

Grafting proved to be more successful on new growth following the prior year's pruning. Grafts onto the new growth from the trees severely pruned in 2016, were 80 percent successful in 2018.

Moreover, several of the successful 2017 grafts resulted in the first new fruit varieties in 2018, including Novamac and Winter banana.



Educating the Public About Growing Fruit

Over the last several Harvest Fairs, BIFC has sponsored an information/fruit tasting booth at the Johnson Farm. Beyond the educational displays and handouts, the big attraction was the fruit tasting.

In April 2017, the BIFC also assisted the Johnson Farm P-Patchers in pruning a large, overgrown grape row. The grapes, which represent three to four different varieties of table and wine grapes, hadn't been pruned for many years. The club held a follow-up event in Spring 2018, doing more selective grape pruning. Although most of the grapes have seeds (similar to Concord grapes), Darren was successful in using several pickings in making several gallons of delicious dark pink to purple grape juice.

The Johnson Farm Orchard is far more diverse in fruit varieties than originally anticipated, including a wide selection of apples, pears, plums, and nuts as well as multiple grapes and several persimmons.

Future Plans

- Continue pruning of old growth/deadwood and grafting of new varieties.
- Grafting new apple varieties onto anthracnose resistant rootstock to replace dead/dying trees.
- Continue efforts to identify unknown fruit trees and grapes.
- Install educational signs/placards in orchard in 2019 or 2020.
- Help educate public on the various fruit varieties and grafting/pruning efforts as part of Harvest Fair and club tours.

Youth Activities. As they have for many years, the Bainbridge Island Lacrosse team continues to utilize the trail network at Johnson Farm for training runs.

Friends of the Farms also coordinates and oversees other activities at farms, including the annual Gear Grinders Farm Fresh Scramble, a community mountain bike race.

Farmland Stewardship.



There are volunteer opportunities for all ages throughout the year at various public farmland properties. Together, volunteers work to maintain and enhance each property. Participants are treated to a locally sourced meal as our way to give thanks. The community reaps the benefits through this work of invasive species removal, trail construction, general maintenance, and completion of capital projects.

Community Engagement.

Trails and Wildlife

An extensive trail network throughout the public farm properties allowing the public to access our farmland for year-round passive recreation. Birders frequent Johnson Farm, M & E, Crawford, and portions of Suyematsu and Bentryn Family Farm. The Kitsap Audubon Society utilizes the Cornell Lab of Ornithology's ebird.com to track bird activities at "hotspots." Two are located on public farmland with multiple sightings of 129 species of birds identified at Suyematsu & Bentryn Family Farm since 2011 and 21 species of birds with multiple sightings at M&E since January of 2019.



Farm Walks

FotF Volunteers provide guided farm walks on public land. Farm walks are a fun way for all ages to get out on farmland, meet farmers and interns, and learn both the history and current uses of the land.

Yoga on the Farm



In September 2018, Friends of the Farms board member Erin Hill taught an outdoor yoga class on Johnson Farm, followed by a locally grown picnic lunch prepared by Executive Director Heather Burger. The feedback was so overwhelming positive that Friends of the Farms has partnered with Dayaaalu Yoga House and Tulaa Café for Sunday evening weekly yoga classes on Johnson Farm from July 7th to September 22nd in 2019.

Annual Events

Every October thousands of locals and visitors come to the Suyematsu pumpkin patch leased by Karen Selvar. It is an annual ritual for families.

Many of the local preschools bring tours. One educator shared “What was going through my mind today at the kinder pumpkin patch field trip was, enjoy this day, feel this day, this is THE BEST day in the history of your organized education.”

July is raspberry u-pick time. Another great family outing to create special memories.



Speaking of memories . . .



In 2018 we were honored to provide Johnson Farm as a venue for the wedding of farm neighbors Cynthia Solarz and Luke Carpenter. A special place for a very special day.

Harvest Fair



September 23, 2018 was Friends of the Farms 17th Annual Harvest Fair at Johnson Farm. With the help of 135 volunteers on the day of the event alone we increased awareness of the value of local agriculture and public farm land.

A multi-generational community-wide event, Harvest Fair is a celebration of local food and community attended this year by 3,000 residents and non-residents. Harvest Fair is a festive day that includes sheep shearing, apple cider pressing, a pie contest, live music, local food, and nonprofit organization exhibits. Rides include the beloved landslide, tractor and carriage rides, and farm demonstrations.

In 2018 we greatly expanded opportunities for community nonprofits and schools to participate in Harvest Fair. BARN, Islandwood, Kitsap Master Gardeners, KiDiMu, Kitsap 4-H Club, Bainbridge Island Fruit Club, Island School, Bainbridge Island Waldorf School, and Carden Country School all had booths with hands-on fun educational activities for children. The booths were busy all throughout the day and the groups have expressed enthusiastic interest in returning for future Harvest Fairs.

F. Description of farm and farm-related activities demonstrating compliance with the Goals, Policies and Practices and other requirements of the Master Lease. Where appropriate, reporting and an explanation of instances where the Goals, Policies and Practices and other requirements of the Master Lease may not have been met

Friends of the Farms manages public farmlands consistent with Goals, Policies and Practices set forth in Section 3.9 of the Master Lease.

Commercial Farmers.



Commercial farmers not only utilize public land for the business of providing our community with delicious, healthy, locally grown food, they also provide lasting improvements to CoBI-owned land through their work.

Mike Lempriere planted wine grapes for his Perennial Vintners on the Morales property in 2008 and has been growing grapes there ever since. In order to utilize the land, he striped blackberry vines, Scotch Broom, and Japanese Knotweed (a Class C registered invasive species). Mike tells us that the latter was a multi-year nightmare. Since 2012, he's harvested about half a ton of grapes annually from the property, contributing about 20% to his local wine production.

Mike shared one of his favorite stories, "I was clearing weeds at the bottom of the property near SR-305. A couple on bicycles going past stopped to chat with me -- it was then Bainbridge Mayor Kordonowy. She told me how beautiful the vineyard was, and how grateful she was that it was visible for all to enjoy. Most importantly, she said that what I'm doing, is exactly what the people of BI intended when they voted for the \$8M Open Space Bond in 2001. I was very much honored!"

Education.



Farmers on public land recruit and mentor interns every year. Up to 9 interns are housed in public farmland managed by Friends of the Farms every year. Intern and new farmer housing are critical to attracting and retaining the next generation of local farmers. In 2018 FotF made extensive revisions to intern housing rules, contracts, and procedures to make the process more efficient and improve communication and expectations.

Just in the past few seasons Brenda Calderon, Sebastian Edgerton, Zachary Fulton, Sabrina Green, Clare Menard, Sonya Parker, and Deanna Wong all mentored with farmers on public land, lived in public farmland housing, and have stayed in our area to continue farming. Farm interns work a minimum of 30 hours a week, and often many, many more, alongside a successful local commercial farmer, gaining valuable knowledge. Internships also present an opportunity for learning from one another and sharing new ideas.



Friends of the Farms manages the rental agreements with farm interns, and reviews farmer applications for housing. More than just a rental agent, we create a welcoming environment and act as a resource for these young people new to our area. We also provide staff and volunteers for repairs, maintenance, and improvements to the housing structures and adjacent land.

What we hear from farm interns . . .



My first experience with public farmland on Bainbridge Island was five years ago on Johnson Farm. Since then, I've also been able to help manage public farmland on Lovegren Road and Day Road. I would not be able to stay and farm here on Bainbridge if it were not for these farms and the affordable housing that Friends of the Farms provides.

Sebastian Edgerton, Butler Green Farm Staff 2016-Present,
Founding member of Heyday Farm Crew
Sebastian currently lives in Suyematsu Farm House

Bainbridge Island has an incredible wealth of public farmland and farmers that not only feed our community but teach young farmers like me to care for our Earth. I'm excited to continue learning and improving our local food systems.

Deanna Wong, 2018 Butler Green Farm Intern, 2019 Butler Green Farm Staff

Deanna lives in Morales House and produced a video for Friends of the Farms about local farming

Tomatoes fresh off the vine, marionberries warmed by the sun, the sleep you get after a long day of work. These are all lovely and fine but the best part about being a farm intern in Kitsap County is the community. All the farms I've worked with support each other and lend a helping hand; they aren't competitors so much as crucial parts of each other's farms. When help is needed, there is always a farmer to pick up the phone. They also depend on the surrounding communities to support and sustain them. Because of these relationships, farmers are able to continue working the land in Kitsap County in a responsible and regenerative way. I have no plans to leave the area; this next year I'll be an intern at Around the Table Farm in Poulsbo.

Clare Menard, 2018 Laughing Crow Farm/Full Tilth Farm Intern, 2019 Around the Table Farm Employee
Claire lived in Suyematsu Farm House with her dog Puck

Historic Suyematsu Farmstead.



In 2016 the Bainbridge Island City Council accepted the recommendation from the Historic Preservation Commission to designate the Suyematsu Farmstead at Day Road a Historic Area, which includes the Suyematsu farmhouse, historic barn, picker cabins, sheds, and storage buildings.

In 2017, acknowledging the need for capital improvements to the buildings and landscapes within the Historic District, as well as a desire for the site to provide more public value, the CoBI

appointed Friends of the Farms to lead a multi-phase process to plan and identify how improvements

might be achieved. Consulting firm KO Projects was engaged by FotF to study needs and opportunities in the historic district, and to create an Implementation Plan that outlines proposed capital projects, site operations, costs, and next steps.

The full report was presented to Council in 2017 and is available on the Friends of the Farms website. The objectives of this effort included:

- Preservation and interpretation of historic farm structures, landscapes, and histories
- Repair and improvement of the properties to accommodate preservation, interpretation, and agricultural use, as well as needed support functions
- Securing significant artifacts from the site and cataloguing them for future analysis, interpretation, or display
- Exploring the possibility of on-site housing for farm interns and new farmers, and Sustaining public value, vibrant activity, historic interpretation, and agricultural output at the farm for decades to come.

Friends of the Farms also engaged the Bainbridge Island History Museum to:

- Organize and inventory contents of Workshop, Office, and Picker Sheds
- Recommend steps needed to secure contents in the short-term
- Deliver to Friends of the Farms written recommendations for long-term disposition of contents of Workshop, Office, and Picker Sheds

Work included organization and inventory of over 2,000 objects/artifacts that were photographed and assigned individual numbers, along with photo inventories of the resulting groupings and locations.

The CoBI/FotF Master Lease pre-dates the Historic Area designation and recommendations. We expect discussion on the future of this area will occur as part of the CoBI/FotF lease discussions in 2019. In 2018, Friends of the Farms provided maintenance and repairs to the land and structures, and continues to do so today.

4. Site Committee Reports

As required in Article 3.10 of the Master Lease, Friends of the Farms has a Site Committee process that involves multiple meetings of key stakeholder (farmers, Friends of the Farms' representatives, and neighborhood stewards) per year to monitor each property. The site committees follow policy and processes developed to appropriately manage each farm and identify issues that need to be addressed to improve the land. This process includes the following:

- Monitor Goals, Policies and Practices from Lease Exhibit B
- Identify and document issues of concern with recommended resolutions
- Identify and document capital improvements/maintenance measures to be addressed; participate in developing a Capital Improvement Plan

Farm-related capital improvements and maintenance completed in 2018 are detailed below. Day Road farm properties, Johnson Farm, and Morales are more developed than Crawford or M&E and so generally require more time and expense, although ongoing maintenance and improvements occurs on all properties.

Both CoBI and Friends of the Farms continue to improve efficiency and streamline communications regarding public farmland maintenance, repairs, and improvements. CoBI and FotF work together to create a Master Maintenance list for all public farmland, create budgets, and prioritize projects.

Suyematsu East and Bentryn West.

Agricultural Land Maintenance



- Ongoing monitoring and cleanup of main inflow ditch to irrigation ponds from the headwaters of Manzanita Creek in collaboration with the Kitsap Conservation District.
- Ongoing dialogue with Bentryn's, FotF Board, and farmers on public land regarding water access from the ponds, health of the water system, and irrigation rights.
- Monitored and collected monthly water meter reports from sub-lease farmers.
- Coordinated ongoing vegetation management with City-approved funds. Focused on NE corner surrounding the

historic area, and South to the border trail connecting Vista Place, Day Road farms and M&E farms and also along Day Road, from East end and west to the farm stand.

- Winterized and de-winterized irrigation system providing water to farmland.
- Continued intensive cleanup of garbage and invasive vegetation surrounding Suyematsu Farmhouse. Work is being done by FotF staff, farmers, and volunteers.

Structural Maintenance

- Coordinated with CoBI Water Resources to lock and secure historic outhouses along the intake ditch/creek.
- Rented an excavator, unearthed underground leaking water lines and repaired them
- Identified and repaired a water leak into the kitchen floor at Suyematsu house.
- Contacted Kitsap Noxious Weed Control for removal of poisonous hemlock and invasive morning glory along the ditch.
- Removed obsolete appliances from Suyematsu House basement and transported to Seattle metal recycling facility.
- Remove and properly dispose of hazardous waste from Suyematsu House and garage.
- Ongoing maintenance to gravel driveways surrounding Suyematsu farmhouse to preserve roads and parking. Materials and equipment donated by Brian McWhorter. Labor by FotF staff and volunteers.
- Ongoing removal of refuse from Akio Suyematsu's garage.
- Secured donations of beds, furniture, and supplies for CoBI-owned intern housing.
- Purchased and installed trim on interior of bedroom windows, along with curtain rods and curtains.
- Painted interior walls of Suyematsu House, deep cleaned the kitchen, recaulked the bathroom floor and tub.



Johnson Farm.

Agricultural Land Maintenance

- Provided plots to 14 P-Patch members who grow a diverse range of crops. P-Patches are managed by volunteer Lori Gibson, who along with nearby neighborhood stewards provided hundreds of hours of ongoing security and maintenance, including trimming, and additional access road and trail repair.
- FotF Program Manager Morgan Houk and volunteer Lizzie Berg winterized the pump house and irrigation system at Johnson Farm.
- Coordinated ongoing use of a structure on the property by Rebecca Slattery of Persephone Farms. Rebecca utilizes the space and refrigeration as a pickup site for her annual CSA members.
- Johnson Farm neighbor Rob Ferguson continues to be one of our most valuable volunteer assets. This year he utilized an excavator donated by landscape architect Bart Berg to remove a fallen tree from one of the ponds on the farm and relocate boulders to facilitate vegetation management. And as he has for many years, continued to donate his tractor and other equipment to maintain grade and add new chips to the multi-use trail system.
- Repaired failed lawnmower for the P-Patch.
- Worked in partnership with *Let's Pull Together* for numerous Scotch broom removal parties inside farm property and on neighboring property to prevent future spreading back onto public farmland and adjacent private property.
- Ongoing removal of Himalayan blackberry around the farm.
- Removed Gorse along the central fence line.
- Ongoing removal of small deciduous trees.
- Coordinated, monitored, and assisted with ongoing maintenance to the historic orchard on Johnson farm through a partnership with the Bainbridge Island Fruit Club (details in Section 3. E. above).
- Ongoing pruning of trees along Twin Ponds Lane in preparation for Harvest Fair. This work benefitted both the farm and nearby neighbors.
- Wielded chain saws to clear downed trees to ensure safe and open access by the public trails
- Secured donations of wood chips and utilized volunteers for trail and road maintenance

Structural Maintenance



Johnson Farm is looking better than ever with a new fence on the south side of the P-patches to protect them from deer. The old fence, held up by an overgrown grapevine, could not be saved. Friends of the Farms purchased materials for the replacement posts and fencing and members of our volunteer pool donated the labor.

- Ongoing participation in the Springbrook Creek Watershed Assessment. Met onsite with BI Land Trust, Dept. of Ecology, Suquamish Tribe, CoBI Water Resources, Wild Fish Conservancy, and property neighbors to share property history and current use. Have created a plan for metering water usage of the pond in 2019. Will be working with CoBI to create pond maintenance guidelines.

Morales Farm.

Agricultural Land Maintenance



- Significant cleanup and disposal of unused farm materials from sheds shared by farmers and spaces between. Work organized and completed by farmers, FotF staff, and volunteers.
- Removal and proper disposal of hazardous materials on the property.
- Ongoing cleaning and upkeep at Morales intern farmhouse by FotF staff.
- Coordinated invasive vegetation management with CoBI along West fence line and Highway 305 to improve visual access to farmland.
- Ongoing mowing around the most visible corner of the farm at Lovgreen

Road and 305 by City staff and farm interns working and living on Morales property.

- Coordinated with Butler Green Farms to install rosemary and sage plants as a privacy screen on the highway side of the lawn in from the house.

M&E Farm - Bainbridge Food Forest.

In 2018 Friends of the Farms, in partnership with Bainbridge Prepares, presented Council with our plan to create a Food Forest at the M&E property. Over the past six months our leadership team has engaged in facilitated strategic planning to define our mission, vision, and goals.

BFF Mission

Create a thriving, diverse, and sustainable, edible ecosystem fostering the health of all species.



The BFF is a

- Community powered, co-created hub, delivering hands-on experiences to grow ideas and inspire curiosity.
- Shared space to implement innovative concepts in habitat preservation and restoration.
- Living, ever-evolving classroom for regenerative local food production, natural resource management, and inclusive habitat.
- Sanctuary, free and open to all to gather, nourish, explore, and share.
- Replicable model for food security and equitable distribution of locally grown, nutritious, fresh food.

We Envision

- A thriving edible park, free, open, accessible, and welcoming to all ages and demographics
- Locally grown, nutritious food donated year-round to support vulnerable populations and local emergency preparedness.
- Ever-evolving natural landscapes attractive to native plants, animals, and native pollinators.
- A stream alive with salmon and trout.
- A place for recreation and reflection.
- Programs and projects for hands-on learning for children and adults.
- A hub for creativity and experimentation for new and innovative farmers.
- Implementation of new ideas and technology for optimal water resource management.
- Networked leadership guiding community programs, management, and maintenance.
- A destination for visitors and a model for communities worldwide.

BFF Leadership



We are a team of professionals and engaged community members with backgrounds in farming, nonprofit project management, land use planning, human services, landscape design, natural resource management, education, and food forest design and maintenance.

Heather Burger, Executive Director, Friends of the Farms
Scott James, Executive Director, Bainbridge Prepares
Alessandra Pistoia, Resource Management Consultant, MBA
Morgan Houk, Program Manager, Friends of the Farms

Hannah Blankenship and Mark Doucette, Principals, Wassail Ecological Landcare
Matt Kuntz, Principal, Bainbridge Botanicals
Russell Lawson, Farmer, Year of the Garden
Stacy Lewars, Farmer, Bainbridge Island Blueberry Farm
Becca Hanson, Landscape Architect
Erin Hill, Landscape Designer with focus on organic agriculture
Bob Ross, Landscape Architect

Jeff Steele, Educator, Hyla Middle School and Permaculture Designer

Larry Lofgren, Attorney, Volunteer - Beacon Hill Food Forest

Partnerships

There is widespread interest in the BFF project. We have already engaged with the WA State Department of Fish & Wildlife, the Xerces Society, the Kitsap Audubon Society, and the Kitsap Conservation District to advise our planning team.

While the Food Forest Project will be housed within Friends of the Farms, planning, building, programming, and maintenance will require stakeholders across our entire community.

Potential stakeholders include:

Agricultural Community	CoBI	Sustainable Bainbridge
Arts & Humanities Council	EduCulture	(Watershed Council)
BARN	Faith Community	UW School of Environmental
Beacon Hill Food Forest	Helpline House	and Forest Sciences
BI Fruit Club	Islandwood	WA State Department of
BI Parks Foundation	Kitsap Audubon Society	Ecology, Fish & Wildlife
BI School District	Kitsap Master Gardeners	Wild Society
Bainbridge Prepares	Library Composting Team	

Funding



Friends of the Farms is contributing a \$50,000 private anonymous donation to the Bainbridge Food Forest. In late March we will begin a fundraising campaign to match that amount with additional private donations. Research is also underway on grant opportunities to fund startup of the project.

Along with planning for the BFF, we continue to provide ongoing maintenance to the M&E property.

Agricultural Land Maintenance

- Significant ongoing work to clear invasive species.
- Friends of the Farms once again partnered with *Let's Pull Together* to remove Scotch Broom throughout the whole property and partnered with Weed Warriors for ongoing holly removal.
- Began dialogue with Dave Shorett and Barb Trafton at BI Parks Foundation and Ellen Schroer at CoBI on interest and potential trail connectivity at M&E, Day Road, Crawford, Grace Church, etc.

Crawford Property.

Agricultural Land Maintenance

- While the Shade Covenant executed by CoBI and adjacent landowners Gerard and JoAnn Bentrin predates FotF's management of the property, we have acted as a liaison between the parties, coordinated access, provided oversight, and provided information regarding the property and its access.

Structural Maintenance

- Ongoing dialogue regarding legal easement from Grace Church to connect M&E via Crawford property trail.
- Continue work on trail fencing along northern property line.

5. Conclusion

In 2012 when Friends of the Farms and the City of Bainbridge Island joined in partnership to steward 60.86 acres of land on behalf of our community it was anticipated that the contractual relationship would evolve over time. This was a new and unique relationship and little was known of what would be required by either party as time went by. But the foresight and will were there -- this land must be preserved.

Today, few remain at CoBI or FotF who laid this groundwork. FotF staff and board have changed. CoBI staff and Council have come and gone. What remains constant is our joint commitment to this remarkable public asset.

The words "public farmland" are a misnomer. Yes, 21.29 of the 60.86 acres are in crop production, providing local jobs and food and contributing to our economy. It is also so much more. It is a place

where young people come from across the country to live and learn and become farmers themselves. It is an important part of our ecological landscape as home to the headwaters of Manzanita Creek and the Springbrook Creek Watershed. It is habitat for native pollinators, 150 species of birds, and even transient bears. It is open space, free and open to all to hike, picnic, forage, get married, ride a bike, visit a pumpkin patch, pick raspberries, or find peace in nature.

With time an understanding has emerged of the significant human and financial capital needed to care for this land. It cannot be done by volunteers alone. Friends of the Farms is uniquely qualified to provide skilled and experienced staff to fill the many needs that arise, from selecting, negotiating, and managing farmer subleases, maintaining farm-related infrastructure and two residential housing structures, to managing a farm intern program, to maintaining trails and roads, pump houses and wells, to monitoring and maintaining public open space, orchards, P-Patch gardens and their tenants. It also takes time and experience that we possess to engage with thousands of individuals and numerous organizations for safe and appropriate access and activities on the land.

We thank CoBI for acknowledging the hard work and financial investment in publicly owned farmland by Friends of the Farms for over a decade by approving a \$65,000 management fee in 2019 and for the opportunity to revise our agreement going forward to reflect the value and service we are proud to provide you.

Friends of the Farms thanks you for the opportunity to share this report and to work alongside you to preserve and protect our public farmland.



Submitted by,
Heather Burger
Executive Director



2018 Summary of Expenses for Public Farmland Management

Income	Day Rd	Morales	Johnson	M&E	Crawford	Suyematsu Historic Area	Public Farmland General	Management	Total Public Farmland
EARNED INCOME									
Interest Income									
Lease / Rents									
Rent	\$ 7,631	\$ 5,350	\$ 870						\$ 13,851
Farm Lease	\$ 5,317	\$ 803	\$ 272						\$ 6,393
Total Lease / Rents	\$ 12,949	\$ 6,153	\$ 1,142						\$ 20,244
Total EARNED INCOME	\$ 12,949	\$ 6,153	\$ 1,142						\$ 20,244
Total CONTRIBUTED INCOME			\$ 635						\$ 635
Total Income	\$ 12,949	\$ 6,153	\$ 1,777						\$ 20,879
Gross Profit									
Expense									
Operating Expenses	\$ 11	\$ 11	\$ 51	\$ 301	\$ 7	\$ 59		\$ 10,525	\$ 10,966
Repairs & Maintenance	\$ 461	\$ 233	\$ 2,246				\$ 4,066		\$ 7,006
Payroll	\$ 3,531	\$ 2,024	\$ 5,140	\$ 5,563	\$ 718	\$ 1,281	\$ 13,942	\$ 32,400	\$ 64,599
Utilities	\$ 3,499	\$ 3,300	\$ 347						\$ 7,147
Total Expenses	\$ 7,502	\$ 5,569	\$ 7,785	\$ 5,864	\$ 725	\$ 1,340	\$ 18,008	\$ 42,925	\$ 89,717
Net Income	\$ 5,446	\$ 585	\$ (6,008)	\$ (5,864)	\$ (725)	\$ (1,340)	\$ (18,008)	\$ (42,925)	\$ (68,839)



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:40 PM) Ethics Board 2018 Annual Report and 2019 Work Plan,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to forward for approval with the May 14, 2019 Consent Agenda the Ethics Board's 2018 annual report and 2019 work plan as presented.

SUMMARY:

A representative from the Ethics Board will present their 2018 annual report and 2019 work plan.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Ethics Board 2018 Annual Report and 2019 Work Plan.doc](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

City of Bainbridge Island Ethics Board 2018 Annual Report and 2019 Workplan

I. Complaints and Advisory Opinions.

The Ethics Board issued two complaint determinations regarding conflicts of interest (2018-01, 2018-04) and three advisory opinions (2018-02, 2018-03, 2018-05).

II. Changes to the Ethics Code.

The Board proposed changes to Article III.D.5 regarding actions of the Board in response to ethics complaints. Several grammatical corrections throughout the code were also proposed. All proposed changes were approved by City Council on March 27, 2018 (Resolution No. 2018-10).

III. New Ethics Board members. The Ethics Board welcomed Brian Strully at its July meeting and Suzanne Keel-Eckmann at its December meeting. Dennis Willerford left the Board in June 2018.

IV. Ethics Board Education. The Board continued its own education regarding the provisions of the Ethics Code, including

- A. Orientation of our new members to the provisions of the COBI Ethics program
- B. Reviewed the ethics rules applying to elected officials and members of committees and commissions
- C. Reviewed the procedures for handling ethics complaints, advisory opinions and waivers under Article III

V. COBI Ethics Education. The Board continued presenting Ethics Code education to committees and new council members.

VI. Community Outreach.

- A. The Board manned a booth at the farmer's market in August to answer ethics questions from the community
- B. Two Board members were interviewed for a Bainbridge Community Broadcasting podcast.

VII. Work plan for 2019

- A. Continue Ethics Code education for Councilmembers, Committees and Commissions, with a focus on including new members
- B. Submit proposed changes to the COBI Ethics Code to the City Council; participate as requested in discussions with the Council and public regarding the proposed changes
- C. Update documentation as applicable to reflect Ethics Code changes, e.g., submission form for Complaints/Requests
- D. Continue to respond to Ethics Complaints and Requests for Advisory Opinions; as of April 9, 2019, the Ethics Board had 8 advisory opinion requests/complaints in queue
- E. Continue to respond to citizen inquiries regarding ethical issues in government
- F. Continue community outreach activities including another appearance at the farmer's market
- G. Continue Board member education through webcasts, seminars and independent study
- H. Select new Ethics Board member to replace outgoing member Scott Wilder

Respectfully submitted,

Suzanne Keel-Eckmann, Chair
Ingrid Billies
Maradel Gale
Brian Strully
Scott Wilder



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:55 PM) Set Public Hearing on Ordinance No. 2019-14 Relating to Changes to Water and Sewer Utility Fees - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to schedule a public hearing on Ordinance No. 2019-14 on May 14, 2019.

SUMMARY:

A recent consultant study and recommendations related to water and sewer utility rates was presented to the City Council on March 19, 2019. The Council considered changes to the recommendations at their meeting on April 16, 2019, related to proposed Winslow commercial and residential sewer rates. At that meeting, the Council directed staff to begin public outreach on the discussed changes and to bring forward an ordinance implementing the new rates. A Public Hearing on the ordinance implementing the proposed rate changes is proposed to be set for May 14, 2019.

FISCAL IMPACT:

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

BACKGROUND:

FCS Group has conducted a study of the City's water and sewer utilities and developed a recommendation for rate adjustments to ensure the financial health of the utilities. The Utilities Advisory Committee has provided significant review and input to the FCS report and recommendations over the past approximately six months and prepared a memorandum summarizing their deliberations and recommendations. FCS Group presented their recommendations to the City Council on March 19, 2019. The Council considered changes to the

recommendations at their meeting on April 16, 2019, related to proposed Winslow commercial and residential sewer rates.

This agenda item is to set a public hearing for May 14, 2019, regarding the proposed rate adjustments.

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (8:00 PM) Ordinance No. 2019-12, Updating Chapter 3.80 BIMC "Public Art Works Program and Fund" to Reflect an Annual Funding Approach - Executive

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to forward Ordinance No. 2019-12 for approval with the May 14, 2019 Consent Agenda.

SUMMARY:

In Fall, 2018, as part of the 2019-2020 budget process, the City Council decided to change the funding mechanism for the Public Art Subfund so that City financial support was provided via a specified annual funding amount rather than using a calculation based on percentage of eligible capital expenses. The mechanism for funding for the Public Art Subfund is specified in City Code (BIMC 3.80). Proposed Ordinance No. 2019-12 would update the City Code as needed to reflect the Council direction to move to a specific funding amount approach for the Public Art Subfund.

FISCAL IMPACT:

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

BACKGROUND:

The City of Bainbridge Island has had a public art program for many years. There is a dedicated Public Art Subfund within the General Fund to track public art-related revenues and expenditures. Over time, the funding approach has changed, including years in which 1% or 2% of certain capital costs were transferred as revenue into the Public Art Subfund.

As part of the 2019-2020 budget process, the City Council decided to move to funding the Public Art Subfund with a set amount of money annually rather than providing a variable amount based on a percentage of eligible capital expenses. The change to a fixed amount of funding is intended to improve the predictability of City funds, and thereby allow better planning for the Public Art Committee. Using a fixed funding amount is also simpler for City staff to administer.

In 2019 and 2020, the City Council approved fixed transfers from the General Fund to the Public Art Subfund of \$74,000 (2019) and \$62,000 (2020), for a total of \$136,000 in the biennium.

ATTACHMENTS:

[Ordinance No. 2019-12, Updating Chapter 3.80 BIMC "Public Art Works Program and Fund" to Reflect an Annual Funding Approach](#)

FISCAL DETAILS:

The percentage-based contribution to the Public Art Subfund has varied significantly over the past years. This variability occurs because the funding amount is currently calculated based on eligible expenses for capital projects that formally closed in the prior year. Some years reflect a higher level of capital activity than others. While the amount of funding for the Public Art Subfund is calculated based on capital project activity, the source of the funding is the City's General Fund, not the individual capital project budgets.

The recent history for annual funding is shown below (the average for these four years is roughly \$33,000 per year):

2015: \$7,359 (Included shoulder widening projects at Vineyard and Valley/Logg Reconstruction)

2016: \$18,040 (Included Wing Point Way and Fletcher Bay Road End projects)

2017: \$45,536 (Included Waterfront Park and Wardwell Road projects)

2018: \$59,694 (Included City Dock, Sound to Olympics Trail, and Miller/Fletcher Road projects plus \$9,000 in additional funding per City Council direction)

Fund Name(s): Other

Coding:

ORDINANCE NO. 2019-12

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Chapter 3.80 of the Bainbridge Island Municipal Code to provide for the appropriation of funds into the public art account consistent with the City's adopted 2019-20 biannual budget.

WHEREAS, the City of Bainbridge Island has had a public art program for many years; and

WHEREAS, from time to time the funding approach to this program has changed, including using a formula based on the value of capitalized projects; and

WHEREAS, the funding approach in use in prior years has resulted in variability in the amount of funding from year to year; and

WHEREAS, stable and predictable funding supports planning for the Public Art Committee and the City budget; and

WHEREAS, On November 27, 2018, the City Council approved Ordinance No. 2018-39, adopting a final budget for the City for 2019 and 2020; and

WHEREAS, the adopted budget shows a specified amount for public art expenditures, which is different than the funding approach currently codified Chapter 3.80 BIMC; and

WHEREAS, the City has completed work on the 2018 financial statements, thereby calculating the amount for public art that was applicable when that budget was adopted.

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

Section 1. The name of Chapter 3.80 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

Chapter 3.80
Public ~~Art Works~~ Artwork Program and Fund

Section 2. Section 3.80.020 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

3.80.020 ~~Cultural resources~~ Public art subfund.

A. Creation. There is established in the city treasury a fund designated "the city of Bainbridge Island public art account."

All funds authorized or appropriated pursuant to this chapter shall be deposited into and

maintained in the public art account. Expenditures from the public art account shall be made at the sole discretion of the city council, except as provided otherwise in this chapter. The public art account shall be administered by the city's finance director.

B. Definitions of Project. "Project" means all capital municipal construction or improvement projects or portions of projects, paid for wholly or in part by the city, including:

1. Construction or renovation of any city street or sidewalk; and
2. Construction, renovation, or remodel of any public park, building, parking facility, or any portion thereof within the city limits.

"Project" for purposes of this section shall not include construction of sewer, water, or storm and surface water management facilities.

C. Source of Funds.

~~1. Appropriation of funds to the public art account shall occur as a set annual amount decided and appropriated within the city budget process. All authorizations and/or appropriations for capital municipal construction projects shall, whenever legally permitted, include an amount equal to two percent of the total capitalized project cost, to be used for the selection, acquisition and/or installation of works of art to be placed in, on, or about appropriate city public facilities.~~

~~2. In computing the amount to place in the public art account, the project's capitalized costs to the city shall include actual construction costs, architectural and engineering fees, project administration, site preparation, contingency allowances, capitalized project costs of city staff time spent on the project, and any other capitalized amounts paid by the city to third parties in connection with the project.~~

~~3. The project's capitalized costs shall not include land or right-of-way acquisition, financing, furnishings, fixtures or equipment.~~

~~4. The project's capitalized costs to the city shall not include any portion of the project's cost which is not funded by the city.~~

~~5. The city's contributions to the public art account pursuant to this chapter may include developer art contributions if the contributions have been approved by the city council designated agency.~~

~~6. Fund transfers to the public art account will occur in the first quarter of any year for which an appropriation has been made, as part of the annual year-end financial process, after project close-out.~~

~~7. In the event any law, rule or regulation establishing a source of funds for a project prohibits, limits or excludes art as a proper expenditure of funds on the part of any other~~

~~entity participating in the cost of the project, then the amount of funds acquired from such source shall be limited or excluded to the extent required by law in computing the amount to include in the authorization or appropriation for the project.~~

D. Additional Consideration for Capital Facility Projects. As part of project planning and design for new capital facility projects (for example buildings, parks, trails), ~~the~~ city staff will identify whether the proposed facility project is an appropriate facility to include public art elements. These public art elements may be either integrated artist made building parts (AMBP) or freestanding artwork. If the proposed facility project is identified as an appropriate facility to include public art elements, the city council will determine during project design phases whether to incorporate AMBP, or freestanding artwork, or both. At that time, the city council will also determine the amount of expenditure for the project's public art elements, and whether the proposed AMBP and/or freestanding artwork will be supported by funds from the public art account, or by general city funds, or by some combination of funding sources.

E. Maintenance. A listing of existing public art-work is maintained by city staff. ~~provided in Appendix 1, City of Bainbridge Island Public Art Collection.*~~ The list shall be revised administratively from time to time as new public art projects are approved by the city and the public art committee. All artwork in the city collection is designated as either freestanding, or as an artist made building part (AMBP). These AMBPs become part of the facility in which they are installed.

1. To the extent possible, routine maintenance of all artwork, both freestanding and AMBP, will be completed by city staff without cost to the public art account.
2. When required, specialized services to maintain, restore, renovate, illuminate, or relocate AMBP shall be supported with general city funds.
3. When required, specialized services to maintain, restore, renovate, illuminate, or relocate freestanding artwork shall be supported with the public art account.
4. Periodically, the city may engage specialized services to review and assess the condition and maintenance plan for the public art collection. The cost for this periodic assessment shall be supported by the public art account.

F. Any funds placed in the public art account which are not spent shall be carried over automatically from year to year. ~~Upon the approval of the city council and at the request of the designated agency, funds placed in the public art account pursuant to this chapter may be transferred to an arts and humanities account in the cultural resources subfund.~~

~~G. Whenever it determines that the prudent management of city financial priorities or other significant public interest would be served, the city council may, by motion at a city council meeting, suspend city contributions to the public art account.~~

Section 3. Section 3.80.030 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

3.80.030 Private sources of public ~~art works~~ artwork.

In the event that a private source proposes to donate ~~art work~~ artwork to the city, the designated agency shall review the proposal and make recommendations to the city council regarding the proposal. The city council, after consideration of the designated agency's recommendation, may (1) accept the ~~art work~~ artwork as a gift to the city, (2) accept the ~~art work~~ artwork as a loan to the city, or (3) not accept the ~~art work~~ artwork. If private ownership in the ~~art work~~ artwork is retained, the private owner shall be responsible for any insurance for, and the maintenance, repair, and replacement of, the ~~art work~~ artwork.

Section 4. Section 3.80.040 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

3.80.040 Management.

~~A.~~ The city's public ~~art works~~ artwork program shall be managed as directed from time to time by the city council. To the extent that any portion of the management is delegated to a private entity, such management shall be in accordance with a written agreement approved by the city council.

Section 5. This ordinance shall take effect and be in force five (5) days from its passage and publication as required by law.

PASSED by the City Council this ____ day of _____, 2019.

APPROVED by the Mayor this ____ day of _____, 2019.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK:	April 19, 2019
PASSED BY THE CITY COUNCIL:	_____, 2019
PUBLISHED:	_____, 2019
EFFECTIVE DATE:	_____, 2019
ORDINANCE NUMBER:	2019-12



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:15 PM) No-Match Grant for an Architectural/Structural Analysis and Conditions Survey of the Suyematsu Farmstead Barn and Bunkhouses - Planning,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

I move to authorize the Historic Preservation Commission to apply for a \$3,600 no-match grant from the Department of Archaeology and Historic Preservation for an Architectural/Structural Analysis and Conditions Survey of the Suyematsu Farmstead Barn and Bunkhouses.

SUMMARY:

The Historic Preservation Commission (HPC) is requesting approval to apply for a \$3,600 grant, administered by the Washington State Department of Archaeology and Historic Preservation (DAHP), for an Architectural/Structural Analysis and Conditions Survey of the Suyematsu Farmstead Barn and three Bunkhouses. While the grant does not require matching funds from the City, in-kind support from the HPC and City staff is a requirement of the grant program. The grant application is due on April 26, 2019. Therefore, in order for the HPC to apply for this grant, Council approval is required on April 23, 2019.

FISCAL IMPACT:

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

BACKGROUND:

On March 12, 2019, the City Council approved the Historic Preservation Commission's (HPC) 2019 Work Plan, which includes seeking approval from the Council to apply for a grant through the Washington State Department of Archaeology and Historic Preservation (DAHP) to begin restoration work of buildings on the

Suyematsu Farmstead. While the grant does not require matching funds from the City, in-kind support from the HPC and City staff is a requirement of the grant program.

In coordination with City staff, the HPC has prepared grant application materials and is now requesting approval to apply for a no-match grant, administered by DAHP, for an Architectural/Structural Analysis and Conditions Survey of the Suyematsu Farmstead Barn and three Bunkhouses.

Specifically, HPC seeks a historic architect/engineer to: (1) conduct an architectural and structural analysis of each structure's interior, exterior, and foundation; (2) provide a complete narrative description of existing exterior and interior conditions, materials, and construction methods, including digital color photographs; and (3) provide recommendations for stabilization and restoration in accordance with the Secretary of Interior's Standards for the Treatment of Historic Properties. The interior will remain as it was historically while community stakeholders determine the future use for the barn and bunkhouses.

Section 15.1 of the City's Procurement Policy states that the HPC must obtain City Council approval before submitting a grant application on behalf of the City.

The grant application is due on April 26, 2019. Therefore, in order for the HPC to apply for this grant this year, Council approval is required on April 23, 2019.

ATTACHMENTS:

[HPC Grant Application FY20 - CLG Suyematsu](#)

[Suyematsu Maps and Photos](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

**CERTIFIED LOCAL GOVERNMENT FY 2020 GRANT
APPLICATION
DUE IN OFFICE FRIDAY, APRIL 26, 2019 BY 5:00 PM**

I. APPLICANT

(Please carefully review the "Application Instructions" before beginning work)

A. Name of Local Government

City of Bainbridge Island

B. Address

280 Madison Avenue North

City	State	Zip code
Bainbridge Island	WA	98110

C. Contact Person for Grant

Olivia Sontag

D. Telephone Number for Contact Person

206-780-3760

E. Email Address for Contact Person

osontag@bainbridgewa.gov

F. Grant Amount Requested

\$3,600.00

H. Total Project Cost

\$4,713.80

II. PROJECT SUMMARY

(Use only the space provided – description section follows)

In August 2015, the City of Bainbridge Island ("City") commissioned the Sheridan Consulting Group to prepare a "Suyematsu Farm Historic Structures Report and Feasibility Study," (HSR) due to growing concerns about the conditions of some of the buildings on the property, including the historic barn built in 1928 and three bunkhouses for temporary workers built circa 1950. The barn and bunkhouses are very significant to the community, not only because of their age and association with a Japanese farming community on Bainbridge, but also because the barn is a very rare example of a pole barn on the island. The barn was found to be "in very poor condition," due to the building shifting on its foundation over time. The bunkhouses are in danger of demolition by neglect and are in need of immediate repair. To prevent further deterioration of the structures and to increase educational and interpretative opportunities for the many visitors and school groups that tour the site, it was recommended that the structures be restored and stabilized. The current proposal seeks grant funds to hire a historic architect/engineer to complete an Architectural/Structural Analysis and Conditions Survey of the four structures in accordance with the recommendations of the HSR and the Secretary of Interior's Standards for the Treatment of Historic Properties. The survey would then be used to request bids for the work from a contractor with experience restoring historic barns or other structures.

☐ A. Survey & Inventory

- ☐ Reconnaissance Level
☐ Intensive Level

of new or updated forms: _____

☐ B. National Register Nominations

☐ C. Preservation Planning

☐ D. Educational and Interpretive Programs

☒ E. Special Projects

IV. PROJECT DESCRIPTION *(Use only the space provided)*

Organize your description in the following order (see instructions for more info):

- a. *Introduction (includes local government goals & objectives)*
- b. *Project Description*
- c. *Statement of Need*
- d. *Project Objectives*
- e. *Maps, photographs, or other supporting documentation may be included as attachments. Please include them in the hard copies and the digital PDF submission. – NEW!*

Introduction: The Bainbridge Island Historic Preservation Commission (HPC) is a citizen advisory commission with the expressed goal of identifying, evaluating, and protecting historic resources within the City. The City acquired the Suyematsu Farmstead in 2001, added it to the WA State Heritage Barn Register in 2014, and added it to the City's Local Historic Register in 2016. The following historic preservation goals and policies support continued efforts to preserve the Suyematsu Farmstead:

- **Bainbridge Island Municipal Code 18.24.010.A.1:** Safeguard the heritage represented by those buildings, objects, sites and structures that reflect significant elements of the city's history.
- **City of Bainbridge Island 2016 Comprehensive Plan**
 - **Cultural Element – History and Heritage Goal CUL 3:** Preserve places where the Island's history can be experienced, interpreted, and shared with the general public, in order to deepen an understanding of our heritage and the relationship of the past to our present and future.
 - **Policy CUL 3.1:** Promote a sense of respect and appreciation for history and heritage among Island residents by supporting organizations that provide community education programs, school curriculum and oral history programs.
 - **Policy CUL 3.2:** Support the City's Historic Preservation program to identify and preserve historic and cultural resources, including historic farms and heritage trees.
 - **Policy CUL 3.3:** Support adequate space to collect, preserve and interpret the Island's history.
 - **Policy CUL 3.4:** Protect and develop cultural and historic aspects of City-owned property.

The Suyematsu Farmstead was purchased in 1928 by the Suyematsu family and is the longest Japanese-owned farm on Bainbridge Island. During this time, Bainbridge Island had a thriving agricultural berry economy and Japanese farmers and farms were integral on the island. After the forced deportation of Japanese-Americans from the island to internment camps in 1942, only about half of the Japanese population that had lived and farmed on Bainbridge prior to deportation returned, and of those only a few continued farming (Swanson 2002:197). The Suyematsu family returned from the Manzanar internment camp to find their farm in poor condition, but was allowed to defer their mortgage payments until the farm was again in good working order. Akio Suyematsu, the oldest of the Suyematsu children, was the only one who returned to the island and continued to farm with his parents. In 2001, Akio sold 26 acres of the farm to the City of Bainbridge Island with the condition that it must be used for agricultural purposes or open space in perpetuity. Akio continued to farm the property until his death in 2012 at the age of 90 (Sheridan Consulting 2015:9). It is the City's goal to implement recommendations of the HSR, continue the agricultural use of the property, and restore the many deteriorating structures on the historic property, starting with the barn and bunkhouses.

IV. PROJECT DESCRIPTION *(Continued)*

Project Description: The City seeks funds to hire a historic architect/engineer to complete an Architectural/Structural Analysis and Conditions Survey of the four structures in accordance with the recommendations of the HSR and the Secretary of Interior's Standards for the Treatment of Historic Properties. This would include:

- Conduct an architectural and structural analysis of each structure's interior, exterior, and foundation.
- Provide a complete narrative description of existing exterior and interior conditions, materials, and construction methods including digital color photographs.
- Provide recommendations for stabilization and restoration in accordance with the Secretary of Interior's Standards for the Treatment of Historic Properties.

The survey would be provided to the Historic Preservation Commission (HPC) for review and determination of next steps including funding sources and a request for bids from contractors with experience restoring historic barns or other structures.

Statement of Need: The 24'x30' historic pole barn has shifted on its foundation over time and some of the pole structures are consequently twisted and deformed. Some of the original foundation pole columns and beams need to be replaced due to rot. However, the original basic structural system is intact and only needs some replacement pieces and adjustment. The walls and roof supported by the foundation have deflected and need to be replaced and braced. This is especially true on the north wall (Fig.4a) where the roof is floating free of the wall. When the foundation is leveled and reinforced, the walls and roof structure will be reconfigured to their original design. The poles or any other members that have deflected over time need to be replaced. Almost all of the existing siding, skirting, floor planks and barn doors are in good condition and can be reused. Temporary bracing has been placed on the exterior of the barn.

The 16'x36' large bunkhouse has four rooms, two concrete block chimneys, and sheet metal roofing. The two 16'x24' small bunkhouses each have two rooms, a concrete block chimney, and asphalt shingles. The bunkhouses are in danger of demolition by neglect and need minor replacement of failing structural members and appropriate replacement of siding and roofing.

The structures are in need of immediate attention. The foundation for each structure is in poor condition and a structural analysis is critical to determine methods and costs for construction. The restoration of the barn and bunkhouses will provide a concrete link to the history of the property for all visitors. School groups regularly visit the farm for vegetables in the summer or pumpkins in the fall, but also visit for the "Educulture" program and a living history lesson. The history of the local Japanese-American farming community, their deportation to internment camps in World War II, and their return to and reintegration in the community is a powerful storyline about the strength, resilience, and perseverance of marginalized communities.

Project Objectives: With the Architectural/Structural Analysis and Conditions Survey of the four structures, the City will have a comprehensive understanding of the interior and exterior work that needs to be done to ensure that these historically significant structures remain standing for many years to come. Historic properties such as the Suyematsu barn are important to the community not just for their physical presence, but also for the lessons they teach. By restoring the barn and bunkhouses, a new generation can learn about the resilience of the Japanese-American community on Bainbridge Island.

References:

- Sheridan Consulting Group, 2015
"Suyematsu Farm Historic Structures Report and Feasibility Study," prepared for the City of Bainbridge Island, Bainbridge Island, WA.
- Swanson, Jack, 2002
Picture Bainbridge: A Pictorial History of Bainbridge Island, Bainbridge Island Historical Society, Bainbridge Island, WA.

VI. PROJECT BUDGET
ELEMENT/OBJECT

Salaries <i>(include each position- volunteer or staff – and attach hourly wage justification if needed)</i>	Federal Dollars <i>(CLG grant requested)</i>	Hard Match* <i>(Local government cash match = Staff Hours)</i>	Soft Match* <i>(Donated goods and services = volunteer hours)</i>	Total
COBI Planner		20 hours @ \$31.00/hour		\$620.00
Historic Preservation Commissioners			20 hours @ \$24.69/hour	\$493.80
Indirect % <i>(*Include justification for indirect %)</i>				
Total Element/Object:		\$620.00	\$493.80	\$1,113.80

GOODS & SERVICES

Contract Services	Federal Dollars	Hard Match	Soft Match	Total
Engineer/Historic Architect	40 hours @ \$90.00/hour			\$3,600.00
Materials/Supplies/Equipment				
Travel				
Other				
Total Goods & Services:	\$3,600.00			\$3,600.00

	Federal Dollars	Hard Match	Soft Match	Total Project Cost
Total Funding Request	\$3,600.00	\$620.00	\$493.80	\$4,713.80

IV. PROJECT DESCRIPTION

e. Maps, photographs, or other supporting documentation.



Figure 1. Suyematsu Farm circa 1940 (courtesy of Educulture)



Figure 2. Akio, Isamu and Toshio Suyematsu in family strawberry fields pre-WWII

SUYEMATSU FARM

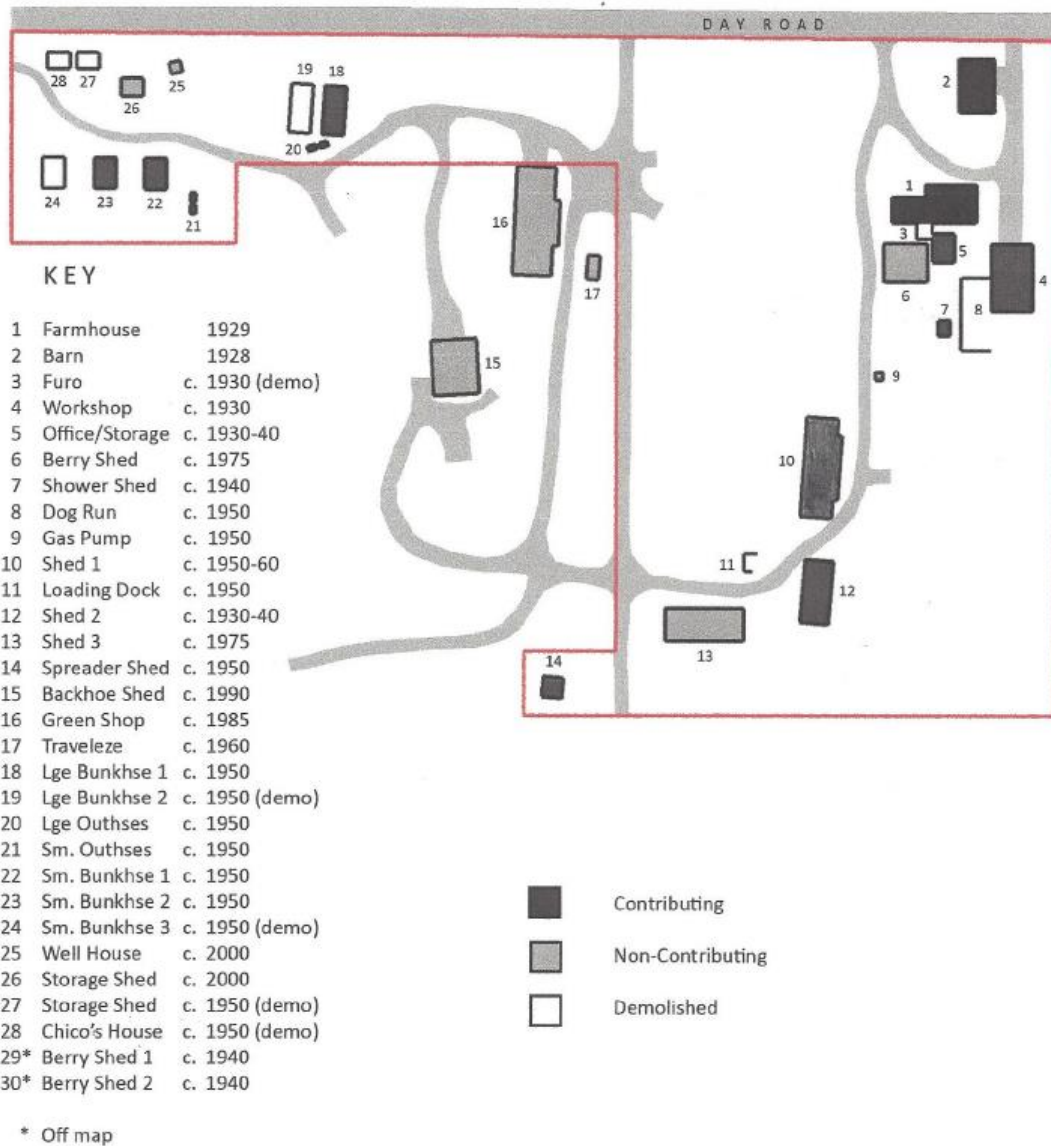


Figure 3. Suyematsu Farm Complex Map

Figure 4. Barn



Figure 4a. Gap at ridge.



