



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, FEBRUARY 28, 2023**

COUNCIL CHAMBERS
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA

AND

ZOOM WEBINAR
[HTTPS://BAINBRIDGEWA.ZOOM.US/J/92947338351](https://bainbridgewa.zoom.us/j/92947338351)
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351

AGENDA

1. **CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE - 6:00 PM**
2. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:05 PM**
3. **PRESENTATION(S)**
 - 3.A **(6:10 PM) Approve Proclamation Declaring the Month of March 2023, as "American Red Cross Month,"** 5 Minutes
[American Red Cross Proclamation 2023.docx](#)
4. **PUBLIC COMMENT - 6:15 PM**

Public comment is accepted at this time on any topic of municipal interest. Each commenter will have three minutes to speak. Public comment is not taken on individual agenda items during the meeting. Please refer to guidelines and instructions for public comment attached below.

 - 4.A **Instructions for Providing Public Comment**
[Instructions for Providing Public Comment at Hybrid Meetings.docx](#)
5. **CONSENT AGENDA - 6:30 PM**

All items listed under this section are considered to be routine and will be acted upon with one motion and one vote. There will be no separate discussion of these items unless a member of the City Council, or City Manager so requests, in which event, the item will be considered separately in its normal sequence.

- 5.A **Agenda Bill for Consent Agenda,** 5 Minutes

- 5.B **Approve Accounts Payable and Payroll**
 Council Report PR 2-20-23.pdf
 AP Report to Council of Cash Disbursements 03-01-23.pdf

- 5.C **Approve City Council Meeting Minutes**
 Regular City Council Business Meeting Minutes, February 14, 2023.pdf

- 5.D **Authorize the City Manager to Execute the Amendment to the Interlocal Agreement with Kitsap County for the Purchase and Implementation of Police Records Management System (\$1,260.00 One-Time Cost & \$3,800.00 Ongoing Cost) - Police,** 5 Minutes
 KC-529-21-A RMS ILA First Amendment.pdf

- 5.E **Authorize Amendment No. 2 to a Professional Services Agreement with Perteet, Inc. for the Survey and Critical Areas Evaluation of the Eagle Harbor/Wyatt Non-Motorized Improvements Project and the Cooper Creek Fish Passage Project (\$93,472.00, Tax Supported) - Public Works,**
 Eagle Harbor Wyatt Way NM PSA Amendment No 2.docx
 EH_Wyatt Project Location.pdf

- 5.F **Authorize the City Manager to Enter Into an Interlocal Agreement with the Bainbridge Island Metropolitan Park & Recreation District for Disaster Response Support**
 Disaster Hubs ILA Between COBI and Park District Feb_2023.docx

- 5.G **Consider Council Support of Request for Full Funding of Western Washington University Baccalaureate Expansion Program on the Olympic Peninsula**
 Peninsulas Expansion - 1pgr 2023.pdf

- 5.H **Cancel the March 7, 2023 Study Session**

6. **COUNCIL ANNOUNCEMENTS - 6:35 PM**

7. **CITY MANAGER'S REPORT - 6:45 PM**

- 7.A **Receive City Manager's Report** 5 Minutes
 022823 City Manager Report.docx

8. **REGULAR BUSINESS**

- 8.A **(6:50 PM) Receive Annual Education for City Elected Officials on the Requirements of the Code of Conduct and Ethics Program - Ethics Board,** 30 Minutes
 CODE OF CONDUCT AND ETHICS PROGRAM-v4 2023.pptx

- 8.B **(7:20 PM) Receive Public Safety Quarterly Report - Police,** 10 Minutes
 Public Safety 2022 Full Slideshow.pdf

- 8.C **(7:30 PM) Consider Ordinance No. 2023-08 Updating Bainbridge Island Municipal Code Section 10.30.020.A to Amend the Definition of Bicycles - Executive**, 10 Minutes
Ordinance 2023-08 to Update Definition of Bicycles to Include Ebikes.docx
- 8.D **(7:40 PM) Approve Naming Process for the Police and Municipal Court Building - Executive**, 10 Minutes
Presentation_Police and Municipal Court Building Naming Process.pptx
Naming Process for Police and Municipal Court Building.docx
Police and Municipal Court Building Ad Hoc Naming Advisory Committee Request Form and Workplan.docx
- 8.E **(7:50 PM) Consider Partnership with Bainbridge Island Parks and Trails Foundation Related to a Welcome Pole on the Sound to Olympics Trail and Authorize Spending of up to \$20,000 from the Public Art Subfund - Executive**, 10 Minutes
Potential locations for a Welcome Pole on the Sound to Olympics Trail

9. COMMUNICATIONS

- 9.A **(8:00 PM) Consider Request to Place Motion Regarding the Housing Action Plan on a Future Council Agenda - Deputy Mayor Quitslund**, 5 Minutes
Requesting inclusion in the Business Meeting agenda on Feb. 28 2023.pdf

10. ADJOURNMENT - 8:05 PM

GUIDING PRINCIPLES

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

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: February 28, 2023

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (6:10 PM) Approve Proclamation Declaring the Month of March 2023, as "American Red Cross Month,"

SUMMARY: The attached proclamation declares the month of March 2023, as "American Red Cross Month."

AGENDA CATEGORY: Presentation

PROPOSED BY: City Council

RECOMMENDED MOTION: I move to authorize the Mayor to sign the proclamation declaring March 2023, as "American Red Cross Month."

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[American Red Cross Proclamation 2023.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring the month of March 2023, as “American Red Cross Month.”

WHEREAS, during American Red Cross Month in March, we celebrate the humanitarian spirit of Bainbridge Island and reaffirm our commitment to help ensure no one faces a crisis alone; and

WHEREAS, caring for one another is at the heart of our community and exemplified by the people of Bainbridge Island, whose simple acts of kindness through the Red Cross provide help and hope in people’s most difficult moments — continuing the lifesaving legacy of Clara Barton, who founded the organization more than 140 years ago to prevent and alleviate human suffering; and

WHEREAS, every day, these ordinary individuals lend a helping hand to make an extraordinary difference for neighbors in need — whether it’s providing emergency shelter, food and comfort for families displaced by home fires and other disasters; donating lifesaving blood for cancer patients, accident victims, and people with sickle cell disease and other life-threatening conditions; supporting military members and veterans, along with their families and caregivers, through the unique challenges of service; using vital skills like first aid and CPR to help others survive medical emergencies; or delivering international humanitarian aid and reconnecting loved ones separated by crises around the world; and

WHEREAS, their support, volunteerism and generous donations are critical to our community’s resilience. We hereby recognize this month of March in honor of all those who fulfill Clara Barton’s noble words, “You must never think of anything except the need and how to meet it,” and ask everyone to join in this commitment; and

NOW, THEREFORE, I, Brenda Fantroy-Johnson, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim March 2023, as

American Red Cross Month

in the City of Bainbridge Island and encourage all residents to reach out and support its humanitarian mission.

DATED this 28th day of February, 2023

Brenda Fantroy-Johnson, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Instructions for Providing Public Comment

SUMMARY: Instructions for providing public comment are attached.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Instructions for Providing Public Comment at Hybrid Meetings.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



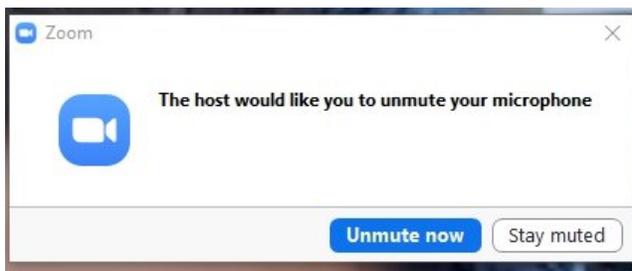
CITY OF
BAINBRIDGE ISLAND

CITY CLERK'S OFFICE

Members of the public are encouraged to submit written public comment to the City Council at any time by emailing Council at council@bainbridgewa.gov. Members of the public who wish to provide public comment may attend the business meeting in Council Chambers or may participate remotely by following the instructions outlined below. If you are attending in-person, please sign up to speak on the sign-in sheet by the Chamber doors. The Mayor will call the people signed up on the sign-in sheet in Council Chambers first, and speakers will have three minutes to speak from the podium. Following the in-person comment, the Mayor will call people who have raised their hands in the Zoom meeting. A timer on the screen will indicate when 3 minutes have elapsed. Guidelines for public comment are also attached.

INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT REMOTELY

1. Join the Zoom webinar by following the link posted on the agenda and on the City calendar.
2. Sign in to Zoom with your full name.
3. The Mayor will indicate when it is time for public comment.
4. Attendee indicates desire to speak by clicking on "Raise Hand" option at the bottom of the screen.
5. Attendee clicks button "Unmute now" after they are called to speak by the Mayor.



6. Attendee will appear on screen with other panelists, but without video, just name.

IMPORTANT NOTE: If you do not have the latest version of Zoom, the Clerk will promote you to panelist. You will then appear with video enabled. Look for the video icon in the bottom left-hand corner of the screen to turn off your video.

7. Attendee provides their comment.

8. A timer on the screen will track your time.
9. Stop speaking when the timer reaches the 3-minute mark.
10. Attendee is returned to attendee group, and microphone is muted.
11. Public comment is simply received by the Council, with no response.

Excerpt from the Governance Manual regarding public comment:

5.6 Respect and Decorum

It is the duty of the Presiding Officer and Councilmembers to maintain dignity and respect for their offices, City staff, and the public. While the Council is in session, the Councilmembers shall preserve civility, order and decorum. No member of the public shall, by conversation or otherwise, delay, disrupt, or interrupt the proceedings of the Council, nor engage in any of the prohibited behavior described below. Councilmembers and the public shall obey the proper orders of the Presiding Officer of the meeting.

5.6.1 Orderly Behavior and Civility in Remarks

Any person disrupting the business of the Council, either while addressing the Council or attending the proceedings, shall be asked to leave, or be removed from the meeting. Continued disruptions may result in a point of order by the Presiding Officer or a Councilmember pursuant to the Council's parliamentary rules, or a recess, forced removal, or adjournment as described elsewhere in this manual. Disruptive behavior includes, but is not limited to, the following:

- (a) Speaking without being recognized by the Presiding Officer.
- (b) Continuing to speak after the allotted time has expired.
- (c) Speaking on an item at a time not designated for discussion by the public of that item, such as speaking on a quasi-judicial item at a time other than during a public hearing or closed record proceeding on the matter.
- (d) Throwing objects.
- (e) Speaking on an issue that is not within the jurisdiction of the City Council or is otherwise irrelevant to Council business.
- (f) Speaking in favor of or in opposition to a ballot proposition or a candidate for public office, provided, that public comment is allowed when the City Council is considering taking a collective position in favor of or in opposition to a ballot proposition as authorized in RCW 42.17A.555.

- (g) Impersonating a City Councilmember or a member of the City staff.
- (h) Shouting or otherwise engaging in loud or boisterous behavior.
- (i) Continuing to make repetitive remarks after being requested not to do so by the Presiding Officer or a majority of the City Council.
- (j) Attempting to engage the audience rather than the Council, e.g., asking audience members to stand, clap, boo or otherwise express collective support or opposition to any matter.
- (k) Booing, hissing, or otherwise disrupting the comments of another speaker.
- (l) Using racial slurs or other slurs directed at the color, creed, religion, ancestry, gender, sexual orientation, gender expression or identity, national origin, citizenship or immigration status, or mental, physical, or sensory disability of any individual or group, or any other words considered "fighting words" under constitutional law.
- (m) Refusing to modify conduct after being advised by the Presiding Officer that the conduct is disrupting the meeting or disobeying any other lawful order of the Presiding Officer or a majority of the City Council.

5.6.2 Permission Required to Address the Council

Persons other than Councilmembers and Administration shall be permitted to address the Council only upon recognition and introduction by the Presiding Officer of the meeting.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Agenda Bill for Consent Agenda,

SUMMARY: Council will consider approval of the Consent Agenda.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to approve the Consent Agenda as presented.

COMMUNITY ENGAGEMENT AND OUTREACH:

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: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Approve Accounts Payable and Payroll

SUMMARY: Council will consider approval of payroll and accounts payable.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve accounts payable and payroll.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Council Report PR 2-20-23.pdf](#)

[AP Report to Council of Cash Disbursements 03-01-23.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

PAYROLL

PAYROLL CHECK RUN: 2 -21 - 2023

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	2/21/2023	56600-56731	Regular check run (Direct Dep)	375,921.80
Normal	2/21/2023	110083	Regular check run (Paper Checks)	3,113.43
Vendor	2/21/2023	110084-110088	Vendor check run (Paper Checks)	115,547.01
EFTPS			Federal Tax Electronic Transfer	138,980.32
			TOTAL:	633,562.56

Prepared and Reviewed by:  Date 2/17/23
 Ruth Schroeder, Payroll Specialist

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.

 Date 2/17/23
 Billie Kinley, Budget Manager



**CITY OF
BAINBRIDGE ISLAND**

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: February 13, 2023 - February 27, 2023

CITY COUNCIL: February 14, 2023 - February 28, 2023

Last check from previous run: 359852 dated 02/15/2023 issued to YWCA-Kitsap County for \$20,000.00

Last ACH from previous run: 1888 dated 02/15/2023 issued to Winery Alliance of BI for \$151.89

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH/EFT	02/15/2023	1889	PCD/EcoNorthwest/BI housing action plan	10,081.25
ACH/EFT	02/15/2023	1890	ENG/Kelley Connect/Copier lease	318.86
ACH/EFT	02/15/2023	1891	PW/Brazeua, Mark/2022 backflow testing	5,761.29
ACH/EFT	02/15/2023	1892	ENG/Seton Construction/Pritchard Park outfall	5,505.89
ACH/EFT	02/23/2023	1893	EX/Brittany A Kirk/Funding facilitation Dec. 2022	398.75
ACH/EFT	02/21/2023	1894	WA State DOR/Excise taxes - Jan. 2023	7,694.66
ACH/EFT	02/21/2023	1895	COBI/Utility billing - Feb. 2023	5,028.75
ACH/EFT	02/21/2023	1896	US Bank/Credit card purchases - Jan. 2023	37,662.23
Manual	02/14/2023	359853	POL/AT&T/Fax long distance	21.93
Manual	02/14/2023	359854	CenturyLink/Citywide telemetry - Feb. 2023	1,408.30
Manual	02/14/2023	359855	ENG/COBI/Fletcher bay pumphouse roof repair retainage	3,153.59
Manual	02/14/2023	359856	ENG/COBI/Pritchard park outfall retainage	264.20
Manual	02/14/2023	359857	PW/COBI/2022 backflow testing retainage	298.33
Manual	02/14/2023	359858	EX/Ecoadapt Inc/Climate change adaptation cert tool	4,625.94
Manual	02/14/2023	359859	KC Alcoholism Special Fund/Q4 2022 alcoholism services	1,926.60
Manual	02/14/2023	359860	Puget Sound Energy/Winslow Way & 305	348.53
Manual	02/14/2023	359861	ENG/Staples/Tissues, markers, calendars, hooks	134.97
Manual	02/14/2023	359862	Verizon/Citywide wireless charges - Feb. 2023	5,700.12
Manual	02/21/2023	359863	CenturyLink/Citywide telemetry - Feb. 2023	409.25
Manual	02/21/2023	359864	FIN/Fifth Asset Inc/Lease software subscription tier 2 pricing	10,494.32
Manual	02/21/2023	359865	Puget Sound Energy/Rockaway Interite PRV & 515 Ferncliff Ave PRV	30.37
Manual	02/21/2023	359866	Verizon/Automated flow stations	78.71

Total Manual Checks and Electronic Disbursements	101,346.84
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Regular Run Checks	03/01/2023	359867-359902	Total Regular Check Run	93,472.72	
Regular Run ACH	03/01/2023	1897-1945	Total Regular ACH Run	508,519.21	
				Total Disbursements	703,338.77

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

Prepared and Reviewed by _____ Jacob Kines, Senior Accounting Technician

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.

Karl R. Shaw

2/23/2023

Karl R. Shaw, Accounting Manager

Date

JK



02/14/2023 13:29
jkines

CITY OF BAINBRIDGE ISLAND
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		
INVOICE DTL DESC											
1889	02/15/2023	EFT	8975 ECONORTHWEST	261269	26747	12/31/2022		M021423	10,081.25		
	Invoice: 26747								PCD/BAINBRIDGE ISLAND HOUSING ACTION PLAN		
				10,081.25	64011586	54110001186			HOUSING ACTION PLAN-PROF SVCS		
								CHECK	1889 TOTAL:	10,081.25	
1890	02/15/2023	EFT	1971 KELLEY CONNECT	261272	33421511	02/08/2023		M021423	318.86		
	Invoice: 33421511								ENG/COPIER LEASE		
				318.86	72011321	545000			ENG - C/E ADMIN RENTS & LEASES		
								CHECK	1890 TOTAL:	318.86	
1891	02/15/2023	EFT	10029 BRAZEAU, MARK	261331	PAYREQ3-FINAL-00510	02/07/2023		M021423	5,761.29		
	Invoice: PAYREQ3-FINAL-00510								PW/2022 BACKFLOW TESTING		
				5,761.29	73411349	54110000510			BACKFLOW TEST-PRO SVCS		
								CHECK	1891 TOTAL:	5,761.29	
1892	02/15/2023	EFT	1488 SETON CONSTRUCTION I	261234	PAYREQ3-FINAL-01120	02/07/2023		M021423	5,505.89		
	Invoice: PAYREQ3-FINAL-01120								ENG/PRITCHARD PARK OUTFALL		
				5,505.89	72433438	66300001120			PRITCHARD PARK OUTFALL		
								CHECK	1892 TOTAL:	5,505.89	
				NUMBER OF CHECKS	4	*** CASH ACCOUNT TOTAL ***				21,667.29	
						COUNT	AMOUNT				
TOTAL EFT'S						4	21,667.29				
								*** GRAND TOTAL ***	21,667.29		

02/14/2023 13:29
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	79	APP	001-213000	02/15/2023	M021423	021423			GENERAL - ACCOUNTS PAYABLE		10,400.11	
										AP CASH DISBURSEMENTS JOURNAL			
			APP	635-111100	02/15/2023	M021423	021423			CASH			21,667.29
										AP CASH DISBURSEMENTS JOURNAL			
			APP	401-213000	02/15/2023	M021423	021423			ACCOUNTS PAYABLE		5,761.29	
										AP CASH DISBURSEMENTS JOURNAL			
			APP	403-213000	02/15/2023	M021423	021423			ACCOUNTS PAYABLE		5,505.89	
										AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL											21,667.29	21,667.29	
			APP	631-130000	02/15/2023	M021423	021423			DUE TO/FROM CLEARING		21,667.29	
			APP	001-130000	02/15/2023	M021423	021423			GENERAL - DUE TO/FROM CLEARING			10,400.11
			APP	401-130000	02/15/2023	M021423	021423			DUE TO/FROM CLEARING			5,761.29
			APP	403-130000	02/15/2023	M021423	021423			DUE TO/FROM CLEARING			5,505.89
SYSTEM GENERATED ENTRIES TOTAL											21,667.29	21,667.29	
JOURNAL 2023/02/79 TOTAL											43,334.58	43,334.58	

02/14/2023 13:29
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	79	02/15/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	10,400.11	10,400.11
				FUND TOTAL	10,400.11	10,400.11
401 WATER OPERATING FUND 401-130000 401-213000	2023 2	79	02/15/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	5,761.29	5,761.29
				FUND TOTAL	5,761.29	5,761.29
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2023 2	79	02/15/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	5,505.89	5,505.89
				FUND TOTAL	5,505.89	5,505.89
631 CLEARING FUND 631-130000 635-111100	2023 2	79	02/15/2023	DUE TO/FROM CLEARING CASH	21,667.29	21,667.29
				FUND TOTAL	21,667.29	21,667.29

02/14/2023 13:29
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 4
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		10,400.11
401 WATER OPERATING FUND		5,761.29
403 STORM & SURFACE WATER FUND		5,505.89
631 CLEARING FUND	21,667.29	
	TOTAL	
	21,667.29	21,667.29

** END OF REPORT - Generated by Jacob Kines **

JK



02/21/2023 10:42
jkines

CITY OF BAINBRIDGE ISLAND
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
INVOICE DTL DESC									
1893	02/23/2023	EFT	9901 BRITTANY A KIRK	261439	0000323	01/01/2023		M022123	398.75
	Invoice: 0000323							EX/FUNDING FACILITATION DEC 2022	
				398.75	31017572 54110000297			EX-COMMUNITY FUNDING RESOURCES	
								CHECK 1893 TOTAL:	398.75
								NUMBER OF CHECKS 1	*** CASH ACCOUNT TOTAL *** 398.75
								COUNT	AMOUNT
								TOTAL EFT'S 1	398.75
								*** GRAND TOTAL ***	398.75

02/21/2023 10:42
jkines

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL				ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2023	2	130								
APP	001-213000	02/21/2023	M022123	022123			GENERAL - ACCOUNTS PAYABLE		398.75	
							AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100	02/21/2023	M022123	022123			CASH			398.75
							AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL									398.75	398.75
APP	631-130000	02/21/2023	M022123	022123			DUE TO/FROM CLEARING		398.75	
APP	001-130000	02/21/2023	M022123	022123			GENERAL - DUE TO/FROM CLEARING			398.75
SYSTEM GENERATED ENTRIES TOTAL									398.75	398.75
JOURNAL 2023/02/130 TOTAL									797.50	797.50

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	130	02/21/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	398.75	398.75
				FUND TOTAL	398.75	398.75
631 CLEARING FUND 631-130000 635-111100	2023 2	130	02/21/2023	DUE TO/FROM CLEARING CASH	398.75	398.75
				FUND TOTAL	398.75	398.75

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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		398.75
631 CLEARING FUND	398.75	
TOTAL	398.75	398.75

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CITY OF BAINBRIDGE ISLAND
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

INVOICE DTL DESC

1894	02/21/2023	MANL	124 WA ST DEPT OF REVENU	261388	JAN23	02/16/2023	ETJAN23	7,694.66
	Invoice: JAN23					JANUARY 2023 EXCISE TAXES		
				106.25	91411341	553000	FINANCE - WATER EXTRNL TAXES	
				6,598.15	91421351	553000	FINANCE - SEWER - EXTRNL TAXES	
				24.19	91421351	553000	FINANCE - SEWER - EXTRNL TAXES	
				5.88	91411341	553000	FINANCE - WATER EXTRNL TAXES	
				1.75	91411341	553000	FINANCE - WATER EXTRNL TAXES	
				174.35	91431383	553000	FINANCE - SSWM - EXTRNL TAXES	
				676.39	91421351	553000	FINANCE - SEWER - EXTRNL TAXES	
				29.42	53011212	531100	PD-C/E-PATROL SUPPLIES	
				27.05	21011125	531100	COURT-SUPPLIES	
				1.72	31011131	531100	EX-GF-SUPPLIES	
				1.72	41011141	531100	FIN-GF-SUPPLIES	
				3.66	11011116	531100	COUNCIL - SUPPLIES	
				1.83	32011152	531100	LGL-GF-SUPPLIES	
				42.30	31011256	531100	EX-GF-EMERG PREP-SUPPLIES	

CHECK 1894 TOTAL: 7,694.66

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 7,694.66

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	7,694.66

*** GRAND TOTAL *** 7,694.66

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	131	APP 401-213000	02/21/2023	ETJAN23	022123			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		113.88	
APP	635	111100	02/21/2023	ETJAN23	022123				CASH AP CASH DISBURSEMENTS JOURNAL			7,694.66
APP	402	213000	02/21/2023	ETJAN23	022123				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		7,298.73	
APP	403	213000	02/21/2023	ETJAN23	022123				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		174.35	
APP	001	213000	02/21/2023	ETJAN23	022123				GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		107.70	
GENERAL LEDGER TOTAL											7,694.66	7,694.66
APP	631	130000	02/21/2023	ETJAN23	022123				DUE TO/FROM CLEARING		7,694.66	
APP	401	130000	02/21/2023	ETJAN23	022123				DUE TO/FROM CLEARING			113.88
APP	402	130000	02/21/2023	ETJAN23	022123				DUE TO/FROM CLEARING			7,298.73
APP	403	130000	02/21/2023	ETJAN23	022123				DUE TO/FROM CLEARING			174.35
APP	001	130000	02/21/2023	ETJAN23	022123				GENERAL - DUE TO/FROM CLEARING			107.70
SYSTEM GENERATED ENTRIES TOTAL											7,694.66	7,694.66
JOURNAL 2023/02/131 TOTAL											15,389.32	15,389.32

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	131	02/21/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	107.70	107.70
				FUND TOTAL	107.70	107.70
401 WATER OPERATING FUND 401-130000 401-213000	2023 2	131	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	113.88	113.88
				FUND TOTAL	113.88	113.88
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	131	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	7,298.73	7,298.73
				FUND TOTAL	7,298.73	7,298.73
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2023 2	131	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	174.35	174.35
				FUND TOTAL	174.35	174.35
631 CLEARING FUND 631-130000 635-111100	2023 2	131	02/21/2023	DUE TO/FROM CLEARING CASH	7,694.66	7,694.66
				FUND TOTAL	7,694.66	7,694.66

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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		107.70
401 WATER OPERATING FUND		113.88
402 SEWER OPERATING FUND		7,298.73
403 STORM & SURFACE WATER FUND		174.35
631 CLEARING FUND	7,694.66	
	7,694.66	7,694.66
TOTAL		

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CITY OF BAINBRIDGE ISLAND
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											
1895	02/21/2023	MANL	103 CITY OF BAINBRIDGE I	261333	10717FEB23	02/25/2023		UBFEB23	8.35		
	Invoice: 10717FEB23										
				8.35	91011722 547500	1270	MADISON LIBRARY				
							GG-C/E-LIBRARY-COBI	WTR/SWR			
				261334	10727FEB23	02/25/2023		UBFEB23	614.46		
	Invoice: 10727FEB23										
				614.46	91011722 547500	1270	MADISON LIBRARY				
							GG-C/E-LIBRARY-COBI	WTR/SWR			
				261335	11015FEB23	02/25/2023		UBFEB23	1,867.66		
	Invoice: 11015FEB23										
				1,867.66	91425358 547500	1220	DONALD PLACE				
							GG-WWTP-WATER/SEWER				
				261336	11122FEB23	02/25/2023		UBFEB23	910.86		
	Invoice: 11122FEB23										
				910.86	91011215 547500	625	WINSLOW WAY				
							GG-C/E-PD-COBI	WTR/SWR			
				261337	11762FEB23	02/25/2023		UBFEB23	25.45		
	Invoice: 11762FEB23										
				25.45	91011768 547500		WINLOW WAY - DRINKG FNTN				
							GG-C/E-PARKS-WTR/SWR				
				261338	11805FEB23	02/25/2023		UBFEB23	11.00		
	Invoice: 11805FEB23										
				11.00	91011768 547500		RAINBRINGER IRRIGATION METER				
							GG-C/E-PARKS-WTR/SWR				
				261339	11806FEB23	02/25/2023		UBFEB23	8.35		
	Invoice: 11806FEB23										
				8.35	91011768 547500		MADION & HIGH SCHOOL IRRIGATION				
							GG-C/E-PARKS-WTR/SWR				
				261340	11982FEB23	02/25/2023		UBFEB23	885.24		
	Invoice: 11982FEB23										
				885.24	91011189 547500	280	MADISON AVENUE N				
							GG-C/E-CITY HALL-COBI	WTR/SWR			
				261342	11983FEB23	02/25/2023		UBFEB23	143.27		
	Invoice: 11983FEB23										
				143.27	91011189 547500		CITY HALL IRRIGATION METER				
							GG-C/E-CITY HALL-COBI	WTR/SWR			
				261343	12754FEB23	02/25/2023		UBFEB23	8.35		
	Invoice: 12754FEB23										
				8.35	91011768 547500		BLACKBIRD IRRIGATION METER				
							GG-C/E-PARKS-WTR/SWR				
				261344	12893FEB23	02/25/2023		UBFEB23	490.33		
	Invoice: 12893FEB23										
				490.33	71311942 64750000724	8804	MADISON AVE N				
							PD/COURT BLDG-WTR/SWR	BILLS			
				261345	12894FEB23	02/25/2023		UBFEB23	11.00		
	Invoice: 12894FEB23										
				11.00	71311942 64750000724	8804	MADISON AVE N				
							PD/COURT BLDG-WTR/SWR	BILLS			
				261346	13145FEB23	02/25/2023		UBFEB23	8.35		
	Invoice: 13145FEB23										
				8.35	91111262 547500		HWY 305 - STO TRAIL				
							GG-STREETS-TRAILS-CITY	WTR/SWR			

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CITY OF BAINBRIDGE ISLAND
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
				261347	13227FEB23	02/25/2023		UBFEB23	15.38
Invoice: 13227FEB23				15.38	91111262 547500	OLYMPIC DR SE GG-STREETS-TRAILS-CITY		WTR/SWR	
				261348	13291FEB23	02/25/2023		UBFEB23	20.70
Invoice: 13291FEB23				20.70	91111262 547500	OLYMPIC IMPROVEMENT METER GG-STREETS-TRAILS-CITY		WTR/SWR	
								CHECK 1895 TOTAL:	5,028.75
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***		5,028.75
						<u>COUNT</u>	<u>AMOUNT</u>		
TOTAL MANUAL CHECKS						1	5,028.75		
								*** GRAND TOTAL ***	5,028.75

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JOURNAL ENTRIES TO BE CREATED

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	135									
APP	001-213000		02/21/2023	UBFEB23	022123			GENERAL - ACCOUNTS PAYABLE		2,615.33	
								AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100		02/21/2023	UBFEB23	022123			CASH			5,028.75
								AP CASH DISBURSEMENTS JOURNAL			
APP	402-213000		02/21/2023	UBFEB23	022123			ACCOUNTS PAYABLE		1,867.66	
								AP CASH DISBURSEMENTS JOURNAL			
APP	301-213000		02/21/2023	UBFEB23	022123			ACCOUNTS PAYABLE		501.33	
								AP CASH DISBURSEMENTS JOURNAL			
APP	101-213000		02/21/2023	UBFEB23	022123			STREETS - ACCOUNTS PAYABLE		44.43	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										5,028.75	5,028.75
APP	631-130000		02/21/2023	UBFEB23	022123			DUE TO/FROM CLEARING		5,028.75	
APP	001-130000		02/21/2023	UBFEB23	022123			GENERAL - DUE TO/FROM CLEARING			2,615.33
APP	402-130000		02/21/2023	UBFEB23	022123			DUE TO/FROM CLEARING			1,867.66
APP	301-130000		02/21/2023	UBFEB23	022123			DUE TO/FROM CLEARING			501.33
APP	101-130000		02/21/2023	UBFEB23	022123			STREETS - DUE TO/FROM CLEARING			44.43
SYSTEM GENERATED ENTRIES TOTAL										5,028.75	5,028.75
JOURNAL 2023/02/135 TOTAL										10,057.50	10,057.50