Figure 4b. West elevation.



Figure 4c. Log column.



Figure 4d. Pole rafters and corrugated roof.



Figure 4e. Imbedded pole columns.

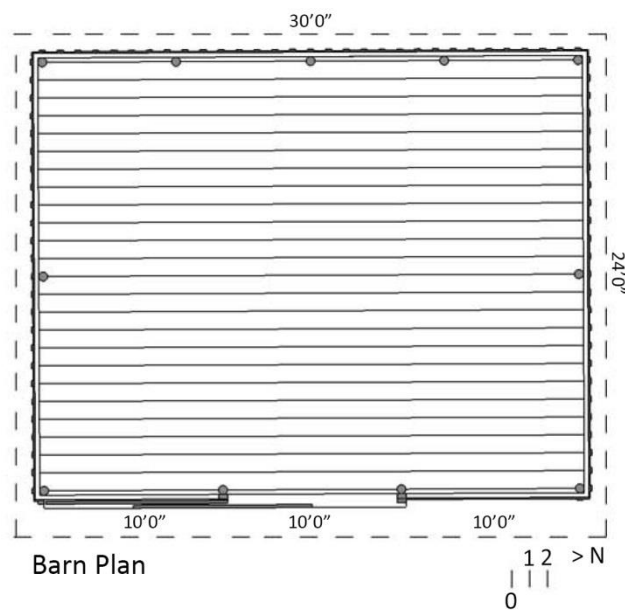


Figure 4f. Floor Plan

Figure 5. Large Bunkhouse



Figure 5a. East elevation.



Figure 5b. Outhouses



Figure 5c. West elevation

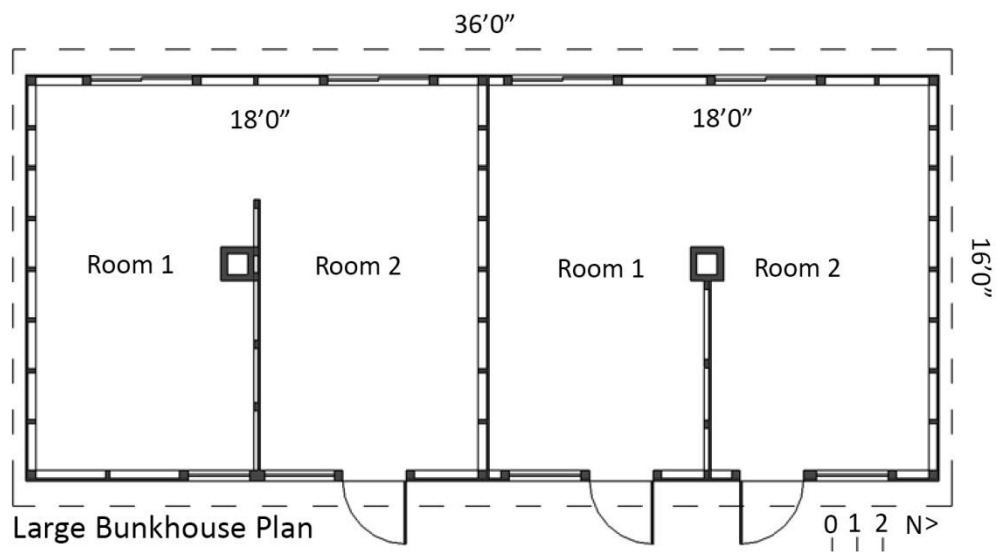


Figure 5d. Floor Plan

Figure 6. Small Bunkhouses



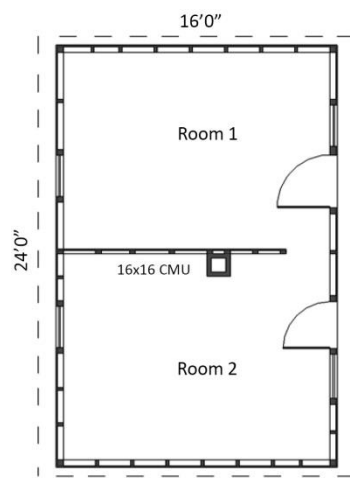
Figure 6a. SW Elevation



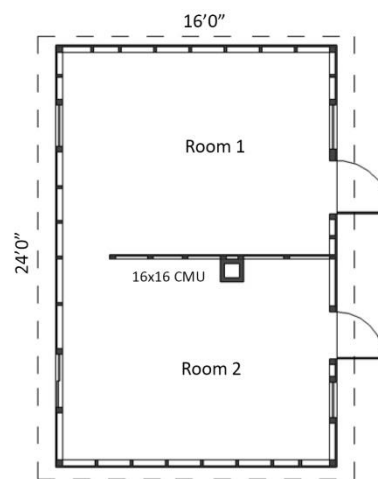
Figure 6b. Interior



Figure 6c. NE Elevation



No.22 Plan



No.23 Plan

1 2 ^
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Figure 6d. Floor Plans



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:25 PM) Professional Services Agreement with Coates Design, Inc., for Design Services for the New Police Station and Municipal Court Building Project - Public Works,

STRATEGIC PRIORITY: Safe City

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to forward the professional services agreement with Coates Design, Inc., for approval with the May 14, 2019 Consent Agenda.

SUMMARY:

Consideration of a professional services agreement with Coates Design, Inc., for final design services associated with the Police Station and Municipal Court Building Project. On March 26, 2019, the City Council approved the formal Purchase and Sale Agreement for the existing Harrison Medical Building as the site for a facility to replace the current police station and the municipal court leased building. Now that the site has been selected, the City will move forward with the detailed design for the facility's retrofit. This contract will provide services to complete design of the project including construction documents and services through construction contract bidding. There are also limited services included during construction with the contract option to included additional services as needed by the City.

FISCAL IMPACT:

Amount:	\$672,628.00
Ongoing Cost:	
One-Time Cost:	\$672,628.00
Included in Current Budget?	Yes

BACKGROUND:

Coates Design, Inc., was selected in 2016 to prepare evaluations, complete a space needs analysis, and perform general design services. Coates has completed a space needs analysis and several evaluations of proposed sites, including the Harrison Medical Building.

On March 26, 2019, the City Council approved the formal Purchase and Sale Agreement for the existing Harrison Medical Building as the site for a facility to replace the current police station and municipal court leased building. The City has negotiated a contract with Coates Design, Inc., to complete design services for the Police Station and Municipal Court Building Project. The proposed Professional Services Agreement is attached and is in an amount not to exceed \$672,628.

For more information, see the project webpage:

<http://www.bainbridgewa.gov/528/Police-Station-and-Municipal-Court-Build>

ATTACHMENTS:

[PSA with Coates Design, Inc., for Design of Police Station and Municipal Court Building](#)

[Fee Projection Summary, Summary Worksheet, and Architectural Fee Worksheet](#)

FISCAL DETAILS:

Fund Name(s): Capital Construction Fund

Coding:

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is entered into between the City of Bainbridge Island, a Washington State municipal corporation, ("City") and Coates Design, Inc., a Washington State corporation, ("Consultant").

WHEREAS, the City needs professional services in connection with architectural, civil, structural, mechanical, electrical, and landscape architectural drawings as well as construction cost estimating services for the design and construction documents necessary to complete the Police Station and Municipal Court Building Project; and

WHEREAS, the Consultant has the expertise and experience to provide said services and is willing to do so in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, promises, and agreements set forth herein, it is agreed by and between the City and the Consultant as follows:

1. SERVICES BY CONSULTANT

The Consultant shall provide the professional services as defined in this Agreement and as necessary to accomplish the scope of services attached hereto as **Attachment A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor, and related equipment to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until December 31, 2021, unless sooner terminated by either party as provided below.

B. This Agreement may be terminated by either party without cause upon thirty (30) days' written notice to the other party. In the event of termination, all finished or unfinished documents, reports, or other material or work of the Consultant pursuant to this Agreement shall be submitted to the City, and the Consultant shall be entitled to just and equitable compensation at the rate set forth in Section 3 for any satisfactory work completed prior to the date of termination.

3. PAYMENT

A. The City shall pay the Consultant for such services:

[X] Hourly, plus actual expenses, in accordance with **Attachment A**, but not more than a total of six-hundred seventy-two thousand six-hundred twenty-eight dollars (**\$672,628**);

[] Fixed Sum: a total amount of \$_____;

[] Other: \$_____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project and each task within a project shall be the subject of a separate invoice. The Consultant shall maintain time and expense records and provide them to the City upon request.

C. The City shall pay all invoices by mailing a City check within sixty (60) days of receipt of a proper invoice from the Consultant.

D. If the services rendered do not meet the requirements of this Agreement, the Consultant shall correct or modify the work to comply with this Agreement. The City may withhold payment for such work until it meets the requirements of this Agreement.

4. INSPECTION AND AUDIT

The Consultant shall maintain all books, records, documents, and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts, and records if necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

5. INDEPENDENT CONTRACTOR

A. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants, and agrees that the Consultant's status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall the Consultant claim any related employment benefits, social security, and/or retirement benefits.

B. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

C. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

D. The Consultant shall obtain a business license and, if applicable, pay business and occupation taxes pursuant to Title 5 of the Bainbridge Island Municipal Code.

6. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

A. The Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.

B. The Consultant shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.

C. Violation of this Section 6 shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

7. OWNERSHIP OF WORK PRODUCT

All data, materials, reports, memoranda, and other documents developed under this Agreement, whether finished or not, shall become the property of the City and shall be forwarded to the City in hard copy and in digital format that is compatible with the City's computer software programs.

8. GENERAL ADMINISTRATION AND MANAGEMENT

The City Manager of the City, or designee, shall be the City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

9. HOLD HARMLESS AND INDEMNIFICATION

A. The Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or resulting from the acts, errors, or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend hereunder, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided

herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

C. The City's inspection or acceptance of any of the Consultant's work when completed shall not be grounds to void, nullify, and/or invalidate any of these covenants of indemnification.

D. Nothing contained in this Agreement shall be construed to create a liability or a right of indemnification in any third party.

10. INSURANCE

The Consultant shall maintain insurance as follows:

- ☒ Commercial General Liability as described in **Attachment B**.
- ☒ Professional Liability as described in **Attachment B**.
- ☒ Automobile Liability as described in **Attachment B**.
- ☒ Workers' Compensation as described in **Attachment B**.
- ☐ None.

11. SUBLETTING OR ASSIGNING CONTRACT

This Agreement, or any interest herein or claim hereunder, shall not be assigned or transferred in whole or in part by the Consultant to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of the Consultant as stated herein.

12. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified, or added to only by written instrument properly signed by both parties.

13. SEVERABILITY

A. If a court of competent jurisdiction holds any part, term, or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

14. FAIR MEANING

The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

15. NONWAIVER

A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay, or failure of either party to insist upon strict performance of any agreement, covenant, or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition, or right.

16. NOTICES

Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To the City: City of Bainbridge Island
 280 Madison Avenue North
 Bainbridge Island, WA 98110
 Attention: City Manager

To the Consultant: Coates Design Inc.
 900 Winslow Way, Suite 210
 Bainbridge Island, WA 98110
 Attention: Matthew Coates

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

17. SURVIVAL

Any provision of this Agreement which imposes an obligation after termination or expiration of this Agreement shall survive the term or expiration of this Agreement and shall be binding on the parties to this Agreement.

18. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

19. VENUE

The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Kitsap County, Washington.

20. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the later of the signature dates included below.

COATES DESIGN, INC.

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Morgan Smith, City Manager

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

ATTACHMENT A SCOPE OF WORK

BASIC SERVICES

The CONSULTANT'S services shall consist of the four (4) phases described below and shall include normal architectural, civil, structural, mechanical, electrical, landscape architectural drawings as well as construction cost estimating services for the design and construction documents necessary to complete the Police Station and Municipal Court Building Project ("Project"). The CONSULTANT shall design a functional facility including all ingress, egress, parking, and landscaping required by code to serve the needs of the Project.

1. SCHEMATIC DESIGN PHASE

The CONSULTANT shall begin work in the Schematic Design Phase upon notice to proceed issued by the City. Based on the mutually agreed upon program, schedule, and budget requirements, the CONSULTANT shall prepare, for approval by the City, schematic design documents consisting of documents illustrating the scale of Project components and their basic relationship. These documents shall consist of the following:

- Preliminary Site Plan;
- Preliminary Floor Plans with overall dimensions;
- Preliminary Exterior Building Elevations;
- Preliminary Building Section(s); and
- Preliminary Structural, Civil, Mechanical, Electrical, Plumbing, and Landscape Drawings

2. DESIGN DEVELOPMENT PHASE

The CONSULTANT, upon the City's approval of the schematic design documents and statement of probable costs, will continue to develop the architectural, civil, structural, mechanical, plumbing, electrical, and landscape drawings. These documents shall consist of the following:

- Building Code Review Summary;
- Site Plan;
- Floor Plans;
- Preliminary Life Safety Plans;
- Exterior Building Elevations;
- Building Sections;
- Typical Exterior Wall Section(s);
- Reflected Ceiling Plans;
- Preliminary Finish Plans;
- Window and Door Schedules;
- Structural, Mechanical, Electrical and Plumbing Engineering Drawings;
- Landscape Planting Plan; and
- Outline Specifications.

The CONSULTANT will incorporate documents regarding demolition, debris disposal, repair and restoration requirements. This phase of the work will develop the building's character and finishes. A meeting with the Fire Marshall and Building Official will be held to review the design during this phase. Additionally, the CONSULTANT will submit an updated statement of probable costs to the City for review and approval.

3. CONSTRUCTION DOCUMENT PHASE

Based on the approved design development documents, including revisions, the CONSULTANT shall prepare, for approval by the City, permitting and construction documents setting forth the requirements for the construction of the Project.

The CONSULTANT shall identify all necessary permits and approvals from governmental authorities which will be needed to construct the Project. The Contractor shall apply for all necessary permits after award of the Project (said permit fees to be paid by the City). The CONSULTANT shall render such professional services and advice to assist in applying for said permits or approvals.

The CONSULTANT will develop the detailed construction drawings and specifications to construct the Project, including detailed architectural, civil, landscape, structural, mechanical, and electrical drawings and specifications. These documents shall consist of the following:

- Building Code Review Summary;
- Site Plan;
- Demolition Plans;
- Floor Plans;
- Life Safety Plans;
- Exterior Building Elevations;
- Building Sections;
- Wall Section(s);
- Reflected Ceiling Plans;
- Interior Finish Plans;
- Window and Door Schedules;
- Civil, Structural, Mechanical, Electrical and Plumbing Engineering Documents;
- Landscape Planting / Irrigation Plans; and
- CSI Three Part Specifications, Applicable Sections Division 1 through 48.

Additionally, a final statement of probable costs will be submitted to the City for review and approval.

4. BIDDING / NEGOTIATIONS PHASE

Following the City's approval of the construction documents ("Construction Documents" shall mean the entire contract for construction, including responding to all questions by prospective bidders, all addendums or alterations thereto, drawings and technical specifications, and the latest Statement of Probable Construction Cost), the CONSULTANT will provide the City with bid-ready documents and assist in the selection of a contractor after bids are received. Services include a review of contractor proposals, review of contractor's submitted credentials, and analysis and recommendations to assist the City in its selection of a contractor.

SERVICES DURING CONSTRUCTION

The CONSULTANT will assist, as requested by the City, in the administration of the construction contract by reviewing and approving technical submittals, responding to RFI's, issuing design directives, and evaluating proposed changes. All Construction Phase services will be billed hourly as an additional service, at the billing rates specified in the attached Architectural Fee Worksheet, dated March 21, 2019.

ADDITIONAL SERVICES

The following services, though they could be provided by the CONSULTANT, will only be performed if requested by the City in writing and such services will be billed hourly, as additional services.

- Sustainable Design Services/Documentation;
- Specialized Lighting;
- Record Drawings;
- Renderings;
- Interior Design Services/Furnishings Procurement;
- Acoustical Engineering;
- Securing Multiple Bids;
- Value Engineering;
- Constructability Review Participation;
- Full Construction Administration Services;
- Graphics;
- Energy Life Cycle Analysis;
- Hazardous Material Consultation;
- Geotechnical Investigation;
- Indoor Air Quality;
- Preparation of Documents for Special Permits or Zoning Approvals; and/or
- Revising Previously Owner Approved Drawings.

FEES AND RATES

In accordance with the terms of this Agreement, the CONSULTANT shall perform the services as specified in this scope of work. The City shall compensate the CONSULTANT on an hourly basis, plus actual expenses, but not more than a total of six-hundred seventy-two thousand six-hundred twenty-eight dollars (**\$672,628**), in accordance with the terms of this Agreement as well as with the terms of the three attached documents dated March 21, 2019: Fee Projection Summary, Summary Worksheet, and Architectural Fee Worksheet.

ATTACHMENT B INSURANCE REQUIREMENTS

A. Insurance Term

The Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation

The Consultant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Consultant shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, independent contractors, and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit, as applicable.

E. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage

Before commencing work and services, the Consultant shall provide to the person identified in Section 8 of the Agreement a Certificate of Insurance evidencing the required insurance. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. The City reserves the right to request and receive a certified copy of all required insurance policies.

H. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate this Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

FEE PROJECTION SUMMARY

Basic Services			
		<u>Architectural Services</u>	<u>MEP/Structural Engineering</u>
Schematic Design	18%	\$79,100	\$51,973
Design Development	20%	\$86,580	\$59,057
Construction Documents	31%	\$130,000	\$95,737
Bid/Negotiation	2%	\$8,680	\$5,884
Total		\$304,360	\$212,651
Total Basic Services Schematics through Bid/Negotiation			\$517,011

Required Additional Services by Phase*			
Schematic Design	18%	\$39,452.22	
Design Development	20%	\$43,835.80	
Construction Documents	31%	\$67,945.49	
Bid/Negotiation	2%	\$4,383.58	
Total Req Add'l Srvs Schematics through Bid/Negotiation			\$155,617

Total Schematics through Bid/Negotiation			\$672,628
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*List of Required Additional Services

Discipline

Specialized Design (MWL)

Estimating

Landscape Design

Civil Engineering

Communications Design (Technology)

Topographic Survey

SUMMARY WORKSHEET

100	PRE-DESIGN (Phase Completed)		
	Arch.+ Consult. - Basic Service	\$0	
	Add. Service + 10% with Mark-up	110%	
	PROPOSED COMPENSATION		
300	SCHEMATIC DESIGN		
	Arch.+ Consult. - Basic Service	\$131,073	
	Add. Service + 10% with Mark-up	110%	\$39,452
	PROPOSED COMPENSATION		\$170,525
500	CONTRACT DOCS.		
	Arch. + Consult. - Basic Service	\$225,737	
	Add. Service + 10% with Mark-up	110%	\$67,945
	PROPOSED COMPENSATION		\$293,682
700	CONTRACT ADMIN./CLOSEOUT (Hourly)		
	Arch. + Consult. - Basic Service	\$0	
	Direct Exp. with Mark-up	110%	
	PROPOSED COMPENSATION		
200	SITE ANALYSIS (Phase Completed)		
	Arch.+ Consult. - Basic Service	\$0	
	Add. Service + 10% with Mark-up	110%	
	PROPOSED COMPENSATION		
400	DESIGN DEVELOPMENT		
	Arch. + Consult. - Basic Service	\$145,637	
	Add. Service + 10% with Mark-up	110%	\$43,836
	PROPOSED COMPENSATION		\$189,473
600	BID / NEGOTIATION		
	Arch. + Consult - Basic Service	\$14,564	
	Add. Service + 10% with Mark-up	110%	\$4,384
	PROPOSED COMPENSATION		\$18,948
	PROJECT TOTAL (PHASES 3-6)		
	Total Arch. + Consult. - Basic Service	\$517,011	
	Add. Service + 10% with Mark-up		<u>\$155,617</u>
	Total Fee Schematics Through Bidding		<u>\$672,628</u>
	Reimbursable Allowance	\$	15,000

ARCHITECTURAL FEE WORKSHEET

COATES Design Architects		PIC	PM	PA	OA	SPEC	ADMIN
<u>Responsibilities:</u>							
Client contact		x	x				
Project agreements		x	x				
Consultant coordination			x				
Invoice review		x	x				
Staffing projections		x	x				
Budget / schedule monitor			x				
Meeting agenda / minutes			x			x	
Code research				x			
Materials research			x	x			
Specification production			x			x	
Drawing production			x	x	x		
CADD Lead				x			
Project filing				x			
Check set maintenance				x			
Print/plot/repro coord.				x			x
Permit intake coordination			x				
Billing Rate		\$180.00	\$160.00	\$120.00	\$180.00	\$160.00	\$120.00
300 SCHEMATIC DESIGN							
L. Code	Item						Total
301	Project Administration	5	48	13			21
	Correspondence		20				20.00
	Fee Management	5		25			30.00
	Schedule Updates		15	10			25.00
302	Consultant Coordination			35			35.00
303	Agency Review / Coord.		15				15.00
304	In-House Review				5		5.00
321	Design / Documentation		45	248			293.00
328	Materials / Specifications					15	15.00
332	Probable Construction Cost		6	15			21.00
362	Renderings			10			10.00
388	Meetings	8	12	13			33.00
	Phase Subtotal - Hours	18	161	369	5	15	21
	Phase Subtotal - Billing \$	\$3,240	\$25,760	\$44,280	\$900	\$2,400	\$2,520
							\$79,100
400 DESIGN DEVEL.							
L. Code	Item						Total
401	Project Administration	6.00	12.00	18.00			12.00
	Correspondence		15				15.00
	Fee Management		23				23.00
	Schedule Updates		16	5			21.00
402	Consultant Coordination		32	14			46.00
403	Agency Review / Coord.			15			15.00
404	In-House Review		23	15	5.00		43.00
421	Design / Documentation		42	268			310.00
427	Interior Design / Doc.		12				12.00
428	Materials / Specifications		18	12		14.00	44.00
462	Renderings			15			15.00
470	Tenant Coordination		15				15.00
488	Meetings	10	12	4			26.00
	Phase Subtotal - Hours	16	220	366	5	14	12
	Phase Subtotal - Billing \$	\$2,880	\$35,200	\$43,920	\$900	\$2,240	\$1,440
							\$86,580
500 CONTRACT DOCS.							
L. Code	Item						Total
501	Project Administration	10	68	38	18.00		32.00
	Fee Management	4	23				27.00
	Schedule Updates	4					4.00
502	Consultant Coordination		31	55			86.00
503	Agency Review / Coord.		45				45.00
504	In-House Review	6		35		35.00	76.00
521	Design / Documentation	12	58	362			432.00
528	Materials / Specifications		32	18			50.00
588	Meetings	22	30				52.00
	Phase Subtotal - Hours	58	287	508	18	35	32
	Phase Subtotal - Billing \$	\$10,440	\$45,920	\$60,960	\$3,240	\$5,600	\$3,840
							\$130,000
600 BID / NEGOTIATION							
L. Code	Item			Hours			Total
601	Project Administration	3	13	5		2	9
	Correspondence		2				2.00
621	Design / Documentation			12			12.00
688	Meetings	3	11				14.00
	Phase Subtotal - Hours	6	26	17	0	2	9
	Phase Subtotal - Billing \$	\$1,080	\$4,160	\$2,040	\$0	\$320	\$1,080
							\$8,680



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (8:35 PM) Workplan for Accomplishing Affordable Housing Task Force Recommendations - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Discussion only.

SUMMARY:

The City Council has requested that staff bring back a work plan to accomplish the "Priority Recommendations" and "Quick Wins" from the Affordable Housing Task Force (AHTF) report. The Council held a discussion on inclusionary zoning and affordable housing generally at their February 19, 2019 meeting. At that meeting, the Council heard from ECONorthwest and Forterra about an economic analysis that would inform the development of inclusionary zoning requirements in the City's designated centers, primarily Winslow.

The AHTF report recommendations are varied, and the attached Work Program estimates what tasks can be accomplished during the 2019/2020 timeframe. Some of these tasks, for example developing an inclusionary zoning program and implementing a multifamily tax exemption, are complicated and will require support from external resources/consultants.

The proposed workplan identifies recommendations from the AHTF report that the City does not expect to complete within the 2019-2020 timeframe. Some of these may be feasible to consider for implementation at a later time.

In developing this draft work program, City staff have considered not just the staff or consultant resources needed to accomplish the task, but the availability of Planning Commission, City Council or other Citizen Advisory Committee meeting time that would need to be dedicated to the tasks.

FISCAL IMPACT:

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

BACKGROUND: The 2019-2020 Approved Budget includes \$200,000 per year (\$400,000 total) to support implementation of the Comprehensive Plan. In addition, the 2019-2020 Budget provides \$100,000 per year (\$200,000 total) for the Affordable Housing Trust Fund.

ATTACHMENTS:

[Draft AH Work Program - Apr 2019.pdf](#)

[Affordable Housing Task Force Final Report and Appendices](#)

FISCAL DETAILS: The 2019-2020 Approved Budget includes \$200,000 per year (\$400,000 total) to support implementation of the Comprehensive Plan. In addition, the 2019-2020 Budget provides \$100,000 per year (\$200,000 total) for the Affordable Housing Trust Fund.

Fund Name(s):

Coding:

POTENTIAL/IN PROGRESS

AHTF REPORT RECOMMENDATION										NOTES
		2019				2020				
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
P 1A	Develop and Implement Mandatory Inclusionary Zoning Ordinance									Complex, High Public Involvement Will require supplemental consulting resources
P 1B	Zoning/FAR Changes to Incentivize Affordability in Centers a) Set FAR for HS & Ferry = Core b) Use FAR method in NC's c) Allow flexible commercial FAR d) Increase max. building height e) Reduce parking reqt's near WSF f) Allow subdivisions in Mixed Use TC									(a) and (b) could be addressed via Inclusionary Zoning Ordinance (c) through (f) are discrete Code changes, but can be considered together.
P 1C	Adopt Multi-family Property Tax Exemption - Identify requirements, area, and 8- or 12-year program - Identify monitoring approach - Coordination with other taxing jurisdictions?		?	?	?	?				Complex Will require external/consulting resources
P 2	Affordable Housing on Public Land									Suzuki Project is In Progress (2019-2021); Other options TBD
P 3	Adopt procedures to encourage Accessory Dwelling Units proposal related to Tiny Homes w/wheels									

POTENTIAL/IN PROGRESS - continued

AHTF REPORT RECOMMENDATION										NOTES
		2019				2020				
		Q1	NOTES	Q3	Q4	Q1	Q2	Q3	Q4	
QW 1	Allow more liveboards in Eagle Harbor									Will address via SMP Periodic Update
QW 3	Prioritized Permit Review & Reduced Fees for Affordable Housing Projects									Can consider within PCD Rate Study
QW 4	Housing Trust Fund Grants	HTF Funds in Biennial Budget								City Council considers requests on ongoing basis
Other 9	Transportation Alternatives: e.g. Car Sharing/ Public Transit (with P 1B)									Can consider within new BI Ride options

OUTSTANDING/TO BE ADDRESSED IN THE FUTURE

AHTF REPORT RECOMMENDATION										NOTES
		2019				2020				
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
P 4	Adopt an “Innovations Program”									High Public Involvement
P 5	Permanent committee and designated staff support for Affordable Housing									Committee is no longer active; ongoing staff support TBD
QW 2	Adopt Short-term Vacation Rental Regulations									High Public Involvement
QW 5	Adopt a Cottage Housing Ordinance									Suggest reconsider after Subdivision Reg.



Affordable Housing Task Force Final Report



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APPENDICES

- A.** City Council Instructions to the Affordable Housing Task Force
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 - 1. Letter re Suzuki project to City Council, dated November 3, 2017
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 - 3. Letter re Suzuki project to City Council, dated December 7, 2017
 - 4. Email re Suzuki project to City Council, dated January 14, 2018
 - 5. Letter to the Planning Commission re Liveaboard Community, dated November 20, 2017
 - 6. Email re Development Moratorium to City Council, dated February 25, 2018
 - 7. Letter to City Council re Liveaboard Community, dated March 29, 2018
 - 8. Letter to City Council re vacation rentals, dated May 9, 2018
- D.** 2018 Median Income Table Bremerton-Silverdale MSA
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- F.** Sample Multi-Family Property Tax Exemption Ordinance

INTRODUCTION

Process

The Affordable Housing Task Force (AHTF) was created by City Council resolution on May 9, 2017, and its fifteen initial members, all citizen volunteers, were appointed by action of the City Council on June 20, 2017. It was instructed to make recommendations for specific actions, programs and strategies the City of Bainbridge Island (City) and the City Council can take in the near-term to improve access to affordable housing across the economic spectrum. While the AHTF was instructed to focus on the Housing Element of the Comprehensive Plan, it was also advised to consider all elements of the Comprehensive Plan. Where any of the goals and policies of the various elements seem to be in conflict, the AHTF was tasked with recommending solutions that balance costs and benefits to the community.

The AHTF had its first meeting on July 8, 2017. It next met on September 6, 2017 and then met twice monthly through June of 2018. In addition, it created small work groups that met independently to study tools and strategies based on specific policies in the Housing Element, reporting back to the full group on a regular basis. The AHTF also heard numerous presentations by City staff and other experts on specific topics, as well representatives of local governments, nonprofits and other groups that advised on shared concerns and interests. Public comment was accepted and encouraged at every meeting.

Two members of the AHTF were unable to attend meetings and two resigned over the first few months due to personal circumstances. On February 27, 2018, two additional members were appointed by the Council.

The AHTF gave an Interim Report to the Council on March 6, 2018.

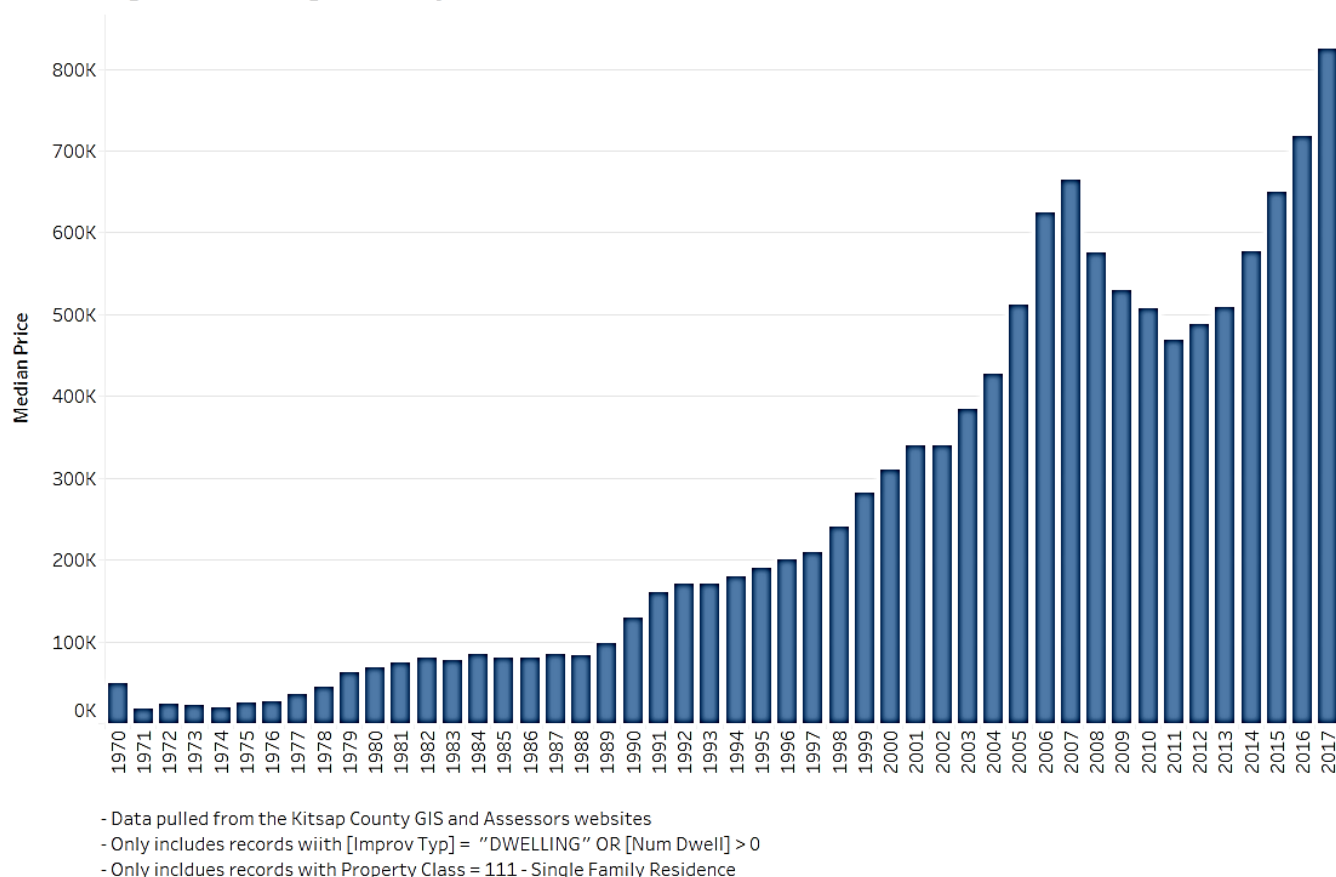
Housing Affordability on Bainbridge Island

Housing prices on Bainbridge Island have continued to climb, and affordability has worsened since the end of the Great Recession. Data from Kitsap County shows that in 2017 the median price of single family homes reached an all-time high of \$825,000, a full 24% higher than the peak of the housing bubble in 2007. According to Realogic/Sotheby's International Realty, buyer activity is elevated due to the Puget Sound region's strong job market.

At the same time, inventory is historically low on Bainbridge Island. Over the last nine years, from 2009 through 2018, the new supply of residential units, of all types, has been severely limited. In April of 2009, there were 10,469 units on Bainbridge Island. In April of 2018, there were 11,061 units. This translates into an average growth of 66 residential units per year. This represents a cumulative annual growth rate of .63% per year (less than 1% per year). This limited supply on Bainbridge Island is well below demand in a way that increases housing costs and creates an affordability crisis, minimizing housing opportunity for those of moderate incomes in our community.

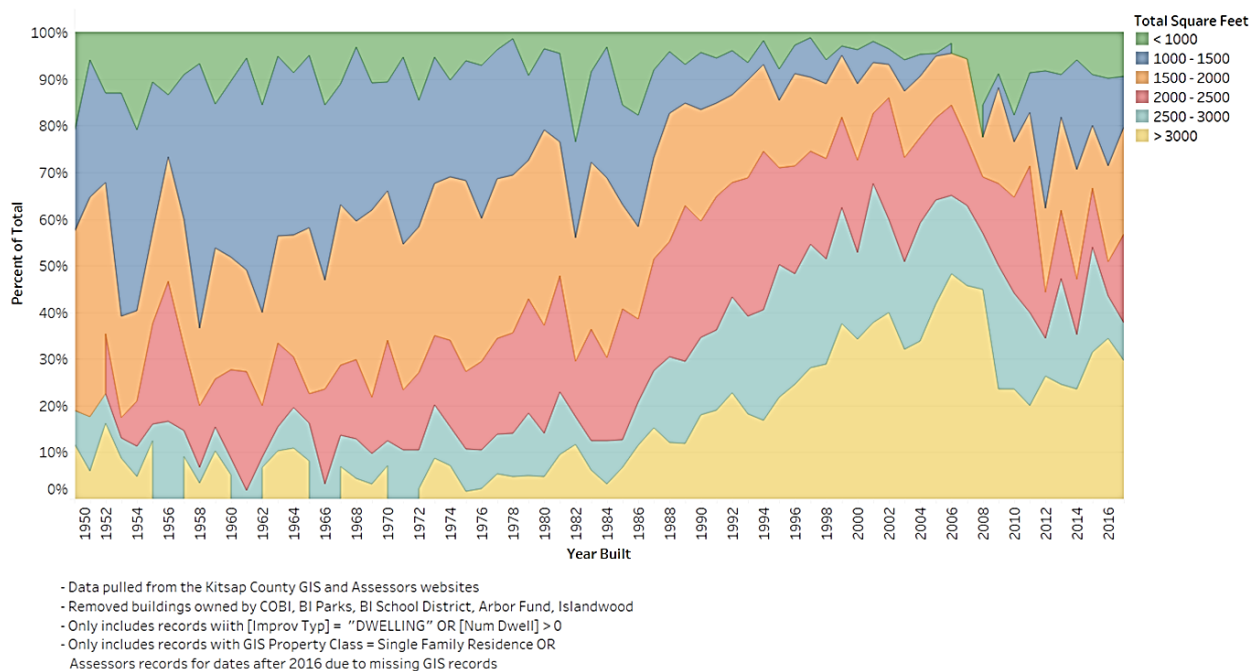
Prices have continued to climb in 2018. In May 2018, the median single family home price was \$875,000, and nearly half (44%) sold for over \$1 million. Single family residences account for about 80% of all housing units, in a very low density land use pattern that occupies almost 91% of the island's land use area. Median condo prices are over \$500,000. Average rental rates are approaching \$2000 a month, and rental vacancy rates are 1.5%, well below the 5% rate more typical of well-functioning rental markets. In addition to high housing costs, the increasing property tax burden due to state, county and local taxes makes housing even less affordable, particularly for seniors on a fixed income.

Bainbridge Island Single Family Home Price Trend



Although homes being built now are not as large as they were during the last housing bubble, fully 30% of them are larger than 3,000 square feet. In addition, over the last 20 years, the vast majority (over 70%) of units have been over 2000 square feet. A significant contributor in the affordability crisis is the size of the units being delivered.

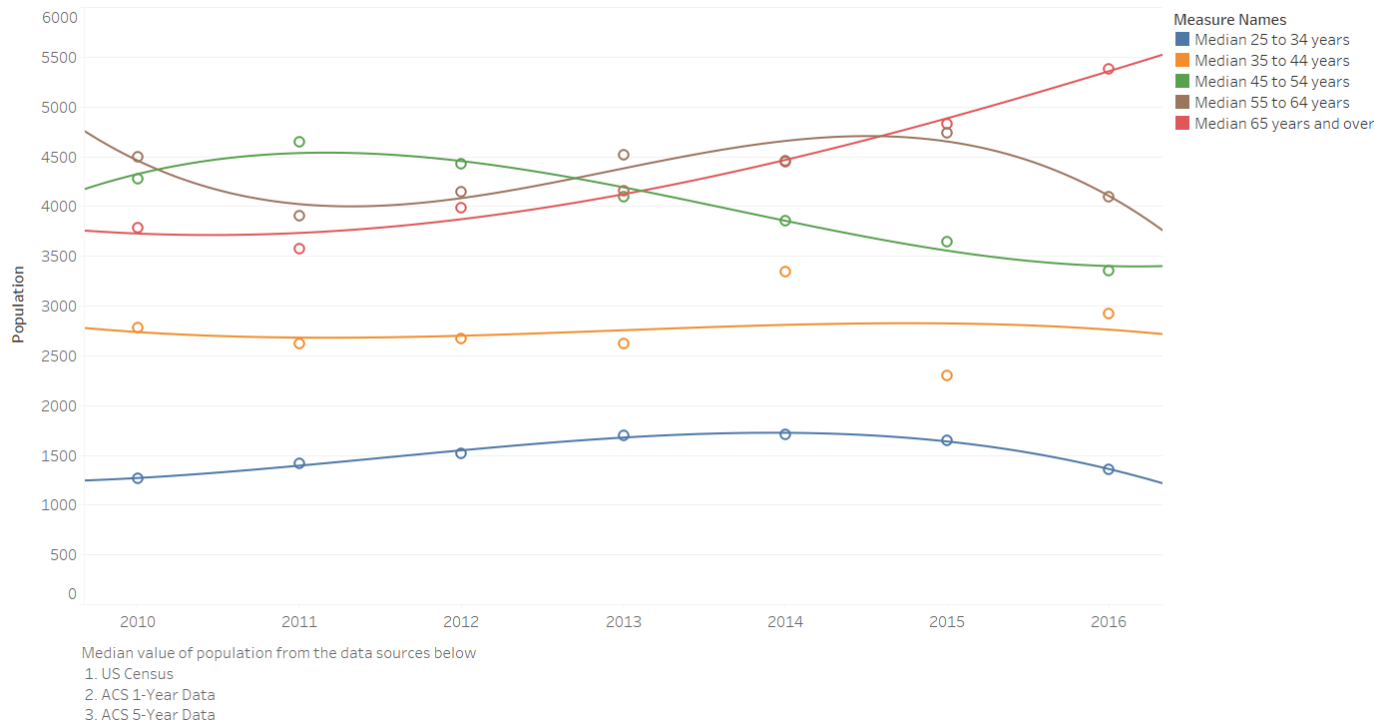
Bainbridge Island Home Size Trend



Bainbridge Island had a population of 23,025 persons in the 2010 Census. According to the Washington State Office of Financial Management, the state agency that completes population estimates in between census years, the population of Bainbridge Island has grown from an estimated 23,190 persons in 2013 to 24,320 persons in 2018, after several years of no growth related to the Great Recession.

In part due to housing prices, the island's demographics are shifting. Bainbridge Island is older, wealthier and far less racially diverse than other communities in the region. The island has an increasing population of people over 65, and a declining population of young adults (ages 25 to 34).

Bainbridge Island Population Trend by Age



We can also see that the number of households with income of over \$100,000 are increasing while households making less than \$100,000 per year are static or decreasing. The largest increases are in the number of households making over \$200,000 per year.

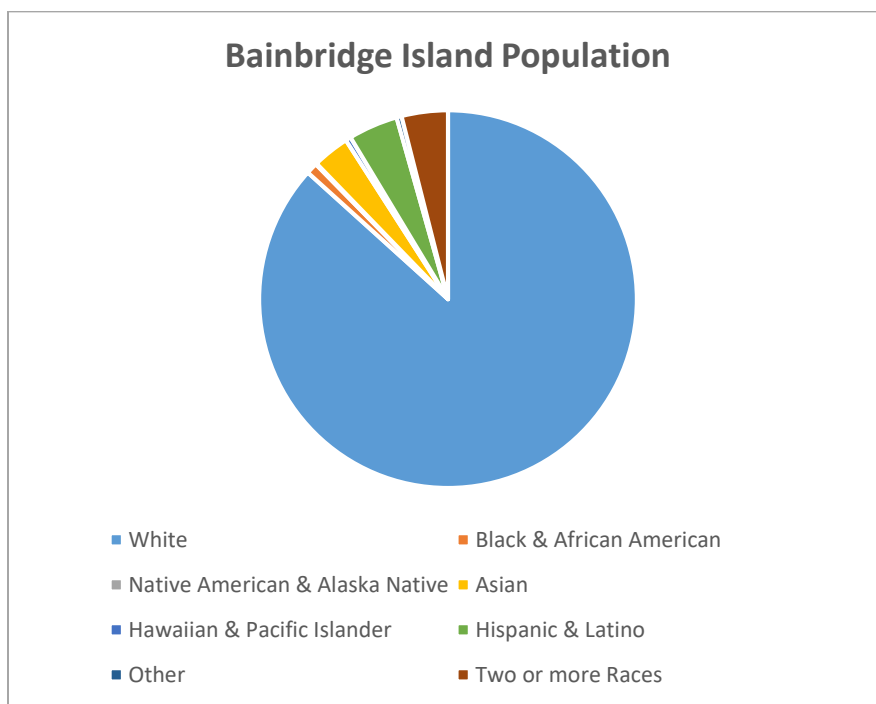
Salaries and Wages



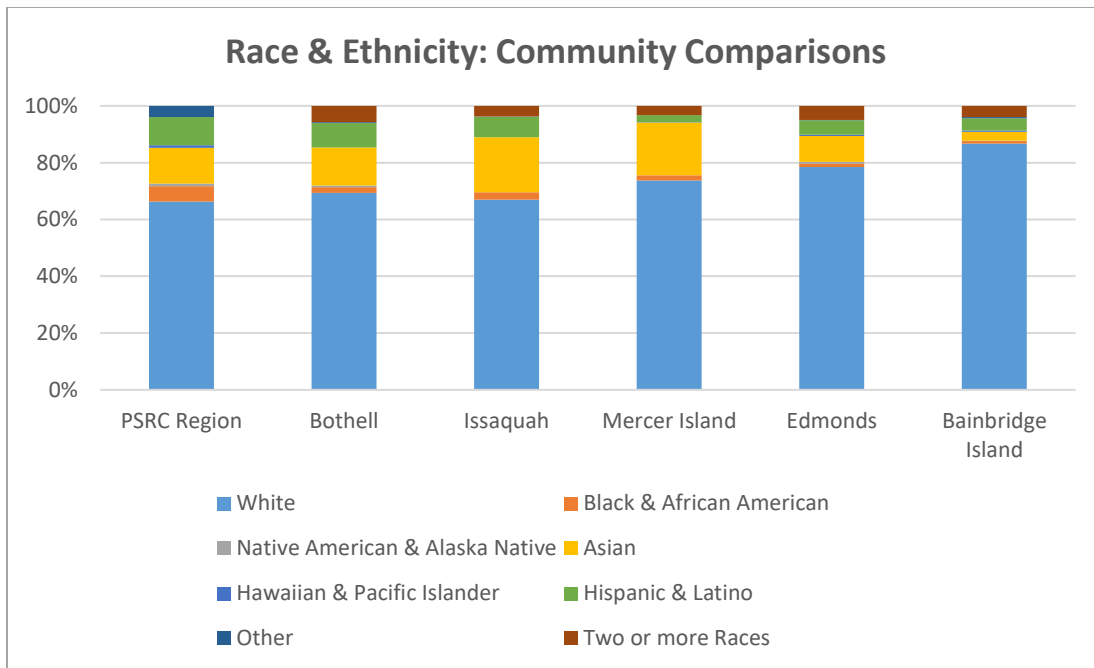
Bainbridge Island is about 91% white, according to the most recent census information. A 2014 report by the Puget Sound Regional Council noted the connection between lack of affordable housing and lack of racial and ethnic diversity:

“Persistent unaffordable housing costs, along with current and historic discrimination, have geographically separated lower-income households and households of color from higher income, white communities.....High-priced neighborhoods as well as neighborhoods with limited rental housing fail to provide feasible housing choices for low- and-moderate income households.”

In addition, the report found, "When a jurisdiction expands affordable housing opportunities in historically homogeneous communities with more opportunity, members of protected classes have access to good schools, employment, and healthy homes which they have been excluded from in the past."



Source: 2012-2016 ACS 5-yr Estimate



Source: 2012-2016 ACS 5-yr Estimate

This data tells us that Bainbridge is becoming an increasingly exclusive and rarified place to live. We are missing out on the vibrancy, creativity, economic benefit and sustainability that a diverse population—diverse in age, socioeconomics, race, ethnicity and background---brings to a community. As a result, housing affordability is crucial both to those who live here and those who cannot.

What is “Affordable”?

The Council’s instructions to the AHTF provided that its “mandate is broader than simply considering low income housing. It should consider housing affordability on Bainbridge Island across the economic spectrum.” Accordingly, we have looked at the various housing needs that are not being met in the island’s current housing market, both those who are cost-burdened and those who qualify for subsidized housing.

HUD defines “cost-burdened” families as those who spend more than 30% of their income on housing, which may result in difficulty paying for necessities such as food, clothing, transportation, and medical care. The Housing Element of the Comprehensive Plan states that 34% of islanders of all income levels living in single family dwellings are cost burdened and almost 44% of island renters are cost burdened.

Some affordable housing projects use an income test to determine whether someone is eligible for housing. So-called “income qualified” housing is typically available to people whose incomes are 80% of Area Median Income (AMI) or less. Some publicly funded or subsidized housing is reserved for those whose incomes are 30% of AMI or less. (See Median Income Table, Appendix D). Waiting lists for subsidized housing on Bainbridge Island are two years or more.

The AHTF has not limited its recommendations to income-qualified projects. Many islanders, such as teachers and City employees, are cost burdened or cannot find housing at all on Bainbridge, but would not be eligible for income qualified housing. Both small businesses and major employers, including the City of Bainbridge Island, the Bainbridge Island School District, and the Bainbridge Island Parks Department, have told the AHTF that their employees have trouble finding housing on the island. Many employees commute from off-island, some from as far away as Port Orchard, a round trip of about 75 miles. As instructed, we looked at affordability across the economic spectrum.

The AHTF finds that affordability may be achieved by a combination of factors, including:

- Affordability by size: Creating smaller units for singles, couples and seniors, in both the rental market and the ownership market.
- Affordability by subsidy: Provide financial incentives through tax abatement to subsidize affordable units, or through such incentives as increased density, lower parking requirements, or fewer required amenities.
- Affordability by location: Eliminating or reducing the cost of a car and related parking.
- Affordability by increased supply: Incentivize both small size and rental housing.

By any measure, Bainbridge Island has not implemented effective strategies to meet diverse housing needs. The island's housing nonprofit, Housing Resources Bainbridge, has produced the only appreciable amount of income qualified affordable housing on the island in the last twenty years.

Working Understandings of the AHTF

The AHTF studied both commonly-used housing tools and out-of-the-box suggestions. From this work, we are certain of one thing about affordable housing: there are no magic bullets. Affordability must be addressed consistently, over time, with a multi-pronged approach. The community must be willing to think creatively and to experiment to see what works and what does not. Demanding certainty of outcome invites failure. We believe that Bainbridge Island should adopt the recommendations in this report, and without undue delay or demand for risk-free or guaranteed outcomes. At the same time, if it becomes apparent that a policy or program is not working, the City should be prepared to change course quickly by abandoning ineffective strategies and adopting new policy measures appropriate to current circumstances.

Our Comprehensive Plan speaks to many community values, which sometimes seem to conflict with each other. That perceived conflict is particularly sharp when looking at housing and environmental policy. People are often prone to tunnel vision when trying to solve a particular problem. Sometimes we think of "the environment" as entirely separate from human beings, and try to come up with solutions for environmental problems by excluding the needs of people from our thinking. Equally one-sided would be to craft housing solutions without regard to the impact on the natural environment. The real world does not divide itself into categories but,

rather, exists as a complex and ever-changing, mutually dependent and reinforcing whole. Good policy-making should try to reflect that reality.

The AHTF does not believe housing and the environment exist in conflict, though we understand that the current crises in both housing affordability and environmental degradation requires careful, intelligent, and respectful planning. We do not believe housing and the environment can ever exist to the exclusion of one another. The AHTF has taken a holistic point of view and has tried to craft intentional and sensitive recommendations, taking into account as many aspects of the real world as possible.

Keeping the real world in mind has policy implications. For example, the absence of housing that is affordable to people who work on the island has impact beyond the Housing Element of the Comprehensive Plan. Multiple elements of the Comprehensive Plan, not to mention multiple aspects of our lived experience, are impacted when large numbers of workers face increasingly longer commutes. For instance, the Economic Element of the Comprehensive Plan is impacted when people have long commutes, shouldering higher costs in money, time and stress. As a result, local employers have a harder time attracting and retaining people to fill island jobs. Employees have a lower quality of life. As anyone who has traveled Highway 305 during rush hour can attest, commuters to and from the island also impact the Transportation Element of the Comprehensive Plan.

In addition, the Environmental Element—and the real-world environment--- is negatively affected. People who can't afford to live in the community in which they work move to less expensive areas, further away from work. That creates sprawl---the very result no one wants. Sprawl is harder to see on an island, but the ecosystem doesn't end at the Agate Pass Bridge. Carbon emissions from longer commutes do not end at the Bridge. Somewhere, the Earth bears the burden of sprawl, of traveling people, of vehicles going extra miles—even if that burden is not readily apparent on the island.