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	135	02/21/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	2,615.33	2,615.33
				FUND TOTAL	2,615.33	2,615.33
101 STREET FUND 101-130000 101-213000	2023 2	135	02/21/2023	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	44.43	44.43
				FUND TOTAL	44.43	44.43
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2023 2	135	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	501.33	501.33
				FUND TOTAL	501.33	501.33
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	135	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,867.66	1,867.66
				FUND TOTAL	1,867.66	1,867.66
631 CLEARING FUND 631-130000 635-111100	2023 2	135	02/21/2023	DUE TO/FROM CLEARING CASH	5,028.75	5,028.75
				FUND TOTAL	5,028.75	5,028.75

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		2,615.33
101	STREET FUND		44.43
301	CAPITAL CONSTRUCTION FUND		501.33
402	SEWER OPERATING FUND		1,867.66
631	CLEARING FUND		
		5,028.75	
	TOTAL	5,028.75	5,028.75

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A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
1896	02/21/2023	PRTD	7314 US BANK	260877	122922RA	12/29/2022		USBJAN23	26.78
	Invoice: 122922RA			26.78	63470586 542450	PCD/CLICK2MAIL/POSTCARDS FOR PERMITS PCD-PLANNING-COMM OUTREACH			
	Invoice: 122922RA-A			260878	122922RA-A	12/29/2022		USBJAN23	13.73
				13.73	63470586 542450	PCD/CLICK2MAIL/POSTCARDS FOR PERMITS PCD-PLANNING-COMM OUTREACH			
	Invoice: 011123RA			260879	011123RA	01/11/2023		USBJAN23	13.73
				13.73	63470586 542450	PCD/CLICK2MAIL/POSTCARDS FOR PERMITS PCD-PLANNING-COMM OUTREACH			
	Invoice: 011323RA			260880	011323RA	01/13/2023		USBJAN23	48.14
				48.14	63470586 542450	PCD/CLICK2MAIL/POSTCARDS FOR PERMITS PCD-PLANNING-COMM OUTREACH			
	Invoice: 012023RA			260881	012023RA	01/20/2023		USBJAN23	33.35
				33.35	63470586 542450	PCD/CLICK2MAIL/POSTCARDS FOR PERMITS PCD-PLANNING-COMM OUTREACH			
	Invoice: 012323KB			260882	012323KB	01/23/2023		USBJAN23	27.88
				27.88	33011161 531100	HR/AMAZON/SMARTPHONE TRIPOD HR-C/E-SUPPLIES			
	Invoice: 010923JD			260889	010923JD	01/09/2023		USBJAN23	517.50
				517.50	21011125 542500	CRT/PITNEY BOWES/POSTAGE COURT-POSTAGE/SHIPPING			
	Invoice: 010923JD-A			260890	010923JD-A	01/09/2023		USBJAN23	40.13
				40.13	21011125 531100	CRT/AMAZON/EXPANSION FILES COURT-SUPPLIES			
	Invoice: 011623JD			260891	011623JD	01/16/2023		USBJAN23	131.01
				131.01	21011125 531100	CRT/ACE HARDWARE/STEP STOOL, VACUUM COURT-SUPPLIES			
	Invoice: 012023JD			260892	012023JD	01/20/2023		USBJAN23	91.70
				91.70	21011125 531100	CRT/AMAZON/PHOTO COVERS COURT-SUPPLIES			
	Invoice: 012023JD-A			260893	012023JD-A	01/20/2023		USBJAN23	32.75
				32.75	21011125 531100	CRT/AMAZON/DESK MAT COURT-SUPPLIES			
	Invoice: 012323JD			260894	012323JD	01/23/2023		USBJAN23	18.40
				18.40	21011125 531100	CRT/AMAZON/TISSUES COURT-SUPPLIES			
	Invoice: 012523JD			260895	012523JD	01/25/2023		USBJAN23	294.00
				294.00	21011125 531100	CRT/IMAGING SPECTRUM/PASSPORT PHOTO INK COURT-SUPPLIES			

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				15.45	62471591 531100				
						BLDG-SUPPLIES			
Invoice: 011323MS				260922	011323MS	01/13/2023		USBJAN23	275.00
				275.00	62471591 531100	PCD/UNIQUE EXPERIENCE/LOGO		EMBROIDERY	
						BLDG-SUPPLIES			
Invoice: 011923MS				260923	011923MS	01/19/2023		USBJAN23	37.30
				37.30	61011581 531100	PCD/AMAZON/SEAT CUSHION			
						PCD - C/E ADMIN SUPPLIES			
Invoice: 012023MS				260924	012023MS	01/20/2023		USBJAN23	25.24
				25.24	61011581 531100	PCD/AMAZON/LEGAL WRITING PADS			
						PCD - C/E ADMIN SUPPLIES			
Invoice: 012023MS-A				260925	012023MS-A	01/20/2023		USBJAN23	200.32
				200.32	62471591 531100	PCD/UNIQUE EXPERIENCE/EMBROIDER LOGO,		HI-VISA STRP	
						BLDG-SUPPLIES			
Invoice: 122922KG				260931	122922KG	12/29/2022		USBJAN23	687.94
				687.94	72637319 53110000809	ENG/WESTBAY AUTO PARTS/WQFMP BATTERIES			
						WATER QUAL FLOW MONIT-SUPPLIES			
Invoice: 010923KG				260932	010923KG	01/09/2023		USBJAN23	30.00
				30.00	72011324 443410	ENG/CAEC PRO/INSURANCE & SURETY TRAINING NR, LH			
						ENG - C/E - TRAINING			
Invoice: 011123KG				260933	011123KG	01/11/2023		USBJAN23	13.33
				13.33	72011321 531100	ENG/AMAZON/CALENDAR			
						ENG - C/E ADMIN SUPPLIES			
Invoice: 011123KG-A				260934	011123KG-A	01/11/2023		USBJAN23	4.28
				4.28	72011321 531100	ENG/AMAZON/PAINT MARKER			
						ENG - C/E ADMIN SUPPLIES			
Invoice: 011223KG				260935	011223KG	01/12/2023		USBJAN23	19.02
				19.02	72637319 53110000809	ENG/AMAZON/WQFMP EXTENSION CABLE			
						WATER QUAL FLOW MONIT-SUPPLIES			
Invoice: 011523KG				260936	011523KG	01/15/2023		USBJAN23	13.06
				13.06	72011321 531100	ENG/AMAZON/CALENDAR			
						ENG - C/E ADMIN SUPPLIES			
Invoice: 012423KG				260937	012423KG	01/24/2023		USBJAN23	37.79
				37.79	72011321 531100	ENG/STAPLES/LABELS			
						ENG - C/E ADMIN SUPPLIES			
Invoice: 010423CF				260947	010423CF	01/04/2023		USBJAN23	600.00
				600.00	41011144 443410	FIN/GFOA/CPFO ENROLLMENT 2023 CF			
						FIN - C/E TRAINING			
Invoice: 012323CF				260948	012323CF	01/23/2023		USBJAN23	75.00
						FIN/WFOA/MEMBERSHIP J KINES			

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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		
				75.00 41011141 549100	FIN-GF-DUES/SUBS/MEMBERSHIPS			
Invoice: 122722PN				261017 122722PN	12/27/2022	USBJAN23		41.92
				41.92 36011143 531100	EXCC/AMAZON/USB MEMORY STICK			
					CLERK-C/E SUPPLIES			
Invoice: 010823PN				261018 010823PN	01/08/2023	USBJAN23		79.00
				79.00 11011116 539100	CC/VIA ROSA/CITY COUNCIL MTG DINNER			
					COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 011023PN				261019 011023PN	01/10/2023	USBJAN23		121.26
				121.26 11011116 539100	CC/TOWN & COUNTRY/CITY COUNCIL MTG DINNER			
					COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 011023PN-A				261020 011023PN-A	01/10/2023	USBJAN23		27.29
				27.29 11011116 531100	CC/SAFEGWAY/PLANT - MAYOR GIFT			
					COUNCIL - SUPPLIES			
Invoice: 011823PN				261021 011823PN	01/18/2023	USBJAN23		91.93
				91.93 11011116 539100	CC/BENE PIZZA/CITY COUNCIL MTG DINNER			
					COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 011723PN				261023 011723PN	01/17/2023	USBJAN23		19.08
				19.08 11011116 539100	CC/SAFEGWAY/CITY COUNCIL MTG DINNER			
					COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 012423PN				261024 012423PN	01/24/2023	USBJAN23		76.18
				76.18 11011116 539100	CC/TOWN & COUNTRY/CITY COUNCIL MTG DINNER			
					COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 010223AL				261026 010223AL	01/02/2023	USBJAN23		87.16
				87.16 31011256 542100	EX/GARMIN/MONTHLY SUBSCRIPTION			
					EX-GF-EMERG PREP-PHONE			
Invoice: 010523AL				261027 010523AL	01/05/2023	USBJAN23		22.79
				22.79 31011256 531100	EX/AMAZON/PEST TRAPS HUB STORAGE			
					EX-GF-EMERG PREP-SUPPLIES			
Invoice: 010523AL-A				261028 010523AL-A	01/05/2023	USBJAN23		459.95
				459.95 31011256 531100	EX/R&L ELECTRONICS/EOC MOBILE RADIO			
					EX-GF-EMERG PREP-SUPPLIES			
Invoice: 010623AL				261029 010623AL	01/06/2023	USBJAN23		38.22
				38.22 31011256 531100	EX/AMAZON/STOP THE BLEED STICKERS			
					EX-GF-EMERG PREP-SUPPLIES			
Invoice: 010923AL				261030 010923AL	01/09/2023	USBJAN23		129.50
				129.50 31011256 541100	EX/NCSI/VOLUNTEER BACKGROUND CHECKS			
					EX-GF-EMERG PREP-PROF SVCS			
Invoice: 011123AL				261031 011123AL	01/11/2023	USBJAN23		100.00
					EX/BI ROTARY/QUARTERLY DUES AL			

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				100.00	31011256 549100				
				261032	011923AL	01/19/2023		USBJAN23	135.02
Invoice: 011923AL				135.02	31011256 443410	EX/AMAZON/STOP THE BLEED TRAINING SUPPLIES			
				261033	012323AL	01/23/2023		USBJAN23	12.97
Invoice: 012323AL				12.97	31011256 531100	EX/AMAZON/RETRACTABLE GEL PENS			
				261034	012423AL	01/24/2023		USBJAN23	183.05
Invoice: 012423AL				183.05	31011256 531100	EX/AMAZON/NOTEBOOKS, PLANNING PADS, TAPE			
				261035	012523AL	01/25/2023		USBJAN23	194.78
Invoice: 012523AL				194.78	31011256 443410	EX/AMAZON/STOP THE BLEED TRAINING SUPPLIES			
				261081	010923JB	01/09/2023		USBJAN23	1,292.30
Invoice: 010923JB				1,292.30	54025212 532000	POL/ELLIOT BAY MARINA/M8 FUEL			
				261082	010623ZB	01/06/2023		USBJAN23	24.00
Invoice: 010623ZB				24.00	53011212 54110000962	POL/SALTY DOG WASH/K9 NAIL TRIM, BATH TRACKING CANINE-PROF SVCS			
				261083	010923ZB	01/09/2023		USBJAN23	54.21
Invoice: 010923ZB				54.21	53011212 53110000962	POL/CHEWY/K9 FOOD TRACKING CANINE-SUPPLIES			
				261084	011923ZB	01/19/2023		USBJAN23	231.76
Invoice: 011923ZB				231.76	53011212 54110000962	POL/DAY ROAD ANIMAL HOSPITAL/K9 SHOTS, RX TRACKING CANINE-PROF SVCS			
				261085	011923ZB-A	01/19/2023		USBJAN23	34.39
Invoice: 011923ZB-A				34.39	53011212 53110000962	POL/Z BONES/K9 TOY TRACKING CANINE-SUPPLIES			
				261086	122722BB	12/27/2022		USBJAN23	31.66
Invoice: 122722BB				31.66	51011215 531100	POL/AMAZON/SPACE HEATER			
				261087	122822BB	12/28/2022		USBJAN23	319.77
Invoice: 122822BB				319.77	53011212 531100	PL/POCKET PRESS/CRIMINAL LAW, TRAFFIC LAW BOOKS			
				261089	010223BB	01/02/2023		USBJAN23	9.99
Invoice: 010223BB				9.99	51011211 549100	POL/KITSAP SUN/DIGITAL SUBSCRIPTION			
				261090	010423BB	01/04/2023		USBJAN23	59.56
Invoice: 010423BB						POL/STAPLES/DR GRIP PENS			

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				59.56	51011211 531100				
				261091	010323BB	01/03/2023		USBJAN23	409.00
Invoice: 010323BB				409.00	53011212 545000				
				261092	010523BB	01/05/2023		USBJAN23	56.95
Invoice: 010523BB				56.95	51011211 549100				
				261093	012123BB	01/21/2023		USBJAN23	40.00
Invoice: 012123BB				40.00	53011212 443410				
				261094	012123BB-A	01/21/2023		USBJAN23	20.26
Invoice: 012123BB-A				20.26	53011212 531100				
				261095	012323BB	01/23/2023		USBJAN23	18.29
Invoice: 012323BB				18.29	51011217 531100				
				261096	011323JC	01/13/2023		USBJAN23	50.00
Invoice: 011323JC				50.00	51011191 549100				
				261097	012123JC	01/21/2023		USBJAN23	196.56
Invoice: 012123JC				196.56	51011191 520000				
				261098	012423JC	01/24/2023		USBJAN23	8.13
Invoice: 012423JC				8.13	91011215 542500				
				261099	011223KE	01/12/2023		USBJAN23	50.00
Invoice: 011223KE				50.00	51011191 549100				
				261100	011223LH	01/12/2023		USBJAN23	50.00
Invoice: 011223LH				50.00	51011191 549100				
				261101	010223JL	01/02/2023		USBJAN23	41.71
Invoice: 010223JL				41.71	52011212 531100				
				261102	010923CM	01/09/2023		USBJAN23	55.09
Invoice: 010923CM				55.09	54025212 443410				
				261103	012123RN	01/21/2023		USBJAN23	55.09
Invoice: 012123RN									

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				55.09	54025212 443410				
				261104	011023WS	01/10/2023		USBJAN23	71.81
Invoice: 011023WS				71.81	53011212 520000				
				261105	011323WS	01/13/2023		USBJAN23	54.59
Invoice: 011323WS				54.59	53011212 53110000962				
				261106	011323WS-A	01/13/2023		USBJAN23	117.94
Invoice: 011323WS-A				117.94	53011212 54850000962				
				261182	123022BL	12/30/2022		USBJAN23	130.00
Invoice: 123022BL				130.00	33011161 544000				
				261183	010423BL	01/04/2023		USBJAN23	133.40
Invoice: 010423BL				133.40	91029179 539100				
				261184	010523BL	01/05/2023		USBJAN23	100.00
Invoice: 010523BL				100.00	33011161 544000				
				261185	010523BL-A	01/05/2023		USBJAN23	75.00
Invoice: 010523BL-A				75.00	33011161 544000				
				261186	010523BL-B	01/05/2023		USBJAN23	175.00
Invoice: 010523BL-B				175.00	33011161 544000				
				261187	010523BL-C	01/05/2023		USBJAN23	350.00
Invoice: 010523BL-C				350.00	33011161 544000				
				261188	010523BL-D	01/05/2023		USBJAN23	250.00
Invoice: 010523BL-D				250.00	33011161 544000				
				261189	010523BL-E	01/05/2023		USBJAN23	45.00
Invoice: 010523BL-E				45.00	33011161 544000				
				261190	011423BL	01/14/2023		USBJAN23	295.00
Invoice: 011423BL				295.00	33011161 544000				
				261191	011823BL	01/18/2023		USBJAN23	130.00
Invoice: 011823BL									

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				130.00	33011161 544000				
				261192	011923BL	01/19/2023		USBJAN23	100.00
Invoice: 011923BL				100.00	33011161 544000				
				261193	011823BL-A	01/18/2023		USBJAN23	50.00
Invoice: 011823BL-A				50.00	33011161 53110000302				
				261194	011923BL-A	01/19/2023		USBJAN23	45.00
Invoice: 011923BL-A				45.00	33011161 544000				
				261195	012323BL	01/23/2023		USBJAN23	4.78
Invoice: 012323BL				4.78	41011141 542500				
				261196	012323BL-A	01/23/2023		USBJAN23	50.00
Invoice: 012323BL-A				50.00	33011161 53110000302				
				261225	010623DP	01/06/2023		USBJAN23	375.00
Invoice: 010623DP				375.00	41011144 443410				
				261226	010623DP-A	01/06/2023		USBJAN23	50.00
Invoice: 010623DP-A				50.00	41011141 549100				
				261227	011323DM	01/13/2023		USBJAN23	254.00
Invoice: 011323DM				254.00	73637891 531100				
				261228	010423DM	01/04/2023		USBJAN23	30.46
Invoice: 010423DM				30.46	73637891 539100				
				261229	011923DM	01/19/2023		USBJAN23	4,805.18
Invoice: 011923DM				4,805.18	73111290 531100				
				261230	012023DM	01/20/2023		USBJAN23	1,950.00
Invoice: 012023DM				1,950.00	73637891 443410				
				261231	123022DM	12/30/2022		USBJAN23	1,152.06
Invoice: 123022DM				1,152.06	73111256 53110001054				
				261242	010923RN	01/09/2023		USBJAN23	400.00
Invoice: 010923RN									

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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		
				400.00	73637892	443410	O&M-ALLOC-WTR-TRAINING	
Invoice: 011023RN				261243	011023RN		01/10/2023 USBJAN23	104.00
				104.00	73637892	443410	PW/PSI-ABC-NV/WATER DIST MANAGER III TEST TP O&M-ALLOC-WTR-TRAINING	
Invoice: 012323RN				261244	012323RN		01/23/2023 USBJAN23	255.00
				255.00	73637891	443410	PW/ARGUS PACIFIC/HAZWOPER TRAINING RN O&M-ALLOC ADM-TRAINING EXP	
Invoice: 012323RN-A				261245	012323RN-A		01/23/2023 USBJAN23	255.00
				255.00	73637891	443410	PW/ARGUS PACIFIC/HAZWOPER TRAINING RG O&M-ALLOC ADM-TRAINING EXP	
Invoice: 012423RN				261246	012423RN		01/24/2023 USBJAN23	104.00
				104.00	73637892	443410	PW/PSI/CROSS CONNECTION CONTROL RG O&M-ALLOC-WTR-TRAINING	
Invoice: 011023RN-A				261247	011023RN-A		01/10/2023 USBJAN23	599.00
				599.00	73425358	443410	PW/PROFESSIONAL TRAINING/WWTP OPERATOR NP O&M-WWTP-TRAINING	
Invoice: 011123MH				261248	011123MH		01/11/2023 USBJAN23	46.70
				46.70	73425358	531100	PW/USPS/POSTAGE FOR SAMPLE O&M-WWTP-SUPPLIES	
Invoice: 011023MH				261249	011023MH		01/10/2023 USBJAN23	227.21
				227.21	73425358	531100	PW/ZORO.COM/SUBMERSIBLE SUMP PUMP O&M-WWTP-SUPPLIES	
Invoice: 011323MH				261250	011323MH		01/13/2023 USBJAN23	367.59
				367.59	73425358	531100	PW/HOME DEPOT/WHITEBOARDS O&M-WWTP-SUPPLIES	
Invoice: 012323MH				261251	012323MH		01/23/2023 USBJAN23	132.86
				132.86	73425358	531100	PW/GALCO/TIME DELAY RELAY O&M-WWTP-SUPPLIES	
Invoice: 010623AC				261252	010623AC		01/06/2023 USBJAN23	1,676.22
				1,676.22	73111256	53110001054	PW/THE BAG LADY/SANDBAGS STORM PREP-STRT-SUPPLIES	
Invoice: 011123AC				261253	011123AC		01/11/2023 USBJAN23	1,676.22
				1,676.22	73111256	53110001054	PW/THE BAG LADY/SANDBAGS STORM PREP-STRT-SUPPLIES	
Invoice: 010123JR				261273	010123JR		01/01/2023 USBJAN23	300.00
				300.00	73637891	545000	PW/STORAGE98110/STORAGE UNIT RENTAL RENTS & LEASES - OPERATING	
Invoice: 122922JR				261274	122922JR		12/29/2022 USBJAN23	17.41
							PW/AMAZON/COFEE MAKER GASKET	

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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		
				17.41 73637891 531100		OFFICE SUPPLIES		
Invoice: 122922JR-A				261275 122922JR-A	12/29/2022	USBJAN23		34.71
				34.71 73637891 531100		PW/AMAZON/COFFEE MAKER CLEANER OFFICE SUPPLIES		
Invoice: 010423JR				261276 010423JR	01/04/2023	USBJAN23		32.44
				32.44 73637891 531100		PW/EVERGREEN PUBLISHING/TIDE CALENDARS OFFICE SUPPLIES		
Invoice: 010623JR				261277 010623JR	01/06/2023	USBJAN23		1,949.41
				1,949.41 73111427 531100		PW/STARMAN METAL/BOLLARDS OFFICE SUPPLIES		
Invoice: 122922JR-B				261278 122922JR-B	12/29/2022	USBJAN23		988.93
				988.93 73011755 531100		PW/LOWES/REFRIGERATOR FOR COMMONS O&M-COMMONS SUPPLIES		
Invoice: 011323JR				261279 011323JR	01/13/2023	USBJAN23		2,118.92
				2,118.92 73011189 531100		PW/ALEN.COM/HEPA FILTERS O&M - C/E FACIL OFC SUPPLIES		
Invoice: 011923JR				261280 011923JR	01/19/2023	USBJAN23		28.88
				28.88 73637891 531100		PW/AMAZON/FEBREEZE, GLOVES, CLEANER OFFICE SUPPLIES		
Invoice: 012023JR				261281 012023JR	01/20/2023	USBJAN23		42.00
				42.00 73637892 549100		PW/GRCC EVENTS/WATERWORKS RENEWAL NP O&M-ALLOC-WTR-DUES/SUBSCR		
Invoice: 011923JR-A				261282 011923JR-A	01/19/2023	USBJAN23		9.60
				9.60 73637891 531100		PW/AMAZON/RUBBERBANDS OFFICE SUPPLIES		
Invoice: 010323KS				261332 010323KS	01/03/2023	USBJAN23		75.00
				75.00 41011141 549100		FIN/WFOA/ANNUAL MEMBERSHIP KS FIN-GF-DUES/SUBS/MEMBERSHIPS		
Invoice: 122722MD				261349 122722MD	12/27/2022	USBJAN23		60.05
				60.05 81011881 548500		IT/ADOBE/CREATIVE CLOUD SOFTWARE IT - C/E COMPUTER SUPPORT		
Invoice: 123022MD				261350 123022MD	12/30/2022	USBJAN23		654.11
				654.11 81011881 443410		IT/CBT NUGGETS/INFORMATION TECH TRAINING SW IT - C/E TRAINING		
Invoice: 010923MD				261351 010923MD	01/09/2023	USBJAN23		12.00
				12.00 81011881 548500		IT/WETRANSFER/ENCRYPTION EMAIL APPLICATION POL IT - C/E COMPUTER SUPPORT		
Invoice: 011223MD				261352 011223MD	01/12/2023	USBJAN23		163.78
						IT/AMAZON/KEYBOARD, MOUSE - BK		

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				163.78	81011881 531100				
				261353	011623MD	01/16/2023		USBJAN23	177.40
Invoice: 011623MD				177.40	81011881 535500	IT/AMAZON/ASUS MONITOR			
				261354	011623MD-A	01/16/2023		USBJAN23	38.17
Invoice: 011623MD-A				38.17	81011881 535500	IT/AMAZON/USB HUB			
				261355	011623MD-B	01/16/2023		USBJAN23	28.35
Invoice: 011623MD-B				28.35	81011881 531100	IT/AMAZON/PLASTIC DOCUMENT FOLDERS			
				261356	011823MD	01/18/2023		USBJAN23	92.80
Invoice: 011823MD				92.80	81011881 535500	IT/AMAZON/USB HUB HDMI SWITCH			
				261357	011823MD-A	01/18/2023		USBJAN23	53.06
Invoice: 011823MD-A				53.06	81011881 548500	IT/TECHSMITH/SCREENSHOT SOFTWARE			
				261358	012023MD	01/20/2023		USBJAN23	487.80
Invoice: 012023MD				487.80	81011881 443410	IT/ALASKA AIRLINES/GIS CONFERENCE GB			
				261359	012323MD	01/23/2023		USBJAN23	191.05
Invoice: 012323MD				191.05	81011881 535500	IT/AMAZON/THUMB DRIVES, HARD DRIVE-GIS			
				261377	010823SH	01/08/2023		USBJAN23	53.38
Invoice: 010823SH				53.38	31011572 531100	EX/MICHAEL'S STORES/MATERIALS EMPLOYEE APPRECIATN			
				261378	011623SH	01/16/2023		USBJAN23	1.00
Invoice: 011623SH				1.00	31011572 549100	EX/KITSAP SUN/DIGITAL SUBSCRIPTION			
				261379	011723SH	01/17/2023		USBJAN23	15.96
Invoice: 011723SH				15.96	31011572 549100	EX/SEATTLE TIMES/DIGITAL SUBSCRIPTION			
				261380	012423SH	01/24/2023		USBJAN23	2.45
Invoice: 012423SH				2.45	72334562 64245000968	EX/FACEBOOK/BOOSTED EAGLE HARBOR POST			
				261381	122722SM	12/27/2022		USBJAN23	16.15
Invoice: 122722SM				16.15	21011125 531100	CRT/COSTCO/SPONGES FOR STAFF KITCHEN			
				261382	010423SM	01/04/2023		USBJAN23	478.00
Invoice: 010423SM						CRT/WA ST BAR ASSOC/LICENSING FEES			

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	137	APP 407-213000	02/21/2023	USBJAN23	022123			ACCOUNTS PAYABLE		1,536.49	
									AP CASH DISBURSEMENTS JOURNAL			
			APP 635-111100	02/21/2023	USBJAN23	022123			CASH			37,662.23
									AP CASH DISBURSEMENTS JOURNAL			
			APP 001-213000	02/21/2023	USBJAN23	022123			GENERAL - ACCOUNTS PAYABLE		18,966.38	
									AP CASH DISBURSEMENTS JOURNAL			
			APP 631-213000	02/21/2023	USBJAN23	022123			ACCOUNTS PAYABLE		4,524.46	
									AP CASH DISBURSEMENTS JOURNAL			
			APP 101-213000	02/21/2023	USBJAN23	022123			STREETS - ACCOUNTS PAYABLE		11,259.09	
									AP CASH DISBURSEMENTS JOURNAL			
			APP 402-213000	02/21/2023	USBJAN23	022123			ACCOUNTS PAYABLE		1,373.36	
									AP CASH DISBURSEMENTS JOURNAL			
			APP 301-213000	02/21/2023	USBJAN23	022123			ACCOUNTS PAYABLE		2.45	
									AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL											37,662.23	37,662.23
			APP 631-130000	02/21/2023	USBJAN23	022123			DUE TO/FROM CLEARING		33,137.77	
									DUE TO/FROM CLEARING			1,536.49
			APP 407-130000	02/21/2023	USBJAN23	022123			GENERAL - DUE TO/FROM CLEARING			18,966.38
									STREETS - DUE TO/FROM CLEARING			11,259.09
			APP 101-130000	02/21/2023	USBJAN23	022123			DUE TO/FROM CLEARING			1,373.36
									DUE TO/FROM CLEARING			2.45
			APP 402-130000	02/21/2023	USBJAN23	022123			DUE TO/FROM CLEARING			
									SYSTEM GENERATED ENTRIES TOTAL		33,137.77	33,137.77
			APP 301-130000	02/21/2023	USBJAN23	022123			JOURNAL 2023/02/137	TOTAL	70,800.00	70,800.00

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	137	02/21/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	18,966.38	18,966.38
				FUND TOTAL	18,966.38	18,966.38
101 STREET FUND 101-130000 101-213000	2023 2	137	02/21/2023	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	11,259.09	11,259.09
				FUND TOTAL	11,259.09	11,259.09
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2023 2	137	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	2.45	2.45
				FUND TOTAL	2.45	2.45
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	137	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,373.36	1,373.36
				FUND TOTAL	1,373.36	1,373.36
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2023 2	137	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,536.49	1,536.49
				FUND TOTAL	1,536.49	1,536.49
631 CLEARING FUND 631-130000 631-213000 635-111100	2023 2	137	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH	33,137.77 4,524.46	37,662.23
				FUND TOTAL	37,662.23	37,662.23

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		18,966.38
101	STREET FUND		11,259.09
301	CAPITAL CONSTRUCTION FUND		2.45
402	SEWER OPERATING FUND		1,373.36
407	BUILDING & DEVELOPMENT FUND		1,536.49
631	CLEARING FUND		
		33,137.77	
	TOTAL	33,137.77	33,137.77

** END OF REPORT - Generated by Jacob Kines **

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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										
1897	03/01/2023	EFT	9249 911 SUPPLY INC	261399	INV-2-26346	02/15/2023		02/26/23	2,073.72	
	Invoice: INV-2-26346									
				2,073.72	53011212 52000000499	POL/BODY ARMOR/QUINN BVP-BULLETPROOF VESTS-PURCHASE				
								CHECK 1897 TOTAL:	2,073.72	
1898	03/01/2023	EFT	5 ACE HARDWARE	261297	526651	02/07/2023		02/26/23	251.15	
	Invoice: 526651									
				251.15	73011189 531100	PW/LADDER FOR TRUCK O&M - C/E FACIL OFC SUPPLIES				
				261298	526671	02/07/2023		02/26/23	6.51	
	Invoice: 526671									
				6.51	73111290 531100	PW/FASTENERS O&M-STREET-MAINT O/H-SUPPLIES				
				261299	526741	02/07/2023		02/26/23	19.00	
	Invoice: 526741									
				19.00	73111264 531100	PW/FASTENERS O&M-STREET-TRAF CONTROL-SUPPLY				
				261300	526771	02/08/2023		02/26/23	4.36	
	Invoice: 526771									
				4.36	73411345 531100	PW/COUPLE PVC S&D HXH OFFICE SUPPLIES				
				261301	526791	02/08/2023		02/26/23	72.04	
	Invoice: 526791									
				72.04	73111264 531100	PW/FLAT WASHER, STOP NTS USS, BOLTS O&M-STREET-TRAF CONTROL-SUPPLY				
				261302	526811	02/08/2023		02/26/23	5.45	
	Invoice: 526811									
				5.45	73111264 531100	PW/VELCRO SQUARE STICKY WHT O&M-STREET-TRAF CONTROL-SUPPLY				
				261303	527011	02/10/2023		02/26/23	19.63	
	Invoice: 527011									
				19.63	73111264 531100	PW/DUCT TAPE 60YDS GRAY O&M-STREET-TRAF CONTROL-SUPPLY				
				261429	526911	02/09/2023		02/26/23	273.74	
	Invoice: 526911									
				273.74	73426355 531100	PW/LAWN GARDEN FARM SUPPLIES, HAND TROWEL O&M-SIS-SUPPLIES				
				261430	526991	02/10/2023		02/26/23	9.82	
	Invoice: 526991									
				9.82	73011189 531100	PW/SPRAYPAINT BROWN 12OZ O&M - C/E FACIL OFC SUPPLIES				
				261431	527141	02/14/2023		02/26/23	85.04	
	Invoice: 527141									
				85.04	73411345 531100	PW/PLASTIC BUCKET, LID, ZIPLOCK BAGS OFFICE SUPPLIES				
				261432	527171	02/14/2023		02/26/23	17.46	
	Invoice: 527171									
				17.46	73111264 531100	PW/WELDED BOW RAKE 14 TINE O&M-STREET-TRAF CONTROL-SUPPLY				
				261433	527251	02/15/2023		02/26/23	70.93	

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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: 527251				70.93	73425358 531100					PW/LIGHTBULBS, WIRE BRUSH, CONTRACTOR BAGS O&M-WWTP-SUPPLIES
				261434	527261	02/15/2023		02/26/23	5.41	
Invoice: 527261				5.41	73425358 531100					PW/PAINT BRUSH FOAM 1"W O&M-WWTP-SUPPLIES
				261443	527421	02/17/2023		02/26/23	-37.12	
Invoice: 527421				-37.12	73011189 531100					PW/GARDEN KNIFE HORI RETURN O&M - C/E FACIL OFC SUPPLIES
				261444	527431	02/17/2023		02/26/23	37.12	
Invoice: 527431				37.12	73011189 531100					PW/GARDEN KNIFE HORI O&M - C/E FACIL OFC SUPPLIES
				261461	527451	02/17/2023		02/26/23	63.26	
Invoice: 527451				63.26	73425358 531100					PW/UTILITY KNIFE, BLEACH, PAINT PREP O&M-WWTP-SUPPLIES
								CHECK	1898 TOTAL:	903.80
1899 03/01/2023 EFT			1258 ALPINE PRODUCTS INC	261304	TM-214471	01/31/2023		02/26/23	812.09	
Invoice: TM-214471				812.09	73111264 531100					PW/WATERBORNE TRAFFIC PAINT 5 GAL PAILS O&M-STREET-TRAF CONTROL-SUPPLY
								CHECK	1899 TOTAL:	812.09
1900 03/01/2023 EFT			7821 ARAMARK	261468	5120174699	01/26/2023		02/26/23	84.48	
Invoice: 5120174699				84.48	73638893 589310					PW/COAT LAB SPUN, COVR FR LAUNDRY SERVICES
				261469	5120178458	02/02/2023		02/26/23	81.51	
Invoice: 5120178458				81.51	73638893 589310					PW/COAT LAB SPUN, COVR FR LAUNDRY SERVICES
								CHECK	1900 TOTAL:	165.99
1901 03/01/2023 EFT			2138 ASPECT CONSULTING LL	261440	50015	02/14/2023		02/26/23	3,167.25	
Invoice: 50015				3,167.25	73414434 64110001096					PW/PROF SVCS FOR WELL DEVELOPMENT PRIT PARK WELL DEV/REHAB-PR SV
				261441	50024	02/14/2023		02/26/23	733.50	
Invoice: 50024				733.50	73011370 54110000261					PW/2023 BI LANDFILL REVIEW BI LANDFILL MONITORING-PRO SVC
								CHECK	1901 TOTAL:	3,900.75

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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		
			85.00	63470586 544000				
			261490	BIR970920	02/10/2023		02/26/23	48.17
Invoice: BIR970920			48.17	72321953 64400000966	ENG/HIGH SCHOOL ROAD SIGNANE & SAFETY HS ROAD SAFETY IMPR-ADV			
			261491	BIR971099	02/10/2023		02/26/23	209.67
Invoice: BIR971099			209.67	63470586 544000	PCD/LEGAL NOTICE PLN52340 CAP CUR-DEV-ZONING-ADV			
			261492	BIR971112	02/10/2023		02/26/23	76.50
Invoice: BIR971112			76.50	63470586 544000	PCD/LEGAL NOTICE PLN52400 SPT CUR-DEV-ZONING-ADV			
			261493	BIR971164	02/10/2023		02/26/23	87.83
Invoice: BIR971164			87.83	63470586 544000	PCD/LEGAL NOTICE BLD26156 CUR-DEV-ZONING-ADV			
					CHECK		1904 TOTAL:	1,301.92
1905 03/01/2023 EFT		55 SOUND PUBLISHING, IN	261405	8092544	01/31/2023		02/26/23	15.00
Invoice: 8092544			15.00	51011191 544000	POL/CLASSIFIED/FOUND PROP PD-C/E-PROP RM-ADVERTISING			
					CHECK		1905 TOTAL:	15.00
1906 03/01/2023 EFT		9856 BARR-TECH LLC	261480	8622	01/31/2023		02/26/23	7,898.80
Invoice: 8622			7,898.80	73425358 54790100551	PW/BIOSOLIDS PROCESSED 121.52 TONS JAN 2023 BIOSOLIDS WASTE DISPOSAL			
					CHECK		1906 TOTAL:	7,898.80
1907 03/01/2023 EFT		5412 BENEFIT ADMINISTRATI	261237	230207	02/07/2023		02/26/23	319.00
Invoice: 230207			35.09	21011125 520000	HSA/FSA BENEFITS			
			57.42	31011131 520000	COURT-BENEFITS			
			51.04	41011141 520000	EX-GF-BEN			
			9.57	51011211 520000	FIN-GF-BEN			
			28.71	61011581 520000	PD-C/E ADMIN-BENEFITS			
			35.09	71011321 520000	PCD - C/E ADMIN BENEFITS			
			102.08	81011881 520000	PW - C/E BENEFITS			
					IT - C/E ADMIN BENEFITS			
					CHECK		1907 TOTAL:	319.00
1908 03/01/2023 EFT		45 BAINBRIDGE ISLAND CH	261306	2022QTR 4	01/24/2023		02/26/23	4,674.50
Invoice: 2022QTR 4			4,674.50	91140573 541100	2022 LTAC CONTRACT GG-TOUR-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		
												CHECK	1908 TOTAL:	4,674.50
1909	03/01/2023	EFT	314 BAINBRIDGE ISLAND FI	261308	FSS 2023	02/08/2023		02/26/23	195,700.00					
	Invoice: FSS 2023				195,700.00 51011223 551000									
												POL/2023 FIRE SAFETY SERVICES		
												PD-C/E-FIRE PREVENTION-IG SVCS		
												CHECK	1909 TOTAL:	195,700.00
1910	03/01/2023	EFT	3775 BAINBRIDGE ISLAND SP	261402	1311	02/09/2023		02/26/23	2,500.00					
	Invoice: 1311				300.00 51011211 549100									
												POL/ANNUAL DUES X25		
												PD-C/E-ADM-DUES/SUBCR/MEMBRSH		
												PD-C/E-INV-DUES/SUBSCR/MEMBRSH		
												PD-C/E-PATROL-DUES/SUBCR/MEMBR		
												CHECK	1910 TOTAL:	2,500.00
1911	03/01/2023	EFT	1341 BLUE SKY PRINTING	261403	12458	02/15/2023		02/26/23	48.98					
	Invoice: 12458				48.98 53011212 531100									
												POL/BUSINESS CARDS/AB		
												PD-C/E-PATROL SUPPLIES		
												CHECK	1911 TOTAL:	48.98
1912	03/01/2023	EFT	1350 BUD CLARY CHEVROLET	261393	3NP959 P595	01/25/2023	20210046	02/26/23	112,934.37					
	Invoice: 3NP959 P595				112,934.37 73501448 66400001124									
												PW/F450 FLATBED DUMP		
												HEAVY DUTY P/U		
												CHECK	1912 TOTAL:	112,934.37
1913	03/01/2023	EFT	518 CRIMINAL JUSTICE TRA	261406	201137594	02/03/2023		02/26/23	300.00					
	Invoice: 201137594				300.00 53011212 443410									
												POL/PRESUPERVISOR/SWANN		
												POLICE - C/E PATROL TRAINING		
	Invoice: 201137616				261407 201137616									
												02/03/2023	02/26/23	300.00
												POL/COLLISION TECH/MILLER		
												POLICE - C/E PATROL TRAINING		
												CHECK	1913 TOTAL:	600.00
1914	03/01/2023	EFT	7509 CONSTRUCTION PARTS L	261309	37910	02/06/2023		02/26/23	2,025.66					
	Invoice: 37910				1,012.83 73111423 531100									
												PW/SUPERIOR CONTR POLY 96" TB		
												OFFICE SUPPLIES		
												OFFICE SUPPLIES		
												CHECK	1914 TOTAL:	2,025.66

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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		
1915	03/01/2023	EFT	6363 LN CURTIS & SONS	260440	CM34966	12/22/2022	02/26/23	-229.32
		Invoice: CM34966				POL/CREDIT CARRIER/PLUMEAU		
				-229.32	53011212	52000000499	BVP-BULLETPROOF VESTS-PURCHASE	
		Invoice: INV659930		260441	INV659930	12/19/2022	02/26/23	51.16
				51.16	53011212	52000000499	POL/NAME TAGS/BENKERT BVP-BULLETPROOF VESTS-PURCHASE	
		Invoice: INV661963		260442	INV661963	12/27/2022	02/26/23	16.52
				16.52	53011212	443410	POL/ALTER PANTS/BP POLICE - C/E PATROL TRAINING	
		Invoice: INV667735		261137	INV667735	01/17/2023	02/26/23	28.21
				28.21	53011212	531100	POL/NAME PLATE/PLUMEAU PD-C/E-PATROL SUPPLIES	
		Invoice: INV671284		261410	INV671284	01/30/2023	02/26/23	1,978.70
				1,978.70	53011212	52000000499	POL/BODY ARMOR/FASTAIA BVP-BULLETPROOF VESTS-PURCHASE	
		Invoice: INV671923		261411	INV671923	01/31/2023	02/26/23	1,978.70
				1,978.70	53011212	52000000499	POL/BODY ARMOR/BENKERT BVP-BULLETPROOF VESTS-PURCHASE	
		Invoice: INV671930		261412	INV671930	01/31/2023	02/26/23	1,978.70
				1,978.70	53011212	52000000499	POL/BODY ARMOR/NORTON BVP-BULLETPROOF VESTS-PURCHASE	
						CHECK	1915 TOTAL:	5,802.67
1916	03/01/2023	EFT	5781 EXTERMINATION SERVIC	261448	44044	02/11/2023	02/26/23	105.00
		Invoice: 44044		105.00	51011215	541100	POL/EXTERMINATION SERVICES FEB 2023 POLICE - C/E FACIL PROF SVCS	
		Invoice: 44089		261449	44089	02/17/2023	02/26/23	374.73
				374.73	73425358	541100	PW/EXTERMINATION SERVICES WWTP FEB 2023 O&M-WWTP-PROF SVCS	
						CHECK	1916 TOTAL:	479.73
1917	03/01/2023	EFT	10151 FASTENAL COMPANY	261445	WABR163025	02/06/2023	02/26/23	694.51
		Invoice: WABR163025		694.51	73637891	531100	PW/SAFETY SUPPLIES HI-VIS YELLOW OFFICE SUPPLIES	
						CHECK	1917 TOTAL:	694.51

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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										
1918	03/01/2023	EFT	9508 GRETTE ASSOCIATES, L	261362	12202573	02/01/2023		02/26/23		1,434.00
	Invoice: 12202573									
				1,434.00	72423434 64110000820	ENG/WING POINT LAGOON CHARACTERIZATION REHAB WING PT PUMP STATION-DES				
								CHECK	1918 TOTAL:	1,434.00
1919	03/01/2023	EFT	252 H.D. FOWLER COMPANY	261414	I6314644	02/06/2023		02/26/23		113.26
	Invoice: I6314644									
				113.26	73431835 531100	PW/7' SHEAR GATE LIFT ROD OFFICE SUPPLIES				
								CHECK	1919 TOTAL:	113.26
1920	03/01/2023	EFT	4161 HERRERA ENVIRONMENTA	261310	52949	02/09/2023		02/26/23		12,376.85
	Invoice: 52949									
				12,376.85	72431832 54110001031	ENG/STORMWATER SYSTEM PLAN ISLANDWIDE SSWM STUDY-PROF SVC				
								CHECK	1920 TOTAL:	12,376.85
1921	03/01/2023	EFT	1971 KELLEY CONNECT	261265	33421513	02/08/2023		02/26/23		190.01
	Invoice: 33421513									
				190.01	21011125 545000	CRT/COPIER LEASE COURT-RENTS & LEASES				
	Invoice: 33421510			261435	33421510	02/08/2023		02/26/23		316.68
				316.68	61470581 545000	PCD/COPIER LEASE PCD - DEV ADMIN RENTS & LEASES				
	Invoice: 33421512			261436	33421512	02/08/2023		02/26/23		361.46
				361.46	61470581 545000	PCD/COPIER LEASE PCD - DEV ADMIN RENTS & LEASES				
								CHECK	1921 TOTAL:	868.15
1922	03/01/2023	EFT	9852 KISSLER ENTERPRISES	261481	10575	01/31/2023		02/26/23		13,367.20
	Invoice: 10575									
				13,367.20	73425358 54790100551	PW/WWTP BIOSOLIDS HAULING BIOSOLIDS WASTE DISPOSAL				
								CHECK	1922 TOTAL:	13,367.20
1923	03/01/2023	EFT	8546 KITSAP 911 PUBLIC AU	261415	BIPD2023-03	02/15/2023		02/26/23		9,034.08
	Invoice: BIPD2023-03									
				6,323.86	53011286 551000	POL/CALL CENTER SERVICES				
				2,710.22	52011286 551000	POLICE - C/E PATROL CENCOM POLICE - C/E - INVEST CENCOM				
								CHECK	1923 TOTAL:	9,034.08

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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											
1924	03/01/2023	EFT	315 KITSAP HUMANE SOCIET	261315	2185	02/01/2023		02/26/23	6,612.93		
	Invoice: 2185					ANIMAL CONTROL SERVICES FEB 2023					
				6,612.93	91011393 541100	FIN - C/E ANIMAL CONTROL FEES					
						CHECK		1924 TOTAL:	6,612.93		
1925	03/01/2023	EFT	309 KITSAP TIRE CENTER I	261470	INV059598	02/13/2023		02/26/23	541.20		
	Invoice: INV059598					PW/GOODYEAR ENDURANCE BSW TIRES					
				541.20	73111427 531100	OFFICE SUPPLIES					
	Invoice: INV059622			261471	INV059622	02/14/2023		02/26/23	13.10		
				13.10	73111427 531100	PW/SCRAP TIRE DISPOSAL FEE					
						OFFICE SUPPLIES					
						CHECK		1925 TOTAL:	554.30		
1926	03/01/2023	EFT	6577 LAKESIDE INDUSTRIES	261396	222299	01/31/2023		02/26/23	2,747.68		
	Invoice: 222299					PW/EZ STREET ASPHALT 17.25 TONS					
				2,747.68	73111423 531100	OFFICE SUPPLIES					
						CHECK		1926 TOTAL:	2,747.68		
1927	03/01/2023	EFT	7849 LAW OFFICE OF THOMAS	261312	FEB23	02/06/2023		02/26/23	4,843.13		
	Invoice: FEB23					LEGAL/PUBLIC DEFENDER SERVICES FEB 2023					
				4,843.13	32011281 541113	LGL-PUBLIC DEFENDER					
						CHECK		1927 TOTAL:	4,843.13		
1928	03/01/2023	EFT	9943 THE NEXT DAY DRY CLE	261419	01/31/2023	01/31/2023		02/26/23	328.85		
	Invoice: 01/31/2023					POL/LAUNDRY SERVICE					
				183.98	51011211 520000	PD-C/E ADMIN-BENEFITS					
				144.87	53011212 520000	POLICE - C/E PATROL BENEFITS					
						CHECK		1928 TOTAL:	328.85		
1929	03/01/2023	EFT	5545 OTAK INC	261489	000022300345	02/17/2023		02/26/23	20,844.75		
	Invoice: 000022300345					ENG/CC RD RECONSTRUCTION DESIGN					
				20,844.75	72321953 64110000712	COUNTRY CLUB RD-DESIGN					
						CHECK		1929 TOTAL:	20,844.75		
1930	03/01/2023	EFT	4129 OWEN EQUIPMENT COMPA	261316	00109241CM	01/30/2023		02/26/23	-188.64		
	Invoice: 00109241CM					PW/SWITCH 44861J RETURN					
				-188.64	73637941 531100	VACTOR R&M-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: 00109241				261397	00109241	01/30/2023		02/26/23	1,604.05	
				1,604.05	73637941 531100	PW/PENDANT CONTROL, SWITCH VACTOR R&M-SUPPLIES				
Invoice: 00109388				261398	00109388	02/03/2023		02/26/23	241.26	
				241.26	73638935 531100	PW/VALVE, BALL, 1IN O&M-STD ALLOCATION-SUPPLIES				
Invoice: 00109454				261421	00109454	02/08/2023		02/26/23	3,346.12	
				3,346.12	73431835 531100	PW/RODDER LINE, LEADER HOSE, MENDER OFFICE SUPPLIES				
Invoice: 00109241CM-2				261426	00109241CM-2	02/10/2023		02/26/23	-1,206.96	
				-1,206.96	73637941 531100	PW/PENDANT CONTROL RETURN VACTOR R&M-SUPPLIES				
								CHECK	1930 TOTAL:	3,795.83
1931 03/01/2023 EFT			1245 PACIFIC WELDING SUPP	261317	0001887507	01/31/2023		02/26/23	168.32	
Invoice: 0001887507				168.32	73638935 531100	PW/BLADE 14" STEEL CARBIDE O&M-STD ALLOCATION-SUPPLIES				
								CHECK	1931 TOTAL:	168.32
1932 03/01/2023 EFT			10011 PACIFICA LAW GROUP L	261318	80482	02/09/2023		02/26/23	17,744.00	
Invoice: 80482				17,744.00	32011152 54111101256	LEGAL/PROFESSIONAL SERVICES JAN 2023 LIT-POLICE & MUNI COURT BLDG				
Invoice: 80483				261319	80483	02/09/2023		02/26/23	556.00	
				556.00	31011551 54111001251	EX/PROFESSIONAL SERVICES JAN 2023 OLD PD STATION AFF HSG STUDY				
								CHECK	1932 TOTAL:	18,300.00
1933 03/01/2023 EFT			9650 PAPE MACHINERY INC	261450	14193290	02/14/2023		02/26/23	73.12	
Invoice: 14193290				73.12	73638935 531100	PW/SPRING CLIP, HAND GUARDS O&M-STD ALLOCATION-SUPPLIES				
Invoice: 14217944				261451	14217944	02/14/2023		02/26/23	3.82	
				3.82	73638935 531100	PW/HANDLE MOLDING, HANDLE HOUSING O&M-STD ALLOCATION-SUPPLIES				
Invoice: 14223270				261452	14223270	02/16/2023		02/26/23	7.86	
				7.86	73638935 531100	PW/3.5MM START O&M-STD ALLOCATION-SUPPLIES				
								CHECK	1933 TOTAL:	84.80

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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									
1934	03/01/2023	EFT	448	PARAMETRIX INC	261239	42278	02/06/2023	02/26/23	8,427.79
	Invoice: 42278						ENG/STO CONCEPT PLAN - 30% DESIGN		
					8,427.79	72334562	64110001213	STO CONNECTOR 30%DES-ENGINEERI	
	Invoice: 42597								
					261473	42597	02/17/2023	02/26/23	26,454.85
							ENG/POLICE AND MUNICIPAL COURT PSA		
					26,454.85	72311942	64110000724	PD/COURT BLDG-PROF SVCS/DESIGN	
							CHECK	1934 TOTAL:	34,882.64
1935	03/01/2023	EFT	2409	RIVER OAKS COMMUNICA	261386	01/19/2023	01/19/2023	02/26/23	2,097.25
	Invoice: 01/19/2023						LEGAL/COMCAST FRANCHISE RENEWAL SERVICES		
					2,097.25	32011152	54110001082	COMCAST FRANCHISE RENEWAL	
							CHECK	1935 TOTAL:	2,097.25
1936	03/01/2023	EFT	617	S & B INC	261320	25249Q	01/31/2023	02/26/23	6,520.25
	Invoice: 25249Q						ENG/WATER/SEWER TELEMETRY SCADA UP		
					4,742.00	72423434	64110000821	SWR-SCADA UPGRADES-PROF SVCS	
					1,778.25	72413434	64110000818	SCADA UPGRADES WTR PRF SVC	
	Invoice: 26329A								
					261424	26329A	01/31/2023	02/26/23	2,312.86
							PW/WEAVER AVE WELL REPAIR		
					2,312.86	73411345	548100	REPAIRS & MAINTENANCE	
							CHECK	1936 TOTAL:	8,833.11
1937	03/01/2023	EFT	9910	SEIDL, MICHAEL TIMOT	261321	2115	02/13/2023	02/26/23	4,387.50
	Invoice: 2115						EX/COBI VIDEO PRODUCTION SERVICES		
					4,387.50	31011572	54110001184	CITY MNGR VIDEO UPDATE-PROF SV	
							CHECK	1937 TOTAL:	4,387.50
1938	03/01/2023	EFT	8132	SPECTRA LABORATORIES	261322	23-00697	02/09/2023	02/26/23	320.00
	Invoice: 23-00697						PW/NITROGEN, NITRATE, AMMONIA TESTING		
					320.00	73425358	54110000391	LAB & TESTING SVCS-WWTP	
	Invoice: 23-00777								
					261323	23-00777	02/13/2023	02/26/23	23.00
							PW/ FLUORIDE TESTING		
					23.00	73411345	54110000391	LAB SVCS-WATER	
	Invoice: 23-00831								
					261324	23-00831	02/13/2023	02/26/23	69.00
							PW/TOTAL COLIFORM, E COLI TESTING		
					69.00	73411345	54110000391	LAB SVCS-WATER	
	Invoice: 23-00833								
					261325	23-00833	02/13/2023	02/26/23	23.00
							PW/TOTAL COLIFORM, E COLI TESTING		

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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										
1944	03/01/2023	EFT	4104 WA ST FERRIES	261241	RK403207	01/31/2023		02/26/23		306.20
			Invoice: RK403207			JAN23 WAVE2GO FERRY CHARGES				
				43.85	53011212 543100	PATROL-TRAVEL/MEALS/LODGING				
				212.35	73011189 543100	O&M-FAC-TRAVEL/MEALS/LODGING				
				50.00	41011141 543100	FIN-GF-TRAVEL				
						CHECK		1944 TOTAL:		306.20
1945	03/01/2023	EFT	499 WESTBAY AUTO PARTS I	261369	772601	02/06/2023		02/26/23		60.55
			Invoice: 772601			PW/XENON CAPSULES				
				60.55	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
			Invoice: 772606			02/06/2023		02/26/23		50.99
				261370	772606	PW/2005 FORD RANGER WHEEL CYL, BRAKE SHOE				
				50.99	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
			Invoice: 773081			02/08/2023		02/26/23		19.11
				261371	773081	PW/DRAIN PLUG, OIL DRAIN PLUG				
				19.11	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
			Invoice: 773090			02/08/2023		02/26/23		21.91
				261372	773090	PW/NAPAGOLD OIL, AIR FILTERS				
				21.91	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
			Invoice: 773148			02/08/2023		02/26/23		12.03
				261373	773148	PW/2017 FORD D150 TIRE PRESSURE				
				12.03	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
			Invoice: 773400			02/09/2023		02/26/23		443.44
				261374	773400	PW/2005 FORD F250 SPARK PLUG, IGNITION COIL, CLNR				
				443.44	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
			Invoice: 773984			02/13/2023		02/26/23		122.21
				261478	773984	PW/OIL FILTER, AIR FILTER, FUEL FILTER				
				122.21	73638935 531100	O&M-STD ALLOCATION-SUPPLIES				
						CHECK		1945 TOTAL:		730.24

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NUMBER OF CHECKS	49	*** CASH ACCOUNT TOTAL ***	508,519.21
		COUNT	AMOUNT
TOTAL EFT'S		49	508,519.21
		*** GRAND TOTAL ***	508,519.21

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	158									
APP	001-213000		02/22/2023	02/26/23	022223			GENERAL - ACCOUNTS PAYABLE		268,341.31	
								AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100		02/22/2023	02/26/23	022223			CASH			508,519.21
								AP CASH DISBURSEMENTS JOURNAL			
APP	101-213000		02/22/2023	02/26/23	022223			STREETS - ACCOUNTS PAYABLE		8,621.11	
								AP CASH DISBURSEMENTS JOURNAL			
APP	401-213000		02/22/2023	02/26/23	022223			ACCOUNTS PAYABLE		7,917.26	
								AP CASH DISBURSEMENTS JOURNAL			
APP	402-213000		02/22/2023	02/26/23	022223			ACCOUNTS PAYABLE		29,844.20	
								AP CASH DISBURSEMENTS JOURNAL			
APP	631-213000		02/22/2023	02/26/23	022223			ACCOUNTS PAYABLE		2,599.86	
								AP CASH DISBURSEMENTS JOURNAL			
APP	407-213000		02/22/2023	02/26/23	022223			ACCOUNTS PAYABLE		1,974.81	
								AP CASH DISBURSEMENTS JOURNAL			
APP	301-213000		02/22/2023	02/26/23	022223			ACCOUNTS PAYABLE		55,775.56	
								AP CASH DISBURSEMENTS JOURNAL			
APP	104-213000		02/22/2023	02/26/23	022223			CIVIC IMPR - ACCOUNTS PAYABLE		4,674.50	
								AP CASH DISBURSEMENTS JOURNAL			
APP	501-213000		02/22/2023	02/26/23	022223			ER&R-ACCOUNTS PAYABLE		112,934.37	
								AP CASH DISBURSEMENTS JOURNAL			
APP	403-213000		02/22/2023	02/26/23	022223			ACCOUNTS PAYABLE		15,836.23	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										508,519.21	508,519.21
APP	631-130000		02/22/2023	02/26/23	022223			DUE TO/FROM CLEARING		505,919.35	
APP	001-130000		02/22/2023	02/26/23	022223			GENERAL - DUE TO/FROM CLEARING			268,341.31
APP	101-130000		02/22/2023	02/26/23	022223			STREETS - DUE TO/FROM CLEARING			8,621.11
APP	401-130000		02/22/2023	02/26/23	022223			DUE TO/FROM CLEARING			7,917.26
APP	402-130000		02/22/2023	02/26/23	022223			DUE TO/FROM CLEARING			29,844.20
APP	407-130000		02/22/2023	02/26/23	022223			DUE TO/FROM CLEARING			1,974.81
APP	301-130000		02/22/2023	02/26/23	022223			DUE TO/FROM CLEARING			55,775.56
APP	104-130000		02/22/2023	02/26/23	022223			CIVIC IMPR DUE TO/FROM CLEAR'G			4,674.50
APP	501-130000		02/22/2023	02/26/23	022223			ER&R-DUE TO/FROM CLEARING			112,934.37
APP	403-130000		02/22/2023	02/26/23	022223			DUE TO/FROM CLEARING			15,836.23

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JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
						SYSTEM GENERATED ENTRIES TOTAL		505,919.35	505,919.35
						JOURNAL 2023/02/158 TOTAL		1,014,438.56	1,014,438.56

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	158	02/22/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	268,341.31	268,341.31
				FUND TOTAL	268,341.31	268,341.31
101 STREET FUND 101-130000 101-213000	2023 2	158	02/22/2023	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	8,621.11	8,621.11
				FUND TOTAL	8,621.11	8,621.11
104 CIVIC IMPROVEMENT FUND 104-130000 104-213000	2023 2	158	02/22/2023	CIVIC IMPR DUE TO/FROM CLEAR'G CIVIC IMPR - ACCOUNTS PAYABLE	4,674.50	4,674.50
				FUND TOTAL	4,674.50	4,674.50
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2023 2	158	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	55,775.56	55,775.56
				FUND TOTAL	55,775.56	55,775.56
401 WATER OPERATING FUND 401-130000 401-213000	2023 2	158	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	7,917.26	7,917.26
				FUND TOTAL	7,917.26	7,917.26
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	158	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	29,844.20	29,844.20
				FUND TOTAL	29,844.20	29,844.20
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2023 2	158	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	15,836.23	15,836.23
				FUND TOTAL	15,836.23	15,836.23
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2023 2	158	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,974.81	1,974.81
				FUND TOTAL	1,974.81	1,974.81
501 EQUIPMENT RENTAL & REVOLVING	2023 2	158	02/22/2023			

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
501-130000				ER&R-DUE TO/FROM CLEARING		112,934.37
501-213000				ER&R-ACCOUNTS PAYABLE	112,934.37	
				FUND TOTAL	112,934.37	112,934.37
631 CLEARING FUND	2023 2	158	02/22/2023			
631-130000				DUE TO/FROM CLEARING	505,919.35	
631-213000				ACCOUNTS PAYABLE	2,599.86	
635-111100				CASH		508,519.21
				FUND TOTAL	508,519.21	508,519.21

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		268,341.31
101	STREET FUND		8,621.11
104	CIVIC IMPROVEMENT FUND		4,674.50
301	CAPITAL CONSTRUCTION FUND		55,775.56
401	WATER OPERATING FUND		7,917.26
402	SEWER OPERATING FUND		29,844.20
403	STORM & SURFACE WATER FUND		15,836.23
407	BUILDING & DEVELOPMENT FUND		1,974.81
501	EQUIPMENT RENTAL & REVOLVING		112,934.37
631	CLEARING FUND	505,919.35	
	TOTAL	505,919.35	505,919.35