Nationwide, housing prices have been rising twice as fast as wages according the chief economist of the Mortgage Bankers Association interview on CNBC in March of 2018. The Seattle Times reported that homes in the Seattle area have been rising faster than anywhere else in the country since mid-2016 (Seattle Times, March 27, 2018.) These are realities each community must grapple with.

Despite our growing housing inequality, Bainbridge Island has not implemented any significant affordable housing policies in a decade. The Housing Element (Appendix B) of the Comprehensive Plan clearly and concisely states the problem and the obligation the City has undertaken:

Market forces alone will not address the urgent housing needs facing Bainbridge Island. In the face of daunting circumstances, the City aspires to an ambitious Vision of its future and commits to an innovative, aggressive and multi-faceted housing strategy.

The AHTF developed its recommendations for **near term action** by the City Council and the City of Bainbridge Island. Consistent with the Council’s instructions to the AHTF, these recommendations address affordability at a range of incomes, from low income to middle income and workforce housing. Only two of the recommendations would create income-qualified housing. The rest are intended to create affordability due to size, appeal to a narrow demographic or other factors as described above under the heading, “What is ‘affordable’?” Consistent with the Comprehensive Plan, zoning and code recommendations are focused within the Designated Centers, helping protect the rural areas of the island.

We hope they will be adopted and implemented as soon as possible.

EXECUTIVE SUMMARY

According to the Housing Element of the Comprehensive Plan, “Some combination of appropriately zoned land, regulatory incentives, financial subsidies and innovative planning techniques will be necessary to make adequate provision for the needs of all segments of the population, but particularly middle and lower income persons.”

The AHTF submits the following **Priority Recommendations** in accordance with that guidance and with the Council’s instructions to the AHTF:

- 1. Draft and adopt code changes to encourage infill in the Designated Centers, with the assistance and advice of ECONorthwest.** (Pages 12-17)
 - A. Adopt a Mandatory Inclusionary Zoning Ordinance**
 - B. Enact changes in FAR to encourage affordable housing**
 - C. Adopt a Multi-Family Property Tax Exemption** (Appendix F)
- 2. Pursue opportunities to partner with the private and nonprofit sectors to build affordable housing on public lands.** (Page 17)
- 3. Adopt procedures to encourage Accessory Dwelling Units** (Page 17)
- 4. Adopt an “Innovations Program” that allows staff to permit experimental affordable housing projects, on a limited basis, that are not currently allowed by code.** (Page 18)
- 5. Create a permanent affordable housing committee and designate a City employee who will spend at least half-time on affordable housing strategies.** (Page 18)

In addition to our priority recommendations, the AHTF has identified the following **Quick Wins** that can be done immediately:

- 1. Adopt more generous policies to allow the maximum number of liveaboards in the Dave Ullin Open Water Marina in Eagle Harbor.** (Page 20; Appendices C (5) and (7))
- 2. Adopt vacation rental ordinance** (Page 20; Appendix C (8))
- 3. Institute permit processing fast-track and reduced permit fees for all affordable housing applications.** (Page 20)
- 4. Review and improve the Housing Trust Fund process, and award Housing Trust Fund grants at least annually** (Page 21)
- 5. Adopt Cottage Housing Ordinance** (Page 21; Appendix E)

Additional Strategies to Be Explored: Due to the time limitations placed on the AHTF, there are many worthwhile areas of study that we did not explore in depth. One of the reasons we believe that the City must engage in continuing housing efforts over the long-term is so these ideas, as well as new ideas that will undoubtedly emerge, can be pursued.

The AHTF urges future work on the following ideas:

- **Work with Forterra to adopt a more effective Transfer of Development Rights program**
- **Community Partnerships**
- **Conversion of Single Family Homes to Duplexes/Triplexes**
- **Programs to Preserve Existing Housing**
- **Affordable Senior Housing/Accessible Housing**
- **Addressing Limitations Due to Sewer and Septic**
- **Homelessness and Housing Insecurity**
- **Tiny Houses/Microhousing**
- **Transportation Alternatives: Car2Go, Smart Cars, Public Transit**
- **Advocacy for County, State, and National Affordable Housing Policies**

PRIORITY RECOMMENDATIONS

1. Code changes to encourage affordable housing in Designated Centers (Winslow and Neighborhood Centers)

The Housing Element of the Comprehensive Plan lists as one of its highest priority actions the following: “Amend the City’s development code to facilitate an increase in the diversity of housing types and supply of affordable housing.” (HO Action #2). It proposes revising “development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use neighborhoods with affordable housing.” (Policy HO 4.2).

Unless otherwise specified, the AHTF recommends these changes be applicable to the Winslow Master Plan area and the Neighborhood Centers, in furtherance of the Housing Element’s stated goal of changing “today’s 89/11% housing split between the Mixed Use Town Center and the Neighborhood Centers to 80/20% by 2036.” (Policy HO 1.6)

As referenced in Goals 1 and 2 of the Housing Element, the City is required to monitor provisions and changes to the zoning code and all affordable housing ordinances on a yearly basis to determine the effectiveness of the ordinances and code changes. At the end of every two years, the Department of Planning and Community Development will prepare a report based on data gathered through the monitoring program. The reports will be used by the City Planning Department and the Planning Commission as a basis to amend and update the code and ordinances as needed to achieve the affordability goals. The proposed amendments and updates will go to the City Council for approval. The time table for the updates should be coordinated such that amendments and updates are completed every 4 years.

Recommendation 1A: Mandatory Inclusionary Zoning Ordinance

The following is recommended to establish a new Inclusionary Zoning Code:

APPLICABILITY: Designated Centers which include the Winslow Master Plan/Winslow Sewer Area and Neighborhood Centers.

Island wide applicability was not recommended due to the Comprehensive Plan goal to focus new development in the Designated Centers.

BASE REQUIREMENT: 10% minimum affordability on all new residential development projects. Projects which exceed project threshold size of 10,000sf residential FAR are required to construct the inclusionary units. The 10% requirement is applied to the Base Residential FAR.

Projects may exceed the 10% requirement by utilizing other zoning incentives. Staff should evaluate whether a higher percentage is feasible.

- a. Staff will need to verify appropriate base requirement (percentage & minimum project size) in relation to offset (see 3, Offset). Projects on adjoining parcels shall be considered as a single project for determining project size. Controlling inclusionary threshold by project area (sf) will prevent projects from artificially increasing unit sizes to stay below minimum unit threshold.
- b. Projects within the residential zones (R-zones) in the Designated Centers (the residential areas of Winslow) and Neighborhood Centers are regulated by units per acre, not FAR. Staff will need to determine minimum project size and related offset.

OFFSET: In order to effectively subsidize the inclusionary units, the FAR shall be increased to offset the financial impact to the project subject to the mandatory requirement. The Mixed-use Base FAR and Bonus FAR shall be increased by 0.2 (see MUTC 18.12 Dimensional Standards) for all zones subject to the inclusionary requirement.

The offset is the difference between the market rent and inclusionary rent, OR the difference between the market rate sales price and the affordable sale price. In order to meet state law, the financial impact related to this lost revenue to a project must be offset by an equivalent density or FAR increase.

In order to offset financial impact to the project, a significant increase is needed in the Base FAR and the bonus FAR. Under current code, any increase above the Base FAR is only available as Bonus FAR, by paying a fee to the City (or through other bonus provisions). The staff shall verify the proposed Base FAR increase is proportional to the financial impact to the project.

FEE IN LIEU: Residential projects 10,000 sf or less, are eligible to pay a Fee in Lieu instead of constructing the inclusionary units. Fees shall be directed to Housing Trust Fund. Fee shall vary based upon project size.

- a. Note that the Fee in Lieu is offset by the 0.2 FAR increase or density increase (in R zones).
- b. Fee in Lieu is not available for larger projects to ensure inclusionary units are constructed as part of the project. Small projects typically have a more difficult time integrating inclusionary units due to their small site area.

The Task Force did not want Fee in Lieu to be available for larger projects. It is important to have inclusionary units built within projects and to have them dispersed throughout the community. Communities which rely only on Fee in Lieu will typically use those funds to construct standalone multi-unit affordable projects.

Projects which are not eligible for offset are not required to pay Fee in Lieu.

TARGET INCOME GROUPS: Inclusionary units shall serve a range of Kitsap Area Median Income (AMI) between 50% and 120%. For projects which are required to provide multiple inclusionary units, those units shall serve **a range of income levels which equal an average of 80% AMI or below**. For projects with a single inclusionary unit, it shall be affordable to a household income shall be no more than 80% AMI.

UNIT SIZE AND TYPES: For projects with multiple inclusionary units, unit sizes shall reflect the proportionality of the bedroom mix of the market rate units. For projects with one inclusionary unit, the number of bedrooms shall reflect the average size in project. The inclusionary unit size may be smaller than typical market rate unit. The exterior design of the affordable dwelling unit(s) shall be similar in appearance to the market rate units. The units shall be geographically dispersed throughout the project.

The intent here is to ensure the affordable units reflect the overall character of the project to be fully integrated.

DURATION: Affordability shall be permanently enforceable by a deed restriction placed on the property title report.

NOTE: The City has enlisted ECONorthwest and Forterra to complete an economic analysis to support the development of a successful inclusionary zoning and transfer of development rights programs. That analysis is anticipated to be completed in November 2018, and may result in different thresholds for an inclusionary zoning program than those recommended by the AHTF above.

Recommendation 1B: Zoning Changes to Incentivize Affordability in Designated Centers:

The following incentives are intended to encourage mixed-use development and affordability within the Designated Centers. Emphasis has been given to the High School Road and Ferry Terminal Districts. Key outcomes include expanding residential uses within allowable building envelopes and the creation of mixed-use villages in areas currently developed as low rise commercial and parking lots. These concepts are consistent with the Comprehensive Plan to focus growth in Designated Centers, increase workforce housing and reduce environmental impacts of workforce commuting. **The AHTF recommends the following modifications to Chapter 18.12 Dimensional Standards:**

HIGH SCHOOL ROAD & FERRY TERMINAL DISTRICTS: High school Road and Ferry Terminal Districts shall have their **FAR set equal to Core district**. Consistent with the goal to have pedestrian oriented villages, these projects shall be **required to be mixed-use**.

These two zoning districts hold the greatest potential to become transit-orient development locations. The current code has the maximum amount of residential for the High School Road District set low to support auto-oriented commercial development. The proposed flexibility to increase the overall FAR and related residential component will take pressure off residential zones throughout the island.

Under current code, mixed-use is not required.

This ensures we get mixed-use pedestrian-oriented development in the commercial districts. So long as first floor commercial and/or retail is provided, residential use can be utilized for all remaining FAR, including Max/bonus FAR.

The specific requirements to meeting the intent of mixed-use requirement shall be determined by staff. Mixed use shall provide retail at key frontages and public spaces.

FLEXIBLE FAR: Consistent with the Core district Base FAR and proposed mixed-use requirement, the commercial portion of mixed-use FAR may be converted to residential FAR.

The flexibility to convert commercial FAR to residential will have the benefit of producing more housing overall and a proportional increase in the inclusionary units. This has the potential to double the number of inclusionary units.

The current method of FAR allocation only allows a portion of the site development to be housing, with the rest being commercial. The intent was to encourage mixed-use projects. Under current market conditions, residential use has far greater market demand than commercial. Limiting amount of residential to current levels is resulting in sites being underbuilt. This is also likely to serve current demand for more senior housing, which is currently not being met adequately.

This added flexibility with base residential FAR would not increase the building size or overall FAR since it is within current allowable mixed-use FAR.

For example, a mixed-use project in the Core District, with bonuses, under current zoning, has a maximum FAR of 1.5 (which will be increased by inclusionary zoning). That maximum must be divided between the commercial maximum of 0.5 FAR and the residential maximum of 1.0 FAR. Under the recommended approach, if the project is located in any of the following zones (High School Road, Ferry Terminal, and Core), and it is mixed-use with retail or commercial at the base of the project, then the mixture of commercial and residential FAR is flexible. For example, the residential could end up being 1.3 in this example so long the projects have sufficient commercial to meet the mixed-use requirement.

NEIGHBORHOOD CENTERS (NC): Change NC zoning from current method of determining density by units per acre to FAR method.

Currently NCs have a low base density (2 units/acre) which doesn't support pedestrian-oriented villages. Basing density on units per acre encourages projects to build large units to maximize buildable area. The FAR approach would increase flexibility allowing smaller unit sizes and related affordability. Staff need to determine what appropriate FAR is in relation to density. The City's ability to extend infrastructure to the NCs will affect the number of housing units created.

BUILDING HEIGHT: Increase the maximum height from 45' to 55' when 1) underground parking is provided and 2) project exceeds both 20% affordability and 20% public space. Applies to High School Road District and Ferry Terminal District.

This encourages pedestrian-oriented urban villages close to transit. The City should give consideration as to whether the height increase is appropriate within the Core District, subject to existing design guidelines and upper story stepbacks for Winslow Way.

PARKING: Allow lower parking requirements (.5 spaces/unit) for units within 1 mile of Ferry and unit size less than 600sf.

The cost of providing parking and related vehicle ownership costs impact affordability. On average, the cost of owning a vehicle can be as high as \$700/month. The construction cost of an underground parking stall ranges between \$25,000 to \$30,000 per stall. These costs affect both the renter's ability to afford housing and the cost of building the housing.

SUBDIVISIONS: Allow subdivisions within Mixed Use Town Center.

Currently, subdivisions are only allowed if approved under the Housing Design Demonstration Program (HDDP). This change would not require a density or FAR increase. This will encourage "missing middle" homes such as cottages, townhouses and small footprint homes. Home size would be limited to 1600sf and lot sizes would be restricted to a maximum size to ensure minimum densities are achieved.

Recommendation 1C. Multi-family Property Tax Exemption

The AHTF recommends adopting a multi-family property tax exemption (MFTE) ordinance in accordance with RCW 84.14.005 et seq. This statute authorizes an exemption from property tax for any qualifying multi-family project of four units or more that sets aside at least 20% of its units for low to moderate income households (from 80% or below of AMI to 115% AMI), for a period of eight to twelve years (depending on the specifics of the project). In order to implement this state-allowed exemption, the City must adopt an ordinance specifying guidelines such as height and density restrictions, parking requirements, and targeted incomes. The ordinance must designate area(s) for applicability and would be applicable to both new construction and existing projects that are being rehabilitated or converted.

The AHTF recommends that the designated areas for the MFTE should be the Designated Centers. The RCW sets out procedures necessary to adopt an MFTE ordinance, which include a public hearing at which the designated residential targeted area(s) will be considered. All projects that use the MFTE must be regularly monitored for compliance, and the AHTF suggests that Housing Resources Bainbridge or other housing nonprofit be engaged as a partner to the City for public outreach and compliance monitoring.

The MFTE could be used in tandem with the Mandatory Inclusionary Zoning Ordinance to potentially set aside up to 30% of the units in a project as affordable units.

A sample MFTE ordinance is attached to this report as Appendix F (a copy of the ordinance adopted by the City of Bellingham).

2. Affordable housing on publicly owned land

The City owns 88 parcels of land totaling 250 acres, some of which have identified uses and purposes and others that do not. The AHTF recommends that an inventory be taken of City-owned properties that may be appropriate for affordable housing. These properties could be donated or sold at a discount to a housing nonprofit or program, with deed restrictions requiring a specified number of units of affordable housing to identified income ranges. Alternatively, property could be developed by the City in partnership with private and nonprofit developers, similar to the development of the Suzuki property. The AHTF believes the Suzuki project has taught valuable lessons to the City, its consultants, partners and the community, and those lessons will inform and improve future efforts.

The AHTF met informally with several other local taxing districts, such as the Bainbridge Island School District and the Bainbridge Island Metropolitan Parks Department. Although most of the taxing districts said their employees had difficulty securing housing on the island, they did not express any interest at this time in making any property they own available for affordable housing. The reluctance was in large part for reasons that may well be addressed satisfactorily in the future, so the AHTF recommends having future in-depth discussions with these taxing districts.

3. Adopt procedures to encourage Accessory Dwelling Units

An Accessory Dwelling Unit (ADU) is up to 900 square foot of separate living space, within or detached from a single-family dwelling. Although the City has allowed ADUs for many years, the number of ADUs on the island has remained relatively small—according to City records, the island has approximately 196 permitted ADUs. The Final Report of the Community Housing Coalition in December of 2007 identified ADUs as a priority recommendation, giving several suggestions to encourage the use of ADUs as affordable rentals. Among them were to increase the maximum size of an ADU from 800 to 900 square feet, which was done in 2015.

That report also suggested evaluating the building application process for ways to shorten the process. It also recommended that pre-approved prototype ADU designs be made available to property owners. Those two recommendations were never implemented. The AHTF believes those proposals remain priority actions and strongly recommends that they be adopted. In addition, the AHTF recommends that building permit fees and sewer/water hookup fees be deferred or reduced if an ADU is used for income-qualified housing for a period of at least five years.

4. Adopt an “Innovations Program”

As we have noted, no single solution or program will solve the affordable housing crisis. The AHTF believes that a crucial part of any housing strategy is a multi-pronged approach and the willingness to experiment with new and innovative ideas. For that reason, we recommend that the City make the necessary changes in code and policy to allow City staff the flexibility to permit building projects on a limited basis that do not otherwise fit into zoning and land use code, if 100% of the housing units are affordable (affordability for this purpose will be 120% of AMI or less). The Innovations Program would seek to encourage new ideas about affordability, whether achieved through building technique or materials, shared common areas, small size, or other means.

After it has developed and adopted the Innovations Program, the City should conduct outreach to the community to encourage property owners to make use of its flexibility. Projects should be monitored and evaluated to determine whether the idea is effective in producing affordable housing. If so, it should be adopted into code. If the idea is not effective, staff would not permit it in future projects.

5. Permanent support for affordable housing

Bainbridge Island has made efforts to address its affordable housing issues from time to time in the past. In 1997, the City adopted the original Affordable Housing Ordinance, requiring that new residential developments include a percentage of affordable housing. The program was the first of its kind in Washington. Over time, the City determined it was not working as intended for a variety of reasons, including loss of affordability because the units reverted to market rate with the first resale, and legal challenges. The ordinance was repealed in 2005, although an optional affordable housing program remained in place.

The City created the Community Housing Coalition (CHC) in 2005 under the umbrella of the City-funded nonprofit, Health, Housing and Human Services Council. It was charged with the task of researching and contributing to the development of effective public housing policy. With the economic downturn beginning in 2007, the City experienced financial setbacks. As a result, the City Council dissolved the CHC, along with the Health, Housing and Human Services Council. The CHC produced a report of its work and housing recommendations in December of 2007 and urged that its functions be transferred to a full-time City housing specialist. As the City’s financial problems continued, the housing position was eliminated. Since then, the City has had no housing specialist on staff and no citizen advisory group to focus on housing issues, until the creation of the AHTF in 2017. In the intervening years, the median sales price of a single family home rose from \$680,000 in December of 2007 to \$848,000 in May of 2018 (after a steep drop in prices for several years during the Recession.) Undoubtedly there have been many lost opportunities for affordable housing projects in that time. The more time that passes without effective affordable housing policies in place, the more affordable housing opportunities will vanish, as properties are developed solely for the private market.

The AHTF believes that housing is a complex issue that requires consistent attention, multiple strategies, evolving programs and a willingness to experiment with new ideas. As the CHC Final Report said, “...crisis management, short-sighted funding and stop-start attempts do not produce sustained results.” The AHTF is a short-term task force with limited scope. The one-year deadline for its work required that it focus on high priority, near term recommendations. There are many important aspects of housing that it was not able to study in depth.

For these reasons, we think it is crucial for the City to create permanent housing support. It should consider creating a standing advisory committee. It also should consider hiring or designating a housing specialist on City staff, at least on a part-time basis. Finally, we recommend that the City increase its financial partnership and outreach commitment to other taxing districts, nonprofits, and entities such as faith-based housing providers that build affordable housing.

QUICK WINS

The AHTF has identified the following actions the Council or staff could take with a minimum of additional research or preparation:

1. Adopt more generous policies with respect to liveaboards in Eagle Harbor.

The AHTF believes that residential vessels in the Dave Ullin Open Water Marina in Eagle Harbor can be an economical housing choice on the island for a limited but important demographic. We encourage City support for existing liveaboards and urge that the City amend its policies to allow additional residential boats to the maximum allowed by the state of Washington, as we have written in letters previously submitted to the Council and the Planning Commission. Additionally, we have recommended that the City expand the time-frame during which it accepts applications. See Appendices C.5 and C.7.

2. Adopt a Vacation Rental Ordinance.

Since 2011, the third-party analytics site AirDNA has measured a 41% annual growth in the number of Airbnb rentals on Bainbridge Island, with 133 active rentals currently recorded. Of these active rentals, 114 are for the entire home, a number that represents more than three months of inventory in the current real estate market. This stranded inventory worsens the affordable housing crisis by reducing the stock of long-term rentals and for-sale housing on Bainbridge Island. However, we also realize that many members of our community rely on the supplemental income generated by these short-term rentals to afford the ever-increasing cost of living, so it is necessary to control the growth of the short-term rental market without eliminating it all together.

The City of Seattle passed an ordinance in 2017 limiting the number of “short term rentals” allowed. AirBnb has approved the ordinance and has given assurances it will not challenge the ordinance legally. The AHTF recommends that Bainbridge pass a similar law, based on the Seattle ordinance, applying to all current and future short-term rental properties and at least as restrictive as the Seattle ordinance. The AHTF also recommends that the Council consider whether short term rentals should be further limited exclusively to the owner’s primary residence property. To avoid significant impact on the island’s existing lodging industry, this restriction should not impact hotels, motels, inns, and licensed bed and breakfasts. See Appendix C.8.

3. Permit processing priority and reduced fees for affordable housing projects.

The time required to complete a residential construction project is a significant factor in the final project cost. One element of this is the time required to obtain a building permit from the City of Bainbridge Island. A recent estimate from the Planning Department put the time to obtain a residential building permit at 10-12 weeks, at a minimum. This delay adds significant cost to all projects, but also provides us with a tool to incentivize certain types of development.

By establishing a building permit fast track for affordable housing, the City of Bainbridge Island could provide an incentive to developers to prioritize the construction of affordable housing at no additional cost to the city. This fast track would place affordable projects at the front of the permit approval line. Not only would this approach reduce the cost of affordable development, but would also increase the cost of luxury developments as the wait for non-affordable developments increased accordingly.

These projects should also be charged reduced permitting fees. The City should also defer or waive building permit and/or sewer/water hookups for ADU's that rent to income qualified individuals for at least five years.

4. Housing Trust Fund grants.

The City should review the Housing Trust Fund criteria for grants and sources of funding to assure that this program is effective in encouraging the development and/or preservation of affordable housing options. The City should allocate funds to the Housing Trust Fund during each budget cycle. Also, the City should increase its outreach efforts to potential grantees. The City should make grants from the Housing Trust Fund at least annually. Money from the Fee-in-Lieu program established under Priority Recommendation 1A should be added to the Housing Trust Fund, in addition to the funds that are allocated from the City's general fund.

5. Adopt a Cottage Housing ordinance.

As the CHC Final Report found, "Cottage housing is another way to increase density in existing neighborhoods while still preserving their single-family character. These projects typically consist of a cluster of small houses with a shared central space. Cottages typically range from 800 to 1000 square feet, and the typical density is 10 to 11 units per acre. The Erickson Avenue Cottages on Bainbridge Island are an example of this kind of housing. Cottage housing is typically used on infill lots in established neighborhoods." The CHC drafted a Cottage Housing ordinance that was never adopted. The City could update that ordinance for Council consideration with a minimum of effort. See Appendix E.

ADDITIONAL STRATEGIES TO BE EXPLORED

The AHTF discussed multiple strategies and ideas for increasing the island's supply of affordable housing. As our work continued, we began focusing on the Priority Recommendations. Other ideas that we consider worthwhile were not included in these recommendations, generally because we considered them to be longer-term in nature. After the Council has accepted this Final Report and the AHTF is dissolved by the terms of its authorizing resolution, we urge City staff and/or a citizen committee to continue work on these ideas and issues:

- Work with Forterra to adopt a more effective Transfer of Development Rights program
- Community Partnerships
- Conversion of Single Family Homes to Duplexes/Triplexes
- Programs to Preserve Existing Housing
- Affordable Senior Housing/Accessible Housing
- Addressing Limitations Due to Sewer and Septic
- Homelessness and Housing Insecurity
- Tiny Houses/Microhousing
- Transportation Alternatives: Car2Go, Smart Cars, Public Transit
- Advocacy for County, State, and National Affordable Housing Policies

Respectfully Submitted,

The Affordable Housing Task Force

Emma Aubrey (former member)

William Booth (former member)

Jeffrey Brown (former member)

Pat Callahan

Corey Christopherson (joined on 2/27/18)

Johnathan Davis (joined on 2/27/18)

Stephen Deines

Phedra Elliott

Sharon Gilpin

Stuart Grogan

Ann Huff (former member)

Edward Kushner

Ann Lovejoy

Bill Luria

Pegeen Mulhern

Althea Paulson, Chair

David Shorett

Charlie Wenzlau

Sarah Blossom, City Council Liaison

Michael Scott, former City Council Liaison

Leslie Schneider, City Council Liaison (joined April of 2018)

William Chester, Planning Commission Liaison

Jennifer Sutton, Senior City Planner

Bainbridge Island City Council Instructions to 2017 Affordable Housing Task Force

Among the high priority implementing actions of the 2017 revised Comprehensive Plan is the establishment of an Affordable Housing Task Force to consider the revised Housing Element and make specific recommendations to the Council for near-term action.

Members of the Task Force have been chosen both for their interest in working on this issue, and for their recognition that improving access to affordable housing on Bainbridge Island is critical to maintaining a diverse and vibrant community.

The Bainbridge Island Comprehensive Plan defines “affordable housing” as “...*housing affordable to all economic segments of the population of this state. This is a goal of the state Growth Management Act. RCW 36.70A.020(4). When residential housing for rental or private individual ownership is occupied by low-income households, it is considered affordable if it requires payment of monthly housing costs, including utilities other than telephone, of no more than thirty percent of the family's income. WAC 365- 200-030(1).*”

From this definition, the Task Force should understand that its mandate is broader than simply considering low-income housing. It should consider housing affordability on Bainbridge Island across the economic spectrum.

The Task Force should review affordable housing-related materials that have been generated by or for the City in recent years, review relevant resource material, and review the goals and policies of our current Comprehensive Plan. While Affordable Housing, and therefore the Housing Element of the Comprehensive Plan, is the focus of this Task Force, it will be important for it to consider the goals and policies of ALL elements of the Comprehensive Plan. Where goals and policies seem to be in conflict, it will be incumbent on the Task Force to recommend solutions that balance the costs and benefits for the community.

The Task Force will decide on what detailed work is necessary to deliver to the Council specific recommendations, including but not limited to recommended changes to City zoning codes and regulations, which would most effectively advance the stated goals of the Comprehensive Plan. The Task Force also may arrive at conclusions or recommendations that involve the work of non-governmental organizations, which can be shared with those organizations either as part of the Task Force’s work, or after its final report.

The Task Force is asked to deliver a report to the City Council by the end of June, 2018. The Task Force will be dissolved upon acceptance of its report by the Council.

HOUSING ELEMENT

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HOUSING ELEMENT INTRODUCTION

Decent and safe housing is a basic human need increasingly unavailable to many Americans, including many Bainbridge Island residents and workers. The Washington State *Growth Management Act (GMA)* provides direction for cities to address these needs in the Housing Element of the Comprehensive Plan. Many of the Plan's Guiding Principles and Policies carry this direction forward to be addressed in various Elements, including Housing.

The City's Housing Needs Assessment (HNA) documents current housing conditions on the Island and identifies trends and specific needs. The HNA is Appendix B to this Plan and adopted as a part of this Element. Many of the statistics below are excerpted from the HNA or the City's Economic Profile (Appendix A).

BAINBRIDGE ISLAND SNAPSHOT: PEOPLE AND HOUSING

Bainbridge Island's 2015 population of 23,390 is predominantly white (91%), well-educated and relatively affluent. The median household income (\$92,558) is 1.5 times the Kitsap County average. Almost 60% of residents have occupations with relatively high incomes. For example, the median wage for financial analysts, lawyers and marketing managers ranges between \$100,457 and \$122,618. Another third of Island residents work in the service sector, such as retail clerks, waiters and bank tellers have median wages between \$27,703 and \$30,972.

Over the past decade the population has experienced shifts in the age cohorts. Between 2000 and 2010 the Island's senior population (60+ years old) increased from 17% to 26%. The "young adult" cohort (between 18 and 34 years old) has declined from 15% of the Island's population in 1990 to less than 10% in 2016.

Bainbridge Island's housing stock is predominantly detached single-family homes (80% of all units) in a very low-density land use pattern that occupies about 90% of the Island's land area. The average single-family home price is just under \$700,000.

Multi-family units that constitute 16% of the housing stock are now concentrated in Winslow and Lynwood Center. While the *designated centers* total about 10% of the Island's land area, a significant portion of that area is occupied by commercial uses with no residential component. Rental apartments make up less than 7% of total housing units on the Island. Very few rental units have been built on the Island in the last decade which partly accounts for a vacancy rate of 1.5%, well below the 5% rate typical of well-functioning rental markets

GMA GOAL AND REQUIREMENTS FOR HOUSING

The GMA recognizes the importance of planning for adequate housing by requiring it as an element in Comprehensive Plans. Housing is addressed in one of the 14 major goals:

"Housing. Encourage the availability of *affordable housing* to all economic segments of the population of this state, promote a variety of densities and *housing types*, and encourage preservation of existing housing stock."

RCW 36.70A.020(4)

The requirements for a housing element mandated by the GMA include:

“A housing element recognizing the vitality and character of established *neighborhoods* that: a) includes an inventory and analysis of existing and projected housing needs; b) includes a statement of goals, policies, and objectives for the preservation, improvement, and development of housing; c) identifies sufficient land for housing, and group homes and foster care facilities; and d) makes adequate provisions for existing and projected needs of all economic segments of the community.”

RCW 36.70A.070(2)

HOUSING NEEDS

The Housing Needs Assessment for Bainbridge Island includes an inventory of the amount, location and condition of the Island's housing stock and demographic and economic information about its population. It also includes an in-depth analysis of *affordable housing* needs on Bainbridge Island.



Almost 34% of individuals and families at all income levels who live in owner-occupied housing units are cost burdened meaning they spend over 30% of their income on housing. Almost 40% of individuals and families at all income levels who live in renter-occupied housing units are cost burdened. The majority (around 28%) of these residents have an annual income between zero and \$34,999.

This means that as of 2012, 569 renters on the Island that have an income of \$34,999 or less are housing cost burdened. This is concerning as lower income cost burdened households are more likely to have to choose between housing costs and other necessities.

The HNA analysis of Workforce Housing Affordability indicates that there is a gap in housing affordable for the Island's workforce in service professions (e.g., restaurant workers, bank tellers, retail clerks, school bus drivers). Many of these workers are obliged therefore to commute from less-expensive off-Island housing, which increases their transportation costs, congestion on SR 305 and greenhouse gas emissions.

Bainbridge Island's jobs/housing balance is 0.59 jobs for every housing unit, making it a "bedroom community." The Puget Sound Regional Council suggests that housing-rich neighborhoods add employment in order to increase economic opportunities for current residents.

Market forces alone will not address the urgent housing needs facing Bainbridge Island. In the face of daunting circumstances, the City aspires to an ambitious Vision of its future and commits to an innovative, aggressive and multi-faceted housing strategy. The City's success in achieving the housing Vision will also depend upon achieving the policy objectives identified in the Land Use, Transportation, Economic and Environmental Elements of this Plan.

HOUSING VISION 2036

Bainbridge Island in the year 2036 provides a broad diversity of housing. The broadest variety of *housing types* including rental homes, exists within the compact, walkable, transit-served, mixed-use *designated centers*. These include small detached homes on small lots, attached and detached *accessory dwelling units*, *cottage housing*, common-wall duplexes, triplexes and row houses, and stacked units on the upper floors of mixed-use, mid-rise buildings.

The residential *land use* pattern outside of *designated centers* remains at much lower densities and constitutes almost 90% of the Island's area. Houses built in the previous twenty years in the vicinity of designated centers and elsewhere in the Open Space Residential zones are compact, energy-efficient and well-integrated in their landscape. Typical *housing types* in these areas include detached houses on lots of various sizes, attached and detached *accessory dwelling units* and *conservation villages*.

Some combination of appropriately zoned land, regulatory incentives, financial subsidies and innovative planning techniques will be necessary to make adequate provisions for the needs of all segments of the population, but particularly middle and lower income persons.

GOALS & POLICIES

GOAL HO-1

Make steady progress toward the following aspirational targets for increasing the diversity of *housing types* and the supply of *affordable housing*.

Policy HO 1.1

Decrease to 20% or less the number of cost burdened families living in rental housing (down from 40%).

Policy HO 1.2

Decrease to 18% or less the number of cost burdened families owning homes (down from 34%).

Policy HO 1.3

Increase rental housing units to at least 11% of total housing units (up from 7%).

Policy HO 1.4

Increase the Island's percentage of *multifamily* homes to 18% or more of all homes (up from 16%).

Policy HO 1.5

Increase the number of *senior housing units* to 600 or more (up from 344.)

Policy HO 1.6

Change today's 89/11% housing split between the Mixed Use Town Center and Neighborhood Centers to 80/20% by 2036.

Policy HO 1.7

Achieve a jobs-housing balance of .8 (up from 0.59).

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

Policy HO 2.1

The Housing report shall address the following aspects of housing:

1. Housing trends in general both regionally and on Bainbridge Island.
2. The number and location of *housing types* constructed or active applications in the permit process in the preceding two years.
3. An evaluation of the effectiveness of the City's measures and identification of additional or revised measures or targets.
4. The vacancy rate for rental apartments.
5. The number of cost burdened and extremely cost burdened households.
6. The status of efforts to address housing needs at the regional level.
7. The housing availability for special needs or difficult to serve populations.
8. The condition of the local housing market and the number of new housing units publicly and privately funded.
9. The use of density bonuses and the number of for-purchase *affordable housing* units provided in new developments.
10. A description of the various initiatives supporting *affordable housing* including activities of community non-profit organizations and local and regional entities.
11. Programs of housing repair and renovation that improve accessibility.
12. An analysis of how property taxes impact housing affordability.
13. If insufficient progress is made toward meeting the targets in Policies HO 1.1 through HO 1.7, determine what actions are not working and make adjustments.

Policy HO 2.2

Make the Biennial Housing Reports available to the public in various ways such as notice in the local newspaper, on the City's web page and on local media outlets. This Biennial Housing Report will be part of a comprehensive update of the Housing Needs Assessment in order to inform the next state-mandated update of the Comprehensive Plan in 2024.

GOAL HO-3

Promote and maintain a variety of *housing types* to meet the needs of present and future Bainbridge Island residents at all economic segments in a way that is compatible with the character of the Island and encourages more socio-economic diversity. Partner with community non-profit organizations and local and regional private and public entities in carrying out the following policies.

Policy HO 3.1

Encourage innovative zoning regulations that increase the variety of *housing types* and choices suitable to a range of household sizes and incomes in a way that is compatible with the character of existing neighborhoods. Examples of innovative approaches are *cottage housing* development, *conservation villages*, stacked or common-wall housing, *tiny houses* and *accessory dwelling units*.

Housing types are illustrated in: Figs. HO-1 through HO-3 (*detached housing*); Figs. HO-4 through HO-6 (*attached housing*); and Figs. HO-7 through HO-9 (*stacked housing*).



Fig. HO-1 Single-family Home



Fig. HO-2 Cottage Housing



Fig. HO-3 Tiny House/ADU



Fig. HO-4 Duplex



Fig. HO-5 Row House



Fig. HO-6 Zero Lot Line



Fig. HO-7 Garden Apartment



Fig. HO-8 Mixed-use, Mid-rise



Fig. HO-9 Micro Units



Fig. HO-10 Live-aboard Unit

Policy HO 3.2

Recognize that the City shares a housing and employment market as well as a transportation network with the larger region. Therefore, the City should work with the *Kitsap Regional Coordinating Council* and other regional entities to develop an equitable and effective county-wide planning policies and other strategies to locate, finance and build *affordable housing*.

Policy HO 3.3

Designate the appropriate staff or organizational entity to assist and advise the community, landowners and private and public entities about options for *affordable housing*, financing strategies and funding sources.

Policy HO 3.4

Partner with non-profit housing organizations, churches, the development community, local lending institutions, elected officials and the community at large to assist in meeting *affordable housing goals* and implementing strategies.

Policy HO 3.5

Support the efforts of community non-profit housing organizations and local and regional public and private entities in developing and managing *affordable housing* on Bainbridge Island.

Policy HO 3.6

Develop standards to encourage development of small to mid-size single-family housing units. These provisions may include a framework to permit small-unit housing development such as *tiny houses*, *micro units* and *cottage housing*.

Policy HO 3.7

Expand opportunities for infill in the residential neighborhoods of the Winslow Master Plan study area and the Neighborhood Centers. Allow the creation of small lots (e.g., in the 3,000 square foot range) as well as smaller footprint homes (e.g., under 1,200 square feet).

GOAL HO-4

Increase the supply of permanently affordable *multifamily* housing each year through the year 2036 with goals based on data provided by the Housing Needs Assessment and the City's housing reports.

Policy HO 4.1

Encourage new *multifamily* housing in a variety of sizes and forms in *designated centers*.

Policy HO 4.2

Increase the efficiency of the review process and revise development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use areas with *affordable housing*.

Policy HO 4.3

Partner with non-profit or for-profit housing sectors to create new *multifamily* housing in *designated centers* including a significant percentage of *affordable housing* through the joint or exclusive use of surplus publicly owned property or air space.

Policy HO 4.4

Partner with the for-profit sector to create *affordable housing* through the targeted use of the *multifamily* property tax exemptions in *designated centers*.

Policy HO 4.5

Remove barriers to the creation of new *multifamily* housing, particularly *affordable housing* through a variety of actions such as the adoption of regulations that “right-size” parking requirements, reduce certain *impact fees* and encourage the use of parking management programs to enable the more efficient use of parking.

Policy HO 4.6

Allow *accessory dwelling units* in all residential zones, except at Point Monroe, the Sandspit (R-6). Review and revise regulations as appropriate to create reasonable flexibility regarding development standards including lot coverage, setbacks, parking requirements and Health District requirements for water and sewage.

Policy HO 4.7

Encourage agencies whose mission is to develop *affordable housing* to create new subsidized *multifamily* rental housing by aggressively pursuing Kitsap County *Community Development Block Grant Funds*, state funds, donations from private individuals and organizations, public revenue sources and other available funding.

Policy HO 4.8

Evaluate the efficacy of existing regulations in facilitating the provision of assisted and independent living *senior housing* and take action to amend *development regulations* as needed.

GOAL HO-5

Maintain the existing stock of affordable and rent-assisted housing, in partnership with community non-profit organizations and local and regional public and private entities.

Policy HO 5.1

Develop a continuing strategy to maintain the Rural Development Agency and HUD subsidies on existing rent-assisted housing. The primary strategy shall be to support Housing Kitsap and non-profit organizations such as Housing Resources Bainbridge to purchase the units through the provisions of the 1990 Housing Act.

Policy HO 5.2

In the event of the potential loss of privately-owned subsidized housing, work with the appropriate public agencies and local non-profits to pursue the preservation of the subsidized units or relocation assistance for the residents.

Policy HO 5.3

Support water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

GOAL HO-6

Facilitate the provision of a diverse *affordable housing* stock in all geographic areas of the community.

Policy HO 6.1

Encourage housing created by agencies such as a community land trust.

Policy HO 6.2

In order to provide for permanently *affordable housing* pursue effective strategies to reduce the land cost component of *affordable housing* which may include alternative land use zoning, *density bonuses* and other incentives.

Policy HO 6.3

Maintain an innovative housing program and clarify or adopt new flexible permit processes in all *designated centers* to promote an increase in the supply, diversity and access to housing including *affordable housing*.

Policy HO 6.4

Create a new *conservation villages* permit process to apply outside of *designated centers* to increase housing choices including *affordable housing* and requiring *green building* practices while better conserving *open space*.

Policy HO 6.5

Develop regulations and provide incentives to construct *affordable housing* for farm workers on or near farmlands.

Policy HO 6.6

Consider the merits of programs and regulations pioneered by other communities to discourage the land, energy and natural resource consumptive pattern of large single-family homes. Adopt amendments to City programs and *development regulations* as appropriate.

Policy HO 6.7

Support the development of *livable neighborhoods*.

GOAL HO-7

Promote and facilitate the provision of rental and for-purchase housing that is affordable to *income-qualified* households with a variety of income levels.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to residents in specified income groups.

Policy HO 7.2

All income-qualified rental housing units created as a result of the policies of this Housing Element shall remain affordable to *income-qualified households* for a period of not less than 50 years from the time of first occupancy.

Policy HO 7.3

Explore measures and the merits of source-of-income discrimination controls.

GOAL HO-8

Facilitate the siting and development of housing opportunities for *special needs populations*.

Policy HO 8.1

Support the services of community non-profit organizations and local and regional public or private entities in providing shelter for temporarily homeless singles and families with children, adolescents and victims of domestic violence on Bainbridge Island.

Policy HO 8.2

Support the development of programs to meet the housing needs of the developmentally, physically and emotionally disabled within the community.

Policy HO 8.3

Support programs that provide assistance to low-income, elderly and disabled persons to repair, rehabilitate or retrofit homes to be more accessible and safe.

GOAL HO-9

Explore the use of the City's bonding capacity and pursue other resources to support the creation of *affordable housing*.

Policy HO 9.1

The City recognizes the need to provide financing assistance for *affordable housing*. Accordingly, the City will actively pursue public and private funds that may include but are not limited to, real estate excise tax, grants and other available resources.

Policy HO 9.2

The City in partnership with local agencies producing *affordable housing*, may issue a General Obligation Bond to increase the production of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.3

Consider the issuance of Limited Tax General Obligation Bonds (also called councilmanic bonds or non-voted debt) to support the development of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.4

Increase City support of the Housing Trust Fund and explore new sources of funding for the development and preservation of *affordable housing*.

Policy HO 9.5

Consider the options for making City-owned land or air-space available through long-term leases or other mechanisms for the purpose of creating income-qualified housing and support other public entities that wish to use publicly-owned land for this purpose. Take into consideration however, the full range of uses that City-owned properties may serve over the long-term.

HOUSING IMPLEMENTATION

To implement the goals and policies in this Element, the City must take a number of actions, including adopting or amending regulations, creating partnerships and educational programs, and staffing or other budgetary decisions. Listed following each action are several of the plan's goals and policies that support that action.

HIGH PRIORITY ACTIONS

HO Action #1 Set targets for increasing the supply of moderately priced and *affordable housing*, measure progress, and if insufficient progress is being made toward meeting the housing targets, determine what actions are not working and make appropriate adjustments.

GOAL HO-1

Make steady progress toward the following aspirational targets for increasing the diversity of *housing types* and the supply of *affordable housing*.

GOAL HO-2

Beginning in 2019, prepare biennial reports on the status of housing on Bainbridge Island. The report shall describe progress toward achieving the targets set forth in Policies HO 1.1 through HO 1.7.

HO Action #2 Amend the City's development code to facilitate an increase in the diversity of housing types and supply of affordable housing.

Policy HO 3.6

Develop standards to encourage development of small to mid-size single-family housing units. These provisions may include a framework to permit small-unit housing development such as *tiny houses, micro units and cottage housing*.

Policy HO 4.2

Increase the efficiency of the review process and revise development standards for the High School Road and Ferry Terminal districts and other portions of the Winslow Area Master Plan to encourage the transformation of these areas from auto-oriented, low-rise, homogeneous commercial land use districts into walkable, transit-served, mid-rise, mixed-use neighborhood with *affordable housing*.

Policy HO 6.3

Maintain an innovative housing program and clarify or adopt new flexible permit processes in all *designated centers* to promote an increase in the supply, diversity, and access to housing, including *affordable housing*.

Policy HO 6.4

Create a new *conservation villages* permit processes to apply outside of *designated centers* to increase housing choices, including *affordable housing* and requiring *green building* practices, while better conserving *open space*.

HO Action #3 Partner with other jurisdictions, the development community, and non-profit organizations to increase the diversity of housing types and supply of affordable housing.

Policy HO 3.4

Partner with non-profit housing organizations, churches, the development community, local lending institutions, elected officials and the community at large to assist in meeting *affordable housing goals* and implementing strategies.

Policy HO 4.3

Partner with non-profit or for-profit housing sector to create new *multifamily* housing in *designated centers* including a percentage of *affordable housing*, through the joint or exclusive use of surplus publicly owned property or air space.

Policy HO 4.4

Partner with the for-profit sector to create *affordable housing* through the targeted use of the multifamily property tax exemptions in *designated centers*.

Policy HO 9.5

Consider the options for making City- owned land or air-space available through long-term leases or other mechanisms for the purpose of creating income-qualified housing and support other public entities that wish to use publicly-owned land for this purpose. Take into consideration however, the full range of uses that City-owned properties may serve over the long-term.

HO Action #4 Consider actions that can be taken to reduce financial barriers that inhibit the desired increase in diverse and affordable housing.

Policy HO 5.2

In the event of the potential loss of privately-owned subsidized housing, work with the appropriate public agencies and local non-profits to pursue the preservation of the subsidized units or relocation assistance for the residents.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to residents in specified income groups.

Policy HO 9.2

The City in partnership with local agencies producing *affordable housing*, may issue a General Obligation Bond to increase the production of housing affordable to *households* at or below 80% of median income for Kitsap County.

Policy HO 9.3

Consider the issuance of Limited Tax General Obligation Bonds (also called councilmanic bonds or non-voted debt) to support the development of housing affordable to *households* at or below 80% of median income for Kitsap County.

HO Action #5 Create a short-term (60-90 days) citizen *affordable housing* task force to consider the revised Housing Element and provide specific recommendation for near-term action.

Policy HO 3.3

Designate the appropriate staff or organizational entity to assist and advise the community, landowners and private and public entities about options for *affordable housing*, financing strategies and funding sources.

HO Action #6 Review and revise City regulations related to permissible live-aboard capacity in City marinas.

Policy HO 5.3

Support Water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

MEDIUM PRIORITY ACTIONS

HO Action #7 Focus additional city and other financial resources to help increase the supply of affordable housing.

Policy HO 9.4

Increase City support of the Housing Trust Fund and explore new sources of funding for the development and preservation of *affordable housing*.

Policy HO 7.1

Exempt from City *impact fees* and other administrative development fees housing developments where all units are limited to applicants of specified income groups.

HO Action #8 Look for ways to reduce the cost of multifamily housing, particularly affordable housing.

Policy HO 4.5

Remove barriers to the creation of new *multi-family housing*, particularly *affordable housing* through a variety of actions such as the adoption of regulations that “right-size” parking requirements, reduce certain impact fees, and the encourage the use of parking management programs to enable the more efficient use of parking.

OTHER PRIORITY ACTIONS

HO Action #9 Identify ways to achieve local results with and through regional actions.

Policy HO 3.2

Recognize that the City shares a housing and employment market, as well as a transportation network, with the larger region. Therefore, the City should work with the Kitsap Regional Coordinating Council and other regional entities to develop equitable and effective county-wide planning policies and other strategies to locate, finance and build *affordable housing*.

Appendix C.1

November 3, 2017

Bainbridge Island City Council
200 Madison Ave.
Bainbridge Island, WA 98521

Dear Council members:

At the City Council meeting on October 3, 2017 Jon Rose, from the Olympic Property Group (OPG), unveiled a thoughtful preliminary site plan for the City-owned Suzuki property. The Affordable Housing Task Force (AHTF) has discussed this proposal at several of our meetings and offers the following comments.

The proposed plan clusters the housing and leaves 70% of the parcel as open space with mature trees retained, wetlands protected, and the pond untouched. It encourages walkability and keeps impervious surfaces to a minimum. The site plan creates a 300-foot buffer for wildlife and clusters housing near the road. All of these will contribute to a new community that is respectful of the environment and supports the affordable housing goal by lessening costs.

We were very pleased to hear some of the responses to the plan during the meeting. Councilmembers expressed their desire to push for the development to get to an even higher level of affordability and unanimously agreed that housing that is affordable to a broad range of people is important for Suzuki. Just as encouraging was the Council's discussion about *affordability* and the potential for expanding the definition to include those who aren't eligible for housing that is funded by public sources but are still finding it very hard to live on Bainbridge Island. Finally, OPG noted that it would be working closely with Housing Resources Bainbridge, the City of Bainbridge Island and Housing Kitsap to assure the long-term management and affordability of the units.

The AHTF endorses and advocates for 100% of the housing built on the Suzuki site to be designated affordable to a range of tenants and homeowners from very low income up to moderate levels of income. All housing on this site should also be made permanently affordable through restrictions required by funders, Community Land Trust, and/or deed restrictions upon sale. The Council should ensure that this affordability is protected and managed either by the future owner of the properties, COBI, or an entity contracted by COBI to perform this work (such as HRB or Housing Kitsap). In addition, we ask that you ensure that a substantial number of the housing units will be rentals.

We note that the OPG proposal provides that if the necessary financing is not obtained by HRB or Housing Kitsap, OPG will market the project to private housing developers. We urge the Council and the City not to adopt that provision, and instead negotiate an alternative, acceptable to both OPG and the City, that protects and preserves the Suzuki property for affordable housing.

With the foregoing caveats, the AHTF supports the efforts of the City of Bainbridge Island to move forward with the development of the Suzuki site to create affordable housing that benefits the community and assures a diverse population living on the island.

Sincerely,

Althea Paulson, Chair
On behalf of the Affordable Housing Task Force

Appendix C.2

November 7, 2017

Bainbridge Island City Council
200 Madison Ave.
Bainbridge Island, WA 98521

Re: Revised AHTF letter

Dear Council members:

At the City Council meeting on October 3, 2017 Jon Rose, from the Olympic Property Group (OPG), unveiled a thoughtful preliminary site plan for the City-owned Suzuki property. The Affordable Housing Task Force (AHTF) has discussed this proposal at several of our meetings and offers the following comments.

The proposed plan clusters the housing and leaves 70% of the parcel as open space with mature trees retained, wetlands protected, and the pond untouched. It encourages walkability and keeps impervious surfaces to a minimum. The site plan creates a 300-foot buffer for wildlife and clusters housing near the road. All of these will contribute to a new community that is respectful of the environment and supports the affordable housing goal by lessening costs.

We were very pleased to hear some of the responses to the plan during the meeting. Councilmembers expressed their desire to push for the development to get to an even higher level of affordability and agreed that housing that is affordable to a broad range of people is important for Suzuki.* Just as encouraging was the Council's discussion about *affordability* and the potential for expanding the definition to include those who aren't eligible for housing that is funded by public sources but are still finding it very hard to live on Bainbridge Island. Finally, OPG noted that it would be working closely with Housing Resources Bainbridge, the City of Bainbridge Island and Housing Kitsap to assure the long-term management and affordability of the units.

The AHTF endorses and advocates for 100% of the housing built on the Suzuki site to be designated affordable to a range of tenants and homeowners from very low income up to moderate levels of income. All housing on this site should also be made permanently affordable through restrictions required by funders, Community Land Trust, and/or deed restrictions upon sale. The Council should ensure that this affordability is protected and managed either by the future owner of the properties, COBI, or an entity contracted by COBI to perform this work (such as HRB or Housing Kitsap). In addition, we ask that you ensure that a substantial number of the housing units will be rentals.

We note that the OPG proposal provides that if the necessary financing is not obtained by HRB or Housing Kitsap, OPG will market the project to private housing developers. We urge the Council and the City not to adopt that provision, and instead negotiate an alternative, acceptable to both OPG and the City, that protects and preserves the Suzuki property for affordable housing.

With the foregoing caveats, the AHTF supports the efforts of the City of Bainbridge Island to move forward with the development of the Suzuki site to create affordable housing that benefits the community and assures a diverse population living on the island.

Sincerely,

Althea Paulson, Chair

On behalf of the Affordable Housing Task Force After we sent an earlier version of this letter this morning, Council member Ron Peltier wrote to us to say he is not in favor of housing at Suzuki that is affordable to a broad range of people. This change does not impact the task force opinions expressed in this letter.

Letter from AHTF to CC

Re: Suzuki Property Agreement Between City & OPG

Mayor Tollefson and City Councilmembers:

The Affordable Housing Task Force wishes to confirm, in the strongest terms that it supports 100% affordable housing on the city's property – Suzuki. This was a unanimous decision.

As the Council continues to discuss the Suzuki Property Agreement this coming Tuesday, December 12, 2017 we urge the City to clarify one main purpose of the Agreement – that the housing be 100% affordable, that it be held as affordable in perpetuity and that any motion and/or agreement regarding the use reflect this sentiment.

Thank you.

Affordable Housing Task Force

Jennifer Sutton

From: Althea Paulson
Sent: Friday, July 27, 2018 12:15 PM
To: Jennifer Sutton
Subject: Fw: Affordable Housing Task Force: Further recommendations on the Suzuki proposal

Hi Jennifer--

I never checked the appendices! And now I see that this one was left out re Suzuki. It was our most detailed one. Is it too late to add it, maybe as an addendum to the next agenda?

Thanks.

a

From: Althea Paulson
Sent: Sunday, January 14, 2018 6:15 PM
To: Sarah Blossom; Michael Scott; Ron Peltier; Kol Medina; Joe Deets; Matthew Tirman; Rasham Nassar
Subject: Affordable Housing Task Force: Further recommendations on the Suzuki proposal

Dear Council,

The Affordable Housing Task Force (AHTF) has discussed the Suzuki project at each of our meetings since Olympic Property Group presented its proposal to the Council last fall. We sent recommendations to you in November and December, and re-sent those recommendations at the beginning of January for the benefit of the new Council persons. We've heard from some of you in response. Based on that feedback as well as your comments at the Council meeting on January 2, we devoted our meeting on January 10 to crafting more detailed recommendations for you.

As a result, the Affordable Housing Task Force has adopted the following recommendations to Council:

1. Recommend the adoption of the Affordable Housing Goals as presented by Housing Kitsap to the AHTF on 1/10/2018 (see attachment.)
2. Recommend ownership of the project after permit approvals have been obtained, as follows:
 - a. Green space to be held in a land trust and administered by a nonprofit or governmental entity.
 - b. Homes for sale to be held in a community land trust to be administered by Housing Resources Bainbridge or similar nonprofit. In addition, if necessary to assure permanent affordability, there should be deed restrictions/covenants providing for permanent affordability of the homes.
 - c. Homes for rental to be held by a partnership of Housing Kitsap and tax credit investors. In addition, there should be deed restrictions/covenants providing for permanent affordability of the homes.
3. Recommend that the number of housing units should be maximized, consistent with the Olympic Property Group proposal and current zoning.

Development of the Suzuki property has been an ongoing, multi-year process. There are many steps still to come in this process, such as preliminary design and revisions, permit approvals, financing and more. The AHTF believes it is *crucial for the Council to advance the process* by approving a Development Agreement as soon as possible. We are aware of the risk of mounting costs associated with delay that could impact the viability of this project. Recognizing that the process is still in the early stages, and details (such as requirements for financing or engineering) may change as more information becomes known, we specifically decided against recommending inflexible requirements for the project, except as stated above. We have confidence in the ability of the nonprofit, public and private partners in this project to work together to make the proposal a reality.

When the AHTF was created last year, the Council instructed us to consider housing affordability across the economic spectrum and make recommendations for near-term action. We were also instructed that if goals and policies of the Comprehensive Plan seemed to conflict, we should recommend solutions that balance the costs and benefits to the community.

Members of the AHTF believe strongly that the Suzuki proposal satisfies these instructions and is consistent with the Housing Element of the Comprehensive Plan, as well as the Land Use Element and other provisions of the Comprehensive Plan.

The recommended Affordable Housing Goals---from up to 30% of AMI (Area Median Income) at the low end of the goals, to 120% of AMI at the top end---will serve a broad range of people across the economic spectrum. These could include seniors, people with disabilities, single parents, students, those in need of supportive housing, restaurant and retail workers, families, teachers, government employees, and more. We think it's important that some housing be geared to the higher end of the recommended income levels, to provide a meaningful contribution to work force housing. This housing would serve people like teachers, police, fire fighters and City employees, for whom local market-rate housing is out of reach even at their relatively higher incomes (according to the most recent Windermere newsletter, December's median sales price for Island homes was a decidedly unaffordable \$775,000).

We also believe this project has been designed around the environmental goals and policies of the Comprehensive Plan in a respectful and sensitive manner. An ecological study has been done and the findings have been reflected in the updated site plan. The development will have a small footprint, clustered within approximately 30% of the site. The proposal would preserve the significant environmental features, leaving the pond undisturbed, providing a wildlife buffer, and retaining mature trees. Impervious surfaces are kept to a minimum. Clustered housing like this plan (also known as conservation development) is an important tool for sustainable development in communities around the country.

In sum, this project is an excellent balance of costs and benefits to Bainbridge Island. We believe it furthers the Comprehensive Plan's goals and policies, and is an embodiment of Guiding Principle #3 in the Comprehensive Plan, which calls for the City to "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."

Finally, the AHTF believes the Suzuki project is of tremendous significance to the Island's overall affordable housing strategy, both because of the number of homes it will offer, and because it is a long

overdue, concrete demonstration of our community commitment to housing justice and affordability. If this project is not approved, or becomes non-viable due to delay or excessive requirements, we believe it would deal a significant blow to the Island's affordable housing efforts. We urge you to approve the Development Agreement as soon as possible, as the next step toward the realization of a new neighborhood of sustainable, diverse and affordable homes.

Very truly yours,
Althea Paulson, Chair
Affordable Housing Task Force

Appendix C.5

November 20, 2017

Chair Pearl and Commissioners
Planning Commission
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

Chair Pearl and Commissioners:

The Affordable Housing Task Force (AHTF) has been discussing Eagle Harbor live-aboards in connection with our research and analysis of innovative ways for people to rent or own affordable housing. Live-aboard homes have been part of the Housing Element of the Comprehensive Plan since the inception of the City. The recently updated Housing Element provides in Policy HO 5.3: “Support water-based (live-aboard) housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards and authorized moorage.”

In accordance with that policy, the AHTF has discussed the percentage of allowable live-aboard boats and/or slips in marinas. We note that currently that percentage is 10%, although it used to be 25%.

We believe that the current 10% is a very limited use of our water-based resources and does not allow the Island to use the limited resources it has to increase affordable housing options.

Included with this letter as an additional attachment is a letter from the Harbor Commission sent to the City Council on November 18, 2013. The Council was discussing the SMP and new SMP regulations were being negotiated. For reasons that are unclear to us, the 10% limit was incorporated, in spite of several votes held on the matter.

We are, now, however in new territory in 2017. Housing prices and land prices have skyrocketed and we have an affordable housing crisis on the Island. There are few rentals on the Island under \$1,000 per month. We are unaware of any homes for sale for under \$125,000.

Slip rents run approximately \$450 per month with a live-aboard fee of about \$70 per month. If one owns a boat that can be insured, this is an affordable alternative to land based housing for those in that income range. If one can

Appendix C.5

qualify for a loan and has the opportunity to buy a slip in a marina with live-aboard privileges, those slips are running \$30,000 and up.

There are few, if any, options on Bainbridge Island, short of Section 8 or subsidized housing that can touch these economics. Living aboard a boat is not for everybody but some people are able to afford a very small ecological footprint living this ‘small’.

In the core of Winslow, people working on Island, in Kitsap County and in Seattle have found living on their boats an affordable option to traditional land-based housing.

We understand the Planning Commission is reviewing the SMP and we urge the Commission to raise the allowable live aboard spaces both for sale and rent to the 25% level.

Our City has few options for affordability any longer. As recognized by the City’s Comprehensive Plan, living aboard one’s boat is one of those creative and innovative ways to provide housing for a workforce and other folks who require a ‘tiny house’ on the water.

Sincerely,

Affordable Housing Task Force

Jennifer Sutton

From: Althea Paulson
Sent: Sunday, February 25, 2018 2:16 PM
To: Charlie Wenzlau
Cc: Jennifer Sutton
Subject: Fw: AHTF resolution on Building Moratorium

fyi

From: Althea Paulson
Sent: Sunday, February 25, 2018 2:15 PM
To: Michael Scott; Kol Medina; Ron Peltier; Sarah Blossom; Rasham Nassar; Matthew Tirman; Joe Deets
Subject: AHTF resolution on Building Moratorium

Dear Mayor Medina and City Council:

The Affordable Housing Task Force (AHTF) has discussed certain aspects of ordinance 2018-05, which provides for a moratorium on development applications to the City of Bainbridge Island. In particular, we draw your attention to this portion of the ordinance:

"WHEREAS, the City Council's concerns regarding likely adverse impacts related to growth and development under existing regulations require immediate attention by the Council and City staff and include, but are not limited to, the following:

....(4) Serious challenges promoting affordable housing in a manner consistent with the City's Comprehensive Plan;"

Given the 6 month duration of the moratorium, and the June 2018 deadline to complete our work, the AHTF sees no clear rationale for including affordable housing as a reason for the moratorium. We anticipate bringing our initial findings to the Council within the next few weeks, and will continue to refine our recommendations for potential implementation as regulations.

Therefore at our meeting on February 15, 2018, the AHTF adopted the following resolution:

"The Affordable Housing Task Force disagrees with the use of affordable housing as a rationale to justify the moratorium. The Task Force is concerned that a lengthy moratorium will discourage potential new housing, therefore having a negative impact on affordability in general. The goal of the Task Force remains to deliver its findings by June 2018. Additionally, the Task Force will work with council to expedite our work on inclusionary housing."

Sincerely,

Althea Paulson
Chair, Affordable Housing Task Force

Appendix C.7

March 29, 2018

Re: Dave Ullin Open Water Marina

Mayor Medina and Councilmembers:

We write to urge the Council to adopt policies that will both fulfill our Department of Natural Resources agreement [16 buoys] and provide buoys in Eagle Harbor for people who wish to live aboard their vessels. This is in keeping with the Housing Element Policy HO 5.3 of the Comprehensive Plan that states:

Policy HO 5.3: Support water-based [live-aboard] housing as a viable component of the present and future housing stock of Bainbridge Island, subject to applicable environmental protection, seaworthiness, sanitation and safety standards, and authorized moorage.

We dedicated this safe harbor last year in memory of Dave Ullin and urge the City to refer to it by its name in all future reports and correspondence.

As the linear moorage has outlived its usefulness and is being removed, we urge the Council to install all buoys allowed so that we broaden the space available for our Dave Ullin Open Water Marina going into the future. Live-aboard housing is the least expensive way to be housed on our Island and also has the smallest ecological footprint.

We have done the difficult work of negotiating an Agreement with the DNR that 'fits' our Island and creates marine space for those who choose to live on their boats. This is truly affordable housing – Island style.

The Affordable Housing Task Force previously urged a higher percentage allowable for liveaboards in City Center marinas as part of the solution to the crisis of affordable housing on Bainbridge Island.

We also urge the Council to direct the Staff to take reservations all year round – not just in the Fall. We are sensitive to staffing and management issues and understand the need to ensure prospective tenants commit to a year on a yearly basis. But we urge the Council to take lease applications year round and not create barriers to entry.

Thank you,

Affordable Housing Task Force

RE: Short Term Vacation Rentals on Bainbridge Island

Members of the City Council,

The housing element of the Bainbridge Island Comprehensive Plan sets Goal HO-5 to “maintain the existing stock of affordable and rent-assisted housing, in partnership with community non-profit organizations and local and regional public and private entities.” To support this goal, the Affordable Housing Task Force recommends the adoption of an ordinance to limit the use of short-term rentals on Bainbridge Island.

Since 2011, the third-party analytics site AirDNA (link below) has measured a 41% annual growth in the number of Airbnb rentals on Bainbridge Island, with 133 active rentals currently recorded. Of these active rentals, 114 are for the entire home, a number that represents more than three months of inventory in the current real estate market. This stranded inventory worsens the affordable housing crisis by reducing the stock of long-term rentals and for-sale housing on Bainbridge Island. However, we also realize that many members of our community rely on the supplemental income generated by these short-term rentals to afford the ever-increasing cost of living, so it is necessary to control the growth of the short-term rental market without eliminating it all together.

In December of 2017, the Seattle City Council passed an ordinance (link below) limiting the number of short term rentals per operator to their primary residence plus one additional unit. Although opposed by several operators with a large number of rentals, this action was supported by Airbnb as a “model regulatory framework” that properly supported the small operator without excessive burden. Additional consideration is needed to decide if the much smaller housing supply on Bainbridge Island justifies further restricting the number of rentals to one unit per operator, but the success of the Seattle law is encouraging.

The Affordable Housing Task Force recommends that the City Council adopt an ordinance modeled on the one passed by the City of Seattle with the following recommended changes; 1) that the regulations apply citywide, and 2) that the regulations apply retroactively to existing operators.

AirDNA Bainbridge Island Overview

<https://www.airdna.co/market-data/app/us/washington/bainbridge-island/overview>

Seattle Short-Term Rental Ordinance

<http://www.seattle.gov/dpd/codesrules/commonquestions/shorttermrentals/default.htm>

Seattle Short-Term Rental Ordinance Summary Sheet

https://www.seattle.gov/Documents/Departments/Council/Issues/RegulatingShortTermRentals/Regulating-Short-Term-Rentals_Summary_2017-09.pdf

Thank you for your consideration,
Affordable Housing Task Force



CITY OF BAINBRIDGE ISLAND

2018 MEDIAN INCOME LIMITS BY HOUSEHOLD SIZE

BREMERTON-SILVERDALE MSA (HUD)

Maximum Income Limits by Category (BIMC 18.21.020)	Household Size							
	1	2	3	4	5	6	7	8
Extremely Low Income: ≤ 30% of Median Household Income	\$17,400	\$19,850	\$22,350	\$24,800	\$26,800	\$30,800	\$32,750	\$32,750
Very Low Income: 31% - 50% of Median Household Income	\$28,950	\$33,050	\$37,200	\$41,300	\$44,650	\$47,950	\$51,250	\$54,550
Low Income: 51% - 80% of Median Household Income	\$46,300	\$52,900	\$59,500	\$66,100	\$71,400	\$76,700	\$82,000	\$87,300
Moderate Income: 81% - 95% of Median Household Income	\$54,929	\$62,776	\$70,623	\$78,470	\$84,748	\$91,025	\$97,303	\$103,580
Middle Income: 96%% - 120% of Median Household Income	\$69,384	\$79,296	\$89,208	\$99,120	\$107,050	\$114,979	\$122,909	\$130,838
100% of Median Household Income	\$57,820	\$66,080	\$74,340	\$82,600	\$89,208	\$95,816	\$102,424	\$109,032

New Chapter. There is added to the Bainbridge Island Municipal Code a new Chapter 18.92, Cottage Housing, to read as follows:

18.92.010 Purpose

The purpose of Cottage Housing is to encourage detached, small-unit housing development, in order to expand the variety of housing choices suitable to a range of household types and incomes, while maintaining the character of existing neighborhoods. Cottage housing developments should be characterized by design variations between the units, and should include pedestrian connections that allow residents to walk throughout the development and to any adjacent recreational or commercial areas. The cottage housing provisions are intended to overlay upon existing zoning districts and include their own regulations and design guidelines. This chapter implements policies H 1.6 and H 1.6A of the Housing Element of the Comprehensive Plan.

18.92.020 Location

The Cottage Housing Overlay shall apply to the R-2.9, R-3.5, R-4.3, R-5, R-8 and R-14 zoning districts.

18.92.030 Density and lot area.

- A. The minimum lot area for a cottage housing development shall not be less than 14,000 square feet.
- B. Each unit shall be allotted no less than 3500 square feet to accommodate the residential unit, common and private open space, parking and circulation, storage, etc.)
- C. The number of units in any cottage housing development shall not be less than four (4) or more than twelve (12).

18.92.040 Unit size

- A. The total floor area of a cottage unit shall not exceed either 1.5 times the area of the main floor or 1,200 square feet, whichever is less.
- C. The maximum main floor area for cottages shall be 800 square feet.
- D. At least fifty percent (50%) of the cottages shall have main floors that do not exceed 700 square feet.
- E. A notice to the title of the property that prevents any increase in the total floor area of any cottage in the development shall be recorded with the Kitsap County Assessor's Office.

18.92.050 Lot Coverage

The maximum lot area covered by buildings shall not exceed forty percent (40%).

18.92.060 Open Space

- A. Common open space. Common open space is intended to provide a centrally located area that can be developed and maintained so it is usable for active and passive recreation. Common open space shall be subject to the following requirements.
 1. There shall be a minimum of 400 square feet of common open space provided for each unit in the R-2.9, R-3.5, and R-4.3 and R-5 zones. There shall be a minimum of 250 square feet of common open space provided for each unit in the R-8 and R-14 zones.

APPENDIX E

Planning Commission Study Session 04/25/2002

2. Common open space shall abut at least 50 percent of the cottages in a cottage housing development.
 3. Common open space shall have cottages abutting on at least two sides.
 4. Common open space shall not include portions of private yards, and shall be jointly owned by all residents.
 5. The common open space shall be outside of wetlands, streams and sensitive area buffers, and shall be on slopes of ten percent (10%) or less.
- B. Private Open Space. Private open space is intended to provide private areas around the individual cottages and to enable diversity in landscape design. Private open space shall be subject to the following requirements.
1. A minimum of 300 square feet of contiguous, usable private open space shall be provided adjacent to each cottage, for the exclusive use of the cottage resident.
 2. The main entry of the cottages shall be oriented toward the common open space as much as possible.

18.92.070 Building Separation

All units shall maintain 10 feet of separation between vertical exterior walls, except that eaves and architectural projections such as balconies may encroach up to a maximum of 18 inches.

18.92.080 Yards

- A. Front yards shall not be less than 25 feet measured by the distance from the nearest lot line, planned right-of-way or road easement.
- B. Porches and bays may encroach 5 feet into the front yard.
- C. Side yards shall not be less than 10 feet, except that eaves and architectural projections such as balconies may encroach in the yard up to a maximum of 18 inches.
- D. Rear yards shall be 15 feet, except that eaves and architectural projections such as balconies and bays may encroach in the yard up to a maximum of 18 inches.

18.92.090 Building Height

The maximum building height for any cottage housing unit shall not exceed 20 feet, except that chimneys, cupolas and other architectural features shall not extend more than five feet above the roof at their highest point.

18.92.100 Parking

- A. For parking spaces required, refer to BIMC 18.81.030 (R).
- B. All parking shall be located to the side or rear of the site, and shall be screened from adjacent properties by a sight-obscuring fence or vegetation barrier in accordance with Chapter 18.85. Fences shall be at least five but not more than six feet in height.

18.92.110 Community Buildings

A cottage housing development may contain community building(s) that are detached accessory structures, the use and size of which is clearly incidental and related to that of the dwelling unit.

18.92.110 Design Guidelines

- A. Site Design.

APPENDIX E

Planning Commission Study Session 04/25/2002

1. The common open space shall be centrally located within the project site.
2. All front porches of units shall be oriented toward landscaped, common open space.

B. Building Design.

1. Roofs of cottages shall be pitched.
2. Covered porches measuring at least 8 feet by 10 feet shall be incorporated into building design of the cottages.
3. Shared carports or garages shall be limited to a maximum of four stalls per structure and shall be detached from the dwelling units.
4. Attached garages shall not be permitted.

DRAFT

SAMPLE MULTI-FAMILY PROPERTY TAX EXEMPTION ORDINANCE (City of Bellingham)

Tax exemptions for multifamily housing in targeted residential areas.

A. Intent. Limited exemptions from ad valorem property taxation for multifamily housing in urban centers are intended to:

1. Provide economic incentives enabling increased residential housing choices and opportunities, including affordable housing opportunities, within urban centers designated by the city council as targeted residential areas;
2. Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for multifamily housing in targeted residential areas to increase and improve housing opportunities, including affordable housing;
3. Assist in directing future population growth to designated urban centers with existing available infrastructure thereby reducing development pressure on neighborhoods lacking infrastructure capacities; and
4. Achieve development densities which are more conducive to transit use in designated urban centers.

B. Duration of Exemption. For properties for which applications for certificates of tax exemption eligibility are submitted under Chapter [84.14](#) RCW on or after July 22, 2007, the value of improvements qualifying under this chapter will be exempt from ad valorem property taxation as follows:

1. For eight successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate; or
2. For 12 successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate, if the property otherwise qualifies for the exemption under Chapter [84.14](#) RCW and meets the conditions in this subsection. For the property to qualify for the 12-year exemption under this subsection, the applicant must commit to renting or selling at least 20 percent of the multi-unit housing units as affordable housing units as set forth below:

a. Owner Occupancy. In the case of projects intended exclusively for owner occupancy, the minimum requirement of this subsection (B)(2) may be satisfied solely through housing affordable to moderate-income households during the authorized exemption period.

b. Rental Occupancy. In the case of projects intended for rental occupancy, the minimum requirement of this subsection (B)(2) must be satisfied based on affordability requirements outlined in subsection (D)(9) of this section.

C. Limits on Exemption. The exemption does not apply to the value of land or to the value of nonhousing related improvements not qualifying under this chapter, nor does the exemption apply to increases in assessed valuation of land and nonqualifying improvements. In the case of rehabilitation of existing buildings, the exemption does not include the value of improvements constructed prior to submission of the completed application required under this chapter. The incentive provided by this chapter is in addition to any other incentives, tax credits, grants, or other incentives provided by law.

D. Project Eligibility. A proposed project must meet the following requirements to be considered for a property tax exemption:

1. Location. The project must be located within a targeted residential area, as designated in BMC [17.82.020\(C\)](#). If a part of any legal lot is within a designated residential targeted area then the entire lot shall be deemed to lie within such residential targeted area. Property located outside of, but adjacent to, the described areas is not designated as a residential targeted area.

2. Tenant Displacement Prohibited. The project must not displace existing residential tenants of structures that are proposed for redevelopment. Existing dwelling units proposed for rehabilitation must have been unoccupied for a minimum of 12 months prior to submission of an application and must have one or more violations of the city's local housing standard. Applications for new construction cannot be submitted for vacant property upon which an occupied residential rental structure previously stood unless a minimum of 12 months has elapsed from the time of most recent occupancy.

3. Size. The project must include at least four units of multifamily housing within a residential structure or as part of a mixed-use development. A minimum of four new units must be constructed or at least four additional multifamily units must be added to existing occupied multifamily housing. Existing multifamily housing that has been vacant for 12 months or more

APPENDIX F

does not have to provide additional units so long as the project provides at least four units of new, converted, or rehabilitated multifamily housing.

4. Permanent Residential Housing. At least 50 percent of the space designated for multifamily housing must be provided for permanent residential occupancy, as defined in BMC [17.82.010](#).

5. Affordable Housing. Projects located in Target Area 4 or Area 5 are required to meet the affordable housing requirements described in subsection (B)(2) of this section.

6. Proposed Completion Date. New construction multi-unit housing and rehabilitation improvements must be scheduled to be completed within three years from the date of approval of the application.

7. Compliance with Guidelines and Standards. The project shall be designed to comply with the city's comprehensive plan, building, housing, and zoning codes, and any other applicable regulations in effect at the time the application is approved. Rehabilitation and conversion improvements must comply with the city's local housing standard. New construction must comply with the city's local housing standard. New construction must comply with the current building code adopted by the city. The project must also comply with any other standards and guidelines adopted by the city council for the targeted residential area in which the project will be developed.

8. Historic Resource Protection.

a. Applications for new construction that require the demolition of structures listed in the local, state or national register, or identified as contributing to an historic district in the city's historic resource inventory are not eligible for the multifamily tax exemption.

b. Applications for new construction on a vacant property upon which previously stood a structure that was listed in the local, state or national register, or was identified as contributing to an historic district in a city historic resource inventory are not eligible for the multifamily tax exemption unless a minimum of five years has lapsed between the date of demolition and application for the multifamily tax exemption.

c. The requirement of subsections (D)(8)(a) and (b) of this section may be waived if demolition is authorized by either the city's historic preservation commission for structures

APPENDIX F

on the local register or the director for structures identified as contributing to an historic district in the city's historic resource inventory or on the state or national register. The demolition waiver determination shall be based on the criteria in BMC [17.90.060\(D\)\(2\)](#) and (3).

9. Affordable Housing. Projects intended for rental occupancy seeking a 12-year tax exemption pursuant to subsection (B)(2) of this section shall provide 20 percent of the multi-unit housing as follows:

- a. Affordable housing units shall be available to households whose adjusted income is at or below 60 percent of the median family income adjusted for family size for Whatcom County, except as otherwise allowed in subsection (B)(9)(b) of this section.
- b. The affordable housing requirement can be met, either partially or fully, for any units with two or more bedrooms that are available to households whose adjusted income is at or below 80 percent of median family income adjusted for family size for Whatcom County.

E. Application Procedure. A property owner who wishes to propose a project for a tax exemption shall complete the following procedures:

1. File with the city's planning and community development department the required application along with any required fees as determined by council resolution. An additional fee, as determined by council resolution, may be required to cover the Whatcom County assessor's administrative costs. If the application shall result in a denial by the city, the city will retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant.

2. A complete application shall include:

- a. A completed city of Bellingham application form setting forth the project's eligibility for the exemption;
- b. Preliminary floor and site plans and elevations of the proposed project and narrative or other description of the scope of work to be performed;
- c. A statement acknowledging the potential tax liability when the project ceases to be eligible under this chapter; and

d. Verification by oath or affirmation of the information submitted.

For rehabilitation projects, the applicant shall also submit a sworn affidavit that existing dwelling units have been unoccupied for a period of 12 months prior to filing the application and shall secure from the city verification of property noncompliance with the city's local housing standard.

F. Application Review and Issuance of Conditional Certificate. The director may certify as eligible an application which is determined to comply with the requirements of this chapter. A decision to approve or deny an application shall be made within 90 days of receipt of a complete application.

1. Approval. If an application is conditionally approved, the applicant shall enter into a contract with the city regarding the terms and conditions of the project. The director shall issue a conditional certificate of acceptance of tax exemption. The conditional certificate expires three years from the date of approval unless an extension is granted as provided in this chapter.

2. Denial. The director shall state in writing the reasons for denial and shall send notice to the applicant at the applicant's last known address within 10 days of the denial. An applicant may appeal a denial to the city council within 30 days of receipt of notice. On appeal, the director's decision will be upheld unless the applicant can show that there is no substantial evidence on the record to support the director's decision. The city council's decision on appeal will be final.

G. Extension of Conditional Certificate. The conditional certificate may be extended by the director for a period not to exceed 24 consecutive months. The applicant must submit a written request stating the grounds for the extension, accompanied by any processing fee as determined by council resolution. No conditional certificate shall be eligible for more than one such extension. An extension may be granted if the director determines that:

1. The anticipated failure to complete construction or rehabilitation within the required time period is due to circumstances beyond the control of the owner;
2. The owner has been acting and could reasonably be expected to continue to act in good faith and with due diligence;
3. The project will comply with the city's comprehensive plan, building, housing, and zoning codes, and any other applicable regulations in effect at the time the extension of the conditional certificate is granted; and

4. All the conditions of the original contract between the applicant and the city will be satisfied upon completion of the project.

H. Application for Final Certificate. Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a final certificate of tax exemption. The applicant must file with the city's planning and community development department the following:

1. A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property;
2. A description of the completed work with evidence of final city inspection of all work completed and a statement of qualification for the exemption;
3. A statement that the work was completed within the required three-year period or any authorized extension; and
4. If applicable, a statement that the project meets the affordable housing requirements as described in BMC [17.82.030\(B\)\(2\)](#).

Within 30 days of receipt of all materials required for a final certificate, the director shall determine which specific improvements, and the affordability of the units, satisfy the requirements of this chapter.

I. Issuance of Final Certificate. If the director determines that the project has been completed in accordance with the contract between the applicant and the city and has been completed within the authorized time period, the city shall, within 10 days, file a final certificate of tax exemption with the Whatcom County assessor.

1. Denial and Appeal. The director shall notify the applicant in writing that a final certificate will not be filed if the director determines that:
 - a. The improvements were not completed within the authorized time period;
 - b. The improvements were not completed in accordance with the contract between the applicant and the city;
 - c. If applicable, the affordable housing requirements as described in subsection (B)(2) of this section were not met; or

d. The owner's property is otherwise not qualified under this chapter.

Within 14 days of receipt of the director's denial of a final certificate, the applicant may file an appeal with the hearing examiner, as provided in BMC [2.56.050\(B\)](#). The applicant may appeal the hearing examiner's decision to Whatcom County superior court, if the appeal is filed within 30 days, or as otherwise required by law, of receiving notice of that decision.

J. Annual Compliance Review. Within 30 days after the first anniversary of the date of filing the final certificate of tax exemption and each year thereafter, for the tax exemption period, the property owner shall file a notarized declaration with the director indicating the following:

1. A statement of occupancy and vacancy of the multifamily units during the previous year;
2. A certification that the property continues to be in compliance with the contract with the city, including any affordable housing requirements;
3. A description of any subsequent improvements or changes to the property; and
4. A report on affordable housing requirements, if applicable, including:
 - a. The total monthly rent or total sale amount of each unit produced;
 - b. The income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner-occupied units at the time of purchase for each of the units receiving a tax exemption; and
 - c. Any additional information requested by the city in regards to the units receiving a tax exemption.

City staff shall have the right to conduct on-site verification of the declaration. Failure to submit the annual declaration may result in the tax exemption being canceled.

K. The city shall report annually by December 31st of each year to the Washington State Department of Commerce. The report must include the following information:

1. The number of tax exemption certificates granted;
2. The total number and type of units produced or to be produced;

3. The number and type of units produced or to be produced meeting affordable housing requirements;
4. The actual development cost of each unit produced;
5. The total monthly rent or total sale amount of each unit produced;
6. The income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner-occupied units at the time of purchase for each of the units receiving a tax exemption and a summary of these figures for the city; and
7. The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.

L. Cancellation of Tax Exemption. If the director determines the owner is not complying with the terms of the contract, the tax exemption will be canceled. This cancellation may occur in conjunction with the annual review or at any other time when noncompliance has been determined. If the owner intends to convert the multifamily housing to another use, the owner must notify the director and the Whatcom County assessor within 60 days of the change in use.

1. Effect of Cancellation. If a tax exemption is canceled due to a change in use or other noncompliance, the Whatcom County assessor may impose an additional tax on the property, together with interest and penalty, and a priority lien may be placed on the land, pursuant to state legislative provisions.

2. Notice and Appeal. Upon determining that a tax exemption is to be canceled, the director shall notify the property owner by certified mail. The property owner may appeal the determination by filing a notice of appeal with the hearing examiner within 30 days, specifying the factual and legal basis for the appeal. An aggrieved party may appeal the hearing examiner's decision to the Whatcom County superior court, if the appeal is filed within 30 days, or as otherwise required by law, of receiving notice of cancellation.

M. Conflict of Provisions. If any provision of this chapter is in legal conflict with the provisions of Chapter [84.14](#) RCW, the provisions of Chapter [84.14](#) RCW shall apply as if set forth in this chapter. [Ord. [2015-12-051](#) § 2; Ord. [2010-12-078](#); Ord. [2003-03-012](#); Ord. [2003-03-011](#); Ord. [1999-09-054](#)].



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:05 PM) Agenda Bill for Consent Agenda,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to approve the Consent Agenda as presented.

SUMMARY:

Consider approval of the following Consent Agenda items:

- A. Accounts Payable and Payroll
- B. City Council Study Session Meeting Minutes, April 2, 2019
- C. City Council Regular Business Meeting Minutes, April 9, 2019
- D. Multi-Modal Transportation Advisory Committee 2018 Annual Report and 2019 Work Plan
- E. Ordinance No. 2019-08, Amending the 2019 Budget to Provide Funding for Work Funded in 2018 but to be Performed in 2019

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME:

AGENDA ITEM: Accounts Payable and Payroll - Finance

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION:

Approve with Consent Agenda.

SUMMARY:

Consider approval of accounts payable and payroll.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Report to Council of Cash Disbursements 04-24-19.pdf](#)

[Payroll.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: April 8, 2019 - April 22, 2019
CITY COUNCIL: April 9, 2019 - April 23, 2019

Last check from previous run: 350244 dated 04/03/19 issued to Island Hands in the amount of \$11,644.04.

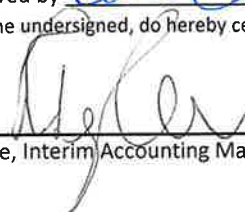
Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
EFT	N/A	N/A		N/A
ACH	N/A	N/A		N/A
VOID	N/A	N/A		N/A
Manual	4/8/19	350245	Puget Sound Energy/City Hall utilities - March 2019	4,446.05
Manual	4/9/19	350246	Puget Sound Energy/Citywide utilities - March 2019	28,531.89
Manual	4/9/19	350247	ENG/Kitsap County Auditor/Recording - ROW - Wyatt Way	216.00
Manual	4/9/19	350248	ENG/KC Treasurer/REET Affidavit - ROW	149.46
Manual	4/9/19	350249	ENG/Michael Burns/Wyatt - Temporary and permanent easement	10,000.00
Manual	4/9/19	350250	CenturyLink/Citywide telemetry services - March 2019	1,021.50
Manual	4/9/19	350251	CRT/Toshiba Financial/e-Studio3005AC copier lease	188.58
Manual	4/10/19	350252	PW/Air Management/AMS building services final	8,463.06
Manual	4/10/19	350253	PW/Regional Disposal/Biosolids disposal	11,853.74
Manual	4/11/19	350254	US Bank/Credit card purchases - March 2019	29,917.93
Manual	4/15/19	350255	EXCC/Olympic Region Municipal Clerks Association/Membership dues: CB	100.00
Manual	4/15/19	350256	Verizon Wireless/Citywide cellphone services - March 2019	4,399.70
Manual	4/16/19	350257	ENG/Kitsap County Auditor/Recording - ROW-REETA Wing Point	104.00
Manual	4/16/19	350258	ENG/KC Treasurer/ROW-REETA Wing Point	10.00

Manual Checks and Electronic Disbursements	99,401.91
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Regular Run	4/24/19	350259-350390	Regular Check Run	374,040.29
				473,442.20

Retainage Release	N/A	N/A		N/A
Travel Advance	N/A	N/A		N/A

Prepared and Reviewed by  Carrie Christianson, Senior Accounting Technician
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished,


Ron Logghe, Interim Accounting Manager

Date 4/18/19

Manual
KW
4/8/19

04/08/2019 09:48 |CITY OF BAINBRIDGE ISLAND
fintemp |A/P CASH DISBURSEMENTS JOURNAL

|P 1
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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

350245	04/08/2019	PRTD	1205 PUGET SOUND ENERGY	230243	CITY HALL - MAR19	04/01/2019		M040819	4,446.05
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Invoice: CITY HALL - MAR19

CITY HALL - MAR19

4,446.05 91011189 547100

GG-C/E-CITY HALL-ELECTRIC

CHECK 350245 TOTAL: 4,446.05

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 4,446.05

COUNT	AMOUNT
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TOTAL PRINTED CHECKS	1 4,446.05
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*** GRAND TOTAL *** 4,446.05

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER JNL

SRC ACCOUNT	ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE JNL DESC REF 1 REF 2 REF 3	LINE DESC			
2019 4 112				
APP 001-213000	GENERAL - ACCOUNTS PAYABLE		4,446.05	
04/08/2019 M040819 040819	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH			4,446.05
04/08/2019 M040819 040819	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		4,446.05	4,446.05
APP 631-130000	DUE TO/FROM CLEARING		4,446.05	
04/08/2019 M040819 040819				
APP 001-130000	GENERAL - DUE TO/FROM CLEARING			4,446.05
04/08/2019 M040819 040819				
	SYSTEM GENERATED ENTRIES TOTAL		4,446.05	4,446.05
	JOURNAL 2019/04/112 TOTAL		8,892.10	8,892.10

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2019 4	112	04/08/2019			
001-130000				GENERAL - DUE TO/FROM CLEARING		4,446.05
001-213000				GENERAL - ACCOUNTS PAYABLE	4,446.05	
				FUND TOTAL	4,446.05	4,446.05
631 CLEARING FUND	2019 4	112	04/08/2019			
631-130000				DUE TO/FROM CLEARING	4,446.05	
635-111100				CASH		4,446.05
				FUND TOTAL	4,446.05	4,446.05

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			4,446.05
631 CLEARING FUND		4,446.05	
	TOTAL	4,446.05	4,446.05

** END OF REPORT - Generated by Khammy Wahaus **

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CASH ACCOUNT: 635			111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
350246	04/09/2019	PRTD	1205 PUGET SOUND ENERGY	230244	828MAR19	04/01/2019		M040819	194.35	
Invoice: 828MAR19						TAYLOR WELLS LID17 PHASE 1				
				194.35	91415345 547100	GG-ROCKAWAY BCH-UTILITIES				
				230245	IL3MAR19	04/01/2019		M040819	29.87	
Invoice: IL3MAR19						ROUNDAABOUT HS/MADISON IMPR				
				29.87	91111263 547100	GG-STRT-STREET LIGHTING-UTIL				
				230246	647MAR19	04/01/2019		M040819	45.47	
Invoice: 647MAR19						STREET LIGHTS/TRAFFIC CONTR				
				45.47	91111263 547100	GG-STRT-STREET LIGHTING-UTIL				
				230247	IL9MAR19	04/01/2019		M040819	108.31	
Invoice: IL9MAR19						MADISON AVENUE SOUTH				
				108.31	91111263 547100	GG-STRT-STREET LIGHTING-UTIL				
				230248	285MAR19	04/01/2019		M040819	244.59	
Invoice: 285MAR19						SPS NORTH TOWN/SPORTSMAN				
				244.59	91421355 547100	GG-SWR-ELECTRIC				
				230249	735MAR19	04/01/2019		M040819	62.12	
Invoice: 735MAR19						SHANNON DRIVE/WFP DOCK				
				62.12	91011768 547100	GG-C/E-PARKS-ELECTRIC				
				230250	182MAR19	04/01/2019		M040819	58.04	
Invoice: 182MAR19						MUNICIPAL COURT - METER E6				
				58.04	91011255 547100	GG-C/E-COURT BLDG-ELECTRIC				
				230251	058MAR19	04/01/2019		M040819	65.24	
Invoice: 058MAR19						NE HIDDEN COVE - SHOP				
				65.24	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC				
				230252	973MAR19	04/01/2019		M040819	121.19	
Invoice: 973MAR19						OC RESERVOIR LID17 PHASE 2				
				121.19	91415345 547100	GG-ROCKAWAY BCH-UTILITIES				
				230253	558MAR19	04/01/2019		M040819	3,371.54	
Invoice: 558MAR19						7315 NE HIDDEN COVE ROAD				
				3,371.54	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC				
				230254	336MAR19	04/01/2019		M040819	158.82	
Invoice: 336MAR19						SLS-9 ISLAND TERRACE				
				158.82	91421355 547100	GG-SWR-ELECTRIC				
				230255	IL11MAR19	04/01/2019		M040819	21.05	
Invoice: IL11MAR19						STREET LIGHTS WW MAD TO 305				
				21.05	91111263 547100	GG-STRT-STREET LIGHTING-UTIL				
				230256	520-330MAR19	04/01/2019		M040819	57.30	
Invoice: 520-330MAR19						210 WINSLOW WAY E IRRIGATION				
				57.30	91011768 547100	GG-C/E-PARKS-ELECTRIC				

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 823MAR19	230257	823MAR19	04/01/2019	M040819	10.42
	10.42	91011768 547100	BRIAN DRIVE N/BOOTH EL PANEL GG-C/E-PARKS-ELECTRIC		
Invoice: 682-B-MAR19	230258	682-B-MAR19	04/01/2019	M040819	28.74
	28.74	91111263 547100	MUNIC PARKING LOT-MADISON/MADRONA GG-STRT-STREET LIGHTING-UTIL		
Invoice: 736MAR19	230259	736MAR19	04/01/2019	M040819	79.61
	79.61	91011768 547100	SHANNON DRIVE/WFP RESTRM GG-C/E-PARKS-ELECTRIC		
Invoice: 040-518MAR19	230260	040-518MAR19	04/01/2019	M040819	157.77
	157.77	91421355 547100	3900 HALLS HILLS ROAD PUMP GG-SWR-ELECTRIC		
Invoice: 884MAR19	230261	884MAR19	04/01/2019	M040819	117.03
	117.03	91421355 547100	SLS FERRY TERMINAL GG-SWR-ELECTRIC		
Invoice: 111MAR19	230262	111MAR19	04/01/2019	M040819	668.83
	668.83	91011215 547100	POLICE STATION-METER 2 GG-C/E-PD-ELECTRIC		
Invoice: 717MAR19	230263	717MAR19	04/01/2019	M040819	351.57
	351.57	91011215 547100	POLICE STATION-METER 1 (ORIGI) GG-C/E-PD-ELECTRIC		
Invoice: 520-374MAR19	230264	520-374MAR19	04/01/2019	M040819	61.48
	61.48	91111264 547100	SIGNAL AT 108 OLYMPIC DR SE GG-STREET-TRAF CONTROL-UTILITY		
Invoice: 520-136MAR19	230265	520-136MAR19	04/01/2019	M040819	1,186.92
	1,186.92	91411345 547100	HOB BOOSTER PUMP/WELL GG-WTR-ELECTRIC		
Invoice: IL5MAR19	230266	IL5MAR19	04/01/2019	M040819	100.30
	100.30	91111263 547100	COMMODORE OFF HS @ OLYMPIC GG-STRT-STREET LIGHTING-UTIL		
Invoice: 021MAR19	230267	021MAR19	04/01/2019	M040819	101.51
	101.51	91421355 547100	SLS-3 TREATMENT PLANT GG-SWR-ELECTRIC		
Invoice: 291MAR19	230268	291MAR19	04/01/2019	M040819	14.37
	14.37	91411345 547100	HEAD OF THE BAY WELL FIELD GG-WTR-ELECTRIC		
Invoice: 031MAR19	230269	031MAR19	04/01/2019	M040819	150.48
	150.48	91421355 547100	SLS-6 LOVELL LOWER GG-SWR-ELECTRIC		

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC					
230270	IL12MAR19	04/01/2019		M040819	73.89
Invoice: IL12MAR19					
73.89	91111263 547100	STREET LIGHTS WWW 305-FRNCLFF GG-STRT-STREET LIGHTING-UTIL			
230271	573MAR19	04/01/2019		M040819	14.59
Invoice: 573MAR19					
14.59	91411345 547100	COMMODORE/HS RESERVOIR GG-WTR-ELECTRIC			
230272	040-71MAR19	04/01/2019		M040819	10.42
Invoice: 040-71MAR19					
10.42	91021182 547100	7095 NE TWIN PONDS RD GG-OS-PROP MNGT-ELECTRIC			
230273	206MAR19	04/01/2019		M040819	403.67
Invoice: 206MAR19					
403.67	91421355 547100	4586 POINT WHITE DRIVE NE GG-SWR-ELECTRIC			
230274	256MAR19	04/01/2019		M040819	419.30
Invoice: 256MAR19					
419.30	91421355 547100	SLS-8 HWY 305/HARBORVIEW GG-SWR-ELECTRIC			
230275	636MAR19	04/01/2019		M040819	81.71
Invoice: 636MAR19					
81.71	91421355 547100	SLS-7 WING POINT WAY GG-SWR-ELECTRIC			
230276	888MAR19	04/01/2019		M040819	275.52
Invoice: 888MAR19					
275.52	91411345 547100	NE HIGH SCHOOL ROAD PUMP GG-WTR-ELECTRIC			
230277	658MAR19	04/01/2019		M040819	64.84
Invoice: 658MAR19					
64.84	91421355 547100	SLS-4 IRENE/LOWER HAWLEY GG-SWR-ELECTRIC			
230278	520-298MAR19	04/01/2019		M040819	303.63
Invoice: 520-298MAR19					
303.63	91421355 547100	SLS-5 WW/SUNDAY COVE GG-SWR-ELECTRIC			
230279	640MAR19	04/01/2019		M040819	15.02
Invoice: 640MAR19					
15.02	91011768 547100	BRIAN DRIVE S/BOOTH EL PANEL GG-C/E-PARKS-ELECTRIC			
230280	983MAR19	04/01/2019		M040819	11.38
Invoice: 983MAR19					
11.38	91111264 547100	MILLER ROAD NE BEACON GG-STREET-TRAF CONTROL-UTILITY			
230281	067MAR19	04/01/2019		M040819	10.42
Invoice: 067MAR19					
10.42	91111263 547100	MADISON PARKING LOT GG-STRT-STREET LIGHTING-UTIL			
230282	IL7MAR19	04/01/2019		M040819	74.48
Invoice: IL7MAR19					
74.48	91111263 547100	MADISON PRJ HS TO WINSLOW II GG-STRT-STREET LIGHTING-UTIL			

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: 466MAR19		230283	466MAR19	04/01/2019		M040819	10.42
		10.42	91111264 547100	MADISON/HS RAINBRINGER			
				GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 093MAR19		230284	093MAR19	04/01/2019		M040819	2,668.78
		2,668.78	91411345 547100	FLETCHER BAY WELL FIELD			
				GG-WTR-ELECTRIC			
Invoice: 444MAR19		230285	444MAR19	04/01/2019		M040819	1,248.26
		1,248.26	91011755 547100	BI COMMONS			
				GG-C/E-COMMONS-ELECTRIC			
Invoice: 461MAR19		230286	461MAR19	04/01/2019		M040819	6,188.93
		6,188.93	91425358 547100	WWTP - 1220 DONALD PLACE			
				GG-WWTP-ELECTRIC			
Invoice: WW@305MAR19		230287	WW@305MAR19	04/01/2019		M040819	512.18
		512.18	91111264 547100	WINSLOW WAY & 305			
				GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 831MAR19		230288	831MAR19	04/01/2019		M040819	3,605.09
		3,605.09	91411345 547100	SANDS AVENUE NE WELL FIELD			
				GG-WTR-ELECTRIC			
Invoice: 797MAR19		230289	797MAR19	04/01/2019		M040819	273.62
		273.62	91011255 547100	MUNICIPAL COURT - METER E3			
				GG-C/E-COURT BLDG-ELECTRIC			
Invoice: 247MAR19		230290	247MAR19	04/01/2019		M040819	103.26
		103.26	91435838 547100	SSWM/DECAN FACILITY			
				GG-DECANT-ELECTRIC			
Invoice: 143MAR19		230291	143MAR19	04/01/2019		M040819	10.42
		10.42	91111264 547100	REITAN ROAD/WELCOME TO BI			
				GG-STREET-TRAF CONTROL-UTILITY			
Invoice: IL1MR19		230292	IL1MR19	04/01/2019		M040819	218.24
		218.24	91111263 547100	ERCKSN/MDSN/WNSLW/KNCHTL			
				GG-STRT-STREET LIGHTING-UTIL			
Invoice: 710MAR19		230293	710MAR19	04/01/2019		M040819	311.98
		311.98	91421355 547100	SLS-2 VILLAGE CENTER			
				GG-SWR-ELECTRIC			
Invoice: 893MAR19		230294	893MAR19	04/01/2019		M040819	697.70
		697.70	91111263 547100	MUNICIPAL STREET LIGHTING - #LITES			
				GG-STRT-STREET LIGHTING-UTIL			
Invoice: 040-751MAR19		230295	040-751MAR19	04/01/2019		M040819	11.05
		11.05	91411345 547100	520 ERICKSEN AVENE PRV			
				GG-WTR-ELECTRIC			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: SPRINGMAR19				230296	SPRINGMAR19	04/01/2019		M040819	51.40
						SPRINGRIDGE RD/HANSEN HILL			
				51.40	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: LYNCTRMAR19				230297	LYNCTRMAR19	04/01/2019		M040819	84.57
						4238 LYNWOOD CENTER RD, BLOSSOM HILL			
				84.57	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: BKLYN&MADMAR19				230298	BKLYN&MADMAR19	04/01/2019		M040819	13.80
						NEW BROOKLYN & MAD AVE - STREET LIGHT			
				13.80	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 2360-MADMAR19				230299	2360-MADMAR19	04/01/2019		M040819	13.80
						2360 MAD AVE N - E. ENTRNCE ST LGHT			
				13.80	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: MAD&ORDMAR19				230300	MAD&ORDMAR19	04/01/2019		M040819	13.80
						MADISON AVE NE, ORDWAY CROSS-ST LIGHT			
				13.80	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: BKLYN&NTOWNMAR19				230301	BKLYN&NTOWNMAR19	04/01/2019		M040819	13.80
						NEW BROOKLYN & N.TOWN-ST. LIGHT			
				13.80	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: WING&AZALEAMAR19				230302	WING&AZALEAMAR19	04/01/2019		M040819	11.36
						WING POINT & AZALEA AVE NE-ST. LIGHT			
				11.36	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: W.OFMAD-PH1MAR19				230303	W.OFMAD-PH1MAR19	04/01/2019		M040819	944.46
						W. OF MADISON-BAINBRIDGE CO PH1			
				944.46	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: E.OFMAD-PH2MAR19				230304	E.OFMAD-PH2MAR19	04/01/2019		M040819	1,874.23
						E.OF MADISON-BAINBRIDGE CO PH2			
				1,874.23	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: MAD&H.S.MAR19				230305	MAD&H.S.MAR19	04/01/2019		M040819	43.81
						MADISON AVE/H.S. AVE - ST LGHT			
				43.81	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 2665MAR19				230306	2665MAR19	04/01/2019		M040819	197.98
						WFP			
				197.98	91011768 547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 2681MAR19				230307	2681MAR19	04/01/2019		M040819	10.42
						WTRFRT PK EL PANEL #4			
				10.42	91011768 547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 2996MAR19				230308	2996MAR19	04/01/2019		M040819	22.40
						965 WEAVER RD NW			
				22.40	91411345 547100	GG-WTR-ELECTRIC			

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC						
Invoice: 3010MAR19	230309	3010MAR19	04/01/2019	M040819	17.40	
			WTRFRT PK EL PANEL #3			
	17.40	91011768 547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 3028MAR19	230310	3028MAR19	04/01/2019	M040819	11.78	
			WTRFRT PK EL PANEL #2			
	11.78	91011768 547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 3044MAR19	230311	3044MAR19	04/01/2019	M040819	10.42	
			278 WINSLOW WAY E # KIOSK			
	10.42	91011739 547100	COMM EVENTS-ELECTRICITY			
Invoice: 3051MAR19	230312	3051MAR19	04/01/2019	M040819	10.74	
			WTRFRT PK EL PANEL #1			
	10.74	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				CHECK	350246 TOTAL:	28,531.89
NUMBER OF CHECKS		1	*** CASH ACCOUNT TOTAL ***		28,531.89	
			COUNT	AMOUNT		
TOTAL PRINTED CHECKS			1	28,531.89		
					*** GRAND TOTAL ***	28,531.89

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2019 4	131								
APP 401-213000						ACCOUNTS PAYABLE		8,114.26	
04/09/2019	M040819	040819				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			28,531.89
04/09/2019	M040819	040819				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		5,079.38	
04/09/2019	M040819	040819				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		8,704.26	
04/09/2019	M040819	040819				AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		6,530.73	
04/09/2019	M040819	040819				AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		103.26	
04/09/2019	M040819	040819				AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		28,531.89	28,531.89
APP 631-130000						DUE TO/FROM CLEARING		28,531.89	
04/09/2019	M040819	040819							
APP 401-130000						DUE TO/FROM CLEARING			8,114.26
04/09/2019	M040819	040819							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			5,079.38
04/09/2019	M040819	040819							
APP 402-130000						DUE TO/FROM CLEARING			8,704.26
04/09/2019	M040819	040819							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			6,530.73
04/09/2019	M040819	040819							
APP 403-130000						DUE TO/FROM CLEARING			103.26
04/09/2019	M040819	040819							
						SYSTEM GENERATED ENTRIES TOTAL		28,531.89	28,531.89
						JOURNAL 2019/04/131 TOTAL		57,063.78	57,063.78