** END OF REPORT - Generated by Jacob Kines **

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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: 9858	FEB23							
				50.35 91411891 542100		SANDS AVE WELL TELEM GG-WTR-FAC-PHONE		
Invoice: 9869	FEB23			261295 9869FEB23	02/02/2023		M021423	84.99
				84.99 91415345 542100		ROCKAWAY BEACH PRV TELEMETRY GG-WTR ROCKAWAY-PHONES		
						CHECK	359854 TOTAL:	1,408.30
359855	02/14/2023	PRTD	102 CITY OF BAINBRIDGE I	261255	RETREQ1-FINAL-01202	12/27/2022	M021423	3,153.59
						ENG/FLETCHER BAY PUMPHOUSE ROOF REPAIR		
Invoice: RETREQ1-FINAL-01202				3,153.59 73411345 54810001202		FLETCHER BAY WELLHOUSE-REPAIRS		
						CHECK	359855 TOTAL:	3,153.59
359856	02/14/2023	PRTD	102 CITY OF BAINBRIDGE I	261271	RETREQ3-FINAL-01120	02/07/2023	20220033 M021423	264.20
						ENG/PRTCHRD PK OUTFALL RETAINAGE		
Invoice: RETREQ3-FINAL-01120				264.20 72433438 66300001120		PRITCHARD PARK OUTFALL		
						CHECK	359856 TOTAL:	264.20
359857	02/14/2023	PRTD	102 CITY OF BAINBRIDGE I	261330	RETREQ3-FINAL-00510-	02/07/2023	20220024 M021423	298.33
						PW/2022 BACKFLOW TESTING RETAINAG		
Invoice: RETREQ3-FINAL-00510-				298.33 73411349 54110000510		BACKFLOW TEST-PRO SVCS		
						CHECK	359857 TOTAL:	298.33
359858	02/14/2023	PRTD	8062 ECOADAPT INC	261267	5032	12/31/2022	M021423	4,625.94
						EX/UPDATE CLIMATE CHANGE ADAPTATION CERT TOOL		
Invoice: 5032				4,625.94 31011492 54110001197		CAP-CL ADAPT & RES-PROF SVCS		
						CHECK	359858 TOTAL:	4,625.94
359859	02/14/2023	PRTD	318 KC ALCOHOLISM SPECIA	261270	02/10/2023	02/10/2023	M021423	1,926.60
						Q4 2022 ALCOHOLISM SERVICES		
Invoice: 02/10/2023				1,926.60 91011660 553000		EXEC - C/E DETOX		
						CHECK	359859 TOTAL:	1,926.60
359860	02/14/2023	PRTD	1205 PUGET SOUND ENERGY	261233	9047JAN23-2	02/06/2023	M021423	348.53
						WINSLOW WAY & 305		
Invoice: 9047JAN23-2				348.53 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY		
						CHECK	359860 TOTAL:	348.53

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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		
359861	02/14/2023	PRTD 2467 STAPLES	261254	8069073677	01/28/2023		M021423	134.97
		Invoice: 8069073677						
			134.97	72011321 531100				
							ENG/TISSUES, MARKERS, CALENDARS, HOOKS	
							ENG - C/E ADMIN SUPPLIES	
							CHECK 359861 TOTAL:	134.97
359862	02/14/2023	PRTD 1485 VERIZON WIRELESS	261296	9926710644	02/01/2023		M021423	5,700.12
		Invoice: 9926710644						
			40.01	91425358 542100			CITY WIDE WIRELESS SERVICES	
			153.30	91421891 542100			GG-WWTP-TELEPHONE/FAX	
			51.10	91411891 542100			GG-SWR-FAC-PHONE	
			51.10	91415345 542100			GG-WTR-FAC-PHONE	
			120.03	73411345 542100			GG-WTR ROCKAWAY-PHONES	
			5,284.58	91011189 542100			O&M-WTR MAINT-PHONE/POSTAGE	
							GG-C/E-CITY HALL-PHONE	
							CHECK 359862 TOTAL:	5,700.12
							NUMBER OF CHECKS 10	
							*** CASH ACCOUNT TOTAL ***	17,882.51
							COUNT	AMOUNT
							TOTAL PRINTED CHECKS 10	17,882.51
							*** GRAND TOTAL ***	17,882.51

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	77									
APP	001-213000		02/14/2023	M021423	021423			GENERAL - ACCOUNTS PAYABLE		12,965.12	
								AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100		02/14/2023	M021423	021423			CASH			17,882.51
								AP CASH DISBURSEMENTS JOURNAL			
APP	402-213000		02/14/2023	M021423	021423			ACCOUNTS PAYABLE		278.30	
								AP CASH DISBURSEMENTS JOURNAL			
APP	401-213000		02/14/2023	M021423	021423			ACCOUNTS PAYABLE		4,026.36	
								AP CASH DISBURSEMENTS JOURNAL			
APP	403-213000		02/14/2023	M021423	021423			ACCOUNTS PAYABLE		264.20	
								AP CASH DISBURSEMENTS JOURNAL			
APP	101-213000		02/14/2023	M021423	021423			STREETS - ACCOUNTS PAYABLE		348.53	
								AP CASH DISBURSEMENTS JOURNAL			
								GENERAL LEDGER TOTAL		17,882.51	17,882.51
APP	631-130000		02/14/2023	M021423	021423			DUE TO/FROM CLEARING		17,882.51	
APP	001-130000		02/14/2023	M021423	021423			GENERAL - DUE TO/FROM CLEARING			12,965.12
APP	402-130000		02/14/2023	M021423	021423			DUE TO/FROM CLEARING			278.30
APP	401-130000		02/14/2023	M021423	021423			DUE TO/FROM CLEARING			4,026.36
APP	403-130000		02/14/2023	M021423	021423			DUE TO/FROM CLEARING			264.20
APP	101-130000		02/14/2023	M021423	021423			STREETS - DUE TO/FROM CLEARING			348.53
								SYSTEM GENERATED ENTRIES TOTAL		17,882.51	17,882.51
								JOURNAL 2023/02/77 TOTAL		35,765.02	35,765.02

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	77	02/14/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	12,965.12	12,965.12
				FUND TOTAL	12,965.12	12,965.12
101 STREET FUND 101-130000 101-213000	2023 2	77	02/14/2023	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	348.53	348.53
				FUND TOTAL	348.53	348.53
401 WATER OPERATING FUND 401-130000 401-213000	2023 2	77	02/14/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	4,026.36	4,026.36
				FUND TOTAL	4,026.36	4,026.36
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	77	02/14/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	278.30	278.30
				FUND TOTAL	278.30	278.30
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2023 2	77	02/14/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	264.20	264.20
				FUND TOTAL	264.20	264.20
631 CLEARING FUND 631-130000 635-111100	2023 2	77	02/14/2023	DUE TO/FROM CLEARING CASH	17,882.51	17,882.51
				FUND TOTAL	17,882.51	17,882.51

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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		12,965.12
101	STREET FUND		348.53
401	WATER OPERATING FUND		4,026.36
402	SEWER OPERATING FUND		278.30
403	STORM & SURFACE WATER FUND		264.20
631	CLEARING FUND		
		17,882.51	
	TOTAL	17,882.51	17,882.51

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CITY OF BAINBRIDGE ISLAND
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
359863	02/21/2023	PRTD	551 CENTURYLINK	261484	4953FEB23	02/07/2023		M022123	84.99
	Invoice: 4953FEB23					210 MADISON AVE SLS TELEM			
				84.99	91421891 542100	GG-SWR-FAC-PHONE			
	Invoice: 5127FEB23								
				261485	5127FEB23	02/07/2023		M022123	211.62
	Invoice: 5996FEB23					8804 MADISON AVE			
				211.62	71311942 64210000724	PD/COURT BLDG-PHONES/POSTAGE			
				261486	5996FEB23	02/07/2023		M022123	112.64
	Invoice: 5996FEB23					E-PHONE @ WFP DOCK			
				112.64	91011757 542100	GG-GF-WFP DOCK-PHONE			
						CHECK	359863	TOTAL:	409.25
359864	02/21/2023	PRTD	10186 FIFTH ASSET INC	261425	DB2000842	12/31/2022		M022123	10,494.32
	Invoice: DB2000842					FIN/22 SUBSCRIPTION CHARGE TIER 2			
				10,494.32	41011141 548500	FIN-GF-SOFTWARE MAINT/SUBSCRIP			
						CHECK	359864	TOTAL:	10,494.32
359865	02/21/2023	PRTD	1205 PUGET SOUND ENERGY	261487	1716JAN23-2	02/09/2023		M022123	16.94
	Invoice: 1716JAN23-2					ROCKAWAY INTERITE PRV			
				16.94	91415345 547100	GG-ROCKAWAY BCH-UTILITIES			
	Invoice: 8206JAN23								
				261488	8206JAN23	02/08/2023		M022123	13.43
				13.43	91411345 547100	515 FERNCLIFF AVE PRV			
						GG-WTR-ELECTRIC			
						CHECK	359865	TOTAL:	30.37
359866	02/21/2023	PRTD	1485 VERIZON WIRELESS	261394	9926710645	02/01/2023		M022123	78.71
	Invoice: 9926710645					ENG/MODEMS FOR AUTOMATED FLOW STATIONS			
				78.71	72637319 54210000809	WATER QUAL FLOW MONIT-MODEM			
						CHECK	359866	TOTAL:	78.71
						NUMBER OF CHECKS	4	*** CASH ACCOUNT TOTAL ***	11,012.65
						COUNT	4	AMOUNT	11,012.65
						TOTAL PRINTED CHECKS	4	AMOUNT	11,012.65
						*** GRAND TOTAL ***			11,012.65

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2023	2	129									
APP	402-213000		02/21/2023	M022123	022123			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		84.99	
APP	635-111100		02/21/2023	M022123	022123			CASH AP CASH DISBURSEMENTS JOURNAL			11,012.65
APP	301-213000		02/21/2023	M022123	022123			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		211.62	
APP	001-213000		02/21/2023	M022123	022123			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		10,606.96	
APP	401-213000		02/21/2023	M022123	022123			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		30.37	
APP	631-213000		02/21/2023	M022123	022123			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		78.71	
GENERAL LEDGER TOTAL										11,012.65	11,012.65
APP	631-130000		02/21/2023	M022123	022123			DUE TO/FROM CLEARING		10,933.94	
APP	402-130000		02/21/2023	M022123	022123			DUE TO/FROM CLEARING			84.99
APP	301-130000		02/21/2023	M022123	022123			DUE TO/FROM CLEARING			211.62
APP	001-130000		02/21/2023	M022123	022123			GENERAL - DUE TO/FROM CLEARING			10,606.96
APP	401-130000		02/21/2023	M022123	022123			DUE TO/FROM CLEARING			30.37
SYSTEM GENERATED ENTRIES TOTAL										10,933.94	10,933.94
JOURNAL 2023/02/129 TOTAL										21,946.59	21,946.59

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	129	02/21/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	10,606.96	10,606.96
				FUND TOTAL	10,606.96	10,606.96
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2023 2	129	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	211.62	211.62
				FUND TOTAL	211.62	211.62
401 WATER OPERATING FUND 401-130000 401-213000	2023 2	129	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	30.37	30.37
				FUND TOTAL	30.37	30.37
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	129	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	84.99	84.99
				FUND TOTAL	84.99	84.99
631 CLEARING FUND 631-130000 631-213000 635-111100	2023 2	129	02/21/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH	10,933.94 78.71	11,012.65
				FUND TOTAL	11,012.65	11,012.65

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		10,606.96
301 CAPITAL CONSTRUCTION FUND		211.62
401 WATER OPERATING FUND		30.37
402 SEWER OPERATING FUND		84.99
631 CLEARING FUND	10,933.94	
	10,933.94	10,933.94
TOTAL	10,933.94	10,933.94

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CITY OF BAINBRIDGE ISLAND
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										
359867	03/01/2023	PRTD	10189 ACCESSOLOGY	261235	INV23-00048	02/06/2023		02/26/23	4,205.00	
	Invoice: INV23-00048			4,205.00	72111444 54110001218	ENG/DEVELOPMENT OF ADA TRANSITION ADA TRANSITION PLAN-PROF SVCS				
						CHECK		359867 TOTAL:	4,205.00	
359868	03/01/2023	PRTD	7994 PENINSULA SERVICES	261236	103152	01/31/2023		02/26/23	1,372.00	
	Invoice: 103152			1,372.00	36011143 541100	EXCC/DOCUMENT, HARD DRIVE SHREDDING CLERK-C/E-PROF SVCS				
				261400	102963	01/31/2023		02/26/23	80.00	
	Invoice: 102963			80.00	51011211 541100	POL/MOBILE SHREDDING PD-C/E-ADM-PROF SVCS				
						CHECK		359868 TOTAL:	1,452.00	
359869	03/01/2023	PRTD	9908 CINTAS CORPORATION #	261360	5145248948	02/13/2023		02/26/23	36.92	
	Invoice: 5145248948			36.92	21011125 531100	CRT/FIRST AID RESTOCK COURT-SUPPLIES				
				261442	5145248995	02/13/2023		02/26/23	129.52	
	Invoice: 5145248995			129.52	73637891 531100	PW/WWTP FIRST AID RESTOCK OFFICE SUPPLIES				
						CHECK		359869 TOTAL:	166.44	
359870	03/01/2023	PRTD	6920 COMCAST	261408	FEB23	01/20/2023		02/26/23	11.37	
	Invoice: FEB23			11.37	51011211 545000	POL/HD CONVERTER BOX PD-C/E-ADMIN RENTS/LEASE				
						CHECK		359870 TOTAL:	11.37	
359871	03/01/2023	PRTD	8193 CONTECH ENGINEERED S	261409	26444187	02/07/2023		02/26/23	1,948.13	
	Invoice: 26444187			1,948.13	73431835 531100	PW/CART REFURB 27" 1/4 TURN-ZPG OFFICE SUPPLIES				
						CHECK		359871 TOTAL:	1,948.13	
359872	03/01/2023	PRTD	10160 CPR SEATTLE LLC	261385	86454	02/06/2023		02/26/23	1,669.00	
	Invoice: 86454			1,669.00	31011256 541100	EX/SKIN LACERATION REPAIR TRAINING EX-GF-EMERG PREP-PROF SVCS				
						CHECK		359872 TOTAL:	1,669.00	

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CITY OF BAINBRIDGE ISLAND
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			
359873	03/01/2023	PRTD	5132 CRYSTAL SPRINGS	261263	5228674 020823	02/08/2023		02/26/23	51.18	
Invoice: 5228674		020823		51.18	21011125 531100	CRT/BOTTOM LOAD HOT & COLD COURT-SUPPLIES		COOLER		
				261361	5228674 011123	01/11/2023		02/26/23	51.18	
Invoice: 5228674		011123		51.18	21011125 531100	CRT/BOTTOM LOAD HOT & COLD COURT-SUPPLIES		COOLER		
						CHECK	359873	TOTAL:	102.36	
359874	03/01/2023	PRTD	152 DAILY JOURNAL OF COM	261264	3385626	02/02/2023		02/26/23	162.25	
Invoice: 3385626				162.25	63470586 544000	PCD/AD RFQ - SEA LEVEL RISE CUR-DEV-ZONING-ADV		FLOODING RISK		
						CHECK	359874	TOTAL:	162.25	
359875	03/01/2023	PRTD	8062 ECOADAPT INC	261268	5103	01/31/2023		02/26/23	555.13	
Invoice: 5103				555.13	31011492 54110001197	EX/CLIMATE CHANGE ADAPTATION CERT TOOL CAP-CL ADAPT & RES-PROF SVCS				
						CHECK	359875	TOTAL:	555.13	
359876	03/01/2023	PRTD	1953 FERGUSON ENTERPRISES	261413	1178856	02/09/2023		02/26/23	1,086.47	
Invoice: 1178856				1,086.47	73425358 531100	PW/WATER SUPPLIES O&M-WWTP-SUPPLIES				
						CHECK	359876	TOTAL:	1,086.47	
359877	03/01/2023	PRTD	10215 FLECK, MICHAEL	261465	BLD13618	12/29/2022		02/26/23	750.00	
Invoice: BLD13618				750.00	41623860 586000	PERMIT BLD13618 RET.B REFUND FEES SURETY DEPOSIT-OUT				
						CHECK	359877	TOTAL:	750.00	
359878	03/01/2023	PRTD	7451 GOOD TO GO!	261464	60148587	01/20/2023		02/26/23	6.50	
Invoice: 60148587				6.50	73011189 543100	PW/TACOMA NARROWS BRIDGE TOLLS 1/20/23 O&M-FAC-TRAVEL/MEALS/LODGING				
						CHECK	359878	TOTAL:	6.50	
359879	03/01/2023	PRTD	513 GRAINGER	261446	9600418876	02/07/2023		02/26/23	79.72	
Invoice: 9600418876				79.72	73637891 531100	PW/EYE WASH BOTTLE 16 OZ OFFICE SUPPLIES				
						261447	9605296269	02/10/2023	02/26/23	71.32

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CITY OF BAINBRIDGE ISLAND
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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: 9605296269					71.32	73425358	531100	
					PW/PIPE CEMENT 16 FL OZ GRAY O&M-WWTP-SUPPLIES			
						CHECK	359879	TOTAL: 151.04
359880	03/01/2023	PRTD	4850 HOME DEPOT CREDIT SE	261313	9522888			
Invoice: 9522888					355.86	73421355	531100	
						01/23/2023	02/26/23	355.86
					PW/HOLLOW CORE FIBERGLASS POLE WIN COLL-SUPPLIES			
					261395	223016		
Invoice: 223016					129.95	73637946	531100	
						02/01/2023	02/26/23	129.95
					PW/RIGID 4 GAL VAC W/DETACH BLOWER ALLOC-1/3 TO EACH UTIL-SUPPLY			
Invoice: 1970898					261423	1970898		
					492.35	73414434	63110001096	
						01/31/2023	02/26/23	492.35
					PW/BRAD NAILER, NARW CRN STPLR, CIRC SAW PRIT PARK WELL DEV/REHAB-SUPPL			
						CHECK	359880	TOTAL: 978.16
359881	03/01/2023	PRTD	4850 HOME DEPOT CREDIT SE	261462	728640566			
Invoice: 728640566					6,222.22	73637891	531100	
						01/27/2023	02/26/23	6,222.22
					PW/GARBAGE BAGS CITY WIDE OFFICE SUPPLIES			
						CHECK	359881	TOTAL: 6,222.22
359882	03/01/2023	PRTD	6857 INGERSOLL RAND COMPA	261314	26405733			
Invoice: 26405733					291.53	73425358	531100	
						01/21/2023	02/26/23	291.53
					PW/FILTER 2000 AUTO DRAIN KIT O&M-WWTP-SUPPLIES			
						CHECK	359882	TOTAL: 291.53
359883	03/01/2023	PRTD	2306 KITSAP COUNTY PROSEC	261311	FEB23			
Invoice: FEB23					10,958.76	32011521	541112	
						02/03/2023	02/26/23	10,958.76
					LEGAL/PROSECUTION SERVICES FEB 2023 LGL-OUTSIDE PROSECUTOR			
						CHECK	359883	TOTAL: 10,958.76
359884	03/01/2023	PRTD	579 KITSAP SUN	261238	0005276810			
Invoice: 0005276810					399.00	33011161	544000	
						01/31/2023	02/26/23	399.00
					HR/ADVERTISEMENT MAINTENANCE TECH I/II HR-C/E-ADVERTISING			
						CHECK	359884	TOTAL: 399.00
359885	03/01/2023	PRTD	308 KITSAP REGIONAL COOR	261483	2023-DUES			
Invoice: 2023-DUES					33,092.00	91011199	549100	
						02/15/2023	02/26/23	33,092.00
					2023 MEMBERSHIP DUES EXEC - C/E GEN'L GOV'T DUES			

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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										
								CHECK 359885 TOTAL:	33,092.00	
359886	03/01/2023	PRTD	9129 LTI, INC	261453	4113895	02/10/2023		02/26/23	2,642.74	
	Invoice: 4113895							PW/DEICER SALT NON CORROSION INHIBITED		
				2,642.74	73111256	53110001054		STORM PREP-STRT-SUPPLIES		
								CHECK 359886 TOTAL:	2,642.74	
359887	03/01/2023	PRTD	2574 NATIONAL BARRICADE C	261416	299202	02/10/2023		02/26/23	2,510.24	
	Invoice: 299202							PW/ALUMINUM ROAD SIGNS		
				2,510.24	73111264	531100		O&M-STREET-TRAF CONTROL-SUPPLY		
	Invoice: 299203							02/10/2023	02/26/23	1,414.14
								PW/FLEXIBLE GUIDE POSTS, WOOD STAFF		
				1,414.14	73111264	531100		O&M-STREET-TRAF CONTROL-SUPPLY		
	Invoice: 299204							02/10/2023	02/26/23	4,682.50
								PW/POST 14GA GALV SQUARE PERF		
				4,682.50	73111264	531100		O&M-STREET-TRAF CONTROL-SUPPLY		
								CHECK 359887 TOTAL:	8,606.88	
359888	03/01/2023	PRTD	8286 SUPERINTENDENT OF P	261420	17666	02/10/2023		02/26/23	226.25	
	Invoice: 17666							POL/FINGERPRINTING		
				226.25	41654861	586110		FINGERPRINT DISB TO SPI		
								CHECK 359888 TOTAL:	226.25	
359889	03/01/2023	PRTD	9349 PROPANE NORTHWEST	261427	1509381826	02/09/2023		02/26/23	369.15	
	Invoice: 1509381826							PROPANE 210.20 GALLONS		
				369.15	91011897	547200		GG-C/E-O&M YARD FAC-PROPANE		
	Invoice: 1509422956							02/10/2023	02/26/23	685.68
								PROPANE 394.40 GALLONS		
				685.68	91011897	547200		GG-C/E-O&M YARD FAC-PROPANE		
								CHECK 359889 TOTAL:	1,054.83	
359890	03/01/2023	PRTD	9173 PURPLE COMMUNICATION	261454	77191-117902	02/07/2023		02/26/23	440.00	
	Invoice: 77191-117902							EX/CITY PROGRAMS & SERVICES MEETING		
				440.00	31011572	54110001064		REAC-PROF SVCS		
								CHECK 359890 TOTAL:	440.00	

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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		
359891	03/01/2023	PRTD	408 ROLLING BAY COMMERC	261363	885593	03/01/2023		02/26/23	4,628.89
	Invoice: 885593			4,628.89	21011125 545000	CRT/COURT HOUSE RENTAL MARCH 2023			
								COURT-RENTS & LEASES	
								CHECK 359891 TOTAL:	4,628.89
359892	03/01/2023	PRTD	601 SOUND REPROGRAPHICS	261387	95385	02/02/2023		02/26/23	294.79
	Invoice: 95385			294.79	31011256 542450	EX/BAINBRIDGE PREPARES INFO SHEETS			
								EX-GF-EMERG PREP-COMM OUTREACH	
								CHECK 359892 TOTAL:	294.79
359893	03/01/2023	PRTD	2467 STAPLES	261326	8069073661	01/28/2023		02/26/23	553.56
	Invoice: 8069073661			267.55	31011131 531100	EX,EXCC,FIN/TONER, PAPER, WASTEBASKET, HANGERS			
				33.37	36011143 531100	EX-GF-SUPPLIES			
				47.08	41011141 531100	CLERK-C/E SUPPLIES			
				10.33	31011131 531100	FIN-GF-SUPPLIES			
				10.34	41011141 531100	EX-GF-SUPPLIES			
				20.74	31011131 531100	FIN-GF-SUPPLIES			
				34.82	31011131 531100	EX-GF-SUPPLIES			
				24.03	31011131 531100	EX-GF-SUPPLIES			
				14.91	33011161 531100	EX-GF-SUPPLIES			
				24.05	41011141 531100	HR-C/E-SUPPLIES			
				54.27	31011131 531100	FIN-GF-SUPPLIES			
				12.07	41011141 531100	EX-GF-SUPPLIES			
						FIN-GF-SUPPLIES			
				261328	8069073694	01/28/2023		02/26/23	409.36
	Invoice: 8069073694			409.36	73637891 531100	PW/BATTERIES, PAPER, TONER, POST-ITS, SOAP			
								OFFICE SUPPLIES	
								CHECK 359893 TOTAL:	962.92
359894	03/01/2023	PRTD	7095 SUPERIOR SAW & SUPPL	261472	166105	01/31/2023		02/26/23	135.41
	Invoice: 166105			135.41	73111427 548100	PW/SHARPEN SAW CHAINS (OFF BAR)			
								O&M-ACCESS RDSIDE R&M	
								CHECK 359894 TOTAL:	135.41
359895	03/01/2023	PRTD	8243 TILZ	261364	101-93667	02/06/2023		02/26/23	81.90
	Invoice: 101-93667			81.90	73414434 63110001096	PW/TOP SOIL			
								PRIT PARK WELL DEV/REHAB-SUPPL	
								CHECK 359895 TOTAL:	81.90

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CITY OF BAINBRIDGE ISLAND
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										
359896	03/01/2023	PRTD	8183 JOHN A. GREEN	261474	16094	01/30/2023		02/26/23	160.27	
	Invoice: 16094					PW/2022 FORD F450 INSTALL PW LOGOS				
				160.27	73501448	66400001124	HEAVY DUTY P/U			
							CHECK	359896 TOTAL:	160.27	
359897	03/01/2023	PRTD	938 WA ST DEPT OF HEALTH	261365	97650T-2023	02/13/2023		02/26/23	4,263.90	
	Invoice: 97650T-2023					PW/OPERATING PERMIT, CERTIFICATION FEES				
				4,263.90	73411345	549100	DUES/SUBSCRIPTIONS			
							CHECK	359897 TOTAL:	4,263.90	
359898	03/01/2023	PRTD	4513 WASTE MANAGEMENT	261479	0061075-2588-0	02/01/2023		02/26/23	4,572.93	
	Invoice: 0061075-2588-0					WASTE REMOVAL SERVICES				
				4,572.93	91435838	54790000618	GG-DECANT-SPOILS DISPOSAL			
							CHECK	359898 TOTAL:	4,572.93	
359899	03/01/2023	PRTD	9919 WATER MANAGEMENT LAB	261367	209457	02/04/2023		02/26/23	420.00	
	Invoice: 209457					PW/ROCKAWAY BEACH COPPER, LEAD TESTING				
				420.00	73415345	541100	PROFESSIONAL SERVICES			
							CHECK	359899 TOTAL:	420.00	
359900	03/01/2023	PRTD	8390 WEST HILLS FORD MAZD	261368	75015924	02/08/2023		02/26/23	146.11	
	Invoice: 75015924					PW/KIT - TPMS SENSOR				
				146.11	73011151	531100	O&M-C/E-PD FLEET-SUPPLIES			
				261477	75016082					
	Invoice: 75016082					PW/HC3Z 16450 GA STEP ASY				
				445.54	73638935	531100	O&M-STD ALLOCATION-SUPPLIES			
							CHECK	359900 TOTAL:	591.65	
359901	03/01/2023	PRTD	10211 WILLIAMSON LANDING M	261376	02/13/2023	02/13/2023		02/26/23	150.00	
	Invoice: 02/13/2023					SENIOR CENTER DEPOSIT REFUND				
				150.00	41625860	586000	SC/COMMONS ROOM DEP-DISBURSEME			
							CHECK	359901 TOTAL:	150.00	
359902	03/01/2023	PRTD	10213 WRIGHT, JOHN	261422	02/13/2023	02/13/2023		02/26/23	32.00	
	Invoice: 02/13/2023					POL/REFUND CPL PAYMENT				
				14.00	01132	322900	OTHER NON-BUS.LICENSES/PERMITS			
				18.00	65438	386000	AGENCY TYPE DEPOSITS			

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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		CHECK	359902	TOTAL:	32.00
NUMBER OF CHECKS	36	*** CASH ACCOUNT TOTAL ***			93,472.72
			<u>COUNT</u>	<u>AMOUNT</u>	
TOTAL PRINTED CHECKS			36	93,472.72	
		*** GRAND TOTAL ***			93,472.72

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
2023	2	157	APP	101-213000	02/22/2023	02/26/23	022223	STREETS - ACCOUNTS PAYABLE										15,590.03		
			APP	635-111100	02/22/2023	02/26/23	022223	AP CASH DISBURSEMENTS JOURNAL												93,472.72
			APP	001-213000	02/22/2023	02/26/23	022223	CASH										55,415.22		
			APP	631-213000	02/22/2023	02/26/23	022223	GENERAL - ACCOUNTS PAYABLE												7,416.31
			APP	403-213000	02/22/2023	02/26/23	022223	AP CASH DISBURSEMENTS JOURNAL												6,521.06
			APP	407-213000	02/22/2023	02/26/23	022223	ACCOUNTS PAYABLE												162.25
			APP	402-213000	02/22/2023	02/26/23	022223	AP CASH DISBURSEMENTS JOURNAL												1,805.18
			APP	622-213000	02/22/2023	02/26/23	022223	ACCOUNTS PAYABLE												900.00
			APP	401-213000	02/22/2023	02/26/23	022223	AP CASH DISBURSEMENTS JOURNAL												5,258.15
			APP	650-213000	02/22/2023	02/26/23	022223	ACCOUNTS PAYABLE												244.25
			APP	501-213000	02/22/2023	02/26/23	022223	AP CASH DISBURSEMENTS JOURNAL												160.27
								ER&R-ACCOUNTS PAYABLE												
								AP CASH DISBURSEMENTS JOURNAL												
								GENERAL LEDGER TOTAL										93,472.72	93,472.72	
			APP	631-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING										86,056.41		
			APP	101-130000	02/22/2023	02/26/23	022223	STREETS - DUE TO/FROM CLEARING												15,590.03
			APP	001-130000	02/22/2023	02/26/23	022223	GENERAL - DUE TO/FROM CLEARING												55,415.22
			APP	403-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												6,521.06
			APP	407-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												162.25
			APP	402-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												1,805.18
			APP	622-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												900.00
			APP	401-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												5,258.15
			APP	650-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												244.25
			APP	501-130000	02/22/2023	02/26/23	022223	DUE TO/FROM CLEARING												160.27
								ER&R-DUE TO/FROM CLEARING												

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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					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
						SYSTEM GENERATED ENTRIES TOTAL		86,056.41	86,056.41
						JOURNAL 2023/02/157 TOTAL		179,529.13	179,529.13

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2023 2	157	02/22/2023	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	55,415.22	55,415.22
				FUND TOTAL	55,415.22	55,415.22
101 STREET FUND 101-130000 101-213000	2023 2	157	02/22/2023	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	15,590.03	15,590.03
				FUND TOTAL	15,590.03	15,590.03
401 WATER OPERATING FUND 401-130000 401-213000	2023 2	157	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	5,258.15	5,258.15
				FUND TOTAL	5,258.15	5,258.15
402 SEWER OPERATING FUND 402-130000 402-213000	2023 2	157	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,805.18	1,805.18
				FUND TOTAL	1,805.18	1,805.18
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2023 2	157	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	6,521.06	6,521.06
				FUND TOTAL	6,521.06	6,521.06
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2023 2	157	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	162.25	162.25
				FUND TOTAL	162.25	162.25
501 EQUIPMENT RENTAL & REVOLVING 501-130000 501-213000	2023 2	157	02/22/2023	ER&R-DUE TO/FROM CLEARING ER&R-ACCOUNTS PAYABLE	160.27	160.27
				FUND TOTAL	160.27	160.27
622 EXPENDABLE TRUST FUND 622-130000 622-213000	2023 2	157	02/22/2023	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	900.00	900.00
				FUND TOTAL	900.00	900.00
631 CLEARING FUND	2023 2	157	02/22/2023			

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
631-130000				DUE TO/FROM CLEARING	86,056.41	
631-213000				ACCOUNTS PAYABLE	7,416.31	
635-111100				CASH		93,472.72
				FUND TOTAL	93,472.72	93,472.72
650 AGENCY FUND	2023 2	157	02/22/2023			
650-130000				DUE TO/FROM CLEARING		244.25
650-213000				ACCOUNTS PAYABLE	244.25	
				FUND TOTAL	244.25	244.25

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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		55,415.22
101	STREET FUND		15,590.03
401	WATER OPERATING FUND		5,258.15
402	SEWER OPERATING FUND		1,805.18
403	STORM & SURFACE WATER FUND		6,521.06
407	BUILDING & DEVELOPMENT FUND		162.25
501	EQUIPMENT RENTAL & REVOLVING		160.27
622	EXPENDABLE TRUST FUND		900.00
631	CLEARING FUND	86,056.41	
650	AGENCY FUND		244.25
	TOTAL	86,056.41	86,056.41

** END OF REPORT - Generated by Jacob Kines **



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Approve City Council Meeting Minutes

SUMMARY: Council will consider approval of meeting minutes.