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
001 GENERAL FUND	2019	4	131	04/09/2019			
001-130000					GENERAL - DUE TO/FROM CLEARING		6,530.73
001-213000					GENERAL - ACCOUNTS PAYABLE	6,530.73	
					FUND TOTAL	6,530.73	6,530.73
101 STREET FUND	2019	4	131	04/09/2019			
101-130000					STREETS - DUE TO/FROM CLEARING		5,079.38
101-213000					STREETS - ACCOUNTS PAYABLE	5,079.38	
					FUND TOTAL	5,079.38	5,079.38
401 WATER OPERATING FUND	2019	4	131	04/09/2019			
401-130000					DUE TO/FROM CLEARING		8,114.26
401-213000					ACCOUNTS PAYABLE	8,114.26	
					FUND TOTAL	8,114.26	8,114.26
402 SEWER OPERATING FUND	2019	4	131	04/09/2019			
402-130000					DUE TO/FROM CLEARING		8,704.26
402-213000					ACCOUNTS PAYABLE	8,704.26	
					FUND TOTAL	8,704.26	8,704.26
403 STORM & SURFACE WATER FUND	2019	4	131	04/09/2019			
403-130000					DUE TO/FROM CLEARING		103.26
403-213000					ACCOUNTS PAYABLE	103.26	
					FUND TOTAL	103.26	103.26
631 CLEARING FUND	2019	4	131	04/09/2019			
631-130000					DUE TO/FROM CLEARING	28,531.89	
635-111100					CASH		28,531.89
					FUND TOTAL	28,531.89	28,531.89

FUND		DUE TO	DUE FROM
001	GENERAL FUND		6,530.73
101	STREET FUND		5,079.38
401	WATER OPERATING FUND		8,114.26
402	SEWER OPERATING FUND		8,704.26
403	STORM & SURFACE WATER FUND		103.26
631	CLEARING FUND	28,531.89	
	TOTAL	28,531.89	28,531.89

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CASH ACCOUNT: 635		111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
350247	04/09/2019	PRTD	333 KITSAP COUNTY AUDITO	230358	04/05/19	04/05/2019		M040919	216.00	
Invoice: 04/05/19					ENG/RECORDING - ROW - WYATT WAY					
					108.00	72321952	64500000708	WYATT-TEMP EASEMENTS		
					108.00	72321952	66100000708	WYATT-MAD TO LOVELL-ROW ACQ		
									CHECK	350247 TOTAL: 216.00
350248	04/09/2019	PRTD	316 KC TREASURER	230359	04/05/19	04/05/2019		M040919	149.46	
Invoice: 04/05/19					ENG/REET AFFIDAVIT - ROW ACQ.					
					149.46	72321952	66100000708	WYATT-MAD TO LOVELL-ROW ACQ		
									CHECK	350248 TOTAL: 149.46
350249	04/09/2019	PRTD	9169 MICHAEL F BURNS	230360	10/10/18	10/10/2018		M040919	10,000.00	
Invoice: 10/10/18					ENG/WYATT - TEMP & PERM EASEMENTS					
					2,320.00	72321952	64500000708	WYATT-TEMP EASEMENTS		
					7,680.00	72321952	66100000708	WYATT-MAD TO LOVELL-ROW ACQ		
									CHECK	350249 TOTAL: 10,000.00
					NUMBER OF CHECKS	3	*** CASH ACCOUNT TOTAL ***			10,365.46
						COUNT	AMOUNT			
TOTAL PRINTED CHECKS						3	10,365.46			
									*** GRAND TOTAL ***	10,365.46

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2019 4 139									
APP 301-213000						ACCOUNTS PAYABLE		10,365.46	
04/09/2019 M040919		040919				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			10,365.46
04/09/2019 M040919		040919				AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		10,365.46	10,365.46
APP 631-130000						DUE TO/FROM CLEARING		10,365.46	
04/09/2019 M040919		040919							
APP 301-130000						DUE TO/FROM CLEARING			10,365.46
04/09/2019 M040919		040919							
						SYSTEM GENERATED ENTRIES TOTAL		10,365.46	10,365.46
						JOURNAL 2019/04/139 TOTAL		20,730.92	20,730.92

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JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
301	CAPITAL CONSTRUCTION FUND	2019	4	139	04/09/2019			
	301-130000					DUE TO/FROM CLEARING		10,365.46
	301-213000					ACCOUNTS PAYABLE	10,365.46	
						FUND TOTAL	10,365.46	10,365.46
631	CLEARING FUND	2019	4	139	04/09/2019			
	631-130000					DUE TO/FROM CLEARING	10,365.46	
	635-111100					CASH		10,365.46
						FUND TOTAL	10,365.46	10,365.46

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
301 CAPITAL CONSTRUCTION FUND			10,365.46
631 CLEARING FUND		10,365.46	
	TOTAL	10,365.46	10,365.46

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CASH ACCOUNT: 635 111100 CASH			VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME	INVOICE DTL DESC					
350250	04/09/2019	PRTD 551 CENTURYLINK	230370	9791APR19	04/02/2019		M040919	137.80
		Invoice: 9791APR19			POL T.I. MANDUS TELCOM			
			137.80	91011215 542100	GG-C/E-PD-PHONE			
			230371	5211APR19	04/02/2019		M040919	187.76
		Invoice: 5211APR19			POL PHN SCVS			
			187.76	91011215 542100	GG-C/E-PD-PHONE			
			230372	0255APR19	04/02/2019		M040919	103.85
		Invoice: 0255APR19			O&M FIRE ALARM MONIT			
			103.85	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
			230373	9858APR19	04/02/2019		M040919	50.35
		Invoice: 9858APR19			SANDS AVE WELL TELE			
			50.35	91411891 542100	GG-WTR-FAC-PHONE			
			230374	9840APR19	04/02/2019		M040919	50.35
		Invoice: 9840APR19			HEAD OF BAY WELL TELE			
			50.35	91411891 542100	GG-WTR-FAC-PHONE			
			230375	0456APR19	04/02/2019		M040919	69.99
		Invoice: 0456APR19			VILLAGE SEWER PUMP TELEM			
			69.99	91421891 542100	GG-SWR-FAC-PHONE			
			230376	0754APR19	04/02/2019		M040919	72.94
		Invoice: 0754APR19			FLETCHER BAY WELL TELE			
			72.94	91411891 542100	GG-WTR-FAC-PHONE			
			230377	9136APR19	04/02/2019		M040919	141.98
		Invoice: 9136APR19			C.H. SECURITY ALARM MONIT			
			141.98	91011189 542100	GG-C/E-CITY HALL-PHONE			
			230378	8731APR19	04/02/2019		M040919	52.74
		Invoice: 8731APR19			COMMONS FIRE ALARM MONIT			
			52.74	91011755 542100	GG-C/E-COMMONS-PHONE			
			230379	3736APR19	04/02/2019		M040919	103.85
		Invoice: 3736APR19			C.H. FIRE ALARM MONIT			
			103.85	91011189 542100	GG-C/E-CITY HALL-PHONE			
			230380	1745APR19	04/02/2019		M040919	49.89
		Invoice: 1745APR19			C.H. ELEVATOR SVC LINE			
			49.89	91011189 542100	GG-C/E-CITY HALL-PHONE			
CHECK 350250 TOTAL:								1,021.50
350251	04/09/2019	PRTD 6714 TOSHIBA FINANCIAL SE	230383	24484789	03/22/2019		M040919	188.58
		Invoice: 24484789			CRT/E-STUDIO3005AC COPIER LEASE			
			188.58	21011125 545000	COURT - RENTS & LEASES - OPER			

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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CHECK 350251 TOTAL: 188.58

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 1,210.08

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	1,210.08

*** GRAND TOTAL *** 1,210.08

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR	PER	JNL	SRC ACCOUNT	ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC		
2019	4	148					
APP 001-213000					GENERAL - ACCOUNTS PAYABLE	966.45	
04/09/2019	M040919	040919			AP CASH DISBURSEMENTS JOURNAL		
APP 635-111100					CASH		1,210.08
04/09/2019	M040919	040919			AP CASH DISBURSEMENTS JOURNAL		
APP 401-213000					ACCOUNTS PAYABLE	173.64	
04/09/2019	M040919	040919			AP CASH DISBURSEMENTS JOURNAL		
APP 402-213000					ACCOUNTS PAYABLE	69.99	
04/09/2019	M040919	040919			AP CASH DISBURSEMENTS JOURNAL		
GENERAL LEDGER TOTAL						1,210.08	1,210.08
APP 631-130000					DUE TO/FROM CLEARING	1,210.08	
04/09/2019	M040919	040919					
APP 001-130000					GENERAL - DUE TO/FROM CLEARING		966.45
04/09/2019	M040919	040919					
APP 401-130000					DUE TO/FROM CLEARING		173.64
04/09/2019	M040919	040919					
APP 402-130000					DUE TO/FROM CLEARING		69.99
04/09/2019	M040919	040919					
SYSTEM GENERATED ENTRIES TOTAL						1,210.08	1,210.08
JOURNAL 2019/04/148 TOTAL						2,420.16	2,420.16

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2019	4	148	04/09/2019		
001-130000				GENERAL - DUE TO/FROM CLEARING		966.45
001-213000				GENERAL - ACCOUNTS PAYABLE	966.45	
				FUND TOTAL	966.45	966.45
401 WATER OPERATING FUND	2019	4	148	04/09/2019		
401-130000				DUE TO/FROM CLEARING		173.64
401-213000				ACCOUNTS PAYABLE	173.64	
				FUND TOTAL	173.64	173.64
402 SEWER OPERATING FUND	2019	4	148	04/09/2019		
402-130000				DUE TO/FROM CLEARING		69.99
402-213000				ACCOUNTS PAYABLE	69.99	
				FUND TOTAL	69.99	69.99
631 CLEARING FUND	2019	4	148	04/09/2019		
631-130000				DUE TO/FROM CLEARING	1,210.08	
635-111100				CASH		1,210.08
				FUND TOTAL	1,210.08	1,210.08

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		966.45
401	WATER OPERATING FUND		173.64
402	SEWER OPERATING FUND		69.99
631	CLEARING FUND	1,210.08	
	TOTAL	1,210.08	1,210.08

** END OF REPORT - Generated by Khammy Wahaus **

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CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET

INVOICE DTL DESC

350252	04/10/2019	PRTD	7726 AIR MANAGEMENT SOLUT	230401	133423,131544,123178	04/09/2019	21900016	M041019	8,463.06
Invoice: 133423,131544,123178						PW/AMS BLDG SVCS FINAL 18-1ST19			
						7,761.43 73011183 54810000495 BLDG SVCS CONTRACT-CH-MAINT			
						701.63 73425358 54810000495 BLDG SVCS CONTR-WWTP-MAINT			

CHECK 350252 TOTAL: 8,463.06

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 8,463.06

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	8,463.06

*** GRAND TOTAL *** 8,463.06

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CITY OF BAINBRIDGE ISLAND
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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2019 4	171								
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		7,761.43	
04/10/2019	M041019	041019				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			8,463.06
04/10/2019	M041019	041019				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		701.63	
04/10/2019	M041019	041019				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								8,463.06	8,463.06
APP 631-130000						DUE TO/FROM CLEARING		8,463.06	
04/10/2019	M041019	041019							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			7,761.43
04/10/2019	M041019	041019							
APP 402-130000						DUE TO/FROM CLEARING			701.63
04/10/2019	M041019	041019							
SYSTEM GENERATED ENTRIES TOTAL								8,463.06	8,463.06
JOURNAL 2019/04/171 TOTAL								16,926.12	16,926.12

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2019	4	171	04/10/2019		
001-130000				GENERAL - DUE TO/FROM CLEARING		7,761.43
001-213000				GENERAL - ACCOUNTS PAYABLE	7,761.43	
				FUND TOTAL	7,761.43	7,761.43
402 SEWER OPERATING FUND	2019	4	171	04/10/2019		
402-130000				DUE TO/FROM CLEARING		701.63
402-213000				ACCOUNTS PAYABLE	701.63	
				FUND TOTAL	701.63	701.63
631 CLEARING FUND	2019	4	171	04/10/2019		
631-130000				DUE TO/FROM CLEARING	8,463.06	
635-111100				CASH		8,463.06
				FUND TOTAL	8,463.06	8,463.06

FUND	DUE TO	DUE FROM
001 GENERAL FUND		7,761.43
402 SEWER OPERATING FUND		701.63
631 CLEARING FUND	8,463.06	
TOTAL	8,463.06	8,463.06

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

350253 04/10/2019 PRD 6685 REGIONAL DISPOSAL CO 230410 155240,155527,155648 01/31/2019 M041019 11,853.74
Invoice: 155240,155527,155648 PW/BIOSOLIDS DISPOSAL
11,853.74 73425358 54790100551 BIOSOLIDS WASTE DISPOSAL

CHECK 350253 TOTAL: 11,853.74

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 11,853.74

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	11,853.74

*** GRAND TOTAL *** 11,853.74

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2019 4	177								
APP 402-213000						ACCOUNTS PAYABLE		11,853.74	
04/10/2019	M041019	041019				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			11,853.74
04/10/2019	M041019	041019				AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		11,853.74	11,853.74
APP 631-130000						DUE TO/FROM CLEARING		11,853.74	
04/10/2019	M041019	041019							
APP 402-130000						DUE TO/FROM CLEARING			11,853.74
04/10/2019	M041019	041019							
						SYSTEM GENERATED ENTRIES TOTAL		11,853.74	11,853.74
						JOURNAL 2019/04/177 TOTAL		23,707.48	23,707.48

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION					
402 SEWER OPERATING FUND	2019	4	177	04/10/2019		
402-130000				DUE TO/FROM CLEARING		11,853.74
402-213000				ACCOUNTS PAYABLE	11,853.74	
				FUND TOTAL	11,853.74	11,853.74
631 CLEARING FUND	2019	4	177	04/10/2019		
631-130000				DUE TO/FROM CLEARING	11,853.74	
635-111100				CASH		11,853.74
				FUND TOTAL	11,853.74	11,853.74

FUND		DUE TO	DUE FROM
402 SEWER OPERATING FUND			11,853.74
631 CLEARING FUND		11,853.74	
	TOTAL	11,853.74	11,853.74

** END OF REPORT - Generated by Khammy Wahaus **

US Bank

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4/11/19
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fintemp |A/P CASH DISBURSEMENTS JOURNALCASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

350254	04/11/2019	PRTD	7314 US BANK	230344	03/17/19-JB	03/25/2019	USBMAR19	32.40
Invoice: 03/17/19-JB				POL/LANDRY'S/DINNER 3/17/19				
				32.40	53011212 443410	POLICE - C/E PATROL TRAINING		
				230345	03/17/19-JB-A	03/25/2019	USBMAR19	44.00
Invoice: 03/17/19-JB-A				POL/UNITED FOR HIRE/TRANSPORTATION TO SEATAC				
				44.00	53011212 443410	POLICE - C/E PATROL TRAINING		
				230346	03/17/19-JB-B	03/25/2019	USBMAR19	30.00
Invoice: 03/17/19-JB-B				POL/ALASKAAIRLINES/CHECKED BAG				
				30.00	53011212 443410	POLICE - C/E PATROL TRAINING		
				230347	03/18/19-JB	03/25/2019	USBMAR19	22.52
Invoice: 03/18/19-JB				POL/UNION STATION/LUNCH 3/18/19				
				22.52	53011212 443410	POLICE - C/E PATROL TRAINING		
				230348	03/18/19-JB-A	03/25/2019	USBMAR19	33.61
Invoice: 03/18/19-JB-A				POL/SCHLAFLY TAP ROOM/DINNER 3/18/19				
				33.61	53011212 443410	POLICE - C/E PATROL TRAINING		
				230349	03/20/19-JB	03/25/2019	USBMAR19	19.41
Invoice: 03/20/19-JB				POL/MAGGIE O'BRIEN'S/DINNER 3/19/19				
				19.41	53011212 443410	POLICE - C/E PATROL TRAINING		
				230350	03/20/19-JB-A	03/25/2019	USBMAR19	18.41
Invoice: 03/20/19-JB-A				POL/MAGGIE O'BRIEN'S/LUNCH 3/20/19				
				18.41	53011212 443410	POLICE - C/E PATROL TRAINING		
				230351	03/19/19-JB	03/25/2019	USBMAR19	21.68
Invoice: 03/19/19-JB				POL/UNION STATION/LUNCH 3/19/19				
				21.68	53011212 443410	POLICE - C/E PATROL TRAINING		
				230352	03/20/19-JB-B	03/25/2019	USBMAR19	30.41
Invoice: 03/20/19-JB-B				POL/SCHLAFLY TAP ROOM/DINNER 3/20/19				
				30.41	53011212 443410	POLICE - C/E PATROL TRAINING		
				230353	03/21/19-JB	03/25/2019	USBMAR19	36.18
Invoice: 03/21/19-JB				POL/LOMBARDO'S TRATTORIA/DINNER 3/21/19				
				36.18	53011212 443410	POLICE - C/E PATROL TRAINING		
				230354	03/22/19-JB	03/25/2019	USBMAR19	32.29
Invoice: 03/22/19-JB				POL/PAPPYS' SMOKEHOUSE/LUNCH 3/22/19				
				32.29	53011212 443410	POLICE - C/E PATROL TRAINING		
				230355	03/23/19-JB	03/25/2019	USBMAR19	47.15
Invoice: 03/23/19-JB				POL/FLAT RATE/TRANSPORTATION FROM SEATAC				
				47.15	53011212 443410	POLICE - C/E PATROL TRAINING		
				230356	03/21/19-JB-A	03/25/2019	USBMAR19	27.64
Invoice: 03/21/19-JB-A				POL/UNION STATION/LUNCH 3/21				
				27.64	53011212 443410	POLICE - C/E PATROL TRAINING		

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 03/23/19-JB-A	230357	03/23/19-JB-A	03/25/2019	USBMAR19	1,428.33
	1,428.33	53011212 443410	POL/UNION STATION/LODGING, 6 NIGHTS		
			POLICE - C/E PATROL TRAINING		
Invoice: 02/25/19-JB	230361	02/25/19-JB	03/25/2019	USBMAR19	14.69
	14.69	54025212 531100	POL/HOME DEPOT/PADLOCK		
			MARINE - SUPPLIES		
Invoice: 02/27/19-JB	230362	02/27/19-JB	03/25/2019	USBMAR19	43.81
	43.81	54025212 531100	POL/HOME DEPOT/HOSE REEL, MANIFOLD		
			MARINE - SUPPLIES		
Invoice: 03/11/19-CB	230363	03/11/19-CB	03/25/2019	USBMAR19	15.35
	15.35	36011143 443410	EXCC/WA ST FERRIES/FERRY TO WMCA CONF		
			CLERK-GF-TRAINING		
Invoice: 03/18/19-CB	230364	03/18/19-CB	03/25/2019	USBMAR19	3.86
	3.86	36011143 443410	EXCC/WSF GALLEY/ICED TEA		
			CLERK-GF-TRAINING		
Invoice: 03/18/19-CB-A	230365	03/18/19-CB-A	03/25/2019	USBMAR19	25.70
	25.70	36011143 443410	EXCC/CHEVRON/GAS FOR WMCA CONF		
			CLERK-GF-TRAINING		
Invoice: 03/18/19-CB-B	230366	03/18/19-CB-B	03/25/2019	USBMAR19	4.62
	4.62	36011143 443410	EXCC/SEMIAMMOO EVENTS/COFFEE @ WMCA CONF		
			CLERK-GF-TRAINING		
Invoice: 03/18/19-CB-C	230367	03/18/19-CB-C	03/25/2019	USBMAR19	468.60
	468.60	36011143 443410	EXCC/SEMIAMMOO RESORT/LODGING FOR WMCA CONF		
			CLERK-GF-TRAINING		
Invoice: 03/21/19-CB	230368	03/21/19-CB	03/25/2019	USBMAR19	650.00
	650.00	36011143 443410	EXCC/WSU CONF MGT/2019 PACIFIC NW CLERK INST		
			CLERK-GF-TRAINING		
Invoice: 02/28/19-BB	230411	02/28/19-BB	03/25/2019	USBMAR19	26.18
	26.18	33011161 544000	HR/INDEED/RECRUITING AD, INV 20828307		
			HR-C/E-ADVERTISING		
Invoice: 03/01/19-BB	230412	03/01/19-BB	03/25/2019	USBMAR19	57.82
	57.82	33011161 544000	HR/INDEED/RECRUITING AD, INV 21167716		
			HR-C/E-ADVERTISING		
Invoice: 03/06/19-BB	230413	03/06/19-BB	03/25/2019	USBMAR19	40.00
	10.00	51011214 443410	POL/GOOD2GO/TRANSPONDER ACCOUNT REPLENISHMENT		
	5.00	51011211 543100	PD-C/E-ADMIN-TRAINING		
	25.00	53011212 543100	PD-C/E-ADM-TRAVEL/MEALS/LODGIN		
			PATROL-TRAVEL/MEALS/LODGING		
Invoice: 03/06/19-BB-A	230414	03/06/19-BB-A	03/25/2019	USBMAR19	166.80
			USPS/FOREVER STAMPS X3 ROLLS		

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CASH ACCOUNT: 635			111100	CASH			INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE					
						INVOICE DTL DESC				
						166.80 91011215 542500	GG-C/E-PD-POSTAGE			
Invoice: 03/07/19-BB						230415 03/07/19-BB	03/25/2019	USBMAR19	41.61	
						41.61 53011212 531100	POL/AMAZON/NASAL CLEANING SYSTEM			
							PD-C/E-PATROL SUPPLIES			
Invoice: 03/08/19-BB						230416 03/08/19-BB	03/25/2019	USBMAR19	264.86	
						264.86 53011212 531100	POL/AMAZON/EXECUTIVE SWIVEL CHAIR BIG & TALL			
							PD-C/E-PATROL SUPPLIES			
Invoice: 03/12/19-BB						230417 03/12/19-BB	03/25/2019	USBMAR19	508.72	
						508.72 33011161 544000	HR/INDEED/RECRUITING ADS ONLINE			
							HR-C/E-ADVERTISING			
Invoice: 03/15/19-BB						230418 03/15/19-BB	03/25/2019	USBMAR19	595.00	
						595.00 53011212 443410	POL/CHRIS RYAN SEMINARS/SOCIAL MEDIA BOOT CAMP: CS			
							POLICE - C/E PATROL TRAINING			
Invoice: 03/15/19-BB-A						230419 03/15/19-BB-A	03/25/2019	USBMAR19	132.36	
						132.36 53011212 531100	POL/MEDTECH SUPERSTORE/SPIT HOODS X40			
							PD-C/E-PATROL SUPPLIES			
Invoice: 03/20/19-BB						230420 03/20/19-BB	03/25/2019	USBMAR19	186.32	
						186.32 51011215 531100	POL/WALMART/RUBBER WASTEBASKET W/STEP LID			
							POLICE - C/E FACIL SUPPLIES			
Invoice: 03/22/19-BB						230421 03/22/19-BB	03/25/2019	USBMAR19	194.09	
						194.09 53011212 531100	POL/AMAZON/OFFICE CHAIR			
							PD-C/E-PATROL SUPPLIES			
Invoice: 03/23/19-BB						230422 03/23/19-BB	03/25/2019	USBMAR19	500.74	
						500.74 33011161 544000	HR/INDEED/RECRUITING ADS ONLINE			
							HR-C/E-ADVERTISING			
Invoice: 03/01/19-GC						230423 03/01/19-GC	03/25/2019	USBMAR19	32.25	
						32.25 61011581 543100	PCD/YACHT CLUB BROILER/PLANNING DIRECTOR'S LUNCH			
							PCD - C/E ADMIN TRAVEL EXPENSE			
Invoice: 02/28/19-GC						230424 02/28/19-GC	03/25/2019	USBMAR19	7.70	
						7.70 61011581 531100	PCD/BLACKBIRD BAKERY/COFFEE W/NEW PLAN COMMISH: JP			
							PCD - C/E ADMIN SUPPLIES			
Invoice: 03/13/19-TC						230425 03/13/19-TC	03/25/2019	USBMAR19	28.59	
						28.59 62471594 443410	PCD/VISCONTIS/DINNER @ TRAINING			
							BLDG - BLDG TRAINING TRAVEL			
Invoice: 03/15/19-TC						230426 03/15/19-TC	03/25/2019	USBMAR19	354.24	
						354.24 62471594 443410	PCD/ENZIAN INN/HOTEL @ TRAINING			
							BLDG - BLDG TRAINING TRAVEL			
Invoice: 02/26/19-KD						230427 02/26/19-KD	03/25/2019	USBMAR19	1.00	
							EX/CANVA/GRAPHIC			

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CASH ACCOUNT: 635			111100	CASH					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
				1.00	31011572 549900	EX-GF-OUTREACH-MISC			
Invoice: 02/28/19-KD				230428	02/28/19-KD	03/25/2019	USBMAR19		20.00
						EX/FACEBOOK/AD - CITY MANAGER'S REPORT			
				20.00	31011572 542450	EX-GF-OUTREACH-ADV			
Invoice: 03/05/19-KD				230429	03/05/19-KD	03/25/2019	USBMAR19		25.00
						EX/FACEBOOK/AD - CITY MANAGER'S REPORT			
				25.00	31011572 542450	EX-GF-OUTREACH-ADV			
Invoice: 03/07/19-KD				230430	03/07/19-KD	03/25/2019	USBMAR19		1.00
						EX/CANVA/GRAPHIC			
				1.00	31011572 549900	EX-GF-OUTREACH-MISC			
Invoice: 03/08/19-KD				230431	03/08/19-KD	03/25/2019	USBMAR19		411.96
						EX/CONSTANT CONTACT/E-NEWSLETTER SUBSCRIPTION			
				411.96	31011572 549100	OUTREACH DUES, SUBS& MEMBER			
Invoice: 03/18/19-KD				230432	03/18/19-KD	03/25/2019	USBMAR19		1.00
						EX/CANVA/GRAPHIC			
				1.00	31011572 549900	EX-GF-OUTREACH-MISC			
Invoice: 02/25/19-KD				230434	02/25/19-KD	03/25/2019	USBMAR19		85.00
						FIN/GFOA/BOND MARKET WEBINAR			
				85.00	41011144 443410	FIN - C/E TRAINING			
Invoice: 02/27/19-KD				230435	02/27/19-KD	03/25/2019	USBMAR19		885.00
						FIN/GFOA/ANNUAL CONF			
				885.00	41011144 443410	FIN - C/E TRAINING			
Invoice: 02/27/19-KD-A				230436	02/27/19-KD-A	03/25/2019	USBMAR19		245.00
						FIN/INST CERT MGMT ACCT/PROFESSIONAL CERT			
				245.00	41011141 549100	FIN-C/E-DUES, SUBS, MEMBERSHIPS			
Invoice: 03/07/19-KD-A				230437	03/07/19-KD-A	03/25/2019	USBMAR19		17.50
						FIN/UTILITY FISCAL MGMT/MRSC WEBINAR			
				17.50	43411344 443410	TRAINING TRAVEL EXPENSE			
Invoice: 03/07/19/KD-B				230438	03/07/19/KD-B	03/25/2019	USBMAR19		17.50
						FIN/UTILITY FISCAL MGMT/MRSC WEBINAR			
				17.50	43421354 443410	TRAINING TRAVEL EXPENSE			
Invoice: 03/12/19-KD				230439	03/12/19-KD	03/25/2019	USBMAR19		17.50
						FIN/UTILITY FISCAL MGMT/MRSC WEBINAR: CS			
				17.50	43411344 443410	TRAINING TRAVEL EXPENSE			
Invoice: 03/12/19/KD-A				230440	03/12/19/KD-A	03/25/2019	USBMAR19		17.50
						FIN/UTILITY FISCAL MGMT/MRSC WEBINAR: CS			
				17.50	43421354 443410	TRAINING TRAVEL EXPENSE			
Invoice: 03/13/19-KD				230441	03/13/19-KD	03/25/2019	USBMAR19		330.00
						FIN/GFOA/BUDGET AWARD APPL			

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	330.00	41011141	549100	FIN-C/E-DUES, SUBS, MEMBERSHIPS		
Invoice: 03/20/19	230442	03/20/19	03/25/2019	USBMAR19	68.43	
			FIN/SQ SCHOOL ART MATE/WELLNESS BOOKS			
	68.43	91029179	531100	GG-SELF INS-WELLNESS-SUPPLIES		
Invoice: 03/22/19-KD	230443	03/22/19-KD	03/25/2019	USBMAR19	17.50	
			FIN/UTILITY FISCAL MGMT/MRSC WEBINAR			
	17.50	43411344	443410	TRAINING TRAVEL EXPENSE		
Invoice: 03/22/19-KD-A	230444	03/22/19-KD-A	03/25/2019	USBMAR19	17.50	
			FIN/UTILITY FISCAL MGMT/MRSC WEBINAR			
	17.50	43421354	443410	TRAINING TRAVEL EXPENSE		
Invoice: 02/28/19-KE	230445	02/28/19-KE	03/25/2019	USBMAR19	218.00	
			POL/PAYPAL/K9 STORM TRACKING HARNESS			
	218.00	53011212	53110000962	TRACKING CANINE-SUPPLIES		
Invoice: 03/19/19-KE	230446	03/19/19-KE	03/25/2019	USBMAR19	124.12	
			POL/OMNIPET/PED MED/CRATE MAT X2 & DOG FOOD			
	124.12	53011212	53110000962	TRACKING CANINE-SUPPLIES		
Invoice: 03/23/19-KE	230447	03/23/19-KE	03/25/2019	USBMAR19	110.63	
			POL/PETCO, GIG HARBOR/DOG FOOD, TREATS			
	110.63	53011212	53110000962	TRACKING CANINE-SUPPLIES		
Invoice: 03/23/19-KE-A	230448	03/23/19-KE-A	03/25/2019	USBMAR19	32.70	
			POL/COOKIE'S PET CORNER/LEASH			
	32.70	53011212	53110000962	TRACKING CANINE-SUPPLIES		
Invoice: 03/19/19-KE-A	230449	03/19/19-KE-A	03/25/2019	USBMAR19	50.00	
			POL/TRAVELOCITY/COLLISION DAMAGE PLAN-RENTED VECH			
	50.00	53011212	44341000962	TRACKING CANINE-TRAINING		
Invoice: 03/24/19-KE	230450	03/24/19-KE	03/25/2019	USBMAR19	12.90	
			POL/WALBURGER'S/DINNER 3/24			
	12.90	53011212	44341000962	TRACKING CANINE-TRAINING		
Invoice: 03/24/19-KE-A	230451	03/24/19-KE-A	03/25/2019	USBMAR19	46.00	
			POL/AHMED HUSSEN TAXI/SHUTTLE TO SEATAC			
	46.00	53011212	44341000962	TRACKING CANINE-TRAINING		
Invoice: 03/06/19-JH	230452	03/06/19-JH	03/25/2019	USBMAR19	33.00	
			POL/7-ELEVEN, VANCOUVER, WA/FUEL			
	33.00	51011211	532000	PDADM-C/E-FUEL		
Invoice: 03/04/19-GK	230453	03/04/19-GK	03/25/2019	USBMAR19	158.00	
			POL/AMAZON/EAR PROTECTION, DUMMY ROUNDS			
	158.00	53011212	531100	PD-C/E-PATROL SUPPLIES		
Invoice: 03/04/19-KG-A	230454	03/04/19-KG-A	03/25/2019	USBMAR19	437.95	
			POL/ACTION TARGETS/TRAINING & BACKER TARGETS			

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC									
				437.95	53011212 531100				
						PD-C/E-PATROL SUPPLIES			
Invoice: 03/06/19-GK				230455	03/06/19-GK	03/25/2019		USBMAR19	38.15
						POL/AMAZON/GOOGLE CHROMECAST			
				38.15	53011212 531100				
						PD-C/E-PATROL SUPPLIES			
Invoice: 02/27/19-RL				230456	02/27/19-RL	03/25/2019		USBMAR19	100.00
						CC/BI CHAMBER OF COMM/ISLAND HON BANQUET: TIRMAN			
				100.00	11011116 543100				
						COUNCIL-TRAVEL/MEALS/LODGING			
Invoice: 03/01/19-RL				230457	03/01/19-RL	03/25/2019		USBMAR19	83.93
						EX/CENTRAL MARKET/O&M PIZZA LUNCH (ROUND 2)			
				83.93	31011131 543100				
						EX-GF-TRAVEL/MEALS/LODGING			
Invoice: 02/28/19-JL				230458	02/28/19-JL	03/25/2019		USBMAR19	290.59
						POL/PORT OF BROWNSVILLE/FUEL FOR M8			
				290.59	54025212 532000				
						MARINE - FUEL			
Invoice: 03/01/19-JL				230459	03/01/19-JL	03/25/2019		USBMAR19	8.84
						POL/CITY OF SEATTLE/PARKING DTWN- JAILHOUSE INTERV			
				8.84	52011212 543100				
						PD-INV-TRAVEL/MEALS/LODGING			
Invoice: 03/12/19-JL				230460	03/12/19-JL	03/25/2019		USBMAR19	20.28
						POL/UNITED PACIFIC/FUEL			
				20.28	52011212 532000				
						PD DET-C/E-FUEL			
Invoice: 03/14/19-JL				230461	03/14/19-JL	03/25/2019		USBMAR19	3.00
						POL/STATE OF UTAH/REG PRINC SEARCH - BKGRND ON APP			
				3.00	52011212 541100				
						POLICE - C/E INVEST PROF SVCS			
Invoice: 02/28/19-AL				230462	02/28/19-AL	03/25/2019		USBMAR19	7.61
						EX/AMAZON/SUPPLIES FOR WFR			
				7.61	31011256 531100				
						EX-GF-EMERG PREP-SUPPLIES			
Invoice: 03/01/19-AL				230463	03/01/19-AL	03/25/2019		USBMAR19	32.16
						EX/AMAZON/SUPPLIES FOR WFR			
				32.16	31011256 531100				
						EX-GF-EMERG PREP-SUPPLIES			
Invoice: 03/01/19-AL-A				230464	03/01/19-AL-A	03/25/2019		USBMAR19	88.25
						EX/AMAZON/SUPPLIES FOR WFR			
				88.25	31011256 531100				
						EX-GF-EMERG PREP-SUPPLIES			
Invoice: 03/06/19-AL				230465	03/06/19-AL	03/25/2019		USBMAR19	723.31
						EX/4IMPRINT/COBI LOGO POLOS & JACKET			
				723.31	31011256 549900				
						EX-GF-EMERG PREP-MISC			
Invoice: 03/08/19-AL				230466	03/08/19-AL	03/25/2019		USBMAR19	261.77
						EX/NORTH AM RESCUE/SUPPLIES FOR WFR			
				261.77	31011256 531100				
						EX-GF-EMERG PREP-SUPPLIES			
Invoice: 03/08/19-AL-A				230467	03/08/19-AL-A	03/25/2019		USBMAR19	432.22
						EX/ESAFETY SUPPLIES/VESTS FOR EOC			

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INVOICE DTL DESC										
				432.22	31011256	531100	EX-GF-EMERG PREP-SUPPLIES			
Invoice: 03/11/19-AL				230468	03/11/19-AL		03/25/2019	USBMAR19		82.84
							EX/SAFEWAY/FOOD, DRINKS FOR WFR			
				82.84	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/11/19-AL-A				230469	03/11/19-AL-A		03/25/2019	USBMAR19		36.95
							EX/STARBUCKS/FOOD, DRINKS FOR WFR			
				36.95	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/11/19-AL-B				230470	03/11/19-AL-B		03/25/2019	USBMAR19		36.95
							EX/STARBUCKS/FOOD, DRINKS FOR WFR			
				36.95	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/12/19-AL				230471	03/12/19-AL		03/25/2019	USBMAR19		36.95
							EX/STARBUCKS/FOOD, DRINKS FOR WFR			
				36.95	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/18/19-AL				230472	03/18/19-AL		03/25/2019	USBMAR19		36.95
							EX/STARBURCKS/FOOD, DRINKS FOR WFR			
				36.95	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/19/19-AL				230473	03/19/19-AL		03/25/2019	USBMAR19		36.95
							EX/STARBUCKS/FOOD, DRINKS FOR WFR			
				36.95	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/19/19-AL-A				230474	03/19/19-AL-A		03/25/2019	USBMAR19		12.88
							EX/SAFEWAY/FOOD, DRINKS FOR WFR			
				12.88	31011256	443410	EX-GF-EMERG PREP-TRAINING			
Invoice: 03/20/19-AL				230475	03/20/19-AL		03/25/2019	USBMAR19		86.75
							EX/AMAZON/SUPPLIES FOR WFR			
				86.75	31011256	531100	EX-GF-EMERG PREP-SUPPLIES			
Invoice: 03/22/19-RL				230476	03/22/19-RL		03/25/2019	USBMAR19		885.00
							FIN/GFOA/GFOA CONF: BH			
				885.00	41011144	443410	FIN - C/E TRAINING			
Invoice: 03/07/19-CL				230477	03/07/19-CL		03/25/2019	USBMAR19		37.77
							PCD/COSTCO/EVENT SUPPLIES - FLOWERS, CAKE			
				37.77	61011581	531100	PCD - C/E ADMIN SUPPLIES			
Invoice: 038/08/19-CL				230478	038/08/19-CL		03/25/2019	USBMAR19		204.30
							PCD/AMAZON/BLDG FILE FOLDERS			
				204.30	62471591	531100	BLDG - BLDG OFFICE SUPPLIES			
Invoice: 03/11/19-CL				230479	03/11/19-CL		03/25/2019	USBMAR19		189.68
							PCD/AMAZON/BLDG FILE FOLDERS			
				189.68	62471591	531100	BLDG - BLDG OFFICE SUPPLIES			
Invoice: 03/18/19-CL				230480	03/18/19-CL		03/25/2019	USBMAR19		48.38
							PCD/AMAZON/PENS, HAND SANITIZER			

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	48.38	61011581	531100	PCD - C/E ADMIN SUPPLIES		
Invoice: 03/20/19-CL	230481	03/20/19-CL	03/25/2019	USBMAR19	-169.12	
	-169.12	62471591	531100	PCD/AMAZON/RETURN - BLDG FILE FOLDERS BLDG - BLDG OFFICE SUPPLIES		
Invoice: 03/20/19-CL-A	230482	03/20/19-CL-A	03/25/2019	USBMAR19	43.87	
	43.87	63470586	542450	PCD/CLICK2MAIL/LEGAL NOTICE POSTCARDS PCD-PLANNING-COMM OUTREACH		
Invoice: 02/28/19-EP	230483	02/28/19-EP	03/25/2019	USBMAR19	48.60	
	48.60	91029179	531100	THE COOPER INSTITUTE/FITNESS ASSESSMENTS GG-SELF INS-WELLNESS-SUPPLIES		
Invoice: 03/06/19-EP	230484	03/06/19-EP	03/25/2019	USBMAR19	48.99	
	48.99	51011191	531100	POL/ALLIVET/VACUTAINER BLOOD COLLECTION TUBES PD-C/E-PROP RM-SUPPLIES		
Invoice: 03/04/19-JR	230485	03/04/19-JR	03/25/2019	USBMAR19	12.73	
	12.73	61011581	531100	PCD/AMAZON/WIRELESS MOUSE PCD - C/E ADMIN SUPPLIES		
Invoice: 03/04/19-JR-A	230486	03/04/19-JR-A	03/25/2019	USBMAR19	26.66	
	26.66	61011581	531100	PCD/AMAZON/3-HOLE PUNCH, SPONGE HOLDER PCD - C/E ADMIN SUPPLIES		
Invoice: 02/27/19-JR	230487	02/27/19-JR	03/25/2019	USBMAR19	25.66	
	25.66	61011581	531100	PCD/SAFEWAY/COFFEE FOR MEETING ISLAND CTR PCD - C/E ADMIN SUPPLIES		
Invoice: 02/27/19-JR-A	230488	02/27/19-JR-A	03/25/2019	USBMAR19	38.94	
	38.94	61011581	531100	PCD/SAFEWAY/COOKIES FOR MEETING ISLAND CTR PCD - C/E ADMIN SUPPLIES		
Invoice: 02/27/19-JR-B	230489	02/27/19-JR-B	03/25/2019	USBMAR19	197.14	
	197.14	61011581	531100	PCD/WESTSIDE PIZZA/DINNER FOR MEETING ISLAND CTR PCD - C/E ADMIN SUPPLIES		
Invoice: 03/12/19-JR	230490	03/12/19-JR	03/25/2019	USBMAR19	695.00	
	695.00	62471594	443410	PCD/CONSTRUCTION EXAM CTR/PERMIT TECH TESTING - LL BLDG - BLDG TRAINING TRAVEL		
Invoice: 03/14/19-JR	230491	03/14/19-JR	03/25/2019	USBMAR19	50.12	
	50.12	62471591	531100	PCD/AMAZON/BOOKSTAND: CW, GH BLDG - BLDG OFFICE SUPPLIES		
Invoice: 03/01/19-JR	230492	03/01/19-JR	03/25/2019	USBMAR19	900.00	
	900.00	61470581	545000	PCD/STORAGE 98110/ARCHIVE STORAGE UNITS PCD - DEV ADMIN RENTS & LEASES		
Invoice: 02/26/19-WS	230493	02/26/19-WS	03/25/2019	USBMAR19	114.14	
				POL/GALLS/CORPORAL CHEVRONS		

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	114.14	53011212	520000	POLICE - C/E PATROL BENEFITS			
Invoice: 03/07/19-WS	230494	03/07/19-WS	03/25/2019	USBMAR19	112.08		
				POL/CHIEF SUPPLY/EMER BLANKETS X10, RESCUE MASKS X			
	112.08	53011212	531100	PD-C/E-PATROL SUPPLIES			
Invoice: 03/06/19-WS	230495	03/06/19-WS	03/25/2019	USBMAR19	117.64		
				POL/QUARTERMASTER (GALLS) /SIRCHIE LATENT PRINT KIT			
	117.64	53011212	531100	PD-C/E-PATROL SUPPLIES			
Invoice: 03/06/19-WS-A	230496	03/06/19-WS-A	03/25/2019	USBMAR19	338.79		
				POL/THE FIRE STORE/LOCKOUT KIT X5, LOCK KNOB X5			
	338.79	53011212	531100	PD-C/E-PATROL SUPPLIES			
Invoice: 03/14/19-BS	230497	03/14/19-BS	03/25/2019	USBMAR19	273.05		
				POL/THE FISH'N HOLE, PORT TOWNSEND/FUEL FOR M8			
	273.05	54025212	532000	MARINE - FUEL			
Invoice: 02/28/19-CS	230498	02/28/19-CS	03/25/2019	USBMAR19	12.96		
				POL/SAFEWAY/BDAY DONUTS & CANDLES			
	12.96	51011211	53110000589	PD-COMM OUTREACH-SUPPLIES			
Invoice: 03/13/19-CS	230499	03/13/19-CS	03/25/2019	USBMAR19	40.00		
				POL/NASRO/MEMBERSHIP RENEWAL			
	40.00	53011212	549100	PD-C/E-PATROL-DUES/SUBCR/MEMBER			
Invoice: 03/24/19-CS	230501	03/24/19-CS	03/25/2019	USBMAR19	50.54		
				POL/WALMART/BDAY DONUTS, FLASH DRIVES			
	50.54	51011211	53110000589	PD-COMM OUTREACH-SUPPLIES			
Invoice: 03/14/19-JS	230502	03/14/19-JS	03/25/2019	USBMAR19	18.53		
				PCD/WHISKEY GULCH/DINNER BEFORE MTG			
	18.53	61011584	443410	PCD - C/E ADM TRAINING			
Invoice: 03/07/19-TZ	230503	03/07/19-TZ	03/25/2019	USBMAR19	38.44		
				POL/HUDSON'S BAR & GRILL/LUNCH W/CHIEF HORN ON 3/6			
	19.22	51011214	443410	PD-C/E-ADMIN-TRAINING			
	19.22	53011212	443410	POLICE - C/E PATROL TRAINING			
Invoice: 03/07/19-TZ-A	230504	03/07/19-TZ-A	03/25/2019	USBMAR19	41.69		
				POL/HUDSON'S BAR & GRILL/LUNCH W/CHIEF HORN 3/7			
	20.85	51011214	443410	PD-C/E-ADMIN-TRAINING			
	20.84	53011212	443410	POLICE - C/E PATROL TRAINING			
Invoice: 03/08/19-TZ	230505	03/08/19-TZ	03/25/2019	USBMAR19	34.00		
				POL/CHEVRON/FUEL			
	34.00	53011212	532000	PD-C/E-PATROL-FUEL			
Invoice: 02/27/19-TD	230506	02/27/19-TD	03/25/2019	USBMAR19	11.50		
				CRT/USPS/POSTAGE - COPIES #17-18 TO ATY OLSEN			
	11.50	21011125	542500	COURT-POSTAGE/SHIPPING			

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Invoice: 02/28/19-TD	230507	02/28/19-TD	03/25/2019	USBMAR19	51.56
	51.56	21011125 443410	CRT/FISHTALE BREW PUB/LUNCH: TD & DH - AOC JIS CLA COURT - TRAINING		
Invoice: 03/15/19-TD	230508	03/15/19-TD	03/25/2019	USBMAR19	11.41
	11.41	21011125 531100	CRT/CRYSTAL SPRINGS WATER/WATER COURT - SUPPLIES		
Invoice: 03/19/19-TD	230509	03/19/19-TD	03/25/2019	USBMAR19	37.60
	37.60	21011125 531100	CRT/AMAZON/JUMBO JOGGER PEN REFILLS COURT - SUPPLIES		
Invoice: 03/11/19-KB	230510	03/11/19-KB	03/25/2019	USBMAR19	209.00
	209.00	33011161 549100	HR/SOCIETY FOR HR MGMT/ANNUAL MEMBERSHIP HR-C/E-DUES & SUBSCRIPTIONS		
Invoice: 03/16/19-KB	230511	03/16/19-KB	03/25/2019	USBMAR19	5.49
	5.49	31011131 531100	EX/IKEA/GLASSES FOR CONF ROOM EX-GF-SUPPLIES		
Invoice: 03/18/19-KB	230512	03/18/19-KB	03/25/2019	USBMAR19	12.13
	12.13	91011211 531100	TOWN & COUNTRY/COFFEE FOR INTERVIEWS GG-C/E-CIVIL SVC-OFC SUP		
Invoice: 03/20/19-KB	230513	03/20/19-KB	03/25/2019	USBMAR19	320.00
	320.00	33011164 443410	HR/ASSOC OF WA CITIES/LABOR RELATIONS INST HR-C/E-TRAINING EXP		
Invoice: 03/20/19-KB-A	230514	03/20/19-KB-A	03/25/2019	USBMAR19	20.87
	20.87	91011211 531100	BLACKBIRD BAKERY/SNACKS FOR INTERVIEW GG-C/E-CIVIL SVC-OFC SUP		
Invoice: 03/21/19-KB	230515	03/21/19-KB	03/25/2019	USBMAR19	20.12
	20.12	91011211 531100	BLACKBIRD BAKERY/SNACKS FOR INTERVIEW GG-C/E-CIVIL SVC-OFC SUP		
Invoice: 02/22/19-SM	230516	02/22/19-SM	03/25/2019	USBMAR19	57.49
	57.49	81011881 535500	IT/AMAZON/CELL PHONE CASES - 3 IT - C/E COMPUTER PARTS & EQ		
Invoice: 02/28/19-SM	230517	02/28/19-SM	03/25/2019	USBMAR19	444.72
	444.72	81011881 548500	IT/SURVEYMONKEY/ANNUAL FEE, CITY-WIDE ACCOUNT IT - C/E COMPUTER SUPPORT		
Invoice: 03/11/19-SM	230518	03/11/19-SM	03/25/2019	USBMAR19	2,615.98
	2,615.98	81011881 535500	IT/RAKUTEN/DESKTOP COMPUTER - 2 IT - C/E COMPUTER PARTS & EQ		
Invoice: 03/11/19-SM-A	230519	03/11/19-SM-A	03/25/2019	USBMAR19	235.34
	235.34	81011881 535500	IT/AMAZON/RAM UPGRADE KIT (16GB) - 2 IT - C/E COMPUTER PARTS & EQ		

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 03/18/19-SM		230520	03/18/19-SM	03/25/2019	USBMAR19	20.72
				IT/ACUITY SCHEDULING/WEBSITE CALENDAR SCHEDULING M		
		20.72	81011881 548500	IT - C/E COMPUTER SUPPORT		
Invoice: 03/11/19-MS		230521	03/11/19-MS	03/25/2019	USBMAR19	149.00
				EX/ICMA/COUNCIL MANAGER WEBINAR		
		149.00	31011134 443410	EX-GF-TRAINING		
Invoice: 03/18/19-MS		230522	03/18/19-MS	03/25/2019	USBMAR19	695.00
				EX/ICMA/ANNUAL WEBINAR SUBSCRIPTION		
		695.00	31011134 443410	EX-GF-TRAINING		
Invoice: 03/19/19-MS		230523	03/19/19-MS	03/25/2019	USBMAR19	-149.00
				EX/ICMA/COUNCIL-MGR WEBINAR REFUND		
		-149.00	31011134 443410	EX-GF-TRAINING		
Invoice: 03/19/19-MS-A		230524	03/19/19-MS-A	03/25/2019	USBMAR19	167.90
				EX/DOUBLETREE SEA/HOTEL ROOM - SEA AIRPORT		
		167.90	31011131 543100	EX-GF-TRAVEL/MEALS/LODGING		
Invoice: 03/19/19-MS-B		230525	03/19/19-MS-B	03/25/2019	USBMAR19	3.30
				EX/HILTON RENAISSANCE/PARKING FEE		
		3.30	31011131 543100	EX-GF-TRAVEL/MEALS/LODGING		
Invoice: 03/22/19-MS		230526	03/22/19-MS	03/25/2019	USBMAR19	387.64
				EX/HILTON RENAISSANCE/HOTEL ROOM - RENO, NV		
		387.64	31011131 543100	EX-GF-TRAVEL/MEALS/LODGING		
Invoice: 03/06/19-KS		230527	03/06/19-KS	03/25/2019	USBMAR19	8.50
				FIN/WSF/PIPER JAFFRAY CONF		
		8.50	41011144 443410	FIN - C/E TRAINING		
Invoice: 02/26/19-KG		230528	02/26/19-KG	03/25/2019	USBMAR19	33.28
				ENG/AMAZON/WALL MIRROR - ME		
		33.28	72011321 531100	ENG - C/E ADMIN SUPPLIES		
Invoice: 02/27/19-KG		230529	02/27/19-KG	03/25/2019	USBMAR19	66.00
				BI PARK & REC/FIELD RESERVATION - ME		
		66.00	91029179 531100	GG-SELF INS-WELLNESS-SUPPLIES		
Invoice: 03/02/19-KG		230530	03/02/19-KG	03/25/2019	USBMAR19	353.70
				ENG/TUALIP CASINO HOTEL/LODING - LAND SUVEYORS; RG		
		353.70	72111436 443410	ENG - ACCESS TRANS TRAINING		
Invoice: 03/01/19-KG		230531	03/01/19-KG	03/25/2019	USBMAR19	54.99
				PW/AMAZON/MAIN LUNCHROOM SUPPLIES PC		
		54.99	73011183 531100	O&M-C/E-CH FAC-SUPPLIES		
Invoice: 03/03/19-KG		230532	03/03/19-KG	03/25/2019	USBMAR19	11.98
				ENG/SAFEWAY/SNACKS FOR MTAC MTG - ME		
		11.98	72111431 531100	ENG - ACCESS MGMT SUPPLIES		