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve City Council meeting minutes.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Regular City Council Business Meeting Minutes, February 14, 2023.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

**REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, FEBRUARY 14, 2023**

Meeting Minutes

1) CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Mayor Fantroy-Johnson called the meeting to order at 6:00 p.m. in Council Chambers and on the Zoom webinar platform.

Mayor Fantroy-Johnson, Deputy Mayor Quitslund, and Councilmembers Deets, Moriwaki, Pollock, and Schneider were present. Councilmember Hytopoulos arrived at 6:02 p.m.

Mayor Fantroy-Johnson led the Pledge of Allegiance.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Deputy Mayor Quitslund asked to move agenda items 9.F and 9.G to follow agenda item 9.B.

Councilmember Pollock moved and Councilmember Deets seconded to approve the agenda as amended. The motion carried unanimously, 7-0.

There were no conflicts of interest disclosed.

3) PRESENTATION(S)

3.A Present Proclamation Declaring February 2023 as "Black History Month"

[Cover Page](#)

[Black History Month Proclamation 2023.docx](#)

Mayor Fantroy-Johnson read the proclamation. Akuya Karen Vargas accepted the proclamation.

3.B Approve Proclamation on the Rights of the Southern Resident Orcas

[Cover Page](#)

[Proclamation on the Rights of Southern Resident Orcas.pdf](#)

Councilmember Deets read the proclamation.

MOTION: I move to authorize the Mayor to sign the proclamation on the rights of the Southern Resident Orcas.

Deets/Pollock: The motion carried unanimously, 7-0.

Mayor Fantroy-Johnson accepted the proclamation on behalf of the Suquamish Tribe.

4) PUBLIC COMMENT

4.A Instructions for Providing Public Comment

[Cover Page](#)

[Instructions for Providing Public Comment at Hybrid Meetings.docx](#)

Pete Brady spoke against the waste reduction ordinance.

Bill Adams spoke about the City's process for responding to residents' concerns.

Fran Korten spoke about the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

Chris Fry spoke about the Housing Action Plan framework.

Nick Masla expressed concerns with the Development Agreement with Puget Sound Energy.

Nick Allen spoke in favor of the bi-directional bike lane for the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

Stefan Goldby asked not to delay a key project in Winslow for the Winslow Subarea Plan and asked to delay the reformation of the Council Waste Reduction Ad Hoc Subcommittee.

Ron Allen, Hagner-Scribner properties, asked Council not to delay their project for the Winslow Subarea Plan update.

Kriss Kevorkian thanked Council for their support of the proclamations on the rights of Southern Resident Orcas and Black History Month.

Heather Nicholson thanked Council for the proclamation on the rights of Southern Resident Orcas.

Barbara Zimmer spoke in favor of the bi-directional path and options for the eastern portion for the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

Jonathan Davis spoke about the Housing Action Plan.

Mariah Dominic spoke in favor of the bi-directional path for the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

Lorenz Eber spoke in favor of the bi-directional path for the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

Paula Holmes-Eber, Squeaky Wheels, spoke in favor of the bi-directional path for the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

Chelsea spoke in favor of the bi-directional path for the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvement Project.

5) **CONSENT AGENDA**

5.A **Agenda Bill for Consent Agenda**
[Cover Page](#)

MOTION: I move to approve the Consent Agenda as presented.

Moriwaki/Quitslund: The motion carried unanimously, 7-0.

5.B **Approve Accounts Payable and Payroll**

[Cover Page](#)

[Council Report PR 2-5-23.pdf](#)

[AP Report to Council of Cash Disbursements 2-15-23.pdf](#)

5.C **Approve City Council Meeting Minutes**

[Cover Page](#)

[City Council Study Session Minutes, January 17, 2023.pdf](#)

[Regular City Council Business Meeting Minutes, January 24, 2023.pdf](#)

5.D **Approve the 2023 Utility Advisory Committee Work Plan - Public Works**

[Cover Page](#)

[2022 summary 2023 Plan.docx](#)

5.E **Authorize the City Manager to Execute a Construction Contract with Empire Well Drilling, LLC for the Sands Avenue Well Rehabilitation Construction Contract Award (\$284,780.50 Water) - Public Works**

[Cover Page](#)

[Sands Ave Well Rehab Bid Form.docx](#)

[Sands Ave Well Rehab Contract.docx](#)

[Sands Location Map.pdf](#)

5.F **Authorize the City Manager to Purchase Two Well Pumps from AZ-Alcorn Pump and Filtration to Support the Sands Avenue Well Rehabilitation Project (\$50,427.53 Water) - Public Works**

[Cover Page](#)

[Alcorn Quote With Tax.pdf](#)

[Purchase Order AZ-Alcorn Pump and Filtration 01183 _ JG Signed.pdf](#)

[Sands Location Map.pdf](#)

5.G **Authorize Advertisement for Yeomalt Drainage Improvements Project - Public Works**

[Cover Page](#)

[Yeomalt Drainage Imp CIP Page.jpg](#)

5.H **Authorize the City Manager to Execute a Purchase Order for the Wastewater Treatment Plant (WWTP) Fine Screen Replacement Parts (\$78,152.16 Sewer), and Prepare a Budget Amendment of \$30,000.00 from the Sewer Fund - Public Works**

[Cover Page](#)

[WWTP Fine Screen Quote.pdf](#)

[WWTP Screen Purchase Order Project 01139.pdf](#)

[WWTP Fine Screen Sole Source Purchase Memo 011323.pdf](#)

[Kusters Water Sole Source Item.pdf](#)

[WWTP Location Map.pdf](#)

- 5.I Authorize the City Manager to Execute a Grant Agreement with the Washington Department of Ecology Relating to Sea Level Rise Modeling in the Amount of \$100,000**
[Cover Page](#)
[Draft Grant Agreement](#)

6) COUNCIL ANNOUNCEMENTS

Councilmember Deets reported that he participated in a homeless count in Kitsap County and a podcast by Bainbridge Youth Services. He also provided an update on his office hours.

Councilmember Schneider noted that she will attend the Association of Washington Cities (AWC) Action Days in Olympia with Councilmember Hytopoulos and an associated dinner with members of the Poulsbo City Council. She also reported on Kitsap Transit and foot ferries.

Councilmember Moriwaki reported that he attended the Visit Bainbridge event at the Bainbridge Island Museum of Art (BIMA). He will be attending the Day of Remembrance event in Olympia and an event called A Matter of Loyalty, Poet's Reckoning, with the 2022 Washington State Book Award Poetry Winner and the City's Poet Laureate at BIMA.

Deputy Mayor Quitslund mentioned attending a Puget Sound Regional Council (PSRC) Growth Management Policy Board meeting, a Utility Advisory Committee meeting, Winslow Subarea Plan community events, and B.I. Reads for Justice discussions.

Mayor Fantroy-Johnson attended the B.I. Reads for Justice event at BIMA, Share, Learn, and Grow at BIMA, the Senior Center Annual Membership meeting, a Latino/a/x town hall, a Black History Month soiree at BIMA, and the BIPD Awards Gala.

7) CITY MANAGER'S REPORT

City Manager King had no report.

8) PUBLIC HEARING(S)

- 8.A Hold Public Hearing on Ordinance No. 2023-05 Relating to a Development Agreement with Puget Sound Energy to Resolve an Appeal by Stetson Ridge Homeowners Association and Act Upon the Proposed Development Agreement - Planning**

[Cover Page](#)

[Ordinance 2023-05 DA with PSE Resolve SEPA Appeal 02.14.2023.docx](#)

[Development Agreement - Bainbridge and PSE to Resolve SEPA Appeal_02.14.2023.docx](#)

City Manager King introduced the agenda item. Planning Director Charnas provided a presentation.

Mayor Fantroy-Johnson opened the public hearing at 7:09 p.m.

Public Comment

Kevin Miller spoke in favor of the Development Agreement.

Clara Park, outside legal counsel for Puget Sound Energy, spoke in favor of the Development Agreement.

Mayor Fantroy-Johnson closed the public hearing at 7:15 p.m.

Council discussed the topic. Interim City Attorney Haney provided additional information.

MOTION: I move to approve Ordinance No. 2023-05 and authorize the City Manager to sign the Development Agreement with Puget Sound Energy, Inc., to address allowed uses on the Winslow Substation Site, subject to final terms and conditions acceptable to the City Attorney.

Schneider/Quitslund: The motion carried 6 – 1.

AYES: Joe Deets, Leslie Schneider, Michael Pollock, Brenda Fantroy-Johnson, Jon Quitslund, Clarence Moriwaki

NOES: Kirsten Hytopoulos

ABSENT: None

ABSTAIN: None

9) REGULAR BUSINESS

9.A Review Housing Action Plan Framework - Principles, Strategies, and Actions and refer to the Planning Commission for further review ****2022 Council High Priority Project**** - Planning

Cover Page

Single HAP Slide for Display During Discussion_02.14.2023.pptx

Draft BIHAP Action Matrix.pdf

Housing Action Plan Framework Presentation.pptx

City Manager King introduced the agenda item. Planning Director Charnas and Morgan Shook from ECONorthwest joined the discussion. Council discussed the framework.

MOTION: I move to refer the Housing Action Plan principles and strategies to the Planning Commission for further review.

Deets/Quitslund: The motion carried unanimously, 7-0.

MOTION: I move to refer the following DRAFT statement to the Planning Commission for further review.

DRAFT of a Portion of the Housing Action Plan Purpose Statement, Expressing the City Council's Endorsement of the Plan's Overarching Aims.

The Housing Needs Assessment and this Housing Action Plan were undertaken in response to a two-fold obligation, which is also an opportunity to improve Bainbridge Island's built environment and strengthen the community's cultural and social fabric. The Growth Management Act obligates us to plan for a certain amount of growth in the population over the next twenty years. Social equity considerations require that we not only plan for but also accommodate housing affordable to all economic segments of the population.

The Housing Needs Assessment estimates, on the basis of recent and anticipated population growth, that 2,672 new housing units will be needed by 2044. The Assessment also provides a model of the cumulative housing needs of several economic segments, from very low income to moderate and middle-income households, which the rising real estate market has, for the most part, failed to accommodate. Bainbridge Island's commitment to diversity, equity, and inclusion requires that we make every effort to meet those needs.

Quitslund/Moriwaki: Councilmember Moriwaki withdrew his second following discussion, and the motion died.

9.B Report on Recent Climate-Related Flooding Impacts on Public Infrastructure - Public Works

Cover Page

Presentation 12_27_22 Flooding REV.pptx

City Manager King introduced the agenda item. Public Works Director Wierzbicki provided a presentation on the king tide event and addressed Council's questions.

9.F [Moved up] Approve a Preliminary Transportation Scope of Work for the Eagle Harbor/Wyatt Non-Motorized Improvement Project - Public Works

Cover Page

Presentation - EH_Wyatt 021423.pptx

City Manager King introduced the agenda item. Public Works Director Wierzbicki provided a presentation, and Council discussed the topic.

MOTION: I move to authorize the City Manager to submit a grant extension and scope modification request for the Eagle Harbor/Wyatt Non-Motorized Improvements Project and proceed to 30% design based on the staff presentation on February 14, 2023.

Pollock/Deets: The motion carried unanimously, 7-0.

9.G [Moved up] Review and Provide Direction on the Winslow Subarea Plan; the Planning Commission's Upcoming Recommendations for Title 2; and the interrelationship with the Triennial Comprehensive Amendment Process - Planning

Cover Page

City_Council_Discussion_Winslow_title_2_CPA_2.14.2023_rev4.pptx

City Manager King introduced the agenda item. Planning Director Charnas provided a presentation.

Interim City Attorney provided additional information relating to the Comprehensive Plan amendments.

MOTION: I move that comprehensive plan amendments/zoning changes/new development regulations applications submitted within the boundaries of the Winslow Subarea Plan be processed in parallel to the Winslow Subarea Plan update.

Moriwaki/Quitslund: The motion failed 2 – 4.

AYES: Jon Quitslund, Clarence Moriwaki

NOES: Joe Deets, Leslie Schneider, Michael Pollock, Brenda Fantroy-Johnson

ABSENT: Kirsten Hytopoulos

ABSTAIN: None

MOTION: I move to consolidate requests for comprehensive plan/zoning change/new development regulations within the Winslow subarea with the Winslow Subarea update.

Deets/Hytopoulos: The motion carried unanimously, 7-0.

9.C Consider Budget (\$50,000) and Staff Response to Training and Activity Recommendations Made in May 2022 by the Race Equity Advisory Committee -Executive

Cover Page

City Manager King introduced the agenda item.

MOTION: I move to direct the City Manager to take the necessary steps to arrange three training sessions for the City Council and Race Equity Advisory Committee members and to authorize spending of up to \$50,000 from Council Contingency funding.

Moriwaki/Deets: The motion carried unanimously, 7-0.

9.D Review City Council Committee and Liaison Assignments

[Cover Page](#)

[2022 Council Assignments.docx](#)

City Manager King introduced the agenda item. Council discussed the City Council committee and liaison assignments and made the following changes for 2023:

- Councilmember Schneider will be the sole representative on the Kitsap Transit Board.
- Councilmember Schneider will serve as an alternate on the Puget Sound Regional Council Transportation Policy Board.
- Councilmember Moriwaki will serve as liaison to the Cultural Funding Advisory Committee.
- Mayor Fantroy-Johnson will serve as Chair and Councilmember Moriwaki will serve as Vice-Chair on the Lodging Tax Advisory Committee.

All other 2022 assignments will remain in place.

9.E Designate City Council Liaison for the City Thread Accelerated Mobility Playbook Grant and Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Efforts

[Cover Page](#)

City Manager King introduced the agenda item.

MOTION: I move to designate Councilmember Schneider as the City Council liaison for the City Thread effort.

Moriwaki/Schneider: The motion carried unanimously, 7-0.

MOTION: I move to designate Councilmember Schneider as the City Council liaison for the RAISE grant efforts.

Moriwaki/Deets: The motion carried unanimously, 7-0.

9.H Appoint a Council Ad Hoc Subcommittee to Discuss Implementation of the Waste Reduction Ordinance and Approve a Scope of Work - Executive

[Cover Page](#)

[COUNCIL AD HOC COMMITTEE- Waiver Review 02142023](#)

City Manager King introduced the agenda item.

MOTION: I move to appoint Mayor Fantroy-Johnson, Councilmember Deets, and Councilmember Hytopoulos to the Council Waste Reduction Ad Hoc Committee and approve the Scope of Work, as attached.

Deets/Moriwaki: The motion carried unanimously, 7-0.

10) ADJOURNMENT

Mayor Fantroy-Johnson adjourned the meeting at 10:07 p.m.

Brenda Fantroy-Johnson, Mayor

Christine Brown, MMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Authorize the City Manager to Execute the Amendment to the Interlocal Agreement with Kitsap County for the Purchase and Implementation of Police Records Management System (\$1,260.00 One-Time Cost & \$3,800.00 Ongoing Cost) - Police,

SUMMARY: This amendment to the agreement will expand the scope of work under the contract to provide additional interface with the Washington Crime Information Center records system and implement a new Citizens Service Portal.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Police

RECOMMENDED MOTION: Authorize the City Manager to execute the Amendment to the Interlocal Agreement with Kitsap County for the Purchase and Implementation of a Police Records Management System.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$5,060.00
Ongoing Cost:	\$3,800.00
One-Time Cost:	\$1,260.00
Included in Current Budget?	Yes

BACKGROUND: Council previously approved the Interlocal Agreement for Public Safety Records Management Software in 2022. This amendment to the agreement will expand the scope of work under the contract to provide additional interface with the Washington Crime Information Center (WACIC) records system and implement a new Citizens Service Portal to replace the on-line reporting module used by the current records management system.

The cost of the WACIC interface will be paid by Kitsap County. The cost for the Citizen Service Portal will be shared by the parties to the agreement. The City of Bainbridge Island will pay a one-time installation fee of \$1,260.00 and annual subscription fee of \$3,800.00.

ATTACHMENTS:

FISCAL DETAILS: The total amount of the ILA shall be increased by \$48,960.00. Of that amount, the City of Bainbridge Island's portion is \$5,060.00. There is adequate budget in 2023 to cover this expense.

Fund Name(s):

Coding: 51011215/535100

KC-529-21-A
AMENDMENT TO INTERLOCAL AGREEMENT FOR
PUBLIC SAFETY RECORDS MANAGEMENT SOFTWARE

This Amendment (“Amendment”) to the Interlocal Agreement For Public Safety Records Management Software KC 529-21A (“Contract”) is between Kitsap County, a political subdivision of Washington state (“County”) and the City of Bainbridge Island, the City of Bremerton, the City of Port Orchard, the City of Poulsbo, all Washington state municipal corporations, and the Suquamish Tribe, a federally recognized tribe in Washington state whose duly authorized governing body is the Suquamish Tribal Council. The County, cities, and tribe will be collectively referred to as the “parties” and individually as a “party”.

RECITALS

WHEREAS, the County and the parties have been working collaboratively to implement a Public Safety Records Management Software and Jail Records Management Software provided by Executive Information Services, Inc (“EIS”).

WHEREAS, the parties desire to amend the Contract to expand the scope of work provided by EIS and increase the compensation.

In consideration of the terms and conditions of this Amendment, the parties agree as follows:

1. EIS Scope of Services. The scope of work identified in the EIS Contract shall be expanded as provided in Attachment A, which is incorporated in full by reference.
2. Compensation. The total compensation paid by the parties to EIS shall be increased by an additional \$48,960.00 as provided in Attachment B, which is incorporated in full by reference. The increased compensation shall be paid by the parties as provided in section 11 of the Contract.
3. Terms Unchanged. Except as expressly provided in this Amendment, all other terms and conditions of the Contract remain unchanged, in full force and effect.
4. Effective Date. This Amendment shall be effective when last executed by the parties.
5. Counterparts/Electronic Signature. The Amendment may be executed in several counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. A facsimile, email, or other electronically delivered signatures of the parties shall be deemed to constitute original signatures and deemed to constitute duplicate originals.
6. Authorizations. The signatories to this Amendment represent that they have been appropriately authorized to execute this Amendment on behalf of the party for whom they sign, and that no further action or approvals are necessary before execution of this Amendment.

DATED this ____ day of _____, 2023.

KITSAP COUNTY

JOHN GESE, Sheriff

DATED or **ADOPTED** this ____ day of _____, 2023.

**BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON**

CHARLOTTE GARRIDO, CHAIR

ROBERT GELDER, COMMISSIONER

KATHERINE T. WALTERS, COMMISSIONER

ATTEST:

DANA DANIELS, CLERK OF THE BOARD

DATED THIS DAY OF _____, 2023.

CITY OF BAINBRIDGE ISLAND

CITY OF BAINBRIDGE ISLAND

JOSEPH N. CLARK, JR.,
CHIEF OF POLICE

BLAIR KING,
CITY MANAGER

APPROVED AS TO FORM:

ATTEST:

JAMES HANEY,
INTERIM CITY ATTORNEY

CHRISTINE BROWN,
CITY CLERK

DATED THIS __ DAY OF _____, 2023.

CITY OF BREMERTON

CITY OF BREMERTON

TOM WOLFE, CHIEF OF POLICE

GREG WHEELER, MAYOR

APPROVED AS TO FORM:

ATTEST:

KYLIE FINNELL, CITY ATTORNEY

ANGELA HOOVER, CITY CLERK

DATED THIS __ DAY OF _____, 2023.

CITY OF PORT ORCHARD

CITY OF PORT ORCHARD

MATT BROWN, CHIEF OF POLICE

ROBERT PUTAANSUU, MAYOR

APPROVED AS TO FORM

ATTEST

CHARLOTTE ARCHER, CITY ATTORNEY

BRANDY RINEARSON, CITY CLERK

DATED THIS __ DAY OF _____, 2023.

CITY OF POULSBO

CITY OF POULSBO

RON HARDING, CHIEF OF POLICE

BECKY ERICKSON, MAYOR

APPROVED AS TO FORM

ATTEST

, CITY ATTORNEY

RHIANNON FERNANDEZ, CITY CLERK

DATED THIS __ DAY OF _____, 2023

SUQUAMISH TRIBE

APPROVED:

APPROVED:

MIKE LASNIER, CHIEF OF POLICE

LEONARD FORSMAN, CHAIRMAN

APPROVED AS TO FORM:

TIM WOOLSEY, ATTORNEY

ATTACHMENT A SCOPE OF WORK

Contractor shall provide the following additional system components, services, hardware and one year of maintenance support for each of the following:

1. Incorporating additional WACIC Keys; and
2. Citizens Service Portal (CSP).

**ATTACHMENT B
COMPENSATION**

The additional compensation is as provided below:

1. Incorporating additional WACIC Keys. This cost is covered by Kitsap County IS.

PS.NET System Components and Services	
System Components	\$16,800.00
Services	\$1,680.00
Hardware	\$0
1st Year Support	\$2,520.00
Total due at contract signing	\$21,000.00

2. Citizens Service Portal (CSP). Reference the below breakdown.

PS.NET System Components and Services	
System Components	\$20,400
Services	\$7,560
Hardware	\$0
1st Year Support	\$0
Total due at contract signing	\$27,960.00



Executive Information Services, Inc. 1396 NE 20th Ave. Suite 100 - Ocala - FL - 34470 - Phone: (856) 701-6107

PRICING PROPOSAL

Agency: **Kitsap County Sheriffs Office**

Address: **614 Division St**

Address: **Port Orchard, WA 98366**

Contact: **Joseph Hanson (jhanson@kitsap.gov)**

Telephone: **(360) 340-7976**

Proposal Number: **220192**

Proposal Modification Date: **October 24, 2022**

Proposal Expiration Date: **Jan 28, 2023**

Prepared By: **A. Missler**

PR SOW:

PS.NET System Components

PS.NET System Components and Services

System Components	\$20,400
Services	\$7,560
Hardware	\$0
1st Year Support	\$0
Total	\$27,960

Payment Terms

Total due—Contract Signing (100%): **\$27,960.00**

This is a quotation on the goods named, subject to the terms and conditions attached. To accept this quotation, sign here and return:

Kitsap County Authorized Representative

Date

Executive Information Services Authorized Signature, Title & Date

PRICING PROPOSAL

Agency: **Kitsap County Sheriffs Office**
 Address: **614 Division St**
 Address: **Port Orchard, WA 98366**
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 Prepared By: **A. Missler**
 PR SOW:

PS.NET System Components

Citizen Service Portal Subscription

<u>Part #</u>	<u>Description</u>	<u>Investment</u>	<u>Quantity</u>	<u>TOTAL</u>
CSPC	CSP Annual Subscription - Sheriff	\$3,800.00	1	\$3,800.00
CSPB	CSP Annual Subscription - Port Orchard PD	\$3,000.00	1	\$3,000.00
CSPC	CSP Annual Subscription - Bainbridge Island PD	\$3,800.00	1	\$3,800.00
CSPC	CSP Annual Subscription - Bremerton PD	\$3,800.00	1	\$3,800.00
CSPB	CSP Annual Subscription - Poulsbo PD	\$3,000.00	1	\$3,000.00
CSPB	CSP Annual Subscription - Suquamish PD	\$3,000.00	1	\$3,000.00
PS.NET RMS Software				\$20,400.00

CSP Subscription Software Total	\$20,400.00
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Project Services - Installation

<u>Part #</u>	<u>Description</u>	<u>Service Fee</u>	<u>Quantity</u>	<u>TOTAL</u>
SRVH7	CSP Installation & Configuration (Per agency one time)	\$1,260.00	6	\$7,560.00

PRICING PROPOSAL

Agency: **Kitsap County Sheriffs Office**

Address: **614 Division St**

Address: **Port Orchard, WA 98366**

Contact: **Joseph Hanson (jhanson@kitsap.gov)**

Telephone: **(360) 340-7976**

Proposal Number: **220192**

Proposal Modification Date: **October 24, 2022**

Proposal Expiration Date: **Jan 28, 2023**

Prepared By: **A. Missler**

PR SOW:

Notes to Pricing

1. This proposal is submitted to the Agency by Executive Information Services, Inc. This proposal will expire as noted in the expiration date, unless extended by Executive Information Services, Inc.

2. Unless contractually negotiated otherwise, system price is based on a payment schedule of forty (40) percent upon contract execution, balance of hardware price on date of delivery, and balance of contract price upon delivery of individual components. Services per contract terms.

3. All prices are FOB Destination. Sale prices quoted are exclusive of any state, local, use, or other applicable taxes. Hardware prices do not include shipping charges which will be added to the invoice.

4. Software pricing quoted is for a fully paid license for specified use on a networked computing system within the contract agency and is supplied subject to execution of a separate licensing and non-disclosure agreement which prohibits distribution, re-sale, or other disclosure outside of contracting agency. Full site licensing is included for the agency and there are no restrictions on the number of deployed workstations or users of the system within the agency.

5. All computing hardware, operating systems, database management systems, facility modifications, communications circuits, and network components not expressly provided in this proposal are the responsibility of the Agency.

6. Installation includes application software installation on user supplied computing platform, all table configuration, end-user training, network configuration, and similar activity. Installation also includes general network design consulting, network configuration, and installation and/or configuration of operating system software; including the Windows operating system and Microsoft SQL Server database management system. Agency is responsible for insuring that personnel are available and free of regular duty assignments during scheduled training periods. Training will require approximately 8 hours per person.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Authorize Amendment No. 2 to a Professional Services Agreement with Perteet, Inc. for the Survey and Critical Areas Evaluation of the Eagle Harbor/Wyatt Non-Motorized Improvements Project and the Cooper Creek Fish Passage Project (\$93,472.00, Tax Supported) - Public Works,

SUMMARY: Staff is requesting authorization from the City Council to approve Amendment No. 2 to the Professional Services Agreement with Perteet, Inc. in the amount of \$93,472.00 for Eagle Harbor/Wyatt Non-Motorized Improvements and the Cooper Creek Fish Passage Project Survey and Critical Areas Evaluation.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Public Works

RECOMMENDED MOTION: Authorize the City Manager to execute Amendment No. 2 to the Professional Services Agreement with Perteet Inc. in the amount of \$93,472.00 for the Eagle Harbor/Wyatt Non-Motorized Improvements and the Cooper Creek Fish Passage Project Survey and Critical Areas Evaluation.

COMMUNITY ENGAGEMENT AND OUTREACH: This project was the subject of a January 25, 2023 Open House, and an Engage Bainbridge virtual engagement. One further broad engagement opportunity is planned prior to 30% design.

FISCAL IMPACT:

Amount:	\$93,472.00
Ongoing Cost:	N/A
One-Time Cost:	\$93,472.00
Included in Current Budget?	Yes

BACKGROUND: This project consists of a partially federally funded project of non-motorized, traffic calming and intersection safety improvements on Eagle Harbor Drive NE and Wyatt Way NW from the intersection of Wyatt Way and Gowen Place to south along Eagle Harbor Drive approximately 4,000 linear feet. Other improvements include stormwater conveyance and lighting. As part of Amendment No. 2, the design consultant will also be responsible for acquiring physical survey data of the project site, along with the evaluation of shoreline and other critical area characteristics in preparation for the project permitting.

Future services are anticipated as part of an Amendment No. 3, which will likely include right-of-way acquisition services as well as detailed engineering and construction plans, specifications, and cost estimates (PSE) that will serve as the basis for both bidding and construction by a general contractor.

Consulting engineering services for the project were solicited via a formal Request for Qualifications (RFQ) advertisement in the Bainbridge Island Review and the Daily Journal of Commerce, and only Perteet Inc. responded to the RFQ. City staff determined that Perteet, Inc. was qualified to perform the scope of work for the project. The City Manager approved a design contract for the Eagle Harbor/Wyatt Non-Motorized Improvements project on August 11, 2022 in the amount of \$47,218.00. Since that time, Amendment No. 1 was executed on November 18, 2022 for the updated billing rates schedule to the Agreement. Amendment No. 2 in the amount of \$93,472.00 revises the contract amount to \$140,690.00.

ATTACHMENTS:

[Eagle Harbor Wyatt Way NM PSA Amendment No 2.docx](#)

[EH Wyatt Project Location.pdf](#)

FISCAL DETAILS: The Eagle Harbor Drive/Wyatt Way Non-Motorized Improvements Project is Capital Improvement Project (CIP) 00968. The project has approximately \$1.05M in budget authority available in 2023.

Fund Name(s): General Fund

Coding: CIP Project 00968

**AMENDMENT NO. 2 TO
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 2 TO THE AGREEMENT FOR PROFESSIONAL SERVICES (“Amendment”) amends the Agreement for Professional Services (“Agreement”) entered into on August 11, 2022, by the City of Bainbridge Island, a Washington State municipal corporation (“City”), and Pertee Inc., a Washington State corporation (“Consultant”).

WHEREAS, the City and the Consultant entered into the Agreement to provide professional services in connection with the Eagle Harbor Phase 1 – C40 and Wyatt Non-Motorized Improvements Project;

WHEREAS, the City and the Consultant entered into Amendment No. 1 to the Agreement on November 18, 2022 to update the schedule of classification and billing rates in the Agreement; and

WHEREAS, the City and the Consultant now desire to enter into Amendment No. 2 to the Agreement to address the following:

1. Attachment B, Scope of Services, is hereby amended to include Task 4, Topographic Survey and Base mapping, and Task 5, Critical Areas Site Assessment and Shoreline Substantial Development Permit Documentation as attached;
2. Section 3A, is revised to increase the contract value from not more than a total of Forty-Seven Thousand Two Hundred Eighteen and 00/100 dollars (\$47,218.00) to not more than a total of One Hundred Forty Thousand Six Hundred Ninety and 00/100 dollars (\$140,690.00); and
3. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

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

PERTEET INC.

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____ Crystal L Donner

Blair King, City Manager

Title _____ President

Tax I.D. # _____ 91-1505037

City Bus. Lic. # _____ 40920

**AMENDMENT NO.2 SCOPE OF SERVICES
EAGLE HARBOR DRIVE/WYATT WAY NON-MOTORIZED IMPROVEMENTS**

INTRODUCTION

For the Eagle Harbor Drive/Wyatt Way Non-Motorized Improvements Project, the Consultant will provide additional services as an amendment to the original Agreement, to provide a topographical survey and prepare existing base mapping. To support the topographic survey field work, as well as support for the upcoming engineering design and environmental permitting services, under this supplemental Scope of Services, the Consultant will provide services for the critical areas site assessment and Shoreline Substantial Development Permit documentation.

GENERAL SCOPE OF SERVICES

This Scope of Services describes the work elements to be accomplished by the Consultant as summarized under each Task.

(Note the task numbers coincide with the original Agreement task numbers.)

This Scope consists of the following elements:

Task 4 – Topographic Survey and Base mapping (KPG Psomas)

Task 5 – Critical Areas Site Assessment and Shoreline Substantial Development Permit Documentation

SCOPE OF SERVICES DEFINED

Task 4 – Survey and Base mapping (KPG Psomas)

4.1 Survey Project Management

Perform contract management including setting up the project in Consultant’s accounting system and prepare and execute contracts and contract changes/amendments with each subconsultant. Provide monthly invoices with status reports and schedule updates.

Deliverables:

- Monthly Progress Report and Invoice

4.2 Survey Control and Topographic Mapping

Establish horizontal and vertical control points within the project limits. Basis of control will be NAD 83/2011 and NAVD88 for horizontal and vertical respectively. Approximately 8 control points will be established at the site for continued use.

Field mapping within the project limits will include topography, man-made surface features, limits of vegetation, trees (6” DBH or larger), overhead utilities, and painted underground utilities. Irrigation systems will not be included. Perform measure-downs of existing storm drain and sanitary sewer structures, indicating rim and pipe invert elevations. Document the approximate size, type, material, and general condition of the structures. These observations will be made from the surface. Any required pipe video inspection, potholing or smoke testing needed to verify the condition or connectivity of drainage features is outside the scope of this task.

Mapping of creek thalweg, wetland flags, and ordinary high water line markings by a wetland biologist at the unnamed creek located near 7168 Eagle Harbor Drive will be conducted and added to the base map.

4.3 Underground Utility Locate

An underground conductible utility locate within the project limits to be performed by a private utility locating firm. KPG will survey the location of the locate paint marks. While every reasonable effort will be made by KPG to depict the location of underground utilities based on utility locates, KPG is not liable for errors or omissions by utility locators or erroneous or insufficient information shown on utility record drawings.

4.4 Base Map Preparation

Prepare 1"=20' topographic base map and digital terrain model (DTM) in AutoCAD format of the project to KPG cad standards as well as BHC mapping requirements. The base map will include information collected in Tasks 2 and 3 above. One-foot contours will be generated from the DTM.

The survey limits are depicted in Figure 1 (following page):

4.5 Establish ROW and Property Lines

Road rights of way within the project limits will be determined from available public records (i.e. records of survey, plats, state right-of-way plans, etc.) and found survey monuments. Parcel lines will be determined from GIS information. Right-of-way and parcel information will be added to the base map.

Deliverables:

- AutoCAD Civil3D base map drawing file in version 2022.

4.6 Right of Way Control and Alignment Sheet Review

Review the accuracy of survey control and alignment provided in the final design plan set. Notify the design team of any discrepancies.

Deliverables:

- Plan sheet markups as needed, in PDF format.

4.7 Legal Descriptions and Exhibit Map Preparation

Prepare legal descriptions and exhibit maps for up to fifteen (15) parcels.

Deliverables:

- Stamped and signed Legal Descriptions with Exhibit Maps will be delivered in 8.5" X 11" PDF format.

Task 4 Schedule: Anticipating a Notice to Proceed on March 1, 2023, a draft survey and base map is expected to be delivered by end of April 2023, and a final survey and base map is expected to be delivered by mid-May 2023.

Task 5 - Critical Areas Site Assessment and Shoreline Substantial Development Permit Documentation

The Consultant will identify and document environmentally sensitive areas, including wetlands, streams, and the marine environment of Eagle Harbor. Work elements include:

- Evaluate readily available existing natural resources maps and database information to determine the potential for critical areas and/or buffers within the project corridor.
- Research if any prior critical areas reports are on file with the city of Bainbridge Island or other agencies for the project area; evaluate information and incorporate into the critical areas study if available and relevant to current reporting standards.
- Conduct field work and data collection work to determine, delineate, and map wetland and ordinary high-water mark (OHWM) conditions along and adjacent to the entire the project area. This includes flagging critical area boundaries for base map survey.
- Coordinate with surveyor to measure survey flagging and prepare project base map.
- Prepare Wetland and/or Stream Critical Areas Report to comply with local, state, and federal standards, which may include an assessment of impacts or a mitigation plan.
- Prepare environmental documentation for Shoreline Substantial Development Permit, which may include an assessment of impacts or a mitigation plan.

Assumptions:

- No design modifications relating to wetland and/or stream critical areas associated with the project area are anticipated.
- A separate critical areas permit is not required. Critical areas will be reviewed through the land use permit applications.
- Fieldwork will consist of fieldwork preparation, mobilization, critical area delineation and data collection. Fieldwork is budgeted to be completed within three working days with two Pertec ecological staff.
- After fieldwork is conducted, Consultant will evaluate critical areas impacts, critical areas and/or buffers and provide an amended scope to include mitigation planning to comply with local, state, and federal requirements. No direct wetland impacts are known or assumed at this time.

Deliverables:

- Pre-submittal depiction map figure of wetlands and streams for evaluation of impacts and to facilitate pre-submittal permit coordination (draft and final conceptual design drawings with permitting information via email).
- Draft and Final Wetland and Stream Critical Areas Report (inclusive of data forms, ratings and maps) and addressing a conceptual mitigation approach (as applicable and feasible) with preliminary impacts assessment narrative and regulatory review to consider permit implications and documentation requirements for the city.
- Completed JARPA application for the Shoreline Substantial Development Permit.
- Correspondence via email

Task 5 Schedule: Anticipating a Notice to Proceed on March 1, 2023, The field work and data collection work to determine, delineate, and map wetland and ordinary high water mark (OHWM) conditions along and adjacent to the entire the project area, including flagging critical area boundaries for base map survey, will be completed by mid-March 2023. Critical Areas Site Assessment and Shoreline Substantial Development Permit Documentation delivery will be dependent on the future phases of the design and environmental permitting and documentation work.

Additional (Optional) Services

The Consultant may provide additional services as directed by the City which are not identified in this Scope of Services. Additional services shall not commence without written authorization and approval from the City and a supplement to the contract.

Services Not Included in this Scope of Services

1. Utility potholing. Consultant will incorporate results of utility potholing in the Utility Coordination task but the City will lead and coordinate an utility potholing efforts.
2. Prepare backwater conveyance analysis for onsite pipe systems using King County Backwater Software (KCBW) program, or StormShed 2G, accepted by WSDOT. Prepare gutter flow calculations and inlet capacity calculations in accordance with FHWA protocols.
3. Prepare a Level 1 to Level 3 downstream analysis.

4. Prepare a backwater conveyance analysis for downstream pipe systems.
5. Prepare a summary of average annual pollutant loadings anticipated for the project, in accordance with the WSDOT Environmental Procedures Manual, Table 3, Method 1, for the environmental assessment of the project.

Information Provided by Others:

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Consultant may use such information, requirements, reports, data, surveys, and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof. Further, the Client agrees that the Consultant shall have no responsibility for any portion of the Project designed by other consultants engaged by the Client.

The City shall furnish the following:

1. All available "As-Built" information.
2. Updated underground utility information relative to the City-owned utilities.
3. Any applicable preliminary design reports, geotechnical reports, environmental reports, and identified up and downstream problems.
4. Updated City of Bainbridge Island General Provisions.

Design Criteria

As of the date this Agreement is signed, design file, reports, documents, and plans prepared as part of this Scope of Services, to the extent feasible, will be developed in accordance with the latest edition and amendments to the following documents:

1. Standard Specifications for Road, Bridge, and Municipal Construction, 2023 English Edition, published by WSDOT and the Washington State Chapter APWA
2. Standard Plans for Road, Bridge, and Municipal Construction, (M 21-10), published by WSDOT
3. "Local Agency Guidelines" published by WSDOT
4. AASHTO: A Policy on Geometric Design of Highways and Streets (2011 Edition)
5. 2009 Manual on Uniform Traffic Control Devices (MUTCD)
6. AASHTO Guide for the Development of Bicycle Facilities, 4th Edition
7. City of Bainbridge Island Standard Plans and Policies
8. Department of Ecology (Ecology) 2005 "Stormwater Management Manual for Western Washington" with City of Kirkland Addendum
9. Department of Ecology (Ecology) 2012 "Stormwater Management Manual for Western Washington" may be used as guidance only

Consultant Fee Determination Summary



2707 Colby Avenue, Suite 900, Everett, WA 98201 | P 425.252.7700

Project: Eagle Harbor Phase I - Non-motorized Improvements - Supplement I
 Client: City of Bainbridge Island

Hourly Costs

<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Sr. Associate	16	\$225.00	\$3,600
Sr. Engineer / Mgr	6	\$210.00	\$1,260
Technician III	6	\$115.00	\$690
Planner II	16	\$125.00	\$2,000
Sr Ecologist/Mgr	134	\$175.00	\$23,450
Total Hourly Costs	178		\$31,000.00

Reimbursables

<u>Expenses</u>	<u>Amount</u>
Total Expenses	\$ 0

<u>In-House Costs</u>	<u>Qty</u>	<u>Rate</u>	<u>Amount</u>
Total In-House Costs		\$	\$ 0

Subconsultants

<u>Subconsultants</u>	<u>Cost</u>	<u>Markup</u>	<u>Amount</u>
KPG, P.S.	\$62,472.00	1.00	\$62,472
Total Subconsultant Costs	\$62,472.00		\$62,472.00

Other

Management Reserve	\$0
Total Other Costs	\$ 0.00

Contract Total	\$93,472.00
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Prepared By: Gina Parenteau Date: February 14, 2023



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Authorize the City Manager to Enter Into an Interlocal Agreement with the Bainbridge Island Metropolitan Park & Recreation District for Disaster Response Support

SUMMARY: The Interlocal Agreement between the City of Bainbridge Island and the Bainbridge Island Metropolitan Park & Recreation District (the "Park District") was developed to support disaster response activities on Bainbridge Island. This agreement allows the City to utilize various Park District facilities for disaster response purposes, including disaster hubs, after a large-scale emergency.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Authorize the City Manager to sign the Interlocal Agreement with the Bainbridge Island Metropolitan Park & Recreation District for disaster response support.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: The City of Bainbridge Island Emergency Management Coordinator, in partnership with the Bainbridge Island Fire Department and Bainbridge Prepares, has been building up disaster response capacity at various hub sites across the island. Disaster Hubs will provide support services to the community after a major earthquake or other large-scale disaster. Services include: basic first aid and limited medical care, care and shelter, mental health support, animal care, public information, and community resource connections between neighborhoods. The Park District has numerous sites in key locations on the island that support this initiative.

ATTACHMENTS:

[Disaster Hubs ILA Between COBI and Park District Feb 2023.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

INTERLOCAL AGREEMENT FOR DISASTER RESPONSE SUPPORT

THIS INTERLOCAL AGREEMENT FOR DISASTER RESPONSE SUPPORT (“Agreement”) is made and entered into by and between the City of Bainbridge Island, a Washington State municipal corporation (“City”), and the Bainbridge Island Metropolitan Park & Recreation District, a Washington State municipal corporation (“Parks District”). This Agreement is entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, as well as Chapter 38.52 RCW.

1. PURPOSE OF AGREEMENT

The City desires that the Parks District support certain services for the City in the event of a major disaster or emergency situation in which the City has issued a Local Proclamation of Emergency. Services the City desires that the Parks District support include but are not limited to: use of Parks District facilities for care and shelter, emergency supply staging area(s) and distribution, command post and other meeting locations, helipads, bathroom and shower facilities, campsites, boat launches, and kitchen/cooking facilities. Specific space use at Parks District locations is described in **Exhibit A**.

2. AGREEMENT

The City and Parks District hereby agree as follows:

- a. The Parks District will permit, at its own discretion upon the request of the City’s Office of Emergency Management (“COEM”), the use of its facilities (“Facilities” or “Facility”), a list of which is set forth in attached **Exhibit A**, by the City for disaster response operations. All requests by the City for use of the Facilities shall be directed to the Parks District’s Executive Director.
- b. When requesting use of the Facilities, the City will specify which locations and use types are being requested.
- c. The Parks District has the sole discretion to determine whether and which of its Facilities are available for such use at the time a request is made by the City. The City will not require the Parks District to surrender any Facilities for use under this Agreement when such surrender would inhibit the Parks District’s necessary operations. For each Facility that the District makes available to the City, the Parks District and the City will complete an Emergency Facilities & Land Use Agreement (“EFLUA”) in substantially the form attached hereto as **Exhibit B**, and upon execution each EFLUA shall be incorporated into this Agreement as if set forth fully herein. Each EFLUA will pertain to a specific Facility for a specific incident. If there is a conflict between an EFLUA and this Agreement, this Agreement shall control.
- d. If the Parks District determines that its Facilities are available to support disaster response operations, then the Parks District will designate one or more employees or volunteers to serve as a liaison or liaisons to the City. Such liaisons shall, during the

City's operations at any Parks Facility, provide access to the areas of the Facilities that the Parks District has made available.

- e. No liaison or other employee, volunteer, or representative of the Parks District shall assist with disaster response operations without first registering with the COEM in accordance with Chapter 38.52 RCW and Chapter 118-04 WAC. Once registered, the liaison, employee, volunteer, or representative shall be under the supervision and control of the COEM for the purposes of disaster response operations.
- f. The City agrees that it shall exercise reasonable care during the conduct of its activities in Parks District Facilities.
- g. The City will provide volunteers, supplies, and management during disaster response operations. All employees or volunteers provided by the City ("COEM Personnel") shall be under the supervision and control of the COEM. Nothing in this Agreement shall be construed to obligate or allow the Parks District to supervise COEM Personnel.
- h. All personnel onsite serving as COEM Personnel, and the liaisons provided by the Parks District who haven't registered with the COEM, must sign in and be accounted for on an official sign-in sheet prepared by the COEM.
- i. Access to the various rooms and materials, possession of keys, and storage of materials will be predetermined and agreed upon by all parties.
- j. The City shall pay and reimburse the Parks District in connection with the City's use of a Parks District Facility as provided in the EFLUA.
- k. The City and the Parks District are not maintaining a joint budget for this Agreement; rather, each party will use its respective funds, subject to the payment and reimbursement provisions of this Agreement.
- l. This Agreement shall be reviewed annually by all parties.

3. INDEMNIFICATION AND LIMITATION OF LIABILITY

- a. The Parks District shall defend, indemnify, and hold harmless the City, its officers, officials, employees, and volunteers 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 Parks District in performance of this Agreement, except for injuries and damages caused by the negligence, criminal acts, or willful misconduct of the City. If such claims, injuries, damages, losses, or suits, including attorney fees, are caused by or result from the concurrent negligence of the City, its officers, agents, employees, or volunteers, then this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Parks District. Notwithstanding the foregoing, to the extent some other individual or entity,

- including without limitation the State of Washington or the United States of America, is concurrently liable with the Parks District for the indemnification provided for herein, then the City agrees, to the extent allowable by law, that such other individual's or entity's obligation shall be primary and shall seek to recover from such other individual or entity before seeking to recover from the Parks District.
- b. The City shall defend, indemnify, and hold harmless the Parks District, its officers, officials, employees, and volunteers 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 City in performance of this Agreement, except for injuries and damages caused by the negligence, criminal acts, or willful misconduct of the Parks District. If such claims, injuries, damages, losses, or suits, including attorney fees, are caused by or result from the concurrent negligence of the Parks District, its officers, agents, employees, or volunteers, then this indemnity provision shall be valid and enforceable only to the extent of the negligence of the City. Notwithstanding the foregoing, to the extent some other individual or entity, including without limitation the State of Washington or the United States of America, is concurrently liable with the City for the indemnification provided for herein, then the Parks District agrees, to the extent allowable by law, that such other individual's or entity's obligation shall be primary and shall seek to recover from such other individual or entity before seeking to recover from the City.
 - c. It is further specifically and expressly understood that the indemnification provided herein constitutes each party's waiver of immunity under industrial insurance, Title 51 RCW, solely to carry out the purposes of this indemnification clause. The parties further acknowledge that they have mutually negotiated this waiver.
 - d. Nothing in this Section 3 eliminates or limits any indemnification rights available to the parties or their respective employees and volunteers under applicable law, including without limitation Chapters 38.52 and 39.34 RCW.
 - e. The liability of the parties and their respective employees and volunteers is limited hereunder as provided by applicable law, including without limitation Chapters 38.52 and 39.34 RCW, and nothing in this Section 3 eliminates or limits such liability limitations.
 - f. The provisions of this section shall survive the expiration of this Agreement and shall also survive and remain in effect in the event that a court or other entity with jurisdiction determines that this Agreement or any portion thereof is not enforceable.

4. INSURANCE

- a. The Parks District shall provide insurance coverage for all operations, facilities, equipment, and personnel of the Parks District. The insurance shall include all risk property insurance, insuring Parks District equipment and buildings at replacement cost; general liability insurance with a minimum policy limit of \$2,000,000 per

7. COMPLIANCE WITH RCW 39.34.040

This Agreement shall be filed with the Kitsap County Auditor or, alternatively, listed by subject on the City's website or other electronically retrievable public source.

8. NO SEPARATE ENTITY

No separate legal entity has been created pursuant to this Agreement. The City is designated as the administrator of this Agreement. The City and Parks District do not intend to acquire, hold, or dispose of real or personal property for the purposes of this Agreement.

9. SEVERABILITY

Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. Any provisions of this Agreement that prove to be invalid, void, or illegal shall in no way affect, impair, or invalidate any other provision hereof, and such other provisions shall remain in full force and effect.

10. EXTENT OF AGREEMENT AND MODIFICATION

This Agreement, together with Exhibits A and B, 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 signed by both parties.

11. GOVERNING LAW

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

12. VENUE

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

13. NO THIRD-PARTY BENEFICIARY

This Agreement is entered into for the benefit of the City and the Parks District. In executing this Agreement, the City and Parks District do not confer any benefits, direct or implied, on any third parties.

14. 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.

15. 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.

BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

CITY OF BAINBRIDGE ISLAND

By: _____

By: _____

Terry Lande, Executive Director

Blair King, City Manager

Date: _____

Date: _____

Attached:

- Exhibit A
- Exhibit B

EXHIBIT A

Bainbridge Island Park District – Emergency Resource Matrix

	Camping	Bathrooms	Showers	Wash Stations	BBQs	Kitchen	Meeting Sites	Helipad	Triage/Treatment	Shelter/Hu	Staging Area	Temporary Moraine	Generator	Other
Battle Point Park	X	X	X		X	X	X	X	X	X	X	X		80K Gallon Water tower
Fort Ward Community Hall		X			X					X				Boat Ramp
Hidden Cove Park										X				Dock
Island Center Hall	X	X				X			X	X	X			
Strawberry Hill Park		X			X	X	X	X		X	X			5000 gal. potable water
Bainbridge Island Recreation Center		X	X				X		X	X	X	X		Large indoor areas

EXHIBIT B

EMERGENCY FACILITIES & LAND USE AGREEMENT

<p>INCIDENT LEAD AGENCY</p> <p>City of Bainbridge Island 280 Madison Ave. N Bainbridge Island, WA 98110 206-842-7633</p>	<p>INCIDENT NAME: _____</p> <p>INCIDENT NUMBER: _____</p>
<p>PROPERTY OWNER</p> <p>Bainbridge Isl. Metropolitan Park & Recreation District 11700 NE Meadowmeer Circle Bainbridge Island, WA 98110</p> <p>POINT OF CONTACT: EMAIL: PAYMENT ADDRESS: same as above Tax ID#: 38-2721374</p>	<p>EFFECTIVE DATES</p> <p>Beginning Date: Ending Date:*</p> <p>* Incident Lead Agency and Property Owner may jointly modify the Ending Date by way of handwritten edits and initials by authorized individuals.</p>
<p>ADDITIONAL ORGANIZATIONS ASSIGNED UNDER THE DIRECTION AND/OR COORDINATION OF THE LEAD AGENCY:</p> <p>NAME:</p> <p>TYPE: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> LARGE BUSINESS <input type="checkbox"/> SMALL DISADVANTAGED OWNED <input type="checkbox"/> WOMEN OWNED <input type="checkbox"/> HUBZONE</p> <p><input type="checkbox"/> SERVICE DISABLED VETERAN <input type="checkbox"/> PUBLIC ENTITY <input type="checkbox"/> GOVERNMENT/AGENCY/DISTRICT <input type="checkbox"/> OTHER</p> <p>POINT OF CONTACT: EMAIL:</p>	

PHONE:

NAME:

TYPE: SMALL BUSINESS LARGE BUSINESS SMALL DISADVANTAGED OWNED
WOMEN OWNED HUBZONE

SERVICE DISABLED VETERAN PUBLIC ENTITY GOVERNMENT/AGENCY/DISTRICT
OTHER

POINT OF CONTACT:

EMAIL:

PHONE:

NAME:

TYPE: SMALL BUSINESS LARGE BUSINESS SMALL DISADVANTAGED OWNED
WOMEN OWNED HUBZONE

SERVICE DISABLED VETERAN PUBLIC ENTITY GOVERNMENT/AGENCY/DISTRICT
OTHER

POINT OF CONTACT:

EMAIL:

PHONE:

The owner of the property described herein, or the duly appointed representative of the owner, agrees to furnish the land/facilities for use as:

DESCRIPTION OF LAND/FACILITIES: Address or specific location. If street or highway address is unavailable, use distance from nearest city, crossroads, or other significant landmark. The local description of how to get to the land/facilities is also acceptable. (attach separate sheet if more space is necessary)

USE RATE: For each day that the land/facilities are used, the Incident Lead Agency will pay the owner the sum of \$. Ordinary wear and tear is included in the rate. The minimum amount guaranteed to be paid under this agreement shall be \$, regardless of the length of use. The maximum amount to be paid under this agreement shall not exceed \$, regardless of the length of use. Payment shall be in accordance with the Incident Lead Agency payment procedures.

REIMBURSEMENT: The Incident Lead Agency shall reimburse the owner for the following expenses (e.g., utilities, wages paid to owner agents, material costs):

Payment shall be in accordance with the Incident Lead Agency reimbursement procedures.

RESTORATION: Reasonable costs incurred by the owner (beyond ordinary wear and tear) in restoring land/facilities to their prior condition shall be submitted in writing to Incident Lead Agency for reimbursement in accordance with Lead Agency reimbursement procedures. Ordinary wear and tear is based on the customary use of the land/facilities, and not the use resulting from the incident. Owner and Lead Agency shall jointly fill out Attachment 1 immediately prior to and following Lead Agency's occupancy of the land/facility. Attachment 1 will be the basis upon which owner and Lead Agency determine whether and how much Lead Agency reimburses owner for costs of restoration.

ALTERATIONS: The Incident Lead Agency may make non-permanent alterations upon the land/facilities, including the following: post fixtures or signs, erect temporary structures, install temporary culverts and trenching for utilities. Such alterations shall be the property of the Lead Agency and will be removed by the Lead Agency after the termination of the emergency use, unless otherwise agreed.

OTHER: Describe in detail: _____.

OWNER / OWNER'S AGENT SIGNATURE:	DATE:	INCIDENT LEAD AGENCY SIGNATURE:	DATE:
PRINT NAME AND TITLE:		PRINT NAME AND TITLE:	
PHONE NUMBER:		PHONE NUMBER:	
EMAIL:		EMAIL:	

PRINT NAME AND TITLE:

PRINT NAME AND TITLE:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Consider Council Support of Request for Full Funding of Western Washington University Baccalaureate Expansion Program on the Olympic Peninsula

SUMMARY: Western Washington University seeks \$6.5 million to support the expansion of its 2+2 degree programs on the Kitsap and Olympic Peninsulas. This program is offered in partnership with Olympic and Peninsula Colleges. The governor's budget includes \$4.7 million of this request. The City of Bainbridge Island has been asked to join with other legislative bodies to advocate for \$1.8 million to fully fund the request.

The Council's 2023 Legislative Policy Guidelines do not address this request.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Support request to fully fund Western Washington University's expanded Baccalaureate Program on the Olympic Peninsula in the amount of \$6.5 million.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: The City Council has been asked to endorse and advocate for full funding of a \$6.5 million request by Western Washington University to support its expanded degree program offered in cooperation with Olympic and Peninsula Colleges. New undergraduate programs will include degrees in Industrial and Systems Engineering, Data Science and Sociology, in addition to a new Master of Social Work degree program.

The full biennial request is \$6.5 million. The governor's budget includes \$4.7 million for the expansion of the WWU program.

ATTACHMENTS:

[Peninsulas Expansion - 1pgr 2023.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



WESTERN ON THE PENINSULAS EXPANSION



MAKE WAVES.

43% OF WOTP STUDENTS ARE FIRST GENERATION

Western Washington University brings dedicated programs directly to the Puget Sound and Central Salish Sea regions. We want you to be able to learn where you live, so we've specially designed education, business, sustainability, and cybersecurity bachelor's degree programs that are tailored for students in your region, students transferring from community colleges, and students looking to learn online.

2023 Budget Request

Western requests funding to expand 2+2 degree programs on the Kitsap and Olympic Peninsulas offered in partnership with Olympic and Peninsula Colleges. New undergraduate programs will include degrees in Industrial and Systems Engineering, Data Science and Sociology, in addition to a new Master of Social Work degree program. Funds are also requested to build a core foundation of support staff and to establish sustainable outreach operations and partnerships with K-12 schools across the Olympic and Kitsap Peninsulas region. Over the next ten years, WWU's goal is to dramatically increase student enrollments at WWU Peninsulas through targeted outreach programs to create permanent and sustainable pathways to postsecondary credentials for high school students and working adults, innovative partnerships with Olympic and Peninsula Colleges, and models of delivery focused on serving location bound and underserved populations.

Current WWU Peninsulas Programs

- Business Administration, B.A.
- Cybersecurity, B.S.
- Early Childhood Education, B.A.E., Early Childhood Education, non-cert
- Educational Administration, M.Ed.
- Educational Administration, Residency Principal Certification
- Education for Inclusive Environments, B.A.E, Teacher Certification & Dual Endorsements in Special and Elementary Education
- Education, B.A.E., Teacher Certification with P-3 teacher certification, Endorsement
- Elementary Education Endorsement
- Environmental Science, B.S.
- Environmental Studies, B.A.
- Human Services, B.A., (Distance Learning Program)
- Multidisciplinary Studies, B.A.
- Special Education Endorsement



Environmental Science class in the field on the peninsula learning through experience.

WWU is an equal opportunity institution. To request this document in an alternate format, please contact (360) 650-3617.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME:

AGENDA ITEM: Cancel the March 7, 2023 Study Session

SUMMARY: Council will consider canceling the March 7, 2023 Study Session.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Cancel the March 7, 2023 Study Session

COMMUNITY ENGAGEMENT AND OUTREACH:

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: February 28, 2023

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Receive City Manager's Report

SUMMARY: City Manager King will provide a report to Council on zero-emission hand tools and financial awards as described in the attached memorandum.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[022823 City Manager Report.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

Executive Department
Memorandum

TO: Honorable Mayor and Council
FROM: Blair King, City Manager
SUBJECT: City Manager's Report – February 28, 2023, City Council Meeting
DATE: February 24, 2023

Zero-Emission Hand Tools - In a step towards the transition to zero-emission hand tools, I am pleased to report that the Public Works Department has acquired several Husqvarna Electric Backpack Blowers. An Electric Backpack Blower will be brought to the City Council meeting for inspection. Previously, staff reported our intention to acquire electric hand tools to demonstrate their applicability. However, since we reported our intentions to the City Council, supply chain problems made acquisition of the tools difficult. Now that a new source of equipment has been identified, progress towards the goal of one hundred percent zero-emission hand tools will resume.

Financial Awards – It is my pleasure to present the City Council with several awards recognizing the city's financial practices. The Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to the City of Bainbridge Island for our annual comprehensive financial report for the fiscal year ended December 31, 2020. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting. In addition, the Washington Public Treasurers Association has awarded the city with two awards: Certification of Excellence Investment Policy and Certification of Excellence for Debt Policy. In both cases the city's policies meet the professional standards of the Treasurers' Association.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:50 PM) Receive Annual Education for City Elected Officials on the Requirements of the Code of Conduct and Ethics Program - Ethics Board,

SUMMARY: Council will receive the annual education on the requirements of the Code of Conduct and Ethics Program from representatives from the Ethics Board.

The time budget allocated to this item reflects information provided by the Ethics Board.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: In accordance with the Code of Conduct and Ethics Program, adopted by Council pursuant to Resolution No. 2020-13 on August 11, 2020, the Ethics Board is to provide annual education for City elected officials and City commissions and committees on the requirements of the Code of Conduct and Ethics Program on an annual basis. This annual training has been delayed due to the constraints of the pandemic.

ATTACHMENTS:

[CODE OF CONDUCT AND ETHICS PROGRAM-v4 2023.pptx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CODE OF CONDUCT AND ETHICS PROGRAM

ANNUAL EDUCATION

2022-2023

AGENDA

- ▶ Program Background, Application, & Basis
- ▶ Code of Conduct
 - ▶ Core Values
 - ▶ Ethical Principles
- ▶ Code of Ethics
 - Compensation and Gifts
 - Use of City Property
 - Confidentiality
 - Conflict of Interest
 - Conduct of Public Meetings
- ▶ Opinion Process Overview

Background



BACKGROUND

- ▶ COBI City Council developed the Ethics Program in 2006 to ensure that the island's government adheres to the highest standards of public service.
- ▶ The Program includes a chartered Ethics Board, now comprised of 7 community volunteers.
- ▶ The Ethics Board's Duties and Responsibilities are to:
 - Administer the Ethics Program;
 - Provide annual education for City elected officials and all City Commissions and Committees on the requirements of the Code of Conduct and Ethics Program; and
 - Provide opinions following ethics complaints or in response to requests from those associated with City government covered by the Program.

APPLICATION & BASIS

- ▶ The Code of Conduct and Ethics applies to all those associated with city government, including elected officials and members of city committees and commissions.
- ▶ The current program is based on RESOLUTION NO. 2020-13 and amended by RESOLUTION NO. 2021-10, and 2022-20 (approved respectively on August 11, 2020, May 25, 2021, and May 10, 2022).



CITY OF
BAINBRIDGE ISLAND

Code of Conduct

CODE OF CONDUCT

PURPOSE

- ▶ To promote and maintain the highest standards of personal and professional conduct among City Council members and the members of City Committees and Commissions
 - ▶ To provide the optimal operation of a democratic government which is fair and accountable to the people of the City of Bainbridge Island
- ▶ The CODE OF CONDUCT includes:
 - ▶ CORE VALUES
 - ▶ ETHICAL PRINCIPLES including:
 - ▶ OBLIGATIONS TO THE PUBLIC
 - ▶ OBLIGATIONS TO OTHERS
 - ▶ OBLIGATIONS REGARDING THE USE OF PUBLIC RESOURCES
 - ▶ It applies to all Councilmembers and members of City Committees, Boards, and Commissions.