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

				230533	02/08/19-KG-A	03/25/2019	USBMAR19	23.84
Invoice: 02/08/19-KG-A				23.84	72011321 531100	ENG/AMAZON/EDUCATIONAL TOYS- OUTREACH: SC		
						ENG - C/E ADMIN SUPPLIES		
				230534	03/03/19-KG-A	03/25/2019	USBMAR19	18.48
Invoice: 03/03/19-KG-A				18.48	72111431 531100	ENG/STARBUCKS/SNACKS FOR MTAC MTG		
						ENG - ACCESS MGMT SUPPLIES		
				230535	03/04/19-KG	03/25/2019	USBMAR19	19.26
Invoice: 03/04/19-KG				19.26	72011321 531100	ENG/MSK/1/2" IMPACT HEX BIT SOCKET : SC		
						ENG - C/E ADMIN SUPPLIES		
				230536	03/05/19-KG	03/25/2019	USBMAR19	50.32
Invoice: 03/05/19-KG				50.32	72111436 443410	ENG/WOOD FIRED PIZZA/WSDOT DESIGN BLD TRNG: CH		
						ENG - ACCESS TRANS TRAINING		
				230537	03/11/19-KG	03/25/2019	USBMAR19	12.23
Invoice: 03/11/19-KG				12.23	72011321 531100	ENG/AMAZON/PILOT GEL PENS		
						ENG - C/E ADMIN SUPPLIES		
				230538	03/13/19-KG	03/25/2019	USBMAR19	600.00
Invoice: 03/13/19-KG				600.00	72411341 443410	ENG/PNW AWWA/REGISTRATION : PJ		
						ENG - WATER TRAINING		
				230539	03/18/19-KG	03/25/2019	USBMAR19	152.81
Invoice: 03/18/19-KG				152.81	72431832 531100	ENG/AMAZON/MOTOROLA TALK ABOUT SET - AQ		
						ENG - SSWM PLAN SUPPLIES		
				230540	03/21/19-KG	03/25/2019	USBMAR19	50.00
Invoice: 03/21/19-KG				50.00	72011324 443410	ENG/OFFICE OF INTERNAL AFFAIRS/APP FEE - EDU : ME		
						ENG - C/E - TRAINING		
				230541	02/25/19-CK	03/25/2019	USBMAR19	4,984.00
Invoice: 02/25/19-CK				4,984.00	73431835 443410	PW/COMM DRIVE SCHOOL/CDL - PELETI		
						O&M-SSWM MAINT-TRAVEL EXP		
				230542	02/27/19-CK	03/25/2019	USBMAR19	14.00
Invoice: 02/27/19-CK				14.00	53011212 549100	POL/WA DOL/VEC 122 TITLE		
						PD-C/E-PATROL-DUES/SUBCR/MEMBR		
				230543	03/04/19-CK	03/25/2019	USBMAR19	303.99
Invoice: 03/04/19-CK				303.99	73011768 531100	PW/AMAZON/FAUCET - WFP		
						O&M-C/E-PARKS-SUPPLIES		
				230544	03/04/19-CK-A	03/25/2019	USBMAR19	102.64
Invoice: 03/04/19-CK-A				102.64	73011897 531100	PW/AMAZON/WRENCH - PW WASH BAY		
						O&M-C/E-PWY FAC-SUPPLIES		
				230545	03/06/19-CK	03/25/2019	USBMAR19	65.00
Invoice: 03/06/19-CK				65.00	73011189 549100	PW/NEEC/BOC CREDENTIAL - BIDLENCIK		
						O&M - C/E FACIL DUES/SUBSCR		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

Invoice: 03/06/19-CK-A	230546	03/06/19-CK-A	03/25/2019	USBMAR19	79.32
	79.32	73637891 531100	PW/AMAZON/FORMS STORAGE CLIPBOARD OFFICE SUPPLIES		
Invoice: 03/08/19-CK	230547	03/08/19-CK	03/25/2019	USBMAR19	138.62
	138.62	73637891 531100	PW/AMAZON/OFFICE CHAIR - GOODWIN OFFICE SUPPLIES		
Invoice: 03/13/19-CK	230548	03/13/19-CK	03/25/2019	USBMAR19	414.19
	414.19	73637891 531100	PW/COSTCO/WATER OFFICE SUPPLIES		
Invoice: 03/14/19-CK	230549	03/14/19-CK	03/25/2019	USBMAR19	16.34
	16.34	73411345 549100	PW/ADOBE/PRO SUBSCRIPTION DUES/SUBSCRIPTIONS		
Invoice: 03/15/19-CK	230550	03/15/19-CK	03/25/2019	USBMAR19	395.13
	395.13	73020769 531100	PW/AMAZON/HANDI TREADS-NO SLIP O&M-ROAD ENDS-SUPPLIES		
Invoice: 03/13/19-CK-A	230552	03/13/19-CK-A	03/25/2019	USBMAR19	99.00
	99.00	73638935 443410	PW/PUBLIC FLEET SUMMIT/TRAINING - BARTHOLOMEW O&M-STD ALLOCATION-TRAINING		

CHECK 350254 TOTAL: 29,917.93

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 29,917.93

COUNT AMOUNT

TOTAL PRINTED CHECKS 1 29,917.93

*** GRAND TOTAL *** 29,917.93

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR	PER	JNL				ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC	ACCOUNT		EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC	
2019	4	187							
APP	001-213000							GENERAL - ACCOUNTS PAYABLE	20,597.49
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	635-111100							CASH	29,917.93
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	407-213000							ACCOUNTS PAYABLE	2,296.68
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	401-213000							ACCOUNTS PAYABLE	668.84
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	402-213000							ACCOUNTS PAYABLE	52.50
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	101-213000							STREETS - ACCOUNTS PAYABLE	434.48
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	403-213000							ACCOUNTS PAYABLE	5,136.81
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
APP	631-213000							ACCOUNTS PAYABLE	731.13
	04/11/2019	USBMAR19	041119					AP CASH DISBURSEMENTS JOURNAL	
								GENERAL LEDGER TOTAL	29,917.93 29,917.93
APP	631-130000							DUE TO/FROM CLEARING	29,186.80
	04/11/2019	USBMAR19	041119						
APP	001-130000							GENERAL - DUE TO/FROM CLEARING	20,597.49
	04/11/2019	USBMAR19	041119						
APP	407-130000							DUE TO/FROM CLEARING	2,296.68
	04/11/2019	USBMAR19	041119						
APP	401-130000							DUE TO/FROM CLEARING	668.84
	04/11/2019	USBMAR19	041119						
APP	402-130000							DUE TO/FROM CLEARING	52.50
	04/11/2019	USBMAR19	041119						
APP	101-130000							STREETS - DUE TO/FROM CLEARING	434.48
	04/11/2019	USBMAR19	041119						
APP	403-130000							DUE TO/FROM CLEARING	5,136.81
	04/11/2019	USBMAR19	041119						
								SYSTEM GENERATED ENTRIES TOTAL	29,186.80 29,186.80
								JOURNAL 2019/04/187 TOTAL	59,104.73 59,104.73

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2019 4	187	04/11/2019			
001-130000				GENERAL - DUE TO/FROM CLEARING		20,597.49
001-213000				GENERAL - ACCOUNTS PAYABLE	20,597.49	
				FUND TOTAL	20,597.49	20,597.49
101 STREET FUND	2019 4	187	04/11/2019			
101-130000				STREETS - DUE TO/FROM CLEARING		434.48
101-213000				STREETS - ACCOUNTS PAYABLE	434.48	
				FUND TOTAL	434.48	434.48
401 WATER OPERATING FUND	2019 4	187	04/11/2019			
401-130000				DUE TO/FROM CLEARING		668.84
401-213000				ACCOUNTS PAYABLE	668.84	
				FUND TOTAL	668.84	668.84
402 SEWER OPERATING FUND	2019 4	187	04/11/2019			
402-130000				DUE TO/FROM CLEARING		52.50
402-213000				ACCOUNTS PAYABLE	52.50	
				FUND TOTAL	52.50	52.50
403 STORM & SURFACE WATER FUND	2019 4	187	04/11/2019			
403-130000				DUE TO/FROM CLEARING		5,136.81
403-213000				ACCOUNTS PAYABLE	5,136.81	
				FUND TOTAL	5,136.81	5,136.81
407 BUILDING & DEVELOPMENT FUND	2019 4	187	04/11/2019			
407-130000				DUE TO/FROM CLEARING		2,296.68
407-213000				ACCOUNTS PAYABLE	2,296.68	
				FUND TOTAL	2,296.68	2,296.68
631 CLEARING FUND	2019 4	187	04/11/2019			
631-130000				DUE TO/FROM CLEARING	29,186.80	
631-213000				ACCOUNTS PAYABLE	731.13	
635-111100				CASH		29,917.93
				FUND TOTAL	29,917.93	29,917.93

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		20,597.49
101 STREET FUND		434.48
401 WATER OPERATING FUND		668.84
402 SEWER OPERATING FUND		52.50
403 STORM & SURFACE WATER FUND		5,136.81
407 BUILDING & DEVELOPMENT FUND		2,296.68
631 CLEARING FUND	29,186.80	
TOTAL	29,186.80	29,186.80

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fintemp |A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET

						INVOICE DTL DESC		
350255	04/15/2019	PRTD	2576 OLYMPIC REGION MUNIC	230571	04/11/19	04/11/2019	M041519	100.00
Invoice: 04/11/19						EXCC/MEMBERSHIP DUES: CB		
				100.00	36011143 549100	CLERK-DUES/SUBSCR/MEMBRSHPS		
						CHECK	350255 TOTAL:	100.00
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***	100.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	100.00

						*** GRAND TOTAL ***	100.00
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 fintemp |A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2019 4 214									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		100.00	
04/15/2019	M041519	041519				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			100.00
04/15/2019	M041519	041519				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								100.00	100.00
APP 631-130000						DUE TO/FROM CLEARING		100.00	
04/15/2019	M041519	041519							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			100.00
04/15/2019	M041519	041519							
SYSTEM GENERATED ENTRIES TOTAL								100.00	100.00
JOURNAL 2019/04/214 TOTAL								200.00	200.00

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2019 4	214	04/15/2019			
001-130000				GENERAL - DUE TO/FROM CLEARING		100.00
001-213000				GENERAL - ACCOUNTS PAYABLE	100.00	
				FUND TOTAL	100.00	100.00
631 CLEARING FUND	2019 4	214	04/15/2019			
631-130000				DUE TO/FROM CLEARING	100.00	
635-111100				CASH		100.00
				FUND TOTAL	100.00	100.00

FUND	DUE TO	DUE FROM
001 GENERAL FUND		100.00
631 CLEARING FUND	100.00	
	TOTAL	100.00

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4/15/19

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fintemp |A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

350256 04/15/2019 PRD 1485 VERIZON WIRELESS 230621 9827332503 04/01/2019 M041519 4,399.70
Invoice: 9827332503 MAR19 CITYWIDE CELLPHONE SVCS
4,399.70 91011189 542100 GG-C/E-CITY HALL-PHONE

CHECK 350256 TOTAL: 4,399.70

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 4,399.70

COUNT AMOUNT

TOTAL PRINTED CHECKS 1 4,399.70

*** GRAND TOTAL *** 4,399.70

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2019 4 221									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		4,399.70	
04/15/2019	M041519	041519				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			4,399.70
04/15/2019	M041519	041519				AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		4,399.70	4,399.70
APP 631-130000						DUE TO/FROM CLEARING		4,399.70	
04/15/2019	M041519	041519				GENERAL - DUE TO/FROM CLEARING			4,399.70
APP 001-130000									
04/15/2019	M041519	041519				SYSTEM GENERATED ENTRIES TOTAL		4,399.70	4,399.70
						JOURNAL 2019/04/221 TOTAL		8,799.40	8,799.40

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JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001	GENERAL FUND	2019	4	221	04/15/2019			
	001-130000					GENERAL - DUE TO/FROM CLEARING		4,399.70
	001-213000					GENERAL - ACCOUNTS PAYABLE	4,399.70	
						FUND TOTAL	4,399.70	4,399.70
631	CLEARING FUND	2019	4	221	04/15/2019			
	631-130000					DUE TO/FROM CLEARING	4,399.70	
	635-111100					CASH		4,399.70
						FUND TOTAL	4,399.70	4,399.70

FUND		DUE TO	DUE FROM
001	GENERAL FUND		4,399.70
631	CLEARING FUND	4,399.70	
	TOTAL	4,399.70	4,399.70

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

350257 04/16/2019 PRD 333 KITSAP COUNTY AUDITO 230643 ROW/REETA-WING POINT 04/15/2019 M041619 104.00
Invoice: ROW/REETA-WING POINT
104.00 72011593 541100 ENG/ROW DEED/REETA - WING POINT REC FEE
ENG-GF-DEV-PROF SVCS

CHECK 350257 TOTAL: 104.00

350258 04/16/2019 PRD 316 KC TREASURER 230642 ROW/REETA-WING POINT 04/15/2019 M041619 10.00
Invoice: ROW/REETA-WING POINT
10.00 72011593 541100 ENG/ROW DEED/REETA - WING POINT
ENG-GF-DEV-PROF SVCS

CHECK 350258 TOTAL: 10.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 114.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	114.00

*** GRAND TOTAL *** 114.00

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR	PER	JNL				ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC	ACCOUNT					LINE DESC			
EFF	DATE	JNL	DESC	REF 1	REF 2	REF 3			
2019	4	227							
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		114.00	
04/16/2019	M041619	041619				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			114.00
04/16/2019	M041619	041619				AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		114.00	114.00
APP 631-130000						DUE TO/FROM CLEARING		114.00	
04/16/2019	M041619	041619				GENERAL - DUE TO/FROM CLEARING			114.00
APP 001-130000									
04/16/2019	M041619	041619				SYSTEM GENERATED ENTRIES TOTAL		114.00	114.00
						JOURNAL 2019/04/227	TOTAL	228.00	228.00

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2019	4	227	04/16/2019			
001-130000					GENERAL - DUE TO/FROM CLEARING		114.00
001-213000					GENERAL - ACCOUNTS PAYABLE	114.00	
					FUND TOTAL	114.00	114.00
631 CLEARING FUND	2019	4	227	04/16/2019			
631-130000					DUE TO/FROM CLEARING	114.00	
635-111100					CASH		114.00
					FUND TOTAL	114.00	114.00

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			114.00
631 CLEARING FUND		114.00	
	TOTAL	114.00	114.00

** END OF REPORT - Generated by Khammy Wahaus **

Regular

KW
4/17/19

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CASH ACCOUNT: 635			111100	CASH	CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC														
350259	04/24/2019	PRTD	5	ACE	HARDWARE	230121	43281/1	03/26/2019	04/21/19	17.40				
Invoice: 43281/1						17.40	73425358 531100	PW/LUBRICATING OIL O&M-WWTP-SUPPLIES						
						230122	43276/1	03/25/2019	04/21/19	43.36				
Invoice: 43276/1						43.36	73011897 531100	PW/BULB, ENVIRO HAND CHARGER O&M-C/E-PWY FAC-SUPPLIES						
						230123	43275/1	03/25/2019	04/21/19	10.83				
Invoice: 43275/1						10.83	73415345 531100	PW/KEY-SINGLE CUT, KEY TAG OFFICE SUPPLIES						
						230124	43259/1	03/22/2019	04/21/19	1.97				
Invoice: 43259/1						1.97	73011183 531100	PW/ELECTRICAL SUPPLIES, FASTENERS O&M-C/E-CH FAC-SUPPLIES						
						230192	43371/1	04/03/2019	04/21/19	39.13				
Invoice: 43371/1						39.13	73011768 531100	PW/ACE COMPOSTED MANURE O&M-C/E-PARKS-SUPPLIES						
						230193	43370/1	04/03/2019	04/21/19	69.72				
Invoice: 43370/1						69.72	73011183 531100	PW/9V & C BATTERIES O&M-C/E-CH FAC-SUPPLIES						
						230194	43353/1	04/02/2019	04/21/19	78.26				
Invoice: 43353/1						78.26	73011768 531100	PW/ACE COMPOSTED MANURE O&M-C/E-PARKS-SUPPLIES						
						230195	43341/1	04/01/2019	04/21/19	46.96				
Invoice: 43341/1						46.96	73011768 531100	PW/ACE COMPOSTED MANURE O&M-C/E-PARKS-SUPPLIES						
						230196	43339/1	04/01/2019	04/21/19	28.99				
Invoice: 43339/1						28.99	73011183 531100	PW/WOOD SCREW AND DRILL KIT, CORK ROLL, FASTENERS O&M-C/E-CH FAC-SUPPLIES						
						230197	43334/1	04/01/2019	04/21/19	23.48				
Invoice: 43334/1						23.48	73011768 531100	PW/ACE COMPOSTED MANURE O&M-C/E-PARKS-SUPPLIES						
						230198	43323/1	03/29/2019	04/21/19	76.26				
Invoice: 43323/1						76.26	73421355 531100	PW/ENG TAPE, SCREWDRIVER SET WIN COLL-SUPPLIES						
						230199	43322/1	03/29/2019	04/21/19	29.16				
Invoice: 43322/1						29.16	73111264 531100	PW/HOSE BARB, HEX BUSHING O&M-STREET-TRAF CONTROL-SUPPLY						
						230200	43319/1	03/29/2019	04/21/19	19.27				
Invoice: 43319/1						19.27	73011897 531100	PW/ANT & ROACH KILL, SANDING BLOCK O&M-C/E-PWY FAC-SUPPLIES						

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 43304/1				230201	43304/1	03/28/2019		04/21/19	99.05
				99.05	73411345 531100	PW/RUBBING ALCOHOL, TORCH KIT OFFICE SUPPLIES			
Invoice: 43302/1				230202	43302/1	03/28/2019		04/21/19	9.78
				9.78	73011183 531100	PW/CLOTH TACK 17X36" O&M-C/E-CH FAC-SUPPLIES			
Invoice: 43286/1				230203	43286/1	03/26/2019		04/21/19	13.07
				13.07	73411345 531100	PW/HOLE SAW 1-3/4" OFFICE SUPPLIES			
Invoice: 43389/1				230384	43389/1	04/05/2019		04/21/19	33.76
				33.76	73011183 531100	PW/AA BATTERY O&M-C/E-CH FAC-SUPPLIES			
Invoice: 43387/1				230385	43387/1	04/05/2019		04/21/19	141.68
				141.68	73011768 531100	PW/CLASSIC DROP SPREADER O&M-C/E-PARKS-SUPPLIES			
Invoice: 43384/1				230386	43384/1	04/05/2019		04/21/19	7.62
				7.62	73011768 531100	PW/CEMENT ALL PURPOSE O&M-C/E-PARKS-SUPPLIES			
Invoice: 43377/1				230387	43377/1	04/04/2019		04/21/19	11.67
				11.67	73011183 531100	PW/FASTENERS O&M-C/E-CH FAC-SUPPLIES			
Invoice: 43381/1				230388	43381/1	04/04/2019		04/21/19	2.91
				2.91	73011183 531100	PW/FASTENERS O&M-C/E-CH FAC-SUPPLIES			
Invoice: 43383/1				230389	43383/1	04/04/2019		04/21/19	35.95
				35.95	73011183 531100	PW/GFI ST RECEIPT, GFCI COVER O&M-C/E-CH FAC-SUPPLIES			
Invoice: 43382/1				230390	43382/1	04/04/2019		04/21/19	4.35
				4.35	73421355 531100	PW/409 SPRAY CLEANER WIN COLL-SUPPLIES			
Invoice: 43352/1				230391	43352/1	04/02/2019		04/21/19	-100.06
				-100.06	73011768 531100	PW/COMPOST O&M-C/E-PARKS-SUPPLIES			
Invoice: 43351/1				230392	43351/1	04/02/2019		04/21/19	100.06
				100.06	73011768 531100	PW/COMPOST O&M-C/E-PARKS-SUPPLIES			
Invoice: 43459/1				230589	43459/1	04/11/2019		04/21/19	7.62
				7.62	73411345 531100	PW/CABLE TIE OFFICE SUPPLIES			

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CASH ACCOUNT: 635 111100 CASH			VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME			INVOICE DTL DESC			
Invoice: 43451/1			230590	43451/1	04/10/2019		04/21/19	15.19
			15.19	73011897 531100	PW/BULB - FLUR O&M-C/E-PWY FAC-SUPPLIES			
Invoice: 43434/1			230591	43434/1	04/09/2019		04/21/19	70.84
			70.84	73111264 531100	PW/BATTERY - HYL A LIGHTS O&M-STREET-TRAF CONTROL-SUPPLY			
Invoice: 43399/1			230592	43399/1	04/05/2019		04/21/19	94.76
			94.76	73411345 531100	PW/LED BULBS, CLAMP LAMP OFFICE SUPPLIES			
							CHECK 350259 TOTAL:	1,033.04
350260	04/24/2019 PRTD	7726 AIR MANAGEMENT SOLUT	230570	0000127931	03/28/2019		04/21/19	963.39
Invoice: 0000127931					PW/REPLACE BLOWER MOTOR & RUN CAPACITOR			
			963.39	73011183 54810000707	CH HVAC-REPAIRS			
							CHECK 350260 TOTAL:	963.39
350261	04/24/2019 PRTD	7994 PENINSULA SERVICES	230402	89292	03/31/2019		04/21/19	32.00
Invoice: 89292					CRT/MOBILE SHREDDING SVCS			
			32.00	21011125 541100	COURT - PROFESSIONAL SERVICES			
Invoice: 89294			230622	89294	03/31/2019		04/21/19	64.00
			64.00	51011211 541100	PO/MOBILE SHREDDING PD-C/E-ADM-PROF SVCS			
							CHECK 350261 TOTAL:	96.00
350262	04/24/2019 PRTD	8991 ALLIANCE 2020, INC	230644	568429	03/31/2019		04/21/19	66.20
Invoice: 568429					HR/BACKGROUND CHECKS			
			66.20	33011161 541100	HR-C/E-PROF SVCS			
							CHECK 350262 TOTAL:	66.20
350263	04/24/2019 PRTD	6346 ALPHAGRAPHS	230583	363096	03/28/2019		04/21/19	433.69
Invoice: 363096					ENG/WINSLOW RAVINE SIGN			
			433.69	72431832 53110000664	ST DOE SSWM-SUPPLIES			
							CHECK 350263 TOTAL:	433.69
350264	04/24/2019 PRTD	7166 AMERICAN MESSAGING	230204	W4104492TD	04/01/2019		04/21/19	85.13
Invoice: W4104492TD					PW/MESSAGING SERVICES			
			85.13	73637891 542100	O&M - ALLOC FACIL TELEPHONE			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

CHECK 350264 TOTAL: 85.13

350265	04/24/2019	PRTD	4710 ASSOCIATED PETROLEU	230125	1396869-IN	03/21/2019	04/21/19	936.97
Invoice: 1396869-IN						PW/356.5 GAL UNLEADED FUEL		
				936.97	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
				230126	1396868-IN	03/21/2019	04/21/19	195.60
Invoice: 1396868-IN						PW/44.7 GAL DIESEL FUEL		
				195.60	73638893 532000	O&M-FUEL USE-ALLOCATION		
				230127	1396673-IN	03/19/2019	04/21/19	659.08
Invoice: 1396673-IN						PW/225 GAL UNLEADED FUEL		
				659.08	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
				230128	1396666-IN	03/19/2019	04/21/19	428.38
Invoice: 1396666-IN						PW/140 GAL UNLEADED FUEL		
				428.38	73638893 532000	O&M-FUEL USE-ALLOCATION		
				230129	1394279-IN	03/14/2019	04/21/19	885.36
Invoice: 1394279-IN						PW/323 GAL UNLEADED FUEL		
				885.36	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
				230130	1394278-IN	03/14/2019	04/21/19	271.63
Invoice: 1394278-IN						PW/76.2 GAL DIESEL FUEL		
				271.63	73638893 532000	O&M-FUEL USE-ALLOCATION		
				230131	1393701-IN	03/12/2019	04/21/19	876.88
Invoice: 1393701-IN						PW/325 GAL UNLEADED FUEL		
				876.88	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
				230132	1393700-IN	03/12/2019	04/21/19	652.01
Invoice: 1393700-IN						PW/227 GAL DIESEL FUEL		
				652.01	73638893 532000	O&M-FUEL USE-ALLOCATION		
				230647	1414079-IN	04/08/2019	04/21/19	640.09
Invoice: 1414079-IN						550 GAL PROPANE FUEL		
				640.09	91011897 547200	GG-C/E-O&M YARD FAC-PROPANE		
				230648	1402020-IN	03/28/2019	04/21/19	534.59
Invoice: 1402020-IN						PW/165 GAL UNLEADED FUEL		
				534.59	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
				230649	1402013-IN	03/28/2019	04/21/19	195.18
Invoice: 1402013-IN						PW/45 GAL DIESEL FUEL		
				195.18	73638893 532000	O&M-FUEL USE-ALLOCATION		
				230650	1401112-IN	03/26/2019	04/21/19	942.30
Invoice: 1401112-IN						PW/345 GAL UNLEADED FUEL		
				942.30	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
				230651	1401111-IN	03/26/2019	04/21/19	318.13

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CASH ACCOUNT: 635			111100		CASH					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
						INVOICE DTL DESC				
Invoice: 1401111-IN						PW/94 GAL DIESEL FUEL				
318.13 73638893 532000						O&M-FUEL USE-ALLOCATION				
						CHECK	350265	TOTAL:	7,536.20	
350266	04/24/2019	PRTD	7821 AUS WEST LOCKBOX	230133	1991174856	03/28/2019		04/21/19	53.99	
Invoice: 1991174856						PW/LAUNDRY SERVICES				
53.99 73638893 589310						LAUNDRY SERVICES				
230394 1991185002						04/04/2019 04/21/19 56.64				
Invoice: 1991185002						PW/LAUNDRY SERVICES				
56.64 73638893 589310						LAUNDRY SERVICES				
230593 199195093						04/11/2019 04/21/19 56.64				
Invoice: 199195093						PW/LAUNDRY SERVICES				
56.64 73638893 589310						LAUNDRY SERVICES				
						CHECK	350266	TOTAL:	167.27	
350267	04/24/2019	PRTD	2138 ASPECT CONSULTING LL	230556	32619	03/13/2019	21700132	04/21/19	2,489.50	
Invoice: 32619						PW/EVALUATE WATER RIGHTS				
2,489.50 73411345 54110000868						WATER RIGHTS-PROF SVCS				
230584 32019						01/11/2019 21700004 04/21/19 974.36				
Invoice: 32019						ENG/GROUNDWATER MGMT.				
974.36 72637319 54110000809						WATER QUAL FLOW MONIT-PRO SVCS				
						CHECK	350267	TOTAL:	3,463.86	
350268	04/24/2019	PRTD	1235 AT&T ONENET SERVICE	230313	1269865964	04/01/2019		04/21/19	.63	
Invoice: 1269865964						PCD/FA LONG DIST APR19				
.63 91011189 542100						GG-C/E-CITY HALL-PHONE				
230314 1269857576						04/01/2019 04/21/19 30.02				
Invoice: 1269857576						FIN/FAX LONG DIST APR19				
30.02 91011189 542100						GG-C/E-CITY HALL-PHONE				
						CHECK	350268	TOTAL:	30.65	
350269	04/24/2019	PRTD	4365 AUTOMATIC FUNDS TRAN	230162	BAIN1903983	03/31/2019		04/21/19	282.00	
Invoice: BAIN1903983						FIN/PHONE & WEB PYMT SVCS				
141.00 43411341 541100						FIN - WATER ADMIN PROF SERVICE				
141.00 43421351 541100						FIN - SEWER ADMIN PROF SERVICE				
230179 BAIN1903028						03/29/2019 04/21/19 559.40				
Invoice: BAIN1903028						FIN/REMIT PROCESSING: b&o				
559.40 41011141 541100						FIN - C/E ADMIN PROF SERVICES				

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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 107788

230611	107788	04/05/2019	04/21/19	5.29
FIN/FINAL BILL: PRINT & MAIL				
.89	43411341 541100	FIN - WATER ADMIN PROF SERVICE		
.90	43421351 541100	FIN - SEWER ADMIN PROF SERVICE		
1.75	91411891 542500	GG-WTR-FAC-POSTAGE		
1.75	91421891 542500	GG-SWR-FAC-POSTAGE		

Invoice: 107668

230612	107668	04/02/2019	04/21/19	720.11
FIN/STMT PREP & MAIL				
152.60	43411341 541100	FIN - WATER ADMIN PROF SERVICE		
152.59	43421351 541100	FIN - SEWER ADMIN PROF SERVICE		
207.46	91411891 542500	GG-WTR-FAC-POSTAGE		
207.46	91421891 542500	GG-SWR-FAC-POSTAGE		

CHECK 350269 TOTAL: 1,566.80

350270 04/24/2019 PRD 4861 AXON ENTERPRISES, IN 230623 SI-1585117 03/31/2019 04/21/19 14,184.65
Invoice: SI-1585117

POL/EVIDENCE.COM LICENSING				
817.50	53011212 53510000956	AXON CAMERA SYSTEMS-SOFTWARE		
6,972.68	53011212 53110000956	AXON CAMERA SYSTEMS-HARDWARE		
4,462.46	53011212 54850000956	AXON CAMERA SYSTEMS-MAINT		
1,932.01	53011212 54110000956	AXON CAMERA SYSTEMS-PROF SVCS		

CHECK 350270 TOTAL: 14,184.65

350271 04/24/2019 PRD 47 BAINBRIDGE DISPOSAL 230163 0000850608 03/31/2019 04/21/19 2,086.27
Invoice: 0000850608

CITYWIDE DISPOSAL SVC MAR19				
604.79	91011215 547900	GG-C/E-PD-GARBAGE		
446.20	91011768 547900	GG-C/E-PARKS-GARBAGE		
332.83	91425358 547900	GG-WWTP-GARBAGE (NOT BIOSOLIDS)		
702.45	91011897 547900	GG-C/E-O&M YARD FAC-GARBAGE		

Invoice: 0000850808

230164	0000850808	03/31/2019	04/21/19	347.39
C.H. DISPOSAL SVC MAR19				
347.39	91011189 547900	GG-C/E-CITY HALL-GARBAGE		

Invoice: 0000850868

230165	0000850868	03/31/2019	04/21/19	56.07
BIG BELLY DISPOSAL SVC MAR19				
56.07	91011189 547903	BIG BELLY SOLAR GARBAGE CANS		

Invoice: 0000850570

230205	0000850570	03/31/2019	04/21/19	257.98
PW/SEN CTR - COMMONS GARBAGE SVC				
257.98	91011755 547900	GG-C/E-COMMONS-GARBAGE		

CHECK 350271 TOTAL: 2,747.71

350272 04/24/2019 PRD 8269 BAINBRIDGE EVENT REN 230315 5A 03/12/2019 04/21/19 687.05
Invoice: 5A

POL/DEPOSIT ON NNO RENTALS				
687.05	51011211 54500000649	NAT'L NIGHT OUT-RENTALS		

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CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
CHECK 350272 TOTAL:									687.05
350273	04/24/2019	PRTD	9164 BAINBRIDGE LANDING L	230242	206-780-8818	03/28/2019	04/21/19		156.26
Invoice: 206-780-8818				156.26	01136	369910	C-LINK REFUNDS REC'D BY COBI IN ERROR OTHER MISC REVENUE (INC NSF)		
CHECK 350273 TOTAL:									156.26
350274	04/24/2019	PRTD	55 BAINBRIDGE ISLAND RE	230613	BI-0000210425 2019	03/29/2019	04/21/19		85.00
Invoice: BI-0000210425 2019				85.00	61011581	531100	PCD/SUBSCRIPTIONS 104 ISSUES PCD - C/E ADMIN SUPPLIES		
CHECK 350274 TOTAL:									85.00
350275	04/24/2019	PRTD	55 SOUND PUBLISHING, IN	230166	BIR850087	03/29/2019	04/21/19		76.74
Invoice: BIR850087				76.74	63470586	544000	PCD/NOTICE OF APP BLD23793 CUR-DEV-ZONING-ADV		
Invoice: BIR850017				50.76	11011113	544000	CC/ORDINANCE NO. 2019-10 COUNCIL - LEGAL NOTICES		
CHECK 350275 TOTAL:									127.50
350276	04/24/2019	PRTD	55 SOUND PUBLISHING, IN	230652	7909970	03/31/2019	04/21/19		44.50
Invoice: 7909970				44.50	33011161	544000	HR/AD: SEASONAL MAINTENANCE WORKER HR-C/E-ADVERTISING		
CHECK 350276 TOTAL:									44.50
350277	04/24/2019	PRTD	3390 BAINBRIDGE SELF STOR	230558	2233	03/30/2019	04/21/19		1,102.00
Invoice: 2233				1,102.00	36011143	545000	EXCC/UNIT 9008, 9009 RENT CLERK-RENTS		
CHECK 350277 TOTAL:									1,102.00
350278	04/24/2019	PRTD	57 BAY HAY & FEED	230209	1413012	04/01/2019	04/21/19		51.12
Invoice: 1413012				51.12	73011768	531100	PW/FLORAL FLEXRAKE SHOVEL O&M-C/E-PARKS-SUPPLIES		
Invoice: 1414087				15.21	73011189	531100	PW/HAY STRAW O&M - C/E FACIL OFC SUPPLIES		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

						CHECK	350278 TOTAL:	66.33
350279	04/24/2019	PRTD	45 BAINBRIDGE ISLAND CH	230183	04/03/19	04/03/2019	04/21/19	9,590.22
Invoice: 04/03/19						1ST QTR 2019 LTAC		
9,590.22 91140573 541100						GG-TOUR-PROF SERVICES		
						CHECK	350279 TOTAL:	9,590.22
350280	04/24/2019	PRTD	7178 BAINBRIDGE ISL CHILD	230406	04/08/19	04/08/2019	04/21/19	2,970.04
Invoice: 04/08/19						EX/Q1 2019 COMMUNITY SERVICES FUNDING		
2,970.04 31017540 54110000297						EX-BI CHILD CARE/B&G CLUB		
						CHECK	350280 TOTAL:	2,970.04
350281	04/24/2019	PRTD	50 BAINBRIDGE ISLAND EL	230206	20190028	03/27/2019	04/21/19	267.05
Invoice: 20190028						PW/TROUBLESHOT TRUCK WASH FILTER SYSTEM		
267.05 73011897 548100						O&M-C/E-PWYD FAC-REPAIRS		
230207 20190031						03/27/2019	04/21/19	185.21
Invoice: 20190031						PW/REPAIRED BROKEN FLEX & SHORTED ELEC WIRE		
185.21 73011183 548100						O&M-C/E-CH FAC-REPAIRS		
230208 20190030						03/27/2019	04/21/19	291.03
Invoice: 20190030						PW/REPLACE BREAKER IN CHLORINE GENERATOR CTRL PAN		
291.03 73411345 548100						REPAIRS & MAINTENANCE		
						CHECK	350281 TOTAL:	743.29
350282	04/24/2019	PRTD	2265 BAINBRIDGE ISLAND LO	230316	COBI-0023	04/03/2019	04/21/19	21,266.66
Invoice: COBI-0023						Q1 2019 LTAC - "DESTINATION BAINB		
21,266.66 91140573 541100						GG-TOUR-PROF SERVICES		
						CHECK	350282 TOTAL:	21,266.66
350283	04/24/2019	PRTD	2476 BISCC	230318	04/05/19	04/05/2019	04/21/19	11,250.00
Invoice: 04/05/19						EX/Q1 2019 COMMUNITY SERVICES		
11,250.00 31017690 54110000297						SEN CENTER-OPER SUPPORT		
						CHECK	350283 TOTAL:	11,250.00
350284	04/24/2019	PRTD	7183 BI SPECIAL NEEDS FOU	230170	2339	03/31/2019	04/21/19	3,500.00
Invoice: 2339						EX/Q1 2019 OPERATING SUPPORT		
3,500.00 31017686 54110000297						HOPE HS/BI SP NEEDS/ISLANDTIME		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

						CHECK	350284 TOTAL:	3,500.00
350285	04/24/2019	PRTD	64 BAINBRIDGE ISLAND AR	230180	1875	03/22/2019	04/21/19	6,000.00
Invoice: 1875			6,000.00		91140573 541100	GRANT - LTAC: ADMIN - CURRENTS ONLINE GG-TOUR-PROF SERVICES		
						CHECK	350285 TOTAL:	6,000.00
350286	04/24/2019	PRTD	1341 BLUE SKY PRINTING	230659	130172	04/03/2019	04/21/19	3,488.65
Invoice: 130172			3,488.65		31011572 549500	EX/COBI NEWSLETTER EX-GF-OUTREACH-PRINTING		
						CHECK	350286 TOTAL:	3,488.65
350287	04/24/2019	PRTD	5016 BAINBRIDGE ISLAND BO	230187	Q12019	04/02/2019	04/21/19	8,750.00
Invoice: Q12019			8,750.00		31017540 54110000297	EX/Q1 2019 OPERATING SUPPORT EX-BI CHILD CARE/B&G CLUB		
						CHECK	350287 TOTAL:	8,750.00
350288	04/24/2019	PRTD	5903 BUILDERS' HARDWARE &	230210	S3694045.001	03/26/2019	04/21/19	1,110.51
Invoice: S3694045.001			1,110.51		73011897 531100	PW/DOOR LOCKS FOR PW SHOP O&M-C/E-PWY FAC-SUPPLIES		
						CHECK	350288 TOTAL:	1,110.51
350289	04/24/2019	PRTD	7621 CAROLLO ENGINEERS IN	230319	0174883	03/06/2019	04/21/19	1,295.23
Invoice: 0174883			1,295.23		72411345 54110000336	ENG/UPDATE WATER MODELING CONTRACT ANNUAL WATER MAINS PRES-PROFSV		
						CHECK	350289 TOTAL:	1,295.23
350290	04/24/2019	PRTD	551 CENTURYLINK	230624	5996APR19	04/07/2019	04/21/19	81.79
Invoice: 5996APR19			81.79		91011757 542100	E-PHONE @ WFP DOCK GG-GF-WFP DOCK-PHONE		
						CHECK	350290 TOTAL:	81.79
350291	04/24/2019	PRTD	8253 CHS NORTHWEST	230135	33335/H	03/26/2019	04/21/19	912.24
Invoice: 33335/H			912.24		73637892 531100	PW/50LB COARSE SALT BAGS (98) O&M-ALLOC-WTR-CONSUMABLES		
						230395	33581/H	252.84
Invoice: 33581/H			252.84		73011768 531100	PW/50# CORN GLUTEN MEAL O&M-C/E-PARKS-SUPPLIES		

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CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 33732/H				230653	33732/H	04/12/2019		04/21/19	456.12
						PW/50# EX COARSE SALT BAG X49			
				456.12	73637892 531100	O&M-ALLOC-WTR-CONSUMABLES			
						CHECK	350291	TOTAL:	1,621.20
350292 04/24/2019 PRD 8491 CHUCKALS, INC.				230572	983843-0	04/10/2019		04/21/19	230.96
Invoice: 983843-0						CRT/COPY PAPER, CLEANING WIPES			
				230.96	21011125 531100	COURT - SUPPLIES			
						CHECK	350292	TOTAL:	230.96
350293 04/24/2019 PRD 102 CITY OF BAINBRIDGE I				230172	RETREQ3-911	03/14/2019	21800100	04/21/19	815.48
Invoice: RETREQ3-911						CITY HALL SIDING REPAIR-RET			
				815.48	73011183 54810000911	CH SIDING REPAIR-REPAIRS			
						CHECK	350293	TOTAL:	815.48
350294 04/24/2019 PRD 103 CITY OF BAINBRIDGE I				230188	21900069	04/04/2019		04/21/19	100.64
Invoice: 21900069						PW/MARCH 2019 WELL USE			
				30.77	73111290 547500	O&M-STREET-ADM OH-CITY WTR/SWR			
				69.87	73421355 547500	O&M-SWR-CITY WATER/SEWER BILL			
						CHECK	350294	TOTAL:	100.64
350295 04/24/2019 PRD 104 CITY OF BREMERTON				230559	BKAT000476	04/01/2019		04/21/19	2,840.75
Invoice: BKAT000476						IT/BKAT - APR'19			
				2,840.75	81011881 542420	IT-C/E-TELEVISTED COUNCIL MEET			
						CHECK	350295	TOTAL:	2,840.75
350296 04/24/2019 PRD 112 CODE PUBLISHING COMP				230560	63147	04/04/2019		04/21/19	480.00
Invoice: 63147						EXCC/STD WEB HOSTING - ANNUAL FEE			
				480.00	36011143 541100	CLERK-C/E-PROF SVCS			
						CHECK	350296	TOTAL:	480.00
350297 04/24/2019 PRD 4513 WASTE MANAGEMENT				230615	0049297-2588-7	03/15/2019		04/21/19	50.00
Invoice: 0049297-2588-7						PW/RECERT FEE SPW			
				50.00	73435838 54790000618	DECANT SPOILS DISPOSAL			
						CHECK	350297	TOTAL:	50.00

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CASH ACCOUNT: 635		111100	CASH									
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET			
INVOICE DTL DESC												

350298	04/24/2019	PRTD	8111 COMMUNITY SOLAR SOLU	230320	MAR19	04/01/2019		04/21/19	194.66			
Invoice: MAR19				MAR2019 SOLAR NET METERING								
				194.66	91011189	54500000627	CH SOLAR-NET METERING PYMTS					
								CHECK	350298 TOTAL:	194.66		
350299	04/24/2019	PRTD	8564 WILLIAM E COOPER	230645	4-2019	04/15/2019		04/21/19	134.00			
Invoice: 4-2019				LEOFF 1 REIMB FEB19								
				134.00	91029211	521500	POLICE - INS ADD MEDICAL COSTS					
								CHECK	350299 TOTAL:	134.00		
350300	04/24/2019	PRTD	4950 CORRECT EQUIPMENT IN	230561	38968	03/19/2019		04/21/19	3,313.60			
Invoice: 38968				PW/GRINDER PUMP MAINT								
				3,313.60	73426355	54810000562	GRINDER PUMP MAINT CONTRACT					
				230562	38967	03/19/2019		04/21/19	2,735.90			
Invoice: 38967				PW/GRINDER PUMP MAIN								
				2,735.90	73426355	54810000562	GRINDER PUMP MAINT CONTRACT					
								CHECK	350300 TOTAL:	6,049.50		
350301	04/24/2019	PRTD	7016 CUSTOM PRINTING	230573	8370	02/28/2019		04/21/19	920.51			
Invoice: 8370				PCD/CLEARING PERMIT SIGNS								
				920.51	63470588	531100	CUR - DEV DEV PLAN OFC SUPPLY					
				230585	8441	03/29/2019		04/21/19	111.18			
Invoice: 8441				ENG,PW/BUSINESS CARDS: JG								
				49.05	73638935	531100	O&M-STD ALLOCATION-SUPPLIES					
				62.13	72011321	531100	ENG - C/E ADMIN SUPPLIES					
								CHECK	350301 TOTAL:	1,031.69		
350302	04/24/2019	PRTD	152 DAILY JOURNAL OF COM	230321	3344076-A	01/23/2019		04/21/19	432.60			
Invoice: 3344076-A				ENG/NTC: OLYMPIC DR								
				432.60	72011951	64400000596	SR305-OLYMPIC NM-ADV					
				230631	3346362	04/03/2019		04/21/19	218.40			
Invoice: 3346362				ENG/SUSTAINBLE TRANS PLAN								
				218.40	72111444	54400001018	SUSTAINABLE TRANS-ADV					
								CHECK	350302 TOTAL:	651.00		
350303	04/24/2019	PRTD	672 DSC INC	230211	98938	03/27/2019		04/21/19	361.88			
Invoice: 98938				PW/25' LAYFLAT MILL HOSE								
				361.88	73411345	531100	OFFICE SUPPLIES					

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

						CHECK	350303 TOTAL:	361.88
350304	04/24/2019	PRTD	8975 ECONORTHWEST	230616	20686	01/31/2019	04/21/19	7,633.75
Invoice: 20686						PCD/INCLUSIONARY ZONING AND TDR		
7,633.75 61011586 54110000930						COMP PLAN IMPL-PROF SVCS		
						CHECK	350304 TOTAL:	7,633.75
350305	04/24/2019	PRTD	9171 RICHARD ERNSDORFF	230637	04/14/19	04/15/2019	04/21/19	150.00
Invoice: 04/14/19						FIN/SR CTR DAMAGE DEPOSIT REFUND		
150.00 41625860 586000						SC/COMMONS ROOM DEP-DISBURSEME		
						CHECK	350305 TOTAL:	150.00
350306	04/24/2019	PRTD	7510 EXPERIAN	230638	CD1912001965	03/29/2019	04/21/19	93.31
Invoice: CD1912001965						POL/INFORMATION SERVICES		
93.31 52011212 549100						PD-C/E-INV-DUES/SUBSCR/MEMBRSH		
						CHECK	350306 TOTAL:	93.31
350307	04/24/2019	PRTD	212 FABRICARE 02 - PLANT	230396	04/01/19	04/01/2019	04/21/19	394.80
Invoice: 04/01/19						POL/LAUNDRY SERVICE		
135.80 51011211 520000						PD-C/E ADMIN-BENEFITS		
95.59 52011212 520000						POLICE - C/E INVEST BENEFITS		
163.41 53011212 520000						POLICE - C/E PATROL BENEFITS		
						CHECK	350307 TOTAL:	394.80
350308	04/24/2019	PRTD	1953 FERGUSON ENTERPRISES	230212	CM111851	03/28/2019	04/21/19	-124.48
Invoice: CM111851						PW/SUPPLIES		
-124.48 73421355 531100						WIN COLL-SUPPLIES		
230213 0745358						03/07/2019 04/21/19 124.48		
Invoice: 0745358						PW/SUPPLIES		
124.48 73421355 531100						WIN COLL-SUPPLIES		
230595 SC40875						03/31/2019 04/21/19 30.94		
Invoice: SC40875						PW/SVC CHARGE FOR MARCH		
30.94 73637892 531100						O&M-ALLOC-WTR-CONSUMABLES		
230596 SC40898						03/31/2019 04/21/19 92.53		
Invoice: SC40898						PW/SVC CHARGE FOR MARCH		
92.53 73637892 531100						O&M-ALLOC-WTR-CONSUMABLES		
230597 0751769						03/29/2019 04/21/19 2,336.04		
Invoice: 0751769						PW/CLAMPS, PVC COUPLERS		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

34.08	73637893	531100	O&M-ALLOC-SWR CONSUMABLES
180.69	421	141100	SEWER-INVENTORY
2,121.27	411	141100	WATER - INVENTORY

CHECK 350308 TOTAL: 2,459.51

350309	04/24/2019	PRTD	8709 PLATFORM DESIGN LLC	230617	5 - MARCH 2019	03/31/2019		04/21/19	8,730.17
Invoice: 5 - MARCH 2019									
PCD/UPDATE OF CITY'S DESIGN GUIDEL									
8,730.17	61011586	54110000930	COMP PLAN IMPL-PROF SVCS						

230618	4 - FEBRUARY 2019	02/28/2019		04/21/19	9,812.50
PCD/UPDATE OF CITY'S DESIGN GUIDEL					
9,812.50	61011586	54110000930	COMP PLAN IMPL-PROF SVCS		

Invoice: 4 - FEBRUARY 2019

230620	3 - JANUARY 2019	01/31/2019		04/21/19	15,355.86
PCD/UPDATE OF CITY'S DESIGN GUIDEL					
15,355.86	61011586	54110000930	COMP PLAN IMPL-PROF SVCS		

Invoice: 3 - JANUARY 2019

CHECK 350309 TOTAL: 33,898.53

350310	04/24/2019	PRTD	5062 FRIENDS OF THE FARMS	230173	04/01/19	04/01/2019		04/21/19	16,250.00
Invoice: 04/01/19									
EX/Q1 2019 PROF SVC									
16,250.00	31011131	54110001019	FOTF-FARM MNGT SVCS						

CHECK 350310 TOTAL: 16,250.00

350311	04/24/2019	PRTD	231 GALLS, LLC	230323	012326714	03/27/2019		04/21/19	41.20
Invoice: 012326714									
POL/NAME TAGS X3									
41.20	51011211	531100	PD-C/E-ADM-SUPPLIES						

CHECK 350311 TOTAL: 41.20

350312	04/24/2019	PRTD	4262 GEMPLER'S	230214	SI04388453	03/18/2019		04/21/19	519.05
Invoice: SI04388453									
PW/SAFETY GLASSES									
519.05	73637891	531100	OFFICE SUPPLIES						

CHECK 350312 TOTAL: 519.05

350313	04/24/2019	PRTD	513 GRAINGER	230136	9125773094	03/25/2019		04/21/19	166.46
Invoice: 9125773094									
PW/INLINE CENTRIFUGAL DUCT FAN									
166.46	73421355	531100	WIN COLL-SUPPLIES						

CHECK 350313 TOTAL: 166.46

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CASH ACCOUNT: 635			111100		CASH															
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET											
INVOICE DTL DESC																				
350314	04/24/2019	PRTD	2096 GRAY & OSBORNE INC	230586	18	04/02/2019	21700158	04/21/19	2,257.80											
			Invoice: 18				ENG/WATER SYSTEM DESIGN IMPRVMENTS													
				2,257.80	72413434	64110000819	WATER IMPR PROJECTS 2017-ENG													
							CHECK	350314	TOTAL:	2,257.80										
350315	04/24/2019	PRTD	6765 GREY CHEVROLET	230215	6081676/1	03/29/2019		04/21/19	264.27											
			Invoice: 6081676/1				PW/A/C SCV, VEH # 224													
				264.27	53011212	548100	POLICE - C/E PATROL MAINTENANC													
							CHECK	350315	TOTAL:	264.27										
350316	04/24/2019	PRTD	1517 GUARDIAN SECURITY SY	230324	901662	04/01/2019		04/21/19	47.96											
			Invoice: 901662				POL/ALARM MONITORING													
				47.96	51011215	541100	POLICE - C/E FACIL PROF SVCS													
							CHECK	350316	TOTAL:	47.96										
350317	04/24/2019	PRTD	7180 HELPLINE HOUSE	230184	04/01/19	04/01/2019		04/21/19	11,287.09											
			Invoice: 04/01/19				EX/Q1 2019 COMMUNITY SERVICE FUNDING													
				11,287.09	31017640	54110000297	MENTAL HEALTH SVCS-HELPLINE													
							CHECK	350317	TOTAL:	11,287.09										
350318	04/24/2019	PRTD	4850 HOME DEPOT CREDIT SE	230598	1024213	04/02/2019		04/21/19	164.05											
			Invoice: 1024213				PW/PVC, KWIK SEAL, MOSIAC - SR CTR BACKSPLASH													
				164.05	73011755	531100	O&M-COMMONS SUPPLIES													
				230600	5014146	03/29/2019		04/21/19	77.05											
			Invoice: 5014146				PW/CONTACT ADHESIVE, WIRE ROPE - HUGGLER'S CUBICLE													
				77.05	73011183	531100	O&M-C/E-CH FAC-SUPPLIES													
							CHECK	350318	TOTAL:	241.10										
350319	04/24/2019	PRTD	9152 HP INC.	230626	60902603	03/28/2019		04/21/19	3,135.55											
			Invoice: 60902603				POL/TABLET, DOCKING STATION													
				3,135.55	54025212	531100	MARINE - SUPPLIES													
							CHECK	350319	TOTAL:	3,135.55										
350320	04/24/2019	PRTD	9170 INDEED, INC.	230407	21940179	03/31/2019		04/21/19	168.54											
			Invoice: 21940179				POL/RECRUITING MARCH 2019 AD													
				168.54	33011161	544000	HR-C/E-ADVERTISING													

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
CHECK 350320 TOTAL:									168.54
350321	04/24/2019	PRTD	2501 INTERNATIONAL CODE C	230326	1001029860	04/04/2019		04/21/19	117.72
Invoice: 1001029860					PCD/'15 & '18 IPMC COMMENTARY				
					117.72 62471594 443410	BLDG - BLDG TRAINING TRAVEL			
					230654 1001032754	04/11/2019		04/21/19	14.72
Invoice: 1001032754					PCD/ACTIVITY BOOK FOR KIDS, STICKERS				
					14.72 62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
CHECK 350321 TOTAL:									132.44
350322	04/24/2019	PRTD	280 INTEGRA CHEMICAL COM	230216	0130666-IN	03/29/2019		04/21/19	1,355.09
Invoice: 0130666-IN					PW/CHLOR TABLETS				
					1,355.09 73637892 531100	O&M-ALLOC-WTR-CONSUMABLES			
CHECK 350322 TOTAL:									1,355.09
350323	04/24/2019	PRTD	7184 ISLAND VOLUNTEER CAR	230227	04/04/19	04/04/2019		04/21/19	6,250.00
Invoice: 04/04/19					EX/ Q1 2019 COMMUNITY SERVICES FUN				
					6,250.00 31017690 54110200297	ISLAND VOLUNTEER CAREGIVERS			
CHECK 350323 TOTAL:									6,250.00
350324	04/24/2019	PRTD	3114 SIMPLEX GRINNELL LP	230563	41250609	03/08/2019	21800084	04/21/19	2,955.47
Invoice: 41250609					PW/CH PANIC ALARM REPLACEMENT				
					2,955.47 73011183 54110000865	CH PANIC ALARMS UPGRADE-PRF SV			
CHECK 350324 TOTAL:									2,955.47
350325	04/24/2019	PRTD	1826 JOHNSON CONTROLS INC	230564	1-84862758996	02/28/2019		04/21/19	2,303.93
Invoice: 1-84862758996					PW/C.H. HVAC SERVICE				
					2,303.93 73011183 54810000770	CH HVAC UPGRADE			
CHECK 350325 TOTAL:									2,303.93
350326	04/24/2019	PRTD	4181 JUDICIAL CONFERENCE	230408	DMCMA ANNUAL CONF	04/09/2019		04/21/19	150.00
Invoice: DMCMA ANNUAL CONF					CRT/DMCMA ANNUAL CONF: TD				
					150.00 21011125 443410	COURT - TRAINING			
CHECK 350326 TOTAL:									150.00
350327	04/24/2019	PRTD	5275 KAISER PERMANENTE	230601	68026549	04/01/2019		04/21/19	250.00
Invoice: 68026549					PW/CDL MED EXAM: TP, KT				
					125.00 73431835 541100	PROFESSIONAL SERVICES			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