CITY OF
BAINBRIDGE ISLAND

CODE OF CONDUCT: CORE VALUES

A pledge to:

- ▶ Provide service that is courteous, cost effective, and continuously improving;
- ▶ Treat one another with honesty and integrity; pledging to promote balanced, consistent, and lawful policies and directives;
- ▶ Act with the standards of equality, fairness, and mutual respect; and
- ▶ Accept responsibility for stewardship of public resources as well as accountability, and to give recognition.



CITY OF
BAINBRIDGE ISLAND

CODE OF CONDUCT: ETHICAL PRINCIPLES

Obligations to the Public to:

- ▶ Act to promote the public good
- ▶ Preserve the public's trust
- ▶ Be transparent and honest in all public statements and written statements

Obligations to Others to:

- ▶ Be familiar with the governing Code of Ethics (including RCW Chapter 42.23)
- ▶ Conduct oneself in a manner demonstrating civility and respect for others



CITY OF
BAINBRIDGE ISLAND

CODE OF CONDUCT: ETHICAL PRINCIPLES

Obligations Regarding the Use of Public Resources:

- ▶ Commit to good stewardship in use and allocation of public monies, property, and other resources to:
 - Ensure public resources are used and conserved for public good.
 - Act in a responsible manner.
 - Consider both present and future needs of the community.
 - Seek guidance from staff and other experts, including City Attorney, as appropriate.
 - Ensure paid experts and consultants shall be impartial and free of conflicts of interest.



CITY OF
BAINBRIDGE ISLAND

Code of Ethics

CODE OF ETHICS: GIFTS AND COMPENSATION

NO Councilmember, or member of a City Committee or Commission, or any member of their immediate family shall directly or indirectly accept any gifts for a matter connected with or related to their services or duties with the City of Bainbridge Island or accept any non-City compensation for the performance or non-performance of these service or duties.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: GIFTS AND COMPENSATION

The following are exceptions to Gift Limitations:

- ▶ Unsolicited items or services with a value of fifty (50) dollars or less, such as promotional t-shirts, pens, calendars, etc.
- ▶ Gifts from other City officers, officials, or employees or their family members given on appropriate occasions.
- ▶ Gifts appropriate to the occasion that would be considered reasonable and customary for a familial, social, or official relationship of the giver on occasions such as weddings, funerals, illness, holidays, or ground-breaking ceremonies.
- ▶ Campaign contributions as permitted and reported in accordance with law.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: GIFTS AND COMPENSATION (continued)

The following are exceptions to Gift Limitations:

- ▶ Awards publicly presented by nonprofit organizations in recognition of public service—IF the award is NOT extraordinary when viewed in light of the position held by the recipient.
- ▶ Gifts as part of visiting other governmental agencies or hosting visitors from other governmental agencies, when it would be a breach of protocol to refuse, PROVIDED that any such gifts received shall become the property of the City of Bainbridge Island.
- ▶ As approved by the Mayor—or if the Mayor is the recipient, by the Deputy Mayor or the Mayor Pro Tem—for reasonable and necessary costs to attend a conference or meeting directly related to official or ceremonial duties.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: GIFTS TO IMMEDIATE FAMILY

A Councilmember, or member of a City Committee or Commission, or their immediate family:

- ▶ May accept a gift arising from an independent relationship IF the respective Councilmember or member of a City Committee or Commission does not significantly benefit from the gift; and that it...
- ▶ Cannot be reasonably inferred that the gift was intended to influence the Councilmember or City Committee or Commission member in the performance of their duties.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: USE OF CITY PROPERTY BY COUNCILMEMBERS

No councilmember shall request, permit, or use City vehicles, equipment, materials, or property for personal use, personal convenience, or profit. The only exception may be for limited incidental personal use or emergency circumstances.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFIDENTIALITY

Except as required by law, a Councilmember, a former Councilmember, or current or former member of a City Committee or Commission shall not disclose or use privileged, confidential, or proprietary information obtained in Executive Session or otherwise in the course of their duties as a result of their position.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST GENERAL

No Councilmember or a member of a City Commission or Committee shall take any direct official action on a matter if they or a member of their immediate family:

- ▶ Have any substantial direct or indirect contractual employment related to the matter; or
- ▶ Have other significant financial or private interest in that matter (which includes serving on a Board of Directors for any organization but does not, for Council members, or include appointment members to the Salary Commission; or personal property within the meaning of this section.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST EXCEPTIONS for Councilmembers

Conflict of Interest shall not apply when a Councilmember:

- ▶ Is required to take or participate in an action based on the rule of necessity;
- ▶ Acts as their own representative before the City Council, Hearing Examiner, or any other City board, commission, or agency—provided that the individual does not also participate in any way in the deliberations or decision of the City Council, Hearing Examiner, or that board, commission, or agency related to that matter; or
- ▶ Acquires an interest in bonds or other instruments of indebtedness issued by the City IF acquired and held on the same terms available to the general public.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST EXCEPTIONS for Councilmembers, continued.

Conflict of Interest shall not apply when a Councilmember:

- ▶ Officially participates in the development and adoption of the City's budget; or establishes the pay or benefits plan of City officers, officials, or employees;
- ▶ Makes decisions on any legislation of general application unless these actions directly affect or appear to affect, the officials' or immediate family member's employment; or
- ▶ Serves on the governing body of an organization or entity as part of their official duties as a Councilmember of the City.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST EXCEPTIONS for City Commissions or Committees

Conflict of Interest shall not apply when a Member of a City Committee or Commission:

- ▶ Discloses a potential conflict of interest related to member's ownership or lease of certain real property or of a business located in a certain area of the City providing the basis for appointment to a City Committee or Commissions;
- ▶ Fully discloses the basis for declaring a potential Conflict of Interest on the public record of the respective City Committee or Commission and the Committee or Commission votes to allow the member to participate in the discussion of the vote; or
- ▶ Is required to take action or participate in an action based on the rule of necessity.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST DISCLOSURE FOR COUNCILMEMBERS

All Councilmembers are required:

- ▶ To comply with the Washington State Public Disclosure Commission requirements for financial disclosure;
- ▶ To publicly disclose their financial interest in any matter that comes before them;
- ▶ To annually complete a Conflict of Interest statement to be submitted to the City Clerk by April 15th; and
- ▶ To take action or participate in an action based upon the rule of necessity.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST AFTER LEAVING ELECTED CITY OFFICE

For two (2) years after leaving elected City office NO former Councilmember:

- ▶ Shall obtain employment in which they will take direct or indirect advantage of matters on which they took direct official action during their service with the City, including contractual negotiations or solicitations of business unavailable to others; or
- ▶ Shall engage in any act or litigation in which the City is involved, on behalf of any other person or entity when the action or litigation involves an issue on which the Councilmember took direct official action while in elected City office.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST MEMBERS OF CITY COMMITTEES OR COMMISSIONS AND EMPLOYMENT

While serving on a City Committee or Commission and for two (2) years after leaving such position, no member of a City Committee or Commission shall obtain employment in which they will take direct or indirect advantage of matters which they as a member of a City Committee or Commission recommended to the City Council. This includes applying for positions or contracts with the City when the City Committee or Commission on which the member served, recommended funding for such position or contract.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST FAMILY MEMBERS OF COUNCILMEMBERS

► Appointment of Family Members

Unless a waiver is obtained from the Ethics Board, no Councilmember shall appoint or hire a member of their immediate family for any type of employment with the City. This includes, but is not limited to, full time employment, part-time employment, permanent employment, temporary employment, and contract employment.

► Supervision of Family Members

No Councilmember shall supervise or be in direct line of supervision over a member of their immediate family. If a Councilmember is placed in a direct line of supervision of a member of their immediate family, they shall have three (3) months to come into compliance or to obtain a waiver from the Ethics Board.

► Waivers

Waivers may be sought from the Ethics Board in accordance with Article III of Resolution No. 2020-13.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST

- ▶ **Contractors**

Contractors are required when submitting bids to the City to affirm that neither the contractor nor any agent of the contractor has made any prohibited gift to a Councilmember who is involved in direct action on a bid, or had a relationship to such Councilmember, that would create a conflict of interest for that Councilmember under the City's Code of Conduct and Code of Ethics.

- ▶ **Individuals Serving on City Committees and Commissions**

All individuals serving on City Committees and Commissions shall sign upon appointment and reappointment the Conflict of Interest statement as provided by the City.



CITY OF
BAINBRIDGE ISLAND

CODE OF ETHICS: CONFLICT OF INTEREST INDIVIDUALS SERVING ON THE ETHICS BOARD

No member of the Ethics Board shall participate in the review of complaints or requests for advisory opinions relating to the conduct of a Councilmember where that member of the Ethics Board is or was a member of a political action committee that supports, supported, opposes, or opposed the election or reelection of the Councilmember in question.



CITY OF
BAINBRIDGE ISLAND

CONDUCT OF PUBLIC MEETINGS

- ▶ Councilmember or City Committees' or Commissioners' meetings shall be conducted in a manner to maximize transparency of relationships among individuals or groups which could affect decision making.
- ▶ Councilmember or City Committees' or Commissioners' meetings shall have a standing agenda item for disclosure of possible or potential conflicts of interest with persons or issues on the agenda. If necessary, discussion among the members may be undertaken to judge the significance of disclosed relationships and whether a possible conflict of interest exists.



CITY OF
BAINBRIDGE ISLAND

Opinion Process

APPENDICES

CURRENT ROSTER

Doña Keating, Position 1
Phone: 206-356-8449 (c)
City Email: doña.keating@cobicommittee.email
Term Expires: June 30, 2023

David Mallon, Position 3
Phone: 404-964-4565 (c)
City Email: david.mallon@cobicommittee.email
Term Expires: June 30, 2024

Donna Davison, Position 5
Phone: 360-461-2565 (c)
City Email: donna.davison@cobicommittee.email
Term Expires: June 30, 2025

Rosemary Hollinger, Position 7
Phone: 847-525-2117 (c)
City Email: rosemary.hollingerr@cobicommittee.email
Term Expires: June 30, 2025

Jim Cash, Position 2
Phone: 206-780-3283
City Email: jim.cash@cobicommittee.email
Term Expires: June 30, 2023

Ben Woodruff, Position 4
Phone: 402-250-2076 (c)
City Email: ben.woodruff@cobicommittee.email
Term Expires : June 30, 2024

Rafael Escandon, Position 6
Phone: 415-425-3705 (c)
City Email: rafael.escandon@cobicommittee.email
Term Expires: June 30, 2025



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:20 PM) Receive Public Safety Quarterly Report - Police,

SUMMARY: Chief Clark will present information regarding staffing levels, calls for service, reported crime, arrests, traffic stops, and citations in 2022.

AGENDA CATEGORY: Report

PROPOSED BY: Police

RECOMMENDED MOTION: Receive Police Department report on 2022.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Public Safety 2022 Full Slideshow.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



Bainbridge Island Police Department

Public Safety Report
For 2022

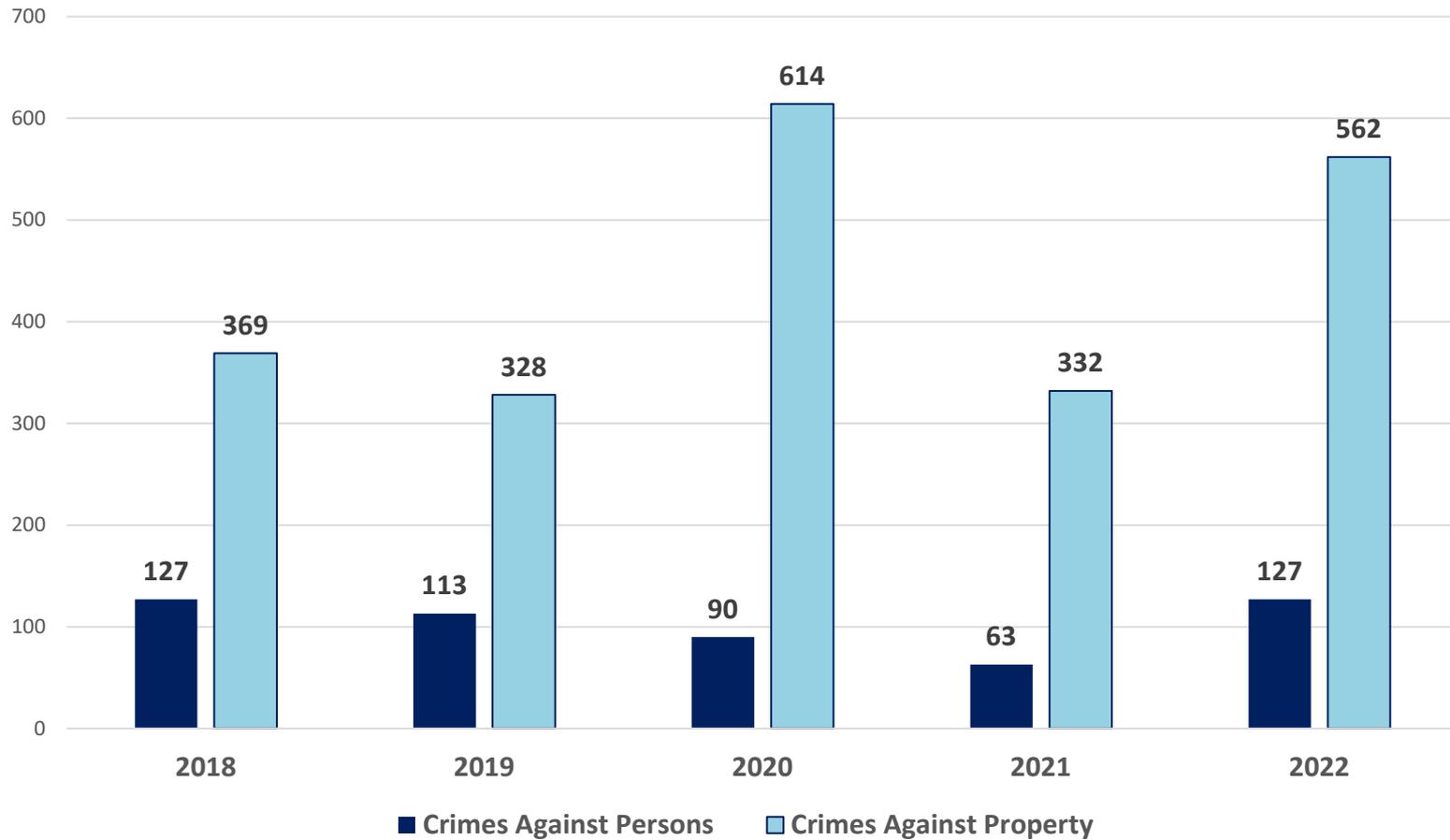
Presentation to City Council
January 24, 2023

Topics

- *Reported Crime*
- *Calls for Service*
- *Traffic Stops and Citations*
- *Traffic Collisions and Impaired Driving*
- *Arrests*
- *Staffing Levels*
- *Year-End Review and Analysis of Uses of Force, Complaints, Pursuits*

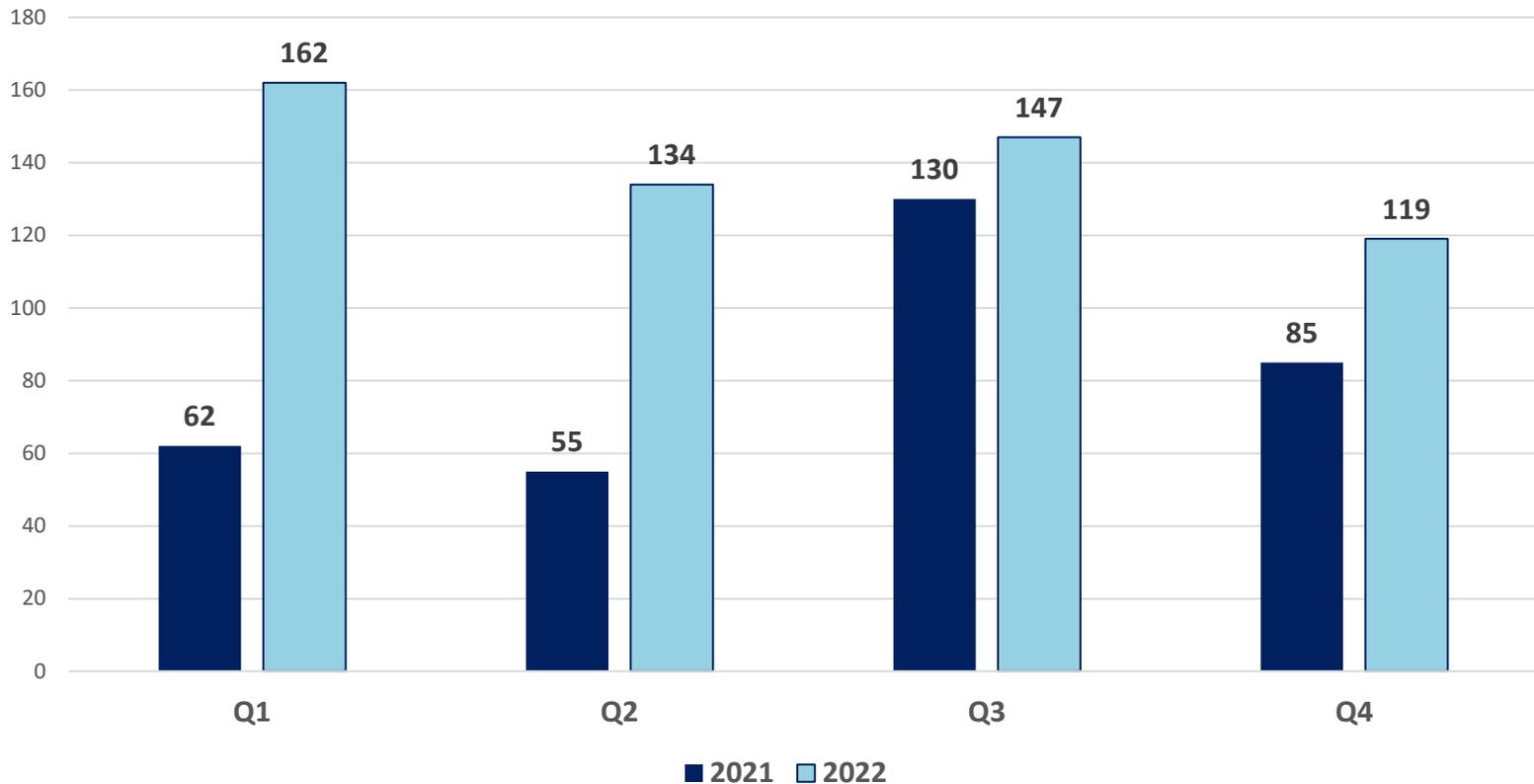
Reported Crime

2018 through 2022



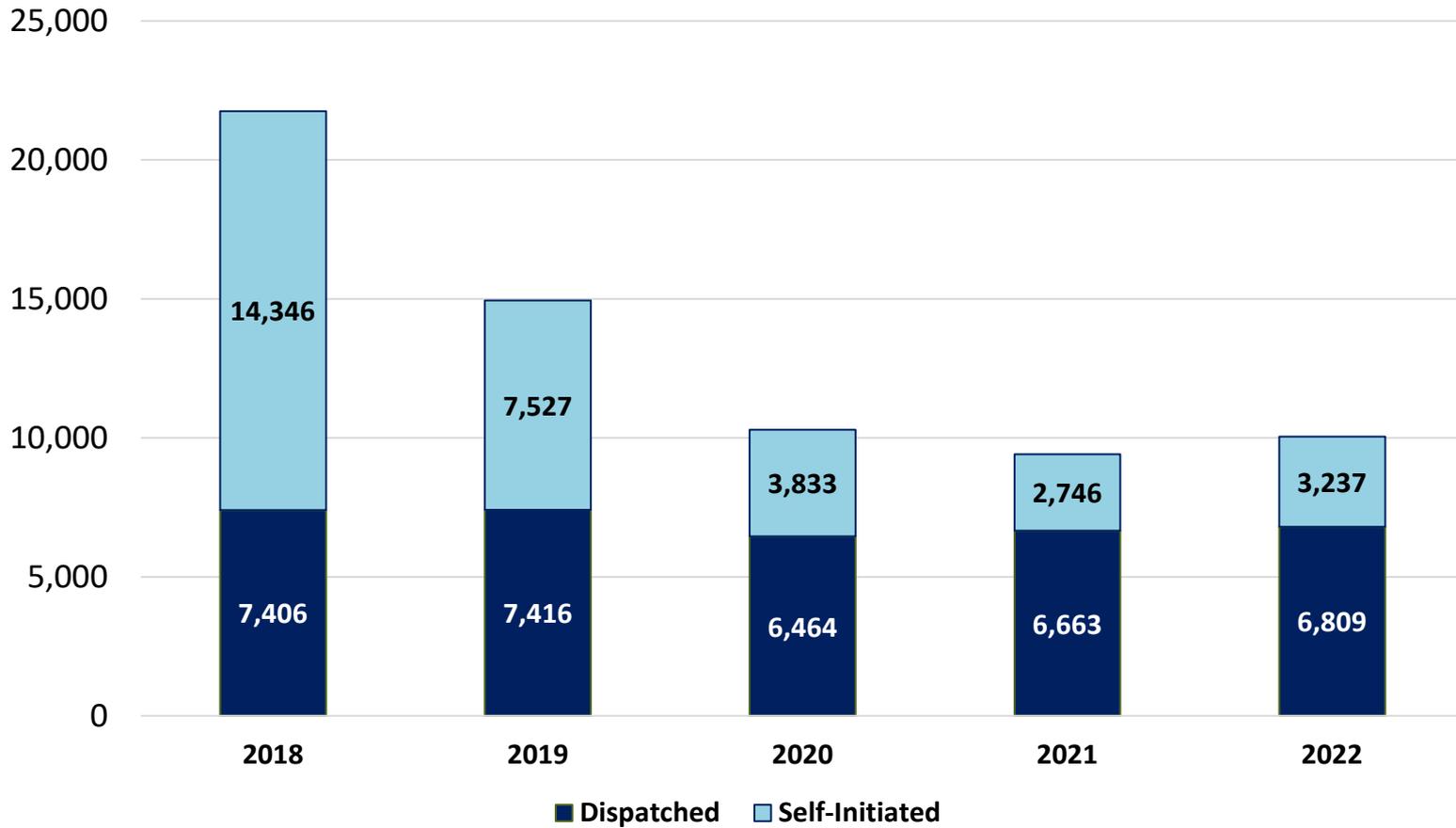
Property Crime by Quarter

2021 and 2022



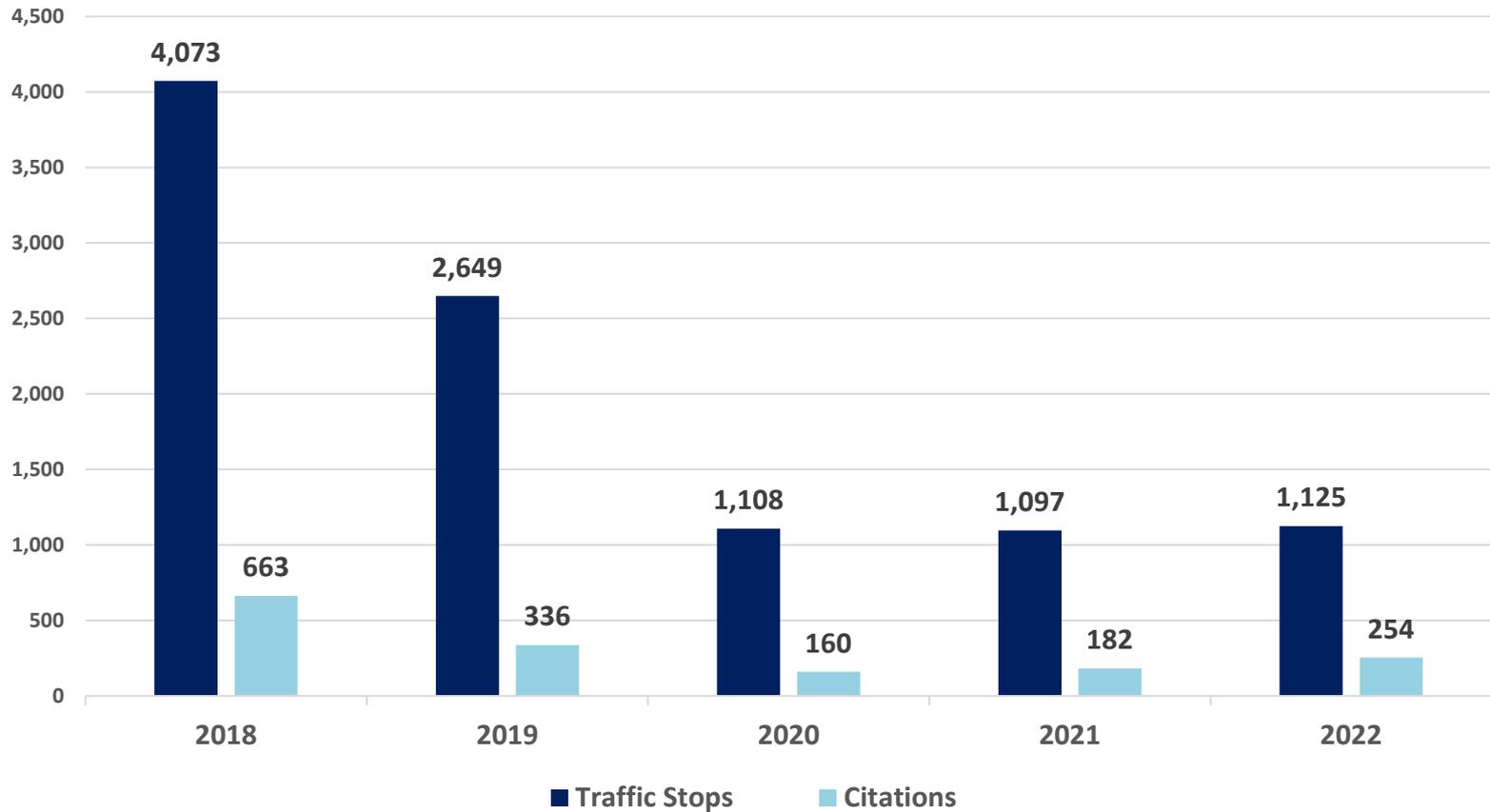
Calls for Service

2018 through 2022



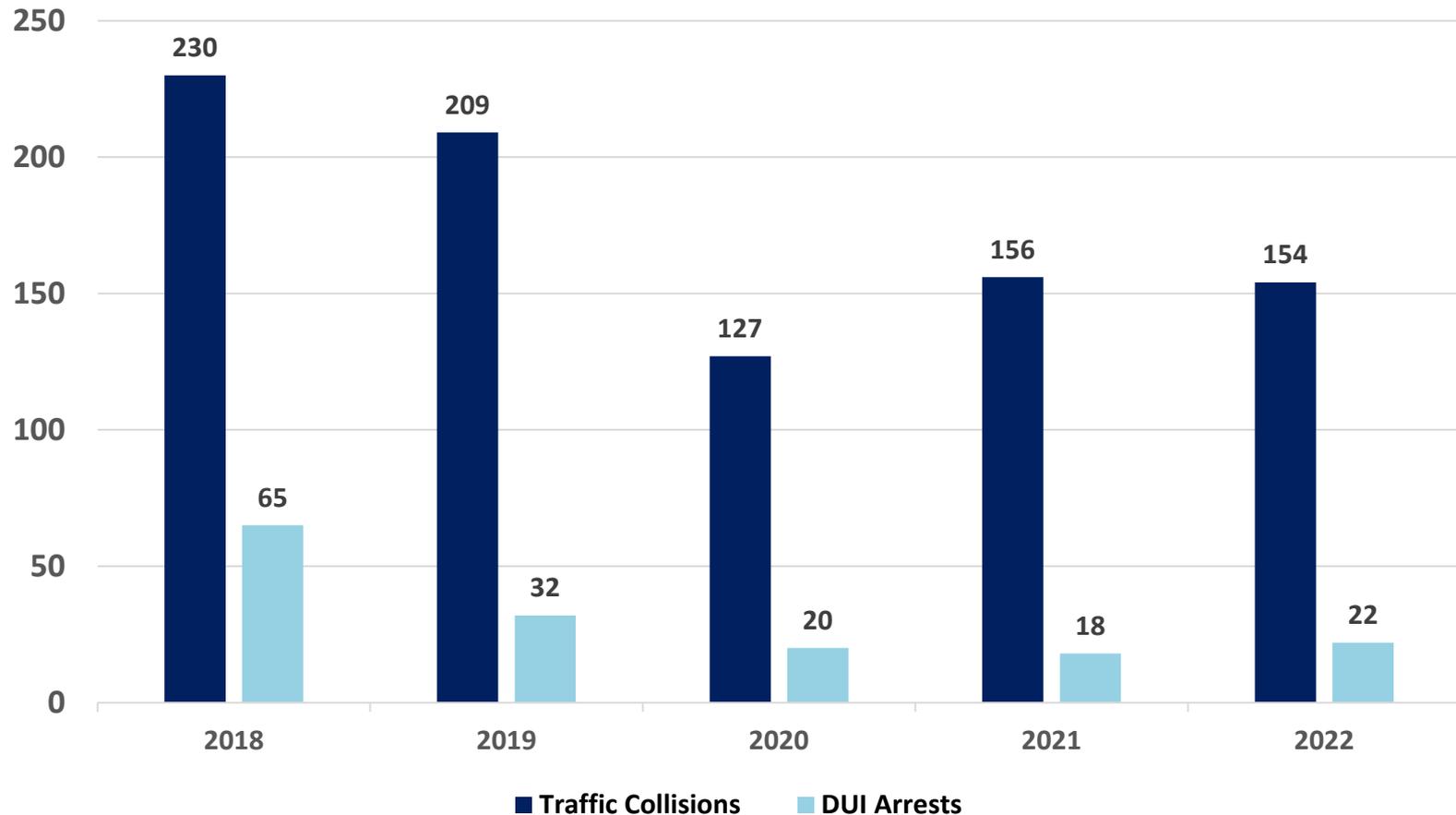
Traffic Stops & Citations

2018 through 2022



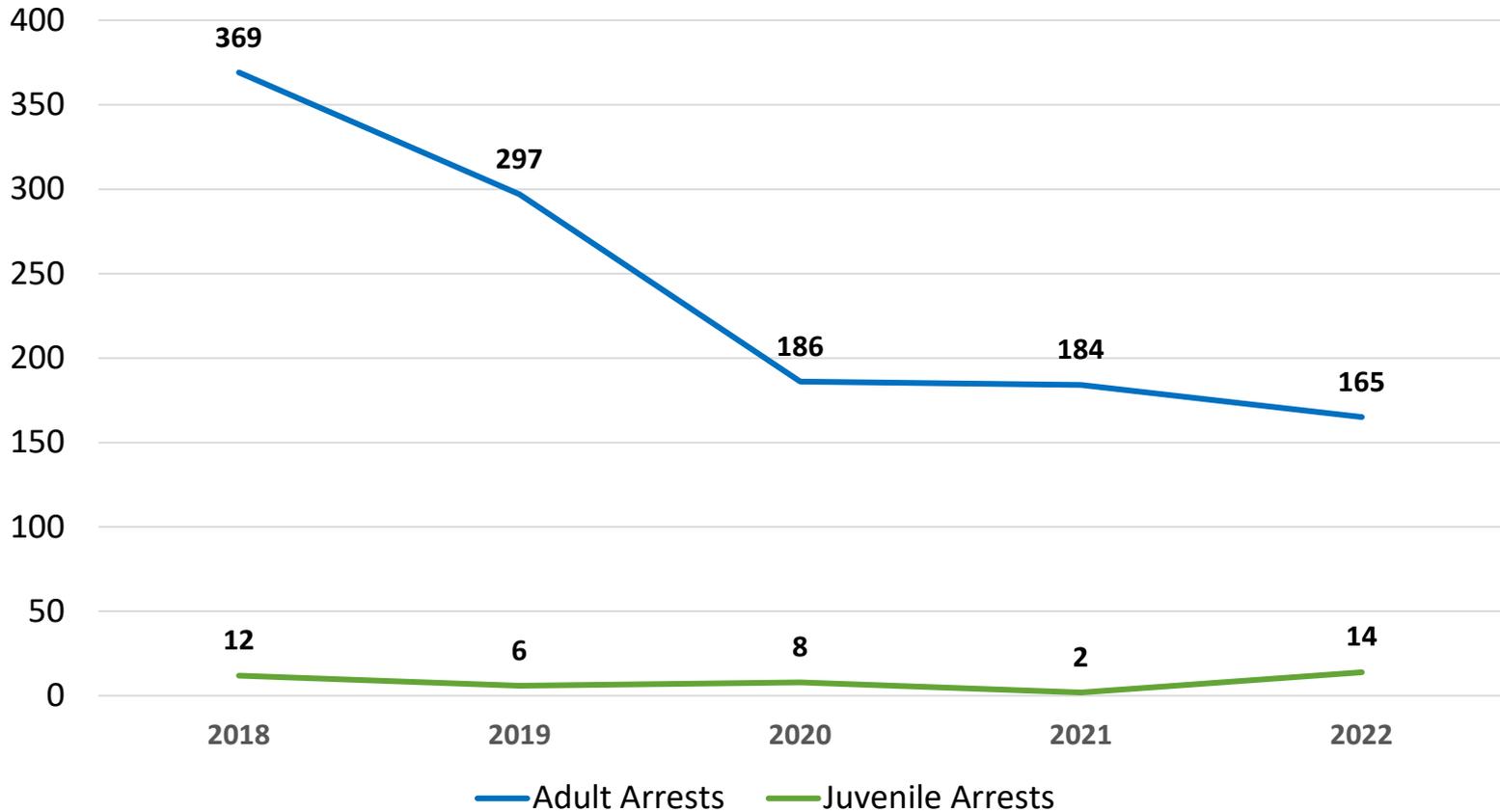
Traffic Collisions and Impaired Driving

2018 through 2022



Arrests

2018 through 2022



Staffing Levels

Chief of Police, Deputy Chief of Police

7 Civilian Staff

3 Sergeants, 4 Corporals, 2 Detectives

12 Patrol Officers

(2 in Academy)

1 Community Resource Officer

Bias-Based Policing Analysis, 2022

Race /Ethnicity	Traffic Infractions		Criminal Traffic		Totals		Demographics	
	# by Race	% by Race	# by Race	% by Race	# by Race	% by Race	BI**	KC
White	240	88.56%	11	84.62%	251	88.38%	88%	76%
Black	5	1.85%			5	1.76%	1%	3%
Native	1	.37%			1	.35%	<1%	1%
Asian	2	.74%			2	.70%	3%	5%
Unknown	23	8.48%	2	15.38%	25	8.81%	<1%	0%
Pacific Islander*							<1%	1%
Other*							<1%	0%
Two or More*							5%	6%
Hispanic*							3%	8%
TOTAL	271	100%	13	100%	284	100%	100%	100%

* Categories with an asterisk are identified on the Census Reporter site but not available on citation forms.

** The most recent information available from www.census.gov shows Bainbridge Island with a total population in of 24,825 in April 2020.

Individuals Arrested in 2022		
Race or Ethnicity	#	%
White	70	79.55%
Black	9	10.23%
Native	2	2.27%
Asian	7	7.95%
Other	0	0%
TOTAL	88	100%

Use of Force Analysis 2022

Date	Type/s of Force*	Aggravating Factor(s)**	Gender (M/F/X)	Race	Injury / Aid	Finding
3/3/2022	Physical	Intoxicants	M	White	None	Within Policy
3/11/2022	Physical, Pointing of Taser and Firearm	Intoxicants	M	White	Officer	Within Policy
3/23/2022	Physical	Intoxicants	M	White	None	Within Policy
6/21/2022	Physical, WRAP	Intoxicants	M	White	Officer	Within Policy
6/30/2022	Physical	Behavioral	F	White	None	Within Policy
8/5/2022	Physical	Intoxicants	M	White	None	Within Policy
9/5/2022	Physical	Intoxicants	M	Asian	None	Within Policy
9/12/2022	Physical	Behavioral	M	White	Minor Head Laceration	Within Policy
11/26/2022	Physical	Behavioral	M	White	None	Within Policy
* Includes physical control, draw/deploy Taser, draw/deploy firearm, leg restraints.					Total	9
** Includes intoxicants, drugs, behavioral health, or unconfirmed.						

Total Calls for service in 2022:	10,046
Total incidents where use of force was used:	9
Percentage of incidents in which force was used:	0.09%

Complaint Analysis 2022

In 2022 there were 13 complaints recorded.

Occurrences	Complaint Category	Finding
6	Dissatisfaction with Handling of Report	5 Unfounded 1 Not Sustained
2	Driving/Traffic Related	1 Not Sustained 1 Exonerated
5	Demeanor	2 Exonerated 2 Sustained 1 Not Sustained
13	Total	



QUESTIONS?



DISCUSSION



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:30 PM) Consider Ordinance No. 2023-08 Updating Bainbridge Island Municipal Code Section 10.30.020.A to Amend the Definition of Bicycles - Executive,

SUMMARY: Currently, the City of Bainbridge Island Municipal Code Section 10.30.020.A defines Bicycle to mean every device propelled solely by human power upon which a person or person may ride, having two tandem wheels either of which is 16 inches or more in diameter, or three wheels, any one of which is more than 20 inches in diameter. This definition excludes ebikes. It is recommended the City Council amend the definition of "Bicycle" to include ebikes.

A direct consequence of amending the code will extend the Municipal Code's requirement that "Any person who operates or rides a bicycle or recreational vehicle or horse in or upon any public area shall wear a helmet" (BIMC 10.03.020.A) to ebike riders. Currently, ebike riders are excluded from the helmet requirement.

The requirement that all bicycle riders wear helmets was established by the City Council in 2001, due to concerns with the safety and welfare of bicycle riders on public rights-of-ways.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to forward Ordinance No. 2023-08 amending Bainbridge Island Municipal Code Section 10.30.020.A, with regard to the definition of Bicycle to a future City Council meeting for introduction prior to adoption.

COMMUNITY ENGAGEMENT AND OUTREACH: Previously, a community survey was conducted with regard to attitude and opinions concerning ebikes. No additional specific outreach has occurred with regard to amending the definition of bicycle to include ebikes.

FISCAL IMPACT:

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

BACKGROUND: The Bainbridge Island Municipal Code Section 10.30 regarding bicycle and safety helmets requires any person who operates or rides a bicycle in any public area to wear a helmet. However, the definition of bicycle included in Bainbridge Island Municipal Code Section 10.30.020.A does not include ebikes. Therefore, the current code does not require ebike riders to wear a helmet.

Because of the increased popularity and interest in ebikes, (ebike sales grew by 145% in the US last year,) it is recommended that the code be updated. The Center for Disease Control and Prevention has found that policies requiring bike helmets have been associated with long-term sustained bike helmet use and a 20%-55% reduction in head injuries. Public health and safety was the justification in 2001, when the Council established the policy that any person operating a bicycle or recreational vehicle or horse wear a helmet. The code defines a helmet and also places the responsibility upon a parent or guardian to be responsible for any child under 18 years to wear a helmet. The cost of bicycle helmets start at \$30.

The change in definition of bicycles to include ebikes will also likely mean that ebikes are allowed in any location where a solely human-powered bicycle is allowed, unless ebikes are explicitly prohibited.

ATTACHMENTS:

[Ordinance 2023-08 to Update Definition of Bicycles to Include Ebikes.docx](#)

FISCAL DETAILS: An amended code will have little impact upon costs or municipal operations.

Fund Name(s):

Coding:

ORDINANCE NO. 2023-08

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to bicycle safety and helmets; amending Section 10.30.020.A of the Bainbridge Island Municipal Code (BIMC) to update the definition of bicycles to include ebikes.

WHEREAS, the Bainbridge Island Municipal Code requires all bicycle riders to wear helmets in public areas; and

WHEREAS, the Bainbridge Island Municipal Code’s definition of bicycles does not include ebikes; and

WHEREAS, the Bainbridge Island Municipal Code defines “recreational vehicle” as motorized skateboards, roller skates, roller blades, and scooters; and

WHEREAS, the Bainbridge Island Municipal Code requires any person who operates or rides a recreational vehicle in public areas to wear helmets; and

WHEREAS, policies requiring bike helmets have been associated with long-term, sustained bike helmet use and a 20%-55% reduction in head injuries according to a 2021 study by the Center for Disease Control and Prevention; and

WHEREAS, in 2001, the City Council, and the residents of the City, established this municipal code section via Ordinance No. 2001-06 due to concern about the safety and welfare of bicycle riders on public rights-of-ways; and

WHEREAS, when Ordinance No. 2001-06 was approved in 2001, ebikes were not a frequently used form of transportation but are now becoming more widely used, necessitating a change to the Section 10.30.020.A of the Bainbridge Island Municipal Code; and

WHEREAS, in order to regulate helmets for users of ebikes in the same manner as other bicycles, the definition of bicycle needs to be updated to include electric-assisted bicycles.

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

Section 1. Section 10.30.020.A of the Bainbridge Island Municipal Code is hereby amended to read as follows:

10.30.020 Definitions

A. “Bicycle” means every device propelled solely by human power, or an electric – assisted bicycle, upon which a person or persons may ride, having two tandem wheels

either of which is 16 inches or more in diameter, or three wheels, any one of which is more than 20 inches in diameter, and within this chapter shall include any attached trailers, side cars, and/or other device being towed by a bicycle.

Section 2. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 3. 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 February, 2023.

APPROVED by the Mayor this ____ day of February, 2023.

Brenda Fantroy-Johnson, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK:	February 24, 2023
PASSED BY THE CITY COUNCIL:	February ____, 2023
PUBLISHED:	March ____, 2023
EFFECTIVE DATE:	March ____, 2023
ORDINANCE NUMBER:	2023-08



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:40 PM) Approve Naming Process for the Police and Municipal Court Building - Executive,

SUMMARY: Council will receive a presentation on the proposed process for the naming of the Police and Municipal Court building. The City Council will also consider creating a short-term ad hoc committee to determine recommended names for the facility, with appointments to be made at the March 14 business meeting, and allowing the public to begin submitting nominations. The City Council will make the final decision on the name for the building at the conclusion of the process, currently scheduled for the end of June 2023.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to approve the process for choosing a name for the police and municipal court building as proposed and approve the creation of a Naming Advisory Ad Hoc Committee with appointments from City Council made at the March 14, 2023 business meeting.

COMMUNITY ENGAGEMENT AND OUTREACH: Discussion at Council Meeting. Review and discussion of the process with the Race Equity Advisory Committee.

FISCAL IMPACT:

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

BACKGROUND: The City of Bainbridge Island is in the process of renovating a building at 8804 Madison Avenue, purchased to be the location of the Police Department and the Municipal Court. Both functions will move from their existing locations to the new location in the fall of 2023. City staff is planning a community process to determine a recommended name for the facility. The draft process, developed with significant input from the City's Race Equity Advisory Committee, will include robust public engagement. The process as proposed is broken into three phases: nomination and outreach; committee designation and finalist name selection; Council selection and approval of facility name. The phases, in part, run concurrently.

In Phase I, the City will reach out to the public requesting name nominations for the new facility. Anybody can submit a name for the facility. Names must meet criteria such as being significant to the community, not being profane, and not already existing on another municipal property. Staff will work to reach out to specific community groups including, but not limited to:

- a. Community Leaders/Groups
- b. Nearby Businesses or Buildings
- c. Chamber of Commerce and BIDA
- d. Police Department
- e. Municipal Court and Staff
- f. Community Members. This outreach will include providing copies of the form at the Police Department and Municipal Court.

Forms will be able to be submitted at City Hall or through Engage Bainbridge from March 1, 2023 to April 7, 2023.

In Phase II, the City Council will create a Naming Advisory Committee. This Committee will be made up by an appointed Committee with each member of the Council determining one appointee. The role of the committee will be to hold a minimum of four meetings (held in compliance with the Open Public Meetings Act) as well as to monitor information received through public comment. The Naming Advisory Committee may add more meetings as they deem necessary. These meetings will be held in the Council Chambers as well as virtually. Additional comments can be made using the City's engagement platforms. At the conclusion of the meetings, the Naming Advisory Committee will determine the finalist names. The Committee may choose up to 3 finalists using the criteria in the City's Proposed Naming Policy, to be considered for adoption as Resolution No. 2023-01 in March 2023.

In the final phase, the recommendation of finalist names will be presented to the City Council. Based on the findings and recommendation, the City Council, at its sole discretion, may accept, modify, reject, or remand the recommendation, or may decide that an additional public meeting should be held. When a name has been chosen, a resolution will be prepared by the City's Public Works Director, incorporating the Council's recommendation.

ATTACHMENTS:

[Presentation Police and Municipal Court Building Naming Process.pptx](#)

[Naming Process for Police and Municipal Court Building.docx](#)

[Police and Municipal Court Building Ad Hoc Naming Advisory Committee Request Form and Workplan.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

Police-Court Facility Naming Process

February 28, 2023

Adam Nebenzahl, Management Analyst

Background

- In December 2022, the Race Equity Advisory Committee (REAC) presented City staff with a recommendation that a process should be established to name the new Police-Court Facility that will open in Fall 2023
- Staff developed recommendations based on the City Naming Policy that is in development alongside the REAC proposed naming process
- Occur in 3 phases over 5 months



Process

- Phase I: Nominations and Outreach
- Phase II: Designation of Committee to Select Finalist Names
- Phase III: Final Selection by City Council

Nominations

- Fill out nomination form answering 4 questions:
 1. What is the suggested name for the Police-Court Facility?
 2. How is the name significant to the community?
 3. How is this name significant to the City's Police and/or Municipal Court, if at all?
 4. Does the name exist anywhere else on municipal property (ex. Does another City building have this name? A park? A street?)

Nominations

- Criteria

1. The name **may not** already exist on another municipal property
2. The name **may** be a defining feature of the Island
3. The name **may** be based on community significance
4. The name **may** be based on historical significance
5. The name **may** be a deceased individual who has made significant community contribution
6. The name or acronym **may not** be profane, frivolous or not related to the municipally owned property



Outreach

- The City will reach out to community groups including, but not limited to:
 - Community Leaders/Groups
 - Nearby Businesses or Buildings
 - Chamber of Commerce and BIDA
 - Police Department
 - Court and Staff
 - Impacted/Interested Community Members (to be determined)
Will include providing copies of the form at the Police Department and Municipal Court.
- Forms can either be printed and delivered to City Hall, submitted through Engage Bainbridge, or email.

Committee Selection and Roles

- Committee will be made up by an appointed Committee with each member of the Council nominating one appointee
- The role of the committee will be to hold a minimum of four meetings (covered under the Open Public Meetings Act) as well as select up to 3 finalist names for the new Police-Court Facility.



Final Selection

- After a list of recommended finalists has been made by the Naming Advisory Committee, staff will present the recommendation of finalist names by the Naming Advisory Committee to the City Council
- Based on the findings and recommendation, the City Council, at its discretion, may accept, modify, reject, or remand the recommendation, or may decide that an additional public meeting should be held.
- When a name has been chosen, a resolution will be prepared by the City's Public Works Director, incorporating the Council's recommendation.



Proposed Timeline

- Present proposal to Council: February 28, 2023
- Council Appointments Made: March 14, 2023
- Nominations Open: March 1, 2023
- First Meeting: March 22, 2023
- Nominations Close: April 7, 2023
- Second Meeting: April 10, 2023
- Third Meeting: April 26, 2023
- Fourth Meeting: May 8, 2023
- Council Selects Name Among Finalists: June 27, 2023

Recommendation



I move to approve the Police-Court Naming Process, approve the creation of a Naming Advisory Ad Hoc Committee with appointments from City Council made at the March 14 business meeting, and Direct the City Manager to open nominations for names.



Naming Process for the Police and Municipal Court Facility

Phase I: Nomination, Outreach, and Collection of Names

1. City will solicit ideas for naming of the new Police and Municipal Court facility.
2. Staff will create an outreach form (electronic and paper versions will be available) with the following:
 - a. Suggested Name
 - b. How is the name significant to the community?
 - c. How is the name significant to the City's Police and/or Municipal Court, if at all?
 - d. Does the name exist anywhere else on municipal property (ex. Does another City building have this name? A park? A street?)
3. The City will achieve public engagement and request suggested names through avenues such as:
 - a. Community Leaders/Groups
 - b. Nearby Businesses or Buildings
 - c. Chamber of Commerce and BIDA
 - d. Police Department staff and visitors
 - e. Municipal Court staff and visitors
 - f. Community members. Will include providing copies of the form at the Police Department and Municipal Court.
 - g. Other, as becomes available.
4. Forms can either be printed and delivered to City Hall, submitted through Engage Bainbridge, or email.

Phase II: Designation of Community Committee to Select Finalist Names

1. The City Council will create a Naming Advisory Committee (NAC). This Committee will be made up by seven individuals who will be selected by each member of the City Council.
2. The role of the committee will be to hold a minimum of four meetings (in compliance with the Open Public Meetings Act) as well as monitor information received through public comment.
 - a. Meeting One: Committee meets and sets roles and responsibilities.
 - b. Meeting Two: Meeting for public feedback
 - c. Meeting Three: Meeting to determine narrow down names.
 - d. Meeting Four: Meeting to develop recommendation of up to 3 finalist names to be presented to the City Council.

The Naming Advisory Committee may add more meetings as they deem necessary. These meetings will be held in the Council Chambers as well as virtually. Additional comments can be made using the City's engagement platforms.

3. At the conclusion of the meetings, the Naming Advisory Committee will determine the finalist names. The Committee may choose up to 3 finalists using the criteria in the City's Naming Policy, adopted as Resolution 2023-01 (scheduled for Council consideration on March 28).

Phase III: Final Selection Process

1. After a list of recommended finalists has been made by the Naming Advisory Committee, staff will present the recommendation of finalist names by the Naming Advisory Committee to the City Council.
2. Based on the findings and recommendation, the City Council, at its discretion, may accept, modify, reject, or remand the recommendation, or may decide that an additional public meeting should be held.
3. When a name has been chosen, a resolution will be prepared by the City's Public Works Director, incorporating the Council's recommendation.
4. Once a name has been officially approved by the City Council, changes should be strongly discouraged.
5. The process should be concluded by July 1 to allow for appropriate signage to be ordered and installed for the opening of the building in the fall.

Proposed Timeline:

Present proposal to Council: February 28, 2023

Council Appointments to the NAC Made: March 14, 2023

Nominations Open: March 1, 2023

First NAC Meeting: March 22, 2023

Nominations Close: April 7, 2023

Second NAC Meeting: April 10, 2023

Third NAC Meeting: April 26, 2023

Fourth NAC Meeting: May 8, 2023

Fifth NAC Meeting*: May 24, 2023

Sixth NAC Meeting*: June 7, 2023

Seventh NAC Meeting*: June 12, 2023

Council Selects Name From Finalists as Determined by the NAC: June 27, 2023

*If Needed



Ad Hoc Committee Formation Request Form

REQUEST DATE: REQUESTED BY:

PROCEDURAL AUTHORITY/GOVERNANCE
MANUAL REFERENCE(S):

NAME OF PROPOSED COMMITTEE:

PURPOSE/SCOPE OF WORK:

SPECIAL TASK DELIVERABLES
(RECOMMENDATIONS, REPORTS, ETC.):

LINK TO CITY COUNCIL/DEPT. WORK PLAN:

REPORTS TO: CITY COUNCIL CITY MANAGER SUNSET DATE:

PUBLIC PARTICIPATION/EDUCATION REQUIRED: YES NO STAFF SUPPORT REQUIRED: YES NO

FORM OF STAFF SUPPORT NEEDED:

CITY MANAGER'S COMMENTS:

MEMBERS:

PROPOSED MOTION:

DATE ACTION TAKEN:



Police-Court Naming Advisory Committee

SCOPE OF WORK

This Committee will be made up by an appointed Committee with each member of the Council nominating one appointee. The committee will:

- Oversee the narrow down the nominations of names for the new Police and Municipal Court Building.
- Hold a minimum of four meetings (covered under the Open Public Meetings Act) as well as receive feedback through public comment.
- The Committee will provide a list of up to 3 names for City Council consideration for the new Police and Municipal Court Building.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:50 PM) Consider Partnership with Bainbridge Island Parks and Trails Foundation Related to a Welcome Pole on the Sound to Olympics Trail and Authorize Spending of up to \$20,000 from the Public Art Subfund - Executive,

SUMMARY: Consider partnership with Bainbridge Island Parks and Trails Foundation to pursue planning for donation of and installation of a welcome pole on the Sound to Olympics Trail and Authorize Spending of up to \$20,000 from the Public Art Subfund. If ongoing work on this project is approved, staff will work with the Parks & Trails Foundation, and return to the Council at a later date with a proposed donation.

The proposed location, as shown on the attached maps, is in the Washington State Department of Transportation right of way near the intersection of Winslow Way and Highway 305.

AGENDA CATEGORY: Discussion

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION: I move to authorize the City Manager to continue to work with the Bainbridge Island Parks and Trails Foundation related to a proposed donation of a Welcome Pole on the Sound to Olympics Trail, and authorize spending of up to \$20,000 from the Public Art Subfund.

COMMUNITY ENGAGEMENT AND OUTREACH: Staff has had several meetings with the Foundation, including one on-site with representatives from the Suquamish Tribe. Staff has also met with the Public Art Committee to describe this process and obtain their feedback and support.

FISCAL IMPACT:

Amount:	\$20,000
Ongoing Cost:	
One-Time Cost:	\$20,000
Included in Current Budget?	No

BACKGROUND: Staff and the Bainbridge Island Parks & Trails Foundation (Foundation) have discussed potential projects for Suquamish Art at the trailhead of the Sound to Olympics Trail (STO). The goal of the project is to introduce, with guidance from Suquamish representatives, art that provides acknowledgement that Bainbridge Island is the ancestral land of the Suquamish people.

Proposal under consideration

- Welcome Pole carved by Suquamish artist to be installed near the intersection of Winslow Way and Highway 305 adjacent to the STO.
- City staff and Parks Foundation staff have discussed the following cost share approach:
 - o Foundation will commission and fund the artwork by raising funds from the community. The current estimate for the purchase of the pole is approximately \$56,000.
 - o The Foundation proposes to make a donation of the commissioned artwork to the City.
 - o The Public Works Director will bring the proposed art to the Council for approval (Per. the proposed update to the Council's donation policy – to be considered March 28)
 - o City to apply and pay for WSDOT permits
 - o City to design installation
 - o City to pay for and manage project to install
- City Council will consider accepting the art Per. City donation policy.
- City Council to consider expenditure from the Public Art Subfund (motion approved by the Public Art Committee to recommend spending up to \$20,000).
- Per Washington State Department of Transportation (WSDOT), an art plan will be required for the STO. Staff also understands that a permit and plan will be required, and that the project is eligible for approval.
- If City funding, and WSDOT permit and plan approved, City staff will work with Parks & Trails Foundation and the artist to solidify details. Staff will be assigned to this project; other work may be delayed to accommodate this new project.

Process used to identify artist and suggested project

- Tribal representatives encouraged the City and Foundation to invite Suquamish Carver Randi Purser to make a proposal for the site. Staff from the City and the Foundation were not involved in identifying the artist.
- The artist proposes to carve a male figure welcome pole to represent Chief Seattle's father, Shweabe. It would complement the pole that is currently under commission and being carved for the Seattle waterfront which will represent his mother, Sholeetsa, who was from the Duwamish Tribe. She will look west toward Suquamish territory. Schweabe will look east across the Sound toward Sholeetsa.
- The artist proposes for this site a 14' pole, to be located near the intersection of Highway 305 and Winslow Way. The exact location is under discussion, but the two under strongest consideration are between the bicycle and pedestrian paths, and where the two paths join (see pictures on page2). The higher location, where the paths join is the preferred location at this time.
- The expected material for the pole is old growth cedar, to be procured by the artist.

ATTACHMENTS:

[Potential locations for a Welcome Pole on the Sound to Olympics Trail](#)

FISCAL DETAILS: With approval, the City will spend up to \$20,000 on permitting and installation from the Public Art Subfund. The Subfund ended 2022 with a balance of \$316,000. The Bainbridge Island Parks & Trails Foundation will do necessary fundraising for the purchase of the Welcome Pole.

Fund Name(s): Other

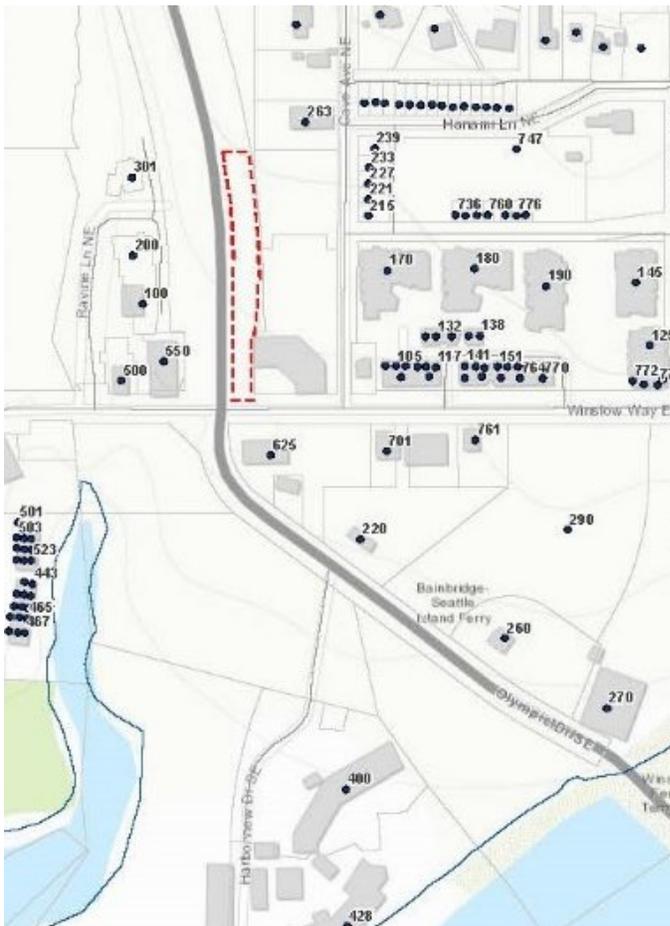
Coding:



CITY OF
BAINBRIDGE ISLAND

Potential locations for a Welcome Pole on the Sound to Olympics Trail

Proposed sites for the Suquamish Carved Pole are shown in red in the images below, with the one to the north favored for its high open location, with good sightlines and visibility from the trailhead, and from all sides for trail users.





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: February 28, 2023

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (8:00 PM) Consider Request to Place Motion Regarding the Housing Action Plan on a Future Council Agenda - Deputy Mayor Quitslund,

SUMMARY: The motion below was introduced for discussion during the City Council meeting on February 14th. It was not considered at that time, and Deputy Mayor Quitslund remarked that it might be introduced at a later date. Deputy Mayor Quitslund requested that the motion be included in a future Council agenda for consideration.

Proposed motion:

Recognizing that the first segment of the City of Bainbridge Island’s Housing Action Plan will be a description of its “overarching aims” and the purposes to be served by specific strategies and actions, I move to refer the following DRAFT statement to the Planning Commission for further review.

DRAFT of a Portion of the Housing Action Plan Purpose Statement,
Expressing the City Council’s Endorsement of the Plan’s Overarching Aims

The Housing Needs Assessment and this Housing Action Plan were undertaken in response to a two-fold obligation, which is also an opportunity to improve Bainbridge Island’s built environment and strengthen the community’s cultural and social fabric. The Growth Management Act obligates us to plan for a certain amount of growth in the population over the next twenty years. Social equity considerations require that we not only plan for but also accommodate housing affordable to all economic segments of the population. The Housing Needs Assessment estimates, on the basis of recent and anticipated population growth, that 2,672 new housing units will be needed by 2044. The Assessment also provides a model of the cumulative housing needs of several economic segments, from very low income to moderate and middle-income households, which the rising real estate market has, for the most part, failed to accommodate. Bainbridge Island’s commitment to diversity, equity, and inclusion requires that we make every effort to meet those needs.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Discussion and potential placement on a future Council agenda.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Requesting inclusion in the Business Meeting agenda on Feb. 28 2023.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

February 21, 2023

MEMO TO: Mayor Brenda Fantroy-Johnson; City Manager Blair King

FROM: Deputy Mayor Jon Quitslund

CC: City Clerk Christine Brown

The motion below was introduced for discussion during the City Council meeting on February 14th. It was not considered at that time, and I remarked that it might be introduced at a later date. I hereby request that the motion be included in the agenda for the Council's Business Meeting on February 28, 2023.

Recognizing that the first segment of the City of Bainbridge Island's *Housing Action Plan* will be a description of its "overarching aims" and the purposes to be served by specific strategies and actions, **I move to refer the following DRAFT statement to the Planning Commission for further review.**

DRAFT of a Portion of the *Housing Action Plan* Purpose Statement,
Expressing the City Council's Endorsement of the *Plan's* Overarching Aims

The *Housing Needs Assessment* and this *Housing Action Plan* were undertaken in response to a two-fold obligation, which is also an opportunity to improve Bainbridge Island's built environment and strengthen the community's cultural and social fabric. The Growth Management Act obligates us to plan for a certain amount of growth in the population over the next twenty years. Social equity considerations require that we not only plan for but also accommodate housing affordable to all economic segments of the population.

The *Housing Needs Assessment* estimates, on the basis of recent and anticipated population growth, that 2,672 new housing units will be needed by 2044. The *Assessment* also provides a model of the cumulative housing needs of several economic segments, from very low income to moderate and middle-income households, which the rising real estate market has, for the most part, failed to accommodate. Bainbridge Island's commitment to diversity, equity, and inclusion requires that we make every effort to meet those needs.