125.00 73011189 541100 O&M - C/E FACIL PROF SERVICES

CHECK 350327 TOTAL: 250.00

350328	04/24/2019	PRTD	333 KITSAP COUNTY AUDITO	230565	437164	03/21/2019		04/21/19	38.00
			Invoice: 437164			EXCC/PARTIAL REL OF LID20			
				38.00	36426143 551000	CLERK-SIS-RECORDING			

CHECK 350328 TOTAL: 38.00

350329	04/24/2019	PRTD	1505 KITSAP COUNTY TREASU	230327	MAR19	03/29/2019		04/21/19	58.32
			Invoice: MAR19			MAR19 KC OUT COURT REMIT			
				58.32	41612860 586000	CRIME VICTIMS-OUT			

CHECK 350329 TOTAL: 58.32

350330	04/24/2019	PRTD	1971 KELLEY IMAGING SYSTE	230137	IN508428	03/26/2019		04/21/19	764.02
			Invoice: IN508428			PCD/COLOR OVERAGE CHARGES			
				764.02	61470581 545000	PCD - DEV ADMIN RENTS & LEASES			

				230138	IN508427	03/26/2019		04/21/19	1,213.12
			Invoice: IN508427			PCD/COLOR OVERAGE CHARGES			
				1,213.12	61470581 545000	PCD - DEV ADMIN RENTS & LEASES			

CHECK 350330 TOTAL: 1,977.14

350331	04/24/2019	PRTD	1971 KELLEY IMAGING SYSTE	230328	24557418	04/03/2019		04/21/19	306.94
			Invoice: 24557418			POL/STANDARD LEASE			
				306.94	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			

				230580	24608276	04/11/2019		04/21/19	239.26
			Invoice: 24608276			PCD/E-STUDIO4555C COPIER LEASE			
				239.26	61470581 545000	PCD - DEV ADMIN RENTS & LEASES			

CHECK 350331 TOTAL: 546.20

350332	04/24/2019	PRTD	8114 KENYON DISEND, PLLC	230568	188496	03/31/2019		04/21/19	568.00
			Invoice: 188496			LEGAL/PROF SVCS			
				568.00	32470152 54111100775	LIT-RICH PERMITTING			

CHECK 350332 TOTAL: 568.00

350333	04/24/2019	PRTD	4584 KIDS DISCOVERY MUSEU	230182	04/03/19	04/03/2019		04/21/19	3,750.00
			Invoice: 04/03/19			EX/Q1 JAN - MAR 19 CULTURAL FUNDING			
				3,750.00	31011732 54110000297	EX-GF-CULTURAL ARTS & SCIENCES			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

						CHECK	350333 TOTAL:	3,750.00
350334	04/24/2019	PRTD	9168 KIRSCH, LAUREN	230186	76607	04/05/2019	04/21/19	199.66
Invoice: 76607						UB 10135 1532 WHITED PLACE		
						199.66 411	122100	
						WATER ACCOUNTS RECEIVABLE		
						CHECK	350334 TOTAL:	199.66
350335	04/24/2019	PRTD	8398 KITSAP COMMUNITY RES	230217	1-A	04/03/2019	04/21/19	6,072.36
Invoice: 1-A						EX/JAN - MAR 2019 COMMUNITY SVC FUNDING		
						6,072.36 31017654	54110000297	
						KITSAP COMM RESOURCES-HOMELESS		
						CHECK	350335 TOTAL:	6,072.36
350336	04/24/2019	PRTD	579 KITSAP SUN	230646	2259490/2259199	03/31/2019	04/21/19	227.60
Invoice: 2259490/2259199						HR/JOB AD: SEASONAL MAINTENANCE		
						227.60 33011161	544000	
						HR-C/E-ADVERTISING		
						CHECK	350336 TOTAL:	227.60
350337	04/24/2019	PRTD	309 KITSAP TIRE CENTER I	230139	220374	03/26/2019	04/21/19	561.38
Invoice: 220374						POL/TIRES, # 224		
						561.38 53011212	531100	
						PD-C/E-PATROL SUPPLIES		
350337	04/24/2019	PRTD	309 KITSAP TIRE CENTER I	230144	220305	03/26/2019	04/21/19	1,013.28
Invoice: 220305						PW/TIRES, #67		
						506.64 73111423	548100	
						REPAIRS & MAINTENANCE		
						506.64 73111427	548100	
						O&M-ACCESS RDSIDE R&M		
350337	04/24/2019	PRTD	309 KITSAP TIRE CENTER I	230146	219771	03/08/2019	04/21/19	3,669.71
Invoice: 219771						PW/TIRES, #80		
						3,669.71 73111427	548100	
						O&M-ACCESS RDSIDE R&M		
350337	04/24/2019	PRTD	309 KITSAP TIRE CENTER I	230602	220660	04/10/2019	04/21/19	526.76
Invoice: 220660						POL/TIRES, VEH #209		
						526.76 51011211	531100	
						PD-C/E-ADM-SUPPLIES		
						CHECK	350337 TOTAL:	5,771.13
350338	04/24/2019	PRTD	4224 L.E.I.R.A.	230627	1367	04/08/2019	04/21/19	1,100.00
Invoice: 1367						POL/FALL CONFERENCE X4		
						275.00 51011214	443410	
						PD-C/E-ADMIN-TRAINING		
						550.00 51011120	443410	
						PD-CLERKS-TRAINING		
						275.00 51011191	443410	
						PD-C/E-PROP RM-TRAINING		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

										CHECK	350338 TOTAL:	1,100.00		
350339	04/24/2019	PRTD	5011 LEXISNEXIS RISK SOLU	230329	1272084-20190331	03/31/2019		04/21/19		54.50				
Invoice: 1272084-20190331										POL/INFORMATION SERVICES				
										54.50	52011212 549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH		
										CHECK	350339 TOTAL:	54.50		
350340	04/24/2019	PRTD	5717 MAKERS ARCHITECTURE	230574	1807-7	04/08/2019		04/21/19		3,916.25				
Invoice: 1807-7										PCD/ISLAND CENTER SUBAREA PLANNING				
										3,916.25	61011586 54110000930	COMP PLAN IMPL-PROF SVCS		
										230575	1807-6	03/15/2019	04/21/19	18,016.25
Invoice: 1807-6										PCD/ISLAND CENTER SUBAREA PLANNING				
										18,016.25	61011586 54110000930	COMP PLAN IMPL-PROF SVCS		
										CHECK	350340 TOTAL:	21,932.50		
350341	04/24/2019	PRTD	9166 MORGAN, BENJAMIN & S	230185	76606	04/04/2019		04/21/19		14.12				
Invoice: 76606										UB 12231 9580 NORTH TOWN LOOP NE				
										14.12	411 122100	WATER ACCOUNTS RECEIVABLE		
										CHECK	350341 TOTAL:	14.12		
350342	04/24/2019	PRTD	8642 MULTICARE HEALTH SYS	230397	M5123076691	03/20/2019		04/21/19		100.00				
Invoice: M5123076691										PW/ACCT # M5123076691				
										100.00	73111290 549100	O&M-STREET-MAINT O/H-MISC		
										230398	M5123076138	03/11/2019	04/21/19	100.00
Invoice: M5123076138										PW/ACCT # M5123076138				
										100.00	73425358 549100	O&M-WWTP-DUES, SUBSCR		
										230399	M5123076137	03/11/2019	04/21/19	100.00
Invoice: M5123076137										PW/ACCT # M5123076137				
										100.00	73111290 549100	O&M-STREET-MAINT O/H-MISC		
										CHECK	350342 TOTAL:	300.00		
350343	04/24/2019	PRTD	4815 NATIONAL ASSOCIATION	230628	5788	03/07/2019		04/21/19		40.00				
Invoice: 5788										POL/RENEWAL: EP				
										40.00	53011212 549100	PD-C/E-PATROL-DUES/SUBCR/MEMBR		
										CHECK	350343 TOTAL:	40.00		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
350344	04/24/2019	PRTD	2574 NATIONAL BARRICADE C	230150	280748	03/18/2019		04/21/19	258.11
	Invoice: 280748					PW/SIGNS 18" X 18", SIGNS 18" X 24"			
				258.11	73011757 531100	O&M-C/E-MARINA-SUPPLIES			
				230603	280954	03/27/2019		04/21/19	140.85
	Invoice: 280954					PW/REBAR SPIKE			
				140.85	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
						CHECK	350344	TOTAL:	398.96
350345	04/24/2019	PRTD	2430 OGDEN MURPHY WALLACE	230569	04/01/19	04/01/2019		04/21/19	2,500.00
	Invoice: 04/01/19					LEGAL/PROF SVCS			
				2,500.00	32011152 54111001020	SMALL CELL WIRELESS ORD			
						CHECK	350345	TOTAL:	2,500.00
350346	04/24/2019	PRTD	9057 OLYMPIC PRESORT, INC	230660	9393	04/05/2019		04/21/19	3,073.54
	Invoice: 9393					EX/CONNECTS: SATURATION MAILED 4/4/19			
				2,740.19	31011572 542500	EX-GF-OUTREACH-POSTAGE			
				333.35	31011572 541100	EX-GF-OUTREACH-PROF SVCS			
						CHECK	350346	TOTAL:	3,073.54
350347	04/24/2019	PRTD	4111 OLYMPIC SPRINGS INC	230330	317430	03/31/2019		04/21/19	114.83
	Invoice: 317430					POL/PURIFIED WATER			
				114.83	51011215 531100	POLICE - C/E FACIL SUPPLIES			
						CHECK	350347	TOTAL:	114.83
350348	04/24/2019	PRTD	7925 OMNIPARK, INC	230331	112752	04/01/2019		04/21/19	379.32
	Invoice: 112752					POL/PARKING SYSTEM SUPPORT			
				379.32	51011215 548500	POLICE - C/E FACIL COMP MAINT			
						CHECK	350348	TOTAL:	379.32
350349	04/24/2019	PRTD	8286 SUPERINTENDENT OF P	230332	14969	04/01/2019		04/21/19	88.50
	Invoice: 14969					POL/FINTERPRINTING			
				88.50	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				230333	14966	04/01/2019		04/21/19	44.25
	Invoice: 14966					POL/FINGERPRINTING			
				44.25	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				230334	14961	03/28/2019		04/21/19	265.50
	Invoice: 14961					POL/FINGERPRINTING			
				265.50	65438 386110	AGENCY-FINGERPRINT REV TO SPI			

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CASH ACCOUNT: 635			111100		CASH		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
CHECK NO	CHK DATE	TYPE	VENDOR NAME										
INVOICE DTL DESC													

Invoice: 14956			230335	14956				03/28/2019		04/21/19		221.25	
								POL/FINGERPRINTING					
			221.25	65438	386110			AGENCY-FINGERPRINT REV TO SPI					
Invoice: 14953			230336	14953				03/28/2019		04/21/19		44.25	
								POL/FINGERPRINTING					
			44.25	65438	386110			AGENCY-FINGERPRINT REV TO SPI					
Invoice: 14951			230337	14951				03/28/2019		04/21/19		44.25	
								POL/FINGERPRINTING					
			44.25	65438	386110			AGENCY-FINGERPRINT REV TO SPI					
											CHECK	350349 TOTAL:	708.00
350350	04/24/2019	PRTD	1754 OTIS ELEVATOR COMPAN	230151	ST05151G419			03/20/2019		04/21/19		2,299.41	
Invoice: ST05151G419								PW/04/01/19 - 06/30/19 ELEVATOR SVC					
			2,299.41	73011183	548100			O&M-C/E-CH FAC-REPAIRS					
											CHECK	350350 TOTAL:	2,299.41
350351	04/24/2019	PRTD	9156 PEACOCK FAMILY SERVI	230181	Q1 2019			04/02/2019		04/21/19		3,125.00	
Invoice: Q1 2019								EX/2019 Q1 HUMAN SVC FUNDING					
			3,125.00	31017540	54110000297			EX-BI CHILD CARE/B&G CLUB					
											CHECK	350351 TOTAL:	3,125.00
350352	04/24/2019	PRTD	458 PENINSULA FIRE INC	230153	03212019TM3			03/21/2019		04/21/19		174.18	
Invoice: 03212019TM3								PW/EXIT LITE W/BATTERY B/U					
			174.18	73011183	531100			O&M-C/E-CH FAC-SUPPLIES					
											CHECK	350352 TOTAL:	174.18
350353	04/24/2019	PRTD	8229 PIPER THORNBURGH	230404	03/11/19			03/11/2019		04/21/19		150.00	
Invoice: 03/11/19								CRT/2.5 HRS PRO TEMPE SVCS					
			150.00	21011125	541210			COURT - JUDGE PRO TEMPORE SVCS					
											CHECK	350353 TOTAL:	150.00
350354	04/24/2019	PRTD	360 PROBUILD COMPANY LLC	230152	1731414			12/07/2018		04/21/19		124.77	
Invoice: 1731414								PW/3/4" 4X8 BIRCH PLYWOOD					
			124.77	73011255	531100			O&M-C/E-COURT FAC-SUPPLIES					
Invoice: 1742070			230218	1742070				03/26/2019		04/21/19		65.63	
								PW/BIRCH PLYWOOD, STAIR GAUGES					
			65.63	73011183	531100			O&M-C/E-CH FAC-SUPPLIES					

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CASH ACCOUNT: 635 111100 CASH			VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME	INVOICE DTL DESC					
Invoice: 1742027			230219	1742027	03/26/2019		04/21/19	32.36
			PW/6X6 8' MATERIAL					
			32.36	73111262 531100	O&M-RDS-TRAILS-SUPPLIES			
			CHECK 350354 TOTAL:					222.76
350355	04/24/2019	PRTD 1205 PUGET SOUND ENERGY	230576	3319MAR19	04/08/2019		04/21/19	27.67
Invoice: 3319MAR19			PW/CASEY ST WATER METER					
			27.67	73416345 547100	CASEY STREET WTR-ELECTRICITY			
Invoice: 9932MAR19			230577	9932MAR19	04/08/2019		04/21/19	10.42
			184 WINSLOW WAY E					
			10.42	91011739 547100	COMM EVENTS-ELECTRICITY			
			CHECK 350355 TOTAL:					38.09
350356	04/24/2019	PRTD 7187 RANDOLPH BAUER	230220	1904152	03/28/2019		04/21/19	90.00
Invoice: 1904152			PW/1 @ CRESOTE					
			90.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
Invoice: 1904150			230221	1904150	03/28/2019		04/21/19	180.00
			PW/2 @ EAGLE HARBOR					
			180.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
Invoice: 1904151			230222	1904151	03/28/2019		04/21/19	90.00
			PW/1 @ HIDDEN COVE RD					
			90.00	73011897 545000	O&M-C/E-PWYD FAC-RENTS			
Invoice: 1904153			230223	1904153	03/28/2019		04/21/19	90.00
			PW/1 @ NE VINCENT					
			90.00	73435838 545000	O&M-DECANT-RENTS			
			CHECK 350356 TOTAL:					450.00
350357	04/24/2019	PRTD 8745 RELIABLE STORAGE BAI	230338	31493	04/01/2019		04/21/19	299.00
Invoice: 31493			POL/STORAGE UNIT J28					
			299.00	53011212 545000	POLICE - C/E PATROL RENTS			
			CHECK 350357 TOTAL:					299.00
350358	04/24/2019	PRTD 6820 RICH BOTTALICO	230224	2064	03/17/2019		04/21/19	959.20
Invoice: 2064			PW/SWING GATE					
			959.20	73638594 66400000720	ROADSIDE MOWER ACQ.			
Invoice: 2047			230225	2047	02/14/2019		04/21/19	450.00
			PW/REPAIR MATERIALS					
			450.00	73111252 54810001000	2019 STORM RESP-STRT-REPAIRS			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

						CHECK	350358 TOTAL:	1,409.20
350359	04/24/2019	PRTD	5890 SEALEVEL BULKHEAD BU	230578	PAYREQ2-952	04/03/2019	04/21/19	5,014.00
Invoice: PAYREQ2-952						ENG/EMERGENCY WORK - MANITOU PARK BLVD		
5,014.00 72111421 54810000952						MANITOU PARK RD-REPAIRS		
						CHECK	350359 TOTAL:	5,014.00
350360	04/24/2019	PRTD	4548 SIRCHIE FINGERPRINT	230629	0394566-IN	04/08/2019	04/21/19	12.90
Invoice: 0394566-IN						POL/EVIDENCE TAPE		
12.90 51011191 531100						PD-C/E-PROP RM-SUPPLIES		
						CHECK	350360 TOTAL:	12.90
350361	04/24/2019	PRTD	2035 SIX ROBBLEES INC	230037	2/703029	03/14/2019	04/21/19	152.07
Invoice: 2/703029						PW/CUTTING EDGE		
152.07 73111252 53110001000						2019 STORM RESP-STRT-SUPPLIES		
230038 2/703879						03/12/2019 04/21/19		-401.38
Invoice: 2/703879						PW/RALLYE-DIAMOND		
-401.38 73111252 53110001000						2019 STORM RESP-STRT-SUPPLIES		
230229 2-703018						04/01/2019 04/21/19		155.49
Invoice: 2-703018						PW/LIGHT KIT		
155.49 73111252 53110001000						2019 STORM RESP-STRT-SUPPLIES		
230604 2-705495						04/02/2019 04/21/19		94.47
Invoice: 2-705495						PW/WHEEL WEIGHTS		
94.47 73638935 531100						O&M-STD ALLOCATION-SUPPLIES		
						CHECK	350361 TOTAL:	.65
350362	04/24/2019	PRTD	7173 SKILLINGS CONNOLLY I	230632	11753	04/04/2019	04/21/19	45,187.21
Invoice: 11753						ENG/SPORTSMAN CLUB & NEW BROOKLYN		
45,187.21 72321953 64110000715						SP CLUB/NB INTERSECTN-DESIGN		
						CHECK	350362 TOTAL:	45,187.21
350363	04/24/2019	PRTD	8129 SMARSH INC	230567	INV00486793	03/31/2019	04/21/19	183.57
Invoice: INV00486793						IT/TEXT & SOCIAL MEDIA ARCHIVE - 2019		
183.57 81011881 548500						IT - C/E COMPUTER SUPPORT		
						CHECK	350363 TOTAL:	183.57

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

350364	04/24/2019	PRTD	601 SOUND REPROGRAPHICS	230154	69296	03/25/2019		04/21/19	625.26
Invoice: 69296						PW/SAFETY SUPPLIES			
				625.26	73637891 531100	OFFICE SUPPLIES			

				230175	03/01/19	04/01/2019		04/21/19	.33
Invoice: 03/01/19						FINANCE CHARGES MAR19			
				.33	41011141 549900	FIN-C/E-MISC EXP			

				230655	69626	04/09/2019		04/21/19	341.75
Invoice: 69626						ENG/OLYMPIC DRIVE POSTERS			
				341.75	72334953 64245000596	SR305-OLYMPIC NM-OUTREACH			

CHECK	350364	TOTAL:	967.34
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350365	04/24/2019	PRTD	9065 SOUNDWEST ENGINEERIN	230640	05-01-05	04/08/2019		04/21/19	297.50
Invoice: 05-01-05						ENG/COUNTRY CLUB BULKHEAD & CULVER			
				297.50	72111425 54110000781	CO CLUB RD BULKHEAD R&M-PRO SV			

				230641	05-01-02	01/08/2019		04/21/19	5,495.00
Invoice: 05-01-02						ENG/COUNTRY CLUB BULKHEAD & CULVER			
				5,495.00	72111425 54110000781	CO CLUB RD BULKHEAD R&M-PRO SV			

CHECK	350365	TOTAL:	5,792.50
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350366	04/24/2019	PRTD	8738 SPEAKWRITE, LLC	230339	86C644E4	04/01/2019		04/21/19	102.00
Invoice: 86C644E4						POL/TRANSCRIPTION			
				102.00	52011212 541100	POLICE - C/E INVEST PROF SVCS			

CHECK	350366	TOTAL:	102.00
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350367	04/24/2019	PRTD	8132 SPECTRA LABORATORIES	230155	19-01811	03/21/2019		04/21/19	63.48
Invoice: 19-01811						PW/ECOLI TESTING - WINWTR			
				63.48	73411345 54110000391	LAB SVCS-WATER			

				230230	19-02050	03/29/2019		04/21/19	658.72
Invoice: 19-02050						PW/TESTING WWTP			
				658.72	73425358 54110000391	LAB & TESTING SVCS-WWTP			

				230605	19-02255	04/04/2019		04/21/19	21.16
Invoice: 19-02255						PW/ECOLI TESTINT - PW			
				21.16	73011897 54110000391	LAB SVCS-PWY FAC			

				230606	19-02254	04/04/2019		04/21/19	21.16
Invoice: 19-02254						PW/ECOLI TESTING - ROCKAWAY			
				21.16	73415345 54110000391	LAB SVCS-WATER ROCKAWAY			

				230607	19-00251	04/04/2019		04/21/19	63.48
Invoice: 19-00251						PW/ECOLI TESTING - WINWTR			

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CASH ACCOUNT: 635			111100	CASH											
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN				NET			
INVOICE DTL DESC															

				63.48	73411345	54110000391	LAB SVCS-WATER								
							CHECK	350367	TOTAL:				828.00		
350368	04/24/2019	PRTD	2122 STERICYCLE INC	230630	3004639982	03/31/2019		04/21/19					10.36		
Invoice: 3004639982						POL/BIOHAZARD DISPOSAL									
				10.36	51011211	541100	PD-C/E-ADM-PROF SVCS								
							CHECK	350368	TOTAL:				10.36		
350369	04/24/2019	PRTD	8833 STRATEGIC GOVERNMENT	230656	2019-100372	04/03/2019		04/21/19					2,716.72		
Invoice: 2019-100372						POL/COACHING & MENTORING PROF									
				2,716.72	51011211	541100	PD-C/E-ADM-PROF SVCS								
				230657	2019-100366	04/03/2019		04/21/19					8,795.67		
Invoice: 2019-100366						HR/AD: FIN & ADMIN SVC DIRECTOR									
				8,795.67	33011161	541100	HR-C/E-PROF SVCS								
							CHECK	350369	TOTAL:				11,512.39		
350370	04/24/2019	PRTD	8243 TILZ	230231	IPAD_31063	03/29/2019		04/21/19					409.00		
Invoice: IPAD_31063						YARD WASTE									
				282.00	91111427	547900	GG-STREET-ROADSIDE-GARBAGE								
				42.00	91011189	547900	GG-C/E-CITY HALL-GARBAGE								
				75.00	91021182	547900	O&M-OPEN SPACE MAINT-GARBAGE								
				10.00	91020769	547900	GG-ROAD ENDS-DISPOSAL/GARBAGE								
							CHECK	350370	TOTAL:				409.00		
350371	04/24/2019	PRTD	6714 TOSHIBA FINANCIAL SE	230232	24557417	04/03/2019		04/21/19					300.96		
Invoice: 24557417						PW/E-STUDIO4555C COPIER LEASE									
				300.96	73637891	545000	RENTS & LEASES - OPERATING								
				230581	24608275	04/11/2019		04/21/19					353.16		
Invoice: 24608275						PCD/E-STUDIO6560C COPIER LEASE									
				353.16	61470581	545000	PCD - DEV ADMIN RENTS & LEASES								
							CHECK	350371	TOTAL:				654.12		
350372	04/24/2019	PRTD	558 TOWN & COUNTRY MARKE	230609	04/08/19	04/08/2019		04/21/19					9.45		
Invoice: 04/08/19						PW/7 LB ICE BAG X5									
				9.45	73411345	531100	OFFICE SUPPLIES								
							CHECK	350372	TOTAL:				9.45		

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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

350373 04/24/2019 PRTD 9167 TRAFFIC LOGIX CORP 230340 SIN03723 03/24/2019 04/21/19 3,655.86
Invoice: SIN03723
3,500.00 53011212 53110000716 PD-WASPC-EQ GRANTS
155.86 53011212 531100 PD-C/E-PATROL SUPPLIES

CHECK 350373 TOTAL: 3,655.86

350374 04/24/2019 PRTD 2425 THE UPS STORE #1265 230156 03/25/19 03/26/2019 04/21/19 65.05
Invoice: 03/25/19
65.05 91425358 542500 GG-WWTP-POSTAGE/SHIPPING

230400 04/08/19 04/08/2019 04/21/19 575.79
Invoice: 04/08/19
575.79 91411891 542500 GG-WTR-FAC-POSTAGE

230608 04/09/19 04/09/2019 04/21/19 201.03
Invoice: 04/09/19
201.03 91411891 542500 GG-WTR-FAC-POSTAGE

CHECK 350374 TOTAL: 841.87

350375 04/24/2019 PRTD 1152 USA BLUE BOOK 230233 844257 03/20/2019 04/21/19 378.12
Invoice: 844257
378.12 73411345 531100 PW/HYDRANT TRAFFIC REPAIR KIT
OFFICE SUPPLIES

CHECK 350375 TOTAL: 378.12

350376 04/24/2019 PRTD 553 UTILITIES UNDERGROUN 230234 9030125 03/31/2019 04/21/19 245.10
Invoice: 9030125
245.10 73637893 54110000393 O&M ALLOC-LOCATING SVCS

CHECK 350376 TOTAL: 245.10

350377 04/24/2019 PRTD 9134 VENITEK INTL 230582 115095 03/26/2019 21900009 04/21/19 9,442.67
Invoice: 115095
9,442.67 73011757 53110000954 PW/AUTOMATED FEE MACHINE-WFP DOCK
DOCK PAY STATION-SUPPLIES

CHECK 350377 TOTAL: 9,442.67

350378 04/24/2019 PRTD 5457 VERN'S ORGANIC TOPSO 230157 89806 03/26/2019 04/21/19 806.60
Invoice: 89806
806.60 73011189 531100 PW/FINE BARK
O&M - C/E FACIL OFC SUPPLIES

CHECK 350378 TOTAL: 806.60

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

350379	04/24/2019	PRTD	8896 VISIT KITSAP PENINSU	230189	11154	04/01/2019	04/21/19		1,000.00
Invoice: 11154						MARCH 2019 LTAC - LODGING & TOURISM			
				1,000.00	91140573 541100	GG-TOUR-PROF SERVICES			

				230190	11135	02/28/2019	04/21/19		1,000.00
Invoice: 11135						FEB 2019 LTAC - LODGING & TOURISM			
				1,000.00	91140573 541100	GG-TOUR-PROF SERVICES			

				230191	11134	02/28/2019	04/21/19		1,000.00
Invoice: 11134						JAN 2019 LTAC - LODGING & TOURISM			
				1,000.00	91140573 541100	GG-TOUR-PROF SERVICES			

CHECK	350379 TOTAL:	3,000.00
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350380	04/24/2019	PRTD	4634 WA DEPT OF RETIREMEN	230405	1333503	04/02/2019	04/21/19		39.86
Invoice: 1333503						2018 OLD AGE SURVIVORS INS			
				39.86	91011172 520000	GG-C/E-PENSION SVCS-ADMIN-BEN			

CHECK	350380 TOTAL:	39.86
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350381	04/24/2019	PRTD	4104 WA ST FERRIES	230176	RK326908	03/31/2019	04/21/19		524.70
Invoice: RK326908						MAR19 WAVE2GO FERRY CHARGES			
				251.95	51011211 543100	PD-C/E-ADM-TRAVEL/MEALS/LODGIN			
				80.05	72011321 543100	ENG - C/E ADMIN TRAVEL EXPENSE			
				192.70	73011189 543100	O&M-FAC-TRAVEL/MEALS/LODGING			

CHECK	350381 TOTAL:	524.70
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350382	04/24/2019	PRTD	952 WA ST PATROL	230158	I19006613	04/03/2019	04/21/19		159.00
Invoice: I19006613						FIN/MAR19 BACKGROUND CHECKS			
				159.00	41654861 586100	AGENCY DISBURSEMENTS			

CHECK	350382 TOTAL:	159.00
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350383	04/24/2019	PRTD	2251 WA ST TREASURER	230341	MAR19	03/29/2019	04/21/19		3,953.74
Invoice: MAR19						MAR19 STATE OUT COURT REMIT			
				1,632.02	41611860 586000	PSEA 60% OUT			
				739.16	41610860 586000	PSEA 30% OUT			
				18.73	41619860 586000	PSEA 3 - STATE DISB OUT			
				268.65	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT			
				49.88	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT			
				2.23	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT			
				676.19	41614860 586000	JUDICIAL INFO SYST.-OUT			
				1.55	41617860 586000	SCHOOL SAFETY ZONE-OUT			
				135.01	41618860 586000	TRAUMA CARE-OUT			
				118.96	41618860 586000	TRAUMA CARE-OUT			
				33.39	41618860 586000	TRAUMA CARE-OUT			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

				189.73	41618860	586000		TRAUMA CARE-OUT	
				88.24	41615860	586961		STATE CRIME LAB	
				230342	MAR19	SBCC	03/29/2019	04/21/19	295.00
Invoice: MAR19 SBCC								MAR19 STATE OUT COURT REMIT SBCC	
				295.00	41652860	586000		SBCC BLDG.-OUT	
							CHECK	350383 TOTAL:	4,248.74
350384	04/24/2019	PRTD	4010 WA ASSOC OF SHERIFFS	230343	DUES 2019-00413		03/01/2019	04/21/19	75.00
Invoice: DUES 2019-00413								POL/ANNUAL DUES - WEISS	
				75.00	51011211	549100		PD-C/E-ADM-DUES/SUBCR/MEMBERSHP	
							CHECK	350384 TOTAL:	75.00
350385	04/24/2019	PRTD	8390 WEST HILLS FORD MAZD	230177	110261		03/27/2019	04/21/19	26.48
Invoice: 110261								PW/KIT-JET, LOCK ASY DOOR, #32	
				26.48	73411345	531100		OFFICE SUPPLIES	
							CHECK	350385 TOTAL:	26.48
350386	04/24/2019	PRTD	2064 WEST SOUND WORKFORCE	230634	39199		04/08/2019	04/21/19	1,345.74
Invoice: 39199								FIN/TEMP HIRE HRS: KW	
				1,345.74	41011141	515000		FIN - C/E ADMIN SALARY TEMP	
				230635	39078		03/25/2019	04/21/19	1,316.02
Invoice: 39078								FIN/TEMP HIRE HRS: KW	
				1,316.02	41011141	515000		FIN - C/E ADMIN SALARY TEMP	
				230636	39161		04/01/2019	04/21/19	1,432.40
Invoice: 39161								FIN/TEMP HIRE HRS: KW	
				1,432.40	41011141	515000		FIN - C/E ADMIN SALARY TEMP	
							CHECK	350386 TOTAL:	4,094.16
350387	04/24/2019	PRTD	499 WESTBAY AUTO PARTS I	230178	438581		03/21/2019	04/21/19	40.21
Invoice: 438581								PW/FUEL FILTER	
				20.11	73111423	531100		OFFICE SUPPLIES	
				20.10	73111427	531100		OFFICE SUPPLIES	
				230235	440757		03/29/2019	04/21/19	15.11
Invoice: 440757								PW/CAR WAX	
				15.11	73638935	531100		O&M-STD ALLOCATION-SUPPLIES	
				230236	440753		03/29/2019	04/21/19	177.24
Invoice: 440753								PW/THREADED PUMP	
				177.24	73111264	531100		O&M-STREET-TRAF CONTROL-SUPPLY	

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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INVOICE DTL DESC

Invoice: 440457	230237	440457	03/28/2019	04/21/19	12.79
	4.94	990 141100	PW/OIL FILTER, SPARK PLUGS		
	7.85	73638935 531100	MERCHANDISE		
			O&M-STD ALLOCATION-SUPPLIES		

Invoice: 438550	230238	438550	03/21/2019	04/21/19	81.05
	81.05	990 141100	PW/AIR FILTER		
			MERCHANDISE		

Invoice: 438548	230239	438548	03/21/2019	04/21/19	45.15
	37.08	990 141100	PW/OIL FILTER, FUEL FILTER		
	8.07	73638935 531100	MERCHANDISE		
			O&M-STD ALLOCATION-SUPPLIES		

Invoice: 443764	230610	443764	04/09/2019	04/21/19	63.74
	63.74	73637941 531100	PW/TRANSMISSION FILTER VEH #4		
			VACTOR R&M-SUPPLIES		

Invoice: 441900	230658	441900	04/02/2019	04/21/19	63.54
	63.54	73011483 531100	PW/BREAK AWAY KIT		
			O&M-GF-MECH SHOP-SUPPLIES		

CHECK 350387 TOTAL: 498.83

350388 04/24/2019 PRTD	6488 WOOD ENVIRONMENT & I	230588	S51701278	04/03/2019	04/21/19	1,532.00
Invoice: S51701278				ENG/3RD PARTY GEOTECHNICAL REVIEW		
	1,532.00	72655860	58600000370	GEO TECCH-3RD PARTY REVIEWS		

CHECK 350388 TOTAL: 1,532.00

350389 04/24/2019 PRTD	7450 XYLEM WATER SOLUTION	230240	3556A60168	03/27/2019	04/21/19	3,995.40
Invoice: 3556A60168				PW/WIPER HOLDER, MAINTENANCE KIT		
	3,995.40	73425358	531100	O&M-WWTP-SUPPLIES		

CHECK 350389 TOTAL: 3,995.40

350390 04/24/2019 PRTD	2607 ZEE MEDICAL SERVICE	230241	68376254	04/01/2019	04/21/19	143.36
Invoice: 68376254				PW/FIRST AID RESTOCK		
	143.36	73637891	531100	OFFICE SUPPLIES		

CHECK 350390 TOTAL: 143.36

NUMBER OF CHECKS 132 *** CASH ACCOUNT TOTAL *** 374,040.29

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	132	374,040.29

*** GRAND TOTAL *** 374,040.29

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JOURNAL ENTRIES TO BE CREATED

CLERK: fintemp

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2019 4 236									
APP 402-213000						ACCOUNTS PAYABLE		12,258.23	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			374,040.29
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		222,222.38	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		11,126.18	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		17,067.50	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		698.69	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		14,035.09	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		4,267.25	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 104-213000						CIVIC IMPR - ACCOUNTS PAYABLE		39,856.88	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000						ACCOUNTS PAYABLE		150.00	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		6,706.06	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		45,528.96	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		123.07	
04/24/2019 04/21/19	042119					AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								374,040.29	374,040.29
APP 631-130000						DUE TO/FROM CLEARING		360,005.20	
04/24/2019 04/21/19	042119								
APP 402-130000						DUE TO/FROM CLEARING			12,258.23
04/24/2019 04/21/19	042119								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			222,222.38
04/24/2019 04/21/19	042119								
APP 401-130000						DUE TO/FROM CLEARING			11,126.18
04/24/2019 04/21/19	042119								
APP 101-130000						STREETS - DUE TO/FROM CLEARING			17,067.50
04/24/2019 04/21/19	042119								
APP 403-130000						DUE TO/FROM CLEARING			698.69
04/24/2019 04/21/19	042119								
APP 407-130000						DUE TO/FROM CLEARING			4,267.25
04/24/2019 04/21/19	042119								
APP 104-130000						CIVIC IMPR DUE TO/FROM CLEAR'G			39,856.88
04/24/2019 04/21/19	042119								
APP 622-130000						DUE TO/FROM CLEARING			150.00

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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL								
SRC ACCOUNT						ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3		LINE DESC			
04/24/2019	04/21/19	042119							
APP 650-130000						DUE TO/FROM CLEARING			6,706.06
04/24/2019	04/21/19	042119							
APP 301-130000						DUE TO/FROM CLEARING			45,528.96
04/24/2019	04/21/19	042119							
APP 901-130000						DUE TO/FROM CLEARING			123.07
04/24/2019	04/21/19	042119							
SYSTEM GENERATED ENTRIES TOTAL								360,005.20	360,005.20
JOURNAL 2019/04/236 TOTAL								734,045.49	734,045.49

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION					
001 GENERAL FUND	2019	4	236	04/24/2019		
001-130000				GENERAL - DUE TO/FROM CLEARING		222,222.38
001-213000				GENERAL - ACCOUNTS PAYABLE	222,222.38	
				FUND TOTAL	222,222.38	222,222.38
101 STREET FUND	2019	4	236	04/24/2019		
101-130000				STREETS - DUE TO/FROM CLEARING		17,067.50
101-213000				STREETS - ACCOUNTS PAYABLE	17,067.50	
				FUND TOTAL	17,067.50	17,067.50
104 CIVIC IMPROVEMENT FUND	2019	4	236	04/24/2019		
104-130000				CIVIC IMPR DUE TO/FROM CLEAR'G		39,856.88
104-213000				CIVIC IMPR - ACCOUNTS PAYABLE	39,856.88	
				FUND TOTAL	39,856.88	39,856.88
301 CAPITAL CONSTRUCTION FUND	2019	4	236	04/24/2019		
301-130000				DUE TO/FROM CLEARING		45,528.96
301-213000				ACCOUNTS PAYABLE	45,528.96	
				FUND TOTAL	45,528.96	45,528.96
401 WATER OPERATING FUND	2019	4	236	04/24/2019		
401-130000				DUE TO/FROM CLEARING		11,126.18
401-213000				ACCOUNTS PAYABLE	11,126.18	
				FUND TOTAL	11,126.18	11,126.18
402 SEWER OPERATING FUND	2019	4	236	04/24/2019		
402-130000				DUE TO/FROM CLEARING		12,258.23
402-213000				ACCOUNTS PAYABLE	12,258.23	
				FUND TOTAL	12,258.23	12,258.23
403 STORM & SURFACE WATER FUND	2019	4	236	04/24/2019		
403-130000				DUE TO/FROM CLEARING		698.69
403-213000				ACCOUNTS PAYABLE	698.69	
				FUND TOTAL	698.69	698.69
407 BUILDING & DEVELOPMENT FUND	2019	4	236	04/24/2019		
407-130000				DUE TO/FROM CLEARING		4,267.25
407-213000				ACCOUNTS PAYABLE	4,267.25	
				FUND TOTAL	4,267.25	4,267.25
622 EXPENDABLE TRUST FUND	2019	4	236	04/24/2019		

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
622-130000					DUE TO/FROM CLEARING		150.00
622-213000					ACCOUNTS PAYABLE	150.00	
					FUND TOTAL	150.00	150.00
631 CLEARING FUND	2019	4	236	04/24/2019			
631-130000					DUE TO/FROM CLEARING	360,005.20	
631-213000					ACCOUNTS PAYABLE	14,035.09	
635-111100					CASH		374,040.29
					FUND TOTAL	374,040.29	374,040.29
650 AGENCY FUND	2019	4	236	04/24/2019			
650-130000					DUE TO/FROM CLEARING		6,706.06
650-213000					ACCOUNTS PAYABLE	6,706.06	
					FUND TOTAL	6,706.06	6,706.06
901 CITY-WIDE REPORTING FUND	2019	4	236	04/24/2019			
901-130000					DUE TO/FROM CLEARING		123.07
901-213000					ACCOUNTS PAYABLE	123.07	
					FUND TOTAL	123.07	123.07

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		222,222.38
101 STREET FUND		17,067.50
104 CIVIC IMPROVEMENT FUND		39,856.88
301 CAPITAL CONSTRUCTION FUND		45,528.96
401 WATER OPERATING FUND		11,126.18
402 SEWER OPERATING FUND		12,258.23
403 STORM & SURFACE WATER FUND		698.69
407 BUILDING & DEVELOPMENT FUND		4,267.25
622 EXPENDABLE TRUST FUND		150.00
631 CLEARING FUND	360,005.20	
650 AGENCY FUND		6,706.06
901 CITY-WIDE REPORTING FUND		123.07
TOTAL	360,005.20	360,005.20

** END OF REPORT - Generated by Khammy Wahaus **

PAYROLL

PAYROLL CHECK RUN: 4 - 19 - 2019

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	4/19/2019	044499 - 044622	P/R check run - direct deposit	312,071.46
Normal	4/19/2019	108934 - 108936	P/R check run - regular	5,160.07
Vendor	4/19/2019	108937 - 108946	P/R vendor check run	124,316.93
Vendor	4/19/2019	N/A	P/R vendor ACH	237.50
EFTPS	4/19/2019	N/A	Federal Tax Electronic Transfer	119,486.84
			TOTAL:	561,272.80

Prepared and Reviewed by:



Deborah Lee, Fiscal Specialist

Date

4-18-19

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Bainbridge Island, and that I am authorized to authenticate and certify to said claim.



Kimberly M. Dunscombe, Budget Manager

Date

4/18/19



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME:

AGENDA ITEM: City Council Study Session Meeting Minutes, April 2, 2019

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION:

Approve with Consent Agenda.

SUMMARY:

Consider of approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[CCMIN 040219 STUDY SESSION](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY COUNCIL STUDY SESSION
TUESDAY, APRIL 2, 2019

MEETING MINUTES

1) **CALL TO ORDER / ROLL CALL**

Mayor Medina called the meeting to order at 6:01 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Schneider, and Councilmembers Blossom, Deets, Peltier, and Tirman were present. Councilmember Nassar participated via telephone.

2) **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**

Councilmember Peltier moved and Councilmember Tirman seconded to approve the agenda as presented. The motion was approved by unanimous consent.

Mayor Medina asked if anyone had a conflict of interest to disclose, and Councilmember Blossom mentioned that she has a subdivision that she will submit after the moratorium.

3) **MAYOR'S REPORT**

Mayor Medina mentioned the Washington State Department of Transportation (WSDOT) open house on SR305 improvements and a public meeting on WSDOT's long-range ferry plan.

4) **UNFINISHED BUSINESS**

4.A Update on Moratorium - Planning

Cover Page

20190327 Moratorium work program status report.docx

Development Moratorium Summary Effective 20190403.docx

Ordinance No. 2019-10 Extending the Development Moratorium

Planning Director Christensen provided an update on the moratorium work program and addressed Council's questions.

4.B Ordinance No. 2019-03 Relating to Subdivision Update - Planning

Cover Page

20190402 CC Staff Memo Ordinance 2019-03.docx

BLR_2014 Dwelling Unit Potential.pdf

Subdivision Potential -- Low Density Residential -- Vacant Parcels.pdf

Subdivision Potential High Density -- map.docx

Subdivision Potential High Density -- table.docx
20190319 CC Staff Memo
Attachment A -- Ordinance No. 2019-03 Subdivision Update - Draft 031519
Attachment A -- Ord 2019-03 Exhibit A 20190228 PC Recommendation with Notes.docx
Attachment A -- Ord 2019-03 Exhibit B 20190228 PC Recommendation.docx
Attachment A -- Ord 2019-03 Exhibit C 20190228 PC Recommendation.docx
Attachment B -- Planning Commission Minutes 021319.pdf
Attachment B -- Planning Commission Minutes DRAFT 022819.docx
Attachment C -- Subcommittee Comments - Exhibit A.pdf
Attachment C -- Subcommittee Comments - Exhibit B.pdf
Attachment C -- Subcommittee Comments - Exhibit C.pdf

Mayor Medina introduced the agenda item.

Councilmember Tirman provided an update on Kitsap Regional Coordinating Council's Affordable Housing Ad Hoc Committee and their proposal to fund affordable housing. Council agreed to add the proposal to a future agenda.

Senior Planner Carr, Charlie Wenzlau, and Planning Commissioners Jon Quitslund, Kimberley McCormick-Osmond, and Bill Chester provided information on the proposed subdivision update.

Councilmember Nassar ended her participation in the meeting at 8:40 p.m.

Council discussed the proposed update.

5) NEW BUSINESS

5.A Changes to Public Safety Committee - Councilmember Deets

Cover Page

Public Safety Committee Memo (March 14, 2019) - Proposed Changes
February 28, 2015 Police Oversight Proposal

Chapter 2.37 BIMC

Councilmember Deets introduced the agenda item.

Councilmember Tirman left the meeting at 9:34 p.m.

Council agreed to add citizens to the Public Safety Committee for a one-year term starting July 1, 2019 and asked staff to return with a resolution.

6) FUTURE COUNCIL AGENDAS

6.A Future Council Agendas

Cover Page

City Council Regular Business Meeting 040919
City Council Study Session 041619
City Council Regular Business Meeting 042319
City Council Study Session 050719

7) **FOR THE GOOD OF THE ORDER**

Deputy Mayor Schneider reminded Council of the Steve Wilson photography reception in Council Chambers.

Mayor Medina provided information on H.B. 1923 relating to land use requirements.

8) **ADJOURNMENT**

Mayor Medina adjourned the meeting at 10:05 p.m.

Kol Medina, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME:

AGENDA ITEM: City Council Regular Business Meeting Minutes, April 9, 2019

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION:

Approve with Consent Agenda.

SUMMARY:

Consider approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[CCMIN 040919 BUSINESS](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, APRIL 9, 2019

MEETING MINUTES

1) **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**

Deputy Mayor Schneider called the meeting to order at 6:00 p.m. in Council Chambers.

Deputy Mayor Schneider and Councilmembers Blossom, Deets, Peltier, and Tirman were present. Mayor Medina and Councilmember Nassar were absent and excused.

2) **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**

Councilmember Peltier moved and Councilmember Deets seconded to approve the agenda as presented. The motion was approved by unanimous consent.

3) **PUBLIC COMMENT**

Andy and Charlotte Rovelstad commented on the increase in trash in the harbor and presented each Council member with a bag of plastic collected on Eagle Harbor beaches.

4) **DEPUTY MAYOR'S REPORT**

Deputy Mayor Schneider mentioned the Washington State Department of Transportation open house on State Route 305 improvements, Ward Meetings, COBI Connects newsletter, opening of Winslow Grove Trail, homelessness photo reception, and subdivision regulations.

5) **CITY MANAGER'S REPORT**

City Manager Smith commented on the newsletter, Olympic Drive project outreach, and applications for Citizen Advisory Boards.

6) **PRESENTATION(S)**

6.A Proclamation Declaring April 26, 2019 as "Arbor Day," AB 19-125 - Deputy Mayor Schneider

[Cover Page](#)

[Arbor Day Proclamation 2019](#)

Councilmember Tirman read the proclamation. Deputy Mayor Schneider presented the proclamation to Christine Perkins. She thanked Council for recognizing Arbor Day.

6.B Proclamation Declaring April 22, 2019, as "Bainbridge Island Earth Day" - Deputy Mayor Schneider

[Cover Page](#)
[Earth Day Proclamation 2019](#)

Councilmember Deets read the proclamation. Deputy Mayor Schneider presented the proclamation to David McCaughey. He thanked Council for recognizing Earth Day.

6.C Proclamation Declaring the Month of April 2019 as "Heritage Tree Month" - Planning

[Cover Page](#)
[Heritage Tree Proclamation 2019](#)
[Heritage Tree Register 2019.xlsx](#)

Councilmember Peltier read the proclamation. Deputy Mayor Schneider presented the proclamation to Christine Perkins. She thanked Council for their support of Heritage Tree Month.

6.D Multi-Modal Transportation Advisory Committee 2018 Annual Report and 2019 Work Plan

[Cover Page](#)
[MTAC_2018 Accomplishments](#)
[MTAC 2019 Proposed Work Plan for CC 04092019](#)
[April 9, 2019 MTAC Presentation](#)

Deputy Mayor Schneider introduced the agenda item. Council delayed discussion of the item so additional members of the Multi-Modal Transportation Advisory Committee could participate.

7) NEW BUSINESS

7.A City Manager's Six-Month Performance Evaluation

[Cover Page](#)
[City Manager Six Month Performance Evaluation.pdf](#)

Deputy Mayor Schneider introduced the agenda item. Council members commented favorably on the City Manager's performance.

MOTION: I move to approve the City Manager's six-month performance evaluation.

Deets/Tirman: The motion carried 5 – 0.

AYES: Sarah Blossom, Ron Peltier, Joe Deets, Matt Tirman, Leslie Schneider

NOES: None

ABSENT: Rasham Nassar, Kol Medina

ABSTAIN: None

7.B Request to Lower Speed Limit on Fletcher Bay Road from New Brooklyn Road to High School Road - Public Works

[Cover Page](#)
[Fletcher Bay Road Speed Limit petitions.pdf](#)

[2013FocusedTraffic Study - Final 01082014.pdf](#)
[Resolution No. 2016-08 Establishing Maximum Speed Limits Approved 030816.pdf](#)

Public Works Director Loveless introduced the agenda item.

Public Comment

Suzanne Miller spoke about congestion on the road.

Ulla Boysen spoke about visibility issues.

Jerilyn Brusseau spoke about speed issues.

Ken Rico spoke about safety issues.

Dax Hanson spoke about safety concerns.

Barb Betty spoke in favor of a speed reduction.

Will Nickum spoke in favor of the speed reduction.

Michael Loverich spoke in favor of a speed reduction.

Gary Loverich spoke in favor of a speed reduction.

Kathy Nickum spoke in favor of a speed reduction.

Council discussed the speed reduction.

MOTION: I move to direct City staff to prepare a resolution for a reduction in the speed limit from New Brooklyn to High School Road to 25 mph.

Peltier/Blossom: The motion carried 5 – 0.

AYES: Sarah Blossom, Ron Peltier, Joe Deets, Matt Tirman, Leslie Schneider

NOES: None

ABSENT: Rasham Nassar, Kol Medina

ABSTAIN: None

7.C Ordinance No. 2019-08, Amending the 2019 Budget to Provide Funding for Work Funded in 2018 but to be Performed in 2019 - Finance

[Cover Page](#)

[2018 Budget Carry over into 2019 Transmittal.docx](#)

[ORD 2019-08 Amending the 2019 Budget to Carry Forward 2018 Items](#)

[Ord 2019-08- Attachment A - 2018 carry overs.xlsx](#)

Budget Manager Dunscombe introduced the agenda item.

MOTION: I move to forward for approval with the Consent Agenda on April 23, 2019, Ordinance No. 2019-08, amending the 2019-2020 biennial budget to include carryover items for work funded in 2018 but to be performed in 2019.

Deets/Peltier: The motion carried 5 – 0.

AYES: Sarah Blossom, Ron Peltier, Joe Deets, Matt Tirman, Leslie Schneider

NOES: None
ABSENT: Rasham Nassar, Kol Medina
ABSTAIN: None

6.D [Moved] Multi-Modal Transportation Advisory Committee 2018 Annual Report and 2019 Work Plan

Erin Thomasson, Chair of the Multi-Modal Transportation Advisory Committee, provided a presentation on 2018 achievements and 2019 priorities. Council discussed the work plan.

MOTION: Councilmember Peltier moved and Councilmember Deets seconded to forward for approval with the April 23, 2019 Consent Agenda acceptance of the Multi-Modal Transportation Advisory Committee's 2018 report and 2019 work plan as presented. Councilmember Tirman moved and Councilmember Deets seconded to amend Councilmember Peltier's motion to add the STO Plans and advising on the Suzuki Affordable Housing Development to the workplan.
The motion carried 5 – 0.

AYES: Sarah Blossom, Ron Peltier, Joe Deets, Matt Tirman, Leslie Schneider
NOES: None
ABSENT: Rasham Nassar, Kol Medina
ABSTAIN: None

8) CONSENT AGENDA

8.A Agenda Bill for Consent Agenda [Cover Page](#)

8.B Accounts Payable and Payroll [Cover Page](#) [Report to Council of Cash Disbursements 04-10-19.pdf](#) [Payroll.pdf](#)

Accounts Payable: check number 350468 from previous run = \$5,500.; manual check number sequence 350169 – 350179; 350243 – 350244 = \$88,596.12; regular check number sequence 350179 – 350242 = \$155,732.18; EFT #335 = \$4,605.00; ACH #'s 336 – 338 = \$1,899.30; retainage release #175 = \$1,438.28; Travel Advance #85 = \$300.00. Total disbursement = \$264,605.41.

Payroll: normal direct deposit check sequence 044375 – 044498 = \$293,503.61; regular payroll check sequence 108915 – 108917 = \$4,709.65; vendor check run sequence 108918 – 108930 = \$313,011.30; Federal Tax Electronic Funds Transfer = \$112,638.56; miscellaneous payroll numbers 108931 = \$1,096.22; ACH \$237.50; vendor check sequence 108932 – 108933 = \$301.23. Total disbursement = \$725,264.88.

8.C Special City Council Meeting Minutes, March 19, 2019 [Cover Page](#) [CCMIN 031919 SPECIAL](#)

8.D City Council Study Session Minutes, March 19, 2019 [Cover Page](#)

CCMIN 031919 STUDY SESSION

8.E City Council Regular Business Meeting Minutes, March 26, 2019

[Cover Page](#)

[CCMIN 032619 BUSINESS](#)

8.F Amendment to Rescind the Interlocal Agreement with Kitsap Public Utility District for Community Wi-Fi - Executive

[Cover Page](#)

[Notice of Discontinuation from Bob Hunter, KPUD General Manager](#)

[Amendment No. 1 to COBI-KPUD WIFI ILA](#)

[COBI-KPUD WIFI ILA \(Executed 10-9-18\)](#)

8.G Resolution No. 2019-14, Supporting the Green New Deal - Councilmember Tirman

[Cover Page](#)

[Resolution No. 2019-14 Supporting Green New Deal](#)

8.H Ordinance No. 2019-06 Amending the 2019-2020 Biennial Budget and CIP to provide for Harrison Building and Site Purchase - Finance

[Cover Page](#)

[Ordinance No. 2019-06 Police & Court Facility Budget and CIP Amendment](#)

[Exhibit A to Ordinance No. 2019-06 - Police Court Project Budget Amendment](#)

[Exhibit B to Ordinance No. 2019-06](#)

[Exhibit C to Ordinance No. 2019-06](#)

8.I Resolution No. 2019-15, Delegating Authority to Designate Certain Expenditures for Potential Reimbursement from Bonds That May Be Authorized in the Future - Executive

[Cover Page](#)

[Resolution 2019-15, Delegating Authority to Designate Certain Expenditures for Potential Reimbursement from Bonds That May Be Authorized in the Future](#)

[Background Information Related to IRS Guidelines](#)

8.J Olympic Drive Non-Motorized Improvements Project Professional Services Agreement with MIG SVR for Support Services - Public Works

[Cover Page](#)

[Professional Services Agreement with MIG-SVR](#)

MOTION: I move to approve the Consent Agenda as presented.

Blossom/Tirman: The motion carried 5 – 0.

AYES: Sarah Blossom, Ron Peltier, Joe Deets, Matt Tirman, Leslie Schneider

NOES: None

ABSENT: Rasham Nassar, Kol Medina

ABSTAIN: None

9) COMMITTEE REPORTS

9.A Committee Reports

[Cover Page](#)

[Utility Advisory Committee Meeting Minutes February 27, 2019](#)

Councilmember Peltier reported on a Puget Sound Regional Council Growth Management Board meeting.

10) FOR THE GOOD OF THE ORDER

Councilmember Tirman reported on a rental assistance program.

Councilmember Peltier requested the addition of agenda item numbers to agenda bills.

11) ADJOURNMENT

Deputy Mayor Schneider adjourned the meeting at 8:17 p.m.

Kol Medina, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Multi-Modal Transportation Advisory Committee 2018 Annual Report and 2019 Work Plan,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION:

Approve with Consent Agenda.

SUMMARY:

A representative from the Multi-Modal Transportation Advisory Committee presented the committee's 2018 annual report and 2019 work plan at the April 9, 2019 Business Meeting. The City Council requested that the committee add STO plans and the Suzuki Affordable Housing Development to the workplan, and the workplan has been updated to include these items.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[MTAC 2018 Accomplishments](#)

[MTAC 2019 Work Plan for CC 04232019](#)

[April 9 2019 MTAC Presentation](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Multi-Modal Transportation Advisory Committee (MTAC) 2018 Annual Report

Committee Background

The City of Bainbridge Island's (COBI) Multi-Modal Transportation Advisory Committee (MTAC) was established to advise the COBI Council and Staff on transportation issues affecting the people of Bainbridge Island. MTAC consists of seven citizen members and four liaisons (two from the COBI Council, one from the COBI Staff and one from the Bainbridge Island Parks & Recreation District Board of Commissioners). MTAC holds meetings on the 2nd Wednesday of the month from 7:00 – 9:00 at the COBI City Hall.

Examples of 2018 Accomplishments

Service to City Council and Staff: MTAC serves the COBI Council and assists COBI Staff on issues related to multi-modal transportation and provides recommendations on proposed land use actions that may benefit or impact multi-modal transportation.

- *Infrastructure Ballot Measure Task Force:* The COBI Council created the task force in 2017 to develop and deliver recommendations for an infrastructure ballot measure, that would include funding for island-wide non-motorized improvements. MTAC invested significant time in supporting the Task Force, with two MTAC members serving on the Task Force and chairing the Task Force's Non-Motorized Transportation subcommittee. The subcommittee facilitated citizen forums, worked extensively with COBI Staff to refine outreach documents, project descriptions, maps and other visuals and delivered a Final Report and Recommendations to the COBI Council.
- *Safe Routes To School:* Increasing safe and connected routes for island students, parents and school staff is a standing priority for the Committee. MTAC has supported city staff in COBI's partnership with BISD to improve and develop trails on BISD's Central Campus and the Woodward/Sakai campus. Additionally, MTAC has provided general advice and recommendations on design aspects of the Sportsman Club & New Brooklyn Intersection Improvements. Committee representatives also provide planning, recruitment and on-the-ground support for the annual Sakai and Ordway Bike to School Days.
- *Improving Non-Motorized and Motorized Interactions:* Improvements to island roads increase safety for both motorized and non-motorized users. MTAC provided extensive input and support to COBI's Miller Road shoulder improvement project and is active in multiple aspects of the Olympic Drive Improvement project. Both projects represent significant improvements that provide benefits for pedestrians, bicyclists and motorized vehicles.
- *Bainbridge Island Greenway:* When completed, the Bainbridge Island Greenway will provide the gateway section of the Sound To Olympic Trail (STO), a crucial linkage in the effort to complete an all ages and abilities trail spanning the full west to east extent of Washington State. MTAC assisted city staff in planning and staffing the March 2018 Grand Opening of the

Multi-Modal Transportation Advisory Committee (MTAC) 2018 Annual Report

Winslow Way to High School Road segment of trail. Currently, the Committee is providing support and advice on the next segment of the trail, originating at High School road and connecting with the BI Parks Sakai Park trail.

- *General Support:* The Committee contributed to the COBI Council's Sustainable Transportation Initiative and provides regular reviews of development proposals, requests for review and input on updates of foundational planning documents including the Comprehensive Plan and Islandwide Transportation Plan revisions.

Organizational Collaboration and Outreach: The Committee strives to foster open communication and information flow with other governmental entities, city advisory boards and advocacy groups. In 2018 MTAC interacted with representatives of WSDOT, the BI School District, the BI Parks & Recreation District, the BI Fire Department, the COBI Climate Change Advisory Committee, the COBI Waterfront Trail Committee, the BI Parks Foundation, Climate Action Bainbridge, Squeaky Wheels and the Bainbridge Mobility Alliance.

Citizen Engagement: The Committee serves as a conduit for citizen's multi-modal transportation ideas and concerns and strives to educate and inform citizens on related issues. Monthly MTAC meetings are open to the public and citizens and organizations are encouraged to attend and participate. During the course of 2018 the Committee has been fortunate to interact with numerous island residents on a variety of issues.

Respectfully Submitted April 9, 2019

Multimodal Transportation Advisory Committee

Lief Horwitz, Past Chair

Multi-Modal Transportation Advisory Committee (MTAC)

2019 Proposed Work Plan

Committee Background

The City of Bainbridge Island's (COBI) Multi-Modal Transportation Advisory Committee (MTAC) was established to advise the COBI Council and Staff on transportation issues affecting the people of Bainbridge Island. MTAC consists of seven citizen members and four liaisons (two from the COBI Council, one from the COBI Staff and one from the Bainbridge Island Parks & Recreation District Board of Commissioners). MTAC holds meetings on the 2nd Wednesday of the month from 7:00 – 9:00 pm at the COBI City Hall.

2019 Proposed Areas of Focus

Communications/Partnerships

Priority Title	Brief Description
Communications	1) Capture and publicize previous and recent successes and upcoming projects and opportunities. 2) Develop standing MTAC piece for new City Bulletin. 3) Assist with Project webpages summary/talking points (pros & cons). 4) Educate citizenry.
Liaising with other key entities	Other BI CAGs (Climate Change Advisory Committee, Planning Commission, Design Review Board), BISD, BI Parks, BIFD, BIPD, BI Parks Foundation, BMA, Squeaky Wheels, Kitsap Transit, Kitsap County, WSDOT,

Process Enhancements

Priority Title	Brief Description
Update Non-motorized Project CIP list	Identify projects to recommend for the CIP.
Strategy for developing sustainable transportation infrastructure aligned with Transportation Vision 2036	Discuss and commit to MTAC role in the consultant engagement process initiated by Council to refresh the island transportation infrastructure strategy.
Review/revamp criteria for project priorities	Emphasize values, safety, accessibility, choice, etc.
Improve design development review process	Recommendations on Planning-reviewed development projects. Ensure alignment with relevant city staff
Assist in Comp Plan update/ IWTP plan revisions & IWTP map	Build only when funding is available to construct an appropriate amount of a project

Project Development

Priority Title	Brief Description
Project - Olympic Drive implementation	Help ensure this critical project for all user types is adequately supported with marketing, outreach, and education for users.
Project -- Sportsman Club & New Brooklyn Intersection Improvements	Intersection Improvements include Design, Permitting, & Right-of-Way & Easement procurement for the intra-island trail at Woodward/ Sakai (included in above)
Project -- High School Road	Focused study for high school road east (Council initiative) & High School Road Safety Improvements Project – Design & Permitting,
Trails	Trails Working Group, specific trail projects (e.g. Wardwell Right of Way)
BI Greenway/305 Planning	Visioning & includes coordination with Visconsi-constructed portion of the Island Greenway Trail.
Suzuki Development	Provide input during the planning and design phases.

Strategy/Visioning

Priority Title	Brief Description
High Priority Projects (marquee)	Develop a process to identify, rank and pursue near-term projects (outside the CIP process) designed to benefit multiple user groups and provide quick wins, to inspire island residents and demonstrate what is possible with more funding.
Safe Routes to School	Champion & Assist projects that benefit students, parents, teachers and the general citizenry on/near all three public campuses
Opportunity capacity	How can MTAC pursue the "unknown unknowns"?
Public Transportation	Ensure adequate attention is given to transit as a component of the overall transportation system. (Talk to Chris about ferries initiatives.)
Develop funding strategies and mechanisms for non-motorized improvements	Lay out a funding strategy for transportation improvements on the island over the next twenty years. It will review all potential sources of funding, including annual spending from general fund, state and federal grants, etc. Includes considering updates to Transportation Impact Fee structure and potentially incorporating a dedicated Trails Impacts Fee.
Standing commitments	Design reviews, citizen interactions, Council interactions, grants, educating citizenry
On-going Planning Efforts	Short term parking solutions, Creation of a traffic calming program, Road condition ratings and sidewalk inventory, Road condition ratings and sidewalk inventory
STO Complete Plans	Assist with further clarifying and illustrating the STO Trail Corridor Sketch Summary

C.O.B.I.
Multimodal
Transportation Advisory
Committee

Report to Council:
2018 Achievements
& 2019 Priorities

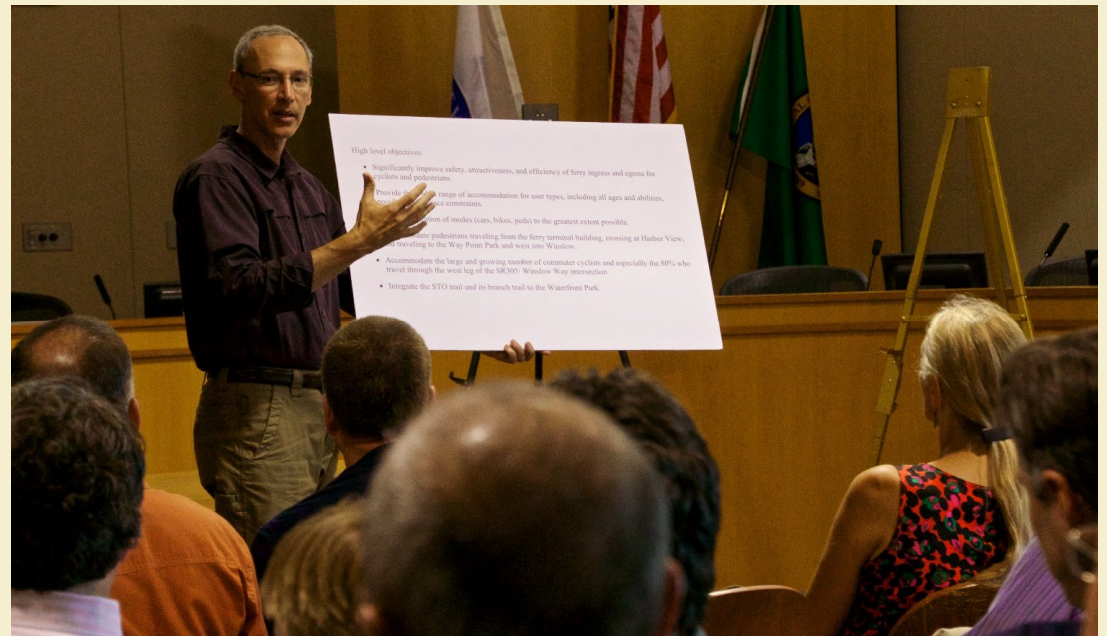
Erin Thomasson, Chair
Lief Horwitz, Past Chair

April 9, 2019



Overview

- 2018 In Review
- Committee Retreat
- Committee has broad base of knowledge and experience to pursue full spectrum of multi-modal initiatives in 2019/20
- 2019 Work Plan contemplates lessons learned from 2018 experiences



2018 In Review



- Service to City Council and Staff
- Organizational Collaboration and Outreach
- Citizen Engagement

MTAC Work Plan 2019

Five Focal Areas

1. Communication/Partnerships
2. Process Enhancements
3. Project Development
4. Strategy and Visioning
5. Standing Work/Cyclical



MTAC Work Plan 2019



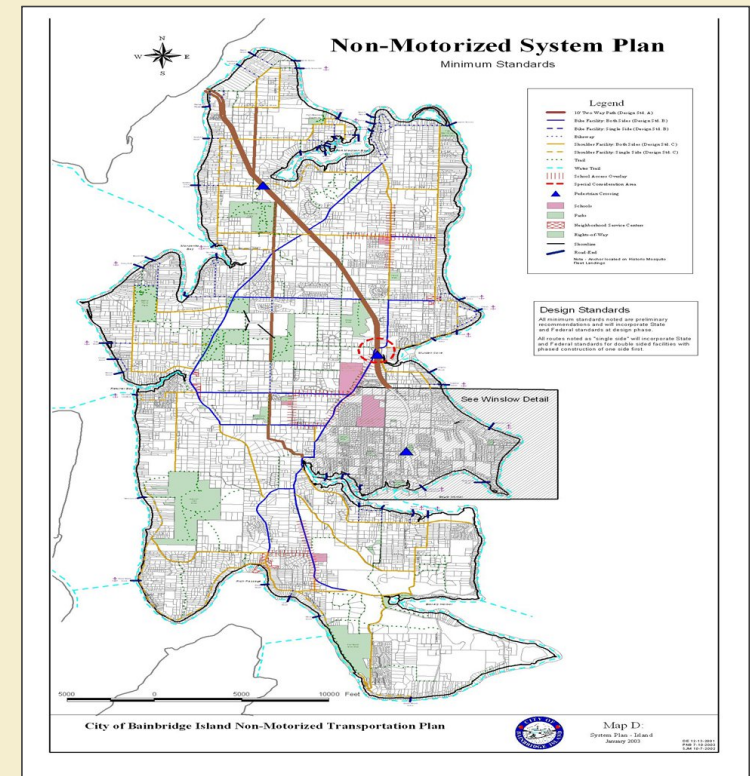
1. Communication/Partnerships

- City Communications
- Liaising with other key entities

MTAC Work Plan 2019

2. Process Enhancements

- Update Non-motorized Project CIP list
- Strategy for developing sustainable transportation infrastructure aligned with Transportation Vision 2036
- Review / revamp criteria for project priorities
- Improve design development review process
- Assist in Comp Plan update/ IWTP plan revisions & IWTP map



MTAC Work Plan 2019

3. Project Development

- Olympic Drive implementation
- Sportsman Club & New Brooklyn Intersection Improvements
- High School Road
- Trails
- BI Greenway/305 Planning



MTAC Work Plan 2019

4. Strategy and Visioning

- High Priority Projects
- Safe Routes To School
- Opportunity Capacity
- Public Transportation
- Funding strategies and mechanisms for non-motorized improvements



MTAC Work Plan 2019

5. Standing Work/Cyclical

- Design reviews, community education, Council interactions, grants
- On going Planning Efforts



MTAC Work Plan 2019

- Questions
- Comments
- Feedback
- Concerns





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Ordinance No. 2019-08, Amending the 2019 Budget to Provide Funding for Work Funded in 2018 but to be Performed in 2019 - Finance,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION:

Approve with Consent Agenda.

SUMMARY:

Funding for certain items, as described in the attachment to the ordinance and in the attached memo, was approved in the 2018 budget and the work was started and is still in progress. These funds will be carried over into the 2019 budget to provide funding and allow the planned work to be completed.

If approved, these actions will increase authorized 2019 City spending by \$1,126,526 for the General Fund, \$146,331 for the Streets Fund, \$6,250 for the Civic Improvement Fund, \$25,909 for the Water Fund, \$16,737 for the Sewer Fund, and \$120,450 for the Stormwater Fund.

FISCAL IMPACT:

Amount:	\$1,442,203
Ongoing Cost:	
One-Time Cost:	\$1,442,203
Included in Current Budget?	No

BACKGROUND:

Please see the attached transmittal memo for a detailed overview of all requested items.

ATTACHMENTS:

[2018 Budget Carry over into 2019 Transmittal.docx](#)

[ORD 2019-08 Amending the 2019 Budget to Carry Forward 2018 Items](#)

[Ord 2019-08- Attachment A - 2018 carry overs.xlsx](#)

FISCAL DETAILS: Please see the attached memo. Total by fund is listed below:

General Fund: \$1,126,526

Streets Fund: \$146,331

Storm and Surface Water Management Fund: \$120,450

Water Fund: \$25,909

Sewer Fund: \$16,737

Lodging Tax Fund: \$6,250

Fund Name(s):

Coding:



Finance and Administrative Services Department
Memorandum

Date: April 2, 2019
To: City Council
Morgan Smith, City Manager
From: Kim Dunscombe, Budget Manager
Subject: Carryover Budget Amendments

The Finance and Administrative Services Department brings budget adjustments to Council for consideration on a regular basis, the first of which is consideration of updating the operating budget for items which were approved in the previous year. The action proposed in this agenda item officially amends the budget in accordance with the decisions made in prior years.

This memo provides a detailed overview of the requests for each operating fund. The number of requests and total spending authority is larger than in a typical year due to the wide range of projects for which the City engaged consultants in 2018. In general, the timing of the work matched plans, so this change to the 2019 budget represents expected spending.

General Fund Carryover Requests – 18 items, \$1.12 million

Ongoing agreements for professional services:

- Suzuki Property Development – This item carries forward the remaining \$584,647 of the \$800,000 provided for this contract for site preparation services in 2018. In 2018 a total of \$215,353 was spent.
- Greenhouse Gas Inventory – This item carries forward the full \$50,000 originally appropriated for this work. On January 22, 2019, Council authorized the City Manager to sign a PSA with Cascadia Consulting in the amount of \$42,599 for a two-year contract.
- 2018 Code Consistency Review – This item carries forward the remaining \$12,500 of the originally approved \$44,969 contract related to the review of the latest update to the Comprehensive Plan and the City's municipal code. With the update to the Comprehensive Plan, it is important to bring the municipal code into alignment with the goals and policies established in the update.
- Comprehensive Plan Implementation Projects – Island Center Subarea Planning Process, Revisions to BIMC Chapter 16.18, Update of City's Design Guidelines, and Inclusionary Zoning

and TDR are all parts of Comprehensive Plan update. Appropriation authority for these projects was approved and provided for in 2018. Projects are still on-going.

- Downtown Parking Study - This item carries forward \$24,535 of the originally-authorized \$120,000 and provides 2019 budget authority for consultant work supporting the consideration of parking needs in the Winslow core area.
- Local Update of Census Addresses Interlocal Agreement (LUCA ILA) with Kitsap County – Council approved an ILA with Kitsap County and associated funding of \$11,000 in 2018. Services to be provided include conducting the review, processing, and coordination required to ensure City addressing complies with Federal Census 2020 regulations and Kitsap 911 digital and GIS addressing requirements. The ILA was signed in January 2019.
- Verizon Franchise Agreement – This item carries forward the remaining \$6,519 of the original \$10,255 contract. The consultant, River Oaks, is providing assistance with negotiating a new franchise agreement governing telecommunications activities on the Island.

Continuing projects:

- Waterfront Park Bridge Repair - This item carries forward funding of \$142,926 and provides 2019 budget authority for a major repair project for the Waterfront Park Pedestrian Bridge. This project replaces the decking on the bridge and removes bollards, while a related effort improves lighting on and near the bridge.
- Axon Body Camera Contract – This item, originally budgeted in 2019, was moved into 2018 through the 2018 Q4 budget amendments. Remaining spending of \$14,903 is now carried forward. Please note a spending authority decrease of \$96,430 will be on the 1st Quarter Budget Amendment list. Total spending on this item is not increased by this proposed budget amendment.
- City Hall Panic Alarms – This item carries forward funding and provides 2019 spending authority for a major maintenance and upgrade to the City's panic alarm system.
- City Hall HVAC Major Maintenance and Software Upgrade - This item carries forward \$31,930 in funding and provides 2019 budget authority for a major maintenance and upgrade project to the HVAC system within City Hall.
- City Hall Siding Repair – This item carries forward \$15,462 in funding and provides 2019 budget authority for a major maintenance project to City Hall siding.

Committee and Commission projects:

- Road End Benches - This item carries forward the remaining \$13,229 of the \$30,000 provided for benches at Road Ends in 2017. The process of identifying desired locations for the benches is ongoing.
- Cultural Community Services – This item carries forward funding of \$24,354 and provides 2019 budget authority for payment completion of six cultural community services contracts.
- Something New Art Project – Phase One of the Something New project began in June of 2018 and will continue through June of 2019. This item provides funding in 2019 for the People's Choice Award. It does not increase the approved spending for this phase of the project. Project funding will be supported by the Public Art Subfund.

Street Fund Requests – 4 items, \$146,000

- Waterfront Park Bridge Repair - This item carries forward funding of \$20,000 and provides 2019 budget authority to install trail lighting at the Waterfront Park Pedestrian Bridge.

- Pavement Condition Assessment – This item carries forward funding of \$41,900 to complete the pavement condition assessment. This project was delayed into 2019.
- Manitou Park Road Repair - This item carries forward funding of \$34,266 for the emergency repair of Manitou Park Road, which began in the winter of 2018 and is continuing into 2019.
- Country Club Bulkhead Repair - This item carries forward funding of \$50,165 for the repair of Country Club Road bulkhead. The total cost of this project, which began in the fall of 2018, is \$55,000.

Civic Improvement Fund Request

- Lodging Tax Advisory Committee Contract Awards - This item carries forward funding of \$6,250 and provides 2019 budget authority for payment completion of two LTAC contracts originally awarded for 2018 but paid in 2019 due to timing of reports: Bainbridge Arts and Crafts for \$1,250, and North Kitsap Tourism Coalition for \$5,000.

Water Fund Requests

- Water Modeling Contract - This item carries forward funding of \$5,744 and provides 2019 budget authority for the completion of the Water Modeling Contract.
- Water Improvement Study - This item carries forward funding of \$3,428 and provides 2019 budget authority for the completion of the Water Improvement Study.
- Water/Sewer Rate Study - This item carries forward \$16,737 and provides 2019 budget authority for completion of the rate review by FCS Group.

Sewer Fund Request

- Water/Sewer Rate Study - This item carries forward \$16,737 and provides 2019 budget authority for completion of the rate review by FCS Group.

Stormwater Fund Requests – 2 items, \$120,000

- Culvert Replacements - This item carries forward \$83,111 and provides 2019 budget authority for completion of several culvert repairs around the Island.
- DOE Stormwater Grant - This item increases appropriation authority by \$37,339 related to Department of Ecology (DOE) Stormwater Grant. On May 8, 2018 City Council accepted the \$50,000 DOE Grant as part of 2018 1st Quarter Budget Amendments.

Thank you for your consideration of these requests.

ORDINANCE NO. 2019-08

AN ORDINANCE of the City of Bainbridge Island, Washington, amending the 2019-2020 biennial budget and providing for funding carryover items for work funded in 2018 but to be performed in 2019.

WHEREAS, on November 22, 2016, the City Council adopted the 2017-2018 biennial budget and subsequently amended the budget; and

WHEREAS, on November 27, 2018, the City Council adopted the budget for 2019 and 2020, and

WHEREAS, funding for certain items was approved in the 2018 budget and this work is continuing in 2019, and these funds now should be carried over into the 2019 budget for work to be completed in this year.

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

Section 1. Ordinance No. 2018-39 and the 2019 budget are each amended as shown on the attached Exhibit A.

Section 2. The City's Finance Director is authorized and directed by this ordinance to make the necessary changes to the 2019 Budget. The Finance Director is further directed to make sufficient interfund equity transfers from the appropriate funds to cover the added amounts authorized by this ordinance.

Section 3. This ordinance shall take effect and be in force five days from and after its passage, approval and publication as required by law.

PASSED by the City Council this ____ day of April 2019.

APPROVED by the Mayor this ____ day of April 2019.

Kol Medina, Mayor

ATTEST / AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	April 1, 2019
PASSED BY THE CITY COUNCIL:	___ __, 2019
PUBLISHED:	___ __, 2019
EFFECTIVE DATE:	___ __, 2019
ORDINANCE NO:	2019-08

Attached: Exhibit A

2018 BUDGET ITEMS TO BRING INTO 2019
presented to City Council April 9, 2019
approved on ____, 2019

Item	Description	Fund/Department	Amount
Suzuki Property Site Development Services	This item increases appropriation authority related to site development and preparation work at the Suzuki property. On June 12th Council approved a contract with Olympic Property Group in the amount of \$796,600.	General Fund / Executive	584,647
Greenhouse Gas Emissions Inventory	This item was approved at the October 30th Council Meeting. It increases appropriation authority to provide funding to assist the City in completing a <u>baseline island-wide greenhouse gas inventory.</u>	General Fund / Executive	50,000
Road End Benches	This item carries forward funding and provides 2019 budget authority for purchase and installation of benches at certain road ends. The Marine Access Committee has not completed their process of identifying desired locations for the benches.	General Fund / Executive	13,229
Cultural Community Services Funding	This item carries forward funding and provides 2019 budget authority for cultural community contracts awarded in 2018 for activities in the <u>community.</u>	General Fund / Executive	24,354
Verizon Wireless Franchise Agreement	This item carries forward funding and provides 2019 budget authority for telecommunications consulting services from River Oaks Communications Corp.	General Fund / Executive	6,519
2018 Code Consistency Review	This item carries forward funding and provides 2019 budget authority for 2018 Code Consistency Professional Services from Berk & Associates, Inc.	General Fund / Executive	12,500
Something New Public Art Project	This item carries forward funding and provides 2019 budget authority for Something New Phase 1 Public Art Project.	General Fund / Executive	1,000
Axon Body Camera Contract	This item increases appropriation authority to provide for the purchase of body-worn and vehicle dash cameras for police officers. On July 24 Council approved the Axon Police Camera services contract in the total amount of \$325,000. First-year costs are estimated to be \$96,430.	General Fund / Public Safety	14,903
Island Center Subarea Planning Process	This item increases appropriation authority related to Island Center Subarea Planning. On May 17, 2018 Doug Schulze, City Manager, approved a contract with Makers Architecture & Urban Design in the amount \$45,165.	General Fund / Planning	26,250
Revisions to BIMC Chapter 16.18, Katy Bigelow	This item increases appropriation authority related to revising BIMC 16.18. On October 12, 2018 Morgan Smith, City Manager, approved a contract with Katy Bigelow, Arborist LLC in the amount \$27,000.00.	General Fund / Planning	1,000
Update of City's Design Guidelines	This item increases appropriation authority related to updating City's design guidelines. On October 23, 2018 Council approved a contract with Platform Design LLC in the amount <u>\$113,573.</u>	General Fund / Planning	102,248
Inclusionary Zoning and TDR	This item increases appropriation authority related to affordable housing policy development. On June 12th Council approved a contract with ECO Northwest in the amount \$87,500 to provide economic analysis of inclusionary zoning programs and revisions to the City's transfer of <u>development rights program</u>	General Fund / Planning	54,023
LUCA ILA with Kitsap County	City Council approved an ILA with Kitsap County to conduct the review, processing, and coordination required to ensure that the City of Bainbridge Island's addressing is in alignment with Federal Census 2020 regulations and Kitsap 911 digital and GIS addressing requirements.	General Fund / Planning	11,000
Downtown Parking Study	This item carries forward funding and provides 2019 budget authority for consultant work supporting the consideration of parking needs in the <u>Winslow core area.</u>	General Fund / Public Works	24,535

City Hall Panic Alarms Upgrade	This item carries forward funding and provides 2019 budget authority for a major maintenance and upgrade project to City Hall's panic alarm system.	General Fund / Public Works	10,000
City Hall HVAC Software Upgrade	This item carries forward funding and provides 2019 budget authority for a major maintenance and upgrade project to the HVAC system within City Hall.	General Fund / Public Works	31,930
City Hall Siding Repair	This item carries forward funding and provides 2019 budget authority for City Hall's siding repair.	General Fund / Public Works	15,462
Waterfront Park Bridge Repair	This item carries forward funding and provides 2019 budget authority for a repair project for the Waterfront Park Pedestrian Bridge.	General Fund / Public Works	142,926
		<i>Subtotal General Fund</i>	<i>1,126,526</i>
Waterfront Park Bridge Repair	This item carries forward funding and provides 2019 budget authority for a repair project for the Waterfront Park Pedestrian Bridge trail lighting.	Streets Fund / Public Works	20,000
Pavement Condition Assessment	This item carries forward funding and provides 2019 budget authority for pavement condition assessment.	Streets Fund / Public Works	41,900
Manitou Park Rd Repair	This item carries forward funding and provides 2019 budget authority for emergency road repair on Manitou Park Rd.	Streets Fund / Public Works	34,266
Country Club Bulkhead Repair	This item carries forward funding and provides 2019 budget authority for Country Club Bulkhead repair.	Streets Fund / Public Works	50,165
		<i>Subtotal Streets Fund</i>	<i>146,331</i>
Lodging Tax Advisory Committee 2018 Contract Awards	This item carries forward funding and provides 2019 budget authority for LTAC 2018 contract awards.	LTAC Fund / Executive	6,250
		<i>Subtotal LTAC Fund</i>	<i>6,250</i>
Water Modeling Contract	This item carries forward funding and provides 2019 budget authority for water modeling contract.	Water Fund / Public Works	5,744
Water Improvement Study	This item carries forward funding and provides 2019 budget authority for water improvement study.	Water Fund / Public Works	3,428
Water Rate Study	This item carries forward funding and provides 2019 budget authority for a rate review originally budgeted in 2018, but which will be completed in 2019.	Water Fund / Public Works	16,737
		<i>Subtotal Water Fund</i>	<i>25,909</i>
Sewer Rate Study	This item carries forward funding and provides 2019 budget authority for a rate review originally budgeted in 2018, but which will be completed in 2019.	Sewer Fund / Public Works	16,737
		<i>Subtotal Sewer Fund</i>	<i>16,737</i>
2018 Culvert Replacement	This item carries forward funding and provides 2019 budget authority to replace culverts and construct drainage improvements at several locations around the Island.	SSWM Fund / Public Works	83,111
DOE Stormwater Grant	This item increases appropriation authority related to Department of Ecology Stormwater Grant. On May 8, 2018 City Council accepted the \$50K DOE Grant as part of 2018 1st Quarter Budget Amendments.	SSWM Fund / Public Works	37,339

		<i>Subtotal SSWM Fund</i>	<i>120,450</i>

Human Services Process Support

Suzuki Site Evaluation

Electric Utility Feasibility Study

Performance & Process Audit (Planning and
Community Development)

This item carries forward funding and provides 2017 budget authority for completion of consulting services from The Giving Practice/Philanthropy Northwest to support and facilitate the Human Services Funding award cycle for 2017-2018. This work was originally planned for 2016, but was completed in 2017.

This item carries forward funding and provides 2017 budget authority for an ecological assessment of the Suzuki property.

This item carries forward funding and provides 2017 budget authority for a contract with D. Hittle & Associates for the purpose of conducting a feasibility study for an Island-wide electric utility.

This item carries forward funding and provides 2017 budget authority for a contract with Latimore LLC for the purpose of conducting an audit of the process and permit review performance of the Planning and Community Development Department.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:10 PM) Committee Reports,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Report

PROPOSED BY: Executive

RECOMMENDED MOTION:

Information only.

SUMMARY:

Recent committee reports are provided for information only.

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:

Included in Current Budget?

BACKGROUND:

ATTACHMENTS:

[Climate Change Advisory Committee Meeting Minutes, March 20, 2019](#)

[Environmental Technical Advisory Committee Meeting Minutes, March 21, 2019](#)

[Ethics Board Meeting Minutes, March 18, 2019](#)

[Marine Access Committee Meeting Minutes, February 25, 2019](#)

[Multi-Modal Transportation Advisory Committee Meeting Minutes, March 3, 2019](#)

[Utility Advisory Committee Meeting Minutes, March 27, 2019](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CLIMATE CHANGE
ADVISORY COMMITTEE
MARCH 20, 2019

MINUTES

Present: Committee members Michael Cox, Lara Hansen, Gary Lagerloef, David McCaughey, Michelle McClure, Nora Ferm Nickum, James Rufo-Hill; Council Liaison Joe Deets

Absent: Committee members Derik Broekhoff, Deborah Rudnick

Public: Deborah Weinmann, Ben Persyn, Gloria Sayler, Edwin Rymarz, Troy D. Abel

The meeting was called to order at 6:17 pm.

Minutes from the previous meeting (February 6, 2019) were approved.

Public Comment

- Edwin Rymarz shared that he has asked the City Council in the past to look at rising sea levels and soil erosion, including in the shoreline planning process.
 - i. Note: This Committee has relevant items in its workplan, and we welcome community members to be involved.

Western Washington University Intern Update

- Deb Weinmann and Ben Persyn, students at WWU's Huxley College of the Environment, will be interns of Climate Action Bainbridge:
 - i. Looking at community solar is part of the Committee's workplan. Ben Persyn is interested in helping the Committee analyze how community solar projects could reduce the island's greenhouse gas emissions. He plans to study potentially viable locations for community solar infrastructure—applying criteria such as cost effectiveness, environmental efficacy, and political and legal acceptability—and provide the results to the Committee by June.
 - ii. Debbie Weinmann reported that she has been looking at how other cities (e.g., Bellingham) are structuring emissions reduction goals for the transportation sector, and what mitigation strategies they have proposed.

Draft CCAC Work Plan

- The Committee's draft proposed goal is to reduce emissions by 90% by 2040 compared to 2013 levels, with interim goals to ensure that we are making progress. The greenhouse gas inventory that just got underway is likely to use 2013 data, making that a solid baseline. We may adjust the goal based on the final inventory results (expected by July 2019) and outcomes from the current state legislative session.
- The Committee reviewed the draft mitigation, adaptation, and community engagement actions in its workplan, clarifying leads and timelines for each action.

Updates

- The *Idle Threat* movie is being shown at the library on April 4.
- The Climate and Energy Forum will have a public session on April 20 from 10am-noon. This one will focus on how we can reduce greenhouse gases from energy on the island. Future events will focus on transportation and adaptation.
- Arctic sea ice is at a lower level than it was last year on this date. We are now where we were predicted to be in 2050.

The meeting was adjourned at 8:10 pm.


Co-Chair

4/17/19
04/17/19



CITY OF
BAINBRIDGE ISLAND

ENVIRONMENTAL TECHNICAL
ADVISORY COMMITTEE
REGULAR MEETING
MARCH 21, 2019

MINUTES

Call to Order

The meeting was called to order at 3:05 pm.

Member Attendees

Karl Shearer, Casey Schmidt, Charlie Kratzer, Dylan Frazer, Jason Flowers, Steve Saepoff (by phone and in person), Juan Rovalo (by phone), and Melanie Keenan (by phone)

Guests: Tami Allen (COBI Harbor Master), Michael Ditmore

Council Liaison: Rasham Nassar

Presentation on Fourth of July Fireworks

- Tami Allen, the Harbormaster of COBI, gave a presentation on the use of unmanned aerial vehicles (UAV/Drones) in lieu of fireworks.
- The goal is to minimize the air and water quality impacts, and reduce noise disturbances for people, wildlife, and pets.
- This would consist of 200-400 USA-made drones supplied and programmed by Intel, similar to what was seen in the recent Olympics and Super Bowl.

Council Liaison Report

- The Chair spoke with Morgan regarding GWMP; progress has been slow.
- Morgan will be at next ETAC meeting with draft scope of work for GWMP; come to ETAC for revisions before presenting to Council.
- The newly hired geohydrologist will be the COBI Liaison to ETAC.
- There was a discussion regarding the process of ETAC involvement with COBI staff, particularly related to GWMP.

Chair Report

- Discussion of collaborative relationship with KPUD.
- ABC environmental conference discussion.
- Fact sheet will be discussed at next meeting.



CITY OF
BAINBRIDGE ISLAND

ENVIRONMENTAL TECHNICAL
ADVISORY COMMITTEE
REGULAR MEETING
MARCH 21, 2019

Karl Shearer presentation on fish aquaculture

- Karl discussed provided an update on the activities, risks, and regulations surrounding this issue.

The meeting adjourned at 4:38 pm.


Charlie Kratzer, Chair

4/18/19
4/18/19

COBI ETHICS BOARD
Regular Meeting
Monday, March 18, 2019
Bainbridge Island City Hall, Council Chambers
Bainbridge Island, WA 98110

Minutes

- I. Call to order. Meeting was called to order at 6:30 pm.

Present were Maradel Gale, Suzanne Keel-Eckmann, Ingrid Billies, and Sarah Blossom, Council representative.

2. Changes or Additions to Agenda. None.
3. Disclosure of conflicts of interest. None.
4. Minutes of the February 22, 2019 meeting were accepted with changes.
5. Communications. Suzanne had communications with the City Manager, Joe Levan, Robbie Sepler, and each of the individual Ethics Board members. Maradel spoke with Brian and Suzanne, Brian spoke with Maradel and Suzanne. Ingrid spoke with Suzanne.
6. Open Government Training – Deputy City Attorney Robbie Sepler. OPMA Training given to the Board.
7. Public Comment. Suzanne gave an overview of the complaint process. There was no public comment.
8. 2018 Annual Report/Work Plan. Board discussion on Annual Report and Work Plan. Report will be given to City Council in April. Annual Report and Work Plan is approved by the Board.
9. 2018-04 Determination Remand. Maradel led a discussion of the original complaint by Mr. Chip McDermott. Brian and Maradel will work further on the Remand.
10. Advisory Opinion Requests:
 - A. 2019-03 Tirman. Suzanne led the discussion on this Advisory Opinion. Advisory Opinion 2019-03 was accepted and approved by the Board.
 - B. 2019-04 Peltier. Suzanne led the discussion on this Advisory Opinion. This item has been tabled until next meeting.
 - C. 2019-06 Deets. Ingrid will give a summary at the next meeting.
- II. Complaints.
 - A. 2019-02 McBryan. Maradel will summarize this for next meeting.
 - B. 2019-05 Schulze. Suzanne and Maradel will summarize this for the next meeting.

12. Receipt of Peltier Letter to Ethics Board. Letter will be made part of the public record.
13. Items for next meeting Agenda. Maradel will present a summary of 2019-02, Suzanne and Maradel will present a summary of 2019-05, Ingrid will also present a summary of 2019-06. The Remand will go back to Scott for revision.
14. Next Meeting Date. April 15, 2019.
15. Adjournment. 8:02 pm.


Suzanne Kee-Eckmann, Chair 04/15/19



MARINE ACCESS COMMITTEE
REGULAR MEETING MINUTES
FEBRUARY 25, 2019

Present: Anthony Oddo (Chair) Fred Grimm, Terry Kerby, Elise Wright, Council Liaison Ron Peltier

Harbor Steward: Dave Kircher

Members of the Public: Andy & Charlotte Rovelstad, Ray Nowak

Call to Order: 5:30 pm

Minutes recorded by Elise Wright

Three items were added to the **Agenda:**

Election (recruitment) of a Chair, *pro tem* for the committee

Report on Emergency Work on Ocean Avenue

Discussion of the process of the Committee's Report to Council on the DUOWM Buoys

No conflicts were reported.

Minutes from January 14th, 2019 were **approved**.

Scheduling Conflicts: Elise & Terry will be out of town for the March 11, 2019 regular meeting, leaving just three committee members. The meeting will be cancelled.

Reports:

City: Councilmember Peltier, noting that with only 5 active members we are having trouble finding quorums, suggests we revisit the list of applicants from January and ask Council to appoint a new member before June. He also noted that Council has been receiving many emails from the community expressing strong feelings (pro & con) about the new buoys for the DUOWM.

Harbor Stewards: Dave Kircher had no news of sinking vessels or other disturbances.

Harbormaster: Tami Allen's written report was in our packet.

Action/Discussion Items:

Fred Grimm agreed to serve as Chair, *pro tem* through June 2019. This will include being available to present our Annual Report and Work Plan to Council on March 26, 2019.

Elise Wright reported on the extensive wash-out at the end of Ocean Avenue, including the boundary signs, Water Trail signs, the newly installed bench and the Rolling Bay mailboxes. Large driftwood logs have been installed (chained) along the greatly diminished shoreline. She suggests boundary signs be re-installed and parking sought on the City property currently claimed by the Rolling Bay Homeowners.

Discussion of the process by which MAC arrived at a committee recommendation to Council regarding buoy placement in the DUOWM: Anthony reviewed the options we asked be investigated by City staff at our January meeting, which was followed by a request from Deputy City Manager Ellen Schroer that we have a report to Council for their Feb. 5th Study Session. The result was a report drafted by Anthony with input from Elise and Greg. Comments from other committee members were solicited but the committee as a whole had not had a chance to discuss or vote on the report in an open meeting before it was submitted to Council. Councilman Peltier opined that this was an acceptable process given the circumstances. Terry had questions about the DUOWM project and its effect on the rowing club, and asked if MAC is finished with the issue, or if there will be an opportunity for more input. Terry also raised questions posed to him by community members regarding the standards required of residents of the DUOWM.

Elise noted that all parties are still seeking a resolution to the conflict regarding the buoys, and that proof of insurance, waste management, safety and mobility standards are stated on the application and written into the lease for all liveaboard mariners.

Public Comment:

Andy Rovelstad referenced documents (from the Planning Department?) stating that Eagle Harbor can accommodate no more than 120 rowers at a time. BIR has stated they have 108 concurrent rowers now. Andy believes a safe limit should be established for total number of rowers.

Charlotte Rovelstad, commenting on the buoy designation process, observed that the committee and the community had been hampered by shifting goal requests from BIR that continued right up until the Council's decision. She recommends future processes be thorough in soliciting information that should be shared with all parties right from the start.

Regarding the safety issues raised by BIR, Charlotte recommended that MAC add a look into safety issues in the harbor to their Work Plan for 2019-2020, including 1) how safety is defined, 2) identification of the obstacles to safety in the harbor, 3) proposal of multiple remedies.

2018 MAC Accomplishments and Report to Council:

Each member is asked to identify accomplishments in their area(s) of responsibility and send them to the group. Anthony will compile them into a report.

Presentation is scheduled for March 26th. We will have to coordinate online if our March 11 regular meeting is cancelled for lack of a quorum.

2019 Project Plan/ Review of 2018/19 Work Plan

New and ongoing projects were identified for 2019-2020 by committee members:

- Implementing a safety review of Eagle Harbor, as described above
- Continuing pursuit of a viewing platform at the Ferry Terminal
- Pursuit of a connection from the ferry holding area to the adjacent road end near Harborview Condominiums
- Explore partnerships with other community organizations (e.g., BI Land Trust) for connections and linkages with existing City Road ends
- Focus on Ward Avenue Road End as part of MAC's designation of a capital project

Moving forward in 2019, MAC members will divide responsibility for road ends among committee members based on geographic designations (Bainbridge wards). Each subcommittee on road ends will be tasked with reporting to the committee on the various O&M projects (maintenance, signage, benches, etc.) as well as any potential historical markers or partnerships that may be appropriate for a certain road end because of historical significance or use as part of a wider County-wide system of trails.

The Committee will also evaluate the possibility of reviving the “Spring Fling” as a way to raise public familiarity with road ends on Bainbridge Island.

Meeting was **adjourned** at 7:12 pm.

The March meeting is cancelled. The next meeting will be Monday, April 8, 2019.

	
Co-Chair	Date



MULTI-MODAL TRANSPORTATION ADVISORY COMMITTEE (MTAC)

**March 3, 2019
Annual Retreat
Council Conference Room
280 Madison Ave North
Bainbridge Island, Washington**

Minutes

Attendees: MTAC members: Lief Horwitz (Chair), Erin Thomasson, David Freeburg, Robert Shulock, Don Willott, Demi Allen, Shannon Glass; City staff: Mark Epstein, Chris Hammer; Council members: Leslie Schneider, Joe Deets; Public: Susan Loftus

Retreat Objectives:

- Review 2018 MTAC accomplishments & lessons learned
- Revisit COBI vision for multimodal transportation as reflected in the Comprehensive Plan
- Discuss 2019 COBI Council and MTAC multi-modal priorities and collaborative opportunities
- Outline a strategy and determine champions for 2019 priorities and collaborative opportunities
- Elect new MTAC Chair

9:00 Administrative

- Call to Order -- *Lief Horwitz*
- Review and Acceptance or Modification of Agenda -- *MTAC Members*
 - Agreed to include review of COBI's current vision for the transportation system as reflected in the Comprehensive Plan, to provide the framework for our discussions.

9:15 Public Comment

Susan Loftus from the Bainbridge Mobility Alliance emphasized the importance of an effective consensus-building process around the vision for transportation infrastructure on the island. She also noted the importance of “regreening” transportation infrastructure. Also noted the need for a “map” of stakeholder interests and priorities, as a way of finding opportunities for win-win solutions.

9:30 Review 2018 MTAC Accomplishments and Lessons Learned

Highlights:

- Recommendations for Ballot Measure developed and endorsed
- Bainbridge Island Greenway progress (BI segment of STO Trail)
- Shoulder improvements on Miller Road and Fletcher Bay Road
- Winslow Grove Trail
- Collaboration with BISD and Parks (safe routes to school, Sakai Park trail connection)
- Engagement with SR 305 planning process

- Olympic Drive project progress
- Lessons learned from Levy process
- Lots of positive outcomes from the process – highlighted the need for community consensus on how we implement the Transportation Element of the Comprehensive Plan
- Communication/education to public regarding the multimodal transportation plan and the overall context for the Levy was inadequate
- The way the ordinance was written did not set the table for success – we will be able to create an ordinance people feel better about supporting

10:15 2019 Council and Committee Multi-Modal Priorities and Collaboration Opportunities

The committee discussed key initiatives for 2019 and how to implement them. The outcomes from that discussion are reflected in the 2019 Priorities worksheet. A draft worksheet will be distributed and finalized for approval at the next MTAC meeting. All members were asked to provide input to Erin prior to March 8, 2019. The final draft worksheet, which will be used in the March 13, 2019 meeting discussion will be attached to these minutes.

12:15 Reflections and Next Steps

Lief thanked the committee for support during his time as chair and for active participation in the retreat.

12:45 Election of New MTAC Chair

Erin Thomasson was nominated as chair, and the committee unanimously endorsed her election as chair.

The retreat was adjourned at 12:55 pm.


Erin Thomasson, Chair

4/17/19
04/17/19



Minutes

1. Call to Order / Roll Call / Accept or Modify Agenda / Conflict of Interest Disclosure
5:00 pm
Present:
 Co-Chairs: Jeff Kanter
 Members: Charles Averill, Ted Jones, Steve Johnson, Emily Sato,
 Council Rep: Rasham Nassar
Absent:
 Andy Maron, Nancy Nolan, Barry Loveless
2. Acceptance of Minutes from February 27, March 7 and March 14 with no corrections.
3. Public Comment: None.
4. Report on FCS Rate Study Presentation to Council. Jeff, Ted and Rasham had attended. Council member Sarah Blossom questioned how commercial sewer rates had gotten so out of balance in ten years such that they would need nearly 20 percent increases for the next three years. At the Council meeting the consultants said they did not believe that the prior analysis took into account the biological loading at the sewer plant which is higher for commercial waste. Jeff showed in our meeting that the proposed commercial sewer rates are only slightly higher than for an equivalent volume from residential users. We agreed Jeff would send a supplemental memo to the Council explaining that. Further it was discussed that commercial is a broad category. If the City were to break it down into more groups, say separating offices from food establishments, the increase would be even higher for restaurants than what is proposed.
5. Report on CCAC/UAC meeting. Council members Joe Deets, Matt Tierman and Leslie Schneider met with Steve Johnson and CCAC members about how to approach the PSE franchise agreement preparation. Those present did not believe that the City is limited to right-of-way issues in the negotiation. It was proposed that a joint subcommittee be established on the PSE periodic review. From UAC, Steve and Ted volunteered. We believe Nancy may be interested as well. We discussed the role of the WA UTC in regulating PSE. Steve explained that UTC has sent people to community meetings in the past on a variety of topics, not just rates.
6. Finalize Heightened Review memo for Council. Several UAC members felt that we should dive in full force on three utilities at once. PSE needs to start and will take a long time. Members felt that we should propose a slower start on cable and cell phone utilities since the technology and the markets are changing rapidly. Since the group has never studied these before, there is a steep learning curve. We will need to do some self-educating before we make progress on them. Ted will revise the memo accordingly.



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
THURSDAY, MARCH 27, 2019

7. Review of 2019 Work Plan. Jeff led the discussion.

- a Rate Study for Sewer and Water. Nearing conclusion. Council has heard recommendation and is planning outreach through notices to rate payers and hearings.
- b Small Water System. Andy and Nancy are working on it.
- c Heighted Review. Revised memo to Council to be presented at next UAC meeting.
- d Storm water. Council approved a \$100k placeholder in the budget for a study.
- e Sewer. Council has approved a similar placeholder for a study of tertiary treatment.
- f Capital Investment Program. We have reviewed that several times with Barry.

Rasham noted that d) and e) were both proposed by Council member Ron Peltier during the budget discussions and are also assigned to ETAC. Ron had also had discussions with managers of the Governor's Orca Task Force. UAC discussed having a joint strategy meeting with ETAC. They meet 3rd Thursdays from 3-5. Next one is 18 April. Rasham is liaison to ETAC too. Jeff will consult ask ETAC if their chairman can come to our 8 May meeting.

8. Adjourned at 6:25 pm.

Co-Chair

4/17/19



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 23, 2019

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:15 PM) Regional Committee Reports by Councilmember Liaisons - Mayor Medina,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION:

Information only.

SUMMARY:

Councilmembers will provide an update on regional committees.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding: