



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JANUARY 12, 2021**

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
[HTTPS://BAINBRIDGEWA.ZOOM.US/J/94939530206](https://bainbridgewa.zoom.us/j/94939530206)
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 949 3953 0206

AGENDA

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
2. **EXECUTIVE SESSION**
 - 2.A **(6:05 PM) Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency,** 30 Minutes
3. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:35 PM**
4. **PUBLIC COMMENT**
 - 4.A **(6:40 PM) Instructions for Providing Public Comment - City Clerk,** 15 Minutes
[Instructions for Providing Public Comment at Remote Meetings.docx](#)
5. **CITY MANAGER'S REPORT - 6:55 PM**
6. **FUTURE COUNCIL AGENDAS**
 - 6.A **(7:00 PM) Future Council Agendas,** 10 Minutes
[January 14 Special City Council Meeting - Executive Session.pdf](#)
[January 19 City Council Study Session.pdf](#)
[January 26 City Council Regular Business Meeting.pdf](#)
[February 2 City Council Study Session.pdf](#)
7. **PRESENTATION(S)**

- 7.A **(7:10 PM) Proclamation Recognizing Dr. Martin Luther King, Jr. Day on January 18, 2021 - Mayor Nassar,** 5 Minutes
MLK Day Bainbridge Island 2021.docx
- 7.B **(7:15 PM) Proclamation Declaring January 2021 as "National Mentoring Month" - Mayor Nassar,** 5 Minutes
Proclamation for National Mentoring Month January 2021.docx
- 7.C **(7:20 PM) Update on Wastewater Treatment Plant Discharge - Public Works,** 15 Minutes

8. UNFINISHED BUSINESS

- 8.A **(7:35 PM) City of Bainbridge Island and Bainbridge Island Metropolitan Park and Recreation District – Trails Interlocal Agreement and Budget Amendment – Public Works,** 15 Minutes
COBI Staff Memo-Trails ILA.docx
COBI - BIMPRD - Trail Sharing ILA.docx
Attachment A - Work Request.docx

9. NEW BUSINESS

- 9.A **(7:50 PM) Ordinance No. 2021-01 Amending Chapter 20.04 BIMC Relating to City Fire Code - Public Works,** 15 Minutes
Fire Code 2021 Slides.pptx
Ordinance No. 2021-01 Updating City Fire Code.docx
UAC Fire Code Memo 050918.pdf
- 9.B **(8:05 PM) Ordinance No. 2021-02 Amending Chapter 13.10 BIMC Relating to Regulation of Fire Hydrants & Water Mains - Public Works,** 10 Minutes
Ordinance No. 2021-02 Ch 13.10 BIMC Fire Hydrants and Water Mains
[For reference only] Clean copy of Ch 13.10 BIMC Fire Hydrants and Water Mains

10. COUNCIL DISCUSSION

- 10.A **(8:15 PM) Food Trucks on City Hall Property - Councilmember Carr,** 10 Minutes

11. CONSENT AGENDA

- 11.A **(8:25 PM) Agenda Bill for Consent Agenda,** 5 Minutes
- 11.B **Accounts Payable and Payroll**
AP Report to Council of Cash Disbursements 12-23-20.pdf
Payroll 12-21-20.pdf
AP Report to Council of Cash Disbursements 01-13-21.pdf
Payroll 1-5-21.pdf

- 11.C **City Council Study Session Minutes, December 1, 2020**
City Council Study Session Minutes, December 1, 2020.pdf
- 11.D **Special City Council Meeting Minutes, December 2, 2020**
Special City Council Meeting Minutes, December 2, 2020.pdf
- 11.E **Special City Council Meeting Minutes, December 3, 2020**
Special City Council Meeting Minutes, December 3, 2020.pdf
- 11.F **Regular Business Meeting Minutes, December 8, 2020**
City Council Regular Business Meeting Minutes, December 8, 2020.pdf
- 11.G **City Council Study Session Minutes, December 15, 2020**
City Council Study Session Minutes, December 15, 2020.pdf
- 11.H **Special Joint City Council and Race Equity Advisory Committee Meeting Minutes, December 16, 2020**
Special Joint City Council and Race Equity Advisory Committee Meeting Minutes, December 16, 2020.pdf
- 11.I **Utility Advisory Committee Recommendations on Small Water Systems and 2021 Work Plan Update, 5 Minutes**
Utility Advisory Committee Water System_Annual Report and 2021 Work.pptx
COBI Water System Memo 102320.pdf
UAC 2020 Annual Report 11-16-20.docx
- 11.J **Ordinance No. 2021-04 Amending BIMC 15.04 Relating to City Building Code - Planning, 5 Minutes**
Ordinance No. 2021-04 Building Code Update
- 11.K **Interlocal Agreement with Kitsap County Sheriff's Office for Mutual Aid and Traffic Safety Task Force - Police, 5 Minutes**
2021-2026 Traffic Task Force ILA.docx
- 11.L **Inter-Agency Agreement with the Washington State Traffic Safety Commission in Support of Multi-jurisdictional Grant-funded High-visibility Emphasis Activities and Target Zero Campaigns - Police, 5 Minutes**
2020-2021 Emphasis Patrols Agreement.pdf

- 12. **COMMITTEE REPORTS - 8:30 PM**
- 13. **FOR THE GOOD OF THE ORDER - 8:35 PM**
- 14. **ADJOURNMENT - 8:45 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.

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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: January 12, 2021

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:05 PM) Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency,

SUMMARY: Hold Executive Session.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Discussion only.

STRATEGIC PRIORITY: Good Governance

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: January 12, 2021

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (6:40 PM) Instructions for Providing Public Comment - City Clerk,

SUMMARY: The attached instructions explain how to provide public comment in a remote Zoom meeting.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Information only.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

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

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

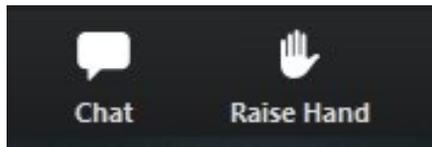
OFFICE OF THE CITY CLERK

SEPTEMBER, 2020

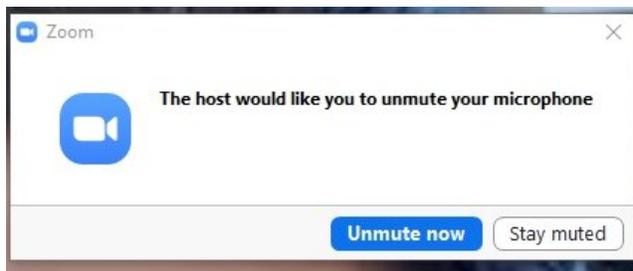
Members of the public are encouraged to submit written public comment to the City Council at any time by emailing Council at council@bainbridgewa.gov or the City Clerk at cityclerk@bainbridgewa.gov. Members of the public who wish to provide public comment during the remote meeting should follow the instructions outlined below.

INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT IN REMOTE MEETINGS

1. Attendees who wish to provide public comment sign in to Zoom with their name.
2. Meeting Chair will indicate when it is time for public comment.
3. Attendee indicates desire to speak by clicking on "Raise Hand" option at the bottom of the screen:



4. Attendee clicks button "Unmute now" after they are called to speak by Meeting Chair.



5. 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.

6. Attendee provides their comment.
7. A timer on the screen will track your time.

8. Stop speaking when the timer reaches the 3-minute mark.
9. Attendee is returned to attendee group, and microphone is muted.
10. As always, public comment is simply received by the Council, with no response.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:00 PM) Future Council Agendas,

SUMMARY: Council will review future Council agendas.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: Discussion.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[January 14 Special City Council Meeting - Executive Session.pdf](#)

[January 19 City Council Study Session.pdf](#)

[January 26 City Council Regular Business Meeting.pdf](#)

[February 2 City Council Study Session.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

**SPECIAL CITY COUNCIL MEETING
THURSDAY, JANUARY 14, 2021**

REMOTE MEETING ON ZOOM

AGENDA

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
2. **EXECUTIVE SESSION**
 - 2.A **(6:05 PM) Pursuant to RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for employment or to review the performance of a public employee. 4 Hours**
3. **ADJOURNMENT - 10:00 PM**

GUIDING PRINCIPLES

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CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL STUDY SESSION
TUESDAY, JANUARY 19, 2021**

REMOTE MEETING ON ZOOM

AGENDA

1. **CALL TO ORDER / ROLL CALL - 6:00 PM**
2. **EXECUTIVE SESSION**
3. **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**
4. **FUTURE COUNCIL AGENDAS**
5. **PRESENTATIONS**
 - 5.A **WSDOT Presentation on the SR305 Adas Will/Port Madison Roundabout Project - Public Works, 30 Minutes**
6. **UNFINISHED BUSINESS**
 - 6.A **Sustainable Transportation Plan Update – Projects and Programs - Public Works, 10 Minutes**
 - 6.B **(x PM) Governance Manual and Expectations for Council Liaisons - Councilmembers Schneider and Pollock, 60 Minutes**
7. **NEW BUSINESS**
 - 7.A **Safe Routes To School Discussion - Public Works, 20 Minutes**
 - 7.B **Review 2020 Citywide Workplan Priorities - Executive, 60 Minutes**
8. **CITY COUNCIL DISCUSSION**
 - 8.A **Economic Recovery Grants - Councilmember Deets, 10 Minutes**

9. FOR THE GOOD OF THE ORDER

10. ADJOURNMENT

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CITY OF
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CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JANUARY 26, 2021

REMOTE MEETING ON ZOOM

AGENDA

1. CALL TO ORDER/ROLL CALL - 6:00 PM
2. EXECUTIVE SESSION
 - 2.A (6:05 PM) Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, 30 Minutes
3. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. PUBLIC COMMENT
5. CITY MANAGER'S REPORT
6. FUTURE COUNCIL AGENDAS
7. PRESENTATION(S)
 - 7.A COVID-19 Update and Community Based Testing Site Update - Executive, 10 Minutes
8. UNFINISHED BUSINESS
 - 8.A COVID-19 Response Summary and Spending 10 Minutes
 - 8.B Resolution No. 2021-02 - Small Water System Policies - Public Works 15 Minutes
9. NEW BUSINESS
 - 9.A Ordinance 2021-03 Joint City Council/Planning Commission Land Use Subcommittee Phase I "Triage" Code Changes, 20 Minutes

Ordinance No 2021-03 Triage Code Updates.docx
Ord 2021-03 Exhibit A.docx
ORD 2020-40 Planning Commission Recorded Motion 121020.pdf
20201029 Planning Commission Workplan for Joint Land Use Subcommittee Recommendations.pdf
20201013_Joint_Land_Use_Subcommittee_Memorandum_Initial_Recommendations_Recovered.pdf
20201013 Joint Land Use Subcommittee Attachment A Table.pdf

- 9.B **(x PM) Ordinance No. 2020-04, Adopting Small Wireless Facility Design Standards** 30 Minutes
Ordinance No. 2020-04, Adopting Small Wireless Facility Design Standards - Public Hearing Draft
- 9.C **(x PM) Ordinance No. 2021 - X, Terminating the Small Wireless Facility Design Standards** 5 Minutes
- 9.D **Water Resource Inventory Area 15 Watershed Restoration and Enhancement Plan - Public Works,**
20 Minutes

10. CONSENT AGENDA

- 10.A **Resolution No. 2021-01 to Update the City Fee Schedule - Finance,** 5 Minutes
- 10.B **Ford 150 Procurement (CIP 00982) - Public Works,** 5 Minutes
- 10.C **Ford 150 Procurement (CIP 00983) - Public Works,** 5 Minutes
- 10.D **Ford 150 Procurement (CIP 01110) - Public Works,** 5 Minutes
- 10.E **Kubota Excavator Procurement - Public Works,** 5 Minutes
- 10.F **Police Vehicles Procurement** 5 Minutes

11. COMMITTEE REPORTS

12. FOR THE GOOD OF THE ORDER

13. ADJOURNMENT

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CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL STUDY SESSION
TUESDAY, FEBRUARY 02, 2021**

REMOTE MEETING ON ZOOM

AGENDA

1. CALL TO ORDER / ROLL CALL - 6:00 PM
2. EXECUTIVE SESSION
3. APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE
4. FUTURE COUNCIL AGENDAS
5. PRESENTATIONS
6. UNFINISHED BUSINESS
 - 6.A **Interim Green Building Program - Planning**, 45 Minutes
 - 6.B **Recommendations and Update from the Climate Change Advisory Committee**, 30 Minutes
7. NEW BUSINESS
8. CITY COUNCIL DISCUSSION
 - 8.A **Police/Court Facility Project Discussion - Councilmembers Pollock and Deets**, 10 Minutes
9. FOR THE GOOD OF THE ORDER
10. ADJOURNMENT

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CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:10 PM) Proclamation Recognizing Dr. Martin Luther King, Jr. Day on January 18, 2021 - Mayor Nassar,

SUMMARY: The attached proclamation recognizes Dr. Martin Luther King, Jr. Day on January 18, 2021. It is one of the annual proclamations that may be signed by the Mayor without further Council action.

AGENDA CATEGORY: Proclamation

PROPOSED BY: City Council

RECOMMENDED MOTION: Presentation only.

STRATEGIC PRIORITY: Healthy and Attractive Community

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[MLK Day Bainbridge Island 2021.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, Recognizing Dr. Martin Luther King, Jr. Day on January 18, 2021.

WHEREAS, the Rev. Dr. Martin Luther King, Jr., who was born on January 15, 1929, dedicated his life to promoting peace, freedom, equality, and justice for all through non-violent means; and

WHEREAS, federal and state legislation has recognized Dr. King's legacy as one of America's outstanding civil rights leaders by adopting his birthdate as a national event on the third Monday of January; and

WHEREAS, on August 28, 1963, Dr. King, as part of the March on Washington, delivered a historic speech at the Lincoln Memorial which called for an end to racism in the United States; and

WHEREAS, Dr. King and the Civil Rights Movement helped change public policy from segregation to integration, resulting in the repeal of the post-Reconstruction era state laws mandating racial segregation in the South known as the "Jim Crow Laws," thereby leading to the passage of the Civil Rights Act of 1964, the Voting Rights Act of 1965, and other antidiscrimination laws aimed at ending economic, legal, and social segregation in America; and

WHEREAS, Dr. King and the Civil Rights Movement helped change public policy from legal and socially acceptable discrimination and segregation to an open and accessible policy of racial integration leading to equal participation and access to primary and higher education, housing, employment, transportation, federal, state, and local governmental elections, and other aspects of public policy relating to human rights; and

WHEREAS, Dr. King stated in his speech, "I say to you today, my friends, though, even though we face the difficulties of today and tomorrow, I still have a dream. It is a dream that one day this nation will rise up, live out the true meaning of its creed: "We hold these truths to be self-evident, that all men are created equal;" and

WHEREAS, Dr. King continued to state in his speech, "This will be the day when all God's children will be able to sing with new meaning. "My country, 'tis of thee, sweet land of liberty, of thee I sing. Land where my fathers died, land of the pilgrim's pride, from every mountainside, let freedom ring." And if America is to be a great nation, this must become true;" and

WHEREAS, Dr. King believed that service was "the soul's highest purpose," and was the path to happiness, greatness and God; and

WHEREAS, Dr. King once said, "Life's most persistent and urgent question is: 'What are you doing for others?'" Americans across the country will answer that question by coming together to honor Dr. King by helping their neighbors and communities through thousands of service projects spread across all 50 states; and

WHEREAS, Bainbridge Island residents are encouraged to observe the holiday not only by reflecting on Dr. King's legacy but also by actively serving others; and

WHEREAS, national and international events teach us the unfortunate lesson that the age of violence and hatred has not passed, and that now as much as at any time Dr. King's message of non-violence should be celebrated.

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, on behalf of the City Council do hereby proclaim Monday, January 18, 2021, as

DR. MARTIN LUTHER KING, JR. DAY

in the city of Bainbridge Island, Washington in recognition of his birth, life, and death, and ask everyone to celebrate this day by continuing to live Dr. King's dream daily, respecting all others regardless of their race, color or creed.

Signed this 12th day of January, 2021

Rasham Nassar, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:15 PM) Proclamation Declaring January 2021 as "National Mentoring Month" - Mayor Nassar,

SUMMARY: The attached proclamation declares January 2021 as National Mentoring Month.

AGENDA CATEGORY: Proclamation

PROPOSED BY: City Council

RECOMMENDED MOTION: I move to authorize the Mayor to sign the proclamation declaring January 2021 as "National Mentoring Month."

STRATEGIC PRIORITY: Healthy and Attractive Community

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Proclamation for National Mentoring Month January 2021.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring January 2021 as “National Mentoring Month.”

WHEREAS, the City of Bainbridge Island honors caring adult mentors who support young people by showing up for them every day and demonstrating their commitment to helping them thrive; and

WHEREAS, mentoring programs make our communities and our state stronger; and

WHEREAS, quality mentoring promotes healthy relationships and communication, positive self-esteem and growth of a young person; and

WHEREAS, students who meet regularly with their mentors are more than 52 percent less likely than their peers to skip a day of school and youth who face an opportunity gap but have a mentor are 55 percent more likely to be enrolled in college than those who did not have a mentor; and

WHEREAS, youth who meet regularly with their mentors are 46 percent less likely than their peers to start using drugs and 27 percent less likely to start drinking; and

WHEREAS, two-thirds of adults consider it highly important for young people to have mentors and that same population estimates that only a quarter of youth have the mentors they need; and

WHEREAS, nearly 9 in 10 feel that more mentoring is needed in our country; and

WHEREAS, research shows that 44 percent of adults are not yet mentoring but are willing to consider it and mentoring is poised for growth. 18- to 29-year-olds are more than twice as likely to cite having had a mentor in their childhood than those over 50; and

WHEREAS, almost half of today’s young adults report having a mentor in their youth and those rates appear to have been rising steadily over the past several decades, and

WHEREAS, National Mentoring Month is the time of year where engagement from community members interested in becoming a mentor is highest and an opportunity to celebrate, elevate, and encourage mentoring in communities across the country;

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim January 2021, as “National Mentoring Month” in the City of Bainbridge Island.

DATED this 12th day of January, 2021

Rasham Nassar, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:20 PM) Update on Wastewater Treatment Plant Discharge - Public Works,

SUMMARY: Public Works Director Wierzbicki will provide an update on the recent discharge from the Wastewater Treatment Plant.

AGENDA CATEGORY: Discussion

PROPOSED BY: Public Works

RECOMMENDED MOTION: Information only.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

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

BACKGROUND: Over the weekend of January 2nd and 3rd, approximately 250,000 gallons of partially treated effluent was discharged from the City’s Wastewater Treatment Plant outfall into the Puget Sound, east of Wing Point. The discharge occurred due to heavy rainfall that exceeded the plant’s capability to fully treat the wastewater. An on-call staff technician became aware of the incident through an alarm on the system. City staff was able to stop the discharge by reconfiguring the plant to increase capacity. The City immediately notified the Kitsap Public Health District about the discharge. As a precaution, the Health District issued a no-contact advisory for Eagle Harbor through January 8th.

City staff will present a briefing to the City Council at their regular meeting of January 12th, providing an overview of the conditions and decision-making that led to the discharge, and corrective actions that will be taken to prevent such a discharge in the future.

ATTACHMENTS:

FISCAL DETAILS: N/A

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:35 PM) City of Bainbridge Island and Bainbridge Island Metropolitan Park and Recreation District – Trails Interlocal Agreement and Budget Amendment – Public Works,

SUMMARY: The Interlocal Agreement between the City of Bainbridge Island and the Bainbridge Island Metropolitan Park and Recreation District was developed to facilitate the sharing of resources between the agencies for the purposes of designing, constructing, and maintaining trails on City property and/or providing other maintenance activities.

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION: I move to forward for consideration of approval as part of the January 26, 2021 consent agenda the City of Bainbridge Island and Bainbridge Island Metropolitan Park and Recreation District Interlocal Agreement for shared services, in substantially the form as included with this agenda item, and to authorize an accompanying General Fund budget amendment in the amount of \$20,000 for trail construction and maintenance and other activities related to the Interlocal Agreement.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

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

BACKGROUND: Following up on the discussion with the City Council in 2020, both the City and the Park District desire to work together to plan, build, and maintain recreational trails on City property. The proposed Interlocal Agreement between the City of Bainbridge Island and the Bainbridge Island Metropolitan Park and Recreation District (made under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW) is intended to facilitate that partnership through the sharing of resources. The partnership will create efficiencies in performing certain trail construction and maintenance activities, native planting and shoreline restoration, landscaping, mowing, weeding, and other similar operations and functions. The Agreement was approved by the Parks Board in December 2020.

While the agreement is intended to be budget neutral, it is unclear at this time whether each of the parties will be able to perform work of equal value. That said, the staff is recommending a General Fund budget

amendment in the amount of \$20,000 to be associated with the work of the ILA, and the staff will provide annual (or bi-annual) report on the status of the work received and/or performed.

Additional details on the ILA and the proposed expenditures can be found in the attached memo.

ATTACHMENTS:

[COBI Staff Memo-Trails ILA.docx](#)

[COBI - BIMPRD - Trail Sharing ILA.docx](#)

[Attachment A - Work Request.docx](#)

FISCAL DETAILS: A General Fund budget amendment of \$20,000 is proposed.

Fund Name(s): General Fund

Coding:



CITY OF
BAINBRIDGE ISLAND

Staff Memorandum

Date: December 29, 2020

Subject: Interlocal Agreement for Trail Construction, Trail Maintenance, and Other Services between the City of Bainbridge Island and Bainbridge Island Metro Park & Recreation District

By: Mark Epstein, Engineering Project Manager

The purpose of this Memorandum is to clarify assumptions and expectations of both the Bainbridge Island Metro Park & Recreation District (Parks) and the City of Bainbridge Island (City) to construct trails within City properties and rights-of-way, and for other services requested by one party from the other party through an Interlocal Agreement (Agreement).

A. Background

Throughout 2019 and 2020, Parks staff and City staff met regularly to discuss ways the two organizations could better serve island residents and to find efficiencies in resource allocation to achieve shared goals. With the assistance of Parks Foundation staff, we produced a map identifying existing and desired trails throughout the island, and identified key corridors and unopened rights-of-way where improvements could produce important connections to the active transportation system.

The City does not currently have the capacity to build identified trail connections that are on City property or within City right-of-way. Parks staff is better equipped and staffed to build and maintain trails more promptly and efficiently. This Agreement will allow the City and Parks to collaborate on trail construction and maintenance primarily, but it also allows the City to provide services to Parks that are more efficiently performed by the City.

The Agreement provides a process for each organization to request services from the other. The receiving party will estimate the cost for each work request and services will be provided at the discretion and schedule of the receiving party. The requesting party will compensate the receiving party for the services provided. The Agreement will expire in five years unless renewed prior to expiration.

B. Initial Trails for Construction

Parks and City staff identified the following City properties (or right-of-way) for potential trail construction in 2021:

- Planning and public engagement for Lost Valley trails;
- Lovgreen Rd to Day Rd;
- Wardwell Rd. (from northern terminus to Meigs Park);

C. Potential Services to be Provided

By Parks: trail construction; trail maintenance; mitigation planting and maintenance; and native plant and shoreline restoration.

By the City: stormwater catch-basin cleaning and roadside mowing.

The above-listed services are not exhaustive and other services may be provided as agreed by both parties per the terms of the Agreement.

D. General Assumptions

1. Trails will meet or exceed the most current City Design & Construction Standards for Connecting Pathways.
2. Trails shall meet requirements of the Americans with Disabilities Act (ADA) wherever practicable.
3. Trails and construction limits of work will be located entirely within the City property lines or rights-of-way.
4. Stormwater detention/flow control will utilize Low Impact Development best practices wherever practicable.
5. The City will be responsible for site investigation reports, community outreach, and permitting required for trail construction on City properties.

End of Memorandum

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF BAINBRIDGE ISLAND AND
THE BAINBRIDGE ISLAND METROPOLITAN PARK AND RECREATION
DISTRICT FOR SHARED SERVICES**

THIS INTERLOCAL AGREEMENT is entered into between the City of Bainbridge Island, a Washington State municipal corporation, (“City”), and the Bainbridge Island Metropolitan Park and Recreation District, a Washington State municipal corporation, (“District”).

RECITALS

WHEREAS, the District may from time to time find it advantageous or desirable to ask the City to perform certain public works projects or to provide certain supplies or materials unrelated to a public works project; and

WHEREAS, the District and City desire to work together to plan, build, and maintain recreational trails on City property; and

WHEREAS, both organizations will benefit from cooperation in public works projects, use of certain specialized equipment, and procurement of certain supplies or materials unrelated to a public works project in this manner; and

WHEREAS, this Agreement is being made in order to more efficiently provide for the performance of certain trail construction and maintenance, native plant and shoreline restoration, landscaping, mowing, weeding, and other similar operations and functions; and

WHEREAS, this Agreement is made under the authority of the Interlocal Cooperation Act, Chapter 39.34 RCW.

AGREEMENT

NOW, THEREFORE, it is agreed by and between the City and the District (each a “Party” and collectively “the Parties”) as follows:

1. PURPOSES OF AGREEMENT

The purposes of this Agreement are those set forth in the above Recitals, which are incorporated herein by this reference.

2. SERVICES PROVIDED BY THE CITY

A. Services provided by the City may include, but are not limited to, the following: preliminary surveying; geotechnical or other pre-design investigations; community engagement; permit application and acquisition; right-of-way acquisition; and obtaining temporary construction easements.

B. The City may not perform any work, within the meaning of RCW 35.61.135(1), for the District with an estimated cost of more than \$20,000, except when an exemption to the requirements of RCW 35.61.135 applies.

C. The City may not sell any materials, supplies, or equipment to the District under this Agreement, except when an exemption to the requirements of RCW 35.61.135 applies.

D. The City may not provide any architectural and engineering services, within the meaning of RCW 39.80.020(5), to the District, except when an exemption to the requirements of Chapter 39.80 RCW applies.

3. SERVICES PROVIDED BY THE DISTRICT

A. Services provided by the District may include, but are not limited to, the following: trail construction; trail maintenance; mitigation planting and maintenance; and native plant and shoreline restoration.

B. The District may not perform any public work, within the meaning of RCW 39.04.010, for the City with an estimated cost of more than \$116,155, if more than one craft or trade is involved, or \$75,500, if a single craft or trade is involved, except when an exemption to the requirements of RCW 35.23.352 applies.

C. The District may not sell any materials, supplies, or equipment unrelated to a public works project to the City under this Agreement, except as needed to respond to an emergency.

D. The District may not provide any architectural and engineering services, within the meaning of RCW 39.80.020(5), to the City, except when an exemption to the requirements of Chapter 39.80 RCW applies.

4. TERM AND TERMINATION

A. This Agreement shall become effective upon execution by the Parties and shall continue in full force and effect for five (5) years, unless terminated earlier as provided below.

B. Either Party may terminate this Agreement at any time for any or no reason by delivering written notice to the other Party at least sixty (60) calendar days in advance of the date of termination. Notice shall be achieved under the terms stated in Section 12 of this Agreement. In the event of termination, each Party shall be compensated for costs incurred and services rendered through the date of termination.

5. REQUEST FOR SERVICES BY EITHER PARTY

To request services, the Party making the request (“the Requesting Party”) shall make a request of the other Party (“the Receiving Party”) through a form supplied by the City. **Attachment A** to this Agreement contains a sample request form, which the City may modify at its sole discretion.

6. REVIEW OF REQUEST FOR SERVICES

A. Upon receipt of a request for services, the Receiving Party shall review the request to determine whether it has available staff and equipment to fulfill the request. The Receiving Party shall have sole and final decision-making authority to determine whether it has available staff and equipment to fulfill the request.

B. If the Receiving Party determines that it has available staff and equipment to fulfill the request, then it will perform the requested services in the time and manner convenient to the receiving Party and in the manner specified in the request for services.

C. If the Receiving Party determines that it does not have available staff and equipment to fulfill the request, then it shall provide written notice to the Requesting Party that the request cannot be fulfilled at that time.

D. If the Receiving Party notifies the Requesting Party that a request cannot be fulfilled at that time, the Parties agree to consider a later time/date to perform the requested work/project if the work is not time sensitive.

E. The Parties expressly recognize that the Receiving Party shall never be obligated to fulfill requests for service where doing so would negatively impact the ability of the Receiving Party to perform its normal operations.

7. DISTRICT EMPLOYEES

District employees fulfilling requests from the City under this Agreement remain employees of the District at all times and shall perform the work requested under the sole supervision of the District.

8. CITY EMPLOYEES

City employees assigned to public works projects pursuant to this Agreement remain employees of the City at all times and shall perform the work requested under the sole supervision of the City.

9. FINANCIAL RESPONSIBILITY

Except as may be otherwise set forth in this Agreement, the Requesting Party shall be solely responsible for all costs pertaining to services requested under this Agreement and shall be responsible for administration of all grant funds, if any, related to the project. In addition, the

Requesting Party shall be solely responsible for all costs pertaining to the use of certain specialized equipment or the provision of certain supplies or materials unrelated to a public works project under this Agreement. The cooperative undertakings of the Parties shall be financed as provided herein. Each Party shall separately establish and maintain a budget for its own functions.

10. PAYMENT

The Requesting Party shall pay the Receiving Party for all costs of direct and indirect labor (including fringe benefits), administration, equipment rental, materials, and supplies provided when fulfilling a request under this Agreement. Following fulfillment of a request, the Receiving Party shall submit a written invoice to the Requesting Party. The Requesting Party shall pay all invoices by mailing a check to the address specified in Section 12 of this Agreement within sixty (60) calendar days of receipt of a proper invoice from the Receiving Party. The Receiving Party shall maintain time and expense records and provide them to the Requesting Party upon request.

11. CHOICE OF LAW; VENUE; FEES

This Agreement shall be governed by the laws of the State of Washington, both as to interpretation and performance. Any action at law, suit in equity, or other judicial proceeding for the enforcement of this Agreement shall be instituted in a court of competent jurisdiction in Kitsap County, Washington. In any legal action arising out of this Agreement, the substantially prevailing Party, as determined by the court, shall be entitled to recover its costs and reasonable attorney fees from the other Party.

This Section 11 shall survive termination of this Agreement.

12. NOTICES

All notices and other written communications required by this Agreement shall be in writing and, except as expressly provided elsewhere in this Agreement, shall be deemed delivered upon personal delivery, or at the time of mailing, if mailed by first class US Mail, postage pre-paid, addressed to the Party at the address provided below, or at such address as a Party may designate at any time in writing:

To the District: Dan Hamlin (or successor)
 Park Services Division Director
 7666 NE High School Road
 Bainbridge Is., WA 98110-1812
 (206) 245-7385

To the City: Dave Marquis (or successor)
 Public Works Supervisor
 7305 NE Hidden Cove Road
 Bainbridge Is., WA 98110-1812
 (206) 780-3587

13. NONDISCRIMINATION

Neither Party in the performance of this Agreement shall discriminate against any person on the basis of race, color, creed, religion, national origin, age, sex, marital status, sexual orientation, gender identity, veteran status, disability, or other circumstance prohibited by federal, state, or local law. The Parties shall comply with Title VI of the Civil Rights Act of 1964, P.L. 88 354 and Americans with Disabilities Act of 1990.

14. SEVERABILITY

If any provision of this Agreement is determined to be illegal, invalid or unconstitutional by any court or agency of competent jurisdiction, such determination shall have no effect on the validity of any other provision of this Agreement, and thereafter the remainder of this Agreement will remain in full force and effect.

15. COMPLETE AGREEMENT AND MODIFICATION

This Agreement represents the entire agreement of the Parties. No change, termination, or attempted waiver of any of the provisions of this Agreement shall be binding on either of the Parties unless executed in writing by authorized representatives of the Parties. This Agreement shall not be modified, supplemented, or otherwise affected by the course of dealing between the Parties.

16. INSURANCE

A. The City shall maintain in full force throughout the duration of this Agreement comprehensive general liability insurance with a minimum coverage of \$1,000,000 per occurrence, \$2,000,000 aggregate, for personal injury and property damage, and name the District as an additional insured thereon. This requirement shall be deemed satisfied by evidence of the City's membership in a municipal self-insurance pool, along with evidence of limits of coverage, exclusions, and limits of liability satisfactory to the District.

B. The District shall maintain in full force throughout the duration of this Agreement comprehensive general liability insurance with a minimum coverage of \$1,000,000 per occurrence, \$2,000,000 aggregate, for personal injury and property damage, and name the City as an additional insured thereon. This requirement shall be deemed satisfied by evidence of the District's membership in a municipal self-insurance pool, along with evidence of limits of coverage, exclusions, and limits of liability satisfactory to the City.

17. HOLD HARMLESS

A. The City shall defend, indemnify and hold harmless at the City's sole expense, the District, and the District's elected and appointed officials, officers, employees, volunteers, and agents, from and against any and all claims, actions, demands, losses, damages, liabilities and costs, including, but not limited to, attorney's fees and litigation costs, arising out of the performance of the City under this Agreement, whether the demand, loss or claim is due to the

negligence of the City or the City's elected and appointed officials, officers, employees, volunteers, or agents, except that in no event shall the City be liable for injury or damages to the extent caused by the negligence or willful misconduct of the District, its elected or appointed officials, officers, employees, volunteers or agents.

B. The District shall defend, indemnify and hold harmless at the District's sole expense, the City, and the City's elected and appointed officials, officers employees, volunteers, and agents, from and against any and all claims, actions, demands, losses, damages, liabilities and costs, including, but not limited to, attorney's fees and litigation costs, arising out of the District's performance under this Agreement, whether the demand, loss or claim is due to the negligence of the District or the District's elected and appointed officials, officers, employees, volunteers, or agents, except that in no event shall the District be liable for injury or damages to the extent caused by the negligence or willful misconduct of the City or the City's elected or appointed officials, officers, employees, volunteers, or agents.

This Section 17 shall survive termination of this Agreement.

18. WAIVER

Neither the waiver by either of the Parties hereto of a breach of or a default under any of the provisions of this Agreement, nor the failure of either of the Parties, on one or more occasions, to enforce any of the provisions of this Agreement or to exercise any right or privilege hereunder will thereafter be construed as a waiver of any subsequent breach or default of a similar nature, or as a waiver of any such provisions, rights or privileges hereunder.

19. FORCE MAJEURE

Nonperformance by a Party, other than payment of any amount due hereunder, shall not operate as a default under or breach of this Agreement to the extent and for so long as any such nonperformance is due to: strikes or other labor disputes; prevention or prohibition by law; the loss or injury to products in transit; an Act of God; or war or other cause beyond the control of such Party.

20. ASSIGNMENT

The rights, duties, and obligations of either Party may not be assigned, in whole or in part, to any third party without the prior written consent of the other Party.

21. COUNTERPARTS

This Agreement may be executed in any number of counterparts or, if mutually agreeable to the undersigned authorized signatories for the Parties, through the exchange by facsimile or other electronic means of duly-signed duplicates hereof, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

22. SECTIONS AND HEADINGS

The division of this Agreement into sections and subsections and the insertion of headings are for convenience of reference only and do not affect the interpretation of this Agreement. Unless otherwise indicated, references in this Agreement to a section, subsection, or attachment are to the specified section, subsection, or attachment to this Agreement.

23. NO THIRD-PARTY RIGHTS

Except as expressly provided herein, nothing in this Agreement shall be construed to permit anyone other than the Parties hereto and their successors and assigns to rely upon the covenants and agreements herein contained nor to give any such third party a cause of action (as a third-party beneficiary or otherwise) on account of any nonperformance hereunder.

24. PUBLIC RECORDS

A. Each Party shall be responsible for retaining public records it or its officers, employees, agents, or volunteers prepare, own, use, or retain under this Agreement in accordance with applicable records retention schedules.

B. All requests for public records under Chapter 42.56 RCW shall be handled by the Party receiving the request in accordance with that Party's own policies and state law. Any liability, damages, causes of action, or claims in connection with a public records request are the sole responsibility of the Party receiving the request.

25. INTERLOCAL COOPERATION ACT COMPLIANCE

This Agreement shall be listed by subject on the City's website or other electronically retrievable public source, pursuant to RCW 39.34.040. This Agreement does not establish or create a separate or joint board or any separate legal or administrative entity. To the extent that RCW 39.34.030(4) requires that an administrator be named to this Agreement, the City Manager shall be the Administrator. No joint real or personal property shall be acquired, held, or disposed of under this Agreement. Any real or personal property used in the joint or cooperative undertaking shall be considered to be and remain the property of the Requesting Party.

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

CITY OF BAINBRIDGE ISLAND

BAINBRIDGE ISLAND METROPOLITAN
PARK AND RECREATION DISTRICT

Date: _____

Date: _____

By: _____

By: _____

Ellen Schroer, Interim City Manager

Terry Lande, Executive Director

ATTACHMENT "A"

REQUEST AND AGREEMENT FOR WORK, EQUIPMENT, AND/OR MATERIALS AND SUPPLIES

The undersigned (Requesting Party) hereby requests that the

- City of Bainbridge Island
- Bainbridge Island Metro Park and Recreation District

(Receiving Party) perform the following described project and/or provide the following described supplies and materials to the agency shown below. It is understood that this request will be completed at the convenience of the Receiving Party and that the Requesting Party will reimburse all costs to the Receiving Party.

DESCRIPTION OF WORK, EQUIPMENT, AND/OR MATERIALS AND SUPPLIES REQUESTED:

Estimate Attached: Yes No

Projected Completion Date: _____

Total Cost Not to Exceed \$ _____

The undersigned certifies that sufficient budgeted funds are available to cover the cost of the requested work, equipment, and/or supplies and materials, and that payment to the Receiving Party will be made per the terms of the Interlocal Agreement.

Requesting Party: _____

Name (Please Print): _____

Title (Please Print): _____

Phone: _____ Email: _____

Signature: _____ Date: _____

Action of Receiving Party:

Name (Please Print): _____

Title (Please Print): _____

Phone: _____ Email: _____

Signature: _____ Date: _____



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:50 PM) Ordinance No. 2021-01 Amending Chapter 20.04 BIMC Relating to City Fire Code - Public Works,

SUMMARY: Ordinance No. 2021-01 amending Chapter 20.04 BIMC is necessary to be in compliance with recent changes to the Washington State Fire Code. Those changes include updating certain provisions and implementing other provisions that address recommendations made by the Utility Advisory Committee on fire flow and fire hydrants.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Public Works

RECOMMENDED MOTION: I move to forward Ordinance No. 2021-01 for consideration of approval with the January 26, 2021 consent agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

| | |
|------------------------------------|-----|
| Amount: | N/A |
| Ongoing Cost: | |
| One-Time Cost: | |
| Included in Current Budget? | |

BACKGROUND: Every 3 to 5 years, the State of Washington updates the State-adopted Fire Code. The updated code is required to be reflected at the local level as well as providing an opportunity for localities to include modified local code updates. During this adoption cycle, a number of minor grammatical changes as well as several language clarifications and general clean-up are being proposed to provide for clarity and ease of use.

In addition, the Bainbridge Island Fire Department, City Public Works Department, and the Utility Advisory Committee (UAC) have agreed on a number of revisions pertaining to fire flow and fire hydrants. These provisions address the recommendations made by the UAC in their memo to the City Council dated May 9, 2018 (attached) and represent the substantive changes being proposed in this ordinance. A brief summary of those changes are as follows:

- Clarification of fire flow requirements for one and two-family dwellings;
- A simplified method of applying the fire flow requirements for new development and standards that are sensitive to the limitations of small water systems, and that where possible, match the standards applied in the remainder of Kitsap County;
- Clarification of water line requirements for City-owned and other public or private water systems; and
- Initiating a map of water infrastructure (public and private).

ATTACHMENTS:

[Fire Code 2021 Slides.pptx](#)

[Ordinance No. 2021-01 Updating City Fire Code.docx](#)

[UAC Fire Code Memo 050918.pdf](#)

FISCAL DETAILS: N/A

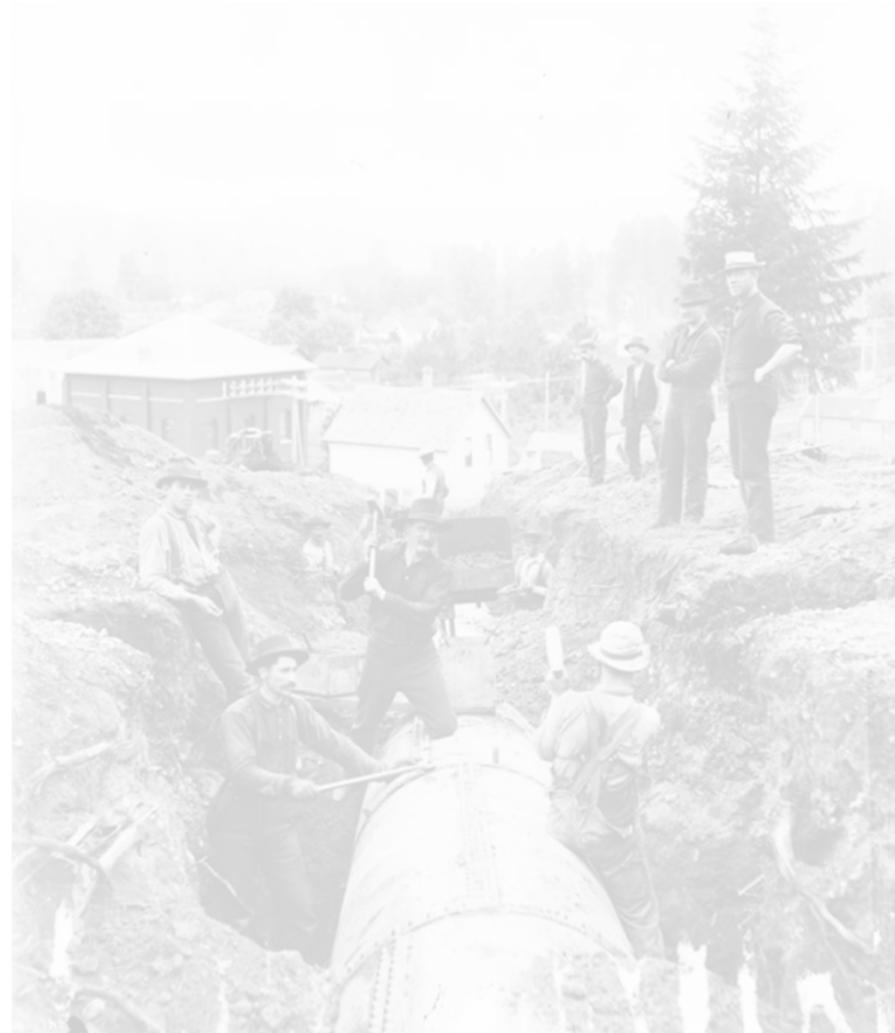
Fund Name(s):

Coding:

City Fire Code Update

Ordinance No. 2021-01

January 12, 2021



City Fire Code located in BIMC Title 20

Updated in conjunction with State Building Code Council adoption of State Fire Code ~ every 3 years

Washington State adopts latest edition of International Fire Code published by the International Code Council

Previous recent updates by City Council to correspond with State adoptions:

- 2010 (IFC 2009 ed.)
- 2013 (IFC 2012 ed.)
- 2016 (IFC 2015 ed.)



City Fire Code Update Objective 1:

- Reflect new edition (2018) adopted by the State of Washington (goes into effect February 1st, 2021)
- Correlate, clarifications, and clean up of existing language
- Provide new section to allow fire protection system maintenance companies to submit annual inspection reports directly to Fire Marshal's Office



City Fire Code Update Objective 2:

- Address Utility Advisory Committee recommendations on fire flow and fire hydrants
- Significant modifications to provide clarity and ease of use
- Changes reviewed and supported by Utility Advisory Committee



City Fire Code Update Objective 2 (cont'd):

- Clarifies differences between City-owned water systems and other public and/or private-owned water systems providing fire flow
- Standardizes basic system requirements for fire flow delivery
- Clarifies and simplifies application of fire flow requirements.



Questions / Discussion



City Fire Code Update Ordinance 2021-01
January 12, 2021



ORDINANCE NO. 2021-01

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to the fire code; amending Sections 20.04.010, 20.04.030, 20.04.040, 20.04.050, 20.04.080, 20.04.090, 20.04.100, 20.04.110, 20.04.140; adding a new Section 20.04.095; and repealing Section 20.04.120 of the Bainbridge Island Municipal Code.

WHEREAS, the Washington State Building Code Council amended and adopted the 2018 International Fire Code; and

WHEREAS, the City of Bainbridge Island is required by Chapter 19.27 RCW to adopt provisions of the fire code and related regulations as adopted by the Washington State Building Code Council; and

WHEREAS, pursuant to Chapter 51-50 WAC, this new code becomes effective February 1, 2021; and

WHEREAS, the Bainbridge Island Fire Department has worked with the City’s Public Works Department and the Utility Advisory Committee to address recommendations related to fire flow and fire hydrant requirements; and

WHEREAS, the City Council desires to further amend the City’s fire code provisions in Chapter 20.04 of the Bainbridge Island Municipal Code, as recommended by the Bainbridge Island Fire Department.

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

Section 1. Section 20.04.010 of the Bainbridge Island Municipal Code (“BIMC”) is hereby amended to read as follows:

20.04.010 Code adopted by reference.

The following codes are adopted by reference subject to the amendments set forth in BIMC 20.04.010 through 20.04.140:

- A. The International Fire Code, ~~2015~~ 2018 Edition, published by the International Code Council, and as amended as set forth in Chapter 51-54A WAC, and adopted by the State Building Code Council, with the addition of the following appendices:
Appendix B (Fire Flow Requirements) as amended in BIMC 20.04.110, ~~Appendix C (Fire Hydrant Locations and Distribution) as amended in BIMC 20.04.120,~~ Appendix D (Fire Apparatus Access Roads) as amended in BIMC 20.04.130, Appendix E (Hazard Categories), Appendix F (Hazard Ranking), Appendix G (Cryogenic Fluids –

Weight and Volume Equivalents), Appendix H (Hazardous Materials Management Plan (HMMP), and ~~Appendix N (2015 Wildland and Urban Interface Code) as amended in BIMC 20.04.140, and~~ Hazardous Materials Inventory Statement (HMIS) Instructions), and Appendix I (Fire Protection Systems-Noncompliant Conditions) (the “International Fire Code”).

- B. The International Wildland Urban Interface Code, 2018 Edition, as published by the International Code Council, and as amended as set forth in Chapter 51-54A WAC, and adopted by the State Building Code Council, as amended in BIMC 20.04.140.

Section 2. BIMC 20.04.030 is hereby amended to read as follows:

20.04.030 Amendments to Section ~~108~~ 109.

Section ~~108~~ 109 of the International Fire Code is amended to read as follows:

SECTION ~~108~~ 109

~~108.1~~ 109.1 Appeals.

- A. General. Except for civil infractions, misdemeanors and civil penalties imposed pursuant to BIMC 20.04.040, the fire chief of the Bainbridge Island Fire Department and city hearing examiner shall have the authority to hear and decide appeals of orders, decisions and/or determinations made by the fire code official relative to the application and interpretation of the city fire code.
- B. Review by Fire Chief. A person or entity that is directly affected by an order, decision and/or determination made by the fire code official may request that the fire chief review said order, decision and/or determination. Any request for review must be submitted to the fire chief within 14 calendar days of issuance of the order, decision and/or determination. The request shall state the grounds for the review and shall be filed with the fire chief. If no such request for review is filed within the required timeline, the order, decision and/or determination of the fire code official shall be final.
- C. Appeal. The decision of the fire chief regarding any request for review may be appealed to the city hearing examiner within 14 calendar days of issuance of said decision. The appeal must be filed with the city clerk and in accordance with

BIMC 2.16.020R. The appeal shall be considered in accordance with the process set forth in BIMC 2.16.020R. If no such appeal is filed within the required timeline, the decision of the fire chief shall be final.

- D. Limitations on Authority. An application for appeal shall be based on a claim that the true intent of the city fire code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of the city fire code do not fully apply or an equally good or better form of construction is proposed. The fire chief and/or hearing examiner shall have no authority to waive requirements of this code.
- E. Conflict. In the event and to the extent the language of this section conflicts with language of the codes and/or appendices adopted by reference in BIMC 20.04.010, the language of this section shall prevail over the language it conflicts with in any said code and/or appendix.

Section 3. BIMC 20.04.040 is hereby amended to read as follows:

20.04.040 Amendments to Section ~~109~~ 110.

Section ~~109~~ 110 of the International Fire Code is amended to read as follows:

SECTION ~~109~~ 110

VIOLATIONS

~~109.1~~ 110.1 Unlawful ~~a~~Acts. It shall be unlawful for a person, firm or corporation to erect, construct, alter, repair, remove, demolish or utilize a building, occupancy, premises or system regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

~~109.2~~ 110.2 Owner/~~e~~Occupant ~~r~~Responsibility. Correction and abatement of violations of this code shall be the responsibility of the owner or the owner's authorized agent. If an occupant creates, or allows to be created, hazardous conditions in violation of this code, the occupant shall be held responsible for the abatement of such hazardous conditions.

~~109.3~~ 110.3 Notice of ~~v~~Violation. When the fire code official (or designee) finds a building, premises, vehicle, storage facility or outdoor area that is in violation of this code, the fire code official (or designee) is authorized to prepare a written notice of violation

describing the conditions deemed unsafe and where compliance is not immediate, specifying a time for reinspection.

~~109.3.1~~ 110.3.1 Service. A notice of violation issued pursuant to this code shall be served upon the owner, operator, occupant, or other person responsible for the condition or violation, either by personal service, mail, or by delivering the same to, and leaving it with, some person of responsibility upon the premises. For unattended or abandoned locations, a copy of such notice of violation shall be posted on the premises in a conspicuous place and the notice of violation shall be mailed by certified mail with return receipt requested or a certificate of mailing, to the last known address of the owner, occupant or both.

~~109.3.2~~ 110.3.2 Compliance with ~~o~~Orders and ~~n~~Notices. A notice of violation issued or served as provided by this code shall be complied with by the owner, the owner's authorized agent, operator, occupant or other person responsible for the condition or violation to which the notice of violation pertains.

~~109.3.3~~ 110.3.3 Prosecution of ~~v~~Violations. If the notice of violation is not complied with promptly, the fire code official is authorized to request the city code enforcement official or prosecutor to institute the appropriate legal proceedings at law or in equity to restrain, correct or abate such violation or to require removal or termination of the unlawful occupancy of the structure in violation of the provisions of the city fire code or of the order or direction made pursuant hereto.

~~109.3.4~~ 110.3.4 Unauthorized ~~t~~Tampering. Signs, tags or seals posted or affixed by the fire code official shall not be mutilated, destroyed or tampered with or removed without authorization from the fire code official. Any mutilation, destruction, tampering or removal of said signs, tags, and/or seals is unlawful and a violation of the city fire code.

~~109.4~~ 110.4 Violation ~~p~~Penalties.

- A. Civil Infraction. Except as provided in subsection B of this section, conduct made unlawful by the city fire code shall constitute a civil infraction and is subject to enforcement and fines as provided in BIMC 1.26.035, including payment of a fine of not more than five hundred dollars (\$500.00) per violation for each day of noncompliance and payment of court costs. A civil infraction under this section shall be processed in the manner set forth in BIMC Chapter 1.26. Enforcement of this code and the imposition of penalties for violations of this code shall be by the Fire Code Official as provided for in BIMC Chapter 1.26.

- B. Misdemeanor. Any person who again violates this section within twelve (12) months after receiving a notice of infraction pursuant to subsection A of this section, commits a misdemeanor and any person who is convicted thereof shall be punished as provided in BIMC 1.24.010.A.
- C. Civil Penalty. In addition to any civil infraction fine, criminal penalty, and or other available sanction or remedial procedure, any person engaging in conduct made unlawful by the city fire code shall be subject to a cumulative civil penalty in the amount of \$1,000 per day for each violation from the date set for compliance until the date of compliance. Any such civil penalty shall be collected in accordance with BIMC 1.26.090.
- D. Additional Remedies. In addition to any other remedy provided by this chapter or under the Bainbridge Island Municipal Code, the city may initiate injunction or abatement proceedings or any other appropriate action in courts against any person who violates or fails to comply with any provision of this chapter to prevent, enjoin, abate, and/or terminate violations of this chapter and/or to restore a condition which existed prior to the violation. In any such proceeding, the person violating and/or failing to comply with any provisions of the city building code shall be liable for the costs and reasonable attorney's fees incurred by the city in bringing, maintaining and/or prosecuting such action.
- E. In the event and to the extent the language of this section conflicts with language of the codes and/or appendices adopted by reference in BIMC 20.04.010, the language of this section shall prevail over the language it conflicts with in any said code and/or appendix.
- F. ~~109.4.1~~ 110.4.1 Abatement of ~~v~~Violation. In addition to the imposition of the penalties herein described, the fire code official is authorized to institute appropriate action to prevent unlawful construction or to restrain, correct or abate a violation; or to prevent illegal occupancy of a structure or premises; or to stop an illegal act, conduct of business or occupancy of a structure on or about any premises.

Section 4. BIMC 20.04.050 is hereby amended to read as follows:

20.04.050 Amendments to Section ~~111.4~~ 112.4.

Section ~~111.4~~ 112.4 of the International Fire Code is amended to read as follows:

~~111.4~~ 112.4 Failure to eComply. It is a violation of this code for any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition.

Section 5. BIMC 20.04.080 is hereby amended to read as follows:

20.04.080 Amendments to Section 503.

Section 503 of the International Fire Code is hereby amended to read as follows:

SECTION 503

FIRE APPARATUS ACCESS ROADS

503.1 Where required. Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3.

503.1.1 Buildings and ~~f~~Facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exception: The fire code official is authorized to increase the dimension of 150 feet where:

1. The building is equipped throughout with an approved automatic fire sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.
2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.
3. There are not more than two Group R-3 or Group U occupancies.

503.1.2 Additional ~~a~~Access. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.

503.1.3 High-piled ~~s~~Storage. Fire department vehicle access to buildings used for high-piled combustible storage shall comply with the applicable provisions of Chapter ~~23~~ 32.

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches, unless otherwise approved by the fire marshal of the Bainbridge Island Fire Department.

Exceptions:

1. The width may be reduced in residential areas consisting of only single-family homes, providing the width is consistent with ~~p~~Public ~~w~~Works Department street standards and not less than a 12-foot-wide drivable surface.
2. Public streets shall be in accordance with Public Works Department street standards

503.2.2 Authority. The fire code official shall have the authority to require an increase in the minimum access widths where they are inadequate for fire or rescue operations.

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities. (See also Appendix D Section D102.1.)

503.2.4 Turning ~~r~~Radius. The required turning radius of a fire apparatus access road shall be determined by the fire code official.

503.2.5 Dead Ends. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus.

503.2.6 Bridges and eElevated sSurfaces. Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with AASHTO Standard Specification for Highway Bridges HB-17. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the fire code official. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, approved barriers, approved signs or both shall be installed and maintained when required by the fire code official.

503.2.7 Grade. The grade of the fire apparatus access road shall be based on the fire department apparatus and be within the limits established by the fire code official.

503.2.7.1 Public Fire Apparatus Access Roadways. The grade of public fire apparatus access roads shall be in accordance with Public Works Department street Standards but shall not exceed the limits set forth in 503.2.7.2.

503.2.7.2 Private Fire Apparatus Access Roadways. The grade of existing private fire apparatus access roads shall not exceed 12%.

Exception: Private fire apparatus access roads where grades are greater than 12% but not exceeding 15% shall be paved, or in lieu of paving, shall have an automatic fire sprinkler system installed in any new structure. Grades exceeding 15% will require the fire apparatus access road to be paved, all new structures to be equipped with an automatic fire sprinkler systems, and special approval by the fire code official.

503.2.8 Angles of Approach and Departure. The angles of approach and departure for fire apparatus access roads shall be within the limits established by the fire code official based on the department's apparatus.

503.3 Marking. Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING – FIRE LANE – TOW AWAY ZONE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and shall be replaced or repaired when necessary to provide adequate visibility. The property owner(s) of the designated fire lane shall have sole responsibility to install and

maintain the required signs and markings. Where required, signs shall be 12 inches by 18 inches in size with white background and red lettering, securely attached to a fixed object or post. Signs shall be placed not less than four feet nor more than six feet above grade level. Where required, curbs shall be painted red on the sides and top with white lettering not less than four inches high at 30-foot intervals and read “No Parking Fire Lane – Tow Away Zone” if signs are not provided.

503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times.

503.5 Required gates or barricades. The fire code official is authorized to require the installation and maintenance of gates or other approved barricades across fire apparatus access roads, trails or other ~~accessways~~ access ways, not including public streets, alleys or highways. Electric gate operators, where provided, shall be listed in accordance with UL325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

503.5.1 Secured gates and barricades. When required, gates and barricades shall be secured in an approved manner. Roads, trails and other ~~accessways~~ access ways that have been closed and obstructed in the manner prescribed by Section 503.5 shall not be trespassed on or used unless authorized by the owner and the fire code official.

Exception: The restriction on use shall not apply to public officers acting within the scope of duty.

503.6 Security gates. The installation of security gates across a fire apparatus access road shall be approved by the fire code official. Where security gates are installed, they shall have an approved means of emergency operation. The security gates and the emergency operation shall be maintained operational at all times. Electric gate operators, where provided, shall be listed in accordance with UL325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F 2200.

Section 6. BIMC 20.04.090 is hereby amended to read as follows:

20.04.090 Amendments to Section 507.3.

~~Repealed by Ord. 2016-13.~~

Section 507.2 of the International Fire Code is hereby amended to read as follows:

507.2 Type of Water Supply. A water supply shall consist of reservoirs, pressure tanks, elevated tanks, water mains, or other fixed systems capable of providing the required fire flow.

507.2.1 City-Owned Water Systems. City-owned water systems providing fire protection water supplies shall comply with the applicable requirements of this Code, and the applicable requirements of Title 13 of the Bainbridge Island Municipal Code.

507.2.2 Other Publicly-Owned or Privately-Owned Water Systems. All other publicly-owned or privately-owned water systems providing fire protection water supplies shall comply with the applicable requirements of this Code and requirements set forth by that respective water purveyor.

507.2.3 Water System Improvements. For all water systems providing fire protection water supplies, any alterations to the system shall not reduce the capability or capacity of the system as it is currently designed and installed.

507.2.4 Approvals Required. For all water systems providing fire protection water supplies, any alterations that result in changes to fire flow delivery and capacity shall be submitted to the Fire Department for review and approval prior to installation. Such alterations include but are not limited to tanks, pumps, water distribution lines, new pressure reducing valves, and fire hydrants and their locations.

Section 507.5 of the International Fire Code is hereby amended to read as follows:

507.5 Fire Hydrants. Fire hydrants shall comply with Sections 507.5.1 through 507.5.8

507.5.1 Where required. Fire hydrant locations and spacing shall conform to the following:

507.5.1.1 For new single-family dwellings and new subdivisions of land that are limited to single-family dwelling construction, a fire hydrant shall be within 1,000 feet of each structure located on a fire apparatus access road, as measured along an approved access roadway required for the fire department to lay fire hose or as required by the Fire Marshal.

EXCEPTIONS:

1. Single-family dwellings equipped throughout with an approved automatic fire sprinkler system.

507.5.1.2 For hydrants that supply fire flow for multi-family dwellings and commercial structures, the distance from a dwelling or structure to a hydrant shall be 400 feet; for dwellings or structures equipped with an approved fire sprinkler system, the distance shall be 600 feet to a hydrant.

507.5.2 Outlets. Fire hydrants shall have a minimum five inch (5") main valve opening, two (2) two and one half-inch (2 1/2") outlets, and a four and one-half inch (4 1/2") steamer/pumper port with a four inch (4") one-quarter turn quick connect Storz adapter; such outlets and port shall have National Standard Threads.

507.5.3 Installation. Fire hydrants shall stand plumb and be set to finished grade; the center of the lowest outlet shall be no less than eighteen inches (18") nor more than twenty-eight inches (28") above grade; there shall not be less than thirty-six inches (36") radius of clear area surrounding the outlets and control valve to permit the operation of a hydrant wrench; the steamer/pumper port shall face the street or, if there is no street, the most likely route of emergency approach.

507.5.4 Hydrant painting. Fire hydrants shall be painted as follows:

A. Barrel: Any bright, highly visible color.

B. Tops: The required color for the tops of hydrants are as follows:

| <u>Top of Hydrant Color</u> | |
|---|---------------------|
| <u>Gallons per minute of flow (gpm)</u> | <u>Color of top</u> |
| <u>1,500 or more gpm</u> | <u>Blue</u> |
| <u>1,000 – 1,499 gpm</u> | <u>Green</u> |
| <u>500 – 999 gpm</u> | <u>Orange</u> |
| <u>499 or less gpm</u> | <u>Red</u> |

507.5.5 Type. Flush-type hydrants are not allowed except under unusual circumstances, and then only with the specific approval of the Fire Marshal.

507.5.6 Roadway markers. Reflectorized standard blue hydrant identification markers shall be placed on any paved access roadway to identify each hydrant. Markers shall be placed on the side nearest the hydrant, six inches (6") from the center line of the access roadway.

507.5.7 Parking. No person shall park any vehicle within fifteen feet (15') of a fire hydrant, without specific approval from the Fire Marshal.

507.5.8 Water mains. New or replacement water mains which do or are intended to serve fire hydrants shall be not less than six inches (6") nominal diameter, provided minimum fire flow requirements are met.

Section 7. A new section is hereby added to Chapter 20.04 BIMC to read as follows:

20.04.095 Amendments to Section 901.6.3

Section 901.6.3 of the International Fire Code is hereby amended to read as follows:

901.6.3 Records of all system inspections, tests, and maintenance required by the referenced standards shall be maintained and copies of such records shall be required to be submitted to the Fire Code Official by either the property owner or the entity performing the inspection.

Section 8. BIMC 20.04.100 is hereby amended to read as follows:

20.04.100 Amendments to Section 903.

Section 903 of the International Fire Code is hereby amended to read as follows:

~~903.2.13 Other automatic fire sprinkler system requirements. Buildings within the city used for assembly, educational, industrial, institutional, mercantile, storage, office and multifamily dwelling purposes shall be equipped with fire protection systems. The plans for all such systems must be approved in advance of construction by the fire marshal. All sprinkler systems must meet the following minimum requirements:~~

A. Sprinkler Systems Required.

1. A fully automatic fire sprinkler system designed, installed and tested pursuant to the current edition of NFPA 13, NFPA 13R, or NFPA 13D, as determined by the fire marshal, shall be installed in all new buildings in excess of ~~5,000~~ 3,600 square feet total floor area.
2. A fully automatic fire sprinkler system meeting the standards set forth in subsection A.1 of this section may be required by the chief of the fire district for any new building in the city, when, in the judgment of the fire code official, any of the following conditions exist: hazardous operations, hazardous contents, critical exposure problems, limited accessibility to the buildings, or other items which may contribute to definite fire hazards.

3. All fire sprinkler systems installed after the effective date of the ordinance codified in this subsection shall be equipped with a leak detector meter which includes a double check valve assembly.

B. Conflicts. In the event that any provision of this section conflicts with any provision of the Building Code or the Fire Code as adopted by the city, the more stringent (greatest protection) provision shall apply.

C. Exceptions. The chief of the fire district and the city building official shall have the authority to grant exceptions to the provisions of this section. All such exceptions must be in writing and shall be granted only where the required installation of a fire sprinkler system ~~or hose station~~ would create a safety hazard. ~~or cause damage to the building's contents.~~

D. Existing Buildings.

1. Existing ~~fully sprinklered~~ buildings equipped with an automatic fire sprinkler system, when remodeled or added onto, shall retain the feature of being ~~sprinklered~~ equipped with an automatic fire sprinkler system in the remodeled or added on portion.

2. If, by expanding an existing building, the resulting total structure falls within the coverage of subsection A of this section, the entire structure shall be ~~fully sprinklered~~ equipped with an automatic fire sprinkler system as required in subsection A.1 or A.2 of this section, whichever may apply.

3. If a building permit is required in the remodeling of an existing structure of ~~5,000~~ 3,600 or more square feet total floor area as described in 903.2.14, the entire structure shall be ~~fully sprinklered~~ equipped with an automatic fire sprinkler system as required in subsection A.1 or A.2 of this section, whichever may apply.

Section 9. BIMC 20.04.110 is hereby amended to read as follows:

20.04.110 Amendments to Appendix B Section B105.1 and B105.2.

Section B105.1 of Appendix B to the International Fire Code is hereby amended to read as follows:

B105.1 One- and two-family dwellings. The minimum fire-flow requirements for one- and two-family dwellings shall be not less than 500 gallons per minute (g.p.m.) for a minimum of 30 minutes from a fire hydrant within 1,000 feet as measured along an approved access roadway from the structure. ~~having a fire flow calculation area which does not exceed 3,600 square feet (344.5 m²) shall be 1,000 gallons per minute (3785.4 L/min). Fire flow and flow duration for dwellings having a fire flow calculation area in excess of 3,600 square feet (344.5 m²) shall not be less than that specified in Table B105.1.~~

Exceptions:

- ~~1. When the structure complies with NFPA 1142. Areas zoned R-0.4 to R-1. If water is available for fire fighting within 1000 feet of the property line of the plat or P.U.D. and is >500 GPM then the water line must be extended with hydrants consistent with Chapters 13.10 and 13.18 of the Bainbridge Island Municipal Code; or a fire sprinkler system must be installed in new dwellings. If water is not available for fire fighting within 1000 feet of the property line of the plat or P.U.D. and/or is <500 GPM then a sprinkler system must be installed in new dwellings.~~
- ~~2. When the structure is equipped with an approved automatic fire sprinkler system. Areas zoned R-2. If water is available for fire fighting within 600 feet of the property line of the plat or P.U. D. and is >1000 GPM, the water line shall be extended with hydrants consistent with Chapters 13.10 and 13.18 of the Bainbridge Island Municipal Code. If water is available for fire fighting within 1000 feet of the property line of the plat or P.U.D. and is 500—999 GPM then the water line must be extended with hydrants consistent with Chapters 13.10 and 13.18 of the Bainbridge Island Municipal Code; or a fire sprinkler system must be installed in new dwellings. If water is not available for fire fighting within 1000 feet of the property line of the plat or P.U.D.and/or is <500 GPM then a sprinkler system must be installed in new dwellings.~~
- ~~3. Areas zoned R2.9 to R-14 and all Commercial and Industrial Zones. If water is available for fire fighting within 1000 feet of the property line of the plat or P.U.D. and is >1000 GPM, the water main shall be extended with hydrants consistent with Chapters 13.10 and 13.18 of the Bainbridge Island Municipal Code. If water is available for fire fighting within 1000 feet of the property line of the plat or P.U.D. and is 500—999 GPM, the water main shall be extended with hydrants consistent with Chapters 13.10 and 13.18 of the Bainbridge Island Municipal Code and a sprinkler system shall be installed in all new dwellings. If water is not available for~~

~~fire fighting within 1000 feet of the property line of the plat or P.U.D. and/or is <500 GPM, then no development may take place until the previous protection requirements are met.~~

Section B105.2 of Appendix B to the International Fire Code is hereby amended to read as follows:

B105.2 Structures other than one- and two-family dwellings. The minimum fire flow requirements for structures other than one- and two-family dwellings shall be not less than 1,000 gallons per minute (g.p.m.) for not less than 1 hour from a fire hydrant within 400 feet as measured along an approved access roadway from the structure. Buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses. The minimum fire flow and flow duration for buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses shall be as specified in Tables B105.2 and B105.1(2).

Exception:

1. Fire flow between 500-999 g.p.m. from a fire hydrant within 600 feet as measured along an approved access roadway and the installation of an approved automatic fire sprinkler system. If available fire flow is less than 500 g.p.m., then no development may take place until the applicable fire flow requirements are met in B105.2.

Section 10. BIMC 20.04.120 is hereby deleted in its entirety.

Repealed by Ord. 2021-01.

20.04.120 Amendments to Appendix C.

~~Appendix C of the International Fire Code is amended to read as follows:~~

~~SECTION C101 GENERAL~~

~~C101.1 Scope. Fire hydrants shall be provided in accordance with this appendix and BIMC 13.10 for the protection of buildings, or portions of buildings, hereafter constructed.~~

~~SECTION C102 LOCATION~~

~~C102.1 Fire hydrant locations. Fire hydrants shall be provided along required fire apparatus access roads and adjacent public streets.~~

SECTION C103 NUMBER OF FIRE HYDRANTS

~~C103.1 Fire hydrants available. The minimum number of fire hydrants available to a building shall not be less than that listed in Table C105.1. The number of fire hydrants available to a complex or subdivision shall not be less than that determined by spacing requirements listed in C105.1 when applied to fire apparatus access roads and perimeter public streets from which fire operations could be conducted.~~

SECTION C104 CONSIDERATION OF EXISTING FIRE HYDRANTS

~~C104.1 Existing fire hydrants. Existing fire hydrants on public streets are allowed to be considered as available. Existing fire hydrants on adjacent properties shall not be considered available unless fire apparatus access roads extend between properties and easements are established to prevent obstruction of such roads.~~

SECTION C105 DISTRIBUTION OF FIRE HYDRANTS

~~C105.1 Hydrant spacing. The average spacing between fire hydrants shall not exceed that listed in BIMC 13.10.060.~~

TABLE C105.1

NUMBER OF FIRE HYDRANTS

| FIRE FLOW REQUIREMENT (gpm) | MINIMUM NUMBER OF HYDRANTS |
|------------------------------------|-----------------------------------|
| 1,750 or less | 1 |
| 2,000 — 2,250 | 2 |
| 2,500 | 3 |
| 3,000 | 3 |
| 3,500 — 4,000 | 4 |
| 4,500 — 5,000 | 5 |
| 5,500 | 6 |
| 6,000 | 6 |

TABLE C105.1

~~NUMBER OF FIRE HYDRANTS~~

| FIRE FLOW REQUIREMENT (gpm) | MINIMUM NUMBER OF HYDRANTS |
|---|--|
| 6,500—7,000 | 7 |
| 7,500 or more | 8 or more^a |

~~For S1: 1 foot = 304.8mm, 1 gallon per minute = 3.785 L/m.~~

~~^aOne hydrant for each 1,000 gallons per minute or fraction thereof.~~

Section 11. BIMC 20.04.140 is hereby amended to read as follows:

20.04.140 Amendments to Appendix N Chapter 5 of the International Wildland Urban Interface Code.

Section 501 of the International Wildland Urban Interface Code is adopted, and Section 501.1 is amended to read as follows:

501.1 Scope. The installation of new or replacement wood shake roof coverings on any building or structure shall comply with the relevant provisions of the City’s Building Code and BIMC 20.04.140.

Exceptions:

1. Accessory structures not exceeding 12 square feet (11 m²) in floor area where located not less than 50 feet (15.24 m) from buildings containing habitable spaces.
2. Agricultural buildings not less than 50 feet (15.24 m) from buildings containing habitable spaces.

Sections 502, 503, 504.2, 505.2, and 506.2 of the International Wildland Urban Interface Code are adopted.

~~Section 503 of the Wildland Urban Interface Code is adopted and amended to read as follows:~~

~~503.1 General. Buildings and structures hereafter constructed, modified or relocated into or within wildland urban interface areas shall have an approved noncombustible roof covering.~~

Section 507 of the International Wildland Urban Interface Code is amended to read as follows:

507.1 General. ~~The~~ Wood shake roof covering on buildings or structures in existence prior to the adoption of this code that are replaced or have 25 percent or more replaced in a 12-month period shall be replaced with an approved roof covering in accordance with BIMC 20.04.140 ~~of noncombustible material.~~

Section 12. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 13. This ordinance shall take effect and be in force five (5) days after its passage, approval, and publication as provided by law.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2021.

APPROVED BY THE MAYOR ____ day of _____, 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, CMC, City Clerk

| | |
|-----------------------------|---------------------|
| FILED WITH THE CITY CLERK: | January 8, 2021 |
| PASSED BY THE CITY COUNCIL: | January _____, 2021 |
| PUBLISHED: | January _____, 2021 |
| EFFECTIVE DATE: | _____, 2021 |
| ORDINANCE NUMBER: | 2021-02 |

CITY OF BAINBRIDGE ISLAND
MEMORANDUM

TO: City Council
FROM: Utility Advisory Committee
DATE: May 9, 2018
SUBJECT: Recommendations on Fire and Other Municipal Codes Impacting Island Water Systems

Background

The COBI municipal code sections applicable to water systems understandably focuses on the City owned systems. Today's code is likely a holdover from when Winslow was the City. Today, there are 28 Class A¹ water systems on the island (two are owned by COBI and four owned by Kitsap Public Utility District) and approximately 155 Class B² water systems.

In 2016 the Utility Advisory Committee responded to concerns that small rural water systems were forestalled from upgrading due to interpretation of the BIMC and construction requirements by recommending the inclusion of a policy in the Utility Element of the Comprehensive Plan to encourage cost effective upgrades of water systems to improve both water quality and possibly fire flow.

The City Council thereafter adopted the following Policy as part of the Utilities Element of the Comprehensive Plan:

Policy U11.5: Adopt standards that differentiate between urban and non-urban density fire flow requirements. A differential policy is needed to promote cost effective water system upgrades by the many small water systems on the island.

In 2017, the City Council added implementation of this policy to the UAC's work plan. Accordingly, a subcommittee of the UAC began research on governmental regulations of upgrades of water systems serving single family residences in an effort to develop the standards and /or policy that would accomplish the goals of Policy U11.5.

The subcommittee's research included review of the current COBI Fire Code and other relevant City codes, review of fire codes from other jurisdictions, meetings with Bainbridge Island Fire Marshal Luke Carpenter, the Fire Marshal of Kitsap County, KPUD, City staff, and managers of various small water systems, and discussions with the Public Works Department regarding the City's Design and Construction Standards.

The subcommittee's research uncovered the following findings:

- 1) Water systems upgrades and improvements are subject to COBI's Fire Code, The City's Right of

¹ Having 15 or more connections or serving public schools.

² Having 3 to 14 connections.

Way Design and Construction Standards, and regulations contained in the Washington Administrative Code and promulgated by the Department of Ecology and the Department of Health's Office of Drinking Water.

- 2) There appears to be a differential review process by the City of Bainbridge Island with regard to water system projects. What governs the review process seems to be determined by :
 - a) Whether the system is owned by the City or one of the independent water purveyors such as KPUD,
 - b) Whether the water system construction/extension is in response to a building permit for new or remodeled structures, and
 - c) Whether the work will be performed in the City's right-of-way or private property.

- 3) BIMC sections that address water systems are:
 - a) BIMC Title 13, chapters 13.08, 13.10, 13.18, and 13.20 Public Services –Water – Codifies the policies and procedures of presumably the City owned water systems.
 - b) BIMC Title 20 Fire Code – Codifies requirements for buildings not water systems
 - c) BIMC Design and Construction Standards, sections 10-15 – Codifies construction practices and specifies materials for water system infrastructure in the city right-of-way.

- 4) BIMC Title 13 appears to apply to only City-owned water systems while Title 20 of the Fire Code applies to the entire Island. However, there are 11 references in Title 20 to Title 13. It is therefore unclear whether specific chapters of 13 that are referenced in Title 20 of the code apply to non-city systems.

- 5) Amendment B 105.1 of the COBI Fire Code,³ section 20.04.110, provides the foundation for fire flow requirements for one and two family dwellings of 3600 square feet or smaller at a rate of 1,000 gallons per minute. The section then provides various exceptions which are intended for construction where the mandated flow is not available. While the section does not provide for a required time period, the IFC code as adopted specifies one hour. Thus, this Code, by reference, implies a requirement that water systems have a fire flow storage capacity of 60,000 gallons.

In Addition to fire flow storage, the Department Health's Office of Drinking Water requires a water system to have sufficient water storage to provide for peak day service during an event.

- 6) The Design and Construction standards outlined in section 10-15 for the installation of water systems in the City Right-of-Way are extensive and appear to have been originally written for extensions to the Winslow system. However, as currently written, these standards can be construed to apply to independent water systems creating an undue burden on smaller systems outside of the City's Winslow core.

³ Based on the International Fire Code

- 7) Achieving the requirements of the fire code and the right-of-way code, as written, along with other jurisdictional codes may result in water system upgrade designs that are cost prohibitive for many of the water systems on the island. As a result, aging water systems may find the financial and physical requirements beyond their capacity. The unintended consequence of the current regulations may actually be impeding implementation of water quality and fire flow improvements and disaster preparedness.
- 8) Kitsap County's Fire Code amends the International Fire Code, the basis for all fire codes including COBI's Fire Code, to reduce the required fire flow requirements to 500 gallons per minute for 30 minutes. Apparently, many other communities do the same, and this standard is also contained in the Washington Survey and Ratings Bureau standards. This standard reduces the required fire flow storage to 15,000 gallons.
- 9) Based on discussions with the Fire Marshal and Public Works director, there is not currently an expectation that independent water systems comply with the standards as strictly interpreted.
- 10) While the current COBI Fire Code does not on its face provide for water systems to depart from the 1000 GPM fire flow standard based on size or capacity, former Fire Marshal Luke Carpenter used his discretion, as authorized under section B 103.1 of the IFC, to provide a more pragmatic and reasonable approach for single family residences under 5000 square feet. He permits construction of such a structure if the serving water system can provide 500 gallons per minute and further requires sprinklers for houses over 5000 square feet.
- 11) The Fire Department estimates that 40% of homes on Bainbridge island do not have access to a fire hydrant.
- 12) Pragmatically, the current governmental review process for water systems is different depending on whether the system is new, is connected to City, KPUD, or smaller preexisting water systems, or is served by an individual well. The level of City review is also affected by whether the water system work is to be performed in a City right of way.
- 13) When a water systems seeks to upgrade its facilities, there needs to be greater clarity and certainty about the review by the Planning Department, Public Works Department, and the Fire Marshal.

After drafting an initial proposal, the subcommittee had several meetings with the Utility Advisory Committee at large and with the Fire Marshals Carpenter and Moravec.

At these meetings the UAC and the Fire Marshals agreed that it would be useful to create a working group of various interested parties including representatives of Group A and B water systems and the Fire Marshal to focus on these issues so as to encourage better fire safety on the island. Also, there was a recommendation that a member of the City Public Works Department attend these meetings to assist with any questions regarding the City's Design and Construction Standards.

Fire Marshal Carpenter also noted that the International Fire Code is due to be revised in 2018 and by the City in 2019, and the working group could provide input about any and all issues that smaller water systems were encountering in following the fire and other municipal codes when upgrading their systems.

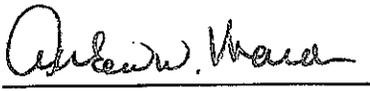
The objective of these meetings would be to work with the Fire Marshal and the Public Works

systems to improve water quality and fire flow where possible.

UAC Recommendations:

1. Assemble a working group of Group A and B representatives to discuss their concerns with the Fire Marshal and the city's Public Works department.
2. Clarify Code section BIMC 20.04.110 to reflect the Fire Marshal's actual current approach for residential construction. See Background #13 above.
3. Review and update the fire code standards ~~that~~ to provide clarity for both new developments and water systems seeking to upgrade their facilities.
4. Review and clarify Utilities and Right of Way uses section 10-15 water line requirements.
5. Review and provide clarity regarding BIMC 13 sections on water as to its impact, if any, on non-city owned systems.
6. Revise and map current and projected infrastructure to determine areas that can be upgraded.
7. Work with City staff, major water systems and the fire marshal to develop uniform water system standards for design, construction, and fire flow for island water systems. These standards need to be sensitive to the limitations of small water systems

Approved unanimously at the Utility Advisory Meeting of May 9, 2018



Co-Chair Andrew Maron



Co-Chair Jeff Kanter

Jim Thrash

Nancy Nolan

Emily Sato

Steve Johnson

Ted Jones

Attachments: Excerpts from Bainbridge Island Comprehensive Plan and Code sections of other jurisdictions

Additional Comprehensive Plan Policies -

Policy U 11.6 - "Encourage and support water utilities to enter into cooperative activities, such as jointly managed operations, shared storage, and construction of interties, to manage water resources and systems more efficiently, economically, and safely."

And,

Policy U 11.7 - "Encourage and facilitate consolidation of water systems, with particular emphasis on mergers of contiguous and small systems, to manage water resources and systems more efficiently, economically, and safely."

Kitsap County

Municipal Code B105.1 One – and two- family dwellings. The minimum fire-flow requirements for one- and two – family dwellings in subdivisions shall be 500 gallons per minute for thirty (30) minutes.

Developments of 6 homes or less, not exceeding 3,600 sq. ft. are not required to provide fire flow.–
(based on discussion with Morgan Johnson, general manager of Silverdale Water District)

Mason County Interim Fire Flow Standards for Group A Public Water Systems, Existing Residential Development -

- Fire suppression storage shall be based on a minimum of 500 gallons per minute (gpm) flow for 30 minutes duration, which equates to 15,000 gallons for fire protection, and is also consistent with stipulations in the State Water System Coordination Act. The minimum dedicated fire suppression storage volume at any time shall not be less than 15,000 gallons. This minimum would be in addition to other storage volumes required for public water systems under the state drinking water rules and design requirements.

- If water is provided from other sources for fire control purposes, the gallon requirements for fire storage requirement may be reduced by 25%.

King County recognizes a differential requirement based on the following:

17.08.030 Exemptions.

A. The following permits and approvals are exempt from the water flow and fire hydrant requirements of this chapter. These exemptions do not exempt any development from compliance with the requirements of state law.

1. Subdivisions and short subdivisions located outside an Urban Growth Area designated by the King County comprehensive Plan and that do not contain a lot less than thirty-five thousand square feet in size.

4. Building permits for structures that:

a. do not exceed two-thousand-five hundred square feet in floor area (excluding garage);

b. are served by a Group B water system; and

c. are located outside an Urban Growth Area.

5. Building permits for structures that exceed the two-thousand-five hundred square feet limit provided for in subsection A.4.a. of this section, but comply with subsection A.4.b. and c. of this section, shall be exempt from this chapter if the fire marshal determines that the project will not create a substantial fire hazard.

B. The fire marshal shall have the authority to impose conditions including, but not limited to, increased setbacks, use of fire retardant materials or sprinkler system requirements on permits exempt under subsection A. of this section where necessary to mitigate identified fire hazards.

Thurston County exempts private water systems from meeting the code as flows:

Thurston County 14.32.110 - Section 507 amended—Fire protection water supplies.

International Fire Code sections 507.1, 507.2, 507.3 and 507.5.1 are amended, and section 507.6 is added to read as follows:

507.1 Required water supply. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed, or are converted from a single/two family dwelling or townhome to a non-residential use, or are substantially improved or moved into or within the jurisdiction.

Exceptions:

1. Group U Occupancies.

2. Private residences, townhouses and their accessory structures not served by a municipal water supply. However, if a municipal water system supplies hydrants for group R-3 and U occupancies, the hydrants shall comply with Appendix C as amended by Thurston County.

(Group A and B water systems are not considered municipal water supplies)



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:05 PM) Ordinance No. 2021-02 Amending Chapter 13.10 BIMC Relating to Regulation of Fire Hydrants & Water Mains - Public Works,

SUMMARY: Amendments to Chapter 13.10 BIMC, Fire Hydrants and Water Mains, are needed to remove any duplication or conflicts with concurrent amendments to the Fire Code via another new and related ordinance, Ordinance No. 2021-01.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Public Works

RECOMMENDED MOTION: I move to forward Ordinance No. 2021-02 for consideration of approval with the January 26, 2021 consent agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

| | |
|------------------------------------|-----|
| Amount: | N/A |
| Ongoing Cost: | |
| One-Time Cost: | |
| Included in Current Budget? | No |

BACKGROUND: Ordinance No. 2021-02 amending Chapter 13.10 BIMC (Fire Hydrants and Water Mains) is necessary to fully comply with recent changes to the Washington State Fire Code. The proposed Fire Code amendments will be implemented in conjunction with Ordinance No. 2021-01. These proposed changes will remove conflicts and redundancies which currently exist between the two BIMC chapters and clarify how these regulations apply to City-owned and non-City-owned water systems.

Two versions of the ordinance are attached to this agenda item. Council will consider adoption of the first version which has the changes to Chapter 13.10 BIMC marked in legislative format. A clean copy is provided for reference only.

ATTACHMENTS:

[Ordinance No. 2021-02 Ch 13.10 BIMC Fire Hydrants and Water Mains](#)

[\[For reference only\] Clean copy of Ch 13.10 BIMC Fire Hydrants and Water Mains](#)

FISCAL DETAILS: N/A

Fund Name(s):

Coding:

ORDINANCE NO. 2021-02

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Chapter 13.10, *Regulation of Fire Hydrants and Water Mains*, of the Bainbridge Island Municipal Code to align that chapter with Title 20 of the Bainbridge Island Municipal Code as amended by Ordinance No. 2020-01.

WHEREAS, the City of Bainbridge Island is concurrently adopting state-required updates to the Washington State Fire Code through amendments to Title 20 of the Bainbridge Island Municipal Code (“BIMC”); and

WHEREAS, in order to fully implement those changes and remove any duplication, confusion, or conflicts between the changes to Title 20 BIMC and Chapter 13.10 BIMC, amendments to Chapter 13.10 BIMC are necessary.

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

Section 1. Chapter 13.10 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit A.

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

Section 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 _____, 2021.

APPROVED BY THE MAYOR ____ day of _____, 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK: January 8, 2021
PASSED BY THE CITY COUNCIL: January _____, 2021
PUBLISHED: January _____, 2021
EFFECTIVE DATE: _____, 2021
ORDINANCE NUMBER: 2021-02

EXHIBIT A
Ordinance No. 2021-02

Chapter 13.10

REGULATIONS OF RELATING TO FIRE HYDRANTS AND WATER MAINS PUBLIC
WATER SYSTEMS

Sections:

- 13.10.010 Definitions.
- 13.10.020 Applicability.
- 13.10.030 Building permits and plats.
- 13.10.040 Variance.
- 13.10.045 New installation procedures.
- 13.10.050 Financial responsibility for water mains.
- 13.10.060 Fire Hydrant Location.
- 13.10.065 Fire flow.
- 13.10.070 Mains and service lines.
- 13.10.080 Private hydrants.
- 13.10.090 ~~Repealed~~ ~~Flush-type hydrants.~~
- 13.10.100 Construction standards ~~Repealed.~~
- 13.10.110 ~~Repealed.~~
- 13.10.120 ~~Repealed~~ ~~Surrounding vegetation prohibited.~~
- 13.10.130 ~~Repealed~~ ~~Occupancy of building.~~
- 13.10.140 ~~Repealed~~ ~~Unlawful conduct.~~
- 13.10.150 Inspection required.
- 13.10.160 Approval not deemed acceptance.
- 13.10.170 Penalties.

13.10.010 Definitions.

For the purpose of this chapter certain words and terms used herein are defined as set forth below. Unless the natural construction of the word indicates otherwise, all words used in the present tense include the future tense; all words in the plural include the singular number; and all words in the singular number include the plural number.

A. ~~Repealed by Ord. 2003-22.~~ “BIMC” is the Bainbridge Island Municipal Code.

B. “DCSS” is the current version of the City of Bainbridge Island Design and Construction Standards and Specifications as promulgated by the public works department.

~~CB.~~ “Fire chief Marshal” is the fire chief designated member of the Bainbridge Island fire department or his their authorized agent responsible for implementation of BIMC Title 20.

DC. “Fire department” means the Bainbridge Island fire department.

ED. “Fire flow” means water flow required for fire protection purposes.

FE. “Flush-type hydrant” means a hydrant installed entirely below grade.

GF. “Private hydrant” means a fire hydrant so situated and maintained on private property ~~to~~ which provides water with limitations as to use by the fire and public works department as set forth in BIMC 13.10.080.

HG. “Public hydrant” means a fire hydrant so situated and maintained on public right-of-way or public easements and owned by the city of Bainbridge Island, or other water purveyor, ~~to~~ which provides water without restriction as to use by the fire and public works departments.

I. “Public water supply system” means any system providing water for human consumption as defined in WAC 246-290 and WAC 246-291. This definition also includes similar terms such as “water system”, “public water system” and “public water supply.”

JH. “Public works department” means the public works department of the city of Bainbridge Island.

KI. “Single-family residential area” is as set forth in BIMC Title 18.

L. “Water Purveyor” or “Purveyor” is any entity operating a public water system for the supply of potable water for domestic uses under the regulations and authority of the Washington State Department of Health through WAC 246-290 or WAC 246-291. (Ord. 2003-22 § 17, 2003; Ord. 85-03 § 1, 1985)

13.10.020 Applicability.

This Chapter shall apply to all public water supply systems now existing or constructed in the future. All water mains and fire hydrants hereinafter installed shall meet the provisions of this chapter as well as all other applicable plans, standards and ordinances adopted by the city of Bainbridge Island. In addition, existing hydrants not conforming with the requirements of this chapter shall, when replaced, be brought into conformance. (Ord. 85-03 § 1, 1985)

13.10.030 Building permits and plats.

A. Fire hydrants, water mains, and appurtenances shall be installed as required by this chapter as a condition of approval of short plats, subdivisions, planned unit developments, and mobile home parks.

B. No building permits shall be issued for erection of any building or structure until adequate provision is made to assure that the provisions of this chapter will be met, including financial responsibility, provided, this section shall not apply to the reconstruction, repair, rebuilding or remodeling of a single-family dwelling. (Ord. 85-03 § 1, 1985)

13.10.040 Variance.

In specific cases, a variance from the terms but within the spirit of this chapter as will not be contrary to the public interest may be granted by the hearing examiner upon written application of the property owner or developer, or their agent as set out in BIMC ~~2-14.030~~ 16.020 and

2.16.120, within 30 days of the notification to comply with this chapter. In determining to grant a variance from the terms of this chapter, including consideration of reasonable alternatives, the hearing examiner shall be guided by the following standards and criteria:

- A. Special conditions and circumstances exist which are peculiar to the property or structure such as size, shape, topography or location and that strict enforcement of the provisions of this chapter would deprive the property owner of rights commonly enjoyed by other properties similarly situated.
- B. The special conditions and circumstances are not primarily the result of the actions of the applicant such as structure design necessitating greater fire protection especially, as it may relate to commercial and multiple residential property development.
- C. Unnecessary hardships and practical difficulties which make it difficult to carry out the provisions of this chapter.
- D. Granting of the application, or providing alternatives to this chapter, will not be materially detrimental to the public health, safety, morals or welfare, or injurious to the property or improvement in the vicinity of the applicant's property with particular emphasis on fire protection.
- E. The variance is necessary to make possible the reasonable development of the property. (Ord. 85-03 § 1, 1985)

13.10.045 New installation procedures.

All ~~hydrants and water mains~~ water system components newly installed or replaced shall meet the following requirements:

- A. All proposed expansion, improvements, or replacements of water system components, on City owned or operated public water systems, shall be submitted to the public works department for review and approval, in accordance with Chapter 13.32 BIMC, and to the Fire Department, in accordance with BIMC 20.04.090, prior to construction of said improvements. The Public Works Department, at its sole discretion, may waive this requirement where the expansion, improvement, or replacement is considered de minimis and adequate conditions to protect the public interest can be imposed through other mechanisms such as the issuance of a right-of-way permit in conformance with chapter 15.12 BIMC. In areas already platted operational hydrants and water mains may be required to be installed in accordance with this chapter prior to the beginning of building construction.
- B. All proposed expansion, improvements, or replacements of water system components, on non-City owned and operated public water systems, shall comply with the water purveyor's requirements and applicable requirements of Chapter 20.04 BIMC, and shall provide documentation of such at the time of application for land use or building permits. Five copies of engineered plans or drawings, accurately indicating main size, the location of all valves, hydrants and thrust blocks to be installed, shall be submitted to the engineering department with utility drawings at least 15 working days prior to the beginning of any construction.

- ~~C. In areas already platted, installation of operational hydrants and water mains may be required in accordance with this chapter prior to the beginning of building construction. In such case, an application as noted in subsection A or documentation as noted in subsection B above shall be required. All construction shall conform to the city of Bainbridge Island street and utility standards in effect at the time of construction. A public works construction permit shall be obtained prior to commencement of construction.~~
- ~~D. The city engineer and the fire department shall be notified in writing by the permit holder when the hydrant(s) and water mains will be available for use and when they are placed in service.~~
- ~~D E. Building construction shall not commence until plans required under this chapter have the requirements of subsections A or B above have been submitted and approved completed in accordance with the provisions of this and all other applicable chapters of the BIMC and the applicable section of the DCSS or applicable design standards. When water mains and hydrants are to be installed by the developer, such facilities and access roadways serving same shall be installed and made serviceable prior to and during the time of construction. No building shall be occupied until hydrants and mains for its protection are placed in service and accepted by the purveyor.~~
- ~~E F. With respect to commercial, and industrial and/or multifamily construction only, no conventional or stick construction shall be permitted to start until all hydrants required for such improvements are placed in service and tested by the fire department. At the sole discretion of the Fire Marshal, this condition may be waived or modified as a condition of any permit for construction issued by the city.~~
- ~~G. When any new hydrant is installed in the vicinity of a ditch which would hinder fire suppression operations, the hydrant must be centered near a 10-foot section of culvert for purposes of ready access to equipment. (Ord. 89-14 § 1, 1989; Ord. 85-03 § 1, 1985)~~

13.10.050 Financial responsibility for water mains.

- A. The installation of water mains to properties not previously served shall be at the benefited property owner's or developer's expense and in accordance with Chapter 13.32 BIMC.
- B. Oversized water mains required for special use demands shall be installed at the developer's or property owner's expense in accordance with Chapter 13.32 BIMC.
- C. If the water mains installed pursuant to subsections A and B of this section provide service or benefits to properties other than those owned by the water main installer, such installer ~~shall~~ may receive latecomer reimbursement from the owners of such properties in accordance with Chapter 13.32 BIMC.
- D. If the city requires a developer to install water mains larger than ~~eight inches in diameter or larger than a diameter required for special use~~ the minimum size required by the DCSS or the demands of the developer's property, whichever is larger, then the developer ~~shall~~ may be entitled to oversizing reimbursement in accordance with ~~Chapter BIMC 13.18.030~~ BIMC.

E. When the city requires a developer to extend a water main along or through property in accordance with BIMC 13.18.010, the developer shall not be required to install fire hydrants outside of the developer's property. However, the developer shall be required to install tees in the water main extension at appropriate intervals to facilitate the future installation of fire hydrants. (Ord. 2002-02 § 2, 2002: Ord. 86-05 §§ 1, 2, 1986; Ord. 85-03 § 1, 1985).

13.10.060 Fire Hydrant Location.

The City of Bainbridge Island has adopted, with amendments, the International Fire Code in Title 20 BIMC. The installation of fire hydrants and related water system infrastructure for fire protection shall conform to Title 20 BIMC and the current version of the Bainbridge Island Design and Construction Standards and Specifications as promulgated by the public works department. In addition to the requirements referenced here, the following conditions shall apply to the installation of fire hydrants within the city of Bainbridge Island:

- A. Where potable water mains are extended along streets where hydrants are not needed for the protection of structures, hydrants shall be provided at spacing not to exceed 1,000 feet.
- B. An auxiliary gate valve shall be installed at the main line tee to permit the repair and replacement of the hydrant without disruption of water service.

~~A. All fire hydrant location requirements are subject to approval by the Bainbridge Island fire department.~~

~~B. All public fire hydrants shall be installed at street intersections where possible. Hydrants located mid-block shall be aligned with the extension of a property line, where possible. Public hydrant spacing shall be measured along approved vehicular access routes.~~

~~C. Hydrant Spacing.~~

~~1. Residential structures shall be no further than 300 feet, as measured along an approved route, from a fire hydrant. This distance may be doubled if the structures are equipped with an automatic fire sprinkler system.~~

~~2. All structures, other than residential, shall be no further than 250 feet, as measured along an approved route, from a fire hydrant.~~

~~3. For one and two family residential structures, fire hydrant spacing shall be no further than 600 feet measured along the centerline of the fire apparatus access roadway. This distance may be increased to 1,000 feet if the structures are served by the fire hydrants are equipped with automatic fire sprinkler systems.~~

~~4. For all structures, other than one and two family residential, fire hydrant spacing shall be no further than 300 feet measured along the centerline of the fire apparatus access roadway.~~

~~5. Where potable water mains are extended along streets where hydrants are not needed for the protection of structures, hydrants shall be provided at spacing not to exceed 1,000 feet.~~

~~6. Minor deviations to these distances may be allowed subject to the approval of the fire marshal and city engineer if it is deemed that such deviations would not jeopardize the safety of building occupants or the ability to provide adequate fire protection.~~

~~D. Fire hydrants may be required to be served by a main which loops around the building or complex of buildings and reconnects back into a distribution supply main. Location for the installation of fire hydrants shall be mutually acceptable to the fire department and the city.~~

~~E. The number of fire hydrants shall be determined in accordance with BIMC 20.04.120.~~

~~F. Fire hydrant installations shall be adequately protected against vehicular damage, in accordance with the standards and specifications promulgated herein.~~

~~G. An auxiliary gate valve shall be installed at the main line tee to permit the repair and replacement of the hydrant without disruption of water service. (Ord. 2008-23 § 1, 2008: Ord. 89-14 §§ 2, 3, 1989; Ord. 85-03 § 1, 1985)~~

13.10.065 Fire flow.

Minimum fire flow requirements shall be as ~~stated in Appendix B of the currently adopted fire code adopted in BIMC Title 20.04 BIMC.110.~~ (Ord. 2008-23 § 2, 2008: Ord. 2007-17 § 5, 2007: Ord. 2004-14 § 6, 2004: Ord. 98-30 § 3, 1998; Ord. 85-03 § 1, 1985)

13.10.070 Mains and service lines.

A. All public hydrants in single-family residential zoned areas shall be supplied by not less than six-inch circulating water mains. All hydrants in areas other than single-family residential shall be supplied by not less than eight inches circulating water mains. Dead-end water mains supplying fire hydrants must be at least eight inches in diameter, with the exception of mains up to 50 feet long which may be no less than six inches in diameter.

B. The service line from the water main to the hydrant shall be no less than six inches in diameter. Any service lines over 50 feet in length from water main to hydrant shall be no less than eight inches in diameter. The provisions of this section shall apply without exception and regardless of the size of the service main.

C. All water mains serving or intended to serve fire protection systems, installed or replaced in the city of Bainbridge Island hereinafter shall have a minimum diameter of six inches in conformance with WAC 246-290-230 or WAC 246-291-210.

D. Provisions shall be made wherever appropriate in any project for looping all dead-end or temporarily dead-end mains. A minimum ~~15~~20-foot easement shall be required, in addition to a temporary 10-foot construction easement on each side of the permanent easement. Construction plans must be approved by the city engineer prior to the commencement of construction.

E. The minimum water main easement width shall be 20 feet in width. No permanent structures shall be built in the water main easement area.

~~F. A minimum of 10 feet of horizontal clearance must be maintained between a water main and any parallel sewer main. Separation between water mains and other utilities shall conform with the other utility's standards and the *Pipeline Separation Design & Installation Reference Guide*~~

(Pub #06-10-029 or as amended or replaced) promulgated by the Washington State Department of Ecology.

G. Water main extensions will be required when the property does not front on a water main or when the existing water main is not adequate for the increased use proposed. ~~The minimum extension shall be to a point at least five feet inside the prolongation of the property line.~~

H. Due to the complexities of many water mains and their interface with other underground structures, all water main construction shall be staked to insure placement within designated easements. Any deviation from this requirement shall be approved by the city engineer.

I. Every effort shall be made to incorporate “looped” water mains into a project. In cases where it is not possible to “loop” a new main installation, a minimum of a two-inch blow off shall be required at all line ends.

J. All hook-ups to fire hydrants for temporary water for whatever purpose shall be approved by the ~~department of public works~~ department, shall be metered, and will require a “temporary hydrant valve.” In addition, double check valves may also be required if a potential for contamination exists. (Ord. 94-29 §§ 13, 14, 1995; Ord. 85-03 § 1, 1985)

13.10.080 Private hydrants.

The installation of private hydrants as defined herein shall meet the requirements for public hydrants and shall be located in accordance with this chapter to provide adequate fire protection. The fire and public works departments shall have the right to go upon the premises and to use the private hydrant for testing, flushing and public emergency uses. When private hydrants are proposed, prior to project acceptance, the responsible party shall record a covenant in a form acceptable to the City stipulating inspection, maintenance, repair, and other conditions necessary and incumbent on the owner to assure continued operation and availability of the fire hydrant for public safety use in perpetuity.(Ord. 2008-23 § 3, 2008; Ord. 85-03 § 1, 1985)

13.10.090 Flush-type hydrants.

~~*Repealed by Ord. 2021-02.* The installation of flush-type hydrants is prohibited unless determined by the city engineer that undue practical hardship would otherwise be created without relative increase in fire protection.~~ (Ord. 85-03 § 1, 1985)

13.10.100 Construction standards.

Construction shall be completed in accordance with approved plans and specifications. For City owned and operated public water systems, in addition to the approved plans and specifications, construction shall comply with the DCSS. ~~*Repealed by Ord. 94-29.*~~ (Ord. 85-03 § 1, 1985)

13.10.110 Street grade and hydrant clearance.

~~*Repealed by Ord. 94-29.*~~ (Ord. 85-03 § 1, 1985)

13.10.120 Surrounding vegetation prohibited.

~~*Repealed by Ord. 2021-02* A three foot (914 mm) clear space shall be maintained around the circumference of fire hydrants, fire sprinkler system indicator valves, and fire department connections. Access along the normal route of travel shall not be impeded except as otherwise required or approved.~~ (Ord. 2016-13 § 1, 2016; Ord. 2008-23 § 4, 2008; Ord. 85-03 § 1, 1985)

13.10.130 Occupancy of building.

~~*Repealed by Ord. 2021-02* No building or structure shall be occupied or used prior to installation and approval of required hydrants and mains as set forth in this chapter. (Ord. 85-03 § 1, 1985)~~

13.10.140 Unlawful conduct.

~~*Repealed by Ord. 2021-02* It is unlawful for any person, firm or corporation to occupy or use any building used for a school, church, rest home, hospital, residential apartments or place of assembly, in whatever use district located, unless such building is within 150 feet of a fire hydrant. (Ord. 85-03 § 1, 1985)~~

13.10.150 Inspection required.

All improvements shall be subject to inspection by a duly authorized representative of the city, both during the course of construction and after construction is complete. The inspector shall have the authority to determine whether or not materials of construction, methods of construction and workmanship comply with working drawings and specifications. The contractor shall provide for reasonable tests and proof of quality of materials as requested by the inspector. The inspector may require that work be suspended for due cause. For purposes of this section, “due cause” includes adverse weather conditions, poor workmanship, the use of questionable materials or methods of construction, and nonadherence to specifications and drawings. (Ord. 85-03 § 1, 1985)

13.10.160 Approval not deemed acceptance.

Approval by the inspector shall not be deemed acceptance of the improvement by the city. Acceptance shall be only by action of the Bainbridge Island city council. (Ord. 85-03 § 1, 1985)

13.10.170 Penalties.

Any person violating any provision or term of this chapter shall, upon conviction thereof, be punished by a fine of not more than \$500.00 or by imprisonment for not more than 90 days, or by both such fine and imprisonment. (Ord. 85-03 § 1, 1985)

ORDINANCE NO. 2021-02

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Chapter 13.10, *Regulation of Fire Hydrants and Water Mains*, of the Bainbridge Island Municipal Code to align that chapter with Title 20 of the Bainbridge Island Municipal Code as amended by Ordinance No. 2020-01.

WHEREAS, the City of Bainbridge Island is concurrently adopting state-required updates to the Washington State Fire Code through amendments to Title 20 of the Bainbridge Island Municipal Code (“BIMC”); and

WHEREAS, in order to fully implement those changes and remove any duplication, confusion, or conflicts between the changes to Title 20 BIMC and Chapter 13.10 BIMC, amendments to Chapter 13.10 BIMC are necessary.

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

Section 1. Chapter 13.10 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit A.

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

Section 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 _____, 2021.

APPROVED BY THE MAYOR ____ day of _____, 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK: January 8, 2021
PASSED BY THE CITY COUNCIL: January _____, 2021
PUBLISHED: January _____, 2021
EFFECTIVE DATE: _____, 2021
ORDINANCE NUMBER: 2021-02

EXHIBIT A
Ordinance No. 2021-02

Chapter 13.10

REGULATION RELATING TO PUBLIC WATER SYSTEMS

Sections:

- 13.10.010 Definitions.
- 13.10.020 Applicability.
- 13.10.030 Building permits and plats.
- 13.10.040 Variance.
- 13.10.045 New installation procedures.
- 13.10.050 Financial responsibility for water mains.
- 13.10.060 Fire Hydrant Location.
- 13.10.065 Fire flow.
- 13.10.070 Mains and service lines.
- 13.10.080 Private hydrants.
- 13.10.090 *Repealed*
- 13.10.100 Construction standards
- 13.10.110 *Repealed.*
- 13.10.120 *Repealed*
- 13.10.130 *Repealed*
- 13.10.140 *Repealed*
- 13.10.150 Inspection required.
- 13.10.160 Approval not deemed acceptance.
- 13.10.170 Penalties.

13.10.010 Definitions.

For the purpose of this chapter certain words and terms used herein are defined as set forth below. Unless the natural construction of the word indicates otherwise, all words used in the present tense include the future tense; all words in the plural include the singular number; and all words in the singular number include the plural number.

- A. “BIMC” is the Bainbridge Island Municipal Code.
- B. “DCSS” is the current version of the City of Bainbridge Island Design and Construction Standards and Specifications as promulgated by the public works department.
- C. “Fire Marshal” is the designated member of the Bainbridge Island fire department or their authorized agent responsible for implementation of BIMC Title 20.
- D. “Fire department” means the Bainbridge Island fire department.

- E. “Fire flow” means water flow required for fire protection purposes.
- F. “Flush-type hydrant” means a hydrant installed entirely below grade.
- G. “Private hydrant” means a fire hydrant so situated and maintained on private property which provides water with limitations as to use by the fire and public works department as set forth in BIMC 13.10.080.
- H. “Public hydrant” means a fire hydrant so situated and maintained on public right-of-way or public easements and owned by the city of Bainbridge Island, or other water purveyor, which provides water without restriction as to use by the fire and public works departments.
- I. “Public water supply system” means any system providing water for human consumption as defined in WAC 246-290 and WAC 246-291. This definition also includes similar terms such as “water system”, “public water system” and “public water supply.”
- J. “Public works department” means the public works department of the city of Bainbridge Island.
- K. “Single-family residential area” is as set forth in BIMC Title 18.
- L. “Water Purveyor” or “Purveyor” is any entity operating a public water system for the supply of potable water for domestic uses under the regulations and authority of the Washington State Department of Health through WAC 246-290 or WAC 246-291. (Ord. 2003-22 § 17, 2003; Ord. 85-03 § 1, 1985)

13.10.020 Applicability.

This Chapter shall apply to all public water supply systems now existing or constructed in the future (Ord. 85-03 § 1, 1985)

13.10.030 Building permits and plats.

A. Fire hydrants, water mains, and appurtenances shall be installed as required by this chapter as a condition of approval of short plats, subdivisions, planned unit developments, and mobile home parks.

B. No building permits shall be issued for erection of any building or structure until adequate provision is made to assure that the provisions of this chapter will be met, including financial responsibility, provided, this section shall not apply to the reconstruction, repair, rebuilding or remodeling of a single-family dwelling. (Ord. 85-03 § 1, 1985)

13.10.040 Variance.

In specific cases, a variance from the terms but within the spirit of this chapter as will not be contrary to the public interest may be granted by the hearing examiner upon written application of the property owner or developer, or their agent as set out in BIMC 2.16.020 and 2.16.120, within 30 days of the notification to comply with this chapter. In determining to grant a variance from the terms of this chapter, including consideration of reasonable alternatives, the hearing examiner shall be guided by the following standards and criteria:

- A. Special conditions and circumstances exist which are peculiar to the property or structure such as size, shape, topography or location and that strict enforcement of the provisions of this chapter would deprive the property owner of rights commonly enjoyed by other properties similarly situated.
- B. The special conditions and circumstances are not primarily the result of the actions of the applicant such as structure design necessitating greater fire protection especially, as it may relate to commercial and multiple residential property development.
- C. Unnecessary hardships and practical difficulties which make it difficult to carry out the provisions of this chapter.
- D. Granting of the application, or providing alternatives to this chapter, will not be materially detrimental to the public health, safety, morals or welfare, or injurious to the property or improvement in the vicinity of the applicant's property with particular emphasis on fire protection.
- E. The variance is necessary to make possible the reasonable development of the property.
(Ord. 85-03 § 1, 1985)

13.10.045 New installation procedures.

All water system components newly installed or replaced shall meet the following requirements:

- A. All proposed expansion, improvements, or replacements of water system components, on City owned or operated public water systems, shall be submitted to the public works department for review and approval, in accordance with Chapter 13.32 BIMC, and to the Fire Department, in accordance with BIMC 20.04.090, prior to construction of said improvements. The Public Works Department, at its sole discretion, may waive this requirement where the expansion, improvement, or replacement is considered de minimis and adequate conditions to protect the public interest can be imposed through other mechanisms such as the issuance of a right-of-way permit in conformance with chapter 15.12 BIMC.
- B. All proposed expansion, improvements, or replacements of water system components, on non-City owned and operated public water systems, shall comply with the water purveyor's requirements and applicable requirements of Chapter 20.04 BIMC, and shall provide documentation of such at the time of application for land use or building permits.
- C. In areas already platted, installation of operational hydrants and water mains may be required in accordance with this chapter prior to the beginning of building construction. In such case, an application as noted in subsection A or documentation as noted in subsection B above shall be required.
- D Building construction shall not commence until the requirements of subsections A or B above have been completed in accordance with the provisions of this and all other applicable chapters of the BIMC and the applicable section of the DCSS or applicable design standards. When water mains and hydrants are to be installed by the developer, such facilities and access roadways serving same shall be installed and made serviceable

prior to and during the time of construction. No building shall be occupied until hydrants and mains for its protection are placed in service and accepted by the purveyor.

- E. With respect to commercial, and industrial and/or multifamily construction only, no conventional or stick construction shall be permitted to start until all hydrants required for such improvements are placed in service and tested by the fire department. At the sole discretion of the Fire Marshal, this condition may be waived or modified as a condition of any permit for construction issued by the city. (Ord. 89-14 § 1, 1989; Ord. 85-03 § 1, 1985)

13.10.050 Financial responsibility for water mains.

- A. The installation of water mains to properties not previously served shall be at the benefited property owner's or developer's expense and in accordance with Chapter 13.32 BIMC.
- B. Oversized water mains required for special use demands shall be installed at the developer's or property owner's expense in accordance with Chapter 13.32 BIMC.
- C. If the water mains installed pursuant to subsections A and B of this section provide service or benefits to properties other than those owned by the water main installer, such installer may receive latecomer reimbursement from the owners of such properties in accordance with Chapter 13.32 BIMC.
- D. If the city requires a developer to install water mains larger than the minimum size required by the DCSS or the demands of the developer's property, whichever is larger, then the developer may be entitled to oversizing reimbursement in accordance with BIMC 13.18.030
- E. When the city requires a developer to extend a water main along or through property in accordance with BIMC 13.18.010, the developer shall not be required to install fire hydrants outside of the developer's property. However, the developer shall be required to install tees in the water main extension at appropriate intervals to facilitate the future installation of fire hydrants. (Ord. 2002-02 § 2, 2002; Ord. 86-05 §§ 1, 2, 1986; Ord. 85-03 § 1, 1985).

13.10.060 Fire Hydrant Location.

The City of Bainbridge Island has adopted, with amendments, the International Fire Code in Title 20 BIMC. The installation of fire hydrants and related water system infrastructure for fire protection shall conform to Title 20 BIMC and the current version of the Bainbridge Island Design and Construction Standards and Specifications as promulgated by the public works department. In addition to the requirements referenced here, the following conditions shall apply to the installation of fire hydrants within the city of Bainbridge Island:

- A. Where potable water mains are extended along streets where hydrants are not needed for the protection of structures, hydrants shall be provided at spacing not to exceed 1,000 feet.
- B. An auxiliary gate valve shall be installed at the main line tee to permit the repair and replacement of the hydrant without disruption of water service.

(Ord. 2008-23 § 1, 2008; Ord. 89-14 §§ 2, 3, 1989; Ord. 85-03 § 1, 1985)

13.10.065 Fire flow.

Minimum fire flow requirements shall be as adopted in Title 20.04 BIMC. (Ord. 2008-23 § 2, 2008: Ord. 2007-17 § 5, 2007: Ord. 2004-14 § 6, 2004: Ord. 98-30 § 3, 1998; Ord. 85-03 § 1, 1985)

13.10.070 Mains and service lines.

A. All public hydrants in single-family residential zoned areas shall be supplied by not less than six-inch circulating water mains. All hydrants in areas other than single-family residential shall be supplied by not less than eight inches circulating water mains. Dead-end water mains supplying fire hydrants must be at least eight inches in diameter, with the exception of mains up to 50 feet long which may be no less than six inches in diameter.

B. The service line from the water main to the hydrant shall be no less than six inches in diameter. Any service lines over 50 feet in length from water main to hydrant shall be no less than eight inches in diameter. The provisions of this section shall apply without exception and regardless of the size of the service main.

C. All water mains serving or intended to serve fire protection systems, installed or replaced in the city of Bainbridge Island hereinafter shall have a minimum diameter of six inches in conformance with WAC 246-290-230 or WAC 246-291-210.

D. Provisions shall be made wherever appropriate in any project for looping all dead-end or temporarily dead-end mains. A minimum 20-foot easement shall be required, in addition to a temporary 10-foot construction easement on each side of the permanent easement. Construction plans must be approved by the city engineer prior to the commencement of construction.

E. The minimum water main easement width shall be 20 feet in width. No permanent structures shall be built in the water main easement area.

F. Separation between water mains and other utilities shall conform with the other utility's standards and the *Pipeline Separation Design & Installation Reference Guide* (Pub #06-10-029 or as amended or replaced) promulgated by the Washington State Department of Ecology.

G. Water main extensions will be required when the property does not front on a water main or when the existing water main is not adequate for the increased use proposed.

H. Due to the complexities of many water mains and their interface with other underground structures, all water main construction shall be staked to insure placement within designated easements. Any deviation from this requirement shall be approved by the city engineer.

I. Every effort shall be made to incorporate "looped" water mains into a project. In cases where it is not possible to "loop" a new main installation, a minimum of a two-inch blow off shall be required at all line ends.

J. All hook-ups to fire hydrants for temporary water for whatever purpose shall be approved by the public works department, shall be metered, and will require a "temporary hydrant valve." In addition, double check valves may also be required if a potential for contamination exists. (Ord. 94-29 §§ 13, 14, 1995; Ord. 85-03 § 1, 1985)

13.10.080 Private hydrants.

The installation of private hydrants as defined herein shall meet the requirements for public hydrants and shall be located in accordance with this chapter to provide adequate fire protection. The fire and public works departments shall have the right to go upon the premises and to use the private hydrant for testing, flushing and public emergency uses. When private hydrants are proposed, prior to project acceptance, the responsible party shall record a covenant in a form acceptable to the City stipulating inspection, maintenance, repair, and other conditions necessary and incumbent on the owner to assure continued operation and availability of the fire hydrant for public safety use in perpetuity.(Ord. 2008-23 § 3, 2008: Ord. 85-03 § 1, 1985)

13.10.090 Flush-type hydrants.

Repealed by Ord. 2021-02. (Ord. 85-03 § 1, 1985)

13.10.100 Construction standards.

Construction shall be completed in accordance with approved plans and specifications. For City owned and operated public water systems, in addition to the approved plans and specifications, construction shall comply with the DCSS (Ord. 85-03 § 1, 1985)

13.10.110 Street grade and hydrant clearance.

Repealed by Ord. 94-29. (Ord. 85-03 § 1, 1985)

13.10.120 Surrounding vegetation prohibited.

Repealed by Ord. 2021-02 (Ord. 2016-13 § 1, 2016: Ord. 2008-23 § 4, 2008: Ord. 85-03 § 1, 1985)

13.10.130 Occupancy of building.

Repealed by Ord. 2021-02 (Ord. 85-03 § 1, 1985)

13.10.140 Unlawful conduct.

Repealed by Ord. 2021-02 (Ord. 85-03 § 1, 1985)

13.10.150 Inspection required.

All improvements shall be subject to inspection by a duly authorized representative of the city, both during the course of construction and after construction is complete. The inspector shall have the authority to determine whether or not materials of construction, methods of construction and workmanship comply with working drawings and specifications. The contractor shall provide for reasonable tests and proof of quality of materials as requested by the inspector. The inspector may require that work be suspended for due cause. For purposes of this section, “due cause” includes adverse weather conditions, poor workmanship, the use of questionable materials or methods of construction, and nonadherence to specifications and drawings. (Ord. 85-03 § 1, 1985)

13.10.160 Approval not deemed acceptance.

Approval by the inspector shall not be deemed acceptance of the improvement by the city. Acceptance shall be only by action of the Bainbridge Island city council. (Ord. 85-03 § 1, 1985)

13.10.170 Penalties.

Any person violating any provision or term of this chapter shall, upon conviction thereof, be punished by a fine of not more than \$500.00 or by imprisonment for not more than 90 days, or by both such fine and imprisonment. (Ord. 85-03 § 1, 1985)



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:15 PM) Food Trucks on City Hall Property - Councilmember Carr,

SUMMARY: The City Council will discuss whether to add permitting the use of City property for food trucks to the City work plan.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Discussion.

STRATEGIC PRIORITY: Green, Well-Planned Community

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: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (8:25 PM) Agenda Bill for Consent Agenda,

SUMMARY: Consider approval of the following Consent Agenda items:

- 11.B Accounts Payable and Payroll
- 11.C City Council Study Session Minutes, December 1, 2020
- 11.D Special City Council Meeting Minutes, December 2, 2020
- 11.E Special City Council Meeting Minutes, December 3, 2020
- 11.F Regular Business Meeting Minutes, December 8, 2020
- 11.G City Council Study Session Minutes, December 15, 2020
- 11.H Special Joint City Council and Race Equity Advisory Committee Meeting Minutes, December 16, 2020
- 11.I Utility Advisory Committee Recommendations on Small Water Systems and 2021 Work Plan Update
- H.J Ordinance No. 2021-04 Amending BIMC 15.04 Relating to City Building Code - Planning
- H.K Interlocal Agreement with Kitsap County Sheriff's Office for Mutual Aid and Traffic Safety Task Force - Police
- H.L Inter-agency Agreement with the Washington State Traffic Safety Commission in Support of Multi-jurisdictional Grant-funded High-visibility Emphasis Activities and Target Zero Campaigns - Police

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

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

STRATEGIC PRIORITY: Good Governance

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: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: Accounts Payable and Payroll

SUMMARY: Consider approval of payroll and accounts payable.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve with consent agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[AP Report to Council of Cash Disbursements 12-23-20.pdf](#)

[Payroll 12-21-20.pdf](#)

[AP Report to Council of Cash Disbursements 01-13-21.pdf](#)

[Payroll 1-5-21.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: December 7, 2020 - December 21, 2020
 CITY COUNCIL: December 8, 2020 - December 22, 2020

Last check from previous run: 355137 dated 12/09/2020 issued to Coral Sales Co. for \$654.00.

| Payment Type | Check Date | Check Number | Department/Vendor/Description | Amount |
|--------------|------------|--------------|--|-----------|
| VOID | 11/25/20 | 355063 | UB/Whitney M Lane/Incorrect payee | N/A |
| VOID | 12/10/20 | 355139 | CenturyLink/Incorrect amount on invoice | N/A |
| VOID | 12/10/20 | 355140 | Puget Sound Energy/check print error | N/A |
| VOID | 12/10/20 | 355141 | Puget Sound Energy/check print error | N/A |
| VOID | 12/10/20 | 355142 | Puget Sound Energy/check print error | N/A |
| VOID | 12/10/20 | 355143 | Puget Sound Energy/check print error | N/A |
| VOID | 12/23/20 | 355188 | POL/Forks Community Hospital/Incorrect payee | N/A |
| VOID | 12/23/20 | 355247 | PW/Spectra Laboratories/Incorrect payee | N/A |
| VOID | 12/23/20 | 355268 | POL/WAPRO/Incorrect remittance # | N/A |
| VOID | 12/23/20 | 355272 | POL/WAPRO/Incorrect amount | N/A |
| Manual | 12/10/20 | 355138 | Bainbridge Disposal/Citywide disposal services - November 2020 | 2,436.03 |
| Manual | 12/10/20 | 355139 | CenturyLink/Citywide wireless services - December 2020 | 9,029.12 |
| Manual | 12/10/20 | 355140 | Puget Sound Energy/Citywide utilities - November 2020 | 8,627.67 |
| Manual | 12/10/20 | 355141 | Puget Sound Energy/Citywide utilities - November 2020 | 4,538.40 |
| Manual | 12/10/20 | 355142 | Puget Sound Energy/Citywide utilities - November 2020 | 14,248.83 |
| Manual | 12/10/20 | 355143 | Puget Sound Energy/Citywide utilities - November 2020 | 4,400.00 |
| Manual | 12/10/20 | 355144 | Puget Sound Energy/Citywide utilities - November 2020 | 31,814.90 |
| Manual | 12/10/20 | 355145 | CenturyLink/Citywide wireless services - December 2020 | 4,044.47 |
| Manual | 12/10/20 | 355146 | US Bank/Credit card purchases - November 2020 | 33,528.48 |
| Manual | 12/16/20 | 355147 | EX/Fumi Amano/Something New installment #2 - Shape of Memory | 600.00 |
| Manual | 12/16/20 | 355148 | CenturyLink/Citywide wireless services - December 2020 | 418.34 |
| Manual | 12/16/20 | 355149 | ENG/Kelley Connect/Copier lease | 595.94 |
| Manual | 12/16/20 | 355150 | EX/Linda McJunkin/Something New installment #2 - Fossil III | 600.00 |
| Manual | 12/16/20 | 355151 | EX/Abe Singer/Something New installment #2 - Reflection | 600.00 |
| Manual | 12/16/20 | 355152 | POL,PW/Summit Towing/Surplus vehicle towing | 1,916.68 |
| Manual | 12/16/20 | 355153 | Verizon/Citywide wireless services - November 2020 | 5,652.20 |

| | |
|---|-------------------|
| Total Manual Checks and Electronic Disbursements | 123,051.06 |
|---|-------------------|

| | | | | |
|-------------|----------|---------------|--------------------------------|-------------------|
| Regular Run | 12/23/20 | 355154-355273 | Total Regular Check Run | 343,116.55 |
| | | | Total Disbursements | 466,167.61 |

| | | | | |
|-------------------|-----|-----|--|-----|
| Retainage Release | N/A | N/A | | N/A |
| Travel Advance | N/A | N/A | | N/A |

Prepared and Reviewed by  Carrie Freitas, 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, Accounting Manager

12/17/2020

Date

12/16/2020 07:57
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 1
apcshdsb

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|-------------------|----------------|------|--------------------------|---------|----------|------------|---|---------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | | | | |
| 355063 | 11/25/2020 | VOID | 9588 WHITNEY M LANE REV. | 243896 | 89788 | 11/04/2020 | | -583.99 |
| | Invoice: 89788 | | | -583.99 | 421 | 122100 | UB 13218 4566 FLYING GOAT AVE NE C-140 SEWER ACCOUNTS RECEIVABLE | |
| | | | | | | | CHECK 355063 TOTAL: | -583.99 |
| | | | | | | | *** CASH ACCOUNT TOTAL *** | -583.99 |
| | | | | | | | NUMBER OF CHECKS 1 | |
| | | | | | | | COUNT | AMOUNT |
| | | | | | | | TOTAL VOIDED CHECKS 1 | 583.99 |
| | | | | | | | *** GRAND TOTAL *** | -583.99 |

Incorrect payee information on sold property for UB refund.
Voided check and invoice in order to reissue to correct party.

12/16/2020 07:57
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cfreitas

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|-------------|------------|----------|-------|-------|-------|---|------|----------|----------|
| 2020 | 12 | 182 | | | | | | | | | |
| APP | 402-213000 | | 12/16/2020 | 355063 | VOID | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | | 583.99 |
| APP | 635-111100 | | 12/16/2020 | 355063 | VOID | | | CASH AP CASH DISBURSEMENTS JOURNAL | | 583.99 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 583.99 | 583.99 |
| APP | 631-130000 | | 12/16/2020 | 11/22/20 | VOID | | | DUE TO/FROM CLEARING | | | 583.99 |
| APP | 402-130000 | | 12/16/2020 | 11/22/20 | VOID | | | DUE TO/FROM CLEARING | | 583.99 | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 583.99 | 583.99 |
| JOURNAL 2020/12/182 TOTAL | | | | | | | | | | 1,167.98 | 1,167.98 |

12/16/2020 07:57
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 3
apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--|----------|-----|------------|--|--------|--------|
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 182 | 12/16/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 583.99 | 583.99 |
| | | | | FUND TOTAL | 583.99 | 583.99 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 182 | 12/16/2020 | DUE TO/FROM CLEARING CASH | 583.99 | 583.99 |
| | | | | FUND TOTAL | 583.99 | 583.99 |

12/16/2020 07:57
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 4
apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|----------------------|--------|----------|
| 402 | SEWER OPERATING FUND | | 583.99 |
| 631 | CLEARING FUND | 583.99 | |
| | TOTAL | 583.99 | 583.99 |

** END OF REPORT - Generated by Carrie L. Freitas **

12/10/2020 13:37
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
apcshdsb

CASH ACCOUNT: 635
CHECK NO CHK DATE

111100 CASH
TYPE VENDOR NAME

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

| | | | | | | | |
|--------|----------|--------|---------------------|--------------|----------------------------|--|-----------|
| -59.37 | 91011215 | 542100 | GG-C/E-PD-PHONE | | | | |
| | | | CHECK | 355139 | TOTAL: | | -9,029.12 |
| | | | NUMBER OF CHECKS | 1 | *** CASH ACCOUNT TOTAL *** | | -9,029.12 |
| | | | | <u>COUNT</u> | <u>AMOUNT</u> | | |
| | | | TOTAL VOIDED CHECKS | 1 | 9,029.12 | | |
| | | | | | *** GRAND TOTAL *** | | -9,029.12 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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CLERK: cfreitas

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|-------------|------------|----------|-------|-------|-------|---|------|-----------|-----------|
| 2020 | 12 | 132 | | | | | | | | | |
| APP | 001-213000 | | 12/10/2020 | 355139 | VOID | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | | 1,461.60 |
| APP | 635-111100 | | 12/10/2020 | 355139 | VOID | | | CASH AP CASH DISBURSEMENTS JOURNAL | | 1,461.60 | |
| APP | 402-213000 | | 12/10/2020 | 355139 | VOID | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | | 1,637.15 |
| APP | 635-111100 | | 12/10/2020 | 355139 | VOID | | | CASH AP CASH DISBURSEMENTS JOURNAL | | 1,637.15 | |
| APP | 401-213000 | | 12/10/2020 | 355139 | VOID | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | | 5,930.37 |
| APP | 635-111100 | | 12/10/2020 | 355139 | VOID | | | CASH AP CASH DISBURSEMENTS JOURNAL | | 5,930.37 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 9,029.12 | 9,029.12 |
| APP | 631-130000 | | 12/10/2020 | M121020 | VOID | | | DUE TO/FROM CLEARING | | | 9,029.12 |
| APP | 001-130000 | | 12/10/2020 | M121020 | VOID | | | GENERAL - DUE TO/FROM CLEARING | | 1,461.60 | |
| APP | 402-130000 | | 12/10/2020 | M121020 | VOID | | | DUE TO/FROM CLEARING | | 1,637.15 | |
| APP | 401-130000 | | 12/10/2020 | M121020 | VOID | | | DUE TO/FROM CLEARING | | 5,930.37 | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 9,029.12 | 9,029.12 |
| JOURNAL 2020/12/132 TOTAL | | | | | | | | | | 18,058.24 | 18,058.24 |

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JOURNAL ENTRIES TO BE CREATED

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| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--|----------|-----|------------|--|----------|----------|
| 001 GENERAL FUND 001-130000 001-213000 | 2020 12 | 132 | 12/10/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 1,461.60 | 1,461.60 |
| | | | | FUND TOTAL | 1,461.60 | 1,461.60 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 132 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 5,930.37 | 5,930.37 |
| | | | | FUND TOTAL | 5,930.37 | 5,930.37 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 132 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 1,637.15 | 1,637.15 |
| | | | | FUND TOTAL | 1,637.15 | 1,637.15 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 132 | 12/10/2020 | DUE TO/FROM CLEARING CASH | 9,029.12 | 9,029.12 |
| | | | | FUND TOTAL | 9,029.12 | 9,029.12 |

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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 | | 1,461.60 |
| 401 | WATER OPERATING FUND | | 5,930.37 |
| 402 | SEWER OPERATING FUND | | 1,637.15 |
| 631 | CLEARING FUND | | |
| | | 9,029.12 | |
| | | <hr/> | <hr/> |
| | TOTAL | 9,029.12 | 9,029.12 |

** END OF REPORT - Generated by Carrie L. Freitas **



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see void notes on pg. 2

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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 | | |
| 355138 | 12/10/2020 | PRTD | 47 BAINBRIDGE DISPOSAL | 244654 | 0001034785 | 11/30/2020 | M121020 | 1,839.25 |
| Invoice: 0001034785 | | | | | | CITYWIDE DISP SVCS NOV 2020 | | |
| | | | | 143.70 | 91011215 | 547900 | GG-C/E-PD-GARBAGE | |
| | | | | 150.00 | 91111427 | 547900 | GG-STREET-ROADSIDE-GARBAGE | |
| | | | | 445.32 | 91011768 | 547900 | GG-C/E-PARKS-GARBAGE | |
| | | | | 433.74 | 91425358 | 547900 | GG-WWTP-GARBAGE(NOT BIOSOLIDS) | |
| | | | | 646.53 | 91011897 | 547900 | GG-C/E-O&M YARD FAC-GARBAGE | |
| | | | | 19.96 | 91111427 | 547900 | GG-STREET-ROADSIDE-GARBAGE | |
| Invoice: 0001034979 | | | | 244655 | 0001034979 | 11/30/2020 | M121020 | 346.96 |
| Invoice: 0001035036 | | | | 244656 | 0001035036 | 11/30/2020 | M121020 | 78.96 |
| Invoice: 0001034749 | | | | 244741 | 0001034749 | 11/30/2020 | M121020 | 170.89 |
| | | | | 170.89 | 91011755 | 547900 | SS/COMMONS DISP SVCS NOV20 GG-C/E-COMMONS-GARBAGE | |
| | | | | | | CHECK | 355138 TOTAL: | 2,436.06 |
| 355139 | 12/10/2020 | PRTD | 551 CENTURYLINK | 244657 | 0225DEC20 | 12/02/2020 | M121020 | 120.54 |
| Invoice: 0225DEC20 | | | | | | O&M FIRE ALARM MONIT | | |
| | | | | 120.54 | 91011897 | 542100 | GG-C/E-O&M YARD FAC-PHONE | |
| Invoice: 0456DEC20 | | | | 244658 | 0456DEC20 | 12/02/2020 | M121020 | 79.99 |
| | | | | 79.99 | 91421891 | 542100 | VILLAGE SEWER PUMP GG-SWR-FAC-PHONE | |
| Invoice: 0754DEC20 | | | | 244659 | 0754DEC20 | 12/02/2020 | M121020 | 70.95 |
| | | | | 70.95 | 91411891 | 542100 | FLETCHER BAY WELL TELEM GG-WTR-FAC-PHONE | |
| Invoice: 1745DEC20 | | | | 244660 | 1745DEC20 | 12/02/2020 | M121020 | 56.74 |
| | | | | 56.74 | 91011189 | 542100 | CH ELEVATOR SVC LINE GG-C/E-CITY HALL-PHONE | |
| Invoice: 3736DEC20 | | | | 244661 | 3736DEC20 | 12/02/2020 | M121020 | 120.54 |
| | | | | 120.54 | 91011189 | 542100 | CH FIRE ALARM MONIT GG-C/E-CITY HALL-PHONE | |
| Invoice: 5211DEC20 | | | | 244662 | 5211DEC20 | 12/02/2020 | M121020 | 211.33 |
| | | | | 211.33 | 91011215 | 542100 | POL PHN SVCS GG-C/E-PD-PHONE | |
| Invoice: 8731DEC20 | | | | 244663 | 8731DEC20 | 12/02/2020 | M121020 | 61.86 |
| | | | | 61.86 | 91011755 | 542100 | COMMONS FIRE ALARM MONIT GG-C/E-COMMONS-PHONE | |

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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: 9136DEC20 | | | | 244664 | 9136DEC20 | 12/02/2020 | M121020 | 159.86 |
| | | | | 159.86 | 91011189 542100 | CH SECURITY ALARM MONIT GG-C/E-CITY HALL-PHONE | | |
| Invoice: 9791DEC20 | | | | 244665 | 9791DEC20 | 12/02/2020 | M121020 | 137.80 |
| | | | | 137.80 | 91011215 542100 | POL TI MANDUS GG-C/E-PD-PHONE | | |
| Invoice: 9840DEC20 | | | | 244666 | 9840DEC20 | 12/02/2020 | M121020 | 5,035.00 |
| | | | | 5,035.00 | 91411891 542100 | HEAD OF BAY WELL TELEM GG-WTR-FAC-PHONE | | |
| Invoice: 9858DEC20 | | | | 244667 | 9858DEC20 | 12/02/2020 | M121020 | 50.35 |
| | | | | 50.35 | 91411891 542100 | SANDS AVE WELL TELEM GG-WTR-FAC-PHONE | | |
| Invoice: 0399NOV20 | | | | 244742 | 0399NOV20 | 11/23/2020 | M121020 | 2,924.16 |
| | | | | 1,557.16 | 91425358 542100 | CITYWIDE TELEMETRY & FAX SVCS GG-WWTP-TELEPHONE/FAX | | |
| | | | | 774.07 | 91411891 542100 | GG-WTR-FAC-PHONE | | |
| | | | | 76.17 | 91011755 542100 | GG-C/E-COMMONS-PHONE | | |
| | | | | 155.05 | 91011189 542100 | GG-C/E-CITY HALL-PHONE | | |
| | | | | 228.50 | 91011897 542100 | GG-C/E-O&M YARD FAC-PHONE | | |
| | | | | 73.84 | 91011255 542100 | GG-C/E-COURT BLDG-PHONE | | |
| | | | | 59.37 | 91011215 542100 | GG-C/E-PD-PHONE | | |
| | | | | | | CHECK | 355139 TOTAL: | 9,029.12 |
| 355140 12/10/2020 VOID | | | 1205 ** NOT FOUND | | | | | .00 |
| Invoice: | | | | | | | | |
| | | | | | | CHECK | 355140 TOTAL: | .00 |
| 355141 12/10/2020 VOID | | | 1205 ** NOT FOUND | | | | | .00 |
| Invoice: | | | | | | | | |
| | | | | | | CHECK | 355141 TOTAL: | .00 |
| 355142 12/10/2020 VOID | | | 1205 ** NOT FOUND | | | | | .00 |
| Invoice: | | | | | | | | |
| | | | | | | CHECK | 355142 TOTAL: | .00 |
| 355143 12/10/2020 VOID | | | 1205 ** NOT FOUND | | | | | .00 |
| Invoice: | | | | | | | | |

Puget Sound Energy:
Munis set maximum invoice count per check to 20 - not sure how this happened but it resulted in 4 separate checks where there should have been 1. Voided all 4 and reprinted with all invoices on one check.

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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 | | | |
| | | | | | | | CHECK | 355143 TOTAL: | .00 |
| 355144 | 12/10/2020 | PRTD | 1205 PUGET SOUND ENERGY | 244668 | CITY HALL NOV20 | 12/01/2020 | M121020 | 4,675.75 | |
| | | | Invoice: CITY HALL NOV20 | 4,675.75 | 91011189 547100 | CITY HALL NOV 2020 GG-C/E-CITY HALL-ELECTRIC | | | |
| | | | Invoice: 828NOV20 | 244669 | 828NOV20 | 12/03/2020 | M121020 | 183.71 | |
| | | | | 183.71 | 91415345 547100 | TAYLOR WELLS LID17 PH1 GG-ROCKAWAY BCH-UTILITIES | | | |
| | | | Invoice: IL3NOV20 | 244670 | IL3NOV20 | 12/03/2020 | M121020 | 26.98 | |
| | | | | 26.98 | 91111263 547100 | ROUNDAABOUT HS/MAD IMPR GG-STRT-STREET LIGHTING-UTIL | | | |
| | | | Invoice: 647NOV20 | 244671 | 647NOV20 | 12/03/2020 | M121020 | 48.29 | |
| | | | | 48.29 | 91111263 547100 | ST LTS/TRAFFIC CONTR GG-STRT-STREET LIGHTING-UTIL | | | |
| | | | Invoice: IL9NOV20 | 244672 | IL9NOV20 | 12/03/2020 | M121020 | 90.86 | |
| | | | | 90.86 | 91111263 547100 | MADISON AVE S GG-STRT-STREET LIGHTING-UTIL | | | |
| | | | Invoice: 285NOV20 | 244673 | 285NOV20 | 12/03/2020 | M121020 | 293.99 | |
| | | | | 293.99 | 91421355 547100 | SPS NORTHTOWN/SPORTSMAN GG-SWR-ELECTRIC | | | |
| | | | Invoice: 735NOV20 | 244674 | 735NOV20 | 12/03/2020 | M121020 | 75.45 | |
| | | | | 75.45 | 91011768 547100 | SHANNON DR/WFP DOCK GG-C/E-PARKS-ELECTRIC | | | |
| | | | Invoice: 182NOV20 | 244675 | 182NOV20 | 12/03/2020 | M121020 | 60.23 | |
| | | | | 60.23 | 91011255 547100 | MUNIC COURT METER E6 GG-C/E-COURT BLDG-ELECTRIC | | | |
| | | | Invoice: 058NOV20 | 244676 | 058NOV20 | 12/03/2020 | M121020 | 43.13 | |
| | | | | 43.13 | 91011897 547100 | HIDDEN COVE - SHOP GG-C/E-O&M YARD FAC-ELECTRIC | | | |
| | | | Invoice: 973NOV20 | 244677 | 973NOV20 | 12/03/2020 | M121020 | 12.52 | |
| | | | | 12.52 | 91415345 547100 | OC RESERVOIR LID17 PH2 GG-ROCKAWAY BCH-UTILITIES | | | |
| | | | Invoice: 558NOV20 | 244678 | 558NOV20 | 12/03/2020 | M121020 | 2,159.57 | |
| | | | | 2,159.57 | 91011897 547100 | 7315 NE HIDDEN COVE GG-C/E-O&M YARD FAC-ELECTRIC | | | |
| | | | Invoice: 336NOV20 | 244679 | 336NOV20 | 12/03/2020 | M121020 | 111.91 | |
| | | | | 111.91 | 91421355 547100 | SLS-9 ISLAND TERRACE GG-SWR-ELECTRIC | | | |
| | | | | 244680 | IL11NOV20 | 12/03/2020 | M121020 | 21.20 | |

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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: IL11NOV20 | | | | 21.20 91111263 547100 | ST LTS WW MAD TO 305 | | | |
| | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 520-330NOV20 | | | | 244681 520-330NOV20 | 12/03/2020 | | M121020 | 87.48 |
| | | | | 87.48 91011768 547100 | 210 WINSLOW WAY E IRRIG | | | |
| | | | | | GG-C/E-PARKS-ELECTRIC | | | |
| Invoice: 823NOV20 | | | | 244682 823NOV20 | 12/03/2020 | | M121020 | 10.91 |
| | | | | 10.91 91011768 547100 | BRIEN DR N/BOOTH EL PANEL | | | |
| | | | | | GG-C/E-PARKS-ELECTRIC | | | |
| Invoice: 682-B-NOV20 | | | | 244683 682-B-NOV20 | 12/03/2020 | | M121020 | 31.08 |
| | | | | 31.08 91111263 547100 | MUNIC PARKING LOT-MAD/MAD | | | |
| | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 736NOV20 | | | | 244684 736NOV20 | 12/03/2020 | | M121020 | 67.62 |
| | | | | 67.62 91011768 547100 | SHANNON DR/WFP RESTROOM | | | |
| | | | | | GG-C/E-PARKS-ELECTRIC | | | |
| Invoice: 040-581NOV20 | | | | 244685 040-581NOV20 | 12/03/2020 | | M121020 | 143.05 |
| | | | | 143.05 91421355 547100 | 3900 HALLS HILL RD PUMP | | | |
| | | | | | GG-SWR-ELECTRIC | | | |
| Invoice: 884NOV20 | | | | 244686 884NOV20 | 12/03/2020 | | M121020 | 119.52 |
| | | | | 119.52 91421355 547100 | SLS FERRY TERMINAL | | | |
| | | | | | GG-SWR-ELECTRIC | | | |
| Invoice: 111NOV20 | | | | 244687 111NOV20 | 12/03/2020 | | M121020 | 364.42 |
| | | | | 364.42 91011215 547100 | POL STN METER 2 | | | |
| | | | | | GG-C/E-PD-ELECTRIC | | | |
| Invoice: 717NOV20 | | | | 244688 717NOV20 | 12/03/2020 | | M121020 | 212.40 |
| | | | | 212.40 91011215 547100 | POL STN METER 1 | | | |
| | | | | | GG-C/E-PD-ELECTRIC | | | |
| Invoice: 520-374NOV20 | | | | 244689 520-374NOV20 | 12/03/2020 | | M121020 | 64.14 |
| | | | | 64.14 91111264 547100 | SIGNAL @ 108 OLY DR | | | |
| | | | | | GG-STREET-TRAF CONTROL-UTILITY | | | |
| Invoice: 520-136NOV20 | | | | 244690 520-136NOV20 | 12/03/2020 | | M121020 | 2,414.64 |
| | | | | 2,414.64 91411345 547100 | HOB BOOSTER PUMP | | | |
| | | | | | GG-WTR-ELECTRIC | | | |
| Invoice: IL5NOV20 | | | | 244691 IL5NOV20 | 12/03/2020 | | M121020 | 104.96 |
| | | | | 104.96 91111263 547100 | COMMODORE OFF HS @ OLY | | | |
| | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 291NOV20 | | | | 244692 291NOV20 | 12/03/2020 | | M121020 | 15.18 |
| | | | | 15.18 91411345 547100 | HEAD OF BAY WELL FIELD | | | |
| | | | | | GG-WTR-ELECTRIC | | | |
| | | | | 244693 031NOV20 | 12/03/2020 | | M121020 | 146.23 |

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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: 031NOV20 | | | | 146.23 91421355 547100 | SLS-6 | LOVELL LOWER GG-SWR-ELECTRIC | | |
| Invoice: IL12NOV20 | | | | 244694 IL12NOV20 63.29 91111263 547100 | 12/03/2020 | M121020 | 63.29 | |
| Invoice: 573NOV20 | | | | 244695 573NOV20 13.08 91411345 547100 | 12/03/2020 | M121020 | 13.08 | |
| Invoice: 040-714NOV20 | | | | 244696 040-714NOV20 11.02 91021182 547100 | 12/03/2020 | M121020 | 11.02 | |
| Invoice: 206NOV20 | | | | 244697 206NOV20 361.58 91421355 547100 | 12/03/2020 | M121020 | 361.58 | |
| Invoice: 256NOV20 | | | | 244699 256NOV20 372.66 91421355 547100 | 12/03/2020 | M121020 | 372.66 | |
| Invoice: 636NOV20 | | | | 244700 636NOV20 100.49 91421355 547100 | 12/03/2020 | M121020 | 100.49 | |
| Invoice: 888NOV20 | | | | 244701 888NOV20 170.48 91411345 547100 | 12/03/2020 | M121020 | 170.48 | |
| Invoice: 658NOV20 | | | | 244702 658NOV20 76.38 91421355 547100 | 12/03/2020 | M121020 | 76.38 | |
| Invoice: 520-298NOV20 | | | | 244703 520-298NOV20 292.68 91421355 547100 | 12/03/2020 | M121020 | 292.68 | |
| Invoice: 640NOV20 | | | | 244704 640NOV20 15.59 91011768 547100 | 12/03/2020 | M121020 | 15.59 | |
| Invoice: 983NOV20 | | | | 244705 983NOV20 11.94 91111264 547100 | 12/03/2020 | M121020 | 11.94 | |
| Invoice: 067NOV20 | | | | 244706 067NOV20 10.91 91111263 547100 | 12/03/2020 | M121020 | 10.91 | |
| | | | | 244707 IL7NOV20 | 12/03/2020 | M121020 | 69.84 | |

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A/P CASH DISBURSEMENTS JOURNAL

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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: IL7NOV20 | | | | 69.84 91111263 547100 | MADISON PRJ HS TO WINSLOW II | | | |
| | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 466NOV20 | | | | 244708 466NOV20 | 12/03/2020 | | M121020 | 10.91 |
| | | | | 10.91 91111264 547100 | MADISON/HS RAINBRINGER | | | |
| | | | | | GG-STREET-TRAF CONTROL-UTILITY | | | |
| Invoice: 093NOV20 | | | | 244709 093NOV20 | 12/03/2020 | | M121020 | 2,015.80 |
| | | | | 2,015.80 91411345 547100 | FLETCHER BAY WELL FIELD | | | |
| | | | | | GG-WTR-ELECTRIC | | | |
| Invoice: 444NOV20 | | | | 244710 444NOV20 | 12/03/2020 | | M121020 | 393.32 |
| | | | | 393.32 91011755 547100 | BI COMMONS | | | |
| | | | | | GG-C/E-COMMONS-ELECTRIC | | | |
| Invoice: 461NOV20 | | | | 244711 461NOV20 | 12/03/2020 | | M121020 | 5,515.40 |
| | | | | 5,515.40 91425358 547100 | WWTP | | | |
| | | | | | GG-WWTP-ELECTRIC | | | |
| Invoice: WW&305NOV20 | | | | 244712 WW&305NOV20 | 12/03/2020 | | M121020 | 431.13 |
| | | | | 431.13 91111264 547100 | WINSLOW WAY & 305 | | | |
| | | | | | GG-STREET-TRAF CONTROL-UTILITY | | | |
| Invoice: 831NOV20 | | | | 244713 831NOV20 | 12/03/2020 | | M121020 | 3,421.26 |
| | | | | 3,421.26 91411345 547100 | SANDS AVE NE WELL FIELD | | | |
| | | | | | GG-WTR-ELECTRIC | | | |
| Invoice: 797NOV20 | | | | 244714 797NOV20 | 12/03/2020 | | M121020 | 146.50 |
| | | | | 146.50 91011255 547100 | MUNI COURT METER E3 | | | |
| | | | | | GG-C/E-COURT BLDG-ELECTRIC | | | |
| Invoice: 247NOV20 | | | | 244715 247NOV20 | 12/03/2020 | | M121020 | 25.50 |
| | | | | 25.50 91435838 547100 | SSWM/DECANT FACILITY | | | |
| | | | | | GG-DECANT-ELECTRIC | | | |
| Invoice: 143NOV20 | | | | 244716 143NOV20 | 12/03/2020 | | M121020 | 10.91 |
| | | | | 10.91 91111264 547100 | REITAN RD/WELCOME TO BI | | | |
| | | | | | GG-STREET-TRAF CONTROL-UTILITY | | | |
| Invoice: IL1NOV20 | | | | 244717 IL1NOV20 | 12/03/2020 | | M121020 | 188.39 |
| | | | | 188.39 91111263 547100 | ERCKSN/MDSN/WNSLW/KNTCHL | | | |
| | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 710NOV20 | | | | 244718 710NOV20 | 12/03/2020 | | M121020 | 184.81 |
| | | | | 184.81 91421355 547100 | SLS-2 VILLAGE CENTER | | | |
| | | | | | GG-SWR-ELECTRIC | | | |
| Invoice: 893NOV20 | | | | 244719 893NOV20 | 12/03/2020 | | M121020 | 724.63 |
| | | | | 724.63 91111263 547100 | MUNI ST LIGHTING | | | |
| | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| | | | | 244720 040-751NOV20 | 12/03/2020 | | M121020 | 11.78 |

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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 |
|----------------------|----------|------|-------------|----------|------------------|-----------------------------------|----|-----------|----------|
| | | | | | | | | | |
| | | | | | | INVOICE DTL | | | |
| | | | | | | DESC | | | |
| Invoice: 040-751 | NOV20 | | | | | | | | |
| | | | | 11.78 | 91411345 547100 | 520 ERICKSEN AVE PRV | | | |
| | | | | | | GG-WTR-ELECTRIC | | | |
| Invoice: SPRING | NOV20 | | | 244721 | SPRINGNOV20 | 12/03/2020 | | M121020 | 43.37 |
| | | | | 43.37 | 91111263 547100 | SPRINGRIDGE RD/HANSEN HILL | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: LYNCTR | NOV20 | | | 244722 | LYNCTRNOV20 | 12/03/2020 | | M121020 | 69.70 |
| | | | | 69.70 | 91111263 547100 | 4238 LYNWOOD CTR RD, BLOSSOM HILL | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: NKLYN&MAD | NOV20 | | | 244723 | NKLYN&MADNOV20 | 12/03/2020 | | M121020 | 14.63 |
| | | | | 14.63 | 91111263 547100 | N. BROOKLYN & MAD AVE ST LT | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 2360-MAD | NOV20 | | | 244724 | 2360-MADNOV20 | 12/03/2020 | | M121020 | 14.63 |
| | | | | 14.63 | 91111263 547100 | 2360 MAD AVE N - E.ENTRNC ST LT | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: MAD&ORD | NOV20 | | | 244725 | MAD&ORDNOV20 | 12/03/2020 | | M121020 | 14.63 |
| | | | | 14.63 | 91111263 547100 | MAD AVE N, ORDWAY CROSS ST LT | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: NKLYN&NTOWN | NOV20 | | | 244726 | NKLYN&NTOWNNOV20 | 12/03/2020 | | M121020 | 14.63 |
| | | | | 14.63 | 91111263 547100 | N. BROOKLYN & NTOWN ST LT | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: WING&AZALEA | NOV20 | | | 244727 | WING&AZALEANOV20 | 12/03/2020 | | M121020 | 12.14 |
| | | | | 12.14 | 91111263 547100 | WING PT & AZALEA AVE NE ST LT | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: W.OFMAD-PH1 | NOV20 | | | 244728 | W.OFMAD-PH1NOV20 | 12/03/2020 | | M121020 | 995.67 |
| | | | | 995.67 | 91111263 547100 | W. OF MADISON-BAINBRIDGE CO PH1 | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: E.OFMAD-PH2 | NOV20 | | | 244729 | E.OFMAD-PH2NOV20 | 12/03/2020 | | M121020 | 1,974.77 |
| | | | | 1,974.77 | 91111263 547100 | E. OF MADISON - BAINBRIDGE CO PH2 | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: MAD&H.S. | NOV20 | | | 244730 | MAD&H.S.NOV20 | 12/03/2020 | | M121020 | 45.06 |
| | | | | 45.06 | 91111263 547100 | MADISON AVE/HS AVE ST LT | | | |
| | | | | | | GG-STRT-STREET LIGHTING-UTIL | | | |
| Invoice: 2665 | NOV20 | | | 244731 | 2665NOV20 | 12/03/2020 | | M121020 | 210.88 |
| | | | | 210.88 | 91011768 547100 | 301 SHANNON DR - WFP | | | |
| | | | | | | GG-C/E-PARKS-ELECTRIC | | | |
| Invoice: 2681 | NOV20 | | | 244732 | 2681NOV20 | 12/03/2020 | | M121020 | 10.91 |
| | | | | 10.91 | 91011768 547100 | BJUNE WFP BOOTH EL PANEL #4 | | | |
| | | | | | | GG-C/E-PARKS-ELECTRIC | | | |
| | | | | 244733 | 2996NOV20 | 12/03/2020 | | M121020 | 17.22 |

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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

| | | | | | | | | | |
|--------------------|----------|-----------|-------------|--|---------------------------------|--|---------|--|----------|
| Invoice: 2996NOV20 | | | | | | | | | |
| | 17.22 | 91411345 | 547100 | 965 | WEAVER RD NW GG-WTR-ELECTRIC | | | | |
| Invoice: 3010NOV20 | 244734 | 3010NOV20 | | | 12/03/2020 | | M121020 | | 10.91 |
| | 10.91 | 91011768 | 547100 | BJUNE WFP BOOTH EL PANEL #3 GG-C/E-PARKS-ELECTRIC | | | | | |
| Invoice: 3028NOV20 | 244735 | 3028NOV20 | | | 12/03/2020 | | M121020 | | 12.20 |
| | 12.20 | 91011768 | 547100 | BJUNE WFP BOOTH EL PANEL #2 GG-C/E-PARKS-ELECTRIC | | | | | |
| Invoice: 3044NOV20 | 244736 | 3044NOV20 | | | 12/03/2020 | | M121020 | | 10.91 |
| | 10.91 | 91011739 | 547100 | 278 WINSLOW WAY E #KIOSK COMM EVENTS-ELECTRICITY | | | | | |
| Invoice: 3051NOV20 | 244737 | 3051NOV20 | | | 12/03/2020 | | M121020 | | 10.91 |
| | 10.91 | 91011768 | 547100 | BJUNE WFP BOOTH EL PANEL #1 GG-C/E-PARKS-ELECTRIC | | | | | |
| Invoice: 5760NOV20 | 244738 | 5760NOV20 | | | 12/03/2020 | | M121020 | | 80.94 |
| | 80.94 | 91421355 | 547100 | TREATMENT PLANT LS #3 GG-SWR-ELECTRIC | | | | | |
| Invoice: 0909NOV20 | 244739 | 0909NOV20 | | | 12/03/2020 | | M121020 | | 1,998.27 |
| | 1,998.27 | 71011183 | 54710000724 | 8804 N MADISON - HARRISON BLDG PD/COURT BLDG NON CAP-ELECTRIC | | | | | |
| Invoice: 0120NOV20 | 244740 | 0120NOV20 | | | 12/03/2020 | | M121020 | | 17.02 |
| | 17.02 | 91111263 | 547100 | 220 OLY DR SE GG-STRT-STREET LIGHTING-UTIL | | | | | |

CHECK 355144 TOTAL: 31,814.90

NUMBER OF CHECKS 7 *** CASH ACCOUNT TOTAL *** 43,280.08

| | COUNT | AMOUNT |
|----------------------|-------|-----------|
| TOTAL PRINTED CHECKS | 3 | 43,280.08 |
| TOTAL VOIDED CHECKS | 4 | .00 |

*** GRAND TOTAL *** 43,280.08

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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CLERK: cfreitas

| YEAR PER | JNL | ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|---------|------------|----------|--------|-------|-------|---|------|-----------|-----------|
| 2020 | 12 | 131 | | | | | | | | | |
| APP | 001-213000 | | 12/10/2020 | M121020 | 121020 | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 13,882.34 | |
| APP | 635-111100 | | 12/10/2020 | M121020 | 121020 | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 43,280.08 |
| APP | 101-213000 | | 12/10/2020 | M121020 | 121020 | | | STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 5,295.67 | |
| APP | 402-213000 | | 12/10/2020 | M121020 | 121020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 9,870.53 | |
| APP | 401-213000 | | 12/10/2020 | M121020 | 121020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 14,206.04 | |
| APP | 403-213000 | | 12/10/2020 | M121020 | 121020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 25.50 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 43,280.08 | 43,280.08 |
| APP | 631-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | 43,280.08 | |
| APP | 001-130000 | | 12/10/2020 | M121020 | 121020 | | | GENERAL - DUE TO/FROM CLEARING | | | 13,882.34 |
| APP | 101-130000 | | 12/10/2020 | M121020 | 121020 | | | STREETS - DUE TO/FROM CLEARING | | | 5,295.67 |
| APP | 402-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | | 9,870.53 |
| APP | 401-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | | 14,206.04 |
| APP | 403-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | | 25.50 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 43,280.08 | 43,280.08 |
| JOURNAL 2020/12/131 TOTAL | | | | | | | | | | 86,560.16 | 86,560.16 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--|----------|-----|------------|--|-----------|-----------|
| 001 GENERAL FUND 001-130000 001-213000 | 2020 12 | 131 | 12/10/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 13,882.34 | 13,882.34 |
| | | | | FUND TOTAL | 13,882.34 | 13,882.34 |
| 101 STREET FUND 101-130000 101-213000 | 2020 12 | 131 | 12/10/2020 | STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE | 5,295.67 | 5,295.67 |
| | | | | FUND TOTAL | 5,295.67 | 5,295.67 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 131 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 14,206.04 | 14,206.04 |
| | | | | FUND TOTAL | 14,206.04 | 14,206.04 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 131 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 9,870.53 | 9,870.53 |
| | | | | FUND TOTAL | 9,870.53 | 9,870.53 |
| 403 STORM & SURFACE WATER FUND 403-130000 403-213000 | 2020 12 | 131 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 25.50 | 25.50 |
| | | | | FUND TOTAL | 25.50 | 25.50 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 131 | 12/10/2020 | DUE TO/FROM CLEARING CASH | 43,280.08 | 43,280.08 |
| | | | | FUND TOTAL | 43,280.08 | 43,280.08 |

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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 | | 13,882.34 |
| 101 | STREET FUND | | 5,295.67 |
| 401 | WATER OPERATING FUND | | 14,206.04 |
| 402 | SEWER OPERATING FUND | | 9,870.53 |
| 403 | STORM & SURFACE WATER FUND | | 25.50 |
| 631 | CLEARING FUND | | |
| | | 43,280.08 | |
| | TOTAL | 43,280.08 | 43,280.08 |

** END OF REPORT - Generated by Carrie L. Freitas **



Paul R. Shaw

12/10/2020

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12/10/2020 13:52 CITY OF BAINBRIDGE ISLAND
cfreitas A/P CASH DISBURSEMENTS JOURNAL

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|-------------------|--------------------|------|-----------------|----------|-----------------|---|-----------|----------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| 355145 | 12/10/2020 | PRTD | 551 CENTURYLINK | 244657 | 0225DEC20 | | | |
| | Invoice: 0225DEC20 | | | | | 12/02/2020 | M121020 | 120.54 |
| | | | | 120.54 | 91011897 542100 | O&M FIRE ALARM MONIT GG-C/E-O&M YARD FAC-PHONE | | |
| | Invoice: 0456DEC20 | | | 244658 | 0456DEC20 | | | |
| | | | | 79.99 | 91421891 542100 | 12/02/2020 VILLAGE SEWER PUMP GG-SWR-FAC-PHONE | M121020 | 79.99 |
| | Invoice: 0754DEC20 | | | 244659 | 0754DEC20 | | | |
| | | | | 70.95 | 91411891 542100 | 12/02/2020 FLETCHER BAY WELL TELEM GG-WTR-FAC-PHONE | M121020 | 70.95 |
| | Invoice: 1745DEC20 | | | 244660 | 1745DEC20 | | | |
| | | | | 56.74 | 91011189 542100 | 12/02/2020 CH ELEVATOR SVC LINE GG-C/E-CITY HALL-PHONE | M121020 | 56.74 |
| | Invoice: 3736DEC20 | | | 244661 | 3736DEC20 | | | |
| | | | | 120.54 | 91011189 542100 | 12/02/2020 CH FIRE ALARM MONIT GG-C/E-CITY HALL-PHONE | M121020 | 120.54 |
| | Invoice: 5211DEC20 | | | 244662 | 5211DEC20 | | | |
| | | | | 211.33 | 91011215 542100 | 12/02/2020 POL PHN SVCS GG-C/E-PD-PHONE | M121020 | 211.33 |
| | Invoice: 8731DEC20 | | | 244663 | 8731DEC20 | | | |
| | | | | 61.86 | 91011755 542100 | 12/02/2020 COMMONS FIRE ALARM MONIT GG-C/E-COMMONS-PHONE | M121020 | 61.86 |
| | Invoice: 9136DEC20 | | | 244664 | 9136DEC20 | | | |
| | | | | 159.86 | 91011189 542100 | 12/02/2020 CH SECURITY ALARM MONIT GG-C/E-CITY HALL-PHONE | M121020 | 159.86 |
| | Invoice: 9791DEC20 | | | 244665 | 9791DEC20 | | | |
| | | | | 137.80 | 91011215 542100 | 12/02/2020 POL TI MANDUS GG-C/E-PD-PHONE | M121020 | 137.80 |
| | Invoice: 9840DEC20 | | | 244666 | 9840DEC20 | | | |
| | | | | 50.35 | 91411891 542100 | 12/02/2020 HEAD OF BAY WELL TELEM GG-WTR-FAC-PHONE | M121020 | 50.35 |
| | Invoice: 9858DEC20 | | | 244667 | 9858DEC20 | | | |
| | | | | 50.35 | 91411891 542100 | 12/02/2020 SANDS AVE WELL TELEM GG-WTR-FAC-PHONE | M121020 | 50.35 |
| | Invoice: 0399NOV20 | | | 244742 | 0399NOV20 | | | |
| | | | | 1,557.16 | 91425358 542100 | 11/23/2020 CITYWIDE TELEMETRY & FAX SVCS | M121020 | 2,924.16 |
| | | | | 774.07 | 91411891 542100 | GG-WWTP-TELEPHONE/FAX | | |
| | | | | 76.17 | 91011755 542100 | GG-WTR-FAC-PHONE | | |
| | | | | 155.05 | 91011189 542100 | GG-C/E-COMMONS-PHONE | | |
| | | | | 228.50 | 91011897 542100 | GG-C/E-CITY HALL-PHONE | | |
| | | | | 73.84 | 91011255 542100 | GG-C/E-O&M YARD FAC-PHONE | | |
| | | | | | | GG-C/E-COURT BLDG-PHONE | | |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635
CHECK NO CHK DATE

111100 CASH
TYPE VENDOR NAME

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

| | | | | | | | |
|-------|----------|--------|----------------------|--------------|----------------------------|--|----------|
| 59.37 | 91011215 | 542100 | GG-C/E-PD-PHONE | | | | |
| | | | CHECK | 355145 | TOTAL: | | 4,044.47 |
| | | | NUMBER OF CHECKS | 1 | *** CASH ACCOUNT TOTAL *** | | 4,044.47 |
| | | | | <u>COUNT</u> | <u>AMOUNT</u> | | |
| | | | TOTAL PRINTED CHECKS | 1 | 4,044.47 | | |
| | | | | | *** GRAND TOTAL *** | | 4,044.47 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 3
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CLERK: cfreitas

| YEAR PER | JNL | ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|---------|------------|----------|--------|-------|-------|---|------|----------|----------|
| 2020 | 12 | 134 | | | | | | | | | |
| APP | 001-213000 | | 12/10/2020 | M121020 | 121020 | | | GENERAL - ACCOUNTS PAYABLE | | 1,461.60 | |
| APP | 635-111100 | | 12/10/2020 | M121020 | 121020 | | | AP CASH DISBURSEMENTS JOURNAL CASH | | | 4,044.47 |
| APP | 402-213000 | | 12/10/2020 | M121020 | 121020 | | | AP CASH DISBURSEMENTS JOURNAL ACCOUNTS PAYABLE | | 1,637.15 | |
| APP | 401-213000 | | 12/10/2020 | M121020 | 121020 | | | AP CASH DISBURSEMENTS JOURNAL ACCOUNTS PAYABLE | | 945.72 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 4,044.47 | 4,044.47 |
| APP | 631-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | 4,044.47 | |
| APP | 001-130000 | | 12/10/2020 | M121020 | 121020 | | | GENERAL - DUE TO/FROM CLEARING | | | 1,461.60 |
| APP | 402-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | | 1,637.15 |
| APP | 401-130000 | | 12/10/2020 | M121020 | 121020 | | | DUE TO/FROM CLEARING | | | 945.72 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 4,044.47 | 4,044.47 |
| JOURNAL 2020/12/134 TOTAL | | | | | | | | | | 8,088.94 | 8,088.94 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 4
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| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--|----------|-----|------------|--|----------|----------|
| 001 GENERAL FUND 001-130000 001-213000 | 2020 12 | 134 | 12/10/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 1,461.60 | 1,461.60 |
| | | | | FUND TOTAL | 1,461.60 | 1,461.60 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 134 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 945.72 | 945.72 |
| | | | | FUND TOTAL | 945.72 | 945.72 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 134 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 1,637.15 | 1,637.15 |
| | | | | FUND TOTAL | 1,637.15 | 1,637.15 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 134 | 12/10/2020 | DUE TO/FROM CLEARING CASH | 4,044.47 | 4,044.47 |
| | | | | FUND TOTAL | 4,044.47 | 4,044.47 |

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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 | | 1,461.60 |
| 401 | WATER OPERATING FUND | | 945.72 |
| 402 | SEWER OPERATING FUND | | 1,637.15 |
| 631 | CLEARING FUND | | |
| | | 4,044.47 | |
| | TOTAL | 4,044.47 | 4,044.47 |

** END OF REPORT - Generated by Carrie L. Freitas **



Paul R. Shaw

12/10/2020

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12/10/2020 14:31 CITY OF BAINBRIDGE ISLAND
cfreitas A/P CASH DISBURSEMENTS JOURNAL

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 |
|----------|------------|------|------------------------|----------|----------------------|-------------|--|-----------|----------|
| | | | | | | | | | |
| | | | | | | INVOICE DTL | DESC | | |
| 355146 | 12/10/2020 | PRTD | 7314 US BANK | 244504 | 10/29/20-JB | 11/25/2020 | | USB1120 | 168.60 |
| | | | Invoice: 10/29/20-JB | 168.60 | 54025212 531100 | | POL/AMAZON/LIQUID URETHANE FOAM MARINE - SUPPLIES | | |
| | | | Invoice: 11/21/20-JB | 244505 | 11/21/20-JB | 11/25/2020 | | USB1120 | 8.72 |
| | | | | 8.72 | 54025212 531100 | | POL/BAINBRIDGE RENTAL/HOSE MARINE - SUPPLIES | | |
| | | | Invoice: 11/21/20-JB-A | 244506 | 11/21/20-JB-A | 11/25/2020 | | USB1120 | 56.08 |
| | | | | 56.08 | 54025212 531100 | | POL/ACE/GREASE GUN MARINE - SUPPLIES | | |
| | | | Invoice: 11/22/20-JB | 244507 | 11/22/20-JB | 11/25/2020 | | USB1120 | 1.08 |
| | | | | 1.08 | 54025212 531100 | | POL/ACE/SUPPLIES MARINE - SUPPLIES | | |
| | | | Invoice: 10/29/20-ZB | 244508 | 10/29/20-ZB | 11/25/2020 | | USB1120 | 109.10 |
| | | | | 109.10 | 53011212 54110000962 | | POL/DAY RD VET/K9 EVAL, VACCINES TRACKING CANINE-PROF SVCS | | |
| | | | Invoice: 11/05/20-ZB | 244509 | 11/05/20-ZB | 11/25/2020 | | USB1120 | 160.03 |
| | | | | 160.03 | 53011212 54110000962 | | POL/DAY RD VET/K9 EVAL, RX TRACKING CANINE-PROF SVCS | | |
| | | | Invoice: 11/08/20-ZB | 244510 | 11/08/20-ZB | 11/25/2020 | | USB1120 | 16.34 |
| | | | | 16.34 | 53011212 53110000962 | | POL/ZBONES/K9 GROOMING SUPPL TRACKING CANINE-SUPPLIES | | |
| | | | Invoice: 11/11/20-ZB | 244511 | 11/11/20-ZB | 11/25/2020 | | USB1120 | 36.94 |
| | | | | 36.94 | 53011212 532000 | | POL/UNITED PAC/FUEL PD-C/E-PATROL-FUEL | | |
| | | | Invoice: 10/26/20-BB | 244512 | 10/26/20-BB | 11/25/2020 | | USB1120 | 40.00 |
| | | | | 40.00 | 53011212 543100 | | POL/GOOD2GO/ACCT REPLENISH PATROL-TRAVEL/MEALS/LODGING | | |
| | | | Invoice: 11/07/20-BB | 244513 | 11/07/20-BB | 11/25/2020 | | USB1120 | 41.11 |
| | | | | 41.11 | 52011212 541100 | | POL/SPEAKWRITE/TRANSCRIPTION SVCS POLICE - C/E INVEST PROF SVCS | | |
| | | | Invoice: 11/07/20-BB-A | 244514 | 11/07/20-BB-A | 11/25/2020 | | USB1120 | 1,000.00 |
| | | | | 1,000.00 | 51011211 541100 | | POL/NEW CANOE/C.SIAS FAREWELL VID PD-C/E-ADM-PROF SVCS | | |
| | | | Invoice: 11/10/20-BB | 244515 | 11/10/20-BB | 11/25/2020 | | USB1120 | 166.80 |
| | | | | 166.80 | 91011215 542500 | | POL/USPS/STAMPS GG-C/E-PD-POSTAGE | | |
| | | | Invoice: 11/17/20-BB | 244516 | 11/17/20-BB | 11/25/2020 | | USB1120 | 139.50 |
| | | | | 139.50 | 51011217 520000 | | POL/QUARTERMASTER/BOOTS FOR PEO PD-C/E-PARKING ENF-BEN | | |

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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 |
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| | | | | | | DESC | | | |
| Invoice: 11/09/20-BB | | | | 244517 | 11/09/20-BB | 11/25/2020 | | USB1120 | 40.00 |
| | | | | 40.00 | 53011212 531100 | POL/KITSAP TRANSIT/TOKENS | | | |
| | | | | | | PD-C/E-PATROL SUPPLIES | | | |
| Invoice: 10/27/20-MD | | | | 244518 | 10/27/20-MD | 11/25/2020 | | USB1120 | 41.37 |
| | | | | 41.37 | 81011881 531100 | IT/AMAZON/CALENDAR | | | |
| | | | | | | IT - C/E SUPPLIES | | | |
| Invoice: 10/28/20-MD | | | | 244519 | 10/28/20-MD | 11/25/2020 | | USB1120 | 32.69 |
| | | | | 32.69 | 81011881 535100 | IT/ADOBE/CREATIVE CLOUD | | | |
| | | | | | | IT - C/E COMPUTER SOFTWARE | | | |
| Invoice: 10/28/20-MD-A | | | | 244520 | 10/28/20-MD-A | 11/25/2020 | | USB1120 | 111.11 |
| | | | | 111.11 | 81011881 535100 | IT/ADOBE/ACROBAT LICS | | | |
| | | | | | | IT - C/E COMPUTER SOFTWARE | | | |
| Invoice: 10/30/20-MD | | | | 244521 | 10/30/20-MD | 11/25/2020 | | USB1120 | 29.13 |
| | | | | 29.13 | 81011881 531100 | IT/AMAZON/WALL CALENDAR | | | |
| | | | | | | IT - C/E SUPPLIES | | | |
| Invoice: 11/02/20-MD | | | | 244522 | 11/02/20-MD | 11/25/2020 | | USB1120 | 1,656.44 |
| | | | | 1,656.44 | 81011252 53510001069 | IT/ZOOM/VIDEOCONF SVC | | | |
| | | | | | | COVID19-SOFTWARE | | | |
| Invoice: 11/02/20-MD-A | | | | 244523 | 11/02/20-MD-A | 11/25/2020 | | USB1120 | 127.98 |
| | | | | 127.98 | 81011881 541100 | IT/GODADDY/GIS SSL CERTIF | | | |
| | | | | | | IT - C/E PROF SERVICES | | | |
| Invoice: 11/06/20-MD | | | | 244524 | 11/06/20-MD | 11/25/2020 | | USB1120 | 167.85 |
| | | | | 167.85 | 81011881 531100 | IT/AMAZON/PRINTER CARTGS: O&M | | | |
| | | | | | | IT - C/E SUPPLIES | | | |
| Invoice: 11/09/20-MD | | | | 244525 | 11/09/20-MD | 11/25/2020 | | USB1120 | 239.52 |
| | | | | 239.52 | 81011881 535500 | IT/AMAZON/PHN ACCESSORIES | | | |
| | | | | | | IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 11/09/20-MD-A | | | | 244526 | 11/09/20-MD-A | 11/25/2020 | | USB1120 | 1,253.04 |
| | | | | 1,253.04 | 81011252 53550001069 | IT/AMAZON/SIGNAL BOOSTERS | | | |
| | | | | | | COVID19-COMPUTER HARDWARE | | | |
| Invoice: 11/09/20-MD-B | | | | 244527 | 11/09/20-MD-B | 11/25/2020 | | USB1120 | 47.16 |
| | | | | 47.16 | 81011881 535500 | IT/AMAZON/MOUSE, ETHERNET | | | |
| | | | | | | IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 11/17/20-MD | | | | 244528 | 11/17/20-MD | 11/25/2020 | | USB1120 | 4,056.00 |
| | | | | 4,056.00 | 81011881 541100 | IT/FIREWALLS.COM/EMS SERVER | | | |
| | | | | | | IT - C/E PROF SERVICES | | | |
| Invoice: 11/17/20-MD-A | | | | 244529 | 11/17/20-MD-A | 11/25/2020 | | USB1120 | 10.89 |
| | | | | 10.89 | 81011252 53510001069 | IT/ZOOM/VIDEOCONF SVCS | | | |
| | | | | | | COVID19-SOFTWARE | | | |

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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 |
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| | | | | | | INVOICE DTL DESC | | | |
| Invoice: 11/17/20-MD-B | | | | 244530 | 11/17/20-MD-B | 11/25/2020 | | USB1120 | 21.80 |
| | | | | 21.80 | 81011252 53510001069 | IT/ZOOM/VIDEOCONF SVCS COVID19-SOFTWARE | | | |
| Invoice: 11/19/20-MD | | | | 244531 | 11/19/20-MD | 11/25/2020 | | USB1120 | 45.57 |
| | | | | 45.57 | 81011881 535500 | IT/AMAZON/POWER INV COVERS IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 11/20/20-MD | | | | 244532 | 11/20/20-MD | 11/25/2020 | | USB1120 | 136.23 |
| | | | | 136.23 | 81011881 535500 | IT/AMAZON/EXTERNAL HD, TOOLS IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 11/25/20-MD | | | | 244533 | 11/25/20-MD | 11/25/2020 | | USB1120 | -84.39 |
| | | | | -84.39 | 81011881 535500 | IT/AMAZON/USB HUB RETURN IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 10/28/20-KD | | | | 244534 | 10/28/20-KD | 11/25/2020 | | USB1120 | 1.00 |
| | | | | 1.00 | 31011229 53110001069 | EX/CANVA/COVID TESTING GRAPHIC TESTING-COVID19-SUPPLIES | | | |
| Invoice: 10/29/20-KD | | | | 244535 | 10/29/20-KD | 11/25/2020 | | USB1120 | 1.00 |
| | | | | 1.00 | 31011229 53110001069 | EX/CANVA/COVID TEST GRAPHIC TESTING-COVID19-SUPPLIES | | | |
| Invoice: 11/08/20-KD | | | | 244536 | 11/08/20-KD | 11/25/2020 | | USB1120 | 76.30 |
| | | | | 76.30 | 31011572 549100 | EX/CONSTANT CONTACT/CMR SUBX OUTREACH DUES, SUBS& MEMBER | | | |
| Invoice: 11/05/20-KD | | | | 244537 | 11/05/20-KD | 11/25/2020 | | USB1120 | 100.00 |
| | | | | 100.00 | 41011144 443410 | FIN/GFOA/TRAINING: KD FIN - C/E TRAINING | | | |
| Invoice: 11/05/20-KD-A | | | | 244538 | 11/05/20-KD-A | 11/25/2020 | | USB1120 | 150.00 |
| | | | | 150.00 | 41011141 549100 | FIN/GFOA/MEMBERSHIP: KD FIN-C/E-DUES, SUBS, MEMBERSHIPS | | | |
| Invoice: 11/06/20-KD | | | | 244539 | 11/06/20-KD | 11/25/2020 | | USB1120 | 755.00 |
| | | | | 755.00 | 41011144 443410 | FIN/APA/PAYROLL TRAINING: KD FIN - C/E TRAINING | | | |
| Invoice: 11/06/20-KD-A | | | | 244540 | 11/06/20-KD-A | 11/25/2020 | | USB1120 | 755.00 |
| | | | | 755.00 | 41011144 443410 | FIN/APA/PAYROLL TRAINING: BL FIN - C/E TRAINING | | | |
| Invoice: 10/27/20-CK | | | | 244541 | 10/27/20-CK | 11/25/2020 | | USB1120 | 39.22 |
| | | | | 39.22 | 53011212 443410 | POL/RANDY'S/FUEL POLICE - C/E PATROL TRAINING | | | |
| Invoice: 10/29/20-CK | | | | 244542 | 10/29/20-CK | 11/25/2020 | | USB1120 | 38.70 |
| | | | | 38.70 | 53011212 443410 | POL/RANDY'S/FUEL POLICE - C/E PATROL TRAINING | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 10/30/20-JL | | | | 244543 | 10/30/20-JL | | | 30.48 |
| | | | | 30.48 | 52011212 | 532000 | POL/KOUNTRY KORNER/FUEL PD DET-C/E-FUEL | 30.48 |
| Invoice: 10/29/20-AL | | | | 244544 | 10/29/20-AL | | | 290.08 |
| | | | | 290.08 | 31011229 | 53110001069 | EX/SOUND REPRO/CBTS SIGN TESTING-COVID19-SUPPLIES | 290.08 |
| Invoice: 10/29/20-AL-A | | | | 244545 | 10/29/20-AL-A | | | 259.37 |
| | | | | 259.37 | 31011229 | 53110001069 | EX/AMAZON/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 259.37 |
| Invoice: 11/04/20-AL | | | | 244546 | 11/04/20-AL | | | 93.72 |
| | | | | 93.72 | 31011229 | 53110001069 | EX/MVPDENTAL/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 93.72 |
| Invoice: 11/05/20-AL | | | | 244547 | 11/05/20-AL | | | 229.24 |
| | | | | 229.24 | 31011229 | 53110001069 | EX/SOUND REPRO/CBTS SIGN TESTING-COVID19-SUPPLIES | 229.24 |
| Invoice: 11/05/20-AL-A | | | | 244548 | 11/05/20-AL-A | | | 206.30 |
| | | | | 206.30 | 31011229 | 53110001069 | EX/AMAZON/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 206.30 |
| Invoice: 11/09/20-AL | | | | 244549 | 11/09/20-AL | | | 24.49 |
| | | | | 24.49 | 31011229 | 53110001069 | EX/AMAZON/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 24.49 |
| Invoice: 11/12/20-AL | | | | 244550 | 11/12/20-AL | | | 845.27 |
| | | | | 845.27 | 31011229 | 53110001069 | EX/BOSS SAFETY/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 845.27 |
| Invoice: 11/12/20-AL-A | | | | 244551 | 11/12/20-AL-A | | | 82.81 |
| | | | | 82.81 | 31011229 | 53110001069 | EX/ACE/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 82.81 |
| Invoice: 11/13/20-AL | | | | 244552 | 11/13/20-AL | | | 105.39 |
| | | | | 105.39 | 31011229 | 53110001069 | EX/COSTCO/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 105.39 |
| Invoice: 11/16/20-AL | | | | 244553 | 11/16/20-AL | | | 1,638.82 |
| | | | | 1,638.82 | 31011229 | 53110001069 | EX/AMAZON/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 1,638.82 |
| Invoice: 11/16/20-AL-A | | | | 244554 | 11/16/20-AL-A | | | 172.39 |
| | | | | 172.39 | 31011229 | 53110001069 | EX/AMAZON/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 172.39 |
| Invoice: 11/16/20-AL-B | | | | 244555 | 11/16/20-AL-B | | | 30.47 |
| | | | | 30.47 | 31011229 | 53110001069 | EX/AMAZON/CBTS SUPPLIES TESTING-COVID19-SUPPLIES | 30.47 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 11/16/20-AL-C | | | | 244556 | 11/16/20-AL-C | | | 130.74 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/AMAZON/CBTS SUPPLIES | | |
| | | | | 130.74 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/17/20-AL | | | | 244557 | 11/17/20-AL | | | 74.02 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/AMAZON/CBTS SUPPLIES | | |
| | | | | 74.02 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/17/20-AL-A | | | | 244558 | 11/17/20-AL-A | | | 26.43 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/ACE/CBTS SUPPLIES | | |
| | | | | 26.43 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/18/20-AL | | | | 244559 | 11/18/20-AL | | | 68.58 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/SAFEWAY/CBTS SUPPLIES | | |
| | | | | 68.58 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/18/20-AL-A | | | | 244560 | 11/18/20-AL-A | | | -17.40 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/AMAZON/CBTS SUPPLIES-RETURN | | |
| | | | | -17.40 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/10/20-AL | | | | 244561 | 11/10/20-AL | | | -308.00 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/FTM/RETURN DUP ORDER | | |
| | | | | -308.00 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/18/20-AL-B | | | | 244562 | 11/18/20-AL-B | | | 128.57 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/AMAZON/CBTS SUPPLIES | | |
| | | | | 128.57 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/18/20-AL-C | | | | 244563 | 11/18/20-AL-C | | | 138.83 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/SOUND REPRO/CBTS SIGNS | | |
| | | | | 138.83 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/19/20-AL | | | | 244564 | 11/19/20-AL | | | 44.68 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/AMAZON/CBTS SUPPLIES | | |
| | | | | 44.68 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 11/19/20-AL-A | | | | 244565 | 11/19/20-AL-A | | | 392.35 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | EX/AMAZON/CBTS SUPPLIES | | |
| | | | | 392.35 | 31011229 53110001069 | TESTING-COVID19-SUPPLIES | | |
| Invoice: 10/30/20-DM | | | | 244566 | 10/30/20-DM | | | 190.81 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | POL/WA DOL/POL VEH REG | | |
| | | | | 190.81 | 53011421 66400000970 | PD-2019 VEH REPLACEMENT | | |
| Invoice: 10/30/20-DM-A | | | | 244567 | 10/30/20-DM-A | | | 109.70 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | POL/WA DOL/VEH XFR | | |
| | | | | 109.70 | 53011421 66400000970 | PD-2019 VEH REPLACEMENT | | |
| Invoice: 11/03/20-DM | | | | 244568 | 11/03/20-DM | | | 100.00 |
| | | | | | | 11/25/2020 | USB1120 | |
| | | | | | | PW/IMSA/MEMBERSHIP: JR | | |
| | | | | 100.00 | 73111264 549100 | O&M-STREET-TRAF CONTROL-MISC | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 11/03/20-DM-A | | | | 244569 | 11/03/20-DM-A | | | 807.93 |
| | | | | 807.93 | 73011897 | 53110001084 | PW/WC METAL/CARPORT SUPPLIES PWY CARPORT INSTALL-SUPPLIES | |
| Invoice: 11/03/20-DM-B | | | | 244570 | 11/03/20-DM-B | | | 445.11 |
| | | | | 445.11 | 73011897 | 531100 | PW/CAPITOL PUMP/PRESSURE SWITCH O&M-C/E-PWY FAC-SUPPLIES | |
| Invoice: 11/04/20-DM | | | | 244571 | 11/04/20-DM | | | -445.11 |
| | | | | -445.11 | 73011897 | 531100 | PW/CAPITOL PUMP/RETURN O&M-C/E-PWY FAC-SUPPLIES | |
| Invoice: 11/10/20-DM | | | | 244572 | 11/10/20-DM | | | 284.79 |
| | | | | 284.79 | 73011252 | 53110001069 | PW/AMAZON/PPE SUPPLIES COVID19-SUPPLIES | |
| Invoice: 11/10/20-DM-A | | | | 244573 | 11/10/20-DM-A | | | 173.60 |
| | | | | 173.60 | 73011252 | 53110001069 | PW/AMAZON/PPE SUPPLIES COVID19-SUPPLIES | |
| Invoice: 11/11/20-DM | | | | 244574 | 11/11/20-DM | | | 1,471.50 |
| | | | | 735.75 | 73111256 | 53110001054 | PW/BAG LADY/STORM PREP SAND 2020 STORM PREP-STRT-SUPPLIES | |
| | | | | 735.75 | 73431252 | 53110001055 | 2020 STORM RESP-SWM-SUPPLIES | |
| Invoice: 11/20/20-DM | | | | 244575 | 11/20/20-DM | | | 936.00 |
| | | | | 936.00 | 73111290 | 531100 | PW/AMAZON/HEADLAMPS O&M-STREET-MAINT O/H-SUPPLIES | |
| Invoice: 11/24/20-DM | | | | 244576 | 11/24/20-DM | | | 195.00 |
| | | | | 195.00 | 73431835 | 443410 | PW/NWETC/CESCL TRAINING: NICK O&M-SSWM MAINT-TRAVEL EXP | |
| Invoice: 11/03/20-SM | | | | 244577 | 11/03/20-SM | | | 555.87 |
| | | | | 555.87 | 21011125 | 531100 | CRT/OAK HALL/JUDGE ROBE COURT - SUPPLIES | |
| Invoice: 11/03/20-SM-A | | | | 244578 | 11/03/20-SM-A | | | 322.00 |
| | | | | 322.00 | 21011125 | 531100 | CRT/ART SIGNWORKS/COURT SEAL 1/2 COURT - SUPPLIES | |
| Invoice: 11/03/20-SM-B | | | | 244579 | 11/03/20-SM-B | | | 322.00 |
| | | | | 322.00 | 21011125 | 531100 | CRT/ART SIGNWORKS/COURT SEAL 2/2 COURT - SUPPLIES | |
| Invoice: 11/04/20-EP | | | | 244580 | 11/04/20-EP | | | 313.60 |
| | | | | 313.60 | 52011212 | 543100 | POL/DELTA/AIRFARE PD-INV-TRAVEL/MEALS/LODGING | |
| Invoice: 11/04/20-EP-A | | | | 244581 | 11/04/20-EP-A | | | 313.60 |
| | | | | 313.60 | 52011212 | 543100 | POL/DELTA/AIRFARE PD-INV-TRAVEL/MEALS/LODGING | |

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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 |
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| | | | | | | 11/25/2020 | | USB1120 | 313.60 |
| Invoice: 11/04/20-EP-B | | | | 244582 | 11/04/20-EP-B | | | | |
| | | | | 313.60 | 52011212 543100 | POL/DELTA/AIRFARE | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244583 | 11/04/20-EP-C | 11/25/2020 | | USB1120 | 89.00 |
| Invoice: 11/04/20-EP-C | | | | 89.00 | 52011212 543100 | POL/ALASKA/SEAT UPGRADE | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244584 | 11/04/20-EP-D | 11/25/2020 | | USB1120 | 89.00 |
| Invoice: 11/04/20-EP-D | | | | 89.00 | 52011212 543100 | POL/ALASKA/SEAT UPGRADE | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244585 | 11/04/20-EP-F | 11/25/2020 | | USB1120 | 108.00 |
| Invoice: 11/04/20-EP-F | | | | 108.00 | 52011212 543100 | POL/ALASKA/SEAT UPGRADE | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244586 | 11/04/20-EP-G | 11/25/2020 | | USB1120 | 108.00 |
| Invoice: 11/04/20-EP-G | | | | 108.00 | 52011212 543100 | POL/ALASKA/SEAT UPGRADE | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244587 | 11/06/20-EP | 11/25/2020 | | USB1120 | -89.00 |
| Invoice: 11/06/20-EP | | | | -89.00 | 52011212 543100 | POL/ALASKA/SEAT UPGRADE-REFUND | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244588 | 11/09/20-EP | 11/25/2020 | | USB1120 | 104.51 |
| Invoice: 11/09/20-EP | | | | 104.51 | 52011212 543100 | POL/AVIS/CAR RENTAL | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244589 | 11/20/20-EP | 11/25/2020 | | USB1120 | 108.37 |
| Invoice: 11/20/20-EP | | | | 108.37 | 52011212 543100 | POL/CRISTOS/MEAL: JL, EP | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244590 | 11/11/20-EP | 11/25/2020 | | USB1120 | 78.00 |
| Invoice: 11/11/20-EP | | | | 78.00 | 52011212 543100 | POL/SEATAC/PARKING | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244591 | 11/10/20-EP | 11/25/2020 | | USB1120 | 37.19 |
| Invoice: 11/10/20-EP | | | | 37.19 | 52011212 543100 | POL/ALOHA/MEAL: JL, EP | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244592 | 11/11/20-EP-A | 11/25/2020 | | USB1120 | 47.11 |
| Invoice: 11/11/20-EP-A | | | | 47.11 | 52011212 543100 | POL/AVIS/RENTAL CAR BAL | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244593 | 11/11/20-EP-B | 11/25/2020 | | USB1120 | 11.90 |
| Invoice: 11/11/20-EP-B | | | | 11.90 | 52011212 543100 | POL/MCDS/MEAL | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| | | | | 244594 | 11/12/20-EP | 11/25/2020 | | USB1120 | 283.50 |
| Invoice: 11/12/20-EP | | | | 283.50 | 52011212 543100 | POL/MARRIOTT/LODING: EP | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 8
apcshdsb

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 |
|------------------------|----------|------|-------------|---------|----------------------|--------------------------------|------|-----------|--------|
| | | | | | | | | | |
| | | | | | | INVOICE DTL | DESC | | |
| Invoice: 11/12/20-EP-A | | | | 244595 | 11/12/20-EP-A | 11/25/2020 | | USB1120 | 283.50 |
| | | | | 283.50 | 52011212 543100 | | | | |
| | | | | | | POL/MARRIOTT/LODGING: JL | | | |
| | | | | | | PD-INV-TRAVEL/MEALS/LODGING | | | |
| Invoice: 11/01/20-JR | | | | 244596 | 11/01/20-JR | 11/25/2020 | | USB1120 | 900.00 |
| | | | | 900.00 | 61470581 545000 | | | | |
| | | | | | | PCD/STORAGE98110/ARCHIVES | | | |
| | | | | | | PCD - DEV ADMIN RENTS & LEASES | | | |
| Invoice: 10/29/20-JR | | | | 244597 | 10/29/20-JR | 11/25/2020 | | USB1120 | 69.65 |
| | | | | 69.65 | 62011252 53110001069 | | | | |
| | | | | | | PCD/AMAZON/COMP ACCESSOR.: BH | | | |
| | | | | | | COVID19-SUPPLIES | | | |
| Invoice: 11/06/20-JR | | | | 244599 | 11/06/20-JR | 11/25/2020 | | USB1120 | 597.00 |
| | | | | 597.00 | 61011581 549100 | | | | |
| | | | | | | PCD/FRED PRYOR/SUBX: HW,CL,JR | | | |
| | | | | | | PCD - C/E ADMIN MISCELLANEOUS | | | |
| Invoice: 11/06/20-JR-A | | | | 244600 | 11/06/20-JR-A | 11/25/2020 | | USB1120 | 199.00 |
| | | | | 199.00 | 62471591 549100 | | | | |
| | | | | | | PCD/FRED PRYOR/SUBX: MS | | | |
| | | | | | | BLDG - BLDG DUES/SUBSCRIPTIONS | | | |
| Invoice: 11/19/20-JR | | | | 244601 | 11/19/20-JR | 11/25/2020 | | USB1120 | 36.67 |
| | | | | 36.67 | 61011581 531100 | | | | |
| | | | | | | PCD/AMAZON/HOLIDAY SUPPLIES | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 11/19/20-JR-A | | | | 244602 | 11/19/20-JR-A | 11/25/2020 | | USB1120 | 65.30 |
| | | | | 65.30 | 61011581 531100 | | | | |
| | | | | | | PCD/AMAZON/STAFF SUPPLIES | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 11/19/20-JR-B | | | | 244603 | 11/19/20-JR-B | 11/25/2020 | | USB1120 | 52.24 |
| | | | | 52.24 | 61011581 531100 | | | | |
| | | | | | | PCD/AMAZON/STAFF SUPPLIES | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 11/17/20-MS | | | | 244604 | 11/17/20-MS | 11/25/2020 | | USB1120 | 18.35 |
| | | | | 18.35 | 61011581 531100 | | | | |
| | | | | | | PCD/AMAZON/WALL CALENDAR | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 11/20/20-MS | | | | 244605 | 11/20/20-MS | 11/25/2020 | | USB1120 | 30.59 |
| | | | | 30.59 | 61011581 531100 | | | | |
| | | | | | | PCD/AMAZON/NOTEBOOKS | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 11/23/20-MS | | | | 244606 | 11/23/20-MS | 11/25/2020 | | USB1120 | 51.10 |
| | | | | 51.10 | 61011581 531100 | | | | |
| | | | | | | PCD/AMAZON/PLANNER | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 11/05/20-BS | | | | 244607 | 11/05/20-BS | 11/25/2020 | | USB1120 | 38.14 |
| | | | | 38.14 | 54025212 531100 | | | | |
| | | | | | | POL/BOATS.NET/DRAIN GASKETS | | | |
| | | | | | | MARINE - SUPPLIES | | | |
| Invoice: 11/05/20-BS-A | | | | 244608 | 11/05/20-BS-A | 11/25/2020 | | USB1120 | 407.37 |
| | | | | 407.37 | 54025212 531100 | | | | |
| | | | | | | POL/SUZUKI/100 HR SVC SUPPLIES | | | |
| | | | | | | MARINE - SUPPLIES | | | |

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A/P CASH DISBURSEMENTS JOURNAL

P 9
apcshdsb

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 |
|------------------------|----------|------|-------------|----------|----------------------|--|----|-----------|----------|
| | | | | 244609 | 11/06/20-CW | 11/25/2020 | | USB1120 | 11.35 |
| Invoice: 11/06/20-CW | | | | 11.35 | 71011189 531100 | PW/AMAZON/NOTEBOOKS PW - C/E FACILITIES SUPPLIES | | | |
| | | | | 244610 | 11/11/20-TZ | 11/25/2020 | | USB1120 | 16.40 |
| Invoice: 11/11/20-TZ | | | | 16.40 | 53011212 543100 | POL/WSDOT/FERRY PATROL-TRAVEL/MEALS/LODGING | | | |
| | | | | 244611 | 10/30/20-KB | 11/25/2020 | | USB1120 | 125.00 |
| Invoice: 10/30/20-KB | | | | 125.00 | 33011161 544000 | HR/NEOGOV/AD: DEP CITY ATTORNEY HR-C/E-ADVERTISING | | | |
| | | | | 244612 | 10/30/20-KB-A | 11/25/2020 | | USB1120 | 125.00 |
| Invoice: 10/30/20-KB-A | | | | 125.00 | 33011161 544000 | HR/NEOGOV/AD: CAP ENG MGR HR-C/E-ADVERTISING | | | |
| | | | | 244613 | 11/04/20-KB | 11/25/2020 | | USB1120 | 147.00 |
| Invoice: 11/04/20-KB | | | | 147.00 | 33011161 544000 | HR/LINKEDIN/AD: CAP ENG MGR HR-C/E-ADVERTISING | | | |
| | | | | 244614 | 11/09/20-KB | 11/25/2020 | | USB1120 | 22.00 |
| Invoice: 11/09/20-KB | | | | 22.00 | 33011164 443410 | HR/WAPELRA/WEBINAR HR-C/E-TRAINING EXP | | | |
| | | | | 244615 | 11/13/20-KB | 11/25/2020 | | USB1120 | 125.00 |
| Invoice: 11/13/20-KB | | | | 125.00 | 33011161 544000 | HR/NEOGOV/AD: PLANNER HR-C/E-ADVERTISING | | | |
| | | | | 244616 | 11/16/20-KB | 11/25/2020 | | USB1120 | 100.00 |
| Invoice: 11/16/20-KB | | | | 100.00 | 33011161 544000 | HR/APA/AD: PLANNER HR-C/E-ADVERTISING | | | |
| | | | | 244617 | 11/16/20-KB-A | 11/25/2020 | | USB1120 | 100.00 |
| Invoice: 11/16/20-KB-A | | | | 100.00 | 33011161 53110000302 | HR/SAFEWAY/SVC AWARD: PC EMPLOYEE RECOG-HR-C/E-SUPPLIES | | | |
| | | | | 244618 | 11/16/20-KB-B | 11/25/2020 | | USB1120 | 45.00 |
| Invoice: 11/16/20-KB-B | | | | 45.00 | 33011161 544000 | HR/CRAIGSLIST/PLANNER HR-C/E-ADVERTISING | | | |
| | | | | 244619 | 11/24/20-KB | 11/25/2020 | | USB1120 | 5.99 |
| Invoice: 11/24/20-KB | | | | 5.99 | 33011161 53110000302 | HR/KUDOBOARD/EE RECOG EMPLOYEE RECOG-HR-C/E-SUPPLIES | | | |
| | | | | 244620 | 10/26/20-MS | 11/25/2020 | | USB1120 | 1,400.00 |
| Invoice: 10/26/20-MS | | | | 1,400.00 | 31011131 549100 | EX/ICMA/MEMBERSHIP: MS EX-GF-DUES/SUBCR/MEMBERSH | | | |
| | | | | 244621 | 10/28/20-KJ | 11/25/2020 | | USB1120 | 137.56 |
| Invoice: 10/28/20-KJ | | | | 137.56 | 11011116 443410 | CC/PHEEDLOOP/TRAINING: JD COUNCIL - TRAINING | | | |

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apcshdsb

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|------------------------|----------|------|-------------|----------|---------------|--------|---|----------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 10/30/20-KJ | | | | 244622 | 10/30/20-KJ | | | 118.80 |
| | | | | 118.80 | 11011116 | 531100 | 11/25/2020 CC/THINGSREMEMBERED/PLAQUE: KM COUNCIL - SUPPLIES | USB1120 |
| Invoice: 11/18/20-KJ | | | | 244623 | 11/18/20-KJ | | | 578.50 |
| | | | | 578.50 | 36011143 | 545000 | 11/25/2020 EXCC/BISELFSTORAGE/ARCHIVES CLERK-RENTS | USB1120 |
| Invoice: 10/28/20-ES | | | | 244624 | 10/28/20-ES | | | 1,400.00 |
| | | | | 1,400.00 | 31011131 | 549100 | 11/25/2020 EX/ICMA/MEMBERSHIP: ES EX-GF-DUES/SUBCR/MEMBERSH | USB1120 |
| Invoice: 10/27/20-KS | | | | 244625 | 10/27/20-KS | | | 140.61 |
| | | | | 140.61 | 41011141 | 531100 | 11/25/2020 FIN/AMAZON/KNEELING CHAIR FIN - C/E ADMIN SUPPLIES | USB1120 |
| Invoice: 11/07/20-KG | | | | 244626 | 11/07/20-KG | | | 74.98 |
| | | | | 74.98 | 72011321 | 531100 | 11/25/2020 ENG/HARRY&DAVID/RET GIFT: PC ENG - C/E ADMIN SUPPLIES | USB1120 |
| Invoice: 11/05/20-KG | | | | 244627 | 11/05/20-KG | | | 7.20 |
| | | | | 7.20 | 72011321 | 531100 | 11/25/2020 ENG/VIDDAY/RET VIDEO: PC ENG - C/E ADMIN SUPPLIES | USB1120 |
| Invoice: 11/03/20-KG | | | | 244628 | 11/03/20-KG | | | 29.00 |
| | | | | 29.00 | 72011321 | 531100 | 11/25/2020 ENG/VIDDAY/RET VIDEO: PC ENG - C/E ADMIN SUPPLIES | USB1120 |
| Invoice: 11/06/20-KG | | | | 244629 | 11/06/20-KG | | | 275.00 |
| | | | | 275.00 | 72011321 | 531100 | 11/25/2020 ENG/MRSC/ROSTER USE ENG - C/E ADMIN SUPPLIES | USB1120 |
| Invoice: 11/02/20-KG | | | | 244630 | 11/02/20-KG | | | 80.00 |
| | | | | 80.00 | 72111436 | 443410 | 11/25/2020 ENG/ISI/TRAINING: CM ENG - ACCESS TRANS TRAINING | USB1120 |
| Invoice: 10/28/20-CK | | | | 244631 | 10/28/20-CK | | | -22.88 |
| | | | | -22.88 | 73411345 | 549100 | 11/25/2020 PW/ADOBE/ILLUSTRATOR REFUND DUES/SUBSCRIPTIONS | USB1120 |
| Invoice: 10/28/20-CK-A | | | | 244632 | 10/28/20-CK-A | | | 4.12 |
| | | | | 4.12 | 73425358 | 549100 | 11/25/2020 PW/WA DOE/CONV. FEE O&M-WWTP-DUES, SUBSCR | USB1120 |
| Invoice: 10/28/20-CK-B | | | | 244633 | 10/28/20-CK-B | | | 98.00 |
| | | | | 98.00 | 73425358 | 549100 | 11/25/2020 PW/WA DOE/WWT RENEWAL: CK O&M-WWTP-DUES, SUBSCR | USB1120 |
| Invoice: 11/01/20-CK | | | | 244634 | 11/01/20-CK | | | 300.00 |
| | | | | 300.00 | 73011189 | 545000 | 11/25/2020 PW/STORAGE98110/UNIT E204 O&M - C/E FACIL RENTS & LEASES | USB1120 |

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A/P CASH DISBURSEMENTS JOURNAL

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apcshdsb

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|------------------------|----------|------|-------------|----------------------------|--------------------------------------|------|-----------|--------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 10/30/20-CK | | | | 244635 10/30/20-CK | 11/25/2020 | | USB1120 | 16.46 |
| | | | | 16.46 73425358 549100 | PW/WA DOE/CONV. FEE | | | |
| | | | | | O&M-WWTP-DUES, SUBSCR | | | |
| Invoice: 10/30/20-CK-A | | | | 244636 10/30/20-CK-A | 11/25/2020 | | USB1120 | 392.00 |
| | | | | 392.00 73425358 549100 | PW/WA DOE/WWT RENEWAL: CREW | | | |
| | | | | | O&M-WWTP-DUES, SUBSCR | | | |
| Invoice: 11/02/20-CK | | | | 244637 11/02/20-CK | 11/25/2020 | | USB1120 | 42.00 |
| | | | | 42.00 73411345 549100 | PW/GRCC/WATERWORKS RENEWAL: CK | | | |
| | | | | | DUES/SUBSCRIPTIONS | | | |
| Invoice: 11/02/20-CK-A | | | | 244638 11/02/20-CK-A | 11/25/2020 | | USB1120 | 42.00 |
| | | | | 42.00 73411345 549100 | PW/GRCC/WATERWORKS RENEW: LE | | | |
| | | | | | DUES/SUBSCRIPTIONS | | | |
| Invoice: 11/04/20-CK | | | | 244639 11/04/20-CK | 11/25/2020 | | USB1120 | 70.76 |
| | | | | 70.76 73111256 53110000902 | PW/AMAZON/JOYSTICK FOR PLOW | | | |
| | | | | | 2018 STORM PREP-STRT-SUPPLY | | | |
| Invoice: 11/05/20-CK | | | | 244640 11/05/20-CK | 11/25/2020 | | USB1120 | 49.13 |
| | | | | 49.13 91415345 542500 | PW/UPS/RETURN SHIPPING | | | |
| | | | | | GG-ROCKAWAY BCH-POSTAGE | | | |
| Invoice: 11/07/20-CK | | | | 244641 11/07/20-CK | 11/25/2020 | | USB1120 | 16.34 |
| | | | | 16.34 73411345 549100 | PW/ADOBE/PRO SUBX | | | |
| | | | | | DUES/SUBSCRIPTIONS | | | |
| Invoice: 11/14/20-CK | | | | 244642 11/14/20-CK | 11/25/2020 | | USB1120 | 16.34 |
| | | | | 16.34 73411345 549100 | PW/ADOBE/PRO SUBX | | | |
| | | | | | DUES/SUBSCRIPTIONS | | | |
| Invoice: 11/21/20-CK | | | | 244643 11/21/20-CK | 11/25/2020 | | USB1120 | 94.80 |
| | | | | 94.80 73011252 53110001069 | PW/AMAZON/COVID THERMOMETERS | | | |
| | | | | | COVID19-SUPPLIES | | | |
| Invoice: 11/23/20-CK | | | | 244644 11/23/20-CK | 11/25/2020 | | USB1120 | 42.00 |
| | | | | 42.00 73411345 549100 | PW/GRCC/WATERWORKS RENEW: DO | | | |
| | | | | | DUES/SUBSCRIPTIONS | | | |
| Invoice: 11/23/20-CK-A | | | | 244645 11/23/20-CK-A | 11/25/2020 | | USB1120 | 42.00 |
| | | | | 42.00 73411345 549100 | PW/GRCC/WATERWORKS RENEW: DF | | | |
| | | | | | DUES/SUBSCRIPTIONS | | | |
| Invoice: 10/29/20-CL | | | | 244646 10/29/20-CL | 11/25/2020 | | USB1120 | 13.57 |
| | | | | 13.57 63470586 542450 | PCD/CLICK2MAIL/LEGAL NOTICE POSTCARD | | | |
| | | | | | PCD-PLANNING-COMM OUTREACH | | | |
| Invoice: 11/05/20-CL | | | | 244647 11/05/20-CL | 11/25/2020 | | USB1120 | 21.23 |
| | | | | 21.23 61011581 531100 | PCD/AMAZON/WALL CALENDAR | | | |
| | | | | | PCD - C/E ADMIN SUPPLIES | | | |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 12
apcshdsb

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|---|----------|------|-------------|---------|---------------|-------------|--|-----------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 11/05/20-CL-A | | | | 244648 | 11/05/20-CL-A | | | 33.67 |
| | | | | 33.67 | 63470586 | 542450 | 11/25/2020 PCD/CLICK2MAIL/LEGAL NOTICE POSTCARD PCD-PLANNING-COMM OUTREACH | USB1120 |
| Invoice: 11/12/20-CL | | | | 244649 | 11/12/20-CL | | | 48.45 |
| | | | | 48.45 | 63470586 | 542450 | 11/25/2020 PCD/CLICK2MAIL/LEGAL NOTICE POSTCARD PCD-PLANNING-COMM OUTREACH | USB1120 |
| Invoice: 11/12/20-CL-A | | | | 244650 | 11/12/20-CL-A | | | 68.47 |
| | | | | 68.47 | 63470586 | 542450 | 11/25/2020 PCD/CLICK2MAIL/LEGAL NOTICE POSTCARD PCD-PLANNING-COMM OUTREACH | USB1120 |
| Invoice: 11/19/20-CL | | | | 244651 | 11/19/20-CL | | | 22.04 |
| | | | | 22.04 | 63470586 | 542450 | 11/25/2020 PCD/CLICK2MAIL/LEGAL NOTICE POSTCARD PCD-PLANNING-COMM OUTREACH | USB1120 |
| Invoice: 11/23/20-CL | | | | 244652 | 11/23/20-CL | | | 130.56 |
| | | | | 130.56 | 63470586 | 542450 | 11/25/2020 PCD/CLICK2MAIL/LEGAL NOTICE POSTCARD PCD-PLANNING-COMM OUTREACH | USB1120 |
| Invoice: 11/10/20-AL-A | | | | 244653 | 11/10/20-AL-A | | | 308.00 |
| | | | | 308.00 | 31011229 | 53110001069 | 11/25/2020 EX/FIX THE MASK/MASK BRACES TESTING-COVID19-SUPPLIES | USB1120 |
| CHECK 355146 TOTAL: | | | | | | | | 33,528.48 |
| NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** | | | | | | | | 33,528.48 |
| TOTAL PRINTED CHECKS | | | | | | | | |
| COUNT | | | | | | | | 1 |
| AMOUNT | | | | | | | | 33,528.48 |
| *** GRAND TOTAL *** | | | | | | | | 33,528.48 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 13
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CLERK: cfreitas

| YEAR PER | JNL | ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|---------|------------|----------|-------|-------|-------|---|------|-----------|-----------|
| 2020 | 12 | 135 | | | | | | | | | |
| APP | 001-213000 | | 12/10/2020 | USB1120 | CC | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 28,521.95 | |
| APP | 635-111100 | | 12/10/2020 | USB1120 | CC | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 33,528.48 |
| APP | 101-213000 | | 12/10/2020 | USB1120 | CC | | | STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 1,922.51 | |
| APP | 403-213000 | | 12/10/2020 | USB1120 | CC | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 930.75 | |
| APP | 407-213000 | | 12/10/2020 | USB1120 | CC | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 1,415.76 | |
| APP | 401-213000 | | 12/10/2020 | USB1120 | CC | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 226.93 | |
| APP | 402-213000 | | 12/10/2020 | USB1120 | CC | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 510.58 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 33,528.48 | 33,528.48 |
| APP | 631-130000 | | 12/10/2020 | USB1120 | CC | | | DUE TO/FROM CLEARING | | 33,528.48 | |
| APP | 001-130000 | | 12/10/2020 | USB1120 | CC | | | GENERAL - DUE TO/FROM CLEARING | | | 28,521.95 |
| APP | 101-130000 | | 12/10/2020 | USB1120 | CC | | | STREETS - DUE TO/FROM CLEARING | | | 1,922.51 |
| APP | 403-130000 | | 12/10/2020 | USB1120 | CC | | | DUE TO/FROM CLEARING | | | 930.75 |
| APP | 407-130000 | | 12/10/2020 | USB1120 | CC | | | DUE TO/FROM CLEARING | | | 1,415.76 |
| APP | 401-130000 | | 12/10/2020 | USB1120 | CC | | | DUE TO/FROM CLEARING | | | 226.93 |
| APP | 402-130000 | | 12/10/2020 | USB1120 | CC | | | DUE TO/FROM CLEARING | | | 510.58 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 33,528.48 | 33,528.48 |
| JOURNAL 2020/12/135 TOTAL | | | | | | | | | | 67,056.96 | 67,056.96 |

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| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|---|----------|-----|------------|--|-----------|-----------|
| 001 GENERAL FUND 001-130000 001-213000 | 2020 12 | 135 | 12/10/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 28,521.95 | 28,521.95 |
| | | | | FUND TOTAL | 28,521.95 | 28,521.95 |
| 101 STREET FUND 101-130000 101-213000 | 2020 12 | 135 | 12/10/2020 | STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE | 1,922.51 | 1,922.51 |
| | | | | FUND TOTAL | 1,922.51 | 1,922.51 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 135 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 226.93 | 226.93 |
| | | | | FUND TOTAL | 226.93 | 226.93 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 135 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 510.58 | 510.58 |
| | | | | FUND TOTAL | 510.58 | 510.58 |
| 403 STORM & SURFACE WATER FUND 403-130000 403-213000 | 2020 12 | 135 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 930.75 | 930.75 |
| | | | | FUND TOTAL | 930.75 | 930.75 |
| 407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000 | 2020 12 | 135 | 12/10/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 1,415.76 | 1,415.76 |
| | | | | FUND TOTAL | 1,415.76 | 1,415.76 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 135 | 12/10/2020 | DUE TO/FROM CLEARING CASH | 33,528.48 | 33,528.48 |
| | | | | FUND TOTAL | 33,528.48 | 33,528.48 |

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JOURNAL ENTRIES TO BE CREATED

| FUND | DUE TO | DUE FROM |
|---------------------------------|------------------|------------------|
| 001 GENERAL FUND | | 28,521.95 |
| 101 STREET FUND | | 1,922.51 |
| 401 WATER OPERATING FUND | | 226.93 |
| 402 SEWER OPERATING FUND | | 510.58 |
| 403 STORM & SURFACE WATER FUND | | 930.75 |
| 407 BUILDING & DEVELOPMENT FUND | | 1,415.76 |
| 631 CLEARING FUND | | |
| | 33,528.48 | |
| | <u>33,528.48</u> | <u>33,528.48</u> |
| | TOTAL | |

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A/P CASH DISBURSEMENTS JOURNAL

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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 | | |
| 355147 | 12/16/2020 | PRTD | 9580 FUMI AMANO | 244857 | INSTALLMENT #2 | 12/14/2020 | M121620 | 600.00 |
| | | | Invoice: INSTALLMENT #2 | 600.00 | 31024759 54110001011 | SOMETHING NEW III - SHAPE OF MEMORY SOMETHING NEW PH2-PROF SVCS | | |
| | | | | | | CHECK | 355147 TOTAL: | 600.00 |
| 355148 | 12/16/2020 | PRTD | 551 CENTURYLINK | 244849 | 4953DEC20 | 12/07/2020 | M121620 | 69.99 |
| | | | Invoice: 4953DEC20 | 69.99 | 91421891 542100 | 310 MADISON AVE SLS TELEM GG-SWR-FAC-PHONE | | |
| | | | Invoice: 5127DEC20 | 244850 | 5127DEC20 | 12/07/2020 | M121620 | 187.98 |
| | | | | 187.98 | 71011183 54210000724 | 8804 MADISON AVE PD/COURT BLDG NON CAP-PHONE | | |
| | | | Invoice: 5996DEC20 | 244851 | 5996DEC20 | 12/07/2020 | M121620 | 90.38 |
| | | | | 90.38 | 91011757 542100 | E-PHONE @ WFP DCK GG-GF-WFP DOCK-PHONE | | |
| | | | Invoice: 8834DEC20 | 244852 | 8834DEC20 | 12/04/2020 | M121620 | 69.99 |
| | | | | 69.99 | 91411891 542100 | 259 FERNCLIFF PRV TELEM GG-WTR-FAC-PHONE | | |
| | | | | | | CHECK | 355148 TOTAL: | 418.34 |
| 355149 | 12/16/2020 | PRTD | 1971 KELLEY CONNECT | 244853 | 28042760 | 10/22/2020 | M121620 | 283.78 |
| | | | Invoice: 28042760 | 283.78 | 72011321 545000 | ENG/COPIER LEASE ENG - C/E ADMIN RENTS & LEASES | | |
| | | | Invoice: 28235877 | 244854 | 28235877 | 11/23/2020 | M121620 | 312.16 |
| | | | | 312.16 | 72011321 545000 | ENG/COPIER LEASE ENG - C/E ADMIN RENTS & LEASES | | |
| | | | | | | CHECK | 355149 TOTAL: | 595.94 |
| 355150 | 12/16/2020 | PRTD | 8946 LINDA J. MCJUNKIN, L | 244858 | INSTALLMENT #2 | 12/14/2020 | M121620 | 600.00 |
| | | | Invoice: INSTALLMENT #2 | 600.00 | 31024759 54110001011 | SOMETHING NEW III - FOSSIL III SOMETHING NEW PH2-PROF SVCS | | |
| | | | | | | CHECK | 355150 TOTAL: | 600.00 |
| 355151 | 12/16/2020 | PRTD | 9581 ABRAHAM F SINGER | 244859 | INSTALLMENT #2 | 12/14/2020 | M121620 | 600.00 |
| | | | Invoice: INSTALLMENT #2 | 600.00 | 31024759 54110001011 | SOMETHING NEW III - REFLECTION SOMETHING NEW PH2-PROF SVCS | | |
| | | | | | | CHECK | 355151 TOTAL: | 600.00 |

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A/P CASH DISBURSEMENTS JOURNAL

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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 | | |
| 355152 | 12/16/2020 | PRTD | 8331 SUMMIT TOWING, INC. | 244988 | 10046 | 08/28/2020 | M121620 | 323.27 |
| | Invoice: 10046 | | | 323.27 | 73011189 | 541100 | PW/SURPLUS VEH TOWING #84 O&M - C/E FACIL PROF SERVICES | |
| | Invoice: 10047 | | | 244989 | 10047 | 08/28/2020 | M121620 | 323.27 |
| | | | | 323.27 | 73011321 | 541100 | PW/SURPLUS VEH TOWING #76 O&M-C/E-ENG VEH WORK-PRO SVCS | |
| | Invoice: 10048 | | | 244990 | 10048 | 08/28/2020 | M121620 | 323.27 |
| | | | | 323.27 | 53011212 | 541100 | POL/SURPLUS VEH TOWING #116 POLICE - C/E PATROL PROF SVCS | |
| | Invoice: 10050 | | | 244991 | 10050 | 08/28/2020 | M121620 | 323.27 |
| | | | | 323.27 | 53011212 | 541100 | POL/SURPLUS VEH TOWING #183 POLICE - C/E PATROL PROF SVCS | |
| | Invoice: 60942 | | | 244992 | 60942 | 08/28/2020 | M121620 | 311.80 |
| | | | | 311.80 | 73637945 | 541100 | PW/SURPLUS VEH TOWING #24 O&M ALLOC-SWEEPER-PROF SVCS | |
| | Invoice: 60943 | | | 244993 | 60943 | 08/28/2020 | M121620 | 311.80 |
| | | | | 311.80 | 73011189 | 541100 | PW/SURPLUS VEH TOWING #22 O&M - C/E FACIL PROF SERVICES | |
| | | | | | | | CHECK 355152 TOTAL: | 1,916.68 |
| 355153 | 12/16/2020 | PRTD | 1485 VERIZON WIRELESS | 244855 | 9868255504 | 12/01/2020 | M121620 | 5,652.20 |
| | Invoice: 9868255504 | | | 4,327.47 | 91011189 | 542100 | CITYWIDE WIRELESS CHARGES GG-C/E-CITY HALL-PHONE | |
| | | | | 1,324.73 | 91011189 | 54210001069 | COVID19-ADD'L CELL PHONES | |
| | | | | | | | CHECK 355153 TOTAL: | 5,652.20 |
| | | | | NUMBER OF CHECKS | 7 | *** CASH ACCOUNT TOTAL *** | | 10,383.16 |
| | | | | TOTAL PRINTED CHECKS | COUNT | AMOUNT | | |
| | | | | | 7 | 10,383.16 | | |
| | | | | | | | *** GRAND TOTAL *** | 10,383.16 |

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A/P CASH DISBURSEMENTS JOURNAL
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CLERK: cfreitas

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|-------------|------------|----------|--------|-------|-------|---|------|-----------|-----------|
| 2020 | 12 | | 215 | | | | | | | | |
| APP | 001-213000 | | 12/16/2020 | M121620 | 121620 | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 9,931.38 | |
| APP | 635-111100 | | 12/16/2020 | M121620 | 121620 | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 10,383.16 |
| APP | 402-213000 | | 12/16/2020 | M121620 | 121620 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 69.99 | |
| APP | 401-213000 | | 12/16/2020 | M121620 | 121620 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 69.99 | |
| APP | 631-213000 | | 12/16/2020 | M121620 | 121620 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 311.80 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 10,383.16 | 10,383.16 |
| APP | 631-130000 | | 12/16/2020 | M121620 | 121620 | | | DUE TO/FROM CLEARING | | 10,071.36 | |
| APP | 001-130000 | | 12/16/2020 | M121620 | 121620 | | | GENERAL - DUE TO/FROM CLEARING | | | 9,931.38 |
| APP | 402-130000 | | 12/16/2020 | M121620 | 121620 | | | DUE TO/FROM CLEARING | | | 69.99 |
| APP | 401-130000 | | 12/16/2020 | M121620 | 121620 | | | DUE TO/FROM CLEARING | | | 69.99 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 10,071.36 | 10,071.36 |
| JOURNAL 2020/12/215 TOTAL | | | | | | | | | | 20,454.52 | 20,454.52 |

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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 | 2020 12 | 215 | 12/16/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 9,931.38 | 9,931.38 |
| | | | | FUND TOTAL | 9,931.38 | 9,931.38 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 215 | 12/16/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 69.99 | 69.99 |
| | | | | FUND TOTAL | 69.99 | 69.99 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 215 | 12/16/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 69.99 | 69.99 |
| | | | | FUND TOTAL | 69.99 | 69.99 |
| 631 CLEARING FUND 631-130000 631-213000 635-111100 | 2020 12 | 215 | 12/16/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH | 10,071.36 311.80 | 10,383.16 |
| | | | | FUND TOTAL | 10,383.16 | 10,383.16 |

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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 | | 9,931.38 |
| 401 | WATER OPERATING FUND | | 69.99 |
| 402 | SEWER OPERATING FUND | | 69.99 |
| 631 | CLEARING FUND | | |
| | | 10,071.36 | |
| | TOTAL | 10,071.36 | 10,071.36 |

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A/P CASH DISBURSEMENTS JOURNAL

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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 | | | |
| 355154 | 12/23/2020 | PRTD | 5 ACE HARDWARE | 244752 | 47644/1 | | 11/09/2020 | 12/20/20 | 45.77 |
| | Invoice: 47644/1 | | | | 45.77 | 73411345 531100 | PW/TARP OFFICE SUPPLIES | | |
| | Invoice: 47672/1 | | | 244753 | 47672/1 | | 11/13/2020 | 12/20/20 | 158.51 |
| | | | | 158.51 | 73425358 531100 | | PW/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | |
| | Invoice: 47693/1 | | | 244754 | 47693/1 | | 11/16/2020 | 12/20/20 | 10.89 |
| | | | | 10.89 | 73011183 531100 | | PW/BATTERIES O&M-C/E-CH FAC-SUPPLIES | | |
| | Invoice: 47705/1 | | | 244755 | 47705/1 | | 11/18/2020 | 12/20/20 | 10.89 |
| | | | | 10.89 | 73011897 531100 | | PW/CAT LITTER O&M-C/E-PWY FAC-SUPPLIES | | |
| | Invoice: 47711/1 | | | 244756 | 47711/1 | | 11/18/2020 | 12/20/20 | 14.10 |
| | | | | 14.10 | 73011897 531100 | | PW/FASTENERS O&M-C/E-PWY FAC-SUPPLIES | | |
| | Invoice: 47717/1 | | | 244757 | 47717/1 | | 11/19/2020 | 12/20/20 | 199.49 |
| | | | | 199.49 | 73425358 531100 | | PW/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | |
| | Invoice: 47734/1 | | | 244758 | 47734/1 | | 11/23/2020 | 12/20/20 | 5.22 |
| | | | | 5.22 | 73413434 63110000708 | | PW/GALV COUPLE WYATT-MAD TO LOVELL-WTR-SUPPLY | | |
| | Invoice: 47751/1 | | | 244760 | 47751/1 | | 11/25/2020 | 12/20/20 | 190.72 |
| | | | | 190.72 | 73411345 531100 | | PW/LIGHT BULBS, HEATERS OFFICE SUPPLIES | | |
| | Invoice: 47777/1 | | | 244761 | 47777/1 | | 12/02/2020 | 12/20/20 | 69.47 |
| | | | | 69.47 | 73411345 531100 | | PW/WELL SITE MX SUPPLIES OFFICE SUPPLIES | | |
| | Invoice: 47778/1 | | | 244762 | 47778/1 | | 12/02/2020 | 12/20/20 | 10.89 |
| | | | | 10.89 | 73011183 531100 | | PW/ROUTER BIT O&M-C/E-CH FAC-SUPPLIES | | |
| | Invoice: 47783/1 | | | 244763 | 47783/1 | | 12/03/2020 | 12/20/20 | 59.88 |
| | | | | 59.88 | 73413434 63110000708 | | PW/WW SUPPLIES WYATT-MAD TO LOVELL-WTR-SUPPLY | | |
| | Invoice: 47801/1 | | | 244764 | 47801/1 | | 12/07/2020 | 12/20/20 | 59.90 |
| | | | | 59.90 | 73426355 531100 | | PW/RAGS, BATTERIES O&M-SIS-SUPPLIES | | |
| | Invoice: 47809/1 | | | 244765 | 47809/1 | | 12/07/2020 | 12/20/20 | 14.16 |
| | | | | 14.16 | 73011897 531100 | | PW/GORILLA TAPE O&M-C/E-PWY FAC-SUPPLIES | | |

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A/P CASH DISBURSEMENTS JOURNAL

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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 | | |
| | | | | | | CHECK | 355154 TOTAL: | 849.89 |
| 355155 | 12/23/2020 | PRTD | 9617 AHRNDT, JEANNETTE | 244744 90623 | 12/11/2020 | | 12/20/20 | 16.15 |
| | Invoice: 90623 | | | 16.15 411 122100 | UB 10350 234 | GROW AVENUE NW | | |
| | | | | | | WATER ACCOUNTS RECEIVABLE | | |
| | | | | | | CHECK | 355155 TOTAL: | 16.15 |
| 355156 | 12/23/2020 | PRTD | 7726 AIR MANAGEMENT SOLUT | 244769 0001132194 | 11/25/2020 | | 12/20/20 | 285.08 |
| | Invoice: 0001132194 | | | 285.08 73011252 54810001069 | PW/EMERGENCY HVAC SVC | | | |
| | | | | | | COVID19-R&M | | |
| | | | | | | CHECK | 355156 TOTAL: | 285.08 |
| 355157 | 12/23/2020 | PRTD | 7994 PENINSULA SERVICES | 244766 95308 | 10/31/2020 | | 12/20/20 | 64.00 |
| | Invoice: 95308 | | | 64.00 51011211 541100 | POL/MOBILE SHREDDING | | | |
| | | | | | | PD-C/E-ADM-PROF SVCS | | |
| | | | | | | CHECK | 355157 TOTAL: | 64.00 |
| 355158 | 12/23/2020 | PRTD | 8395 ALL TRAFFIC SOLUTION | 244767 Q-55444 | 11/23/2020 | | 12/20/20 | 1,000.00 |
| | Invoice: Q-55444 | | | 1,000.00 51011217 548500 | POL/TRAFFIC SUITE SUPPORT | | | |
| | | | | | | PD-C/E-PARKING ENF-COMP SUPPOR | | |
| | | | | | | CHECK | 355158 TOTAL: | 1,000.00 |
| 355159 | 12/23/2020 | PRTD | 7166 AMERICAN MESSAGING | 244768 W4104492UL | 12/01/2020 | | 12/20/20 | 94.23 |
| | Invoice: W4104492UL | | | 94.23 73637891 542100 | PW/MESSAGING SERVICES | | | |
| | | | | | | O&M - ALLOC FACIL TELEPHONE | | |
| | | | | | | CHECK | 355159 TOTAL: | 94.23 |
| 355160 | 12/23/2020 | PRTD | 4710 ASSOCIATED PETROLEU | 244770 0264104-IN-A | 10/29/2020 | | 12/20/20 | 20.00 |
| | Invoice: 0264104-IN-A | | | 20.00 73638932 532000 | PW/SHORT PD INV 0264104-IN | | | |
| | | | | | | O&M-FUEL ALLOC TO OTH DEPTS | | |
| | Invoice: 0271015-IN | | | 244771 0271015-IN | 11/17/2020 | | 12/20/20 | 577.05 |
| | | | | 577.05 73638893 532000 | PW/226 GAL DIESEL | | | |
| | | | | | | O&M-FUEL USE-ALLOCATION | | |
| | Invoice: 0271016-IN | | | 244772 0271016-IN | 11/17/2020 | | 12/20/20 | 707.29 |
| | | | | 707.29 73638932 532000 | PW/350 GAL UNLEADED | | | |
| | | | | | | O&M-FUEL ALLOC TO OTH DEPTS | | |
| | Invoice: 0271653-IN | | | 244773 0271653-IN | 11/19/2020 | | 12/20/20 | 373.92 |
| | | | | | PW/136 GAL DIESEL | | | |

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A/P CASH DISBURSEMENTS JOURNAL

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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 | | | |
| | | | | 373.92 | 73638893 | 532000 | | | |
| | | | | | | | O&M-FUEL USE-ALLOCATION | | |
| Invoice: 0271654-IN | | | | 244774 | 0271654-IN | | 11/19/2020 | 12/20/20 | 509.17 |
| | | | | | | | PW/256 GAL UNLEADED | | |
| | | | | 509.17 | 73638932 | 532000 | O&M-FUEL ALLOC TO OTH DEPTS | | |
| Invoice: 0272562-IN | | | | 244775 | 0272562-IN | | 11/24/2020 | 12/20/20 | 902.05 |
| | | | | | | | PW/450 GAL UNLEADED | | |
| | | | | 902.05 | 73638932 | 532000 | O&M-FUEL ALLOC TO OTH DEPTS | | |
| Invoice: 0272563-IN | | | | 244776 | 0272563-IN | | 11/24/2020 | 12/20/20 | 291.17 |
| | | | | | | | PW/100 GAL DIESEL | | |
| | | | | 291.17 | 73638893 | 532000 | O&M-FUEL USE-ALLOCATION | | |
| | | | | | | | CHECK | 355160 TOTAL: | 3,380.65 |
| 355161 | 12/23/2020 | PRTD | 7821 AUS WEST LOCKBOX | 244777 | 1991982842 | | 11/05/2020 | 12/20/20 | 60.58 |
| | | | Invoice: 1991982842 | | | | PW/LAUNDRY SERVICE | | |
| | | | | 60.58 | 73638893 | 589310 | LAUNDRY SERVICES | | |
| Invoice: 1991992245 | | | | 244778 | 1991992245 | | 11/12/2020 | 12/20/20 | 60.58 |
| | | | | | | | PW/LAUNDRY SERVICE | | |
| | | | | 60.58 | 73638893 | 589310 | LAUNDRY SERVICES | | |
| Invoice: 1992001602 | | | | 244779 | 1992001602 | | 11/19/2020 | 12/20/20 | 60.58 |
| | | | | | | | PW/LAUNDRY SERVICE | | |
| | | | | 60.58 | 73638893 | 589310 | LAUNDRY SERVICES | | |
| Invoice: 1992010993 | | | | 244780 | 1992010993 | | 11/26/2020 | 12/20/20 | 60.58 |
| | | | | | | | PW/LAUNDRY SERVICE | | |
| | | | | 60.58 | 73638893 | 589310 | LAUNDRY SERVICES | | |
| Invoice: 1992020286 | | | | 244781 | 1992020286 | | 12/03/2020 | 12/20/20 | 60.58 |
| | | | | | | | PW/LAUNDRY SERVICE | | |
| | | | | 60.58 | 73638893 | 589310 | LAUNDRY SERVICES | | |
| | | | | | | | CHECK | 355161 TOTAL: | 302.90 |
| 355162 | 12/23/2020 | PRTD | 2922 ARXCIS INC | 244782 | 1001330 | | 08/28/2020 | 12/20/20 | 7,178.25 |
| | | | Invoice: 1001330 | | | | PW/INSP, TEST, CERT SVCS | | |
| | | | | 7,178.25 | 73637891 | 541100 | PROFESSIONAL SERVICES | | |
| | | | | | | | CHECK | 355162 TOTAL: | 7,178.25 |
| 355163 | 12/23/2020 | PRTD | 2138 ASPECT CONSULTING LL | 244783 | 39122 | | 11/24/2020 | 12/20/20 | 760.00 |
| | | | Invoice: 39122 | | | | VINCENT LANDFILL MANGANESE INV | | |
| | | | | 760.00 | 73011370 | 54110000261 | VINCENT RD DUMP-PROF SVCS | | |
| | | | | 244784 | 39136 | | 11/25/2020 | 12/20/20 | 4,220.58 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 39136 | | | | | | | | |
| | | | | 4,220.58 | 73011317 | 54110000812 | SUYEMATSU SOIL & GROUNDWATER I SUYEMATSU FUEL RMV - PROF SVC | |
| | | | | | | | CHECK 355163 TOTAL: | 4,980.58 |
| 355164 | 12/23/2020 | PRTD | 1235 AT&T ONENET SERVICE | 244785 | 1272903110 | | 12/01/2020 12/20/20 | 18.82 |
| Invoice: 1272903110 | | | | | | | | |
| | | | | 18.82 | 91011189 | 542100 | FIN/FAX LONG DIST GG-C/E-CITY HALL-PHONE | |
| | | | | 244786 | 1272911281 | | 12/01/2020 12/20/20 | .83 |
| Invoice: 1272911281 | | | | | | | | |
| | | | | .83 | 91011189 | 542100 | PCD/FAX LONG DIST GG-C/E-CITY HALL-PHONE | |
| | | | | | | | CHECK 355164 TOTAL: | 19.65 |
| 355165 | 12/23/2020 | PRTD | 4365 AUTOMATIC FUNDS TRAN | 244787 | BAIN2011028 | | 11/30/2020 12/20/20 | 151.60 |
| Invoice: BAIN2011028 | | | | | | | | |
| | | | | 150.00 | 41011141 | 541100 | FIN/B&O NOV 2020 | |
| | | | | 1.60 | 41011141 | 542500 | FIN - C/E ADMIN PROF SERVICES FIN-C/E-ADM-POSTAGE/SHIPPING | |
| | | | | | | | CHECK 355165 TOTAL: | 151.60 |
| 355166 | 12/23/2020 | PRTD | 9615 BAINBRIDGE BIBLE CHA | 244788 | 2020 RENTAL REFUND | | 12/10/2020 12/20/20 | 3,200.00 |
| Invoice: 2020 RENTAL REFUND | | | | | | | | |
| | | | | 3,200.00 | 01136 | 362430 | SS RENTAL REFUND 3/15-6/28/2020 SC/COMMONS ROOM RENTALS | |
| | | | | | | | CHECK 355166 TOTAL: | 3,200.00 |
| 355167 | 12/23/2020 | PRTD | 54 BAINBRIDGE RENTAL IN | 244790 | CON#69341 | | 11/19/2020 12/20/20 | 76.29 |
| Invoice: CON#69341 | | | | | | | | |
| | | | | 76.29 | 73111427 | 531100 | PW/HEDGE SHEAR OFFICE SUPPLIES | |
| | | | | 244791 | CON#69705 | | 12/02/2020 12/20/20 | 93.91 |
| Invoice: CON#69705 | | | | | | | | |
| | | | | 93.91 | 73011189 | 531100 | PW/ULTRA MIX OIL O&M - C/E FACIL OFC SUPPLIES | |
| | | | | 244792 | CON#69777 | | 12/04/2020 12/20/20 | 18.52 |
| Invoice: CON#69777 | | | | | | | | |
| | | | | 18.52 | 73431835 | 531100 | PW/BAR OIL OFFICE SUPPLIES | |
| | | | | | | | CHECK 355167 TOTAL: | 188.72 |
| 355168 | 12/23/2020 | PRTD | 55 SOUND PUBLISHING, IN | 244793 | BIR913717 | | 11/20/2020 12/20/20 | 74.40 |
| Invoice: BIR913717 | | | | | | | | |
| | | | | 74.40 | 63470586 | 544000 | PCD/NOA: BLD24780 CUR-DEV-ZONING-ADV | |
| | | | | 244795 | BIR912235 | | 10/30/2020 12/20/20 | 68.40 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| Invoice: BIR912235 | | | | 68.40 11011113 544000 | CC/ORD 2020-31 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR912239 | | | | 244796 BIR912239 | 10/30/2020 | | 12/20/20 | 86.40 |
| | | | | 86.40 11011113 544000 | CC/ORD 2020-36 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR912241 | | | | 244797 BIR912241 | 10/30/2020 | | 12/20/20 | 54.00 |
| | | | | 54.00 11011113 544000 | CC/ORD 2020-22 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR912242 | | | | 244798 BIR912242 | 10/30/2020 | | 12/20/20 | 48.00 |
| | | | | 48.00 11011113 544000 | CC/ORD 2020-33 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR12243 | | | | 244799 BIR12243 | 10/30/2020 | | 12/20/20 | 54.00 |
| | | | | 54.00 11011113 544000 | CC/ORD 2020-29 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR913338 | | | | 244800 BIR913338 | 11/13/2020 | | 12/20/20 | 54.00 |
| | | | | 54.00 11011113 544000 | CC/ORD 2020-36 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR913339 | | | | 244801 BIR913339 | 11/13/2020 | | 12/20/20 | 55.20 |
| | | | | 55.20 11011113 544000 | CC/ORD 2020-30 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR914258 | | | | 244831 BIR914258 | 11/27/2020 | | 12/20/20 | 72.00 |
| | | | | 72.00 63470586 544000 | PCD/NOA: BLD25112 | CUR-DEV-ZONING-ADV | | |
| Invoice: BIR914260 | | | | 244832 BIR914260 | 11/27/2020 | | 12/20/20 | 104.40 |
| | | | | 104.40 61011581 544000 | PCD/PUB MEETING: ORD 2020-40 | PCD - C/E ADMIN ADVERTISING | | |
| | | | | | CHECK | 355168 TOTAL: | | 670.80 |
| 355169 12/23/2020 PRTRD | | 55 | SOUND PUBLISHING, IN | 244794 8007016 | 11/30/2020 | | 12/20/20 | 55.50 |
| Invoice: 8007016 | | | | 55.50 51011191 544000 | POL/CLASSIFIEDS: PROPERTY | PD-C/E-PROP RM-ADVERTISING | | |
| | | | | | CHECK | 355169 TOTAL: | | 55.50 |
| 355170 12/23/2020 PRTRD | | 7179 | BAINBRIDGE YOUTH SER | 244860 Q3 2020 | 11/02/2020 | | 12/20/20 | 12,813.00 |
| Invoice: Q3 2020 | | | | 12,813.00 31017526 54110000297 | 2019-20 COMMUNITY SERVICES FUN | EX-BYS-YOUTH COUNS & JOB OPP | | |
| | | | | | CHECK | 355170 TOTAL: | | 12,813.00 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| 355171 | 12/23/2020 | PRTD | 9622 BARNES, MICHAEL K & | 244749 90628 | 12/11/2020 | | 12/20/20 | 6.93 |
| | Invoice: 90628 | | | 6.93 411 122100 | UB 12115 | 9520 NORTHTOWN LOOP | | |
| | | | | | | WATER ACCOUNTS RECEIVABLE | | |
| | | | | | | CHECK | 355171 TOTAL: | 6.93 |
| 355172 | 12/23/2020 | PRTD | 50 BAINBRIDGE ISLAND EL | 244802 20200088 | 11/20/2020 | | 12/20/20 | 152.60 |
| | Invoice: 20200088 | | | 152.60 73011768 548100 | PW/WFP | BATHROOM ELECTR REPR | | |
| | | | | | | O&M-C/E-PARKS-R&M | | |
| | | | | | | CHECK | 355172 TOTAL: | 152.60 |
| 355173 | 12/23/2020 | PRTD | 9262 BOULDER PARK INC | 244856 3204-B | 09/15/2020 | | 12/20/20 | 6,203.28 |
| | Invoice: 3204-B | | | 6,203.28 73425358 54790100551 | | BOIDLIDS MANAGEMENT/DISPOSAL | | |
| | | | | | | BIOSOLIDS WASTE DISPOSAL | | |
| | | | | | | CHECK | 355173 TOTAL: | 6,203.28 |
| 355174 | 12/23/2020 | PRTD | 9621 BRENNAN, MARK | 244748 90627 | 12/11/2020 | | 12/20/20 | 121.41 |
| | Invoice: 90627 | | | 121.41 411 122100 | UB 11853 | 5479 FOSTER ROAD NE | | |
| | | | | | | WATER ACCOUNTS RECEIVABLE | | |
| | | | | | | CHECK | 355174 TOTAL: | 121.41 |
| 355175 | 12/23/2020 | PRTD | 360 BUILDERS FIRSTSOURCE | 244804 82430037 | 11/17/2020 | | 12/20/20 | 148.73 |
| | Invoice: 82430037 | | | 148.73 73011897 531100 | PW/LUMBER | | | |
| | | | | | | O&M-C/E-PWY FAC-SUPPLIES | | |
| | Invoice: 90192594 | | | 244805 90192594 | | | | |
| | | | | -102.35 73011897 531100 | PW/RETURN | | | |
| | | | | | | O&M-C/E-PWY FAC-SUPPLIES | | |
| | | | | | | CHECK | 355175 TOTAL: | 46.38 |
| 355176 | 12/23/2020 | PRTD | 104 CITY OF BREMERTON | 244806 BPD0002637 | 11/13/2020 | | 12/20/20 | 200.00 |
| | Invoice: BPD0002637 | | | 200.00 53011212 545000 | POL/RANGE | RENTAL | | |
| | | | | | | POLICE - C/E PATROL RENTS | | |
| | | | | | | CHECK | 355176 TOTAL: | 200.00 |
| 355177 | 12/23/2020 | PRTD | 9616 COLSON, SCOTT | 244743 90622 | 12/11/2020 | | 12/20/20 | 241.23 |
| | Invoice: 90622 | | | 241.23 411 122100 | UB 10047 | 720 LOVELL AVENUE NW | | |
| | | | | | | WATER ACCOUNTS RECEIVABLE | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | | | CHECK | 355177 TOTAL: | 241.23 |
| 355178 | 12/23/2020 | PRTD | 6920 COMCAST | 244808 | DEC20 | 11/20/2020 | 12/20/20 | 11.28 |
| | Invoice: DEC20 | | | 11.28 | 51011211 | 545000 | POL/HD CONVERTER BOX PD-C/E-ADMIN RENTS/LEASE | |
| | | | | | | CHECK | 355178 TOTAL: | 11.28 |
| 355179 | 12/23/2020 | PRTD | 142 COPIERS NORTHWEST IN | 244809 | INV223449 | 11/30/2020 | 12/20/20 | 232.97 |
| | Invoice: INV223449 | | | 116.48 | 61011581 | 531100 | PCD&ENG/PLOTTER PAPER | |
| | | | | 116.49 | 72011321 | 531100 | PCD - C/E ADMIN SUPPLIES ENG - C/E ADMIN SUPPLIES | |
| | Invoice: INV2234530 | | | 244810 | INV2234530 | 11/30/2020 | 12/20/20 | 210.00 |
| | | | | 105.00 | 61011581 | 531100 | PCD&ENG/PLOTTER PAPER | |
| | | | | 105.00 | 72011321 | 531100 | PCD - C/E ADMIN SUPPLIES ENG - C/E ADMIN SUPPLIES | |
| | Invoice: INV2234703 | | | 244811 | INV2234703 | 11/30/2020 | 12/20/20 | 210.00 |
| | | | | 105.00 | 61011581 | 531100 | PCD&ENG/PLOTTER PAPER | |
| | | | | 105.00 | 72011321 | 531100 | PCD - C/E ADMIN SUPPLIES ENG - C/E ADMIN SUPPLIES | |
| | | | | | | CHECK | 355179 TOTAL: | 652.97 |
| 355180 | 12/23/2020 | PRTD | 4950 CORRECT EQUIPMENT IN | 244812 | 41345 | 04/06/2020 | 12/20/20 | 433.86 |
| | Invoice: 41345 | | | 433.86 | 73426355 | 54810000562 | PW/GRINDER PUMP MX: LANDMARK CT GRINDER PUMP MAINT CONTRACT | |
| | Invoice: 41378 | | | 244813 | 41378 | 04/15/2020 | 12/20/20 | 1,069.03 |
| | | | | 1,069.03 | 73426355 | 54810000562 | PW/GRINDER PUMP MX: GIDEON LN GRINDER PUMP MAINT CONTRACT | |
| | Invoice: 41818 | | | 244814 | 41818 | 06/23/2020 | 12/20/20 | 2,925.58 |
| | | | | 2,925.58 | 73426355 | 54810000562 | PW/GRINDER PUMP MX: PLEASANT BCH GRINDER PUMP MAINT CONTRACT | |
| | Invoice: 42042 | | | 244815 | 42042 | 07/28/2020 | 12/20/20 | 98.10 |
| | | | | 98.10 | 73426355 | 54810000562 | PW/GRINDER PUMP MX: PT WHT DR GRINDER PUMP MAINT CONTRACT | |
| | | | | | | CHECK | 355180 TOTAL: | 4,526.57 |
| 355181 | 12/23/2020 | PRTD | 2219 DELL MARKETING LP | 244817 | 10434154917 | 10/28/2020 | 12/20/20 | 2,073.05 |
| | Invoice: 10434154917 | | | 2,073.05 | 81011881 | 535500 | IT/RUGGED LAPTOP FOR TA IT - C/E COMPUTER PARTS & EQ | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | | CHECK | 355181 | TOTAL: | 2,073.05 |
| 355182 | 12/23/2020 | PRTD | 4186 DMCJA | 244818 | 2021-MCCULLOCH | 12/14/2020 | 12/20/20 | 350.00 |
| | | | Invoice: 2021-MCCULLOCH | 350.00 | 21011125 | 549100 | CRT/DUES: JUDGE SARA MCCULLOCH COURT-DUES/SUBSCR/MEMBERSHIPS | |
| | | | | | CHECK | 355182 | TOTAL: | 350.00 |
| 355183 | 12/23/2020 | PRTD | 4192 DMCMA | 244819 | 2021-DH | 12/07/2020 | 12/20/20 | 150.00 |
| | | | Invoice: 2021-DH | 150.00 | 21011125 | 549100 | CRT.MEMBERSHIP DUES: HARTMAN COURT-DUES/SUBSCR/MEMBERSHIPS | |
| | | | | | CHECK | 355183 | TOTAL: | 150.00 |
| 355184 | 12/23/2020 | PRTD | 672 DSC INC | 244820 | 100802 | 11/25/2020 | 12/20/20 | 16.76 |
| | | | Invoice: 100802 | 16.76 | 73411345 | 531100 | PW/MAINT SUPPLIES OFFICE SUPPLIES | |
| | | | | | CHECK | 355184 | TOTAL: | 16.76 |
| 355185 | 12/23/2020 | PRTD | 7510 EXPERIAN | 244821 | CD2108001752 | 11/27/2020 | 12/20/20 | 92.65 |
| | | | Invoice: CD2108001752 | 92.65 | 52011212 | 549100 | POL/INFO SERVICES PD-C/E-INV-DUES/SUBSCR/MEMBRSH | |
| | | | | | CHECK | 355185 | TOTAL: | 92.65 |
| 355186 | 12/23/2020 | PRTD | 212 FABRICARE 02 - PLANT | 244822 | 12-03-20 | 12/03/2020 | 12/20/20 | 45.36 |
| | | | Invoice: 12-03-20 | 40.31 | 51011211 | 520000 | POL/LAUNDRY SERVICE PD-C/E ADMIN-BENEFITS | |
| | | | | 5.05 | 53011212 | 520000 | POLICE - C/E PATROL BENEFITS | |
| | | | | | CHECK | 355186 | TOTAL: | 45.36 |
| 355187 | 12/23/2020 | PRTD | 1953 FERGUSON ENTERPRISES | 244823 | 0934754 | 11/18/2020 | 12/20/20 | 913.18 |
| | | | Invoice: 0934754 | 913.18 | 73413434 | 63110000708 | PW/WW SUPPLIES WYATT-MAD TO LOVELL-WTR-SUPPLY | |
| | | | | | CHECK | 355187 | TOTAL: | 913.18 |
| 355188 | 12/23/2020 | VOID | 9448 ** NOT FOUND | | | | | .00 |
| | | | Invoice: | | | | | |
| | | | | | CHECK | 355188 | TOTAL: | .00 |

Wrong vendor - void check, void inv - will re-enter w/ correct vendor for next check run

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| CASH ACCOUNT: 635 | | 111100 | CASH | | | | | | | |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET | |
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| 355189 | 12/23/2020 | PRTD | 513 GRAINGER | 244824 | 9688479063 | 10/19/2020 | | 12/20/20 | 344.74 | |
| Invoice: 9688479063 | | | | | | | | | | |
| | | | | 344.74 | 73411345 531100 | PW/DEHUMIDIFIER CAP OFFICE SUPPLIES | | | | |
| Invoice: 9706969533 | | | | 244825 | 9706969533 | 11/04/2020 | | 12/20/20 | 727.73 | |
| | | | | 727.73 | 73011897 53110001081 | PW/DATA LOGGER PRESSURE/TEMP FIRE SPRINK/ALARM SUPPLIES-PWY | | | | |
| Invoice: 9727094741 | | | | 244826 | 9727094741 | 11/24/2020 | | 12/20/20 | 131.62 | |
| | | | | 131.62 | 73425358 531100 | PW/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | | | |
| | | | | | | | | CHECK | 355189 TOTAL: | 1,204.09 |
| 355190 | 12/23/2020 | PRTD | 6765 GREY CHEVROLET | 244827 | 5121031 | 11/16/2020 | | 12/20/20 | 284.98 | |
| Invoice: 5121031 | | | | | | | | | | |
| | | | | 284.98 | 73411345 531100 | PW/N-WHEEL OFFICE SUPPLIES | | | | |
| | | | | | | | | CHECK | 355190 TOTAL: | 284.98 |
| 355191 | 12/23/2020 | PRTD | 1517 GUARDIAN SECURITY SY | 244828 | 1081175 | 12/01/2020 | | 12/20/20 | 260.52 | |
| Invoice: 1081175 | | | | | | | | | | |
| | | | | 260.52 | 51011215 541100 | POL/ALARM MONITORING POLICE - C/E FACIL PROF SVCS | | | | |
| | | | | | | | | CHECK | 355191 TOTAL: | 260.52 |
| 355192 | 12/23/2020 | PRTD | 253 HACH COMPANY | 244830 | 12188296 | 11/02/2020 | | 12/20/20 | 99.20 | |
| Invoice: 12188296 | | | | | | | | | | |
| | | | | 99.20 | 73425358 531100 | PW/PH STORAGE SOLN O&M-WWTP-SUPPLIES | | | | |
| Invoice: 12203921 | | | | 244833 | 12203921 | 11/13/2020 | | 12/20/20 | 329.18 | |
| | | | | 329.18 | 73425358 531100 | PW/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | | | |
| Invoice: 12203985 | | | | 244835 | 12203985 | 11/15/2020 | | 12/20/20 | 1,222.98 | |
| | | | | 1,222.98 | 73425358 531100 | PCD/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | | | |
| Invoice: 12204412 | | | | 244836 | 12204412 | 11/16/2020 | | 12/20/20 | 1,307.46 | |
| | | | | 1,307.46 | 73425358 531100 | PW/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | | | |
| Invoice: 12208522 | | | | 244837 | 12208522 | 11/16/2020 | | 12/20/20 | 817.23 | |
| | | | | 817.23 | 73411345 531100 | PW/FLOURIDE OFFICE SUPPLIES | | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | | CHECK | 355192 | TOTAL: | 3,776.05 |
| 355193 | 12/23/2020 | PRTD | 8514 HERITAGE-CRYSTAL CLE | 244816 | 16570310 | 12/07/2020 | 12/20/20 | 1,967.53 |
| | Invoice: 16570310 | | | 1,967.53 | 91111427 | 547900 | PW/HAZ-MAT DISPOSAL SVCS GG-STREET-ROADSIDE-GARBAGE | |
| | | | | | CHECK | 355193 | TOTAL: | 1,967.53 |
| 355194 | 12/23/2020 | PRTD | 863 INTERSTATE BATTERIES | 244838 | 22064441 | 11/12/2020 | 12/20/20 | 666.81 |
| | Invoice: 22064441 | | | 257.13 | 73111256 | 5311000902 | PW/BATTERIES FOR VEHS: 37,143,2,235 2018 STORM PREP-STRT-SUPPLY | |
| | | | | 128.57 | 73421355 | 531100 | WIN COLL-SUPPLIES | |
| | | | | 142.73 | 73011189 | 531100 | O&M - C/E FACIL OFC SUPPLIES | |
| | | | | 138.38 | 53011212 | 531100 | PD-C/E-PATROL SUPPLIES | |
| | Invoice: 22064729 | | | 244839 | 22064729 | | 12/03/2020 | 12/20/20 |
| | | | | 128.57 | 73011151 | 531100 | PW/BATTERIES: VEHS 139,239 O&M-C/E-PD FLEET-SUPPLIES | 271.30 |
| | | | | 142.73 | 53011212 | 531100 | PD-C/E-PATROL SUPPLIES | |
| | | | | | | | CHECK | 355194 TOTAL: |
| | | | | | | | | 938.11 |
| 355195 | 12/23/2020 | PRTD | 9618 ISAACSON, ROBERT & C | 244745 | 90624 | 12/11/2020 | 12/20/20 | 178.00 |
| | Invoice: 90624 | | | 178.00 | 411 | 122100 | UB 10405 533 WOOD AVENUE SW WATER ACCOUNTS RECEIVABLE | |
| | | | | | | | CHECK | 355195 TOTAL: |
| | | | | | | | | 178.00 |
| 355196 | 12/23/2020 | PRTD | 3114 JOHNSON CONTROLS FIR | 244841 | 21972891 | 11/20/2020 | 12/20/20 | 278.46 |
| | Invoice: 21972891 | | | 278.46 | 73011183 | 54110000390 | PW/CITY HALL FIRE ALARM MONIT FAC BLDG/FIRE ALARM-CITY HALL | |
| | Invoice: 21972892 | | | 244842 | 21972892 | | 11/20/2020 | 12/20/20 |
| | | | | 139.56 | 73011755 | 54110000390 | PW/SS-COMMONS FIRE ALARM MONIT FAC BLDG/FIRE ALARM-COMMONS | 139.56 |
| | Invoice: 21972894 | | | 244843 | 21972894 | | 11/20/2020 | 12/20/20 |
| | | | | 139.56 | 73011897 | 54110000390 | PW/SHOP FIRE ALARM MONIT PWY-ALARM SVCS | 139.56 |
| | | | | | | | CHECK | 355196 TOTAL: |
| | | | | | | | | 557.58 |
| 355197 | 12/23/2020 | PRTD | 2306 KITSAP COUNTY PROSEC | 244845 | DEC20 | 12/01/2020 | 12/20/20 | 9,554.65 |
| | Invoice: DEC20 | | | 9,554.65 | 32011521 | 541112 | LEGAL/DEC PROSEC. SVCS LGL-OUTSIDE PROSECUTOR | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | | CHECK | 355197 | TOTAL: | 9,554.65 |
| 355198 | 12/23/2020 | PRTD | 4740 KITSAP COUNTY PUBLIC | 244846 10189 | 11/12/2020 | | 12/20/20 | 4,406.01 |
| | Invoice: 10189 | | | 4,406.01 72431832 54110000872 | ENG/Q3 2020 WSSOG | | | |
| | | | | | H2O/SSWM GROUP-PROF SVCS | | | |
| | | | | | CHECK | 355198 | TOTAL: | 4,406.01 |
| 355199 | 12/23/2020 | PRTD | 1496 KITSAP COUNTY SEWER | 244862 KCSD7-COBI-2020-DEC | 12/01/2020 | | 12/20/20 | 21,424.46 |
| | Invoice: KCSD7-COBI-2020-DEC | | | 21,424.46 73426356 551000 | PW/352.55 ERUS | | | |
| | | | | | SIS-SD#7 PROCESSING CHGS | | | |
| | | | | | CHECK | 355199 | TOTAL: | 21,424.46 |
| 355200 | 12/23/2020 | PRTD | 1505 KITSAP COUNTY TREASU | 244847 NOV20 | 11/30/2020 | | 12/20/20 | 24.33 |
| | Invoice: NOV20 | | | 24.33 41612860 586000 | COURT OUT REMIT NOV 2020 | | | |
| | | | | | CRIME VICTIMS-OUT | | | |
| | | | | | CHECK | 355200 | TOTAL: | 24.33 |
| 355201 | 12/23/2020 | PRTD | 338 KITSAP COUNTY JAIL | 244844 NOV20 DNA REMIT | 11/30/2020 | | 12/20/20 | 8.37 |
| | Invoice: NOV20 DNA REMIT | | | 8.37 41615860 586964 | CRT REMIT: DNA COLL CASE #22844901 | | | |
| | | | | | DNA COLLECTION | | | |
| | | | | | CHECK | 355201 | TOTAL: | 8.37 |
| 355202 | 12/23/2020 | PRTD | 1971 KELLEY CONNECT | 244863 IN763339 | 12/10/2020 | | 12/20/20 | 25.89 |
| | Invoice: IN763339 | | | 25.89 21011125 545000 | CRT/COPIER OVERAGE | | | |
| | | | | | COURT - RENTS & LEASES - OPER | | | |
| | Invoice: IN763851 | | | 244864 IN763851 | 12/11/2020 | | 12/20/20 | 1,143.68 |
| | | | | 1,143.68 72011321 545000 | ENG/COPIER OVERAGE | | | |
| | | | | | ENG - C/E ADMIN RENTS & LEASES | | | |
| | | | | | CHECK | 355202 | TOTAL: | 1,169.57 |
| 355203 | 12/23/2020 | PRTD | 8135 MIDWEST MOTOR SUPPLY | 244865 8410736 | 11/23/2020 | | 12/20/20 | 331.94 |
| | Invoice: 8410736 | | | 331.94 73638935 531100 | PW/MX SUPPLIES | | | |
| | | | | | O&M-STD ALLOCATION-SUPPLIES | | | |
| | | | | | CHECK | 355203 | TOTAL: | 331.94 |
| 355204 | 12/23/2020 | PRTD | 315 KITSAP HUMANE SOCIET | 244867 1964 | 12/01/2020 | | 12/20/20 | 5,936.50 |
| | Invoice: 1964 | | | 5,936.50 91011393 541100 | KITSAP HUMANE SOCIETY ANNUAL C | | | |
| | | | | | FIN - C/E ANIMAL CONTROL FEES | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | | | CHECK | 355204 TOTAL: | 5,936.50 |
| 355205 | 12/23/2020 | PRTD | 694 KITSAP PUD #1 | 244868 | SEP20-NOV20 | 11/16/2020 | 12/20/20 | 40.41 |
| | | Invoice: SEP20-NOV20 | | 40.41 | 91011768 547500 | WATER/LOT1 BELFAIR AVE GG-C/E-PARKS-WTR/SWR | | |
| | | | | | | CHECK | 355205 TOTAL: | 40.41 |
| 355206 | 12/23/2020 | PRTD | 309 KITSAP TIRE CENTER I | 244869 | INV051056 | 11/17/2020 | 12/20/20 | 8.72 |
| | | Invoice: INV051056 | | 8.72 | 53011212 531100 | POL/SCRAP TIRE DISP PD-C/E-PATROL SUPPLIES | | |
| | | Invoice: INV051148 | | 244870 | INV051148 | 11/24/2020 | 12/20/20 | 1,273.12 |
| | | | | 1,273.12 | 53011212 531100 | POL/NEW TIRES(8), VEH 239 PD-C/E-PATROL SUPPLIES | | |
| | | Invoice: INV051186 | | 244871 | INV051186 | 11/30/2020 | 12/20/20 | 8.72 |
| | | | | 8.72 | 53011212 531100 | POL/SCRAP TIRE DISP PD-C/E-PATROL SUPPLIES | | |
| | | | | | | CHECK | 355206 TOTAL: | 1,290.56 |
| 355207 | 12/23/2020 | PRTD | 1652 KITSAP TOWING & ROAD | 244872 | 116070 | 11/30/2020 | 12/20/20 | 401.12 |
| | | Invoice: 116070 | | 401.12 | 53011212 549900 | POL/IMPUND I20-001068 PD-C/E-PATROL-MISC | | |
| | | | | | | CHECK | 355207 TOTAL: | 401.12 |
| 355208 | 12/23/2020 | PRTD | 6577 LAKESIDE INDUSTRIES | 244873 | 137746 | 09/19/2020 | 12/20/20 | 1,266.80 |
| | | Invoice: 137746 | | 1,266.80 | 73111423 531100 | PW/14.9 TON HMA COMMERCIAL OFFICE SUPPLIES | | |
| | | Invoice: 144197 | | 244874 | 144197 | 11/14/2020 | 12/20/20 | 635.95 |
| | | | | 635.95 | 73111423 531100 | PW/7.48 TON HMA COMMERCIAL OFFICE SUPPLIES | | |
| | | | | | | CHECK | 355208 TOTAL: | 1,902.75 |
| 355209 | 12/23/2020 | PRTD | 7849 LAW OFFICE OF THOMAS | 244875 | DEC20 | 12/08/2020 | 12/20/20 | 4,484.32 |
| | | Invoice: DEC20 | | 4,484.32 | 32011281 541113 | LEGAL/PUB DEF DEC 2020 LGL-PUBLIC DEFENDER | | |
| | | | | | | CHECK | 355209 TOTAL: | 4,484.32 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| 355210 | 12/23/2020 | PRTD | 5011 LEXISNEXIS RISK SOLU | 244876 | 1272084-20201130 | 11/30/2020 | 12/20/20 | 163.50 |
| Invoice: 1272084-20201130 | | | | 163.50 | 52011212 549100 | POL/NOV SUBX PD-C/E-INV-DUES/SUBSCR/MEMBRSH | | |
| | | | | | | CHECK | 355210 TOTAL: | 163.50 |
| 355211 | 12/23/2020 | PRTD | 5262 LIDEN LAND DEV & EXC | 244877 | PAYREQ2-815 | 12/02/2020 | 12/20/20 | 16,394.10 |
| Invoice: PAYREQ2-815 | | | | 16,394.10 | 72413434 66300000815 | ROCKAWAY INTERTIE PROJECT ROCKAWAY INTERTIE-CONSTR | | |
| | | | | | | CHECK | 355211 TOTAL: | 16,394.10 |
| 355212 | 12/23/2020 | PRTD | 9129 LTI, INC | 244879 | 3791445 | 12/03/2020 | 20200039 12/20/20 | 1,756.73 |
| Invoice: 3791445 | | | | 1,756.73 | 990 141100 | SALT, BULK - PW YD MOSTLY SNOW MERCHANDISE | | |
| | | | | | | CHECK | 355212 TOTAL: | 1,756.73 |
| 355213 | 12/23/2020 | PRTD | 6279 MENG ANALYSIS | 244880 | 19902-111 | 10/31/2020 | 12/20/20 | 3,410.00 |
| Invoice: 19902-111 | | | | 3,410.00 | 73011183 54110000911 | CITY HALL SIDING ANALYSIS CH REPAIRS-PROF SVCS | | |
| | | | | 244881 | 19902-110 | 10/10/2020 | 12/20/20 | 5,610.00 |
| Invoice: 19902-110 | | | | 5,610.00 | 73011183 54110000911 | CITY HALL SIDING ANALYSIS CH REPAIRS-PROF SVCS | | |
| | | | | 244882 | 19902-112 | 11/30/2020 | 12/20/20 | 4,860.68 |
| Invoice: 19902-112 | | | | 4,860.68 | 73011183 54110000911 | CITY HALL SIDING ANALYSIS CH REPAIRS-PROF SVCS | | |
| | | | | | | CHECK | 355213 TOTAL: | 13,880.68 |
| 355214 | 12/23/2020 | PRTD | 9397 MILLENNIAL BUILDERS | 244751 | 90630 | 12/11/2020 | 12/20/20 | 103.24 |
| Invoice: 90630 | | | | 103.24 | 411 122100 | UB 13111 8650 RESERVE WAY WATER ACCOUNTS RECEIVABLE | | |
| | | | | | | CHECK | 355214 TOTAL: | 103.24 |
| 355215 | 12/23/2020 | PRTD | 7038 MOON SECURITY SERVIC | 244883 | 1060795 | 11/30/2020 | 12/20/20 | 824.00 |
| Invoice: 1060795 | | | | 824.00 | 21011232 545000 | CRT/HOUSE ARREST MONIT COURT-ELECT HOME DET'N-EQ RENT | | |
| | | | | | | CHECK | 355215 TOTAL: | 824.00 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| 355216 | 12/23/2020 | PRTD | 4214 MORRISON GRAVEL INC | 244885 50263 | 11/23/2020 | 20200040 | 12/20/20 | 8,995.05 |
| | Invoice: 50263 | | | 8,995.05 990 141100 | PW SEASONAL SAND | | | |
| | | | | | MERCHANDISE | | | |
| | | | | | CHECK | 355216 | TOTAL: | 8,995.05 |
| 355217 | 12/23/2020 | PRTD | 8642 MULTICARE CENTERS OF | 244886 142755 | 12/01/2020 | | 12/20/20 | 220.00 |
| | Invoice: 142755 | | | 110.00 73111290 541100 | PW/OCC HEALTH EXAMS | | | |
| | | | | 110.00 73431835 541100 | O&M-STREET-MAINT O/H-PRO SVCS | | | |
| | | | | | PROFESSIONAL SERVICES | | | |
| | | | | | CHECK | 355217 | TOTAL: | 220.00 |
| 355218 | 12/23/2020 | PRTD | 9323 MURRAYSMITH, INC. | 244985 19-2682.00-12 | 10/20/2020 | | 12/20/20 | 14,867.21 |
| | Invoice: 19-2682.00-12 | | | 14,867.21 72425352 54110001009 | WWTP UPGRADES STUDY | | | |
| | | | | | WWTP TERTIARY STUDY-PROF SVCS | | | |
| | | | | | CHECK | 355218 | TOTAL: | 14,867.21 |
| 355219 | 12/23/2020 | PRTD | 2574 NATIONAL BARRICADE C | 244887 286579 | 04/30/2020 | | 12/20/20 | 458.98 |
| | Invoice: 286579 | | | 458.98 73111264 531100 | PW/MOUNTING HARDWARE | | | |
| | | | | | O&M-STREET-TRAF CONTROL-SUPPLY | | | |
| | Invoice: 286995 | | | 244888 286995 | 06/18/2020 | | 12/20/20 | 2,640.53 |
| | | | | 2,640.53 73111264 531100 | PW/TRAFFIC BARRELS, BARRICADES | | | |
| | | | | | O&M-STREET-TRAF CONTROL-SUPPLY | | | |
| | Invoice: 286996 | | | 244889 286996 | 06/18/2020 | | 12/20/20 | 837.32 |
| | | | | 837.32 73111264 531100 | PW/TRAFFIC SIGNS | | | |
| | | | | | O&M-STREET-TRAF CONTROL-SUPPLY | | | |
| | Invoice: 289107 | | | 244890 289107 | 10/31/2020 | | 12/20/20 | 508.42 |
| | | | | 508.42 73111423 531100 | PW/GUIDE POSTS | | | |
| | | | | | OFFICE SUPPLIES | | | |
| | Invoice: 289209 | | | 244891 289209 | 11/14/2020 | | 12/20/20 | 412.92 |
| | | | | 412.92 990 141100 | PW/SIGNS | | | |
| | | | | | MERCHANDISE | | | |
| | | | | | CHECK | 355219 | TOTAL: | 4,858.17 |
| 355220 | 12/23/2020 | PRTD | 8887 NCSI | 244892 5770 | 12/01/2020 | | 12/20/20 | 203.50 |
| | Invoice: 5770 | | | 203.50 31011256 541100 | EX/BACKGROUND CHECKS | | | |
| | | | | | EX-GF-EMERG PREP-PROF SVCS | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | | | CHECK | 355220 TOTAL: | 203.50 |
| 355221 | 12/23/2020 | PRTD | 2430 OGDEN MURPHY WALLACE | 244893 845620 | 12/07/2020 | | 12/20/20 | 13,187.80 |
| | Invoice: 845620 | | | | | LEGAL/PROF SVCS NOV 2020 | | |
| | | | | 126.00 32470152 | 54111100844 | LIT-CLARK ADMIN APPEAL(SUP CT) | | |
| | | | | 3,339.00 32470152 | 54111100893 | LIT-CAINION (APA SUP CT) | | |
| | | | | 789.00 32011152 | 54111100926 | LIT-KC REALTORS-SUP CT | | |
| | | | | 787.50 32011152 | 54111101010 | LIT-ENVIRONMENTAL COALITION | | |
| | | | | 5,783.80 32011152 | 54111001131 | ETHICS BOARD LEGAL ADVISOR | | |
| | | | | 850.50 32011152 | 541110 | LGL-GF-LEGAL ADVICE | | |
| | | | | 567.00 32470152 | 54111100897 | PRES RESP SHORE(CT OF APPEALS) | | |
| | | | | 945.00 32011152 | 54111000627 | LGL-CH SOLAR SYSTEM PURCHASE | | |
| | | | | | | CHECK | 355221 TOTAL: | 13,187.80 |
| 355222 | 12/23/2020 | PRTD | 4111 OLYMPIC SPRINGS INC | 244894 334644 | 11/30/2020 | | 12/20/20 | 54.18 |
| | Invoice: 334644 | | | | | POL/PURIFIED WATER | | |
| | | | | 54.18 51011215 | 531100 | POLICE - C/E FACIL SUPPLIES | | |
| | | | | | | CHECK | 355222 TOTAL: | 54.18 |
| 355223 | 12/23/2020 | PRTD | 7925 OMNIPARK, INC | 244895 122361 | 12/01/2020 | | 12/20/20 | 379.32 |
| | Invoice: 122361 | | | | | POL/PARKING SYST SUPPORT | | |
| | | | | 379.32 51011217 | 548500 | PD-C/E-PARKING ENF-COMP SUPPOR | | |
| | | | | | | CHECK | 355223 TOTAL: | 379.32 |
| 355224 | 12/23/2020 | PRTD | 2623 PAPE MACHINERY | 244896 12350241 | 11/16/2020 | | 12/20/20 | 502.00 |
| | Invoice: 12350241 | | | | | PW/CONTROL VALVE | | |
| | | | | 502.00 73637958 | 531100 | ROADSIDE MOWER ALLOC-SUPPLIES | | |
| | | | | | | CHECK | 355224 TOTAL: | 502.00 |
| 355225 | 12/23/2020 | PRTD | 1808 PACIFIC COAST CONGRE | 244897 2012770 | 12/01/2020 | | 12/20/20 | 265.00 |
| | Invoice: 2012770 | | | | | POL/MEMBERSHIP: ALLEN | | |
| | | | | 265.00 55011757 | 549100 | PD-HARBORMASTER-DUES & SUBCR | | |
| | | | | | | CHECK | 355225 TOTAL: | 265.00 |
| 355226 | 12/23/2020 | PRTD | 6579 WILLIAM R PEACOCK | 244971 2021CLAIBORNE | 12/09/2020 | | 12/20/20 | 20.00 |
| | Invoice: 2021CLAIBORNE | | | | | PW/WWCPA RECERT: CLAIBORNE | | |
| | | | | 20.00 73421355 | 549100 | WIN COLL-DUES/SUBCRIP | | |
| | | | | 244972 2021GOLDEN | | | | |
| | Invoice: 2021GOLDEN | | | | | PW/WWCPA RECERT: GOLDEN | | |
| | | | | 20.00 73421355 | 549100 | WIN COLL-DUES/SUBCRIP | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| Invoice: 2021NAVARETTE | | | | 244973 | 2021NAVARETTE | 12/09/2020 | 12/20/20 | 20.00 |
| | | | | 20.00 | 73421355 549100 | PW/WWCPA RECERT: NAVARETTE WIN COLL-DUES/SUBCRIP | | |
| Invoice: 2021PELETI | | | | 244974 | 2021PELETI | 12/09/2020 | 12/20/20 | 20.00 |
| | | | | 20.00 | 73421355 549100 | PW/WWCPA RECERT: PELETI WIN COLL-DUES/SUBCRIP | | |
| Invoice: 2021YETTE | | | | 244975 | 2021YETTE | 12/09/2020 | 12/20/20 | 20.00 |
| | | | | 20.00 | 73421355 549100 | PW/WWCPA RECERT: YETTE WIN COLL-DUES/SUBCRIP | | |
| | | | | | | CHECK | 355226 TOTAL: | 100.00 |
| 355227 | 12/23/2020 | PRTD | 6989 POLICE EXECUTIVE RES | 244898 | 6839 | 11/19/2020 | 12/20/20 | 200.00 |
| | Invoice: 6839 | | | 200.00 | 51011211 549100 | POL/ANNUAL DUES: CLARK PD-C/E-ADM-DUES/SUBCR/MEMBRSH | | |
| | | | | | | CHECK | 355227 TOTAL: | 200.00 |
| 355228 | 12/23/2020 | PRTD | 6333 PETROCARD INC. | 244899 | 0387246-IN | 08/14/2020 | 12/20/20 | 509.36 |
| | Invoice: 0387246-IN | | | 509.36 | 73425358 531100 | PW/WWTP SUPPLIES O&M-WWTP-SUPPLIES | | |
| | | | | | | CHECK | 355228 TOTAL: | 509.36 |
| 355229 | 12/23/2020 | PRTD | 7153 PORT MADISON ENTERPR | 244900 | 83127 | 11/19/2020 | 12/20/20 | 350.37 |
| | Invoice: 83127 | | | 350.37 | 73111423 531100 | PW/13.74 TN GRAVEL OFFICE SUPPLIES | | |
| Invoice: 83141 | | | | 244901 | 83141 | 11/20/2020 | 12/20/20 | 344.00 |
| | | | | 344.00 | 73111423 531100 | PW/13.49 TN GRAVEL OFFICE SUPPLIES | | |
| Invoice: 83245 | | | | 244902 | 83245 | 11/24/2020 | 12/20/20 | 398.35 |
| | | | | 398.35 | 73111423 531100 | PW/12.85TN GRAVEL OFFICE SUPPLIES | | |
| Invoice: 83258 | | | | 244903 | 83258 | 11/25/2020 | 12/20/20 | 687.23 |
| | | | | 687.23 | 73111423 531100 | PW/26.95TN GRAVEL OFFICE SUPPLIES | | |
| | | | | | | CHECK | 355229 TOTAL: | 1,779.95 |
| 355230 | 12/23/2020 | PRTD | 9349 PROPANE NORTHWEST | 244904 | 1502539371 | 11/25/2020 | 12/20/20 | 566.01 |
| | Invoice: 1502539371 | | | 566.01 | 91011897 547200 | PW/501.3 GAL PROPANE GG-C/E-O&M YARD FAC-PROPANE | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|-------------------|--------------------|------|---------------------------|-------------------------------|--|--------|-----------|----------|
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| | | | | | CHECK | 355230 | TOTAL: | 566.01 |
| 355231 | 12/23/2020 | PRTD | 1864 PUGET SOUND CLEAN AI | 244905 202012485 | 11/20/2020 | | 12/20/20 | 140.00 |
| | Invoice: 202012485 | | | 140.00 73011897 549100 | PW/2021 REG FEES | | | |
| | | | | | O&M-C/E-PWYD FAC-DUES/SUBCRIP | | | |
| | | | | | CHECK | 355231 | TOTAL: | 140.00 |
| 355232 | 12/23/2020 | PRTD | 9440 QBSI-XEROX | 244906 IN2466028 | 11/26/2020 | | 12/20/20 | 48.69 |
| | Invoice: IN2466028 | | | 48.69 21011125 545000 | CRT/COPIER LEASE | | | |
| | | | | | COURT - RENTS & LEASES - OPER | | | |
| | | | | | CHECK | 355232 | TOTAL: | 48.69 |
| 355233 | 12/23/2020 | PRTD | 7602 REBECCA DEAN PLLC | 244907 1164 | 12/01/2020 | | 12/20/20 | 8,140.50 |
| | Invoice: 1164 | | | 8,140.50 33011161 541100 | HR/PROF SVCS | | | |
| | | | | | HR-C/E-PROF SVCS | | | |
| | | | | | CHECK | 355233 | TOTAL: | 8,140.50 |
| 355234 | 12/23/2020 | PRTD | 8745 RELIABLE STORAGE BAI | 244908 39427 | 12/02/2020 | | 12/20/20 | 342.00 |
| | Invoice: 39427 | | | 342.00 53011212 545000 | POL/STORAGE UNIT J28 | | | |
| | | | | | POLICE - C/E PATROL RENTS | | | |
| | | | | | CHECK | 355234 | TOTAL: | 342.00 |
| 355235 | 12/23/2020 | PRTD | 7026 RHITHRON ASSOCIATES, | 244909 3377 | 11/19/2020 | | 12/20/20 | 1,925.00 |
| | Invoice: 3377 | | | 1,925.00 72637319 54110000809 | AQUATIC BIOASSESSMENT SERVICE | | | |
| | | | | | WATER QUAL FLOW MONIT-PRO SVCS | | | |
| | | | | | CHECK | 355235 | TOTAL: | 1,925.00 |
| 355236 | 12/23/2020 | PRTD | 2409 RIVER OAKS COMMUNICA | 244910 120720 | 12/07/2020 | | 12/20/20 | 3,445.00 |
| | Invoice: 120720 | | | 3,445.00 32011152 54110001082 | EX/COMCAST FRANCHISE PROF SVCS | | | |
| | | | | | COMCAST FRANCHISE RENEWAL | | | |
| | | | | | CHECK | 355236 | TOTAL: | 3,445.00 |
| 355237 | 12/23/2020 | PRTD | 9291 ROOST LAND COMPANY | 244987 90863 | 12/16/2020 | | 12/20/20 | 583.99 |
| | Invoice: 90863 | | | 583.99 421 122100 | UB 13218 4566 FLYING GOAT AVE NE C-140 | | | |
| | | | | | SEWER ACCOUNTS RECEIVABLE | | | |

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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 | | |
| | | | | | | CHECK | 355237 TOTAL: | 583.99 |
| 355238 | 12/23/2020 | PRTD | 9620 ROSS & CATHERINE CHA | 244747 | 90626 | 12/11/2020 | 12/20/20 | 378.02 |
| | Invoice: 90626 | | | 378.02 | 411 | 122100 | UB 11056 1195 IRENE PLACE NE WATER ACCOUNTS RECEIVABLE | |
| | | | | | | CHECK | 355238 TOTAL: | 378.02 |
| 355239 | 12/23/2020 | PRTD | 6180 SCE INC | 244911 | 2180 | 12/02/2020 | 12/20/20 | 918.03 |
| | Invoice: 2180 | | | 918.03 | 72321953 | 64110000966 | HIGH SCHOOL RD SAFETY IMPROVEM HS ROAD SAFETY IMPR-PROF SVCS | |
| | | | | | | CHECK | 355239 TOTAL: | 918.03 |
| 355240 | 12/23/2020 | PRTD | 6820 RICH BOTTALICO | 244912 | 2351 | 10/30/2020 | 12/20/20 | 2,463.40 |
| | Invoice: 2351 | | | 2,463.40 | 73421355 | 548100 | PW/BENCH REMOVAL, CAMERA MOUNT WIN COLL-R&M | |
| | | | | | | CHECK | 355240 TOTAL: | 2,463.40 |
| 355241 | 12/23/2020 | PRTD | 7240 SEECLICKFIX | 244913 | 2019-2976 | 11/25/2020 | 12/20/20 | 2,997.50 |
| | Invoice: 2019-2976 | | | 2,997.50 | 81011881 | 548500 | IT/ANNUAL MX - 6MOS IT - C/E COMPUTER SUPPORT | |
| | | | | | | CHECK | 355241 TOTAL: | 2,997.50 |
| 355242 | 12/23/2020 | PRTD | 4689 SITESTAR.NET | 244915 | 6860885 | 12/01/2020 | 12/20/20 | 6,160.00 |
| | Invoice: 6860885 | | | 6,160.00 | 81011881 | 548500 | IT/WAN CONNECTIONS IT - C/E COMPUTER SUPPORT | |
| | | | | | | CHECK | 355242 TOTAL: | 6,160.00 |
| 355243 | 12/23/2020 | PRTD | 2035 SIX ROBBLEES INC | 244916 | 2-741921 | 09/24/2020 | 12/20/20 | 87.82 |
| | Invoice: 2-741921 | | | 87.82 | 73638935 | 531100 | PW/MX SUPPLIES O&M-STD ALLOCATION-SUPPLIES | |
| | | | | | | | | |
| | Invoice: 2-744932 | | | 993.47 | 73111256 | 53110000902 | 2018 STORM PREP-STRT-SUPPLY | |
| | | | | | | CHECK | 355243 TOTAL: | 1,081.29 |
| 355244 | 12/23/2020 | PRTD | 7173 SKILLINGS CONNOLLY I | 244919 | 12629 | 12/08/2020 | 12/20/20 | 77,323.17 |
| | Invoice: 12629 | | | 22,458.41 | 72423434 | 64110000990 | Engineering Design Services fo WOOD AVE PUMP STA-PROF SVCS | |

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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 | | | | | | | | | |
| | | | | 20,024.68 | 72423434 | 64110001086 | LOWER LOVELL SLS-PROF SVCS | | |
| | | | | 13,794.10 | 72423434 | 64110000820 | REHAB WING PT PUMP STATION-DES | | |
| | | | | 11,615.37 | 72423434 | 64110001085 | SUNDAY COVE GRAVITY MAIN-PRO S | | |
| | | | | 9,430.61 | 72424435 | 64110000989 | SUNDAY COVE PUMP REHAB-PROF SV | | |
| | | | | | | | CHECK 355244 TOTAL: | 77,323.17 | |
| 355245 | 12/23/2020 | PRTD | 8129 SMARSH INC | 244920 | INV00634853 | | 11/30/2020 12/20/20 | 196.80 | |
| | | | Invoice: INV00634853 | | | | IT/TEXT ARCHIVING | | |
| | | | | 196.80 | 81011881 | 548500 | IT - C/E COMPUTER SUPPORT | | |
| | | | | | | | CHECK 355245 TOTAL: | 196.80 | |
| 355246 | 12/23/2020 | PRTD | 601 SOUND REPROGRAPHICS | 244921 | 80905 | | 11/12/2020 12/20/20 | 215.67 | |
| | | | Invoice: 80905 | | | | PW/SNOW & ICE LAMINATED SIGNS | | |
| | | | | 215.67 | 73637891 | 531100 | OFFICE SUPPLIES | | |
| | | | | | | | CHECK 355246 TOTAL: | 215.67 | |
| 355247 | 12/23/2020 | VOID | 8132 SPECTRA LABORATORIES | | | | | .00 | |
| | | | Invoice: | | | | | | |
| | | | Invoice included for wrong vendor - void check, void erroneous invoice and reprint with correct invoices | | | | | CHECK 355247 TOTAL: | .00 |
| 355248 | 12/23/2020 | PRTD | 2467 STAPLES | 244928 | 8060486394 | | 11/28/2020 12/20/20 | 13.80 | |
| | | | Invoice: 8060486394 | | | | ENG/OFFICE SUPPLIES | | |
| | | | | 13.80 | 72011321 | 531100 | ENG - C/E ADMIN SUPPLIES | | |
| | | | | | | | | | |
| | | | Invoice: 8060486406 | | | | 11/28/2020 12/20/20 | 193.06 | |
| | | | | 193.06 | 61011581 | 531100 | PCD/OFFICE SUPPLIES | | |
| | | | | | | | PCD - C/E ADMIN SUPPLIES | | |
| | | | | | | | CHECK 355248 TOTAL: | 206.86 | |
| 355249 | 12/23/2020 | PRTD | 8833 STRATEGIC GOVERNMENT | 244914 | 2020-102612 | | 12/10/2020 12/20/20 | 11,781.67 | |
| | | | Invoice: 2020-102612 | | | | HR/CITY MANAGER SEARCH | | |
| | | | | 11,781.67 | 33011161 | 54413100296 | CITY MNGR SEARCH-ADV | | |
| | | | | | | | CHECK 355249 TOTAL: | 11,781.67 | |
| 355250 | 12/23/2020 | PRTD | 565 TACOMA SCREW PRODUCT | 244931 | 14388042 | | 10/28/2020 12/20/20 | 2,043.14 | |
| | | | Invoice: 14388042 | | | | PW/DRIVER GLOVES | | |
| | | | | 2,043.14 | 73637891 | 531100 | OFFICE SUPPLIES | | |
| | | | | | | | | | |
| | | | Invoice: 14391491 | | | | 12/01/2020 12/20/20 | 1,472.43 | |
| | | | | 244932 | 14391491 | | PW/BITS | | |

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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 | | |
| | | | | 1,472.43 | 73431835 | 531100 | OFFICE SUPPLIES | |
| | | | | | | | CHECK 355250 TOTAL: | 3,515.57 |
| 355251 | 12/23/2020 | PRTD | 4819 THOMSON REUTERS - WE | 244933 | 843457538 | | 11/30/2020 12/20/20 | 603.47 |
| | | | Invoice: 843457538 | | | | LEGAL/INFO CHARGES | |
| | | | | 603.47 | 32011152 | 549100 | LGL-GF-DUES & SUBSCRIPTIONS | |
| | | | | | | | CHECK 355251 TOTAL: | 603.47 |
| 355252 | 12/23/2020 | PRTD | 9619 TITUS, NANCY | 244746 | 90625 | | 12/11/2020 12/20/20 | 12.97 |
| | | | Invoice: 90625 | | | | UB 10695 157 WALLACE WAY NE | |
| | | | | 12.97 | 411 | 122100 | WATER ACCOUNTS RECEIVABLE | |
| | | | | | | | CHECK 355252 TOTAL: | 12.97 |
| 355253 | 12/23/2020 | PRTD | 6714 TOSHIBA FINANCIAL SE | 244934 | 28347056 | | 12/09/2020 12/20/20 | 239.26 |
| | | | Invoice: 28347056 | | | | PCD/COPIER LEASE | |
| | | | | 239.26 | 61470581 | 545000 | PCD - DEV ADMIN RENTS & LEASES | |
| | | | | | | | CHECK 355253 TOTAL: | 239.26 |
| 355254 | 12/23/2020 | PRTD | 558 TOWN & COUNTRY MARKE | 244935 | 11/18/20 | | 11/18/2020 12/20/20 | 27.03 |
| | | | Invoice: 11/18/20 | | | | PW/STORM RESP MEALS | |
| | | | | 27.03 | 73411252 | 53110000903 | 2018 STORM RESP-WTR-SUPPLY | |
| | | | | | | | CHECK 355254 TOTAL: | 27.03 |
| 355255 | 12/23/2020 | PRTD | 7876 TYLER BUSINESS FORMS | 244955 | 53847 | | 12/14/2020 12/20/20 | 75.68 |
| | | | Invoice: 53847 | | | | FIN/1095 FORMS AND SUPPLIES | |
| | | | | 75.68 | 41011141 | 531100 | FIN - C/E ADMIN SUPPLIES | |
| | | | | | | | CHECK 355255 TOTAL: | 75.68 |
| 355256 | 12/23/2020 | PRTD | 2190 UNITED PARCEL SERVIC | 244936 | 000028Y3Y1460 | | 11/14/2020 12/20/20 | 129.65 |
| | | | Invoice: 000028Y3Y1460 | | | | POL/SHIPPING | |
| | | | | 129.65 | 91011215 | 542500 | GG-C/E-PD-POSTAGE | |
| | | | | 244937 | 000028Y3Y1490 | | 12/05/2020 12/20/20 | 10.15 |
| | | | Invoice: 000028Y3Y1490 | | | | POL/SHIPPING | |
| | | | | 10.15 | 91011215 | 542500 | GG-C/E-PD-POSTAGE | |
| | | | | | | | CHECK 355256 TOTAL: | 139.80 |

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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 | | |
| 355257 | 12/23/2020 | PRTD | 1152 USA BLUE BOOK | 244938 | 414766 | 11/10/2020 | 12/20/20 | 571.78 |
| | Invoice: 414766 | | | | | PW/TUBING, PUMP | | |
| | | | | 571.78 | 73411345 | 531100 | OFFICE SUPPLIES | |
| | Invoice: 410223 | | | 244939 | 410223 | 11/04/2020 | 12/20/20 | 34.75 |
| | | | | 34.75 | 73425358 | 531100 | PW/FOAM TAPE | |
| | | | | | | O&M-WWTP-SUPPLIES | | |
| | Invoice: 422928 | | | 244940 | 422928 | 11/18/2020 | 12/20/20 | 60.33 |
| | | | | 60.33 | 73425358 | 531100 | PW/RICCA PH BUFFER | |
| | | | | | | O&M-WWTP-SUPPLIES | | |
| | Invoice: 422954 | | | 244941 | 422954 | 11/18/2020 | 12/20/20 | 42.25 |
| | | | | 42.25 | 73425358 | 531100 | PW/FOAM INS TAPE | |
| | | | | | | O&M-WWTP-SUPPLIES | | |
| | Invoice: 424598 | | | 244942 | 424598 | 11/19/2020 | 12/20/20 | 116.23 |
| | | | | 116.23 | 73425358 | 531100 | PW/RICCA PH BUFFER | |
| | | | | | | O&M-WWTP-SUPPLIES | | |
| | | | | | | CHECK | 355257 TOTAL: | 825.34 |
| 355258 | 12/23/2020 | PRTD | 553 UTILITIES UNDERGROUN | 244943 | 0110116 | 11/30/2020 | 12/20/20 | 208.98 |
| | Invoice: 0110116 | | | | | PW/EXCAVATION NOTIFICATIONS | | |
| | | | | 208.98 | 73637893 | 54110000393 | O&M ALLOC-LOCATING SVCS | |
| | | | | | | CHECK | 355258 TOTAL: | 208.98 |
| 355259 | 12/23/2020 | PRTD | 4126 VIKING FENCE COMPANY | 244944 | 9554 | 12/02/2020 | 12/20/20 | 85.39 |
| | Invoice: 9554 | | | | | PW/FENCING: WELL SITE | | |
| | | | | 85.39 | 73011897 | 531100 | O&M-C/E-PWY FAC-SUPPLIES | |
| | | | | | | CHECK | 355259 TOTAL: | 85.39 |
| 355260 | 12/23/2020 | PRTD | 1162 WASHINGTON AUDIOLOGY | 244947 | 58229 | 11/30/2020 | 12/20/20 | 60.00 |
| | Invoice: 58229 | | | | | POL/OCC HEALTH TESTING | | |
| | | | | 60.00 | 53011212 | 541100 | POLICE - C/E PATROL PROF SVCS | |
| | | | | | | CHECK | 355260 TOTAL: | 60.00 |
| 355261 | 12/23/2020 | PRTD | 167 WA ST DEPT OF ECOLOG | 244986 | 2021WAR045503-86102 | 11/14/2020 | 12/20/20 | 22,363.62 |
| | Invoice: 2021WAR045503-86102 | | | | | NPDES PERMIT WAR045503 FY 2021 | | |
| | | | | 22,363.62 | 91431383 | 54980000278 | NPDES PERMIT-SSWM | |
| | | | | | | CHECK | 355261 TOTAL: | 22,363.62 |

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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: 706033 | | | | 244952 706033 | 12/02/2020 | | 12/20/20 | 107.52 |
| | | | | 107.52 73111290 531100 | PW/VEH 257 ELEMENT | | | |
| | | | | | O&M-STREET-MAINT | O/H-SUPPLIES | | |
| | | | | | CHECK | 355266 | TOTAL: | 689.73 |
| 355267 12/23/2020 PRD | | 499 WESTBAY AUTO PARTS I | 244953 580200 | 10/07/2020 | | | 12/20/20 | 27.13 |
| Invoice: 580200 | | | 27.13 73638935 531100 | PW/GAUGE | | | | |
| | | | | | O&M-STD ALLOCATION-SUPPLIES | | | |
| Invoice: 586893 | | | 244954 586893 | 11/03/2020 | | | 12/20/20 | 2.08 |
| | | | 2.08 73111256 53110000902 | PW/EXHAUST GASKET | | | | |
| | | | | | 2018 STORM PREP-STRT-SUPPLY | | | |
| Invoice: 586894 | | | 244957 586894 | 11/03/2020 | | | 12/20/20 | 2.64 |
| | | | 2.64 73111256 53110000902 | PW/EXHAUST GASKET | | | | |
| | | | | | 2018 STORM PREP-STRT-SUPPLY | | | |
| Invoice: 587189 | | | 244958 587189 | 11/04/2020 | | | 12/20/20 | 43.56 |
| | | | 43.56 73638935 531100 | PW/BLUE DEF 2.5 GAL (4) | | | | |
| | | | | | O&M-STD ALLOCATION-SUPPLIES | | | |
| Invoice: 587200 | | | 244959 587200 | 11/04/2020 | | | 12/20/20 | 46.43 |
| | | | 46.43 73638935 531100 | PW/TARPS | | | | |
| | | | | | O&M-STD ALLOCATION-SUPPLIES | | | |
| Invoice: 587368 | | | 244960 587368 | 11/05/2020 | | | 12/20/20 | 13.11 |
| | | | 13.11 990 141100 | PW/OIL FILTER | | | | |
| | | | | | MERCHANDISE | | | |
| Invoice: 587485 | | | 244961 587485 | 11/05/2020 | | | 12/20/20 | 315.16 |
| | | | 315.16 73425358 531100 | PW/12V COMMERCIAL, CORE DEP | | | | |
| | | | | | O&M-WWTP-SUPPLIES | | | |
| Invoice: 587597 | | | 244962 587597 | 11/06/2020 | | | 12/20/20 | 11.04 |
| | | | 11.04 73411345 531100 | PW/HYD FILTER | | | | |
| | | | | | OFFICE SUPPLIES | | | |
| Invoice: 587611 | | | 244963 587611 | 11/06/2020 | | | 12/20/20 | 54.90 |
| | | | 54.90 990 141100 | PW/AIR FILTER | | | | |
| | | | | | MERCHANDISE | | | |
| Invoice: 587825 | | | 244964 587825 | 11/06/2020 | | | 12/20/20 | -58.86 |
| | | | -58.86 73425358 531100 | PW/CORE RETURN | | | | |
| | | | | | O&M-WWTP-SUPPLIES | | | |
| Invoice: 588360 | | | 244965 588360 | 11/10/2020 | | | 12/20/20 | 5.19 |
| | | | 5.19 990 141100 | PW/OIL FILTER | | | | |
| | | | | | MERCHANDISE | | | |

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NUMBER OF CHECKS 120 *** CASH ACCOUNT TOTAL *** 343,116.55

| | COUNT | AMOUNT |
|----------------------|-------|------------|
| TOTAL PRINTED CHECKS | 116 | 343,116.55 |
| TOTAL VOIDED CHECKS | 4 | .00 |

*** GRAND TOTAL *** 343,116.55

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JOURNAL ENTRIES TO BE CREATED

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CLERK: cfreitas

| YEAR PER | JNL | | | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------------------|------------|----------|--------|-------|-------|--------------------------------|--------------|------|------------|------------|
| SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | | |
| 2020 12 | 221 | | | | | | | | | |
| APP 401-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 22,646.69 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 635-111100 | 12/23/2020 | 12/20/20 | 122320 | | | CASH | | | | 343,116.55 |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 402-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 132,385.29 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 001-213000 | 12/23/2020 | 12/20/20 | 122320 | | | GENERAL - ACCOUNTS PAYABLE | | | 113,181.63 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 631-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 16,542.70 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 101-213000 | 12/23/2020 | 12/20/20 | 122320 | | | STREETS - ACCOUNTS PAYABLE | | | 11,703.37 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 403-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 28,370.58 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 407-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 4,417.66 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 650-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 1,671.80 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 901-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 11,278.80 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 301-213000 | 12/23/2020 | 12/20/20 | 122320 | | | ACCOUNTS PAYABLE | | | 918.03 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| GENERAL LEDGER TOTAL | | | | | | | | | 343,116.55 | 343,116.55 |
| APP 631-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | 326,573.85 | |
| APP 401-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 22,646.69 |
| APP 402-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 132,385.29 |
| APP 001-130000 | 12/23/2020 | 12/20/20 | 122320 | | | GENERAL - DUE TO/FROM CLEARING | | | | 113,181.63 |
| APP 101-130000 | 12/23/2020 | 12/20/20 | 122320 | | | STREETS - DUE TO/FROM CLEARING | | | | 11,703.37 |
| APP 403-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 28,370.58 |
| APP 407-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 4,417.66 |
| APP 650-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 1,671.80 |
| APP 901-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 11,278.80 |
| APP 301-130000 | 12/23/2020 | 12/20/20 | 122320 | | | DUE TO/FROM CLEARING | | | | 918.03 |

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JOURNAL ENTRIES TO BE CREATED

| YEAR PER | JNL | ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------|----------|---------|----------|-------|-------|-------|--------------------------------|------|------------|------------|
| SRC | EFF DATE | | | | | | LINE DESC | | | |
| | | | | | | | SYSTEM GENERATED ENTRIES TOTAL | | 326,573.85 | 326,573.85 |
| | | | | | | | JOURNAL 2020/12/221 TOTAL | | 669,690.40 | 669,690.40 |

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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 | 2020 12 | 221 | 12/23/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 113,181.63 | 113,181.63 |
| | | | | FUND TOTAL | 113,181.63 | 113,181.63 |
| 101 STREET FUND 101-130000 101-213000 | 2020 12 | 221 | 12/23/2020 | STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE | 11,703.37 | 11,703.37 |
| | | | | FUND TOTAL | 11,703.37 | 11,703.37 |
| 301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 918.03 | 918.03 |
| | | | | FUND TOTAL | 918.03 | 918.03 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 22,646.69 | 22,646.69 |
| | | | | FUND TOTAL | 22,646.69 | 22,646.69 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 132,385.29 | 132,385.29 |
| | | | | FUND TOTAL | 132,385.29 | 132,385.29 |
| 403 STORM & SURFACE WATER FUND 403-130000 403-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 28,370.58 | 28,370.58 |
| | | | | FUND TOTAL | 28,370.58 | 28,370.58 |
| 407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 4,417.66 | 4,417.66 |
| | | | | FUND TOTAL | 4,417.66 | 4,417.66 |
| 631 CLEARING FUND 631-130000 631-213000 635-111100 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH | 326,573.85 16,542.70 | 343,116.55 |
| | | | | FUND TOTAL | 343,116.55 | 343,116.55 |

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JOURNAL ENTRIES TO BE CREATED

| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--|----------|-----|------------|--|-----------|-----------|
| 650 AGENCY FUND 650-130000 650-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 1,671.80 | 1,671.80 |
| | | | | FUND TOTAL | 1,671.80 | 1,671.80 |
| 901 CITY-WIDE REPORTING FUND 901-130000 901-213000 | 2020 12 | 221 | 12/23/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 11,278.80 | 11,278.80 |
| | | | | FUND TOTAL | 11,278.80 | 11,278.80 |

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| FUND | | DUE TO | DUE FROM |
|------|-----------------------------|------------|------------|
| 001 | GENERAL FUND | | 113,181.63 |
| 101 | STREET FUND | | 11,703.37 |
| 301 | CAPITAL CONSTRUCTION FUND | | 918.03 |
| 401 | WATER OPERATING FUND | | 22,646.69 |
| 402 | SEWER OPERATING FUND | | 132,385.29 |
| 403 | STORM & SURFACE WATER FUND | | 28,370.58 |
| 407 | BUILDING & DEVELOPMENT FUND | | 4,417.66 |
| 631 | CLEARING FUND | 326,573.85 | |
| 650 | AGENCY FUND | | 1,671.80 |
| 901 | CITY-WIDE REPORTING FUND | | 11,278.80 |
| | TOTAL | 326,573.85 | 326,573.85 |

** END OF REPORT - Generated by Carrie L. Freitas **

PAYROLL

PAYROLL CHECK RUN: 12 - 21 - 2020

| Run Type | Run Date | Check # Sequence | Comments | Amount |
|----------|------------|------------------|----------------------------------|-------------------|
| Normal | 12/21/2020 | 49736 - 49858 | Regular check run (Direct Dep) | 326,486.92 |
| Normal | 12/21/2020 | 109508 | Regular check run (Paper Checks) | 2,701.83 |
| Vendor | 12/21/2020 | 109509 - 109515 | Vendor check run (Paper Checks) | 123,873.10 |
| EFTPS | 12/21/2020 | N/A | Federal Tax Electronic Transfer | 118,726.66 |
| | | | | |
| | | | TOTAL: | 571,788.51 |

Prepared and Reviewed by: Brenda Landolt Date 12-18-20
Brenda Landolt, 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.

DeWayne Pitts Date 12-18-20
DeWayne Pitts, Finance Director

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: December 21, 2020 - January 11, 2021

CITY COUNCIL: December 22, 2020 - January 12, 2021

Last check from previous run: 355273 dated 12/23/2020 issued to WAPRO for \$75.00.

| Payment Type | Check Date | Check Number | Department/Vendor/Description | Amount |
|--------------|------------|--------------|---|-----------|
| ACH | 12/25/20 | 418 | WA State DOR/Excise taxes - November 2020 | 15,786.01 |
| ACH | 12/25/20 | 419 | COBI/Utility billing - December 2020 | 5,094.52 |
| ACH | 12/25/20 | 420 | WA State DOL/Firearm permits - December 2020 | 162.00 |
| VOID | 12/23/20 | 355234 | POL/Reliable Storage/Payment delayed - alternate payment arranged | N/A |
| Manual | 12/18/20 | 355274 | PW/Island Hands/Janitorial Services - November 2020 | 13,665.11 |
| Manual | 12/18/20 | 355275 | PCD/Quality Heating & Air/Fee refund | 48.16 |
| Manual | 12/21/20 | 355276 | PW/City of BI/City Hall repairs, retainage | 3,009.21 |
| Manual | 12/21/20 | 355277 | PW/Colvos Construction/City Hall repairs | 62,591.60 |
| Manual | 12/30/20 | 355278 | Allstream/Citywide phone services - December 2020 | 794.76 |
| Manual | 12/30/20 | 355279 | POL,IT/AT&T Mobility/Wireless charges | 1,931.44 |
| Manual | 12/30/20 | 355280 | CenturyLink/Weaver PRV water telemetry | 58.32 |
| Manual | 12/30/20 | 355281 | EX/Highway Specialties/Message board rental | 1,635.00 |
| Manual | 12/30/20 | 355282 | PW/KCSD #7/Dotson Loop participation payment | 47,928.00 |
| Manual | 12/30/20 | 355283 | Puget Sound Energy/Citywide utilities - November 2020 | 881.64 |
| Manual | 12/30/20 | 355284 | POL/Toshiba/Copier lease | 234.42 |
| Manual | 12/30/20 | 355285 | WA Water Service/Decant facility water - December 2020 | 162.45 |
| Manual | 01/06/21 | 355286 | PW/Toshiba/Copier lease | 224.23 |

| | |
|---|-------------------|
| Total Manual Checks and Electronic Disbursements | 154,206.87 |
|---|-------------------|

| | | | | |
|----------------------------|------------|---------------|--------------------------------|---------------------|
| Regular Run | 01/13/2021 | 355287-355367 | Total Regular Check Run | 1,008,429.20 |
| Total Disbursements | | | | 1,162,636.07 |

| | | | | |
|-------------------|-----|-----|--|-----|
| Retainage Release | N/A | N/A | | N/A |
| Travel Advance | N/A | N/A | | N/A |


 Prepared and Reviewed by _____ Carrie Freitas, 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.



1/7/2021

Karl R. Shaw, Accounting Manager

Date

01/06/2021 09:23
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 2
apcshdsb

CLERK: cfreitas

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|-------------|------------|----------|--------|-------|-------|---|------|-----------|-----------|
| 2020 | 12 | 441 | | | | | | | | | |
| APP | 402-213000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 7,559.38 | |
| APP | 635-111100 | | 12/25/2020 | EFTNOV20 | EXCISE | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 15,786.01 |
| APP | 401-213000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 4,681.84 | |
| APP | 403-213000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 3,433.85 | |
| APP | 001-213000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 94.62 | |
| APP | 407-213000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 16.32 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 15,786.01 | 15,786.01 |
| APP | 631-130000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | DUE TO/FROM CLEARING | | 15,786.01 | |
| APP | 402-130000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | DUE TO/FROM CLEARING | | | 7,559.38 |
| APP | 401-130000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | DUE TO/FROM CLEARING | | | 4,681.84 |
| APP | 403-130000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | DUE TO/FROM CLEARING | | | 3,433.85 |
| APP | 001-130000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | GENERAL - DUE TO/FROM CLEARING | | | 94.62 |
| APP | 407-130000 | | 12/25/2020 | EFTNOV20 | EXCISE | | | DUE TO/FROM CLEARING | | | 16.32 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 15,786.01 | 15,786.01 |
| JOURNAL 2020/12/441 TOTAL | | | | | | | | | | 31,572.02 | 31,572.02 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|---|----------|-----|------------|--|-----------|-----------|
| 001 GENERAL FUND 001-130000 001-213000 | 2020 12 | 441 | 12/25/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 94.62 | 94.62 |
| | | | | FUND TOTAL | 94.62 | 94.62 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 441 | 12/25/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 4,681.84 | 4,681.84 |
| | | | | FUND TOTAL | 4,681.84 | 4,681.84 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 441 | 12/25/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 7,559.38 | 7,559.38 |
| | | | | FUND TOTAL | 7,559.38 | 7,559.38 |
| 403 STORM & SURFACE WATER FUND 403-130000 403-213000 | 2020 12 | 441 | 12/25/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 3,433.85 | 3,433.85 |
| | | | | FUND TOTAL | 3,433.85 | 3,433.85 |
| 407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000 | 2020 12 | 441 | 12/25/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 16.32 | 16.32 |
| | | | | FUND TOTAL | 16.32 | 16.32 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 441 | 12/25/2020 | DUE TO/FROM CLEARING CASH | 15,786.01 | 15,786.01 |
| | | | | FUND TOTAL | 15,786.01 | 15,786.01 |

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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 | | 94.62 |
| 401 | WATER OPERATING FUND | | 4,681.84 |
| 402 | SEWER OPERATING FUND | | 7,559.38 |
| 403 | STORM & SURFACE WATER FUND | | 3,433.85 |
| 407 | BUILDING & DEVELOPMENT FUND | | 16.32 |
| 631 | CLEARING FUND | | |
| | | 15,786.01 | |
| | TOTAL | 15,786.01 | 15,786.01 |

** END OF REPORT - Generated by Carrie L. Freitas **



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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 1
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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 | | | | |
| 419 | 12/25/2020 | MANL | 103 CITY OF BAINBRIDGE I | 245060 | 10717DEC20 | | | | | |
| | Invoice: 10717DEC20 | | | | | 1270 MADISON | 12/01/2020 | ACH-UB12 | 146.35 | |
| | | | | 146.35 | 91011722 | 547500 | GG-C/E-LIBRARY-COBI | WTR/SWR | | |
| | Invoice: 10727DEC20 | | | 245061 | 10727DEC20 | | | | | |
| | | | | 1,864.72 | 91011722 | 547500 | 1270 MADISON | 12/01/2020 | ACH-UB12 | 1,864.72 |
| | | | | | | | GG-C/E-LIBRARY-COBI | WTR/SWR | | |
| | Invoice: 11015DEC20 | | | 245062 | 11015DEC20 | | | | | |
| | | | | 520.63 | 91425358 | 547500 | 1220 DONALD PL | 12/01/2020 | ACH-UB12 | 520.63 |
| | | | | | | | GG-WWTP-WATER/SEWER | | | |
| | Invoice: 11122DEC20 | | | 245063 | 11122DEC20 | | | | | |
| | | | | 374.28 | 91011215 | 547500 | 625 WINSLOW WAY | 12/01/2020 | ACH-UB12 | 374.28 |
| | | | | | | | GG-C/E-PD-COBI | WTR/SWR | | |
| | Invoice: 11762DEC20 | | | 245064 | 11762DEC20 | | | | | |
| | | | | 48.99 | 91011768 | 547500 | WINSLOW WAY DRINKING FNTN | 12/01/2020 | ACH-UB12 | 48.99 |
| | | | | | | | GG-C/E-PARKS-WTR/SWR | | | |
| | Invoice: 11805DEC20 | | | 245065 | 11805DEC20 | | | | | |
| | | | | 35.71 | 91011768 | 547500 | HIGH SCHOOL & MADISON | 12/01/2020 | ACH-UB12 | 35.71 |
| | | | | | | | GG-C/E-PARKS-WTR/SWR | | | |
| | Invoice: 11806DEC20 | | | 245066 | 11806DEC20 | | | | | |
| | | | | 33.13 | 91011768 | 547500 | MADISON & HIGH SCHOOL | 12/01/2020 | ACH-UB12 | 33.13 |
| | | | | | | | GG-C/E-PARKS-WTR/SWR | | | |
| | Invoice: 11982DEC20 | | | 245067 | 11982DEC20 | | | | | |
| | | | | 766.32 | 91011189 | 547500 | 280 MADISON AVE N | 12/01/2020 | ACH-UB12 | 766.32 |
| | | | | | | | GG-C/E-CITY HALL-COBI | WTR/SWR | | |
| | Invoice: 11983DEC20 | | | 245068 | 11983DEC20 | | | | | |
| | | | | 556.98 | 91011189 | 547500 | 280 MADISON AVE N | 12/01/2020 | ACH-UB12 | 556.98 |
| | | | | | | | GG-C/E-CITY HALL-COBI | WTR/SWR | | |
| | Invoice: 12754DEC20 | | | 245069 | 12754DEC20 | | | | | |
| | | | | 28.40 | 91011768 | 547500 | WINSLOW WAY E | 12/01/2020 | ACH-UB12 | 28.40 |
| | | | | | | | GG-C/E-PARKS-WTR/SWR | | | |
| | Invoice: 12893DEC20 | | | 245070 | 12893DEC20 | | | | | |
| | | | | 634.46 | 71011183 | 54750000724 | 8804 MADISON AVE N | 12/01/2020 | ACH-UB12 | 634.46 |
| | | | | | | | PD/COURT BLDG NON CAP | WTR/SWR | | |
| | Invoice: 12894DEC20 | | | 245071 | 12894DEC20 | | | | | |
| | | | | 30.98 | 71011183 | 54750000724 | 8804 MADISON AVE N | 12/01/2020 | ACH-UB12 | 30.98 |
| | | | | | | | PD/COURT BLDG NON CAP | WTR/SWR | | |
| | Invoice: 13145DEC20 | | | 245072 | 13145DEC20 | | | | | |
| | | | | 35.14 | 91111262 | 547500 | HWY 305- STO | 12/01/2020 | ACH-UB12 | 35.14 |
| | | | | | | | GG-STREETS-TRAILS-CITY | WTR/SWR | | |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
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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: 13227DEC20 | 245073 | 13227DEC20 | 12/01/2020 | ACH-UB12 | 18.43 |
| | 18.43 | 91111262 547500 | OLYMPIC DR SE | GG-STREETS-TRAILS-CITY WTR/SWR | |
| | | | CHECK | 419 TOTAL: | 5,094.52 |
| | NUMBER OF CHECKS | 1 | *** CASH ACCOUNT TOTAL *** | | 5,094.52 |
| | | | COUNT | AMOUNT | |
| | TOTAL MANUAL CHECKS | | 1 | 5,094.52 | |
| | | | | *** GRAND TOTAL *** | 5,094.52 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 3
apcshdsb

CLERK: cfreitas

| YEAR PER | JNL | ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|---------|------------|----------|-------|-------|-------|---|------|-----------|-----------|
| 2020 | 12 | 442 | | | | | | | | | |
| APP | 001-213000 | | 12/25/2020 | ACH-UB12 | UB | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 4,520.32 | |
| APP | 635-111100 | | 12/25/2020 | ACH-UB12 | UB | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 5,094.52 |
| APP | 402-213000 | | 12/25/2020 | ACH-UB12 | UB | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 520.63 | |
| APP | 101-213000 | | 12/25/2020 | ACH-UB12 | UB | | | STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 53.57 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 5,094.52 | 5,094.52 |
| APP | 631-130000 | | 12/25/2020 | ACH-UB12 | UB | | | DUE TO/FROM CLEARING | | 5,094.52 | |
| APP | 001-130000 | | 12/25/2020 | ACH-UB12 | UB | | | GENERAL - DUE TO/FROM CLEARING | | | 4,520.32 |
| APP | 402-130000 | | 12/25/2020 | ACH-UB12 | UB | | | DUE TO/FROM CLEARING | | | 520.63 |
| APP | 101-130000 | | 12/25/2020 | ACH-UB12 | UB | | | STREETS - DUE TO/FROM CLEARING | | | 53.57 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 5,094.52 | 5,094.52 |
| JOURNAL 2020/12/442 TOTAL | | | | | | | | | | 10,189.04 | 10,189.04 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 4
apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--|----------|-----|------------|--|----------|----------|
| 001 GENERAL FUND 001-130000 001-213000 | 2020 12 | 442 | 12/25/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 4,520.32 | 4,520.32 |
| | | | | FUND TOTAL | 4,520.32 | 4,520.32 |
| 101 STREET FUND 101-130000 101-213000 | 2020 12 | 442 | 12/25/2020 | STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE | 53.57 | 53.57 |
| | | | | FUND TOTAL | 53.57 | 53.57 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2020 12 | 442 | 12/25/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 520.63 | 520.63 |
| | | | | FUND TOTAL | 520.63 | 520.63 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 442 | 12/25/2020 | DUE TO/FROM CLEARING CASH | 5,094.52 | 5,094.52 |
| | | | | FUND TOTAL | 5,094.52 | 5,094.52 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 5
apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|----------------------|----------|----------|
| 001 | GENERAL FUND | | 4,520.32 |
| 101 | STREET FUND | | 53.57 |
| 402 | SEWER OPERATING FUND | | 520.63 |
| 631 | CLEARING FUND | | |
| | | 5,094.52 | |
| | TOTAL | 5,094.52 | 5,094.52 |

** END OF REPORT - Generated by Carrie L. Freitas **

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01/06/2021 09:23
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 1
apcshdsb

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|-------------------|-------------------|------|--------------------------|---------|-----------------|--------------------------------|------------|--------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | | | | |
| 420 | 12/25/2020 | MANL | 969 DEPARTMENT OF LICENS | 245074 | DEC20 FA | | ACH-FA12 | 162.00 |
| | Invoice: DEC20 FA | | | 162.00 | 41654860 586000 | DEC 2020 CPL GUN PERMIT OUT | | |
| | | | | | | CHECK | 420 TOTAL: | 162.00 |
| | | | NUMBER OF CHECKS | 1 | | *** CASH ACCOUNT TOTAL *** | | 162.00 |
| | | | | | COUNT | AMOUNT | | |
| | | | TOTAL MANUAL CHECKS | | 1 | 162.00 | | |
| | | | | | | *** GRAND TOTAL *** | | 162.00 |

01/06/2021 09:23
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cfreitas

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|-----|-------------|------------|----------|-------|-------|-------|---|------|--------|--------|
| 2020 | 12 | | 443 | | | | | | | | |
| APP 650-213000 | | | 12/25/2020 | ACH-FA12 | FA | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 162.00 | |
| APP 635-111100 | | | 12/25/2020 | ACH-FA12 | FA | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 162.00 |
| GENERAL LEDGER TOTAL | | | | | | | | | | 162.00 | 162.00 |
| APP 631-130000 | | | 12/25/2020 | ACH-FA12 | FA | | | DUE TO/FROM CLEARING | | 162.00 | |
| APP 650-130000 | | | 12/25/2020 | ACH-FA12 | FA | | | DUE TO/FROM CLEARING | | | 162.00 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 162.00 | 162.00 |
| JOURNAL 2020/12/443 TOTAL | | | | | | | | | | 324.00 | 324.00 |

01/06/2021 09:23
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 3
apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND ACCOUNT | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|---|----------|-----|------------|--|--------|--------|
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 443 | 12/25/2020 | DUE TO/FROM CLEARING CASH | 162.00 | 162.00 |
| | | | | FUND TOTAL | 162.00 | 162.00 |
| 650 AGENCY FUND 650-130000 650-213000 | 2020 12 | 443 | 12/25/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 162.00 | 162.00 |
| | | | | FUND TOTAL | 162.00 | 162.00 |

01/06/2021 09:23
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 4
apcshdsb

| FUND | | DUE TO | DUE FROM |
|------|---------------|--------|----------|
| 631 | CLEARING FUND | 162.00 | |
| 650 | AGENCY FUND | | 162.00 |
| | TOTAL | 162.00 | 162.00 |

** END OF REPORT - Generated by Carrie L. Freitas **

VOID
1/6/2021



1/7/2021

01/06/2021 10:57
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 1
apcshdsb

| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|-------------------|----------------|------|---------------------------|---------|------------------|--------|----------------------------|---------|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | | | | |
| | | | | | INVOICE DTL DESC | | | |
| 355234 | 12/23/2020 | VOID | 8745 RELIABLE STORAGE BAI | 244908 | 39427 | | 12/02/2020 | -342.00 |
| | Invoice: 39427 | | | | | | POL/STORAGE UNIT J28 | |
| | | | | -342.00 | 53011212 | 545000 | POLICE - C/E PATROL RENTS | |
| | | | | | | | CHECK 355234 TOTAL: | -342.00 |
| | | | | | | | *** CASH ACCOUNT TOTAL *** | -342.00 |
| | | | | | | | NUMBER OF CHECKS 1 | |
| | | | | | | | COUNT | AMOUNT |
| | | | | | | | TOTAL VOIDED CHECKS 1 | 342.00 |
| | | | | | | | *** GRAND TOTAL *** | -342.00 |

Check delayed in the mail due to the holidays - Barb Burns ended up paying with her CC to avoid issues. Check was returned by vendor. Check and invoice will be voided.

01/06/2021 10:57
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cfreitas

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|-------------|------------|----------|-------|-------|-------|---|------|--------|--------|
| 2021 | 1 | 40 | | | | | | | | | |
| APP | 001-213000 | | 01/06/2021 | 355234 | VOID | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | | 342.00 |
| APP | 635-111100 | | 01/06/2021 | 355234 | VOID | | | CASH AP CASH DISBURSEMENTS JOURNAL | | 342.00 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 342.00 | 342.00 |
| APP | 631-130000 | | 01/06/2021 | 12/20/20 | VOID | | | DUE TO/FROM CLEARING | | | 342.00 |
| APP | 001-130000 | | 01/06/2021 | 12/20/20 | VOID | | | GENERAL - DUE TO/FROM CLEARING | | 342.00 | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 342.00 | 342.00 |
| JOURNAL 2021/01/40 TOTAL | | | | | | | | | | 684.00 | 684.00 |

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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 | 2021 | 1 | 40 | 01/06/2021 | | | |
| | 001-130000 | | | | | GENERAL - DUE TO/FROM CLEARING | 342.00 | |
| | 001-213000 | | | | | GENERAL - ACCOUNTS PAYABLE | | 342.00 |
| | | | | | | FUND TOTAL | 342.00 | 342.00 |
| 631 | CLEARING FUND | 2021 | 1 | 40 | 01/06/2021 | | | |
| | 631-130000 | | | | | DUE TO/FROM CLEARING | | 342.00 |
| | 635-111100 | | | | | CASH | 342.00 | |
| | | | | | | FUND TOTAL | 342.00 | 342.00 |

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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 | | 342.00 |
| 631 | CLEARING FUND | 342.00 | |
| | TOTAL | 342.00 | 342.00 |

** END OF REPORT - Generated by Carrie L. Freitas **

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12/21/2020 10:45 | CITY OF BAINBRIDGE ISLAND
 bhuish | A/P CASH DISBURSEMENTS JOURNAL

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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 | | | | | | | | |
| 355276 | 12/21/2020 | PRTD | 102 CITY OF BAINBRIDGE I | 244998 | RETREQ2-911-20 | 12/21/2020 | 20200031 M122120 | 3,009.21 |
| | Invoice: RETREQ2-911-20 | | | | | | 2020 CITY HALL RPRS-RET | |
| | | | | 3,009.21 | 73011183 | 54810000911 | CH REPAIRS-REPAIRS | |
| | | | | | | | CHECK 355276 TOTAL: | 3,009.21 |
| 355277 | 12/21/2020 | PRTD | 9534 COLVOS CONSTRUCTION, | 244997 | PAYREQ2-911 | 12/21/2020 | 20200030 M122120 | 62,591.60 |
| | Invoice: PAYREQ2-911 | | | | | | CITY HALL REPAIRS 2020 | |
| | | | | 62,591.60 | 73011183 | 54810000911 | CH REPAIRS-REPAIRS | |
| | | | | | | | CHECK 355277 TOTAL: | 62,591.60 |
| | | | | | | | NUMBER OF CHECKS 2 | |
| | | | | | | | *** CASH ACCOUNT TOTAL *** | 65,600.81 |
| | | | | | | | COUNT | AMOUNT |
| | | | | | | | TOTAL PRINTED CHECKS 2 | 65,600.81 |
| | | | | | | | *** GRAND TOTAL *** | 65,600.81 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: bhuish

| YEAR PER | JNL | ACCOUNT | DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|---------|------|--------|-------|-------|--------------------------------|------|------------|------------|
| SRC | EFF DATE | JNL | DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | |
| 2020 | 12 | | 254 | | | | | | | |
| APP 001-213000 | 12/21/2020 | M122120 | | 122120 | | | GENERAL - ACCOUNTS PAYABLE | | 65,600.81 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | 12/21/2020 | M122120 | | 122120 | | | CASH | | | 65,600.81 |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | | 65,600.81 | 65,600.81 |
| APP 631-130000 | 12/21/2020 | M122120 | | 122120 | | | DUE TO/FROM CLEARING | | 65,600.81 | |
| APP 001-130000 | 12/21/2020 | M122120 | | 122120 | | | GENERAL - DUE TO/FROM CLEARING | | | 65,600.81 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | 65,600.81 | 65,600.81 |
| JOURNAL 2020/12/254 TOTAL | | | | | | | | | 131,201.62 | 131,201.62 |

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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 | 2020 12 | 254 | 12/21/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 65,600.81 | 65,600.81 |
| | | | | FUND TOTAL | 65,600.81 | 65,600.81 |
| 631 CLEARING FUND 631-130000 635-111100 | 2020 12 | 254 | 12/21/2020 | DUE TO/FROM CLEARING CASH | 65,600.81 | 65,600.81 |
| | | | | FUND TOTAL | 65,600.81 | 65,600.81 |

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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 | | 65,600.81 |
| 631 | CLEARING FUND | 65,600.81 | |
| TOTAL | | 65,600.81 | 65,600.81 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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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 | | |
| 355278 | 12/30/2020 | PRTD | 8672 ALLSTREAM | 244999 | 17194786 | 12/01/2020 | M123020 | 794.76 |
| | Invoice: 17194786 | | | 794.76 | 41637891 | 542100 | CITYWIDE PHN SVCS DEC 2020 FIN - ALLOC TELEPHONE | |
| | | | | | | | CHECK 355278 TOTAL: | 794.76 |
| 355279 | 12/30/2020 | PRTD | 6420 AT&T MOBILITY | 245007 | 287287004732X121920 | 12/19/2020 | M123020 | 1,931.44 |
| | Invoice: 287287004732X121920 | | | 62.07 | 91011189 | 542100 | POL, IT/WIRELESS CHARGES | |
| | | | | 1,869.37 | 91011215 | 542100 | GG-C/E-CITY HALL-PHONE GG-C/E-PD-PHONE | |
| | | | | | | | CHECK 355279 TOTAL: | 1,931.44 |
| 355280 | 12/30/2020 | PRTD | 551 CENTURYLINK | 245000 | 6124DEC20 | 12/16/2020 | M123020 | 58.32 |
| | Invoice: 6124DEC20 | | | 58.32 | 91411891 | 542100 | WEAVER PRV WATER TELEM GG-WTR-FAC-PHONE | |
| | | | | | | | CHECK 355280 TOTAL: | 58.32 |
| 355281 | 12/30/2020 | PRTD | 7860 HIGHWAY SPECIALTIES, | 245001 | 2011611 | 11/24/2020 | M123020 | 1,635.00 |
| | Invoice: 2011611 | | | 1,635.00 | 31011572 | 54500001069 | EX/MESSAGE BOARD COVID19-RENTS/LEASES | |
| | | | | | | | CHECK 355281 TOTAL: | 1,635.00 |
| 355282 | 12/30/2020 | PRTD | 1496 KITSAP COUNTY SEWER | 245002 | 12222020 | 12/22/2020 | M123020 | 47,928.00 |
| | Invoice: 12222020 | | | 47,928.00 | 62038 | 386002 | DOTSON LOOP PARTIC PAYMENT PARTICIPATION-SEWER DIST. #7 | |
| | | | | | | | CHECK 355282 TOTAL: | 47,928.00 |
| 355283 | 12/30/2020 | PRTD | 1205 PUGET SOUND ENERGY | 245003 | 3319NOV20 | 12/22/2020 | M123020 | 21.26 |
| | Invoice: 3319NOV20 | | | 21.26 | 73416345 | 547100 | PW/CASEY ST WATER CASEY STREET WTR-ELECTRICITY | |
| | | | | | | | | |
| | Invoice: 4376DEC20 | | | 849.33 | 91011189 | 547101 | 12/18/2020 DEC20 GREEN POWER CONTRACT ELECTRIC-GREEN POWER | 849.33 |
| | | | | | | | | |
| | Invoice: 9932NOV20 | | | 11.05 | 91011739 | 547100 | 12/09/2020 184 WINSLOW WAY E COMM EVENTS-ELECTRICITY | 11.05 |
| | | | | | | | CHECK 355283 TOTAL: | 881.64 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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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 | | |
| 355284 | 12/30/2020 | PRTD | 6714 TOSHIBA FINANCIAL SE | 245006 | 28366141 | 12/14/2020 | M123020 | 234.42 |
| | Invoice: 28366141 | | | 234.42 | 51011211 | 545000 | POL/COPIER LEASE PD-C/E-ADMIN RENTS/LEASE | |
| | | | | | | CHECK | 355284 TOTAL: | 234.42 |
| 355285 | 12/30/2020 | PRTD | 5271 WASHINGTON WATER SER | 245008 | 4815979187-DEC20 | 12/07/2020 | M123020 | 162.45 |
| | Invoice: 4815979187-DEC20 | | | 162.45 | 91435838 | 547500 | DECANT FACILITY WATER GG-DECANT-WATER/SEWER | |
| | | | | | | CHECK | 355285 TOTAL: | 162.45 |
| | | | NUMBER OF CHECKS | 8 | | *** CASH ACCOUNT TOTAL *** | | 53,626.03 |
| | | | TOTAL PRINTED CHECKS | | COUNT | AMOUNT | | |
| | | | | | 8 | 53,626.03 | | |
| | | | | | | *** GRAND TOTAL *** | | 53,626.03 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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CLERK: cfreitas

| YEAR PER | JNL | ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|---------|------------|----------|--------|-------|-------|---|------|------------|------------|
| 2020 | 12 | | 297 | | | | | | | | |
| APP | 631-213000 | | 12/30/2020 | M123020 | 123020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 794.76 | |
| APP | 635-111100 | | 12/30/2020 | M123020 | 123020 | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 53,626.03 |
| APP | 001-213000 | | 12/30/2020 | M123020 | 123020 | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 4,661.24 | |
| APP | 401-213000 | | 12/30/2020 | M123020 | 123020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 79.58 | |
| APP | 622-213000 | | 12/30/2020 | M123020 | 123020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 47,928.00 | |
| APP | 403-213000 | | 12/30/2020 | M123020 | 123020 | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 162.45 | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 53,626.03 | 53,626.03 |
| APP | 631-130000 | | 12/30/2020 | M123020 | 123020 | | | DUE TO/FROM CLEARING | | 52,831.27 | |
| APP | 001-130000 | | 12/30/2020 | M123020 | 123020 | | | GENERAL - DUE TO/FROM CLEARING | | | 4,661.24 |
| APP | 401-130000 | | 12/30/2020 | M123020 | 123020 | | | DUE TO/FROM CLEARING | | | 79.58 |
| APP | 622-130000 | | 12/30/2020 | M123020 | 123020 | | | DUE TO/FROM CLEARING | | | 47,928.00 |
| APP | 403-130000 | | 12/30/2020 | M123020 | 123020 | | | DUE TO/FROM CLEARING | | | 162.45 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 52,831.27 | 52,831.27 |
| JOURNAL 2020/12/297 TOTAL | | | | | | | | | | 106,457.30 | 106,457.30 |

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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 | 2020 12 | 297 | 12/30/2020 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 4,661.24 | 4,661.24 |
| | | | | FUND TOTAL | 4,661.24 | 4,661.24 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2020 12 | 297 | 12/30/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 79.58 | 79.58 |
| | | | | FUND TOTAL | 79.58 | 79.58 |
| 403 STORM & SURFACE WATER FUND 403-130000 403-213000 | 2020 12 | 297 | 12/30/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 162.45 | 162.45 |
| | | | | FUND TOTAL | 162.45 | 162.45 |
| 622 EXPENDABLE TRUST FUND 622-130000 622-213000 | 2020 12 | 297 | 12/30/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 47,928.00 | 47,928.00 |
| | | | | FUND TOTAL | 47,928.00 | 47,928.00 |
| 631 CLEARING FUND 631-130000 631-213000 635-111100 | 2020 12 | 297 | 12/30/2020 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH | 52,831.27 794.76 | 53,626.03 |
| | | | | FUND TOTAL | 53,626.03 | 53,626.03 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|----------------------------|-----------|-----------|
| 001 | GENERAL FUND | | 4,661.24 |
| 401 | WATER OPERATING FUND | | 79.58 |
| 403 | STORM & SURFACE WATER FUND | | 162.45 |
| 622 | EXPENDABLE TRUST FUND | | 47,928.00 |
| 631 | CLEARING FUND | 52,831.27 | |
| | TOTAL | 52,831.27 | 52,831.27 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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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 | | | | | | | | |
| 355286 | 01/06/2021 | PRTD | 6714 TOSHIBA FINANCIAL SE | 245202 | 28366140 | 12/14/2020 | M010521 | 224.23 |
| Invoice: 28366140 | | | | 224.23 | 73637891 545000 | PW/COPIER LEASE RENTS & LEASES - OPERATING | | |
| | | | | | | | CHECK 355286 TOTAL: | 224.23 |
| NUMBER OF CHECKS | | | | | 1 | *** CASH ACCOUNT TOTAL *** | | 224.23 |
| | | | | | | COUNT | AMOUNT | |
| TOTAL PRINTED CHECKS | | | | | 1 | 224.23 | | |
| | | | | | | | *** GRAND TOTAL *** | 224.23 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: cfreitas

| YEAR PER | JNL | | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------------|------------|----------|--------|-------|-------|-------------------------------|-------|--------|--------|
| SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | |
| 2021 1 43 | | | | | | | | | |
| APP 631-213000 | 01/06/2021 | M010521 | 010621 | | | ACCOUNTS PAYABLE | | 224.23 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | 01/06/2021 | M010521 | 010621 | | | CASH | | | 224.23 |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| | | | | | | JOURNAL 2021/01/43 | TOTAL | 224.23 | 224.23 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 3
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JOURNAL ENTRIES TO BE CREATED

| FUND | ACCOUNT | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|------------|---------------|------|-----|-----|------------|---------------------|--------|--------|
| 631 | CLEARING FUND | 2021 | 1 | 43 | 01/06/2021 | | | |
| | 631-213000 | | | | | ACCOUNTS PAYABLE | 224.23 | |
| | 635-111100 | | | | | CASH | | 224.23 |
| FUND TOTAL | | | | | | | 224.23 | 224.23 |

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1/6/21



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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 1
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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 | | | |
| 355287 | 01/13/2021 | PRTD | 5 ACE HARDWARE | 245010 | 47812/1 | | 12/08/2020 | 01/10/21 | 8.71 |
| | Invoice: 47812/1 | | | 8.71 | 73011897 | 531100 | PW/BULBS | | |
| | | | | | | | O&M-C/E-PWY FAC-SUPPLIES | | |
| | Invoice: 47827/1 | | | 245011 | 47827/1 | | 12/09/2020 | 01/10/21 | 27.62 |
| | | | | 27.62 | 73011897 | 531100 | PW/SCREWS, HOSE CAPS, HOSE | | |
| | | | | | | | O&M-C/E-PWY FAC-SUPPLIES | | |
| | Invoice: 47861/1 | | | 245012 | 47861/1 | | 12/15/2020 | 01/10/21 | 196.19 |
| | | | | 196.19 | 73011370 | 53110000261 | PW/CANOPY | | |
| | | | | | | | VINCENT RD DUMP-SUPPLIES | | |
| | Invoice: 47762/1 | | | 245113 | 47762/1 | | 11/30/2020 | 01/10/21 | 11.97 |
| | | | | 11.97 | 73011897 | 531100 | PW/BATTERY, SHOP TOWELS | | |
| | | | | | | | O&M-C/E-PWY FAC-SUPPLIES | | |
| | Invoice: 47868/1 | | | 245114 | 47868/1 | | 12/15/2020 | 01/10/21 | 29.15 |
| | | | | 29.15 | 73011183 | 531100 | PW/LIGHT, BLADES, FASTENERS | | |
| | | | | | | | O&M-C/E-CH FAC-SUPPLIES | | |
| | Invoice: 47873/1 | | | 245115 | 47873/1 | | 12/16/2020 | 01/10/21 | 85.02 |
| | | | | 85.02 | 73413434 | 63110000708 | PW/WYATT WAY SUPPLIES | | |
| | | | | | | | WYATT-MAD TO LOVELL-WTR-SUPPLY | | |
| | Invoice: 47904/1 | | | 245116 | 47904/1 | | 12/22/2020 | 01/10/21 | 25.00 |
| | | | | 25.00 | 73421355 | 531100 | PW/MASONRY WHEELS | | |
| | | | | | | | WIN COLL-SUPPLIES | | |
| | Invoice: 47909/1 | | | 245117 | 47909/1 | | 12/22/2020 | 01/10/21 | 52.11 |
| | | | | 52.11 | 73421355 | 531100 | PW/SCREWDRIVERS | | |
| | | | | | | | WIN COLL-SUPPLIES | | |
| | Invoice: 47924/1 | | | 245118 | 47924/1 | | 12/28/2020 | 01/10/21 | 39.17 |
| | | | | 39.17 | 73111427 | 531100 | PW/GRAFITTI REMOVAL SUPPLIES | | |
| | | | | | | | OFFICE SUPPLIES | | |
| | Invoice: 47927/1 | | | 245119 | 47927/1 | | 12/29/2020 | 01/10/21 | 41.39 |
| | | | | 41.39 | 73111290 | 531100 | PW/CLEANING SUPPLIES | | |
| | | | | | | | O&M-STREET-MAINT O/H-SUPPLIES | | |
| | Invoice: 47928/1 | | | 245120 | 47928/1 | | 12/29/2020 | 01/10/21 | 51.84 |
| | | | | 51.84 | 73011183 | 531100 | PW/CH MX SUPPLIES | | |
| | | | | | | | O&M-C/E-CH FAC-SUPPLIES | | |
| | Invoice: 47933/1 | | | 245121 | 47933/1 | | 12/29/2020 | 01/10/21 | 156.70 |
| | | | | 156.70 | 73411345 | 531100 | PW/CLEANING SUPPLIES | | |
| | | | | | | | OFFICE SUPPLIES | | |
| | Invoice: 47935/1 | | | 245122 | 47935/1 | | 12/30/2020 | 01/10/21 | 113.25 |
| | | | | 113.25 | 73411345 | 531100 | PW/MX SUPPLIES | | |
| | | | | | | | OFFICE SUPPLIES | | |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 2
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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 | | |
| | | | | | CHECK | 355287 | TOTAL: | 838.12 |
| 355288 | 01/13/2021 | PRTD | 1990 JEANETTE ALEXANDER | 245014 5785 | 12/17/2020 | | 01/10/21 | 170.00 |
| | Invoice: 5785 | | | 170.00 33011161 54413100296 | | HR/CITY MGR FINALIST ANNOUNCEMENTS CITY MNGR SEARCH-ADV | | |
| | | | | | CHECK | 355288 | TOTAL: | 170.00 |
| 355289 | 01/13/2021 | PRTD | 7994 PENINSULA SERVICES | 245015 95653 | 11/30/2020 | | 01/10/21 | 32.00 |
| | Invoice: 95653 | | | 32.00 51011211 541100 | | POL/MOBILE SHREDDING PD-C/E-ADM-PROF SVCS | | |
| | Invoice: 95652 | | | 245075 95652 | 11/30/2020 | | 01/10/21 | 32.00 |
| | | | | 32.00 21011125 541100 | | CRT/MOBILE SHREDDING COURT - PROFESSIONAL SERVICES | | |
| | | | | | CHECK | 355289 | TOTAL: | 64.00 |
| 355290 | 01/13/2021 | PRTD | 4710 ASSOCIATED PETROLEU | 245016 0275051-IN | 12/01/2020 | | 01/10/21 | 710.72 |
| | Invoice: 0275051-IN | | | 710.72 73638932 532000 | | PW/350 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS | | |
| | Invoice: 0275750-IN | | | 245017 0275750-IN | 12/03/2020 | | 01/10/21 | 627.25 |
| | | | | 627.25 73638893 532000 | | PW/270 GAL DIESEL O&M-FUEL USE-ALLOCATION | | |
| | Invoice: 0275751-IN | | | 245018 0275751-IN | 12/03/2020 | | 01/10/21 | 596.82 |
| | | | | 596.82 73638932 532000 | | PW/298 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS | | |
| | Invoice: 0278028-IN | | | 245124 0278028-IN | 12/10/2020 | | 01/10/21 | 316.29 |
| | | | | 316.29 73638893 532000 | | PW/115 GAL DIESEL O&M-FUEL USE-ALLOCATION | | |
| | Invoice: 0278030-IN | | | 245125 0278030-IN | 12/10/2020 | | 01/10/21 | 505.74 |
| | | | | 505.74 73638932 532000 | | PW/250 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS | | |
| | Invoice: 0279269-IN | | | 245126 0279269-IN | 12/15/2020 | | 01/10/21 | 597.97 |
| | | | | 597.97 73638893 532000 | | PW/250 GAL DIESEL O&M-FUEL USE-ALLOCATION | | |
| | Invoice: 0279270-IN | | | 245127 0279270-IN | 12/15/2020 | | 01/10/21 | 560.78 |
| | | | | 560.78 73638932 532000 | | PW/274 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS | | |
| | Invoice: 0280466-IN | | | 245128 0280466-IN | 12/17/2020 | | 01/10/21 | 2,026.84 |
| | | | | 2,026.84 73638893 532000 | | PW/936 GAL DIESEL (REG, BIO, WINTER) O&M-FUEL USE-ALLOCATION | | |

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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: 0280467-IN | | | | 245129 0280467-IN | 12/17/2020 | | 01/10/21 | 815.35 |
| | | | | 815.35 73638932 532000 | PW/395 GAL UNLEADED | | | |
| | | | | | O&M-FUEL ALLOC TO OTH DEPTS | | | |
| Invoice: 0280836-IN | | | | 245130 0280836-IN | 12/17/2020 | | 01/10/21 | 520.34 |
| | | | | 520.34 73638893 532000 | PW/252.8 GAL DIESEL | | | |
| | | | | | O&M-FUEL USE-ALLOCATION | | | |
| Invoice: 0281971-IN | | | | 245131 0281971-IN | 12/22/2020 | | 01/10/21 | 419.75 |
| | | | | 419.75 73638893 532000 | PW/165 GAL DIESEL | | | |
| | | | | | O&M-FUEL USE-ALLOCATION | | | |
| Invoice: 0281980-IN | | | | 245132 0281980-IN | 12/22/2020 | | 01/10/21 | 674.35 |
| | | | | 674.35 73638893 532000 | PW/285.1 GAL UNLEADED | | | |
| | | | | | O&M-FUEL USE-ALLOCATION | | | |
| | | | | | CHECK | 355290 | TOTAL: | 8,372.20 |
| 355291 01/13/2021 PRTD | | 7821 | AUS WEST LOCKBOX | 245019 1992029504 | 12/10/2020 | | 01/10/21 | 60.58 |
| Invoice: 1992029504 | | | | 60.58 73638893 589310 | PW/LAUNDRY SERVICE | | | |
| | | | | | LAUNDRY SERVICES | | | |
| | | | | | CHECK | 355291 | TOTAL: | 60.58 |
| 355292 01/13/2021 PRTD | | 4396 | ARCOSA AGGREGATES | 245020 JAJ-49960 | 12/09/2020 | | 01/10/21 | 472.24 |
| Invoice: JAJ-49960 | | | | 472.24 990 141100 | PW/35.62 T GRAVEL | | | |
| | | | | | MERCHANDISE | | | |
| Invoice: J50019AJ- | | | | 245021 J50019AJ- | 12/10/2020 | | 01/10/21 | 798.57 |
| | | | | 798.57 990 141100 | PW/58.61 T GRAVEL | | | |
| | | | | | MERCHANDISE | | | |
| Invoice: JAJ-50044 | | | | 245022 JAJ-50044 | 12/11/2020 | | 01/10/21 | 455.65 |
| | | | | 455.65 990 141100 | PW/35.34 T GRAVEL | | | |
| | | | | | MERCHANDISE | | | |
| Invoice: JAJ-54353 | | | | 245023 JAJ-54353 | 12/14/2020 | | 01/10/21 | 165.41 |
| | | | | 165.41 990 141100 | PW/12.14 T GRAVEL | | | |
| | | | | | MERCHANDISE | | | |
| | | | | | CHECK | 355292 | TOTAL: | 1,891.87 |
| 355293 01/13/2021 PRTD | | 4365 | AUTOMATIC FUNDS TRAN | 245024 119478 | 12/07/2020 | | 01/10/21 | 752.82 |
| Invoice: 119478 | | | | 157.99 43411341 541100 | FIN/STATEMENT PREP & MAIL | | | |
| | | | | 157.99 43421351 541100 | FIN - WATER ADMIN PROF SERVICE | | | |
| | | | | 218.42 91411891 542500 | FIN - SEWER ADMIN PROF SERVICE | | | |
| | | | | 218.42 91421891 542500 | GG-WTR-FAC-POSTAGE | | | |
| | | | | | GG-SWR-FAC-POSTAGE | | | |

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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: 119546 | | | | 245025 119546 | 12/09/2020 | | 01/10/21 | 11.74 |
| | | | | 2.37 43411341 541100 | FIN/FINAL BILL: PRINT & MAIL | | | |
| | | | | 2.37 43421351 541100 | FIN - WATER ADMIN PROF SERVICE | | | |
| | | | | 3.50 91411891 542500 | FIN - SEWER ADMIN PROF SERVICE | | | |
| | | | | 3.50 91421891 542500 | GG-WTR-FAC-POSTAGE | | | |
| | | | | | GG-SWR-FAC-POSTAGE | | | |
| Invoice: 119870 | | | | 245133 119870 | 12/29/2020 | | 01/10/21 | 3.79 |
| | | | | .64 43411341 541100 | FIN/FINAL BILL: PRINT & MAIL | | | |
| | | | | .65 43421351 541100 | FIN - WATER ADMIN PROF SERVICE | | | |
| | | | | 1.25 91411891 542500 | FIN - SEWER ADMIN PROF SERVICE | | | |
| | | | | 1.25 91421891 542500 | GG-WTR-FAC-POSTAGE | | | |
| | | | | | GG-SWR-FAC-POSTAGE | | | |
| | | | | | CHECK | 355293 | TOTAL: | 768.35 |
| 355294 01/13/2021 PRD | | 762 | ASSOCIATION OF WASHI | 245189 86688 | 12/11/2020 | | 01/10/21 | 18,737.00 |
| Invoice: 86688 | | | | 18,737.00 91011199 549100 | 2021 AWC CITY MEMBERSHIP | | | |
| | | | | | EXEC - C/E GEN'L GOV'T DUES | | | |
| Invoice: 87271 | | | | 245190 87271 | 12/23/2020 | | 01/10/21 | 1,080.00 |
| | | | | 1,080.00 91011586 541100 | 2021 D&A CONSORTIUM | | | |
| | | | | | INTERGVMNTL PROFESSIONAL SERV | | | |
| | | | | | CHECK | 355294 | TOTAL: | 19,817.00 |
| 355295 01/13/2021 PRD | | 4861 | AXON ENTERPRISE, INC | 245191 SI-1703582 | 12/16/2020 | | 01/10/21 | 2,384.92 |
| Invoice: SI-1703582 | | | | 1,621.92 53011212 54850000956 | POL/INTERVIEW ROOM YEAR 3 | | | |
| | | | | 763.00 53011212 53510000956 | AXON CAMERA SYSTEMS-MAINT | | | |
| | | | | | AXON CAMERA SYSTEMS-SOFTWARE | | | |
| Invoice: SI-1703596 | | | | 245192 SI-1703596 | 12/16/2020 | | 01/10/21 | 42,183.00 |
| | | | | 42,183.00 53011212 53510000956 | POL/FLEET SYST YEAR 3 | | | |
| | | | | | AXON CAMERA SYSTEMS-SOFTWARE | | | |
| | | | | | CHECK | 355295 | TOTAL: | 44,567.92 |
| 355296 01/13/2021 PRD | | 4638 | BAINBRIDGE PERFORMIN | 245026 2020 | 12/17/2020 | | 01/10/21 | 15,000.00 |
| Invoice: 2020 | | | | 15,000.00 31011732 54110000297 | 2020-21 CULTURAL FUNDING: OPER | | | |
| | | | | | EX-GF-CULTURAL ARTS & SCIENCES | | | |
| | | | | | CHECK | 355296 | TOTAL: | 15,000.00 |
| 355297 01/13/2021 PRD | | 55 | SOUND PUBLISHING, IN | 245027 7999886-2522413 | 09/30/2020 | | 01/10/21 | 250.00 |
| Invoice: 7999886-2522413 | | | | 250.00 51011211 544000 | POL/AD: TOWN HALL | | | |
| | | | | | PD-C/E-ADMIN ADVERTISING | | | |

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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: 8006987-2536049 | | | | 245028 8006987-2536049 | 11/30/2020 | | 01/10/21 | 125.00 |
| | | | | 125.00 63470586 544000 | PCD/PPM: WINTERGREEN APTS | CUR-DEV-ZONING-ADV | | |
| Invoice: 8006987-2538564 | | | | 245029 8006987-2538564 | 11/30/2020 | | 01/10/21 | 125.00 |
| | | | | 125.00 63470586 544000 | PCD/PPM: BUXTON CTR-BPA | CUR-DEV-ZONING-ADV | | |
| | | | | | | | CHECK 355297 TOTAL: | 500.00 |
| 355298 01/13/2021 PRTD | | 55 | SOUND PUBLISHING, IN | 245030 BIR914675 | 12/04/2020 | | 01/10/21 | 97.20 |
| Invoice: BIR914675 | | | | 97.20 61011581 544000 | PCD/ORD 2020-28 TREES | PCD - C/E ADMIN ADVERTISING | | |
| Invoice: BIR915716 | | | | 245076 BIR915716 | 12/18/2020 | | 01/10/21 | 72.00 |
| | | | | 72.00 63470586 544000 | PCD/NOA: PLN51709 | CUR-DEV-ZONING-ADV | | |
| Invoice: BIR915284 | | | | 245093 BIR915284 | 12/11/2020 | | 01/10/21 | 50.40 |
| | | | | 50.40 11011113 544000 | CC/ORD 2020-37 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR915286 | | | | 245094 BIR915286 | 12/11/2020 | | 01/10/21 | 40.80 |
| | | | | 40.80 11011113 544000 | CC/ORD 2020-41 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR915287 | | | | 245095 BIR915287 | 12/11/2020 | | 01/10/21 | 40.80 |
| | | | | 40.80 11011113 544000 | CC/ORD 2020-23 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR915289 | | | | 245096 BIR915289 | 12/11/2020 | | 01/10/21 | 44.40 |
| | | | | 44.40 11011113 544000 | CC/ORD 2020-38 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR915291 | | | | 245097 BIR915291 | 12/11/2020 | | 01/10/21 | 46.80 |
| | | | | 46.80 11011113 544000 | CC/ORD 2020-34 | COUNCIL - LEGAL NOTICES | | |
| Invoice: BIR915293 | | | | 245098 BIR915293 | 12/11/2020 | | 01/10/21 | 44.40 |
| | | | | 44.40 11011113 544000 | CC/ORD 2020-32 | COUNCIL - LEGAL NOTICES | | |
| | | | | | | | CHECK 355298 TOTAL: | 436.80 |
| 355299 01/13/2021 PRTD | | 5412 | BENEFIT ADMINISTRATI | 245031 2012509 | 12/21/2020 | | 01/10/21 | 231.00 |
| Invoice: 2012509 | | | | 25.41 21011125 520000 | HSA/FSA BENEFIT ADMIN DEC2020 | COURT - BENEFITS | | |
| | | | | 41.58 31011131 520000 | EX-GF-BEN | | | |
| | | | | 36.96 41011141 520000 | FIN - C/E ADMIN BENEFITS | | | |
| | | | | 25.41 51011211 520000 | PD-C/E ADMIN-BENEFITS | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | | INVOICE DTL | DESC | | |
| | | | | 20.79 | 61011581 | 520000 | | |
| | | | | 73.92 | 71011321 | 520000 | | |
| | | | | 6.93 | 81011881 | 520000 | | |
| | | | | | | | CHECK 355299 | TOTAL: 231.00 |
| 355300 | 01/13/2021 | PRTD | 5623 BHC CONSULTANTS | 245032 | 20-10694.00 | | 11/16/2020 | 01/10/21 |
| | | | Invoice: 20-10694.00 | | | | | |
| | | | | 26,273.30 | 72421355 | 54110001070 | | |
| | | | | | | | CHECK 355300 | TOTAL: 26,273.30 |
| 355301 | 01/13/2021 | PRTD | 9623 BLACKMOUTH DESIGN LL | 245033 | 2020091 | | 12/15/2020 | 01/10/21 |
| | | | Invoice: 2020091 | | | | | |
| | | | | 13,080.00 | 72111426 | 53110001049 | | |
| | | | | | | | CHECK 355301 | TOTAL: 13,080.00 |
| 355302 | 01/13/2021 | PRTD | 1052 CANON FINANCIAL SERV | 245034 | 22258753 | | 12/13/2020 | 01/10/21 |
| | | | Invoice: 22258753 | | | | | |
| | | | | 482.62 | 81011881 | 545000 | | |
| | | | | | | | CHECK 355302 | TOTAL: 482.62 |
| 355303 | 01/13/2021 | PRTD | 8491 CHUCKALS, INC. | 245077 | 1040198-0 | | 12/14/2020 | 01/10/21 |
| | | | Invoice: 1040198-0 | | | | | |
| | | | | 247.65 | 21011125 | 531100 | | |
| | | | | | | | CHECK 355303 | TOTAL: 247.65 |
| 355304 | 01/13/2021 | PRTD | 104 CITY OF BREMERTON | 245035 | BKAT000575 | | 12/01/2020 | 01/10/21 |
| | | | Invoice: BKAT000575 | | | | | |
| | | | | 2,906.08 | 81011881 | 542420 | | |
| | | | | | | | | |
| | | | | 245036 | BPD0002649 | | 12/16/2020 | 01/10/21 |
| | | | Invoice: BPD0002649 | | | | | |
| | | | | 200.00 | 53011212 | 545000 | | |
| | | | | | | | CHECK 355304 | TOTAL: 3,106.08 |
| 355305 | 01/13/2021 | PRTD | 6639 CITY OF FORKS | 245037 | 1798 | | 12/02/2020 | 01/10/21 |
| | | | Invoice: 1798 | | | | | |
| | | | | 1,084.86 | 51011236 | 551000 | | |
| | | | | | | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | | CHECK | 355305 | TOTAL: | 1,084.86 |
| 355306 | 01/13/2021 | PRTD | 7823 CIVICPLUS | 245193 205774 | 11/17/2020 | | 01/10/21 | 1,500.00 |
| | Invoice: 205774 | | | 1,500.00 81011881 443410 | IT/WEBSITE TRAINING | | | |
| | | | | | IT - C/E TRAINING | | | |
| | | | | | CHECK | 355306 | TOTAL: | 1,500.00 |
| 355307 | 01/13/2021 | PRTD | 6920 COMCAST | 245194 JAN21 | 12/20/2020 | | 01/10/21 | 11.28 |
| | Invoice: JAN21 | | | 11.28 51011211 545000 | POL/HD CONVERTER BOX | | | |
| | | | | | PD-C/E-ADMIN RENTS/LEASE | | | |
| | | | | | CHECK | 355307 | TOTAL: | 11.28 |
| 355308 | 01/13/2021 | PRTD | 142 COPIERS NORTHWEST IN | 245038 INV2237601 | 12/21/2020 | | 01/10/21 | 211.25 |
| | Invoice: INV2237601 | | | 105.63 61011581 531100 | PCD,ENG/PLOTTER PAPER | | | |
| | | | | 105.62 72011321 531100 | PCD - C/E ADMIN SUPPLIES | | | |
| | | | | | ENG - C/E ADMIN SUPPLIES | | | |
| | Invoice: INV2237989 | | | 245099 INV2237989 | 12/22/2020 | | 01/10/21 | 496.20 |
| | | | | 248.10 31011131 545000 | EX,FIN/COPIER OVERAGES | | | |
| | | | | 248.10 41011141 545000 | EX-GF-RENTS & LEASES | | | |
| | | | | | FIN - C/E ADMIN RENTS & LEASES | | | |
| | | | | | CHECK | 355308 | TOTAL: | 707.45 |
| 355309 | 01/13/2021 | PRTD | 4950 CORRECT EQUIPMENT IN | 245039 42954 | 12/14/2020 | | 01/10/21 | 326.89 |
| | Invoice: 42954 | | | 326.89 73426355 54810000562 | PW/EQUALIZER INSTALL | | | |
| | | | | | GRINDER PUMP MAINT CONTRACT | | | |
| | Invoice: 42984 | | | 245040 42984 | 12/21/2020 | | 01/10/21 | 1,014.63 |
| | | | | 1,014.63 73426355 54810000562 | PW/GRINDER PUMP MX | | | |
| | | | | | GRINDER PUMP MAINT CONTRACT | | | |
| | Invoice: 43018 | | | 245041 43018 | 12/28/2020 | | 01/10/21 | 724.52 |
| | | | | 724.52 73426355 54810000562 | PW/GRINDER PUMP MX | | | |
| | | | | | GRINDER PUMP MAINT CONTRACT | | | |
| | | | | | CHECK | 355309 | TOTAL: | 2,066.04 |
| 355310 | 01/13/2021 | PRTD | 5132 CRYSTAL SPRINGS | 245078 5228674 121620 | 12/16/2020 | | 01/10/21 | 28.06 |
| | Invoice: 5228674 121620 | | | 28.06 21011125 531100 | CRT/WATER SERVICES-SUPPLIES | | | |
| | | | | | COURT - SUPPLIES | | | |
| | | | | | CHECK | 355310 | TOTAL: | 28.06 |

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| CASH ACCOUNT: 635 | | 111100 | | CASH | | | | | | | |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET | | |
| INVOICE DTL DESC | | | | | | | | | | | |
| 355311 | 01/13/2021 | PRTD | 7016 CUSTOM PRINTING | 245042 | 9424 | 12/09/2020 | | 01/10/21 | 332.34 | | |
| | Invoice: 9424 | | | | | | | | | | |
| | | | | 332.34 | 41011141 531100 | | | | | FIN/WINDOW ENVELOPES: AP FIN - C/E ADMIN SUPPLIES | |
| | | | | | | | | | | CHECK 355311 TOTAL: 332.34 | |
| 355312 | 01/13/2021 | PRTD | 9625 DAVIS, TED | 245211 | 91081 | 01/06/2021 | | 01/10/21 | 100.00 | | |
| | Invoice: 91081 | | | | | | | | | | |
| | | | | 95.00 | 01136 36291000552 | | | | | GB Customer ID 9072 Bill #22000543 LINEAR MOORAGE-FIXED FEE | |
| | | | | 5.00 | 01136 36291000552 | | | | | LINEAR MOORAGE-FIXED FEE | |
| | | | | | | | | | | CHECK 355312 TOTAL: 100.00 | |
| 355313 | 01/13/2021 | PRTD | 7144 DTMICRO, INC | 245043 | 5281 | 11/15/2020 | | 01/10/21 | 136.25 | | |
| | Invoice: 5281 | | | | | | | | | | |
| | | | | 136.25 | 91011215 542100 | | | | | POL NETWORK CONNECT TO KC GG-C/E-PD-PHONE | |
| | | | | | | | | | | CHECK 355313 TOTAL: 136.25 | |
| 355314 | 01/13/2021 | PRTD | 7510 EXPERIAN | 245044 | CD2109001833 | 12/25/2020 | | 01/10/21 | 92.65 | | |
| | Invoice: CD2109001833 | | | | | | | | | | |
| | | | | 92.65 | 52011212 549100 | | | | | POL/INFO SVCS PD-C/E-INV-DUES/SUBSCR/MEMBRSH | |
| | | | | | | | | | | CHECK 355314 TOTAL: 92.65 | |
| 355315 | 01/13/2021 | PRTD | 5781 EXTERMINATION SERVIC | 245135 | 37132 | 12/16/2020 | | 01/10/21 | 446.90 | | |
| | Invoice: 37132 | | | | | | | | | | |
| | | | | 446.90 | 73011183 548100 | | | | | PW/RODENT SVCS O&M-C/E-CH FAC-REPAIRS | |
| | | | | | | | | | | CHECK 355315 TOTAL: 446.90 | |
| 355316 | 01/13/2021 | PRTD | 212 FABRICARE 02 - PLANT | 245203 | 01/04/21 | 01/04/2021 | | 01/10/21 | 105.88 | | |
| | Invoice: 01/04/21 | | | | | | | | | | |
| | | | | 63.42 | 51011211 520000 | | | | | POL/LAUNDRY SERVICE | |
| | | | | 37.41 | 53011212 520000 | | | | | PD-C/E ADMIN-BENEFITS | |
| | | | | 5.05 | 55011757 520000 | | | | | POLICE - C/E PATROL BENEFITS PD-HARBORMASTER-BENEFITS | |
| | | | | | | | | | | CHECK 355316 TOTAL: 105.88 | |
| 355317 | 01/13/2021 | PRTD | 705 FCS GROUP | 245100 | 3153-22008041 | 08/21/2020 | | 01/10/21 | 4,685.00 | | |
| | Invoice: 3153-22008041 | | | | | | | | | | |
| | | | | 4,685.00 | 61470581 541100 | | | | | 100% FEE COST RECOVERY STUDY PCD - DEV ADMIN PROF SERVICES | |

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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 | | |
| | | | | | CHECK | 355317 | TOTAL: | 4,685.00 |
| 355318 | 01/13/2021 | PRTD | 9509 FIREWALLS.COM INC | 245195 2020-1137 | 01/01/2021 | | 01/10/21 | 200.00 |
| | Invoice: 2020-1137 | | | 200.00 81011881 541100 | IT/MONTHLY FIREWALL MGMT | | | |
| | | | | | IT - C/E PROF SERVICES | | | |
| | | | | | CHECK | 355318 | TOTAL: | 200.00 |
| 355319 | 01/13/2021 | PRTD | 8520 FRANCISCAN MEDICAL G | 245045 C0B00EOHGQZZ | 11/16/2020 | | 01/10/21 | 120.00 |
| | Invoice: C0B00EOHGQZZ | | | 120.00 73411345 541100 | PW/OCC HEALTH SVCS: 11/16/2020 | | | |
| | | | | | PROFESSIONAL SERVICES | | | |
| | | | | | CHECK | 355319 | TOTAL: | 120.00 |
| 355320 | 01/13/2021 | PRTD | 513 GRAINGER | 245046 9743793318 | 12/10/2020 | | 01/10/21 | 33.84 |
| | Invoice: 9743793318 | | | 33.84 73111423 531100 | PW/JAW COUPLING INSERT | | | |
| | | | | | OFFICE SUPPLIES | | | |
| | Invoice: 9748096949 | | | 245136 9748096949 | 12/15/2020 | | 01/10/21 | 876.36 |
| | | | | 876.36 73425358 531100 | PW/GRATING | | | |
| | | | | | O&M-WWTP-SUPPLIES | | | |
| | Invoice: 9748138212 | | | 245137 9748138212 | 12/15/2020 | | 01/10/21 | 49.03 |
| | | | | 49.03 73425358 531100 | PW/SUCTION GUN, EXTRACTOR | | | |
| | | | | | O&M-WWTP-SUPPLIES | | | |
| | Invoice: 8748322097 | | | 245138 8748322097 | 12/15/2020 | | 01/10/21 | 9.45 |
| | | | | 9.45 73425358 531100 | PW/ELEMENT | | | |
| | | | | | O&M-WWTP-SUPPLIES | | | |
| | Invoice: 9749382702 | | | 245139 9749382702 | 12/16/2020 | | 01/10/21 | 75.24 |
| | | | | 75.24 73425358 531100 | PW/WWTP SUPPLIES | | | |
| | | | | | O&M-WWTP-SUPPLIES | | | |
| | | | | | CHECK | 355320 | TOTAL: | 1,043.92 |
| 355321 | 01/13/2021 | PRTD | 1517 GUARDIAN SECURITY SY | 245196 1092636 | 01/01/2021 | | 01/10/21 | 47.96 |
| | Invoice: 1092636 | | | 47.96 51011215 541100 | POL/ALARM MONIT | | | |
| | | | | | POLICE - C/E FACIL PROF SVCS | | | |
| | | | | | CHECK | 355321 | TOTAL: | 47.96 |
| 355322 | 01/13/2021 | PRTD | 8374 HEARING ADVANTAGE, I | 245047 8472 | 12/16/2020 | | 01/10/21 | 35.00 |
| | Invoice: 8472 | | | 35.00 53011212 541100 | POL/OCC HEALTH TESTING | | | |
| | | | | | POLICE - C/E PATROL PROF SVCS | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | | CHECK | 355322 | TOTAL: | 35.00 |
| 355323 | 01/13/2021 | PRTD | 7860 HIGHWAY SPECIALTIES, | 245048 2012497 | 12/21/2020 | | 01/10/21 | 1,635.00 |
| | Invoice: 2012497 | | | | EX/MESSAGE BOARD RENTAL | | | |
| | | | | 1,635.00 31011572 54500001069 | COVID19-RENTS/LEASES | | | |
| | | | | | CHECK | 355323 | TOTAL: | 1,635.00 |
| 355324 | 01/13/2021 | PRTD | 9567 SARAH LANE | 245049 121720 | 12/17/2020 | | 01/10/21 | 1,575.00 |
| | Invoice: 121720 | | | | EX/COBI CONNECTS | | | |
| | | | | 1,575.00 31011572 54110001015 | NEWSLETTER-PROF SVCS | | | |
| | | | | | CHECK | 355324 | TOTAL: | 1,575.00 |
| 355325 | 01/13/2021 | PRTD | 9507 INSIGHT PUBLIC SECTO | 245050 1100786463 | 11/12/2020 | | 01/10/21 | 132.08 |
| | Invoice: 1100786463 | | | | IT/OFFICE 365: 5 LIC | | | |
| | | | | 132.08 81011881 548500 | IT - C/E COMPUTER SUPPORT | | | |
| | | | | | CHECK | 355325 | TOTAL: | 132.08 |
| 355326 | 01/13/2021 | PRTD | 4740 KITSAP COUNTY PUBLIC | 245142 2825 | 12/29/2020 | | 01/10/21 | 1,665.00 |
| | Invoice: 2825 | | | | PW/SALT BRINE 3700 GAL | | | |
| | | | | 1,665.00 73111256 53110001054 | 2020 STORM PREP-STRT-SUPPLIES | | | |
| | | | | | CHECK | 355326 | TOTAL: | 1,665.00 |
| 355327 | 01/13/2021 | PRTD | 338 KITSAP COUNTY SHERIF | 245052 20200082 | 12/21/2020 | | 01/10/21 | 1,427.69 |
| | Invoice: 20200082 | | | | POL/PRISONER BOARD: NOV | | | |
| | | | | 1,427.69 51011236 551000 | POLICE - C/E PRISONER DETENT'N | | | |
| | | | | | CHECK | 355327 | TOTAL: | 1,427.69 |
| 355328 | 01/13/2021 | PRTD | 4168 KITSAP COUNTY SHERIF | 245051 2020-26 | 12/09/2020 | | 01/10/21 | 512.80 |
| | Invoice: 2020-26 | | | | POL/EVOC TRAINING X16 | | | |
| | | | | 512.80 53011212 443410 | POLICE - C/E PATROL TRAINING | | | |
| | | | | | CHECK | 355328 | TOTAL: | 512.80 |
| 355329 | 01/13/2021 | PRTD | 8549 KINGWEST, LLC | 245140 835271 | 12/22/2020 | | 01/10/21 | 2,834.00 |
| | Invoice: 835271 | | | | PW/KONO LN MAPLE REMOVAL | | | |
| | | | | 2,834.00 73111427 54810000354 | TREE PRES & REMOVAL-ROADS | | | |
| | | | | 245141 835272 | | | | |
| | Invoice: 835272 | | | | PW/OLY BEACH RD, FIR REMOVAL | | | |
| | | | | 4,229.20 73111427 54810000354 | TREE PRES & REMOVAL-ROADS | | | 4,229.20 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| 355330 | 01/13/2021 | PRTD | 9565 KATHERINE L KIRKLAND | 245054 003 | 12/17/2020 | | 01/10/21 | 1,600.00 |
| | | | Invoice: 003 | | | EX/COBI CONNECTS | | |
| | | | | 1,600.00 | 31011572 | 54110001015 | NEWSLETTER-PROF SVCS | |
| | | | | | | | CHECK 355330 TOTAL: | 1,600.00 |
| 355331 | 01/13/2021 | PRTD | 8546 KITSAP 911 PUBLIC AU | 245197 BIPD2021-01 | 12/15/2020 | | 01/10/21 | 11,656.17 |
| | | | Invoice: BIPD2021-01 | | | POL/CALL CTR SVCS | | |
| | | | | 8,159.32 | 53011286 | 551000 | POLICE - C/E PATROL CENCOM | |
| | | | | 3,496.85 | 52011286 | 551000 | POLICE - C/E - INVEST CENCOM | |
| | | | | | | | CHECK 355331 TOTAL: | 11,656.17 |
| 355332 | 01/13/2021 | PRTD | 6889 LEADS ONLINE LLC | 245198 258839 | 12/15/2020 | | 01/10/21 | 1,758.00 |
| | | | Invoice: 258839 | | | POL/ANNUAL SUBX | | |
| | | | | 1,758.00 | 52011212 | 549100 | PD-C/E-INV-DUES/SUBSCR/MEMBRSH | |
| | | | | | | | CHECK 355332 TOTAL: | 1,758.00 |
| 355333 | 01/13/2021 | PRTD | 9613 LLOYD THOMAS STEVENS | 245056 PAYREQ1-FINAL-1033 | 12/15/2020 | 20200050 | 01/10/21 | 1,550.00 |
| | | | Invoice: PAYREQ1-FINAL-1033 | | | SOUND ATTENUATION - PW ENG | | |
| | | | | 1,550.00 | 73011183 | 54810001033 | CH HVAC SOUND ATTN-REPAIR | |
| | | | | | | | CHECK 355333 TOTAL: | 1,550.00 |
| 355334 | 01/13/2021 | PRTD | 2132 MCKINSTRY CO LLC | 245104 10133046 | 12/16/2020 | 20200054 | 01/10/21 | 4,601.98 |
| | | | Invoice: 10133046 | | | REPLACE SPRINKLER PIPE | | |
| | | | | 4,601.98 | 73011183 | 54810000772 | CH FIRE SPRINKLER - REPAIRS | |
| | | | | | | | CHECK 355334 TOTAL: | 4,601.98 |
| 355335 | 01/13/2021 | PRTD | 853 KATHRYN E MEYERS | 245081 12/29/20 | 12/29/2020 | | 01/10/21 | 60.00 |
| | | | Invoice: 12/29/20 | | | CRT/1 HR PRO TEMP | | |
| | | | | 60.00 | 21011125 | 541210 | COURT - JUDGE PRO TEMPORE SVCS | |
| | | | | | | | CHECK 355335 TOTAL: | 60.00 |
| 355336 | 01/13/2021 | PRTD | 8375 MOORE IACOFANO GOLTS | 245082 67219 | 12/09/2020 | | 01/10/21 | 1,391.25 |
| | | | Invoice: 67219 | | | DESIGN OF WYATT WAY RECONSTRUC | | |
| | | | | 1,391.25 | 72321951 | 64110000708 | WYATT-MAD TO LOVELL-ENG/DESIGN | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | | | CHECK | 355336 TOTAL: | 1,391.25 |
| 355337 | 01/13/2021 | PRTD | 9263 BELLEVUE PRINTING LL | 245083 52464 | 12/29/2020 | | 01/10/21 | 7,769.90 |
| | Invoice: 52464 | | | | | EX/COBI CONNECTS | | |
| | | | | 2,176.38 | 31011572 | 54250001015 | NEWSLETTER-POSTAGE | |
| | | | | 5,593.52 | 31011572 | 54950001015 | NEWSLETTER-PRINTING | |
| | | | | | | CHECK | 355337 TOTAL: | 7,769.90 |
| 355338 | 01/13/2021 | PRTD | 9323 MURRAYSMITH, INC. | 245058 19-2682.00-14 | 12/17/2020 | | 01/10/21 | 7,576.50 |
| | Invoice: 19-2682.00-14 | | | | | WWTP UPGRADES STUDY | | |
| | | | | 7,576.50 | 72425352 | 54110001009 | WWTP TERTIARY STUDY-PROF SVCS | |
| | | | | | | CHECK | 355338 TOTAL: | 7,576.50 |
| 355339 | 01/13/2021 | PRTD | 8545 MUTT MITT | 245144 382557 | 12/22/2020 | | 01/10/21 | 1,613.70 |
| | Invoice: 382557 | | | | | PW/DOG WASTE BAGS | | |
| | | | | 1,290.96 | 73011768 | 531100 | O&M-C/E-PARKS-SUPPLIES | |
| | | | | 322.74 | 73011189 | 531100 | O&M - C/E FACIL OFC SUPPLIES | |
| | | | | | | CHECK | 355339 TOTAL: | 1,613.70 |
| 355340 | 01/13/2021 | PRTD | 8655 PENINSULA TREE SERVI | 245145 2208 | 12/16/2020 | | 01/10/21 | 3,706.00 |
| | Invoice: 2208 | | | | | PW/ALDER, CEDAR REMOVAL | | |
| | | | | 3,706.00 | 73111427 | 54810000354 | TREE PRES & REMOVAL-ROADS | |
| | | | | | | CHECK | 355340 TOTAL: | 3,706.00 |
| 355341 | 01/13/2021 | PRTD | 7153 PORT MADISON ENTERPR | 245084 83502 | 12/08/2020 | | 01/10/21 | 395.87 |
| | Invoice: 83502 | | | | | PW/GRAVEL | | |
| | | | | 395.87 | 73111423 | 531100 | OFFICE SUPPLIES | |
| | | | | | | CHECK | 355341 TOTAL: | 395.87 |
| 355342 | 01/13/2021 | PRTD | 2203 PUBLIC SAFETY TESTIN | 245085 2020-0748 | 12/28/2020 | | 01/10/21 | 271.00 |
| | Invoice: 2020-0748 | | | | | Q4 SUBX FEES: OFFICER TESTIGN | | |
| | | | | 271.00 | 91011211 | 541100 | GG-C/E-CIVIL SVC-PROF SVCS | |
| | | | | | | CHECK | 355342 TOTAL: | 271.00 |
| 355343 | 01/13/2021 | PRTD | 7435 RANDY KAN PORTABLE R | 245086 1919832 | 12/03/2020 | | 01/10/21 | 180.00 |
| | Invoice: 1919832 | | | | | PW/EAGLE HARBOR CANS | | |
| | | | | 180.00 | 73011768 | 545000 | O&M-C/E-PARKS-OP LEASES | |
| | | | | 245087 | 1919833 | | | |
| | | | | | | 12/03/2020 | 01/10/21 | 90.00 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| Invoice: 1919833 | | | | 90.00 73011768 545000 | | PW/CREOSOTE CAN O&M-C/E-PARKS-OP LEASES | | |
| Invoice: 1919834 | | | | 245088 1919834 | 12/03/2020 | | 01/10/21 | 90.00 |
| | | | | 90.00 73435838 545000 | | PW/VINCENT RD CAN O&M-DECANT-RENTS | | |
| Invoice: 1919835 | | | | 245089 1919835 | 12/03/2020 | | 01/10/21 | 90.00 |
| | | | | 90.00 73011897 545000 | | PW/HIDDEN COVE CAN O&M-C/E-PWYD FAC-RENTS | | |
| | | | | | | CHECK | 355343 TOTAL: | 450.00 |
| 355344 01/13/2021 PRTD | | 7602 REBECCA DEAN PLLC | 245090 1171 | | 01/01/2021 | | 01/10/21 | 1,239.50 |
| Invoice: 1171 | | | 1,239.50 33011161 541100 | | | HR/PROF SVCS HR-C/E-PROF SVCS | | |
| | | | | | | CHECK | 355344 TOTAL: | 1,239.50 |
| 355345 01/13/2021 PRTD | | 5612 RH2 ENGINEERING INC | 245091 80347 | | 12/04/2020 | | 01/10/21 | 8,015.47 |
| Invoice: 80347 | | | 8,015.47 72413434 66300000987 | | | CHLORINE GENERATOR UPGRADES CHLORINE GEN UPGRADE-CONSTR | | |
| | | | | | | CHECK | 355345 TOTAL: | 8,015.47 |
| 355346 01/13/2021 PRTD | | 408 ROLLING BAY COMMERC | 245199 885559 | | 12/14/2020 | | 01/10/21 | 4,281.25 |
| Invoice: 885559 | | | 4,281.25 21011125 545000 | | | CRT/JAN 2021 RENT W/ INCREASE COURT - RENTS & LEASES - OPER | | |
| | | | | | | CHECK | 355346 TOTAL: | 4,281.25 |
| 355347 01/13/2021 PRTD | | 5251 ROTARY CLUB OF BAINB | 245105 9672-A | | 10/01/2020 | | 01/10/21 | 40.33 |
| Invoice: 9672-A | | | 40.33 51011211 549100 | | | POL/MEALS: PRORATED: CLARK PD-C/E-ADM-DUES/SUBCR/MEMBRSH | | |
| | | | | | | CHECK | 355347 TOTAL: | 40.33 |
| 355348 01/13/2021 PRTD | | 617 S & B INC | 245106 25249L | | 11/30/2020 | | 01/10/21 | 6,215.00 |
| Invoice: 25249L | | | 2,260.00 72413434 64110000818 | | | WATER/SEWER TELEMETRY SCADA UP SCADA UPGRADES WTR PRF SVC | | |
| | | | 3,955.00 72423434 64110000821 | | | SCADA UPGRADES SWR PROF SVC | | |
| Invoice: 25666A | | | 245108 25666A | | 12/10/2020 | | 01/10/21 | 4,353.00 |
| | | | 4,353.00 72413434 64110000708 | | | WYATT WAY RECONSTRUCTION- PRV R WYATT-MAD TO LOVELL-WTR-ENG | | |
| | | | 245109 25727A | | 11/30/2020 | | 01/10/21 | 2,327.50 |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| Invoice: 25727A | | | | 2,327.50 | 73425358 | 548100 | | |
| | | | | 245146 | 25545A | | | |
| Invoice: 25545A | | | | 306.56 | 73425358 | 548100 | | |
| | | | | 245147 | 25734A | | | |
| Invoice: 25734A | | | | 225.00 | 73425358 | 548100 | | |
| | | | | 245148 | 25735A | | | |
| Invoice: 25735A | | | | 245.25 | 73411345 | 548100 | | |
| | | | | | | | CHECK 355348 TOTAL: | 13,672.31 |
| 355349 | 01/13/2021 | PRTD | 1488 SETON CONSTRUCTION I | 245111 | PAYREQ6-708 | | 12/30/2020 20200027 01/10/21 | 285,852.01 |
| | | | Invoice: PAYREQ6-708 | | | | WYATT WAY RECONSTRUCTION | |
| | | | | 282,146.01 | 72321953 | 66300000708 | WYATT-MAD TO LOVELL-CONSTR | |
| | | | | 3,706.00 | 72413434 | 66300000708 | WYATT-MAD TO LOVELL-WTR-CONSTR | |
| | | | | | | | CHECK 355349 TOTAL: | 285,852.01 |
| 355350 | 01/13/2021 | PRTD | 2035 SIX ROBBLEES INC | 245112 | 2-746313 | | 12/10/2020 01/10/21 | 139.20 |
| | | | Invoice: 2-746313 | | | | PW/MX SUPPLIES | |
| | | | | 139.20 | 73638935 | 531100 | O&M-STD ALLOCATION-SUPPLIES | |
| | | | | | | | CHECK 355350 TOTAL: | 139.20 |
| 355351 | 01/13/2021 | PRTD | 9065 SOUNDWEST ENGINEERIN | 245149 | 05-01-23 | | 11/16/2020 01/10/21 | 1,512.50 |
| | | | Invoice: 05-01-23 | | | | COUNTRY CLUB BULKHEAD & CULVER | |
| | | | | 1,512.50 | 72111425 | 54110000781 | CO CLUB RD BULKHEAD R&M-PRO SV | |
| | | | | 245150 | 05-01-24 | | 12/22/2020 01/10/21 | 2,136.25 |
| Invoice: 05-01-24 | | | | 2,136.25 | 72111425 | 54110000781 | COUNTRY CLUB BULKHEAD & CULVER | |
| | | | | | | | CO CLUB RD BULKHEAD R&M-PRO SV | |
| | | | | | | | CHECK 355351 TOTAL: | 3,648.75 |
| 355352 | 01/13/2021 | PRTD | 8132 SPECTRA LABORATORIES | 245151 | 20-08684 | | 12/09/2020 01/10/21 | 84.64 |
| | | | Invoice: 20-08684 | | | | PW/ECOLI TESTING | |
| | | | | 84.64 | 73411345 | 54110000391 | LAB SVCS-WATER | |
| | | | | 245152 | 20-08685 | | 12/09/2020 01/10/21 | 128.80 |
| Invoice: 20-08685 | | | | 128.80 | 73411345 | 54110000391 | PW/HPC SIMPLATE TESTING | |
| | | | | | | | LAB SVCS-WATER | |

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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 |
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| | | | | | | INVOICE DTL DESC | | | |
| Invoice: 20-08729 | | | | 245153 | 20-08729 | 12/09/2020 | | 01/10/21 | 84.64 |
| | | | | 84.64 | 73411345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER | | | |
| Invoice: 20-08844 | | | | 245154 | 20-08844 | 12/09/2020 | | 01/10/21 | 148.12 |
| | | | | 148.12 | 73411345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER | | | |
| Invoice: 20-08889 | | | | 245155 | 20-08889 | 12/11/2020 | | 01/10/21 | 225.40 |
| | | | | 225.40 | 73411345 54110000391 | PW/HPC SIMPLATE LAB SVCS-WATER | | | |
| Invoice: 20-08924 | | | | 245156 | 20-08924 | 12/11/2020 | | 01/10/21 | 211.60 |
| | | | | 211.60 | 73411345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER | | | |
| Invoice: 20-08925 | | | | 245157 | 20-08925 | 12/11/2020 | | 01/10/21 | 21.16 |
| | | | | 21.16 | 73415345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER ROCKAWAY | | | |
| Invoice: 20-08926 | | | | 245158 | 20-08926 | 12/11/2020 | | 01/10/21 | 21.16 |
| | | | | 21.16 | 73011897 54110000391 | PW/ECOLI TESTING LAB SVCS-PWY FAC | | | |
| Invoice: 20-09067 | | | | 245159 | 20-09067 | 12/16/2020 | | 01/10/21 | 148.12 |
| | | | | 148.12 | 73411345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER | | | |
| Invoice: 20-09121 | | | | 245160 | 20-09121 | 12/18/2020 | | 01/10/21 | 63.48 |
| | | | | 63.48 | 73415345 54110000391 | PW/ROCKAWAY BEACH TESTING LAB SVCS-WATER ROCKAWAY | | | |
| Invoice: 20-09122 | | | | 245161 | 20-09122 | 12/18/2020 | | 01/10/21 | 63.48 |
| | | | | 63.48 | 73411345 54110000391 | PW/HOB WELL TESTING LAB SVCS-WATER | | | |
| Invoice: 20-09127 | | | | 245162 | 20-09127 | 12/18/2020 | | 01/10/21 | 225.40 |
| | | | | 225.40 | 73411345 54110000391 | PW/HPC SIMPLATE TESTING LAB SVCS-WATER | | | |
| Invoice: 20-09253 | | | | 245163 | 20-09253 | 12/28/2020 | | 01/10/21 | 84.64 |
| | | | | 84.64 | 73411345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER | | | |
| Invoice: 20-09254 | | | | 245164 | 20-09254 | 12/28/2020 | | 01/10/21 | 128.80 |
| | | | | 128.80 | 73411345 54110000391 | PW/HPC SIMPLATE TESTING LAB SVCS-WATER | | | |
| Invoice: 20-09306 | | | | 245165 | 20-09306 | 12/29/2020 | | 01/10/21 | 32.00 |
| | | | | 32.00 | 73425358 54110000391 | PW/EFFLUENT TESTING LAB & TESTING SVCS-WWTP | | | |

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| CASH ACCOUNT: 635 | 111100 | CASH | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| Invoice: 20-09341 | | | | 245166 20-09341 | 12/31/2020 | | 01/10/21 | 331.20 |
| | | | | 331.20 73411345 54110000391 | PW/LCR TESTING LAB SVCS-WATER | | | |
| Invoice: 20-09381 | | | | 245167 20-09381 | 12/31/2020 | | 01/10/21 | 84.64 |
| | | | | 84.64 73411345 54110000391 | PW/ECOLI TESTING LAB SVCS-WATER | | | |
| | | | | | | CHECK | 355352 TOTAL: | 2,087.28 |
| 355353 01/13/2021 PRTD Invoice: 8060486378 | | | 2467 STAPLES | 245168 8060486378 | 12/28/2020 | | 01/10/21 | 157.99 |
| | | | | 45.06 31011252 53110001069 | EX,FIN/OFFICE SUPPLIES COVID19-SUPPLIES | | | |
| | | | | 29.12 31011131 531100 | EX-GF-SUPPLIES | | | |
| | | | | 29.12 41011141 531100 | FIN - C/E ADMIN SUPPLIES | | | |
| | | | | 51.16 31011252 53110001069 | COVID19-SUPPLIES | | | |
| | | | | 1.76 31011131 531100 | EX-GF-SUPPLIES | | | |
| | | | | 1.77 41011141 531100 | FIN - C/E ADMIN SUPPLIES | | | |
| Invoice: 3466218210 | | | | 245204 3466218210 | 01/02/2021 | | 01/10/21 | 16.76 |
| | | | | 16.76 51011211 531100 | POL/LABEL TAPE PD-C/E-ADM-SUPPLIES | | | |
| Invoice: 3466218211 | | | | 245205 3466218211 | 01/02/2021 | | 01/10/21 | 180.45 |
| | | | | 90.23 51011211 531100 | POL/OFFICE SUPPLIES PD-C/E-ADM-SUPPLIES | | | |
| | | | | 36.09 52011212 531100 | POLICE - C/E INVEST SUPPLIES | | | |
| | | | | 54.13 53011212 531100 | PD-C/E-PATROL SUPPLIES | | | |
| Invoice: 3466218212 | | | | 245206 3466218212 | 01/02/2021 | | 01/10/21 | 86.68 |
| | | | | 51.16 51011252 53110001069 | POL/SANITIZER, PENS COVID19-SUPPLIES | | | |
| | | | | 35.52 53011212 531100 | PD-C/E-PATROL SUPPLIES | | | |
| Invoice: 3466218213 | | | | 245207 3466218213 | 01/02/2021 | | 01/10/21 | -51.16 |
| | | | | -51.16 51011252 53110001069 | POL/RETURN COVID19-SUPPLIES | | | |
| Invoice: 3466218214 | | | | 245208 3466218214 | 01/02/2021 | | 01/10/21 | 51.16 |
| | | | | 51.16 51011252 53110001069 | POL/HAND SANITIZER COVID19-SUPPLIES | | | |
| | | | | | | CHECK | 355353 TOTAL: | 441.88 |
| 355354 01/13/2021 PRTD Invoice: 3005390236 | | | 2122 STERICYCLE INC | 245210 3005390236 | 12/31/2020 | | 01/10/21 | 10.36 |
| | | | | 10.36 53011212 541100 | POL/BIOHAZARD DISPOSAL POLICE - C/E PATROL PROF SVCS | | | |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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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 | | |
| 355365 | 01/13/2021 | PRTD | 9564 WEBUCATOR, INC. | 245182 | 20230 | | 01/10/21 | 1,604.75 |
| | Invoice: 20230 | | | | | 10/19/2020 | | |
| | | | | 1,604.75 | 81011252 | 44341001069 | IT/MS TEAMS TRAINING COVID19-TRAINING | |
| | | | | | | CHECK | 355365 TOTAL: | 1,604.75 |
| 355366 | 01/13/2021 | PRTD | 499 WESTBAY AUTO PARTS I | 245184 | 594471 | | 01/10/21 | 52.19 |
| | Invoice: 594471 | | | | | 12/08/2020 | | |
| | | | | 52.19 | 990 | 141100 | PW/LAMPS MERCHANDISE | |
| | Invoice: 594575 | | | 245185 | 594575 | | 01/10/21 | 58.05 |
| | | | | 29.02 | 73111423 | 531100 | PW/FUEL FILTER, FUEL CAP TETHER | |
| | | | | 29.03 | 73111427 | 531100 | OFFICE SUPPLIES OFFICE SUPPLIES | |
| | Invoice: 594745 | | | 245186 | 594745 | | 01/10/21 | 21.47 |
| | | | | 21.47 | 990 | 141100 | PW/CM MARKER, RUBBER GROMMET MERCHANDISE | |
| | Invoice: 594747 | | | 245187 | 594747 | | 01/10/21 | 54.94 |
| | | | | 54.94 | 73638935 | 531100 | PW/SOLVENT O&M-STD ALLOCATION-SUPPLIES | |
| | | | | | | CHECK | 355366 TOTAL: | 186.65 |
| 355367 | 01/13/2021 | PRTD | 8759 WHISTLE WORKWEAR | 245188 | 217655 | | 01/10/21 | 217.98 |
| | Invoice: 217655 | | | | | 12/31/2020 | | |
| | | | | 217.98 | 73637891 | 531100 | PW/BLAKLADER JACET, PANT OFFICE SUPPLIES | |
| | | | | | | CHECK | 355367 TOTAL: | 217.98 |
| | | | | NUMBER OF CHECKS | 81 | *** CASH ACCOUNT TOTAL *** | | 1,008,429.20 |
| | | | | | | COUNT | AMOUNT | |
| | | | | TOTAL PRINTED CHECKS | 81 | | 1,008,429.20 | |
| | | | | | | *** GRAND TOTAL *** | | 1,008,429.20 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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CLERK: cfreitas

| YEAR PER SRC | JNL ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC LINE DESC | T OB | DEBIT | CREDIT |
|----------------------|-------------|------------|----------|--------|-------|-------|--------------------------------|------|--------------|--------------|
| 2021 | 1 | 48 | | | | | | | | |
| APP | 001-213000 | 01/13/2021 | 01/10/21 | 011321 | | | GENERAL - ACCOUNTS PAYABLE | | 338,530.15 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 635-111100 | 01/13/2021 | 01/10/21 | 011321 | | | CASH | | | 1,008,429.20 |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 401-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 42,878.57 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 402-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 107,460.82 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 101-213000 | 01/13/2021 | 01/10/21 | 011321 | | | STREETS - ACCOUNTS PAYABLE | | 95,796.78 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 631-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 8,873.95 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 901-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 1,965.53 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 407-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 100,860.72 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 301-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 283,537.26 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 403-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 25,725.42 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP | 650-213000 | 01/13/2021 | 01/10/21 | 011321 | | | ACCOUNTS PAYABLE | | 2,800.00 | |
| | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | | 1,008,429.20 | 1,008,429.20 |
| APP | 631-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | 999,555.25 | |
| APP | 001-130000 | 01/13/2021 | 01/10/21 | 011321 | | | GENERAL - DUE TO/FROM CLEARING | | | 338,530.15 |
| APP | 401-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 42,878.57 |
| APP | 402-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 107,460.82 |
| APP | 101-130000 | 01/13/2021 | 01/10/21 | 011321 | | | STREETS - DUE TO/FROM CLEARING | | | 95,796.78 |
| APP | 901-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 1,965.53 |
| APP | 407-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 100,860.72 |
| APP | 301-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 283,537.26 |
| APP | 403-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 25,725.42 |
| APP | 650-130000 | 01/13/2021 | 01/10/21 | 011321 | | | DUE TO/FROM CLEARING | | | 2,800.00 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

| YEAR PER | JNL | ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------|----------|---------|----------|-------|-------|-------|--------------------------------|------|--------------|--------------|
| SRC | EFF DATE | | | | | | LINE DESC | | | |
| | | | | | | | SYSTEM GENERATED ENTRIES TOTAL | | 999,555.25 | 999,555.25 |
| | | | | | | | JOURNAL 2021/01/48 TOTAL | | 2,007,984.45 | 2,007,984.45 |

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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 | 2021 | 1 | 48 | 01/13/2021 | GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE | 338,530.15 | 338,530.15 |
| | | | | | FUND TOTAL | 338,530.15 | 338,530.15 |
| 101 STREET FUND 101-130000 101-213000 | 2021 | 1 | 48 | 01/13/2021 | STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE | 95,796.78 | 95,796.78 |
| | | | | | FUND TOTAL | 95,796.78 | 95,796.78 |
| 301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000 | 2021 | 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 283,537.26 | 283,537.26 |
| | | | | | FUND TOTAL | 283,537.26 | 283,537.26 |
| 401 WATER OPERATING FUND 401-130000 401-213000 | 2021 | 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 42,878.57 | 42,878.57 |
| | | | | | FUND TOTAL | 42,878.57 | 42,878.57 |
| 402 SEWER OPERATING FUND 402-130000 402-213000 | 2021 | 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 107,460.82 | 107,460.82 |
| | | | | | FUND TOTAL | 107,460.82 | 107,460.82 |
| 403 STORM & SURFACE WATER FUND 403-130000 403-213000 | 2021 | 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 25,725.42 | 25,725.42 |
| | | | | | FUND TOTAL | 25,725.42 | 25,725.42 |
| 407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000 | 2021 | 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 100,860.72 | 100,860.72 |
| | | | | | FUND TOTAL | 100,860.72 | 100,860.72 |
| 631 CLEARING FUND 631-130000 631-213000 635-111100 | 2021 | 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH | 999,555.25 8,873.95 | 1,008,429.20 |
| | | | | | FUND TOTAL | 1,008,429.20 | 1,008,429.20 |

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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 |
|--|----------|-----|------------|--|----------|----------|
| 650 AGENCY FUND 650-130000 650-213000 | 2021 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 2,800.00 | 2,800.00 |
| | | | | FUND TOTAL | 2,800.00 | 2,800.00 |
| 901 CITY-WIDE REPORTING FUND 901-130000 901-213000 | 2021 1 | 48 | 01/13/2021 | DUE TO/FROM CLEARING ACCOUNTS PAYABLE | 1,965.53 | 1,965.53 |
| | | | | FUND TOTAL | 1,965.53 | 1,965.53 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|-----------------------------|------------|------------|
| 001 | GENERAL FUND | | 338,530.15 |
| 101 | STREET FUND | | 95,796.78 |
| 301 | CAPITAL CONSTRUCTION FUND | | 283,537.26 |
| 401 | WATER OPERATING FUND | | 42,878.57 |
| 402 | SEWER OPERATING FUND | | 107,460.82 |
| 403 | STORM & SURFACE WATER FUND | | 25,725.42 |
| 407 | BUILDING & DEVELOPMENT FUND | | 100,860.72 |
| 631 | CLEARING FUND | 999,555.25 | |
| 650 | AGENCY FUND | | 2,800.00 |
| 901 | CITY-WIDE REPORTING FUND | | 1,965.53 |
| | TOTAL | 999,555.25 | 999,555.25 |

** END OF REPORT - Generated by Carrie L. Freitas **

PAYROLL

PAYROLL CHECK RUN: 1 -05 - 2021

| Run Type | Run Date | Check # Sequence | Comments | Amount |
|----------|------------|------------------|----------------------------------|-------------------|
| Misc | 12/31/2020 | 49859 | Misc check run (Direct Dep) | 0.03 |
| EFTPS | 12/31/2020 | N/A | Federal Tax Electronic Transfer | 58.69 |
| Normal | 1/5/2021 | 49860 - 49983 | Regular check run (Direct Dep) | 305,059.80 |
| Normal | 1/5/2021 | 109516 | Regular check run (Paper Checks) | 1,990.81 |
| Vendor | 1/5/2021 | 109517 - 109527 | Vendor check run (Paper Checks) | 359,071.36 |
| EFTPS | 1/5/2021 | N/A | Federal Tax Electronic Transfer | 112,006.41 |
| | | | | |
| | | | TOTAL: | 778,187.10 |

Prepared and Reviewed by: *Brenda Landolt* Date 01/05/2021
 Brenda Landolt, 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.

Kimberly M. Dunscombe Date 01/05/2021
 Kimberly M. Dunscombe, Budget Manager



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: City Council Study Session Minutes, December 1, 2020

SUMMARY: Consider approval of meeting minutes.

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:

Included in Current Budget?

BACKGROUND:

ATTACHMENTS:

[City Council Study Session Minutes, December 1, 2020.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION
DECEMBER 1, 2020

MEETING MINUTES

1) CALL TO ORDER / ROLL CALL

Deputy Mayor Deets called the meeting to order at 6:02 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Hytopoulos, Nassar, and Pollock were present.

2) APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE

Councilmember Nassar moved and Councilmember Pollock seconded to approve the agenda as presented. The motion carried unanimously, 6 – 0.

There were no conflicts of interest disclosed.

3) MAYOR'S REPORT

Mayor Schneider spoke about the process to appoint a new Councilmember to fill the North Ward vacancy.

4) FUTURE COUNCIL AGENDAS

4.A Future Council Agendas

Cover Page

[December 2 Special City Council Meeting.pdf](#)

[December 3 Special City Council Meeting.pdf](#)

[December 8 City Council Regular Business Meeting.pdf](#)

[December 15 City Council Study Session.pdf](#)

Deputy City Manager Schroer reviewed future Council agendas, and Council discussed potential additions.

5) NORTH WARD COUNCIL VACANCY INTERVIEWS

5.A Council Candidate Remarks

Cover Page

[Brenda Fantroy-Johnson Council Vacancy Application_Redacted.pdf](#)

[Jane Lindley Council Vacancy Application_Redacted.pdf](#)

[Tyler Benson Council Vacancy Application_Redacted.pdf](#)

[Stuart Walton Council Vacancy Application_Redacted.pdf](#)
[Kevin Fetterly Council Vacancy Application Redacted.pdf](#)

Deputy Mayor Deets introduced the agenda item and described the process. Brenda Fantroy-Johnson, Jane Lindley, Tyler Benson, Stuart Walton, Kevin Fetterly provided prepared remarks.

5.B Questions and Answers
[Cover Page](#)

Each Council candidate responded to a question from each Councilmember.

5.C Executive Session pursuant to RCW 42.30.110(1)(h) to Evaluate the Qualifications of a Candidate for Appointment to Elective Office.
[Cover Page](#)

Deputy Mayor Deets adjourned the meeting to an executive session pursuant to RCW 42.30.110(1)(h) at 8:13 p.m.

Council returned from executive session at 8:32 p.m., and Deputy Mayor Deets reconvened the meeting.

5.D Nomination and Selection of Finalists; Confirm Special Meeting Structure
[Cover Page](#)
[2020 City Council Appointment Voting Process .docx](#)

City Attorney Levan explained the process. Each Councilmember provided their first, second, and third choice, and Deputy City Manager Schroer tallied the selections in accordance with the approved process.

Carr: Lindley, Benson, Fantroy-Johnson
Deets: Lindley, Fantroy-Johnson, Benson
Hytopoulos: Lindley, Fantroy-Johnson, Benson
Nassar: Fantroy-Johnson, Fetterly, Benson
Pollock: Fantroy-Johnson, Fetterly, Benson
Schneider: Lindley, Fantroy-Johnson, Benson

Jane Lindley and Brenda Fantroy-Johnson received 20 points, Tyler Benson received 8 points, and Kevin Fetterly received 6 points.

Council discussed next steps.

MOTION: I move that we limit participants to the top two vote-getters from tonight.
Schneider/Pollock: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: None
ABSTAIN: None

Deputy Mayor Deets stated the top two candidates (Jane Lindley and Brenda Fantroy-Johnson) will return to the December 8, 2020 business meeting for an additional interview.

Council adjourned for a break at 9:05. Deputy Mayor Deets reconvened the meeting at 9:15 p.m. Councilmember Nassar returned at 9:16 p.m.

6) UNFINISHED BUSINESS

6.A Update on the Development Moratorium - Planning

[Cover Page](#)

[2020 | 125 Moratorium Work Program Status Report](#)

[Development Moratorium Summary Effective 2020 | 104.pdf](#)

[Ordinance No. 2020-29 Further Narrowing the Development Moratorium to Shoreline Properties within the WMPSA Approved | 02720.pdf](#)

[Ordinance No. 2020-29 Exhibit B Winslow Master Plan Study Area Approved | 02720.pdf](#)

[ORD NO. 2020-24 EXTENDING THE DEVELOPMENT MORATORIUM.pdf](#)

Senior Planner Sutton provided an update on the moratorium.

6.B Timing for Transition from Race Equity Task Force to Race Equity Advisory Committee

[Cover Page](#)

[RETF response to draft Ord. No. 2020-23.pdf](#)

[For Background - 06 Oct 2020 Staff Memo on REAC ordinance discussion_points.pdf](#)

[For Background - 06 Oct 2020 Draft Ord_No_2020-](#)

[23_Creating_a_Standing_Race_Equity_Advisory_Committee.pdf](#)

Deputy City Manager Schroer introduced the agenda item. City Attorney Levan provided additional information on the transition steps. Council's consensus was to consider approval of the revised ordinance at the December 8, 2020 business meeting, appoint nine members to the committee, advertise for two vacancies, and modify the ordinance to include provisions that are standard for other City advisory committees.

6.C Update from Joint City Council and Planning Commission Land Use Subcommittee - Councilmembers Carr, Hytopoulos, and Pollock

[Cover Page](#)

Councilmember Hytopoulos provided an update.

7) CITY COUNCIL DISCUSSION

7.A Recommendation from Council Ad Hoc Committee on Public Farmland

[Cover Page](#)

[City Farmland Ad Hoc Committee Recommendations | 123 2020 - Memo](#)

Councilmember Hytopoulos introduced the agenda item, and Council discussed the recommendations.

MOTION: I move to award \$65,000 out of Council's contingency funds in 2021 to Friends of the Farms.

Nassar/Pollock The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

8) FOR THE GOOD OF THE ORDER

Deputy Mayor Deets commented on the North Ward vacancy process.

9) ADJOURNMENT

Deputy Mayor Deets adjourned the meeting at 9:48 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: Special City Council Meeting Minutes, December 2, 2020

SUMMARY: Consider approval of meeting minutes.

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Special City Council Meeting Minutes, December 2, 2020.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

SPECIAL CITY COUNCIL MEETING
WEDNESDAY, DECEMBER 2, 2020

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Schneider called the meeting to order at 5:02 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Hytopoulos, Nassar, and Pollock were present.

2) EXECUTIVE SESSION

2.A Pursuant to RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for employment or to review the performance of a public employee.

[Cover Page](#)

Mayor Schneider adjourned the meeting to an executive session pursuant to RCW 42.30.110(1)(g) at 5:03 p.m. with City Attorney Levan and Ron Holifield of Strategic Government Resources.

Council returned from executive session at 8:07 p.m.

3) ADJOURNMENT

Mayor Schneider adjourned the meeting at 8:07 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: Special City Council Meeting Minutes, December 3, 2020

SUMMARY: Consider approval of meeting minutes.

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Special City Council Meeting Minutes, December 3, 2020.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

SPECIAL CITY COUNCIL MEETING
THURSDAY, DECEMBER 3, 2020

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Schneider called the meeting to order at 5:00 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Hytopoulos, Nassar, and Pollock were present.

2) EXECUTIVE SESSION

2.A Pursuant to RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for employment or to review the performance of a public employee.

[Cover Page](#)

Mayor Schneider adjourned the meeting to an executive session pursuant to RCW 42.30.110(1)(g) at 5:01 p.m. with City Attorney Levan and Ron Holifield of Strategic Government Resources.

Council returned from executive session at 9:00 p.m.

3) ADJOURNMENT

Mayor Schneider adjourned the meeting at 9:00 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: Regular Business Meeting Minutes, December 8, 2020

SUMMARY: Consider approval of meeting minutes.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: City Council

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[City Council Regular Business Meeting Minutes, December 8, 2020.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, DECEMBER 8, 2020

MEETING MINUTES

1) **CALL TO ORDER/ROLL CALL**

Mayor Schneider called the meeting to order at 6:02 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Hytopoulos, Nassar, and Pollock were present.

2) **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**

Deputy Mayor Deets moved and Councilmember Carr seconded to approve the agenda, as presented. The motion carried unanimously, 6 – 0.

There were no conflicts of interest disclosed.

3) **PUBLIC COMMENT**

3.A Instructions for Providing Public Comment - City Clerk,
Cover Page
[Instructions for Providing Public Comment at Remote Meetings.docx](#)

Mayor Schneider proposed shortening the time allotted to each speaker to one minute due to the number of speakers.

Councilmember Pollock moved and Councilmember Nassar seconded to allow two minutes for each speaker. The motion failed 3-3 with Councilmembers Pollock, Nassar, and Deets voting in favor.

Councilmember Hytopoulos moved and Councilmember Carr seconded to allow one minute and 30 seconds for each speaker. The motion carried unanimously, 6-0.

Ellen Lockert spoke in favor of appointing Jane Lindley to the North Ward Council vacancy.

Sarah Blossom thanked City Manager Morgan Smith for her service.

Kimi Kinoshita spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Janna Chan spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Don Willott spoke in favor of appointing Jane Lindley to the North Ward Council vacancy.

Cindy Anderson spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Linda Espinosa spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Kerrie Agosta spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Robin Hunt spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Barb Trafton, Bainbridge Island Parks Foundation, spoke in favor of the Vincent Road trail.

Monica Aufrecht spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Steven Soltar spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

James Friday spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Debby Haase spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Steve Ross spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Beth Morgan spoke against prohibiting new self-storage uses.

Sue Wilmot spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Peggi Erickson spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Holly Maynes spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Katy spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Dan Eernisse spoke in favor of self-storage facilities.

Deana Martinez spoke in favor of appointing Brenda Fantroy-Johnson to the North Ward Council vacancy.

Sal DeRosalia thanked City Manager Smith for her service; spoke about the process to select a new Councilmember; and spoke in favor of grants for small businesses.

4) [MAYOR'S REPORT](#)

Mayor Schneider acknowledged the testimonials in favor of the North Ward Council candidates.

5) [CITY MANAGER'S REPORT](#)

Deputy City Manager Schroer mentioned the Comcast open house on December 14, 2020.

6) [FUTURE COUNCIL AGENDAS](#)

6.A [Future Council Agendas](#)

[Cover Page](#)

[December 15 City Council Study Session.pdf](#)

[December 16 Special Joint City Council and RETF Meeting.pdf](#)

Deputy City Manager Schroer reviewed future Council agendas.

Deputy Mayor Deets moved and Councilmember Pollock seconded to add a discussion of the digital store to the next meeting. The motion carried unanimously, 6-0.

Councilmember Carr moved and Deputy Mayor Deets seconded to add a discussion of Safe Routes to School pop-up projects to the next meeting. The motion carried unanimously, 6-0.

Councilmember Nassar moved and Councilmember Carr seconded to add a discussion on Grow improvements to the next meeting. The motion carried unanimously, 6-0.

Councilmember Carr noted that the update from the Joint City Council and Planning Commission Land Use Subcommittee could be removed from the December 15, 2020 agenda.

7) NORTH WARD COUNCIL VACANCY

7.A Questions and Answers with the Council Candidates

[Cover Page](#)

[Jane Lindley Council Vacancy Application](#)

[Brenda Fantroy-Johnson Council Vacancy Application](#)

Mayor Schneider introduced the agenda item. Council discussed Councilmember Pollock's suggestion for an advisory vote in early February.

Jane Lindley and Brenda Fantroy-Johnson responded to a question from each Council member.

7.B Selection and Appointment of North Ward Council Member

[Cover Page](#)

Council discussed deferring the decision until after an advisory vote.

Councilmember Pollock moved and Deputy Mayor Deets seconded to defer the decision until after an advisory vote. The motion failed 3-3 with Deputy Mayor Deets and Councilmembers Pollock and Nassar voting in favor.

Each Councilmember selected their choice for the North Ward vacancy:

Carr: Lindley

Deets: Fantroy-Johnson

Hytopoulos: Lindley

Nassar: Fantroy-Johnson

Pollock: Fantroy-Johnson

Schneider: Lindley

Jane Lindley received three votes, and Brenda Fantroy-Johnson received three votes.

Councilmember Pollock moved and Councilmember Nassar seconded to hold a special meeting on Thursday at 6:00 p.m. to discuss the appointment. The motion failed 5-1 with Councilmember Pollock voting in favor.

Council forwarded the selection and appointment to the December 15, 2020 Study Session.

8) PRESENTATION(S)

8.A Utility Advisory Committee Recommendations on Small Water Systems and 2021 Work Plan Update

[Cover Page](#)

[Utility Advisory Committee Water System_Annual Report and 2021 Work.pptx](#)

[COBI Water System Memo 102320.pdf](#)

[UAC 2020 Annual Report 11-16-20.docx](#)

Public Works Director Wierzbicki introduced the agenda item. Ted Jones from the Utility Advisory Committee (“UAC”) provided a presentation on the proposed 2021 work plan. Andy Maron and Nancy Nolan of the UAC provided a presentation on the committee’s recommendations on small water systems.

MOTION: I move to forward for approval with the January 12, 2021 Consent Agenda the Utility Advisory Committee 2021 Work Plan as presented.

Deets/Pollock: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

Council directed staff to develop a resolution based on the UAC’s recommendation to develop a small water system policy.

8.B COVID-19 Community Based Testing Site Update - Executive

[Cover Page](#)

[COVID Update to Council 12082020.pdf](#)

Emergency Management Coordinator LeSage provided an update on the testing site.

8.C Winter Weather Briefing, Executive

[Cover Page](#)

[12082020 EM Presentation to CC Winter Weather.pdf](#)

Emergency Management Coordinator LeSage and Public Works Director Wierzbicki provided a presentation on winter weather issues.

9) PUBLIC HEARING(S)

9.A Ordinance No. 2020-37 Relating to 6-Month Extension of Landmark Tree Ordinance - Planning

[Cover Page](#)

[Ordinance No. 2020-37 Extending Landmark Tree Regulations](#)

[Exhibit A to Ord. 2020-37 \(Work Plan\)](#)

[Exhibit B to Ordinance 2020-37 \(Winslow Master Plan Study Area\)](#)

[Ordinance No. 2020-13 \[For Reference\]](#)

Planning Director Wright introduced the agenda item. Mayor Schneider opened the public hearing at 10:04 p.m. There was no public comment. Mayor Schneider closed the public hearing at 10:05 p.m.

MOTION: I move to approve Ordinance No. 2020-37 to extend for six months the interim control related to the protection of landmark trees.

Deets/Pollock: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

10) UNFINISHED BUSINESS

10.A Ordinance No. 2020-34 Prohibiting New Self-Service Storage Uses, Consider Adoption - Planning

[Cover Page](#)

[Ordinance No. 2020-34 Self-Service Storage Facilities Moratorium](#)

[Exhibit A to Ordinance 2020-34.docx](#)

[Planning Commission Recorded Motion 2020-34.pdf](#)

[Planning Commission Public Hearing Public Comments.pdf](#)

[\[For Reference\] Ordinance No. 2020-36 Extending the Moratorium on Self-Service Storage Facilities Approved 111020.pdf](#)

Planning Director Wright and Senior Planner Sutton introduced the agenda item.

MOTION: I move to approve Ordinance No. 2020-34.

Nassar/Deets: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

10.B Ordinance No. 2020-41 Terminating the Self-Service Storage Moratorium - Planning

[Cover Page](#)

[Ordinance No. 2020-41 Terminating the Moratorium Related to Self-Service Storage Facilities](#)

Planning Director Wright introduced the agenda item.

MOTION: I move to adopt Ordinance No. 2020-41.

Nassar/Carr: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

10.C 2020 Annual Drainage Project Contract Award - Public Works

[Cover Page](#)

[Bid Form.doc](#)
[Small Works Roster Contract Pro Forma - WITH Amendments to Specs and Special Provisions - RLS Rev 10-29-20.docx](#)

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to approve the 2020 Annual Drainage contract award to the apparent low bidder, Seton Construction Inc., in the amount of \$149,519.00, and to authorize the City Manager to execute the associated contract and related documents in substantially the form as included with this agenda item to effectuate the contract award.

Nassar/Carr: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: None
ABSTAIN: None

10.D Dump Truck Cab and Chassis Procurement - Public Works

[Cover Page](#)
[RWC Group_International Dump Truck.pdf](#)
[Northend Truck Equip Hook Lift_Plow_Sander.xlsx.pdf](#)
[Northend Truck Equip Retrofit Existing Equip.pdf](#)

Public Works Director Wierzbicki introduced the agenda item and addressed Councilmember Nassar's question.

MOTION: I move to authorize and approve the Dump Truck Cab and Chassis procurement in the combined amount of approximately \$258,170.18.

Nassar/Deets: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: None
ABSTAIN: None

10.E Ordinance No. 2020-23, Creating a Standing Race Equity Advisory Committee - Executive

[Cover Page](#)
[Ordinance No. 2020-23 Creating Race Equity Advisory Committee](#)
[\[For Reference\] October 2, 2020 Staff Memo - Recommended Discussion Points](#)

City Attorney Levan introduced the agenda item.

MOTION: I move to approve Ordinance No. 2020-23 to thereby create a standing Race Equity Advisory Committee.

Deets/Carr: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider
NOES: None
ABSENT: None

ABSTAIN: None

11) NEW BUSINESS

11.A Vincent Road Property Trail Easement - Public Works

Cover Page

Vincent Property Trail Easement

Winslow to Gazzam-cross island trail - Dec 2020

Public Works Director Wierzbicki provided a presentation on the trail easement.

MOTION: I move to authorize the City Manager to execute the Public Pedestrian Access Easement and Agreement related to the City's Vincent Road property in substantially the form attached with this agenda item, and thereby convey that easement to the Bainbridge Island Metropolitan Park and Recreation District for public use.

Carr/Pollock: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

11.B Consider Approval of Donation Agreement Related to Mobile Home at the Islander Mobile Home Park

Cover Page

Donation Agreement - Christopherson

Subscription Agmt for Membership and Proprietary Lease - Lot 48 (October 2004)

Consent to Sublease - Christopherson (October 2004)

Sublease Agreement - Christopherson (November 2004)

Resolution No. 2010-24 (ISLANDER MOBILE HOME PARK)

City Attorney Levan introduced the agenda item.

MOTION: I move to approve the donation agreement with Ms. Christopherson and to thereby accept the donation of the mobile home described in the agreement, and to authorize the City Manager to execute the agreement and associated documents to effectuate the donation.

Carr/Pollock: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

11.C Approve Appointment of Deputy City Manager Ellen Schroer as Interim City Manager

Cover Page

Mayor Schneider introduced the agenda item.

MOTION: I move to approve the appointment of Deputy City Manager Ellen Schroer to serve as Interim City Manager for the transition period between the current City Manager and a new City Manager, which

transition period will begin on December 11, 2020 and will continue until a new City Manager begins employment with the City.

Carr/Deets: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

12) COUNCIL DISCUSSION

12.A Request from the Race Equity Task Force for Council to Endorse GARE Open Letter Opposing Executive Order Banning Systemic Racism Training - Councilmembers Nassar and Hytopoulos

[Cover Page](#)

[GARE An Open Letter In Support of Meaningful Conversation and Action to Address Systemic Racism in Government and all American Institutions.docx](#)

Councilmember Hytopoulos introduced the agenda item.

MOTION: I move to authorize the Mayor to sign the letter opposing the Executive Order banning systemic racism training on behalf of the City Council.

Carr/Pollock: The motion carried unanimously, 6-0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

13) CONSENT AGENDA

13.A Agenda Bill for Consent Agenda

[Cover Page](#)

13.B Accounts Payable and Payroll

[Cover Page](#)

[AP Report to Council of Cash Disbursements 12-09-20.pdf](#)

[Payroll.pdf](#)

Accounts payable: check number 355065 from previous run = \$415.91; EFT number 414 = \$27,556.05; ACH 415 – 417 = \$1,274,512.56; manual check numbers 355066 – 355073 = \$12,794.07; regular check run = \$487,353.53; total disbursement = \$1,802,216.21.

Payroll: check numbers 49611 – 49612 = \$2,900.32; EFTPS = \$768.37; normal check run 49613 - \$308,761.09; paper check = \$1,995.86; vendor check run 109499 – 109507 = \$111,733.16. total disbursement = \$307,677.87. Total disbursement = \$729,733.16.

13.C Special City Council Meeting Minutes, November 16, 2020

[Cover Page](#)

[Special City Council Meeting Minutes, November 16, 2020.pdf](#)

- 13.D City Council Study Session Minutes, November 17, 2020**
[Cover Page](#)
[City Council Study Session Minutes, November 17, 2020.pdf](#)
- 13.E Regular City Council Business Meeting Minutes, November 24, 2020**
[Cover Page](#)
[Regular City Council Business Meeting Minutes, November 24, 2020.pdf](#)
- 13.F Ordinance No. 2020-38, Relating to 2020 4th Quarter Budget and Updated Capital Improvement Plan Amendments - Finance**
[Cover Page](#)
[2020 4th QTR BUA Transmittal Memo for 11242020](#)
[ORD 2020-38 2020 4th QTR Budget and CIP Amendments - FINAL.docx](#)
[Ord 2020-38 Attachment A - Q4 Budget Amendments.pdf](#)
- 13.G Second Amendment to the Agreement for Provision of Juvenile Detention Facilities - Police**
[Cover Page](#)
[2021 Juvenile Detention Facilities ILA Second Amendment.docx](#)
- 13.H Amendment No. 1 to Interlocal Agreement between the City of Bainbridge Island and the Kitsap Conservation District for Agricultural Assistance, Support, and Conservation - Public Works**
[Cover Page](#)
[Amendment No. 1 to 2019-20 ILA Between COBI and the Kitsap Conservation District.docx](#)
[2019-2020 Kitsap Conservation District ILA - Executed.pdf](#)
[2019 KCD and Bainbridge ILA Annual Report.pdf](#)
[2018 KCD and Bainbridge ILA Annual Report.pdf](#)
- 13.I Ordinance No. 2020-32 Relating to Speed and Wake Restrictions in Blakely Harbor - Police**
[Cover Page](#)
[Ordinance No. 2020-32 Speed and Wake Restrictions in Blakely Harbor.docx](#)
[Blakely Harbor No Wake.pdf](#)
- 13.J Confirmation of Appointment to the Planning Commission - Mayor Schneider**
[Cover Page](#)
[Planning Commission Applications \(Redacted\).pdf](#)
- 13.K Appointments to the Lodging Tax Advisory Committee - Mayor Schneider**
[Cover Page](#)
[Lodging Tax Advisory Committee Applications - Redacted.pdf](#)

Councilmember Nassar recused herself from the vote on the Consent Agenda due to a potential conflict of interest with item 13.H.

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

Deets/Pollock: The motion carried 5-0 with Councilmember Nassar recused from the vote.

14) COMMITTEE REPORTS

Deputy Mayor Deets reported on a forum with local business owners.

15) **FOR THE GOOD OF THE ORDER**

Councilmember Carr will take Councilmember Hytopoulos's place as liaison to the Planning Commission.

Mayor Schneider mentioned an upcoming presentation at a sustainable transportation seminar with Councilmember Carr and Jennifer Wieland from Nelson/Nygaard.

Council agreed that labor representatives may attend the employee open house for city manager candidates and provide feedback to Council.

16) **ADJOURNMENT**

Mayor Schneider adjourned the meeting at 10:50 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: City Council Study Session Minutes, December 15, 2020

SUMMARY: Consider approval of meeting minutes.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: City Council

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[City Council Study Session Minutes, December 15, 2020.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION
TUESDAY, DECEMBER 15, 2020

MEETING MINUTES

1) CALL TO ORDER / ROLL CALL

Deputy Mayor Deets called the meeting to order at 6:01 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Hytopoulos, Nassar and Pollock were present.

2) EXECUTIVE SESSION

2.A Pursuant to RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for employment or to review the performance of a public employee.

[Cover Page](#)

Deputy Mayor Deets adjourned the meeting to an executive session pursuant to RCW 42.30.110(1) (g), at 6:05 p.m. Council extended the executive session at 7:06 p.m. for an additional 30 minutes. Council extended the executive session at 7:37 p.m. for an additional 20 minutes.

Council returned from executive session at 7:57 p.m., and Deputy Mayor Deets reconvened the meeting at 8:00 p.m.

3) APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE

Deputy Mayor Deets moved and Councilmember Pollock seconded the addition of a discussion regarding Councilmember Pollock's correspondence with the Kitsap County Commissioners. The motion carried unanimously, 6 – 0.

Councilmember Carr moved and Councilmember Pollock seconded to remove items 7.A and 7.B. from the agenda. The motion carried unanimously, 6 – 0.

The agenda was approved as amended. There were no conflicts of interest disclosed.

4) MAYOR'S REPORT

Mayor Schneider mentioned the North Ward Council vacancy process and announced that she will not serve the second year of her term as Mayor. She reported on a virtual sustainable transportation conference that she participated in with Councilmember Carr.

5) FUTURE COUNCIL AGENDAS

5.A Future Council Agendas

[Cover Page](#)

[January 5 City Council Study Session.pdf](#)

[January 12 City Council Regular Business Meeting.pdf](#)

Interim City Manager Schroer reviewed future council agendas. Council discussed the scheduling of the small lots, committee assignments, and Multi-Family Tax Exemption (MFTE) in January.

6) NORTH WARD COUNCIL VACANCY

6.A Selection and Appointment of North Ward Council Member

[Cover Page](#)

[Brenda Fantroy-Johnson Council Vacancy Application_Redacted.pdf](#)

Deputy Mayor Deets introduced the agenda item. Councilmembers discussed the process.

MOTION: I move to appoint Brenda Fantroy-Johnson to the North Ward, District 2, City Council position.
Nassar/Pollock The motion carried 4 – 0, with Councilmembers Carr and Hytopoulos abstaining.

AYES: Deets, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: Carr, Hytopoulos

7) UNFINISHED BUSINESS

7.A Policy Options for Lots Less than 12,500 Square Feet in the R-1, R-2 & R-0.4 Zoning District - Planning

[Cover Page](#)

[Council Member Carr Small Lots Regulatory Option Memo](#)

[Staff Memo, Small Lots for CC 12152020](#)

This item was removed from the agenda.

7.B Staff Update on Joint City Council/Planning Commission Land Use Subcommittee Recommendations and Timeline, Phase I - Planning

[Cover Page](#)

[Staff Memo Update and Discussion 20201211](#)

[Background Memo, Initial Recommendations](#)

[Background Memo, Attachment A](#)

[Triage Phase I & II Planning Commission comments](#)

This item was removed from the agenda.

8) COUNCIL DISCUSSION

8.A Safe Routes to School Pop-Up Projects Introduction - Councilmember Carr

[Cover Page](#)

[Safe routes to School.pdf](#)

Councilmember Carr introduced the agenda item. Tamela Van Winkle from the Bainbridge Island School District and Paula Holmes-Eber from Squeaky Wheels provided a presentation on the projects.

MOTION: Councilmember Nassar moved to direct staff to come back to Council in January with a suite of pop-up projects for Council review.

Nassar/Schneider: The motion carried unanimously, 6 – 0.

AYES: Carr, Deets, Hytopoulos, Nassar, Pollock, Schneider

NOES: None

ABSENT: None

ABSTAIN: None

8.B Grow Avenue Traffic Considerations - Councilmember Nassar

[Cover Page](#)

Councilmember Nassar introduced the agenda item. Public Works Director Wierzbicki provided additional information on options.

Deputy Mayor Deets adjourned the meeting for a break at 9:37 p.m. and reconvened the meeting at 9:43 p.m.

8.C Discussion of eCommerce Alternatives - Economic Recovery Council Ad Hoc Committee

[Cover Page](#)

[City Manager and Staff Feedback on Digital Storefront RFP - for CC 12152020](#)

[EXAMPLE RFP: Greenhouse Emissions RFP](#)

Deputy Mayor Deets introduced the agenda item, and Council discussed the topic.

8.D Response to Councilmember Pollock's December 10 and 11 Emails to the Kitsap County Commissioners

Deputy Mayor Deets introduced the agenda item, and Council discussed the topic. Deputy Mayor Deets was dropped from the video conference due to internet connection issues and rejoined by phone. Mayor Schneider chaired the remainder of the meeting.

MOTION: I move to admonish Councilmember Michael Pollack for the actions he took on a matter of substantial importance to the community and that Councilmember Pollack he did not adhere to the core values to act with mutual respect, as set out in the City of Bainbridge Island's Code of Conduct and that by doing so did not uphold the highest standards of professional conduct. The admonishment will take the form of a verbal nonpublic statement made by the Deputy Mayor to Councilmember Pollock at a time to be determined later, but in any event, no later than December 31, 2020.

Deets/Hytopoulos: The motion was withdrawn following discussion.

Councilmember Carr discussed Councilmember Pollock's participation in the Joint City Council and Planning Commission Land Use Subcommittee.

MOTION: Councilmember Carr moved to remove Councilmember Pollock from the Joint City Council/Planning Commission Subcommittee.

Carr/Hytopoulos: The motion failed 3 – 1, with Deputy Mayor Deets and Councilmember Nassar abstaining.

AYES: Carr, Hytopoulos, Schneider

NOES: Pollock

ABSENT: None

ABSTAIN: Deets, Nassar

9) FOR THE GOOD OF THE ORDER

Councilmember Nassar mentioned the Rights of Nature movement.

Councilmember Carr stated that she will no longer serve on the Joint City Council and Planning Commission Land Use Subcommittee.

10) ADJOURNMENT

Deputy Mayor Deets adjourned the meeting at 11:26 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME:

AGENDA ITEM: Special Joint City Council and Race Equity Advisory Committee Meeting Minutes, December 16, 2020

SUMMARY: Consider approval of meeting minutes.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: City Council

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Special Joint City Council and Race Equity Advisory Committee Meeting Minutes, December 16, 2020.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

SPECIAL JOINT CITY COUNCIL AND
RACE EQUITY ADVISORY COMMITTEE MEETING
WEDNESDAY, DECEMBER 16, 2020

MEETING MINUTES

1) [CALL TO ORDER/ROLL CALL](#)

Mayor Schneider called the meeting order at 6:01 p.m. on the Zoom webinar platform.

Mayor Schneider, Deputy Mayor Deets, and Councilmembers Carr, Fantroy-Johnson, Hytopoulos, Nassar and Pollock were present. Race Equity Advisory Committee Chair Friday and Committee members Ericksen, Blackwell, Rovelstad and Wilmot were present.

2) [PRESENTATION](#)

2.A Presentation from Kitsap SURJ (Showing Up for Racial Justice) and IREHR (The Institute for Research and Education on Human Rights) on Threats to a Welcoming Kitsap: Xenophobia, White Nationalism, and Racism in Kitsap County.
[Cover Page](#)

Airen Lydick from Kitsap Showing Up for Racial Justice and Chuck Tanner from the Institute for Research and Education on Human Rights provided a presentation and responded to questions from Council and the Race Equity Advisory Committee.

3) [ADJOURNMENT](#)

Mayor Schneider adjourned the meeting at 7:57 p.m.

Leslie Schneider, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Utility Advisory Committee Recommendations on Small Water Systems and 2021 Work Plan Update,

SUMMARY: The Utility Advisory Committee (UAC) will present recommendations on small water systems, as well as a report on the 2020 work plan, and a proposed work plan for 2021.

AGENDA CATEGORY: Presentation

PROPOSED BY: Public Works

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

| | |
|------------------------------------|-----|
| Amount: | N/A |
| Ongoing Cost: | |
| One-Time Cost: | |
| Included in Current Budget? | |

BACKGROUND: In 2018, the City Council asked the Utility Advisory Committee (UAC) to “study and recommend a process for facilitating consolidation of small water systems.” The Council’s direction was driven by the City’s Comprehensive Plan, which generally calls for managing utility services in a manner that is efficient, effective, and safe, and preserves and protects the Island’s water resources.

As part of its work, the UAC developed four alternative models for a future City of Bainbridge Island (COBI) policy regarding facilitating the consolidation of small water systems. A memo that addresses the recommendations (attached) will be presented to the Council as part of this agenda item.

Additionally as part of this item, the UAC will present a report on the work from 2020, and a proposed work plan for 2021.

ATTACHMENTS:

[Utility Advisory Committee Water System Annual Report and 2021 Work.pptx](#)

[COBI Water System Memo 102320.pdf](#)

[UAC 2020 Annual Report 11-16-20.docx](#)

FISCAL DETAILS: N/A

Fund Name(s):

Coding:

UAC POLICY RECOMMENDATION FOR SMALL WATER SYSTEM POLICY

City Council 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



UTILITY ADVISORY COMMITTEE

1 DECEMBER 2020

BACKGROUND

- 2018 - COUNCIL ASKED UAC TO “RECOMMEND A PROCESS TO CONSOLIDATE SMALL WATER SYSTEMS” DRIVEN BY COMPREHENSIVE PLAN GOALS
 - WATER SYSTEMS OF ALL SIZES SHOULD BE EFFICIENT, EFFECTIVE, PROTECTIVE OF HEALTH AND PROTECTIVE OF THE ISLAND’S LIMITED WATER SOURCES
 - CITY SHOULD PLAN FOR AND CODIFY THE SUPPORT IT WILL GIVE WATER SYSTEM OPERATORS
- KITSAP COORDINATED WATER SYSTEM PLAN REQUIRES CITY TO PLAN FOR INTEGRATING ALL SYSTEMS WITH IN OUR DESIGNATED RETAIL SERVICE AREA
- PUBLIC WATER SYSTEM TYPES
 - GROUP A SYSTEMS; (> 14 CONNECTIONS) - 35 SYSTEMS
 - GROUP B SYSTEMS; (2-14) CONNECTIONS - 135 SYSTEMS

BACKGROUND

WHERE ISLANDERS GET THEIR WATER (ESTIMATED)

- LARGE GROUPS A'S (COBI/KPUD): 58%
- SMALLER GROUP A'S: 13%
- GROUP B'S: 5%
- PRIVATE WELLS: 24%

Focus of UAC Policy
Recommendation

Group A and B Water Systems Map

UAC STUDY

- COBI HISTORY
 - PRIOR TO 1991 - CITY OF WINSLOW SYSTEM AND MULTIPLE INDEPENDENT SYSTEMS
 - IN 1993 - CITY POLICY TO PROVIDE ASSISTANCE TO OTHER SYSTEMS UPON REQUEST
 - ADDED ROCKAWAY AND FLETCHER BAY AREAS
 - BRIEF "SATELLITE MANAGEMENT" ASSISTANCE TO SYSTEMS IN 1990'S
 - NO STAFF OR BUDGET – HENCE SPORADIC, REACTIVE INVOLVEMENT TO PRESENT
- COMMON SMALLER SYSTEM PROBLEMS
 - MANY BUILT IN 70'S AND 80'S
 - EQUIPMENT IS AGING
 - OPERATORS/MANAGERS ARE RETIRING WITH NO REPLACEMENTS
 - TECHNICAL AND ADMINISTRATIVE REQUIREMENTS HAVE EVOLVED
 - MERGER WITH ADJACENT SYSTEMS IS COMPLICATED AND EXPENSIVE
- FULL RECOMMENDATION IN 23 PAGE MEMO FROM UAC TO COUNCIL 23 SEPTEMBER 2020

UAC WATER POLICY RECOMMENDATIONS

- START WITH SMALLER GROUP A SYSTEMS, AND THEN GROUP B'S;
 - BE ACTIVE RATHER THAN REACTIVE PARTNER WITH SMALL WATER SYSTEMS TO PROTECT PUBLIC HEALTH AND BE MORE RESPONSIVE TO RESIDENTS
 - WHEN SYSTEMS REQUEST & OBTAIN CITY ASSISTANCE BEGIN DISCUSSION OF POTENTIAL LONG-TERM INTEGRATION WITH COBI SYSTEM
- DEVELOP PROCEDURES AND STAFF TO ASSIST WITH FINANCIAL, ENGINEERING AND MANAGEMENT ASSISTANCE WHEN REQUESTED – HOWEVER, IT WILL NOT BE MANDATORY FOR ANY SYSTEM TO OBTAIN CITY SERVICES
- FOSTER COOPERATION AND STRATEGIC PLANNING AMONG ALL ISLAND WATER SYSTEMS, AIDED BY COBI'S UPCOMING GROUNDWATER MANAGEMENT PLAN

SUGGESTED NEXT STEPS

1. ASSIGN PW STAFF TO FOCUS ON WATER SYSTEMS AND WATER RESOURCE POLICY
2. COORDINATE STEP #1 WITH UPCOMING GROUND WATER MANAGEMENT PLAN
3. UPDATE WATER SYSTEM INVENTORIES AND MAPS
4. INTERNALLY DEVELOP LIST OF SERVICES AND PRICES CITY COULD OFFER SMALL SYSTEMS
5. CONVENE MEETING OF GROUP A AND B SYSTEM TO EXPLORE THEIR NEEDS AND ADVISE OF CITY SUPPORT THAT COULD BE MADE AVAILABLE

SUGGESTED NEXT STEPS

6. PROPOSE STEPS TO RESOLVE PROBLEMS AND A SPECIFIC LIST OF FOR-FEE SERVICES
7. PROVIDE VENUE AND CITY STAFF TO ADVISE PROFESSIONAL & VOLUNTEER SYSTEM OPERATORS
8. APPLY TO STATE TO AGAIN BECOME A SATELLITE MANAGEMENT AGENCY (SMA)
9. CREATE POLICIES THAT MAKE SYSTEM CONSOLIDATION LESS BURDENSOME AND COSTLY
10. DEVELOP PATHWAY FOR CITY TO GAIN OWNERSHIP AND MAKE CAPITAL IMPROVEMENTS TO SYSTEMS IT OBTAINS OVER TIME

Utility Advisory Committee

2020 Report & 2021 Work Plan

UAC to City Council

8 December 2020





2020 Activities

1 - Small Water System Policy Recommendations

Today's presentation - 3rd year of effort

2 - Capital Improvements Program (CIP) Review

Throughout the year in support of PW Director

Water tower replacements

Lower Lovell Sewer

3 - Joint subcommittee with CCAC on PSE franchise

Aligning Climate Action Safety and Reliability goals

4- No meetings for 5 months due to Covid-19

2021 Plan

Continued Efforts

- 1- Major Project Reviews
- 2- Small Water System Policies
- 3- Fire Code Updates w/ Fire Marshall and PW Department
- 4- Fats Oils and Grease (FOG) Ordinance for Sewer Utility
- 5- CCAC-UAC support to COBI franchise negotiation with PSE

New Projects

- A- Ground Water Management Plan, support PW re: water systems
- B- Stormwater Master Plan; budgeted

**MEMORANDUM REGARDING
THE CITY OF BAINBRIDGE ISLAND'S POLICIES
TOWARD SMALL WATER SYSTEMS**

Prepared by the City of Bainbridge Island
Utility Advisory Committee
September 23, 2020

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EXECUTIVE SUMMARY

In 2018, the City Council asked the Utility Advisory Committee (UAC) to “study and recommend a process for facilitating consolidation of small water systems.” The Council’s direction was driven by the City’s Comprehensive Plan, which generally calls for managing utility services in a manner that is efficient, effective, and safe, and preserves and protects the Island’s water resources.

As part of its work, the UAC developed four alternative models for a future City of Bainbridge Island (COBI) policy regarding facilitating the consolidation of small water systems:

- Minimal, hands-off role;
- Reactive to requests from water systems – which the UAC suggests summarizes the City’s current policy;
- Active assistance to water systems; and,
- Active assistance along with acquisition over time of small water systems.

The UAC believes it is time for the City to depart from its reactive and inconsistent approach towards interfacing with small water systems on Bainbridge Island. Accordingly, the UAC **recommends that the City adopt a policy of providing active and consistent assistance, if requested, to the small water systems on Bainbridge Island, and encourage, if appropriate, voluntary consolidation of those systems into the City’s current water utility.** Priority focus should be on the water systems within and adjacent to the City’s current county-assigned service areas.

The UAC encourages the Council to consider addressing this policy in coordination with the development of the City’s Groundwater Management Plan, and through the Winslow Water System Business Planning effort, both of which are proposed to be funded in the 2021-22 Biennial Budget.

COBI UTILITY ADVISORY COMMITTEE
MEMORANDUM REGARDING COBI'S POLICIES TOWARD
SMALL WATER SYSTEMS

I. INTRODUCTION

In 2018, the City Council asked the Utility Advisory Committee (UAC) to “study and recommend a process for facilitating consolidation of small water systems.” The council’s direction begins implementation of Comprehensive Plan Utilities Element Policy U-11.7, which is reproduced in the next section.

There are 35 Group A (the largest) water systems on Bainbridge Island, and 135 Group B systems (the smallest). COBI currently owns and manages two of the Group A systems (Winslow-Fletcher Bay and Rockaway Beach) and one Group B system (Casey Street).

The UAC gathered data on Island water systems, considered the history of water system management on the Island, and consulted with water system experts within state, county-wide, and city governments, and from the private sector.

The UAC then developed four alternative models for COBI policy regarding small water systems: (1) minimal, hands-off role; (2) reactive to requests from water systems – which the UAC suggests is an apt description of the City’s current policy; (3) active assistance to water systems; and (4) active assistance along with acquisition over time of small water systems. Descriptions of these alternatives are contained in this memo and on an attached matrix.

As discussed in this memorandum, the UAC believes it is time for the City to depart from its disengaged, reactive, and inconsistent attitude toward water management on Bainbridge Island. Accordingly, the UAC recommends that the City adopt a policy of providing active and consistent assistance, if requested, to the small water systems on Bainbridge Island, and encourage, if appropriate, voluntary consolidation of those systems into the City’s current water utility. Priority focus should be on the systems within and adjacent to the City’s current county-assigned service areas.

The primary reasons for this policy are to help ensure all Island residents have adequate, safe drinking water and to protect Island water resources.

II. BACKGROUND

A. Comprehensive Plan

In 2017, the City Council approved an update to the Comprehensive Plan, which included a newly revised Utilities Element. Among the goals and policies in the Utilities Element are the following pertinent to this subject (key clauses are identified by bold highlighting):

- Goal U-10. Ensure that city-managed and **to the extent possible non-city managed utility services** are sufficient, cost effective, reliable, and that safe water utility service is provided.

- Goal U-11: Require utilities to operate in a manner that **preserves and protects the water resources** of the Island.
- Policy U 11.6: **Encourage and support water utilities to enter into cooperative activities**, such as jointly managed operations, shared storage, and construction of interties, to manage water resources and systems more efficiently, economically, and safely.
- Policy U 11.7: **Encourage and facilitate consolidation of water systems**, with particular emphasis on mergers of contiguous and small systems, to manage water resources and systems more efficiently, economically, and safely.

The Comprehensive Plan also contains Policy U 11.9 which states as follows: “Conduct a study of consolidation of water systems owned by the City and Kitsap Public Utility District. Pursue long-term consolidation of larger water systems.” As is shown below, the City and KPUD own the three largest water systems on the Island, all of which are substantially larger than the remainder of Island water systems.

The UAC was not asked to study and recommend a process for implementing Policy 11.9 – but rather to focus on “small water systems.” The size of “small water systems” was not defined, but for purposes of this memo the UAC will consider “small” to be all systems other than the three largest owned by the City and KPUD.

The drinking water policies and goals in the afore-described 2017 Comprehensive Plan build on those already outlined in the Water Resources Element of the City’s 2004 Comprehensive Plan, namely:

- WR 3.2: The City may elect to facilitate small water system management services by applying to the Department of Health to be an approved Satellite Management Area (SMA).
- WR 3.3: New development in previously unclaimed water service areas may be required to dedicate public water systems to the City if the system meets City standards and the City determines it is appropriate to accept, own and operate such systems.

All of these goals and policies were adopted to help ensure that all island residents have safe drinking water.

B. Water Systems on Bainbridge Island

Potable water service is provided to residents of Bainbridge Island from private single or double¹ connection wells or public water systems classified by the Washington State Department of Health as Groups A or B, depending on the number of connections.

¹ The 2005 Kitsap Coordinate Water System Plan notes that normally only single-connection wells are considered “private,” but the Kitsap Public Health District has an exemption that allows double-connection residential wells meeting certain criteria to be classified as a “private well.”

- 1) Group A. Those water systems serving 15 or more connections or the general public are labeled Group A. There are 35 active Group A systems on Bainbridge Island which are listed below by number of connections, and shown on a map attached as Exhibit A. This data comes from the Washington State Department of Health, and can be accessed at this link: <https://fortress.wa.gov/doh/eh/portal/odw/si/Intro.aspx>.

| Name/Owner | Connections | Population |
|--------------------------------------|--------------------|-------------------|
| Winslow/Fletcher Bay (COBI) | 3165 | 7130 |
| North Bainbridge (KPUD) | 1894 | 4663 |
| South Bainbridge (KPUD) | 1245 | 2863 |
| Meadowmeer (managed by KPUD) | 311 | 897 |
| Island Utility (KPUD) | 255 | 590 |
| Port Madison (managed by KPUD) | 103 | 233 |
| Bucklin (managed by WA Water Co) | 103 | 272 |
| Emerald Heights | 92 | 250 |
| Bill Point (managed by KPUD) | 84 | 200 |
| Rockaway Beach (COBI) | 72 | 175 |
| Eagle Harbor Marina | 54 | 17 |
| Phelps Road (managed by WA Water Co) | 22 | 58 |
| Harbor Crest (KPUD) | 21 | 53 |
| Rose Avenue | 20 | 53 |
| Place Eighteen (managed by KPUD) | 18 | 32 |
| Ferncliff (managed by KPUD) | 18 | 40 |
| Ravens Reach | 16 | 42 |
| Graham Place | 15 | 34 |
| Hidden Heights | 14 | 36 |
| Islandwood Estates | 14 | 40 |
| Walden Water | 13 | 34 |
| Derby Downs | 13 | 30 |
| Seabold Heights (managed by KPUD) | 12 | 36 |
| Bloedel Reserve | 8 | 2 |
| Battle Point Park | 6 | 0 |
| Montessori Country School | 5 | 0 |
| Strawberry Hill Park | 5 | 0 |
| COBI Public Works | 4 | 0 |
| Fort Ward Park | 3 | 1 |
| Carden County School | 2 | 3 |
| Eagledale Park | 2 | 0 |
| Hazel Creek Montessori | 2 | 0 |
| Fieldstone Memory Care | 1 | 96 |
| Island Center Community Center | 1 | 0 |
| Seabold Community Hall | 1 | 0 |
| Totals | 7614 | 17,880 |

- 2) Group B. Those water systems serving 2 to 14 connections are classified by the State and Kitsap Health District as Group B. There are 135 Group B systems on Bainbridge Island, many of which are shown on a map attached as Exhibit A. A list of the Group B water systems provided by Kitsap Public Health District is attached at Exhibit B. The list indicates the Group B water systems have 540 connections. Assuming 2.1 residents per connection, the Group B systems serve 1134 residents.
- 3) Private Wells. Many properties owners obtain potable water for a single residence or business from a private well. These are not considered “public water systems,” and therefore are not addressed in detail in this analysis.
- 4) Statistical Analysis. The WA Department of Health and Kitsap Public Health District data indicates that the 35 *Group A* water systems on Bainbridge Island serve 7614 connections and 17,880 residents, and the 135 *Group B* water systems serve 540 connections and approximately 1134 residents.

There is no data indicating how many Bainbridge residents are served by *private wells*. But, it is possible to estimate that number. One method is to subtract the population served by Group A and B water systems (19,110) from the total Island population of 25,300². Doing so results in an estimate that 6286 of the Bainbridge population obtains water from private wells.³

Looking further at the 35 Group A systems, the three largest cannot be considered “small.” The City’s Winslow/Ferncliff system and KPUD’s North Bainbridge and South Bainbridge water systems together serve 6304 connections and a population of 14,656. Thus, the remaining 32 Group A water systems, which are truly small systems, in the aggregate serve 1310 connections and 3224 residents.

In summary, on a percentage basis, it is estimated that Bainbridge residents obtain water from:

| | |
|--|---------------|
| Large Group A water systems | 58 % |
| <i>City – Winslow/Fletcher</i> | 28 % |
| <i>KPUD – No. & So. Bainbridge</i> | 30 % |
| Small Group A water systems | 12.5 % |
| Group B water systems | 4.5 % |
| Private wells | 24 % |

² US Census, 2019.

³ It is important to note again that this is only an estimate. Another calculation method, based on parcels, yields a lower result. KPHD records indicate that approximately 2000 parcels of property on Bainbridge are served by private wells. Multiplying that number by 2.1 persons per connection tells us that 4200 people are served by private wells, which is approximately 2000 less than that above population method. But, if this method was to be used, it is unclear how to allocate those 2000 people among the Group A and B systems.

C. Ownership and Management of Water Systems

Water systems are owned by a variety of organizations: governments like COBI, for-profit corporations, non-profit organizations such as homeowner associations, and private individuals and businesses.

Many water systems, primarily very small ones, are self-managed. That is, the owners utilize volunteers or contractors to perform needed operational and administrative tasks.

In addition, two large organizations manage water systems owned by others pursuant to negotiated contracts of varying durations. They are Kitsap Public Utility District (KPUD) and Northwest Water Service, Inc.

KPUD owns and manages 4 Group A systems on Bainbridge Island: North Bainbridge, South Bainbridge, Island Utility, and Harbor Crest; and at least 3 Group B systems. See map at **Exhibit A**. KPUD also manages Group A water systems on Bainbridge Island owned by other entities, typically homeowner associations. Examples are Port Madison, Seabold Heights, Ferncliff, Place 18, and recently Bill Point and Meadowmeer.

Northwest Water Service, a private for-profit company headquartered in Port Orchard, manages 6 Group A and 16 Group B systems on Bainbridge Island. It manages 450 systems in Washington. Northwest Water generally does not provide complex engineering and construction services but may refer that work to KPUD or Washington Water.

Washington Water Service, a division of a publicly-traded California corporation with a local office in Gig Harbor, owns and manages three Group A water systems on the Island. It used to manage other water systems as well. However, in 2018, Washington Water changed its business model and will now only manage water systems it owns. The company thus withdrew from managing various Island small water systems unless and until they agreed to sell to Washington Water.

D. Service Areas

The 2005 Kitsap County Coordinated Water System Plan (CWSP) assigned “service areas” to Group A systems within the County. Most service areas contained just the properties currently being served by the Group A systems. The two largest water systems, COBI and KPUD, were also assigned properties that were not currently being served by that utility. This assignment essentially established that assigned water system as the primary future provider for the area.

Group B water systems do not have assigned “service areas” under CWSP. They do have the right to provide water service to the properties consistent with their approved water system plans.

The attached **Exhibit C** shows the assigned service areas on Bainbridge Island. COBI has three assigned areas: a large swath across the middle of the Island in which the Winslow-

Fletcher Bay system is located; the Rockaway Beach area which contains the Rockaway Beach system; and the northern tip of the Island in which neither COBI or any other Group A system operates a water system.

KPUD has two large service areas, resulting from its ownership of the North Bainbridge System and its relatively-recent acquisition of the South Bainbridge and Island Utility Systems.

There is an area on the south side of Eagle Harbor that is not within any assigned service area. It is wedged between the City's Winslow and Rockaway Beach systems, and adjacent to other small water systems.

E. Problems Identified with Small Water Systems

Beginning in the 1970's, the WA State Department of Health identified significant deficiencies with many small water systems throughout the state. Generally, many small water systems have some or all of the following problems: (1) lack of professional management; (2) outdated and deteriorating infrastructure; (3) lack of appropriate capital improvement planning and capability; (4) insufficient financial resources; (5) inadequate backup and support; and (6) limited fire suppression facilities.

For example, there are no requirements by either the State Office of Drinking Water or Kitsap Public health that Group B systems have reserves for improvements or repairs. The State Department of Health does require Groups A systems to have a capital reserve at the time they are initially created and approved. There is also a requirement that the amount of reserve be reviewed every 5 years during a Group A sanitary survey inspection, but this requirement is dependent on the State Department of Health's staffing. (Anecdotally, DOH did fail to review Meadowmeer's reserves at its last inspection due to new staff.) The lack of reserve requirements for Group B systems is becoming more significant because most water small water systems were developed during the 1960's and 1970's, and the equipment is reaching the end of its useful lives.

Small water systems also often rely on volunteer staff with little to no professional experience or knowledge of regulatory changes. Volunteers may also be reluctant to raise rates to make necessary safety improvements like backup generators for power outages, fire hydrants, interties with adjacent systems, and seismic improvements. These safety concerns are becoming more pressing due to the effects of global warming and the drier, longer summers Bainbridge is experiencing.

The Washington State Department of Health (DOH) has encouraged small water systems to develop more "professional" planning, maintenance, financing, and staffing, and to consider consolidation with other water systems in order to jointly possess the resources to develop those attributes of effective water system management. As noted above, the City's comprehensive plans have similarly called for consolidation.

Neither the City's Public Works Department nor the UAC has conducted a survey of the condition of the Group A and B systems on the Island, so we are not in a position to state which, if any, of the above-identified deficiencies are suffered by Island water systems. However, the

UAC has received complaints from customers of numerous small water systems about deficiencies in their systems and the need for assistance. Therefore, more data would be helpful.

Finally, as identified in the 2005 Kitsap County Coordinated Water System Plan, smaller water systems negatively impact the ability to accomplish water resource management made possible by larger interconnected water systems, and Group B water systems, which typically have shallow wells, are more likely to negatively impact stream flows.

F. Legal and Regulatory Authorities Pertinent to Small Water Systems

- 1) Federal: EPA Safe Water Drinking Act (1974). The Act protects public drinking water supplies throughout the United States. It sets regulatory limits for the amounts of certain contaminants in water provided by public water supply systems. The EPA also implements various financial programs to ensure drinking water safety. (See Title XIV of Public Health Service Act.)
- 2) State: Public drinking water is regulated at the State level by the Washington State Department of Health.
 - a. Group A systems (15 or greater connections or public access): The Washington State Department of Health (DOH) regulates Group A's under state law and a formal agreement with the US Environmental Protection Agency (EPA) for carrying out the federal Safe Drinking Water Act. DOH's Drinking Water Division's highest priority is responding to actual or potential public health emergencies. DOH's technical staff is available to water systems 24 hours a day. See Ch. 246-290 WAC.
 - b. Group B systems (2-14 connections): Group B systems are regulated under Chapter 246-291 of the Washington Administrative Code. Group B regulations suggest that new Group B owners should design their systems to comply with the more regulated Group A requirements like seismic safety, power outage, back-up systems, and capital reserves in order to allow for future consolidation into Group A's. Older Group B systems had no such requirements. Group B rules for ongoing oversight were amended in 2014 to be optional due to State budget cuts at DOH, so DOH does not provide oversight of Group B systems. See section 3) below for information about Kitsap Public Health District involvement with Group B systems.
 - c. Revolving Fund: The DOH makes funds available to Group A drinking water systems to pay for infrastructure improvements and consolidation of Class A systems or consolidation of Group B's into existing Group A systems through the Drinking Water State Revolving Fund. There was \$20 million available in the last cycle. The loan program is funded through state and federal money and is subject to state laws and additional federal regulations. These loans cover capital improvements that increase public health and compliance with drinking water regulations. They are for Public entities, so COBI and KPUD can apply for these loans, but private management agencies (like Washington Water) can not apply.

- d. State Loans: In implementation of the priority the State Department of Health places on the consolidation of Group A water systems, the State has created a loan and grant program. One such program offers \$25,000 grants to help public entities (like the City) investigate consolidation.
 - e. DOH Priorities: One of the priorities of the DOH is to consolidate Groups A's (and possibly Group B's with Group A's or other B's) for the following reasons:
 - Better economies of scale ensure better supervision and monitoring
 - Large systems are generally more reliable
 - Large systems reduce the administrative burden on the Health Department
 - Improved well head protection ensures aquifer protection for all
 - Improved fire safety
- 3) Kitsap Public Health District: Although often mis-identified as a Kitsap County department, Kitsap Public Health District (KPHD) is a separate district governed by a seven-person Board composed of the three county commissioners and the mayors of the four Kitsap cities, including Bainbridge Island.
- a. Group A's: KPHD defers to the State DOH to regulate Group A's, but assists State DOH with sanitary survey inspections/reports through a joint plan of responsibility agreement.
 - b. Groups B's: KPHD initially inspects Group B systems when they are installed. In September 2018 the KPHD adopted the proposed ordinance 1999-6, now approved as Ordinance 2018-01 which regulates ongoing operation of Group B's. The new ordinance requires all Group B's to purchase an annual permit, have a sanitary service inspection every 5 years, and obtain a water status report from the Health District at the time of sale to be delivered to the purchaser. Between 2009 and 2018, due to lack of funding, no one was monitoring Group B's for potential acute health problems from bacteria, nitrates and poorly monitored well head protection.
 - c. Wells: The KPHD publishes wellhead protection guidelines for owners of wells, but it is not clear whether these rules are well distributed or whether any government entity ensures that the rules are followed.
- 4) Kitsap County: As required by RCW 70.116, Kitsap County adopted its first Coordinated Water System Plan (CWSP) in 1992, and updated it in 2005. As mentioned previously, it is this document that assigns "service areas" within the County, and also establishes other policies and strategies.

As mentioned in Section F.2) e. above, for many decades the State encouraged the consolidation and professionalization of water systems. Kitsap County has followed those policies. The 2005 County Plan calls upon the County's water systems to coordinate and consolidate and to stop the proliferation of new small water systems. One of the principal points of the 2005 County Plan is to "provide improved coordination of new development and to restrict the proliferation of small public water systems." (See section 2-3.) The 2005 County Plan also called for "future growth planning" to be "in consideration and coordinated with the water service that it is in." (See Exhibit 2-4)

5) WUTC: The Washington Utilities and Transportation Commission regulates the rates charged by private water companies (such as Washington Water Co. and Northwest Water Inc.) operating within Washington State that have 100 or more connections or charges more than \$557 a year per customer.

G. History of COBI Policies and Activities Related to Island Water Systems

Prior to 1990, the City of Winslow owned and operated a water system to serve the Winslow area. The Winslow city limits were generally High School and Finch Roads. The water system was created in the 1940's and added to over the intervening years. By the 1970's, the major sources of Winslow's water were wells at the Head of the Bay and Fletcher Bay which fed a large reservoir at the High School – all of which were located outside the city limits.

The rest of Bainbridge Island was served by many private water systems, most of which were for-profit corporations or homeowner associations. One of the issues influencing the Home Rule movement in the late 1980's was a desire to better protect and manage the Island's water supply.

In 1991, the City of Winslow annexed the remainder of Bainbridge Island creating the City of Bainbridge Island. This had no direct effect on the ownership or management of water systems on the Island, but it did mean that the new COBI could begin to develop plans for water supply and system management. In February 1993, COBI adopted its first such planning document, Resolution 93-3., attached as **Exhibit D**. This document stated, among other things, that the City shall be prepared to, upon request from a water system, acquire a system, become a contract service provider for a system, or provide support assistance to a system.

In 1994, the Rockaway Beach Homeowner Association approached the City because its water system was failing. In implementation of the above policy, the City acquired the Rockaway Beach water system in 1996, and utilized the Local Improvement District (LID) process to construct a new well, reservoir, and distribution lines.

Regarding City assistance to Island water systems, it apparently provided limited support services as a Satellite System Agency (SMA) in the late 1990's to 19 small water systems. However, due to staffing concerns and other more pressing issues, in 2000, the City allowed the services contracts to expire. In 2002, the City revoked that portion of Resolution 93-3 regarding serving as an SMA.⁴In 2001, the North Bainbridge Water Company approached the City about purchasing its system. The City staff commenced negotiations, but the owner of the company ultimately sold it to KPUD. KPUD Board of Commissioner minutes indicate KPUD believed COBI had decided not to purchase the company. That is not correct, as the issue had never reached the City Council.

During 2010-13, the City considered selling its water system to KPUD or contracting with KPUD to manage the system. The City eventually chose not to do so.

⁴ The Resolution revoking SMA authority, Resolution 2002-25, indicates in its title that the entire Resolution 93-3 has been repealed. However, the content of Resolution 2002-25 states it is eliminating the SMA program only. Thus, there may be an ambiguity as to whether the remaining portion of Resolution 93-3 is still in effect.

In 2015, KPUD purchased the South Bainbridge Water Company and Island Water Company. These systems were sold to KPUD by their private owners without notice to the City despite an informal agreement between the City and KPUD that KPUD would not purchase any water systems within the City without first obtaining agreement from the City.

In the 2017 Comprehensive Plan, the City adopted the policies listed on the first page of this memorandum. (See Section I.A. above.)

In 2017, a small 8-customer Group B water system known as Casey Street approached the City about acquiring it. After consideration, the City chose to do so because: (1) it was located within the City's water service area; (2) it was located in the north Ferncliff area relatively close to the City's existing Winslow water system; (3) the City has periodically discussed constructing a new water pipeline from North Ferncliff to North Madison to "loop" the Winslow system, which would be directly adjacent to the Casey Street system; and (4) acquiring this system would be a "test case" about how COBI might manage assimilation of small systems in the future.

In 2018, two Group A systems, Bill Point and Place 18, were faced with changing managers when Washington Water Service Co. withdrew. COBI staff had preliminary discussions regarding assuming satellite management of the systems, which would require eventual approval from Washington DOH, but the water systems contracted with others.

In 2019-20, three larger Group A systems, Emerald Heights, Bill Point, and Meadowmeer, contacted UAC representatives and some City senior staff about possible assistance from COBI. In February 2020, the UAC recommended to the City Council and senior staff that COBI consult with the three systems regarding their needs and the assistance the City might be able to provide. Apparently, City representatives have not had such consultations (COVID limitations no doubt impacted the staff), and Bill Point and Meadowmeer have retained KPUD as manager for the time being.

The 2019-2020 budget called for the City to begin a Groundwater Management Plan (GMP). For a variety of reasons, this process did not begin. The UAC understands that during the 2021-22 budget deliberations the City Council will be re-engaging the discussion around the development of a GMP. The UAC further understands the planned first step in the GMP process was the hiring of a hydrogeologist to manage the plan. The UAC supports the development of a GMP, and suggests the work plan should be expanded to include implementation of many of the recommendations contained in this memorandum.

Finally, beginning with the City's first Comprehensive Plan in 1994 and then continuing in the two major updates in 2004 and 2017, many policies were adopted concerning water systems on Bainbridge Island. Some are listed in Section II.A above. Taken together, the policies call for:

- Ensuring reliable, safe, and cost-effective water for City and non-City managed utility service;
- Preserving and protecting water resources;
- Encouraging water utilities to enter into cooperative activities;
- Encouraging and facilitating consolidation with particular emphasis on mergers of contiguous and small systems;

- Applying to the Department of Health to become a satellite management agency (SMA); and;
- Requiring new development to build according to City standards (Group A standards) and dedicate water systems to the City when it is appropriate for the City to accept such system.

III ANALYSIS AND RECOMMENDATION

A. Overview

In the three decades since the small City of Winslow annexed the remainder of Bainbridge Island, thus becoming the City of Bainbridge Island, the City has had only limited focus on Island water systems that it did not own. This is surely because the City was focused on other more pressing issues, such as land use policies and transportation, and because Island water systems were in general not seeking assistance from the City as they were still newer and in better repair.

Historically, the City had not been involved with the smaller water systems, and the City's passage of Resolution 93-3 did not significantly change that position. The City has no direct regulatory authority over Island water systems, other than management of the City's rights-of-way. Therefore, the City has had only minor interactions with Island water systems since the late 1990's and did not "advertise" its availability as a resource for those systems. This is despite the City's Comprehensive Plan policies encouraging actions to improve water resource protection and management. Island water systems needing assistance had to turn to private water companies and KPUD out of necessity.

In the meantime, interest in preserving water resources and in improving water quality in aging systems has become a larger concern of most island citizens, particularly in light of the steadily increasing development of the island and increasing population. To meet this increasing concern, the City and others conducted studies of Island water resources and the various aquifers which exist beneath the island. Unfortunately, to date, no studies were conducted about how the multitude of water systems, either individually or in the aggregate, were effectively and efficiently managing the resource or whether small water systems were protecting the health of islanders by ensuring good water quality.

The import of local control of the water consumed by its citizens has been highlighted elsewhere in the country, such as Flint, Michigan. There, the State assumed control resulting in catastrophic consequences. Similarly, stories across the country of private entities controlling water supplies and charging exorbitant rates while failing to ensure water quality have increased.

The 2005 CWSP suggests that Bainbridge as a water purveyor should implement policies that ensure efficient and effective management of water resources for numerous reasons. The 2005 Plan also assigned responsibility to Bainbridge Island's water utilities to plan for water system development within its assigned water service areas, to require new development to be built to Group A standards to help facilitate connection at a later time, and to require new developments to record a covenant at the registry of deeds and note the covenant on a title report for subsequent owners. (See Section 5.3.3)

It is interesting, and perhaps meaningful, to note that the 2005 County Plan (section 1.2.11 and in section 9) projects population growth concentrated in Central and North Kitsap and suggests that it will be necessary to develop water sources in the other parts of the County and “establish transmission mains to move the water to where growth is occurring.” This argues for the City to be more involved in the water resources of the island to ensure that the City retains a seat at the table in any future discussions concerning use of water from Bainbridge Island wells in other areas in Kitsap County.

Given this situation, what should be the City’s role toward Island water systems? Should the City continue to ignore requests for help from smaller water purveyors like Emerald Heights, Bill Point, and Meadowmeer, and thus avoid the opportunity to cooperate with or even consolidate with those systems? Should it adopt a somewhat more active policy of providing assistance only when approached by a small water purveyor? Or more proactively still, should the City seek out water systems to assist in the management (and perhaps ownership) of their water systems, so as to encourage more professional management of them and more island-wide planning and cooperation? What should be the City’s role in ensuring Island residents have access to safe and adequate water?

Whatever policy is chosen, the focus of the City should be the long term. How do the citizens of Bainbridge Island want their water resource to be managed in 20, 30, 50, 75, 100 years? Is it through many, decentralized, small water systems, or by one or more large organizations? As stated, for many of the reasons outlined in this memo above, the State and County have made it clear that it believes consolidation over time is the best means for ensuring quality drinking water for all citizens.

B. City Relationship with KPUD

KPUD is a major provider of water service on the Island, owning four systems (two large and two small) and managing six others. This study effort by the UAC was specifically directed toward small water systems. The UAC was not asked to discuss or evaluate the present and future relationship between the City and KPUD. Thus, to a certain extent, this analysis and recommendation has been prepared while “avoiding the elephant in the room.”

However, prior to outlining alternatives available to the City and making its policy recommendation, the UAC believes it is appropriate to comment on the City’s relationship with KPUD.

The City and KPUD both serve approximately the same number of customers on the Island (approximately 7000 people or 30% of the Bainbridge population), and both have two large County-designated service areas. Yet there is no island-wide water resource and management planning being done by KPUD or the City, either separately or together.

At the current time, KPUD and the City exist as collaborating neighboring water utilities serving their own customers and cooperating in limited ways on planning and projects, while at the same time being competitors toward water systems they don’t own or manage.

At some point in the future, the City needs to develop a policy about how it intends to work with KPUD. Comprehensive Plan Policy U 11.9 anticipates that analysis, when it states:

“Conduct a study of consolidation of water systems owned by the City and Kitsap Public Utility District. Pursue long-term consolidation of larger water systems.”

Such a study *could* result in consolidation of one or more of the large water systems, but it could also result in collaborative activities such as construction of joint storage facilities and transmission lines, or preparation of island or sub-regional water resource planning. At a minimum, an interlocal agreement should be developed which outlines how and under what circumstances either utility will provide services to or assume ownership of water systems on the Island that they do not currently own. This will prevent the acquisition of water systems by either utility without knowledge of the other.

C. Policy Alternatives

The UAC suggests there are four policy alternatives for COBI’s relationship with the other water systems on Bainbridge Island.: minimal; reactive; active; and active plus acquisition over time. To aid in the consideration of the alternatives, the UAC prepared a discussion Matrix, attached as **Exhibit E** to this Memo. The matrix outlines possible levels of city action for water systems within COBI’s Current and Future Retail Service Areas as defined by the Kitsap County CWSP, and within small water systems that are not within COBI’s assigned service areas.

The matrix also differentiates between smaller Group B’s and the larger Group A systems, and posits that the City may establish different policies for them. Finally, the matrix provides pros and cons of the possible recommendations and provides examples of sample water systems that fit within the matrix sections.⁵

1) Minimal

In this situation, COBI decides it will have nothing to do with water systems on Bainbridge Island other than those it currently owns: Winslow-Fletcher Bay, Rockaway Beach, and Casey Street. COBI will defer entirely to other water purveyors/managers, primarily to KPUD and Northwest Water Company.

The City might do this because it takes the least effort, staff time, and cost, and allows it to focus fully on its current 2700 water customers. On the other hand, this policy abdicates any assistance to the vast majority of Bainbridge Island land and citizens, and likely gives up any long-term ability to consider, manage, and protect the entire Island water resource or protect the safety and adequacy of drinking water for Island citizens.

2) Reactive

This Is essentially the policy in Resolution 93-3, and describes what the City has been doing in the past 30 years. That is, on occasion, the City has provided assistance to small water systems or acquired them. This policy is the status quo – the City reacts to requests from other water systems and may respond consistent with staff time and interest.

⁵ Ex. E. does not detail the minimal alternative, since it is less than what the City is currently doing. Further, Active and Active Plus Acquisition alternatives are merged into one row for a simpler presentation.

This policy is slightly more energetic than the Minimal alternative discussed above, in that the City may decide to deal with the needs of other water systems if the city staff or council conclude that it can do so within existing resources. But, this reactive policy could lead to unfair practices, i.e., assistance to some water systems and not to others.

3) Active

Under this policy, the City reaches out to the small water systems and encourages assistance and cooperation. It does so by devoting sufficient City staff, time, and resources to determining the needs of the water systems and developing financial, engineering, and management solutions. This policy does not mandate that small water systems participate with the City in any way, but rather calls for the City to develop the resources that will attract cooperation from small systems.

This policy will enable COBI to become more actively engaged with managing and thus preserving and protecting Island water resources. This policy has the potential to increase revenue to the City's existing water utility, thus utilizing economies of scale to benefit both current City and small water system customers. Also, in the long term, this policy may be the most cost-effective means to protect Island water supplies and ensure safe and adequate drinking water for Island citizens.

Among those steps that could be taken are:

- to become a Satellite Management Agency (SMA) pursuant to WAC 246-295,
- to require new development within or adjacent to the City's designated service areas to either connect to the City water system or build to Group A standards to facilitate future connection.

The City could also begin implementation of the 2005 County Plan's directive to create a water system plan which includes a program of capital improvements required to provide the anticipated level of island-wide water service, and to ensure that Bainbridge's water utility plans respond to its own land use and comprehensive plan policies.

This active policy will, at least at the outset, require some investment by the City. There should be no doubt about this. A major reason the City has not been more involved with Island water systems and resources is that it has not had the budget to do so. To be effective, the City must hire staff and perhaps consultants, when needed. The UAC has not attempted to determine any details of the costs to implement this policy; the Public Works Department is best suited to do that.

It is possible the funding for this investment could be shared by the City's water utility and general fund accounts so as to not unduly burden the City's existing water customers. That is because there is a general island-wide purpose behind this policy (water resource protection) and also a potential COBI water utility benefit (economies of scale).

4) Active Plus Acquisition (over time)

This policy is essentially the same as the Active policy above, but with one significant change. That is, if a small water system requests assistance from the City with meeting its defined needs, be it management, testing, billing, reconstruction, etc., the City may agree to do

so on condition that the water system agree to be consolidated within the COBI water utility at some established time in the future. The UAC does not recommend a set period, leaving that to negotiation between the parties.

This policy is in furtherance of DOH's long-standing objective to consolidate small water systems within larger ones, and encourages long-range planning of water resource management.

D. UAC Recommendation

For the reasons outlined above, the UAC believes that the City should depart from its disengaged reactive, and inconsistent position toward other water systems on Bainbridge Island, and become more actively and consistently involved with managing the water resources on the Island.

Accordingly, the UAC recommends that the City adopt alternative #4 for small water systems within and adjacent to the City's assigned service areas. That is, the City should actively seek to provide assistance as needed by those systems, and in doing so there should be a plan for eventual consolidation within the City's water utility.

However, for the small water systems located outside the City's service areas, the UAC recommends adopting policy alternative #3. That is, the City should reach out to small water systems to offer assistance as needed.

The UAC emphasizes that under either alternative #3 or 4, the City will not be mandating any particular outcome for small water systems on Bainbridge Island. The City will be *encouraging* cooperation and consolidation when appropriate.

When implementing the above recommendations, the UAC suggests that the City start by focusing on the Group A systems not owned by KPUD that provide service to water customers (as opposed to the remaining Group A systems which primarily serve parks and facilities for the general public). Thereafter, the City could expand its outreach to the many Group B systems on the Island. However, due to their large number and likely limited incentive to seek professional assistance, the City should proceed with Group B systems much more slowly.

The UAC suggests an example of a circumstance that is ripe for City analysis and possible involvement and assistance exists at the southeast corner of Eagle Harbor. There, three adjacent small Group A water systems operate almost wholly independent of each other. They are the City-owned Rockaway Beach system with 72 connections, the Bill Point water system owned by the 84 members of its Homeowner Association, and the KPUD-owned Island Utility system with 255 connections. Also, nearby is the unassigned service area containing many very small Group A and B systems.

It is logical that the three systems should meet and discuss the current status of their systems and their short- and long-term needs, and then hopefully coordinate and cooperate with each other when implementing improvements. The UAC recommends that the City arrange for and facilitate such a dialogue and cooperative analysis.

E. Suggested Next Steps

If the Council is prepared to establish policies toward small water systems, the UAC suggests the following initial steps:

- 1) Create or assign one or more staff positions within the Public Works Department to focus on water systems and water resource policy, possibly combining that role with the staffing to develop a Groundwater Management Plan.
- 2) Coordinate – and to the extent practical, include – the recommended next steps on small water systems into the City’s development and implementation of upcoming work on a Groundwater Management Plan.
- 3) Update and fine tune its information about Island water system in a comprehensive inventory and map. There is data in a variety of locations about the water systems, which has been the basis for information provided in this memorandum, but there is no single collection of the information in one usable and up-to-date location.
- 4) Internally consider how COBI can provide management, assistance, and capital improvement services for small water systems. The idea is to develop a list of services the City may be able to provide to smaller water systems if needed, such as billing and other administrative tasks, equipment rental, emergency assistance, and inspection and testing.
- 5) Convene a meeting(s) of all small Group A and B systems to discuss problems, potential solutions, cooperation, consolidation, etc., and to advise of the availability of City resources to assist.
- 6) Following the meeting(s) described above, evaluate and then propose steps to solve identified problems in the attending small water systems, and consider and propose recommendations for a larger policy for the City toward small water systems and unassigned service areas. Priority should be given to Group A systems. Among the issues to consider when developing such steps and policies is the financial fees charged to support the City’s efforts, in alignment with the financial recommendations of Goals U-10 and Policies 11.6 and 11.7 of the Comprehensive Plan (reproduced on page 3 above).
- 7) Establish a common venue to enable small water systems to do water sampling, and providing an experienced City employee to assist volunteers with their questions about these and other operational tasks.
- 8) Apply to the State Department of Health to become an approved Satellite Management Agency (SMA).
- 9) Establish policies that make consolidation of systems less administratively burdensome and costly to the property owners and water systems. For example, consider requiring all new Group B systems to be constructed to Group A standards, thus more easily allowing future consolidation with Group A’s, and

consider requiring new building permits for private single-connection wells to consent to later connection to public water systems.

- 10) At the appropriate time, develop an established plan or pathway for the City to assume ownership of and provide capital improvements to systems which need assistance. Such planning would include necessary financing mechanisms, such as Local Improvement Districts (LID's) and state loans and grants.

IV. CONCLUSION

The UAC believes it is time for the City to depart from its disengaged, laissez faire attitude toward water management on Bainbridge Island, Accordingly, the UAC recommends that the City adopt a policy of providing active and consistent assistance to the small water systems on Bainbridge Island, and encourage voluntary consolidation over time of those systems within the City's current water utility. The UAC recommends the City prioritize its efforts and focus on Group A water systems and the small water systems within or adjacent to the City's current assigned service areas.

Adopted unanimously at UAC Meeting on September 23, 2020.

- Charles Averill
- Sheina Hughes
- Ted Jones, Co-Chair
- Andy Maron, Co-Chair
- Nancy Nolan
- Martin Pastucha (absent 9/23/20)
- Emily Sato

EXHIBITS

- Exhibit A: Map Group A and B Water Systems
- Exhibit B: List of Group B Systems
- Exhibit C: Map of Service Areas
- Exhibit D: COBI Resolution 93-3
- Exhibit E: UAC Discussion Matrix

Exhibit A: Group A and B Water Systems

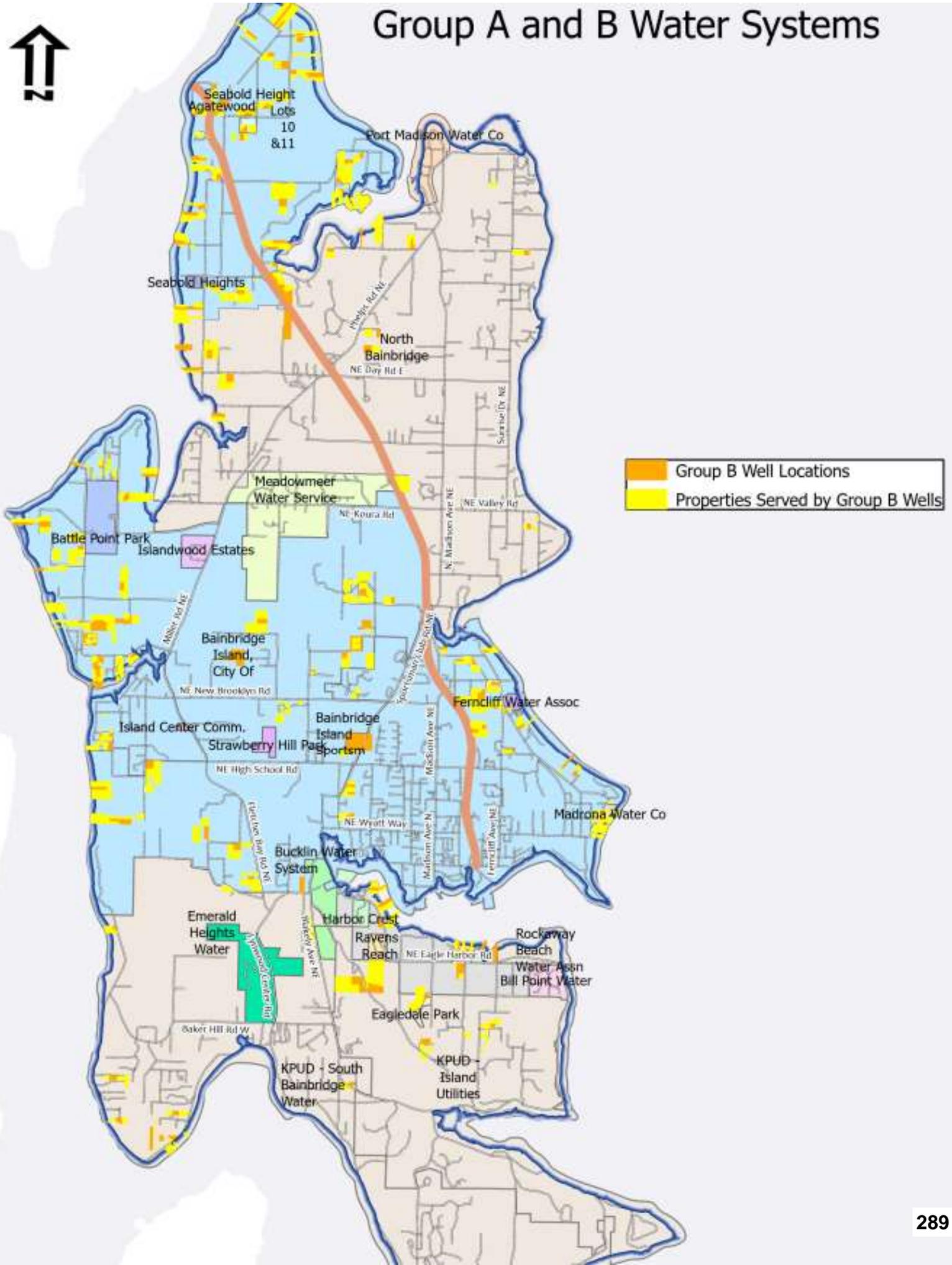
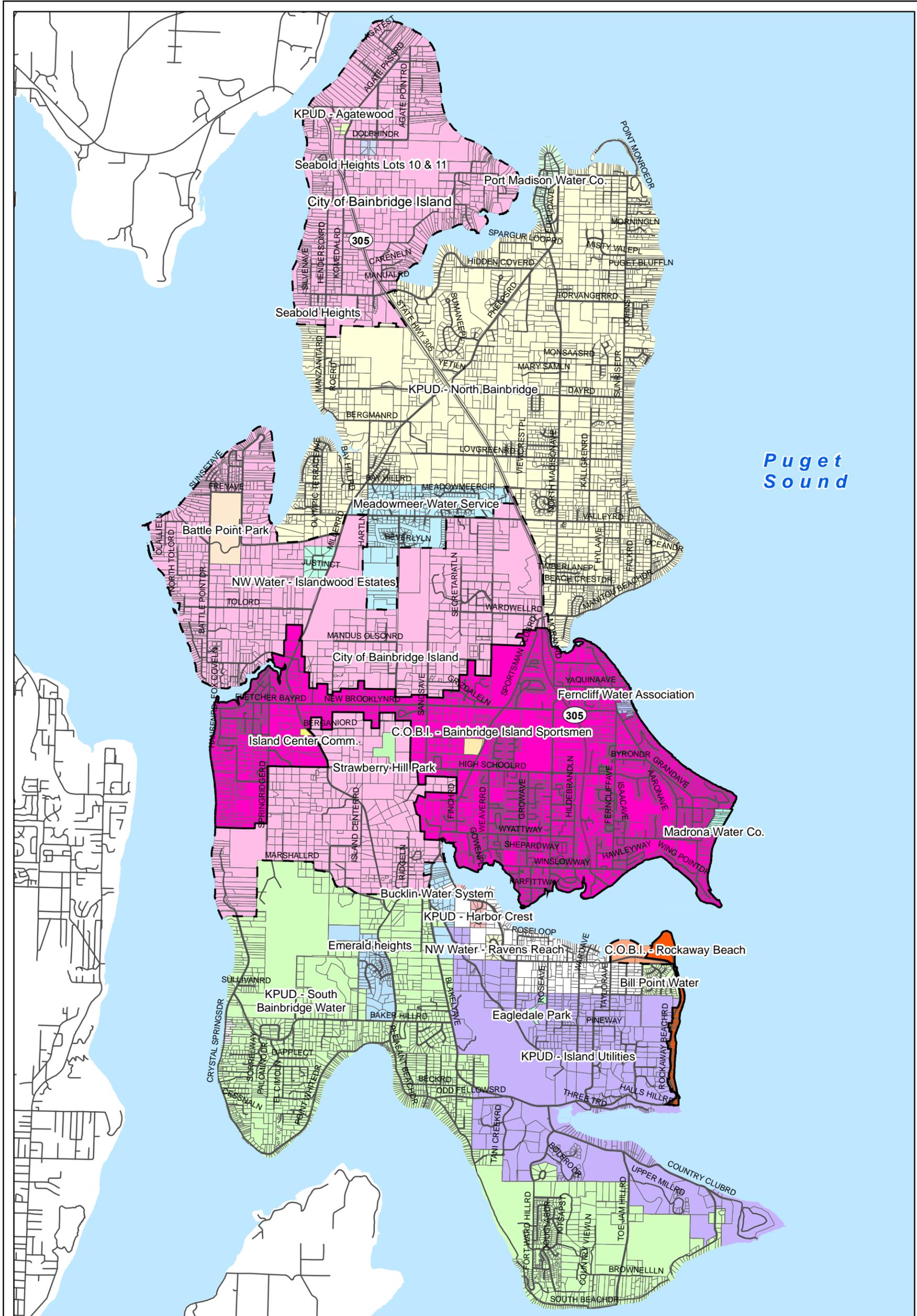


Exhibit B – List of Group B Water Systems on Bainbridge Island

| Class | SystemName | ApprovedConnections | ConnectionCount |
|-------|-----------------------------------|---------------------|-----------------|
| B | Agate Community | 9 | 6 |
| B | Agate Point | 4 | 4 |
| B | Agatewood | 3 | 3 |
| B | Alford Homes I Water System | 8 | 8 |
| B | Alice Kimball Water System | 2 | 2 |
| B | Amber Water Assoc. | 9 | 9 |
| B | Amis Water | 0 | 3 |
| B | Argonaut | 6 | 3 |
| B | Arrow Point Water | 6 | 5 |
| B | Backland Well System | 6 | 5 |
| B | Bainbridge Green | 8 | 8 |
| B | Bainbridge Is Saddle | 1 | 1 |
| B | Bainbridge Island Marina | 2 | 1 |
| B | Bainbridge Island Sportsmans Club | 0 | 1 |
| B | Battle Point Water System | 4 | 2 |
| B | Bbd Water System | 7 | 6 |
| B | Bennett-Upton Water | 6 | 4 |
| B | Bergstrom Farm | 4 | 4 |
| B | Bernhard Water | 4 | 4 |
| B | Bevins | 4 | 4 |
| B | Big Fir | 6 | 2 |
| B | Blakely | 9 | 9 |
| B | Boetter Water | 5 | 4 |
| B | Booth Water | 0 | 0 |
| B | Bpib | 3 | 3 |
| B | Bronte | 4 | 4 |
| B | Broomgerrie | 7 | 5 |
| B | Browning | 3 | 3 |
| B | Cala Woods | 6 | 5 |
| B | Carole/Swink | 4 | 4 |
| B | Casey Street Water Co. Llc | 9 | 8 |
| B | Cedar Lane Water | 4 | 4 |
| B | Cedar Ponds Water System | 0 | 4 |
| B | Cessna Water | 4 | 4 |
| B | Churchill Water Corp. | 9 | 8 |
| B | Clark Acres Water | 0 | 6 |
| B | Clear Water | 6 | 6 |
| B | Clementz First Edition | 4 | 4 |
| B | Davis Keith Cooperative | 5 | 5 |
| B | Dawson/Tallon | 5 | 2 |
| B | Day Road Water System | 4 | 4 |
| B | Dolphin | 4 | 4 |
| B | Douglas Water System | 5 | 3 |
| B | Eagledale Marina | 0 | 1 |
| B | Family Meadows Water | 6 | 3 |
| B | Fletcher Bay Water | 5 | 5 |
| B | Flora Water | 3 | 3 |
| B | Fox Cove Water | 10 | 9 |
| B | Gale-Blair | 3 | 3 |
| B | Gen-Don Water System | 4 | 4 |
| B | Gordon | 6 | 5 |
| B | Graham Estates | 4 | 4 |
| B | Green Spot Water | 4 | 3 |
| B | Greene Water System | 2 | 2 |
| B | Haley Water System | 4 | 3 |
| B | Hansen/Spellman | 6 | 6 |
| B | Heavenly Waters | 6 | 5 |
| B | Hemlock Street | 6 | 6 |

| | | | |
|---|----------------------------|----|----|
| B | Hendel | 3 | 3 |
| B | Henderson Road | 3 | 2 |
| B | Hidden Cove | 9 | 7 |
| B | Hidden Cove West Water Co | 9 | 9 |
| B | Holly Lane Gardens | 2 | 1 |
| B | Hooper Point | 4 | 4 |
| B | Hume Water System | 4 | 4 |
| B | Iwihy Inc | 7 | 6 |
| B | Johnston Well | 9 | 9 |
| B | Keeney Water | 8 | 8 |
| B | King, Carol/Ted Water | 6 | 4 |
| B | Kirk Ave Water | 9 | 9 |
| B | Laurelwood | 5 | 5 |
| B | Lazy Brook Farm | 4 | 4 |
| B | Lee Memorial Water Assn | 6 | 1 |
| B | Lightmoor | 6 | 6 |
| B | Little Manzanita Water | 4 | 3 |
| B | Little, Crista Water | 6 | 4 |
| B | Lone Eagle | 7 | 7 |
| B | Lustbader-Preston | 4 | 4 |
| B | Madrono Water Co | 14 | 14 |
| B | Manual Road | 4 | 4 |
| B | Manzanita Road | 3 | 3 |
| B | Martinson Water | 0 | 3 |
| B | McFarland Well | 0 | 4 |
| B | McFarlane Water System | 4 | 2 |
| B | McKeever Water System | 6 | 6 |
| B | McKenzie Water System | 0 | 0 |
| B | Moran Water | 3 | 2 |
| B | Murphys | 4 | 3 |
| B | Norris Sp 615 Water System | 4 | 3 |
| B | Olallie Water Sysem | 2 | 2 |
| B | Olympus Beach Water | 8 | 7 |
| B | Onorato | 8 | 7 |
| B | Park Place Water Company | 4 | 3 |
| B | Parsons | 4 | 2 |
| B | Peabody Water | 6 | 4 |
| B | Piper | 9 | 9 |
| B | Pleasant Lane Water | 0 | 3 |
| B | Port Madison Yacht Club | 0 | 1 |
| B | Puget Bluff Lane Water | 6 | 7 |
| B | Ralston Water System | 3 | 3 |
| B | Raven Ridge | 5 | 5 |
| B | Reese, Roy | 6 | 3 |
| B | Rippy Water System | 4 | 2 |
| B | Ruys Lane | 4 | 4 |
| B | Satterwhite | 4 | 4 |
| B | Schadel / Lewars | 6 | 4 |
| B | Schold - Crystal Springs | 5 | 5 |
| B | Seabold Acres Water Assoc. | 4 | 4 |
| B | Seabold Height Lots 10 &11 | 3 | 3 |
| B | Seabold Water | 8 | 7 |
| B | Seattle Yacht Club | 4 | 1 |
| B | Skogen Eight | 8 | 8 |
| B | Skogen Lane | 6 | 5 |
| B | South Springridge Water | 8 | 9 |
| B | Spellman Water System | 4 | 4 |
| B | Springwood Lane | 4 | 4 |
| B | Springwood No. 1 | 4 | 4 |

| | | | |
|---|---------------------------|---|---|
| B | Springwood No. 2 | 6 | 8 |
| B | Stetson Acres | 6 | 6 |
| B | Stone-Erickson Water | 0 | 3 |
| B | Strawberry Water System | 6 | 6 |
| B | Sugar Mill | 5 | 2 |
| B | Sulu Water System | 6 | 5 |
| B | Sunset Heights Water | 6 | 6 |
| B | Thalberg Water System | 8 | 8 |
| B | Toad Holler | 7 | 7 |
| B | Tyee Yacht Club | 1 | 1 |
| B | Venice Water System | 6 | 6 |
| B | Wagener | 3 | 3 |
| B | Wallace | 3 | 3 |
| B | Waters, Owen Water System | 4 | 4 |
| B | Wendt Water System | 6 | 4 |
| B | West Port Madison | 6 | 6 |
| B | Wheeler West | 5 | 5 |
| B | Woodhaven Farm Water | 3 | 3 |



Puget Sound

Exhibit C. Service Areas

- Legend**
- Winslow RWSA
 - Rockaway Beach RWSA
 - Future Winslow RWSA
 - Future Rockaway Beach RWSA
 - Roads
 - Parcels
 - Water Body



Water System Plan
City of Bainbridge Island



Exhibit D – Resolution 93-03

RESOLUTION NO. 93-03

A RESOLUTION ESTABLISHING POLICIES TOWARD WATER SYSTEMS OUTSIDE HISTORIC WINSLOW AND WATER RESOURCES ON BAINBRIDGE ISLAND

WHEREAS:

1. The citizens of Bainbridge Island obtain their water from wells owned by private individuals and almost 200 different water purveyors. 42% of the island's population are served by 17 water systems, which serve 12 to 1000 customers. The remaining 58% of the population obtain water from individual systems or small systems developed to serve a few residents.
2. The City of Bainbridge Island owns and operates one system, that being the former City of Winslow's system which serves 1200 connections.
3. Strict new federal and state regulations for drinking water systems, rising water demands, and stringent environmental and resource conservation standards for new water supply projects are making it more difficult for small water systems managers to operate successful systems.
4. Customers of several water systems have approached the City requesting assistance with a variety of system deficiencies. It is expected that small system customers and operators will continue to request the City's help in solving water system problems.
5. The Growth Management Act mandates that the City's land use plans be developed with a consideration of the island's water resources. There is thus a need to inventory water supplies, investigate water resources, and begin comprehensive water planning.
6. All citizens and the City must take steps now to protect the Island's water resources and to insure high quality and quantity of water for our citizens, future generations, and the natural habitat of the Island.

IT IS THEREFORE RESOLVED:

7. The City of Bainbridge Island shall work with other governmental agencies, water purveyors, and citizens to preserve and protect the water resources of Bainbridge Island. The City shall assist citizens and water system purveyors to obtain reliable, high quality water service. In furtherance of this objective, the City shall be prepared to respond to requests to:
 - a. become a direct service provider through acquisition of water systems;
 - b. become a contract service provider to water system operators (performing such services as maintenance, billing, testing); and
 - c. provide support assistance (such as training and purchasing).

Revised 2-5-93

8. For existing water systems where the operators have expressed interest in relinquishing ownership to the City, the City shall respond actively to pursue system acquisition. The cost to bring the deficiencies of the water systems up to acceptable regulatory standards shall not be borne by the citizens of the City, but rather by the owners of the water system. The City may utilize the LID/ULID process to help finance the water system improvements.

9. The formation of new small water systems, the organization of new water purveyors, and the proliferation of new small wells shall be discouraged. Those persons desiring new or replacement water service are encouraged to hook-up to existing water systems. The City shall assume ownership of new water systems greater than a size to be determined by the Public Works Department when the systems are placed into service. The Public Works Department shall advise the council as to the size of new water systems that should be owned by the City.

10. The City shall develop a Water System Master Plan consistent with the Comprehensive Land Use Plan. The Water System Master Plan shall include issues of water quantity, quality, conservation, watershed, and well head protection. The City shall also work with water purveyors, other governmental agencies (like Kitsap County Public Utility District No. 1, Washington State Department of Ecology), and private citizens to provide education to the public about the Island's water resources and the benefits of conservation.

11. As part of the City's Water System Master Plan, the City may conclude that certain improvements will benefit the general public. These improvements may include new water sources, storage facilities, service lines, system interties, etc. Contrary to the situation described in paragraph 8, in which costs are paid by specific system owners, improvements which have general community benefit should be paid for by the City as a whole. Funding for these sorts of projects may come from a variety of sources, including general tax revenue, bonds, grants, matching funds, and may, consistent with the law, be allocated proportionate with the benefit.

12. As the City becomes involved with the water resource and water systems outside historic Winslow, in the manner described in the above paragraphs, it must be careful to consider the needs, benefits, and effects of its activities on those persons who obtain water from small private wells.

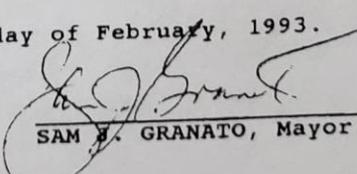
13. The City shall prepare a detailed inventory of all public water supplies on Bainbridge Island, and shall develop a well-monitoring program.

14. At the time annexation became effective, some water systems were actively working with Kitsap County Public Utility District No. 1, the City, and private contractors to improve their systems. The City shall continue to cooperate with these purveyors to accomplish the improvements.

15. The Public Works Department and Planning and Community Development Department shall advise the council by March 30, 1993 of the methods and means to implement this resolution and any proposed budget amendments necessary to do so.

PASSED BY THE CITY COUNCIL this 4th day of February, 1993.

APPROVED BY THE MAYOR this 4th day of February, 1993.


SAM J. GRANATO, Mayor

ATTEST/AUTHENTICATE:

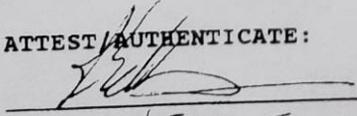

RALPH W. EELLS, FINANCE DIRECTOR

Exhibit E: COBI POLICY DISCUSSION MATRIX FOR ALL ON-ISLAND WATER SYSTEMS

updated: 9/18/2020

| | | Inside COBI Retail Service Area (RSA) | | | Outside COBI RSA | | | | |
|---|--|---|---|--|--|---|--|--|--|
| Potential COBI Involvement | Public Group B Systems (3-14 connections) | | Private Wells | Public Group A Systems (>14 conn.) | Public Group B Systems (3-14 connections) | Private Wells | Pros | Cons | |
| | Near current infrastructure | Distant from current infrastructure | | | | | | | |
| Example Systems | Casey Street | North Service Area (unserved now) | | Bill Pt, Meadowmeer, Emerald Heights | | | | | |
| Reactive (Status Quo) current staffing | SM, SB and SS if owner and COBI agree and if system is in good shape for fee COBI 1st in line to acquire Rates may vary from contiguous system | Defer to KCHD, KPUD and private water companies for all services and support | | SM, SB and SS if owner requests and if system is in good shape for fee COBI may acquire if cost effective and on border of COBI Service Area or infrastructure, if requested by the water system (as current staffing allows). | Defer to KPHD, KPUD and private water companies for all services and support | | Little city cost, effort and liability No staff growth | Doesn't encourage consolidations as recommended by State and County Doesn't help protect citizens and aquifers from failing aging water systems Occasional acquisition costs | |
| Active (Reaching Out) increased staffing | SM, SB and SS if owner requests and if system is in good shape for fee In exchange for helping old system; require agreement that when COBI infrastructure is in reach, future source is COBI Opportunity to pay early connection fee (impact fees included) to get building permit approval LID, if needed may be prefunded Discourage new Group Bs in Current RSA - must connect to COBI, unless COBI cannot support New Group Bs must be built to Group A technical specs to facilitate future consolidation | Defer to KPHD, KPUD and private water companies Consider trading away service area if serving area is prohibitively costly | COBI not staffed to operate private wells Offer information about closest water system and about LID programs available For new wells; require agreement that when COBI infrastructure is in reach, future source is COBI Opportunity to pay early connection fee (impact fees included) to get building permit approval | SM, SB & SS if owner requests and if system is in good shape for fee In exchange for helping old system; require agreement that when COBI infrastructure is in reach, future source is COBI COBI may acquire if cost effective and on border of COBI Service Area or infrastructure, if requested by the water system. Short range partnering with large operators (mostly KPUD) on CWF at RSA boundaries and growth areas to create interties and looped supply Long range: Build-out Infrastructure Plan, including wells, storage, and fire fighting. Annual CIP or LIDs until built out. | Offer information about closest water system and about LID programs available New Group Bs must build to Group A technical specs to facilitate future consolidation Short range partnering with large operators (mostly KPUD) on CWF at RSA boundaries and growth areas to create interties and looped supply Long range: Build-out Infrastructure Plan, including wells, storage, and fire fighting. Annual CIP or LIDs until built out. | Defer to KPHD, KPUD and private water companies for all services and support Offer information about closest water system and about LID programs available | More cost effective, efficient, reliable and safe Clear rules for system owner/operators More protective of Groundwater Encourages and enables consolidation as required by State and County recommendations Protects citizens from aging water systems Approaches WA standards island-wide. Improve fire protection | More PW staff required More planning, acquisition and operations Periodic acquisition costs for interties and system wide improvements | |

Key

CWF:
DOH:
KPHD:

KPUD: Kitsap Public Utility District
RSA: Retail Service Area
SB: Billing service

SM: Satellite management
SS: Sampling and reporting services

MEMORANDUM (11-22-20 draft)

TO: COBI City Council

FROM: COBI Utility Advisory Committee

DATE: November 19, 2020

SUBJECT: Report on UAC's 2020 Activities and Proposal for 2021 Work Plan

This memorandum summarizes the activities of the Utility Advisory Committee during 2020, and proposes topics for its focus during 2021. Due to Covid restrictions, the UAC's activities were necessarily limited beginning March 2020, including not meeting at all during March through July, and then conducting monthly Zoom meetings thereafter.

2020 Activities

1. Small Water Systems. Far and away, the most significant activity of the UAC in 2020 was the completion of its three-year study of small water systems on Bainbridge Island. The City's Comprehensive Plan contains High Priority Action #3 and various policies encouraging cooperation or consolidation of smaller water utilities. In 2017, the UAC began to study processes for implementing these policies, but the effort was periodically interrupted due to focus on higher priority activities. The UAC completed its study and recommendation to the council in a detailed memorandum in October 2020.
2. Utility Capital Improvement Planning (CIP). The Public Works Department consulted with the UAC regarding planning for significant upcoming CIP projects, primarily the replacement of the Winslow Water Tank.
3. Joint CCAC-UAC Input on PSE Franchise. A subcommittee of UAC met with a subcommittee of the Climate Change Advisory Committee to develop questions and topics for consideration by the City staff when beginning the process to negotiate an extension of the COBI-PSE franchise agreement.

Proposed 2021 Work Plan

- A. Continued Projects. The below projects have been worked on in the past by UAC.
 1. Major Projects Review. In recent years, the UAC spent significant time and effort studying several planned major projects of the City's Public Works Department, including the Winslow Water Tank Replacement, the Village Sewer Basin Study, and the Sewer Beach Mains. It is expected that the UAC will continue to be consulted about these projects as they proceed through evaluation and design.

2. Small Water System Policies. As discussed above, the UAC recently completed its major study of non-City-owned small water systems and prepared a recommendation memorandum in October 2020. The UAC may provide additional input on that subject during 2021.
3. Fire Code. In 2018-19, the UAC studied and then made recommendations to revise the City Code related to capital improvements in and by Island water systems. The Fire Marshall and Public Works Department are likely to consult with the UAC about the planned Code changes.
4. FOG Ordinance. The UAC has previously discussed the potential impact of FOG (fats, oils, and grease) in the City's sewer system. Public Works Department intends to develop regulatory processes and possible modifications to the Winslow Treatment Plant to deal with FOG, and it is anticipated that this subject will be discussed with UAC.
5. Joint CCAC-UAC Input on PSE Franchise. As listed above, last year the UAC provided input along with the CCAC on the upcoming negotiations with PSE. It is likely that this process will continue in 2021.

B. New Projects: The below new projects are expected to be brought to UAC in 2021.

1. Groundwater Management Plan (GMP). The City expects to begin work on a Ground Water Management Plan in 2021. Some aspects of the GMP are expected to respond to the UAC's recommendations regarding non-City-owned small water systems. The UAC anticipates periodic discussion with the Public Works Department about this important project.
2. Stormwater Master Plan. The 2021-22 budget includes preparation of a Master Plan for the City's stormwater utility. Several years ago, the UAC spent substantial time evaluating the structure, rates, and budgets of the stormwater utility. It anticipates discussing the development of this Plan with the Public Works Department.

Unanimously approved by UAC on November 19, 2020.

Ted Jones, Co-Chair
 Charlie Averill
 Susan Hume
 Martin Pastucha

Andy Maron, Co-Chair
 Sheina Hughes
 Nancy Nolan



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Ordinance No. 2021-04 Amending BIMC 15.04 Relating to City Building Code - Planning,

SUMMARY: The State of Washington regularly updates the adoption period of new model building codes that begins with the availability of the new editions every three years and ends with formal adoption of the building code by the City Council. These codes help ensure building and facilities constructed in the state are safe and healthy for building occupants, accessible to persons with disabilities and the elderly, and energy efficient.

For the first time, the building code includes specific requirements for tiny houses (Appendix Q) including allowing lower ceiling heights, compact stair systems and emergency escape for smaller rooms. The code adoption also amends and increases the energy efficiency requirements for residential and commercial construction.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

| | |
|------------------------------------|-----|
| Amount: | N/A |
| Ongoing Cost: | |
| One-Time Cost: | |
| Included in Current Budget? | |

BACKGROUND: Every 3 to 5 years, the State of Washington updates the State-adopted building codes. The updated edition is required to be reflected at the local level and there is also an opportunity to modify local code updates. The adoption was originally scheduled by the State for July 2020 but was delayed due to COVID-19.

The individual code manuals as proposed for adoption and created by the International Code Council can be found here: <https://codes.iccsafe.org/codes/i-codes>

ATTACHMENTS:

[Ordinance No. 2021-04 Building Code Update](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2021-04

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to the City's building codes and regulations, amending Sections 15.04.020, of Chapter 15.04 of the Bainbridge Island Municipal Code.

WHEREAS, the State Building Code Council amended and adopted the 2018 International Building Code, the 2018 International Residential Code, the 2018 International Mechanical Code published by the International Code Council, as well as the 2018 Uniform Plumbing Code published by the International Association of Plumbing and Mechanical Officials, and the 2018 International Energy & Conservation Code; and

WHEREAS, the City of Bainbridge Island is required by RCW 19.27.031 to adopt provisions of certain uniform codes of technical building and related regulations as adopted by the Washington State Building Code Council; and

WHEREAS, pursuant to Chapter 51-50 of the Washington Administrative Code, these new codes were to become effective on July 1, 2020 and

WHEREAS, due to several factors, including the impacts of COVID-19, the State Building Code Council (SBCC) voted to extend the effective date to February 1, 2021; and

WHEREAS, this ordinance is being adopted in accordance with Washington state law requirements related to jurisdictions in the state adopting by reference and enforcing building codes throughout Washington.

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

Section 1. Section 15.04.020 of the Bainbridge Island Municipal Code is amended to read as follows:

15.04.020 Codes adopted by reference.

The following codes are adopted by reference subject to the amendments set forth in BIMC 15.04.021 through 15.04.050 and Resolution 99-31:

- A. The International Building Code, ~~2015~~ 2018 Edition, published by the International Code Council, and amended by the State Building Code Council in Chapter 51-50 WAC, together with ICC A117.1 2009, Appendix C (Agricultural Buildings), Appendix E (Supplementary Accessibility Requirements), Appendix J (Grading), and the ~~2015-2018~~ International Existing Building Code;

- B. The International Residential Code, ~~2015~~ 2018 Edition, published by the International Code Council, and amended by the State Building Code Council in Chapter 51-51 WAC together with Appendix F (Radon Control Measures), ~~and~~ Appendix J (Existing Buildings and Structures), and Appendix Q (Tiny Homes);
- C. The Uniform Plumbing Code, ~~2015-2018~~ Edition, published by the International Association of Plumbing and Mechanical Officials, and amended by the State Building Code Council in Chapter 51-56 WAC including Appendices A, B and I;
- D. The International Mechanical Code, ~~2015~~ 2018 Edition, published by the International Code Council, and amended by the State Building Code Council in Chapter 51-52 WAC; except that the standards for handling liquefied petroleum gas installations shall be NFPA 58 (Liquefied Petroleum Gas Code) and NFPA 54 (National Fuel Gas Code);
- E. The Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, as published by the International Conference of Building Officials;
- F. The International Energy Conservation Code, ~~2015~~ 2018 Edition, published by the State Building Code Council, and amended in Chapters 51-11C and 51-11R WAC;
- G. The Uniform Administrative Code, 1997 Edition, published by the International Conference of Building Officials;
- H. The International Fuel Gas Code, ~~2015~~ 2018 Edition, published by the International Code Council;
- I. The Uniform Building Code, 1997 Edition, Table 1-A only, published by the International Conference of Building Officials;
- J. The International Green Construction Code (IGCC), ~~2015~~ 2018 Edition, is adopted by reference as an optional alternative to the ~~2015~~ 2018 IBC and/or ~~2015~~ 2018 IRC;
- K. The International Swimming Pool and Spa Code, ~~2015-2018~~ Edition, published by the International Code Council;
- L. The International Property Maintenance Code, ~~2015~~ 2018 Edition, published by the International Code Council.

In case of conflict among the BIMC and codes adopted in subsections A, B, C, D, E, F, G, H, I, J, K, and L of this section, the BIMC shall govern.

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

Section 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 12th day of January, 2021.

APPROVED by the Mayor this 12th day of January, 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE

Christine Brown, CMC, City Clerk

| | |
|-----------------------------|---------------------|
| FILED WITH THE CITY CLERK: | January 8, 2021 |
| PASSED BY THE CITY COUNCIL: | January 12, 2021 |
| PUBLISHED: | January _____, 2021 |
| EFFECTIVE DATE: | January _____, 2021 |
| ORDINANCE NUMBER: | 2021-04 |



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Interlocal Agreement with Kitsap County Sheriff's Office for Mutual Aid and Traffic Safety Task Force - Police,

SUMMARY: Consider approving the Interlocal Agreement with Kitsap County Sheriff's Office for Mutual Aid and Traffic Safety Task Force patrols.

AGENDA CATEGORY: Interlocal Agreement **PROPOSED BY:** Police

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Safe City

FISCAL IMPACT:

| | |
|------------------------------------|-------|
| Amount: | 2,500 |
| Ongoing Cost: | 2,500 |
| One-Time Cost: | |
| Included in Current Budget? | Yes |

BACKGROUND: The Kitsap County Sheriff's Office provides for the joint and cooperative undertaking of multi-jurisdictional law enforcement agencies through a Traffic Safety Task Force coordinator to establish, implement, and manage Traffic Safety Task Force emphasis patrols targeting specific offenses such as alcohol and other drug-impaired driving, underage drinking, speeding, distracted driving, and occupant protection offenses. Bainbridge Island's portion of the cost of supporting the Traffic Safety Task Force Coordinator is \$2,500 annually.

ATTACHMENTS:

[2021-2026 Traffic Task Force ILA.docx](#)

FISCAL DETAILS: There is roughly a \$2,500 impact to the Police General Fund budget which would come out of existing resources. No new appropriation is needed.

Fund Name(s):

Coding:

RETURN TO:
KITSAP COUNTY TRAFFIC SAFETY TASK FORCE
c/o Kitsap County Sheriff's Office
614 Division, MS-37
Port Orchard, WA 98366

KC - _____

**INTERLOCAL AGREEMENT FOR MUTUAL AID AND
TRAFFIC SAFETY TASK FORCE**

THIS INTERLOCAL AGREEMENT FOR MUTUAL AID AND TRAFFIC SAFETY TASK FORCE ("Agreement") is made and entered between the Kitsap County Sheriff's Office ("KCSO") and the Bainbridge Island Police Department, Bremerton Police Department, Port Orchard Police Department, Poulsbo Police Department and Suquamish Police Department ("Tribe"), acting through the governing bodies of their respective jurisdictions, individually referred to as a "participating agency" and collectively referred to as the "parties".

RECITALS

WHEREAS, the participating agencies, all law enforcement agencies in Kitsap County, desire to cooperatively participate in a Kitsap County Traffic Safety Task Force ("Task Force") for the purpose of providing mutual law enforcement assistance to target and apprehend individuals committing traffic offenses, with an emphasis on driving under the influence, speeding, occupant protection, distracted driving, and underage drinking.

WHEREAS, multi-agency participation in the Task Force is possible by virtue of the Washington Mutual Aid Peace Officer Powers Act set forth in Chapter 10.93 RCW and the Interlocal Cooperation Act set forth in Chapter 39.34 RCW.

WHEREAS, parties desire to execute this Agreement to memorialize the terms and conditions of Task Force participation.

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by reference, and mutual promises and covenants, the parties agree as follows:

1. **DEFINITIONS**
 - A. "Enforcement Committee" means the Traffic Safety Task Force Enforcement Committee.
 - B. "General Authority Washington peace officer" shall have the meaning as defined in RCW 10.93.020(3).
 - C. "Hosting agency," means the participating agency located in the jurisdiction in which Task Force duties are then being performed.

- D. "Hosting agency supervisor" means the hosting agency's assigned Task Force supervisor(s) or designee(s).
- E. "Participating agency," or "primary commissioning agency" shall have the same meaning as "primary commissioning agency" is defined in RCW 10.93.020(8).
- F. "Specially Commissioned Washington peace officer" shall have the meaning as defined in RCW 10.93.020(5).
2. **PURPOSE.** The purpose of this Agreement is to provide for the joint and cooperative undertaking of the parties to establish, implement, and manage the Traffic Safety Task Force emphasis patrol committed to traffic safety, including the prevention of alcohol and other drug-impaired driving, underage drinking, speeding, distracted driving, and occupant protection offenses through coordinated, multi-agency deterrence, and define responsibilities as contemplated by RCW 39.34.030.
3. **ORGANIZATION.** No separate legal or administrative entity is created by this Agreement nor do the parties intend to create through this Agreement a separate legal or administrative entity subject to suit.
4. **ADMINISTRATION.** This Agreement shall be administered by the Traffic Safety Task Force Enforcement Committee, which is an administrative board comprised of the Kitsap County Sheriff and the Chiefs of Police for the cities of Bainbridge, Bremerton, Port Orchard, Poulsbo and Suquamish or their respective designees. No participating agency is intending to assume responsibility or liability for the actions, or failures to act, of another participating agency and/or its respective officers, employees, and agents.
4. **SCOPE.** The parties to this Agreement will each provide law enforcement personnel for Task Force emphasis operations within targeted areas as set forth in Attachment A, Traffic Safety Task Force Emphasis Patrol Operational Guidelines, which is incorporated herein by reference. The areas selected for targeted emphasis operations and patrol will be determined by the Enforcement Committee.
5. **EFFECTIVE DATE, DURATION, FILING.** This Agreement shall become effective on January 1, 2021 and remain in effect for five (5) years, unless terminated or extended. Prior to its entry into force, this Agreement shall be filed with the Kitsap County Auditor's Office or, alternatively, listed by subject on the web site or other electronically retrievable public source in compliance with RCW 39.34.040.
6. **TERMINATION.** Any participating agency may terminate its participation under this Agreement by providing 90 days' prior written notice to the other parties. The termination of a participating agency will not automatically result in the dissolution of the Task Force. A terminated participating agency assumes no responsibility for the acts or omissions occurring after the effective termination date but shall remain liable for acts or omissions

occurring prior to the effective date of termination. The Task Force may be dissolved in its entirety by unanimous agreement of all parties.

8. OPERATIONS. When Task Force emphasis operations are scheduled, the operations shall be coordinated by an employee holding a rank of sergeant or higher from the scheduled hosting agency. Unless an action taken by an individual assigned to participate in the Task Force activities can be directly attributed to the direction and control of the hosting agency's supervisor, all actions by the individual will be considered actions by that individual, acting under the direction and control of that individual's primary commissioning agency according to its policies and procedures. No allocation of liability to the other participating agencies is otherwise intended by this Agreement. It is anticipated, but not required, that infractions and citations are to be written into the hosting agency's municipal court when emphasis patrols are held in the City of Bainbridge Island, Bremerton, Port Orchard or Poulsbo.

10. USE AND ACQUISITION OF PROPERTY. Each participating agency shall be responsible for acquiring all property that the participating agency needs for Task Force participation during the term of this Agreement. The parties do not anticipate the joint acquisition of property for the performance of this Agreement and any property acquired by a participating agency for the purposes of effectuating the terms of this Agreement shall remain the property of the acquiring participating agency.

11. TASK FORCE COORDINATION
 - A. The Task Force Coordinator shall be responsible for coordinating Task Force related communications between all participating agencies for Task Force activities. The Task Force Coordinator is an employee of KCSO and funding for this position will be the sole responsibility of Kitsap County. The coordination provided by KCSO shall not be considered an allocation of liability to Kitsap County under RCW 10.93.040 for any purpose whatsoever.

 - B. Each participating agency will pay an annual contribution to KCSO to be used for the cost of providing the Task Force Coordinator. The amounts are as follows: Bremerton Police Department (\$3,000), Bainbridge Island Police Department (\$2,500), Port Orchard Police Department (\$2,500), Poulsbo Police Department (\$2,500) and Suquamish Police Department (\$2,500). In return, the Task Force Coordinator will assist in finding additional funding for traffic safety campaigns and equipment. Funding for overtime will be available through a grant from the Washington Traffic Safety Commission.

12. INDEPENDENT CAPACITY
 - A. Each participating agency and its respective employees or agents shall continue to be the employees or agents of the primary commissioning agency which shall be solely and exclusively responsible for that employee or agent and shall not be considered for any purpose whatsoever to be employees or agents of the other parties this Agreement.

No participating agency shall have the authority to bind another participating agency nor control the employees, agents, or contractors of another participating agency to this Agreement. All rights, duties and obligations of the employer shall remain with the primary commissioning Agency. Each participating agency agrees to indemnify, defend, and hold harmless the other parties in any action arising from or related to the negligence of its own employees, including all costs of defense and attorney's fees.

B. Each participating agency shall be solely and exclusively responsible for the compensation, salary, benefits, training, training expenses, equipment, and all other costs, including without limitation, worker's compensation and other expenses for its employees participating in Task Force activities, sworn and unsworn. Each participating agency will be responsible for ensuring compliance with all applicable laws, collective bargaining agreements, and civil service rules and regulations regarding its own employees.

13. MUTUAL AID, CONSENT. The KCSO Sheriff and Chiefs of Police, for each participating agency executing this Agreement, consent to the full exercise of peace officer powers and authority by each participating agency's general authority Washington peace officers and specially commissioned Washington peace officers assigned by the primary commissioning agency to participate in the Task Force, when the assigned peace officer is engaging in Task Force activities. This consent is limited to the scope of authority granted by the primary commissioning agency to its Task Force participants. This grant of authority shall remain valid for the term of this Agreement unless revoked in writing. This grant of authority is not intended to reallocate the responsibility of the primary commissioning agency for the acts or omissions of their respective officers under RCW 10.93.040. This Agreement shall not be construed in any manner that would limit the parties' authority or powers under law.

13. INDEMNIFICATION AND LIMITATION OF LIABILITY

A. Each participating agency shall indemnify, defend, and hold harmless the other parties, and the other parties' officers, employees, and agents from any and all allegations, complaints, losses, claims, damages, attorneys' fees, or costs for wrongful and/or negligent acts or omissions of the participating agency and/or its officers, employees, or agents relating to or arising out of Task Force activities. In the case of allegations, complaints, losses, claims, damages, attorneys' fees, or costs against more than one participating agency, any damages allowed shall be levied in proportion to the percentage of fault attributable to each, and each participating agency shall have the right to seek contribution from each of the other participating agencies in proportion to the percentage of fault attributable to each of the other parties. The parties shall cooperate and jointly defend any such matter to the fullest extent allowed by law.

B. A participating agency reserves the right, but shall have no obligation, to participate in the defense of any claim, damages, losses or expenses and such participation shall not constitute a waiver of the participating agency's indemnity obligations under this Agreement.

- C. Nothing in this Agreement shall require or be interpreted to:
1. Waive any defense arising out of RCW Title 51.
 2. Limit the ability of any participating agency or its officials, officers or employees from exercising any right, defense or remedy which a participating agency to a lawsuit may have with respect to claims or third parties, including any good faith attempts to seek dismissal of legal claims against a participating agency by any proper means allowed under the civil rules in either state or federal court.
 3. Cover or require indemnification for intentional wrongful conduct, conduct outside the scope of employment of any individual or for any judgment for punitive damages against any individual or participating agency. Payment of punitive damage awards, fines or sanctions shall be the sole responsibility of the individual against whom such a judgment is rendered and/or his/her employer, should that employer elect to make payment voluntarily. This Agreement does not require indemnification of any punitive damage awards or for any order imposing fines or sanctions.
14. **INSURANCE.** Each participating agency will maintain sufficient insurance coverage to cover any and all hazards, damages, costs, and liabilities associated with the Task Force activities, which shall at minimum include the following coverage:
- A. General Liability insurance with minimum combined single limits of one million dollars (\$1,000,000) per occurrence and one million dollars (\$1,000,000) aggregate. The policy will be applicable to all premises and operations. The policy will include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall not contain any exclusions which relate to or arise out of the Program activities under this Agreement. The policy will contain a severability of interests' provision.
 - B. Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000) each occurrence with respect to each of the party's owned, hired, and non-owned vehicles on the premises at the EVOC training. The policy will contain a severability of interests' provision.
 - C. Workers' Compensation Insurance in compliance with RCW 51.12.020, or the equivalent, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability or Stop Gap Insurance in the amount of \$1,000,000.
15. **NOTICE.** All notices under this Agreement may be delivered or mailed to Sheriff or Chiefs of Police of the other participating agencies. All notices mailed by regular post (including first class) shall be deemed to have been given on the second business day following the date of mailing, if properly mailed and addressed. Notices sent by certified or registered mail shall be deemed to have been given on the day following the date of mailing, if

properly mailed and addressed. For all types of mail, the postmark affixed by the United States Postal Service shall be conclusive evidence of the date of mailing.

16. **NONDISCRIMINATION.** The parties shall not discriminate against any person on the basis of race, color, creed, religion, national origin, age, sex, marital status, sexual orientation, veteran status, disability, or other circumstance prohibited by federal, state, or local law, and shall comply with Title VI of the Civil Rights Act of 1964, P.L. 88-354 and Americans with Disabilities Act of 1990 in the performance of this Agreement.
17. **GOVERNING LAW, JURISDICTION, VENUE, WAIVER**
 - A. This Agreement shall be governed by the laws of the State of Washington. Each participating agency consents to the personal jurisdiction of the Superior Court of the State of Washington for all participating agency claims, disputes, proceedings, or actions arising out of or relating to this Agreement. Venue for any such claim shall be exclusively in the Kitsap County Superior Court. The Tribe hereby expressly grants a limited waiver of sovereign immunity to suit solely for the purposes of this provision. The Tribe will neither direct nor authorize their respective insurers to raise defenses of sovereign immunity or treaty rights on behalf of the Tribe for participating agency claims authorized by this provision.
 - B. Nothing in this Agreement shall be construed to authorize any suit, execution, attachment, or judicial process against the persons or property of the Tribe or any of its officers, agents, or employees, or against the Tribal Council or any member thereof, other than as specifically provided herein. In no event shall this Agreement be construed to authorize attachment, execution or other judicial process against real property of the Tribe, any property held in trust by the United States or subject to a restriction against alienation imposed by federal law, or any funds held by or on behalf of the Tribe and derived from federal or state grants or contracts.
19. **HEADINGS.** Headings of this Agreement are for convenience only and shall not affect the interpretation of this Agreement.
20. **COMPLIANCE WITH LAWS.** The parties shall comply with all applicable laws, rules and regulations pertaining to them in connection with the Services provided and matters covered in the Agreement, including but not limited to applicable regulations of the Washington Department of Labor and Industries, including WA-DOSH Safety Regulations; all relevant state and federal workplace safety requirements.
21. **SURVIVAL.** Those provisions of this Agreement that by their sense and purpose should survive expiration or termination of the Agreement shall so survive. Those provisions include, without limitation, the respective responsibilities and authority of each participating agency, indemnification, insurance, and governing law, jurisdiction, venue, and waiver.

22. **NO THIRD-PARTY BENEFICIARY.** This Agreement is intended to be solely between the parties. No part of this Agreement shall be construed to add, supplement, or amend existing rights, benefits, or privileges of any third party, including without limitation, employees of any participating agency.
23. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding of the participating agencies and supersedes all prior or simultaneous representations, discussions, negotiations, and agreements, whether written or oral, within the scope of this Agreement.
24. **SEVERABILITY.** The provisions of this Agreement are severable. Any term or condition of this Agreement or application thereof deemed to be illegal, invalid or unenforceable, in whole or in part, shall not affect any other term or condition of the Agreement and the parties' rights and obligations will be construed and enforced as if the Agreement did not contain that particular provision.
25. **AMENDMENT.** This Agreement may be amended or modified as deemed appropriate by the parties, provided, any such amendment shall not become effective unless written and signed by all parties with the same formality as this Agreement.
26. **ASSIGNMENT.** The rights, authority, or obligations under this Agreement, and any claims arising thereunder, are not assignable or delegable by any participating agency.
27. **PUBLIC RECORDS.** To the extent any record, including any electronic, audio, video, paper, or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, Chapter 42.56 RCW. Each participating agency agrees to maintain all records constituting public records and to produce or assist the other parties in producing such records, within the time frames and parameters set forth in state law.
29. **COUNTERPARTS.** This Agreement may be executed in any number of counterparts, all such counterparts shall be deemed to constitute one and the same instrument, with each counterpart deemed an original.
30. **AUTHORIZATION.** Any authorizations, actions required, or permitted to be taken, and any document required or permitted to be executed under this Agreement will be taken or executed only by a duly authorized representative of the participating agency. Each participating agency warrants and represents to the other parties that the person signing below has been properly authorized and empowered to execute this Agreement on behalf of the participating agency for whom they sign and, if applicable, to waive sovereign immunity as required by this Agreement.

Approved and executed this ___ day of _____, 2020

KITSAP COUNTY

APPROVED:

GARY SIMPSON
Kitsap County Sheriff

DATED this ___ day of _____, 2020.

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

CHARLOTTE GARRIDO, Chair

ROBERT GELDER, Commissioner

EDWARD E. WOLFE, Commissioner

ATTEST:

Dana Daniels, Clerk of the Board

Approved and executed this ____ day of _____, 2020

CITY OF BAINBRIDGE ISLAND

CHIEF JOSEPH CLARK
Bainbridge Island Police Department

Approved this ____ day of _____, 2020

ELLEN SCHROER, Interim City Manager

JOE LEVAN, City Attorney

ATTACHMENT A
TRAFFIC SAFETY TASK FORCE EMPHASIS PATROL

OPERATIONAL GUIDELINES

1. **PURPOSE** The Traffic Safety Task Force emphasis patrol is committed to traffic safety, including the prevention of alcohol and other drug-impaired driving, underage drinking, speeding, distracted driving, and occupant protection offenses through coordinated, multi-agency deterrence.
2. **OBJECTIVES.** The objectives of the Traffic Safety Task Force emphasis patrol are to:
 - A. improve traffic safety in Kitsap County and reduce the incidence and prevalence of alcohol and other drug-impaired driving, underage drinking, speeding, distracted driving, and occupant protection offenses;
 - B. increase law enforcement presence in the community to maximum levels in targeted high traffic, high DUI, and collision arrest areas based upon statistical analysis;
 - C. increase public attention on traffic safety;
 - D. focus media attention on traffic safety; and
 - E. enhance communication and cooperation among law enforcement agencies in Kitsap County.
3. **SELECTION OF TASK FORCE PARTICIPANTS**
 - A. Each participating agency will be asked to provide at least one officer for each Task Force emphasis patrol. Participating agencies with restricted jurisdiction will be asked to provide an equivalent, alternative level of participation.
 - B. Each participating officer must be either a general authority Washington peace officer or a specially commissioned Washington peace officer.
 - C. Specially commissioned Washington peace officers may not exceed the scope of the special commissions granted by the primary commissioning agency when exercising their law enforcement authority granted under the terms of the Agreement.
 - D. Participating agencies will be encouraged to assign highly-motivated officers who have demonstrated an interest in traffic safety enforcement.
4. **SUPERVISION**
 - A. The hosting agency will be required to provide a first level supervisor for the patrol shift for Task Force operations.

- B. The hosting agency supervisor will coordinate the briefing to be held prior to the beginning of the patrol shift for Task Force emphasis operations, present area details and agency concerns, and provide any associated paperwork, if necessary.
- C. The hosting agency supervisor will work the entire patrol shift during the Task Force emphasis operations and will have overall responsibility for the coordination of the emphasis patrol.
- D. The hosting agency supervisor will field all questions and complaints concerning the Task Force emphasis patrol. All citizen complaints will be forwarded to the primary commissioning agency of the peace officer involved in the complaint.
- E. The hosting agency supervisor will have the authority to return an officer to his/her agency as a result of inappropriate behavior. In such an event, the hosting agency supervisor shall ensure that a written report of the incident will be promptly forwarded to the primary commissioning agency.
- F. Officers assigned to the Task Force emphasis patrol will be expected to follow their primary commissioning agency's policies with regard to use of force, pursuit and arrest procedures, and all other matters of professional conduct. However, officers will also be expected to follow the direction of the hosting agency supervisor.

5. OFFICER RESPONSIBILITY

- A. Task Force officers will work their assigned areas according to the guidelines provided by the hosting agency supervisor, focusing on detection and apprehension of impaired drivers, and the enforcement of underage drinking, speeding distracted driving, and occupant protection statutes.
- B. When a DUI arrest is made, the arrestee will be taken to the nearest participating BAC facility for processing or to the Kitsap County Jail. Officers will follow the specific guidelines offered at briefings before each emphasis patrol as to specifically targeted areas, such as occupant protection, traffic safety emphasis patrols.
- C. Task Force officers will follow their primary commissioning agency guidelines for report writing with the reports filed in the jurisdiction of arrest, unless otherwise required by the Task Force officer's primary commissioning agency.
- D. At the end of each Task Force emphasis patrol shift, each officer will provide the Task Force coordinator with an account of his/her activity for that shift using the activity log form provided.
- E. Task Force emphasis patrol officers will be expected to provide back-up and cover for one another while participating in Task Force activities.

- F. Task Force officers will respond to traffic collisions to provide assistance and traffic control. If a collision is alcohol-related, the officer will investigate and make arrests or issue citations as appropriate. If alcohol is not involved, investigation instead be handled by the appropriate regular duty officer(s) for that jurisdiction.
- G. Coffee and lunch breaks will be provided; however, these breaks will be restricted to no more than two marked units together at one time.
- H. If citizens inquire as to the presence of an outside agency officer in the emphasis area, officers will explain their role in the Traffic Safety Task Force Emphasis Patrol.

6. TARGET AREAS AND DEPLOYMENT

- A. The emphasis patrol will be assigned to target areas based on intelligence information from participating agencies, DUI arrest and collision data, occupant protection surveys, and discussions of the Enforcement Committee.
- B. The target areas will be assigned by rotation so that each participating agency's jurisdiction is included in the enforcement rotation unless a higher priority target is identified by the Enforcement Committee.
- C. The hosting agency supervisor will coordinate the deployment of Task Force officers assigned to the emphasis patrol. Each officer will be provided with a map of the target area and briefing information.

7. COMMUNICATIONS

- A. All Task Force emphasis patrol communications will be on a frequency as agreed upon by Kitsap 911 and the Task Force Supervisor.
- B. Requests for data or impound will be made through the appropriate dispatch agency.

8. GENERAL POLICIES

- 1. No DUI arrestee will be released to their own custody. Arrestee not booked into jail, are only be released to a responsible, sober person or transported home.
- 2. DUI arrestees who are combative or otherwise uncooperative will be taken to the Kitsap County jail. Booking of such arrestees will be left to the discretion of the officer's primary commissioning agency policies.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: January 12, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Inter-Agency Agreement with the Washington State Traffic Safety Commission in Support of Multi-jurisdictional Grant-funded High-visibility Emphasis Activities and Target Zero Campaigns - Police,

SUMMARY: The Bainbridge Island Police Department wishes to continue participation in the Washington Traffic Safety Commission's traffic safety grant projects which support multi-jurisdictional high visibility enforcement traffic safety emphasis patrols and Target Zero priorities.

AGENDA CATEGORY: Interlocal Agreement **PROPOSED BY:** Police

RECOMMENDED MOTION: Approve with Consent Agenda.

STRATEGIC PRIORITY: Safe City

FISCAL IMPACT:

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

BACKGROUND: The United States Department of Transportation and the National Highway Traffic Safety Administration provide annual grant funding to reimburse law enforcement agencies for officer overtime associated with participation in Target Zero campaigns and High Visibility Emphasis Patrols managed by the Washington Traffic Safety Commission. Emphasis patrols include such campaigns as impaired driving, distracted driving, seat belt use enforcement, and motorcycle safety patrols. No matching funds are required.

ATTACHMENTS:

[2020-2021 Emphasis Patrols Agreement.pdf](#)

FISCAL DETAILS: BIPD is reimbursed for officer time up to the regional maximum outlined in the grant ILA. No matching funds are required.

Fund Name(s):

Coding:

INTERAGENCY AGREEMENT

BETWEEN THE

Washington Traffic Safety Commission

AND

the City of Bainbridge Island

THIS AGREEMENT is made and entered into by and between the Washington Traffic Safety Commission, hereinafter referred to as “WTSC,” and **the City of Bainbridge Island**, hereinafter referred to as “SUB-RECIPIENT.”

NOW THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the Parties mutually agree as follows:

1. PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to provide funding, provided by the United States Department of Transportation (USDOT) National Highway Traffic Safety Administration (NHTSA) and allowed under the Assistance Listings Catalog of Federal Domestic Assistance (CFDA) numbers 20.600 and 20.616, for traffic safety grant project **2021-HVE-4065-Region 9 Target Zero Task Force**, specifically to provide funding for the law enforcement agencies in WTSC Region 9 to conduct overtime high-visibility enforcement (HVE) traffic safety emphasis patrols as outlined in the Statement of Work (SOW), in support of Target Zero priorities. The Target Zero Manager (TZM) and/or the Law Enforcement Liaison (LEL) shall coordinate the SOW with the SUB-RECIPIENT with the goal of reducing traffic crashes.

Grant **2021-HVE-4065-Region 9 Target Zero Task Force** was awarded to the **Region 9** to support collaborative efforts to conduct HVE activities. By signing this agreement, the SUB-RECIPIENT is able to seek reimbursement for approved overtime expenses incurred as a participant in the region’s HVE grant.

2. PERIOD OF PERFORMANCE

The period of performance of this Agreement shall commence upon the date of execution by both Parties, but not earlier than October 1, 2020, and remain in effect until September 30, 2021, unless terminated sooner, as provided herein.

3. STATEMENT OF WORK

SCOPE OF WORK:

Note: This statement of work applies only to High Visibility Emphasis patrols (HVE) for traffic safety areas which your region has received HVE funding.

GOAL: To prevent traffic crashes to reduce traffic related deaths and serious injuries through increased enforcement.

STRATEGY: Prevent drivers from engaging in high risk behaviors by increasing their perception of the risk of receiving a citation through high visibility enforcement campaigns (HVE). HVE Campaigns influence driver behavior by creating the perception that there is an increased risk of engaging in risky driving behaviors. This perception is achieved through 1) an increase in media messages about upcoming emphasis periods so that the targeted drivers know when the patrols will occur and what will be enforced and 2) during the patrols drivers have the perception of increased enforcement because they can see a significant and noticeable increase in law enforcement presence (officers pulling cars over) that reinforces the media messages they received and influences them to modify their driving behavior.

OBJECTIVES: Research and experience has shown that the strategy is only effective if all partners that engage in HVE adhere to these requirements. The SUB-RECIPIENT agrees to follow all seven of these requirements.

1. Implement the mobilization plan developed by the local traffic safety task force for each HVE event that includes:
 - a. Problem Statement
 - b. Description of enforcement strategy, including expected law enforcement agencies participating in the event, target violation, and target locations so that the HVE has the greatest chance of preventing traffic crashes.
 - c. Public outreach strategy that targets the drivers most likely to contribute to traffic crashes.
 - d. Evaluation plan
2. The event is data driven. This means data (such as traffic crash data) is used to identify the locations where the HVE should occur and drivers with the highest potential of causing traffic crashes.
3. The enforcement is multijurisdictional and uses a saturation approach. This means SUB-RECIPIENT is coordinating its efforts with adjacent law enforcement agencies so that the driving public has the perception of law enforcement omnipresence on the targeted roads. Enforcement is highly visible – clearly more than a typical day. WTSC proposes that no less than three officers work an HVE.
4. Each participating officer will make at least 3 contacts per hour.
5. The public is made aware of the event before, during, and after the enforcement takes place. This means that messages reach all target audiences in the community, regardless of English proficiency, who use the targeted transportation system. The WTSC will conduct statewide public education campaigns during national campaigns, but it is the responsibility of the SUB-RECIPIENT and task force to ensure that all elements of HVE are being met.
6. Local media are highly involved in the effort to reach communities in which HVE will occur.

7. The SUB-RECIPIENT deploys resources to enforce traffic laws in priority areas throughout the year when HVE is not being implemented.

ADDITIONAL REQUIREMENTS FOR ALL HVE EVENTS:

In addition to the seven critical elements, SUB-RECIPIENT agrees to all of the following requirements for all HVE events.

1. To use the WEMS system provided by the WTSC to record all activities conducted by their commissioned officers pursuant to the HVE events. SUB-RECIPIENT will also ensure all supervisors and fiscal staff have the ability to review and edit those activity logs.
2. All participating staff receive a briefing prior to the event so that every participant understands and can explain all of the items on the briefing list below. This can be done in person (preferred) or electronic via telephone, email, or virtually.
 - Purpose, goals, strategy, and objectives of the specific HVE event with a focus on the targeted locations and driving behaviors
 - List of on-call DREs and request procedures
 - How to fill out their digital activity log in WEMS
 - Information on how the Mobile Impaired Driving Unit will be used (if applicable)
 - Dispatch information
 - All Participating officers
 - Spotter processes (if applicable)
 - Available Draeger machines and locations
3. All officers participating in these patrols are BAC certified and passed the SFST refresher training within the prior three years (this is regardless of ARIDE or DRE Training mentioned below).
4. To utilize all available media platforms it has available (website, email newsletters, social media etc...) to the fullest extent to publicize the HVE events.
5. Make at least one individual available for weekend media contacts, beginning at noon on Fridays before HVE mobilizations.

ADDITIONAL REQUIREMENTS FOR SPECIFIC HVE EVENTS

In addition to the seven critical elements, and the additional requirements of all HVE events, the SUB-RECIPIENT agrees to all of the following requirements for each type of specific HVE in which they will participate.

1. IMPAIRED DRIVING:
 - a. Impaired driving HVE events must begin after 8:00 p.m. and occur between Thursday-Sunday.
 - b. SUB-RECIPIENT will ensure participating officers have made a DUI/DWI arrest within the past twelve months.

- c. SUB-RECIPIENT will participate in national impaired driving HVE events including:
 - i. Holiday DUI Patrols (December 11 – January 2)
 - ii. Drive Sober or Get Pulled Over (August 20 – September 6)

2. DISTRACTED DRIVING

- a. Distracted driving HVE events will be conducted using a team approach with designated spotters.
- b. SUB-RECIPIENT will participate in national impaired driving HVE events including:
 - i. U Drive. U Text. U Pay. (October 5 – 12)
 - ii. On the Road, Off the Phone (April 1 – 19)

3. MOTORCYCLE SAFETY PATROLS

- a. Patrols will focus on the illegal and unsafe driving actions of motorcycles that are known to cause serious and fatal crashes. This includes impaired driving, speeding, and following too closely.
- b. Patrols will focus on the illegal and unsafe driving actions of all other motor vehicles when relating to motorcycles. This includes speeding, failure to yield to a motorcycle, following too closely to a motorcycle, distracted driving, etc.
- c. SUB-RECIPIENT will utilize motorcycle officers in these patrols to the fullest extent possible.
- d. The SUB-RECIPIENT will engage in multijurisdictional HVE patrols, as part of a regional or national effort, for all or part of the following campaigns:
 - i. It's a Fine Line – July 11 – 27, 2021. Note: Patrols must take place Friday, Saturday, or Sunday during the campaign.
 - ii. Oyster Run Event – Summer 2021 (Region 11 only)
 - iii. ABATE Spring Opener – Summer 2021 (Region 12 only)
 - iv. Ocean Shores Motorcycle Event (formerly Bikers at the Beach) – Summer 2021 (Region 2 only)

OTHER CONSIDERATIONS, EXCEPTIONS, AND NOTES REGARDING HVE EVENTS

At least three contacts per hour requirement explained:

- Participating law enforcement officers should make as many contacts as they can during their OT patrol in the spirit of changing driving behavior.
- They must make a minimum of three self-initiated contacts per hour of enforcement unless they engage in a related enforcement activity that prevents them from doing so – in which case, the contact requirement is waived while the officer is addressing that activity. For example, if an officer stops a vehicle and arrests the driver for DUI, he/she is not required to make three contacts per hour for the time spent processing the DUI.
- Other activities, such as collision investigations or emergency response that are not initiated through emphasis patrol contact WILL NOT be reimbursed.

Impaired Driving HVE events:

- The WTSC encourages participation from officers who have successfully completed Advanced Roadside Impaired Driving Enforcement (ARIDE) or are a certified Drug Recognition Expert.

- Exceptions to any impaired driving HVE requirements must be submitted to the WTSC HVE Program Manager for approval.
- Funding in this category can be expended outside of the campaign periods. However, the funds must only be used for impaired driving enforcement and during another national impaired driving enforcement campaign or other large local event/mobilization. Participation during Holiday DUI Patrols and Drive Sober or Get Pulled Over should be prioritized when scheduling enforcement dates.
- The WTSC encourages law enforcement agencies to use this funding to support the professional growth of officers with limited exposure to impaired driving enforcement. With the approval of the region's TZM and WTSC, officers can participate in mentoring for impaired driving enforcement. Requirements for this use of funds include the following:
 - WTSC approval for impaired driving mentorship is done through the HVE Mobilization Plan. Approval for mentorship must be received prior to the activity date.
 - The training officer must be a Drug Recognition Expert or ARIDE trained. TZMs can submit a request for an officer who doesn't meet these requirements to be a mentor. This request must be detailed on the HVE Mobilization Plan.
 - There must be a review of the SFST procedure prior to the enforcement activity.
 - There is a limit of two times per year that an officer can be a mentee.
 - Funds permitting, it is expected that mentees will participate in at least one impaired driving mobilization after completing mentoring.
 - Each region or county-level task force can set additional requirements for participation in this use of funding.
 - To be eligible for this activity, the task force must have a policy for DUI Mentoring. WTSC will provide a model DUI Mentoring policy if requested.
 - Funding will pay for overtime for the mentor officer and the mentee officer.
- This funding can be used to conduct premises checks (such as the Home Safe Bar Program) in bars and other establishments that sell alcohol. To be used for this purpose, the activity must meet the following requirements:
 - Approval for this activity must be done through the HVE Mobilization Plan. This plan must be received by WTSC at least 2 weeks prior to the activity date. It should include details such as the estimated number of hours and officers who will be participating in this activity. It should also include a plan for what officers will discuss with the establishment (Ex. distributing coasters, HVE dedication materials, mobilization creative, etc.)
 - Each establishment is counted as one contact on the Officer Activity Log.
 - The WA Liquor and Cannabis Board should be notified in advance of this activity to encourage collaboration and support.
- These funds can be used for DUI warrant round-up events. Prior approval is needed for these activities and must include evidence of thorough planning to include a threat matrix on warrant suspects, most current address information obtained through the court or local record management system and current Department of Licensing or booking photos on warrant suspects available.

Distracted Driving HVE Events:

- With the State of Washington's distracted driving law, these patrols will be important to ensure through education and enforcement that drivers understand and are following the new law ([RCW 46.61.672](#)).

- These patrols shall be deployed at locations where the data indicates that the most traffic safety benefit can be realized as determined by the local Traffic Safety Task Force. Wherever possible these patrols shall occur in areas with the highest number of past distracted driving violations. This approach has shown to best identify distracted driving violations.
- Spotter Requirement Explained: A distracted driving HVE patrol must consist of at least three officers – one spotter and at least two officers responding to violations.
- This funding can be expended outside of the national campaigns, but the funds must only be used for distracted driving HVE enforcement.

Motorcycle Safety HVE Events:

- Patrols must take place Friday, Saturday, or Sunday during the It’s a Fine Line campaign, however the local Traffic Safety Task Force can request to conduct patrols during other days in the week if data shows the need for this. These requests must be sent to the WTSC Program Manager managing the Motorcycle Safety program prior to the enforcement dates.
- During special events, patrols should be scheduled during the dates of the event and could start one day before the official event start date and end one day after the official event end date.

3.1. MILESTONES AND DELIVERABLES

Mobilization

U Drive. U Text. U Pay.

DUI Holiday Patrols

On the Road, Off the Phone

It’s a Fine Line

DUI Drive Sober or Get Pulled Over

Dates

October 5 – 12

December 11 - January 2

April 1 - 19

July 11 - 27

August 20 - September 6

3.2. COMPENSATION

3.2.1. Compensation for the overtime work provided in accordance with this Agreement has been established under the terms of RCW 39.34. The cost of accomplishing the work described in the SOW will not exceed dollar total from amounts listed below. Payment for satisfactory performance of the overtime work shall not exceed this amount unless the WTSC and SUB-RECIPIENT mutually agree to a higher amount in a written Amendment to this Agreement executed by both the WTSC and SUB-RECIPIENT. Comp-time is not considered overtime and will not be approved for payment. All law enforcement agencies who are active members of the Region 9 traffic safety task force with a fully executed grant agreement are eligible to participate in this grant.

3.2.2. WTSC will reimburse for personnel overtime expenses at 150 percent of the officer’s normal salary rate plus SUB-RECIPIENT’s contributions to employee benefits, limited to the following:

- FICA
- Medicare
- Any portion of L & I that is paid by the employer (SUB-RECIPIENT)

- Retirement contributions paid by the employer (SUB-RECIPIENT) can be included if the contribution is based on a percentage of their hours worked

Health insurance, or any other benefits not listed above, are not eligible for reimbursement.

The SUB-RECIPIENT will provide law enforcement officers with appropriate equipment (e.g., vehicles, radars, portable breath testers, etc.) to participate in the emphasis patrols.

3.2.3. Funding alterations are permitted as follows: Upon agreement by the regional TZM and all other parties impacted by a proposed budget alteration, the allocation amounts may be increased or decreased without amending this agreement. HVE grant funds should be managed collaboratively by the SUB-RECIPIENT and the TZM.

These alterations must be requested through email communication among all involved parties, including the TZM, and the WTSC Fiscal Analyst. This communication shall include an HVE Allocation Adjustment form, which details the funding alterations.

Funds within the same HVE campaign budget category only, can be increased and decreased across parties, so long as the modified total does not exceed the regional total allocation per funding category.

3.2.4. These funds, designated for salaries and benefits, are intended to pay for the hourly overtime costs and proportional amounts of fringe benefits of commissioned staff pursuing the activities described in the statement of work. These funds may not be used for any other purpose for example any work required to maintain a law enforcement commission including recertification trainings like firearm qualification.

3.2.5. Dispatch: WTSC will reimburse communications officers/dispatch personnel for work on this project providing SUB-RECIPIENT has received prior approval from their region's TZM. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.

3.2.6. Transport Officers: WTSC will reimburse transport officers for their work on this project providing SUB-RECIPIENT has received approval from their regions TZM. The TZM will work with the regional LEL to determine if need is warranted for the type of HVE activity. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.

3.2.7. The law enforcement agency involved will not schedule individual officer overtime shifts for longer than eight hours. WTSC understands there may be instances when more than eight hours are billed due to DUI processing or other reasons and an explanation should be provided on the WEMS Officer Activity Log.

3.2.8. The law enforcement agency involved will ensure that any reserve officer for whom reimbursement is claimed has exceeded his/her normal weekly working hours when participating in an emphasis patrol and is authorized to be paid at the amount requested. Reserve officers may only be paid at the normal hourly rate and not at the 150 percent overtime rate.

3.3. SUMMARY OF PROJECT COSTS

The WTSC has awarded **\$27,000.00** to the **Region 9 Traffic Safety Task Force** for the purpose of conducting coordinated overtime HVE activities. By signing this agreement, the SUB-RECIPIENT is able to seek reimbursement for approved overtime expenses incurred as a participant in this grant. All activity must be coordinated by the region’s traffic safety task force and TZM in order to be eligible for reimbursement.

The funding for **Region 9** is as follows:

EMPHASIS PATROL

| | |
|---|-------------|
| Impaired Driving Patrols (Section 402, CFDA 20.600) | \$16,000.00 |
| Distracted Driving Patrols (Section 402, CFDA 20.600) | \$11,000.00 |
| Motorcycle Safety (164 Funds, CFDA 20.608) | \$0.00 |

3.3.1. The funds issued under this Agreement are only to be used for the specified category and shall not be commingled between categories.

APPLICABLE STATE AND FEDERAL TERMS AND CONDITIONS:

4. ACTIVITY REPORTS

The SUB-RECIPIENT agrees to have all personnel who work HVE patrols submit a WEMS Officer Activity Log within 24 hours of the end of all shifts worked. These same logs will be associated with invoices as detailed in the “BILLING PROCEDURE” section. Use of the Officer Activity Log in the WTSC’s online grant management system, WEMS, is required. Supervisor review and accuracy certification will also be done in WEMS.

5. ADVANCE PAYMENTS PROHIBITED

No payments in advance of or in anticipation of goods or services to be provided under this Agreement shall be made by the WTSC.

6. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties in the form of a written request to amend this Agreement. Such amendments shall only be binding if they are in writing and signed by personnel authorized to bind each of the Parties. Changes to the budget, SUB-RECIPIENT’S Primary Contact, and WTSC Program Manager can be made through email communication and signatures are not required.

7. ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the Parties. No other understandings,

oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto.

8. ASSIGNMENT

The SUB-RECIPIENT may not assign the work to be provided under this Agreement, in whole or in part, without the express prior written consent of the WTSC, which consent shall not be unreasonably withheld. The SUB-RECIPIENT shall provide the WTSC a copy of all third-party contracts and agreements entered into for purposes of fulfilling the SOW. Such third-party contracts and agreements must follow applicable federal, state, and local law, including but not limited to procurement law, rules, and procedures. If any of the funds provided under this Agreement include funds from NHTSA, such third-party contracts and agreements must include the federal provisions set forth in this Agreement in sections 34 through 42.

9. ATTORNEYS' FEES

In the event of litigation or other action brought to enforce the Agreement terms, each Party agrees to bear its own attorney fees and costs.

10. BILLING PROCEDURE

All invoices for reimbursement of HVE activities will be done using the WTSC's grant management system, WEMS. WEMS Officer Activity logs will be attached to invoices, directly linking the cost of the activity to the invoice. Because the activity, approval, and invoicing are all done within WEMS, no back up documentation is required in most cases.

Once submitted by the SUB-RECIPIENT, invoices are routed to the regional TZM for review and approval. The TZM will submit all approved invoices to the WTSC via WEMS within 10 days of receipt.

Payment to the SUB-RECIPIENT for approved and completed work will be made by warrant or account transfer by WTSC within 30 days of receipt of such properly documented invoices acceptable to WTSC. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within 45 days after the expiration date of this Agreement. All invoices for goods received or services performed on or prior to June 30, 2021, **must be received by WTSC no later than August 10, 2021**. All invoices for goods received or services performed between July 1, 2021 and September 30, 2021, **must be received by WTSC no later than November 15, 2021**.

11. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

The SUB-RECIPIENT shall not use or disclose any information concerning the WTSC, or information which may be classified as confidential, for any purpose not directly connected with the administration of this Agreement, except with prior written consent of the WTSC, or as may be required by law.

12. COST PRINCIPLES

Costs incurred under this Agreement shall adhere to provisions of 2 CFR Part 200 Subpart E.

13. COVENANT AGAINST CONTINGENT FEES

The SUB-RECIPIENT warrants that it has not paid, and agrees not to pay, any bonus, commission, brokerage, or contingent fee to solicit or secure this Agreement or to obtain approval of any application for

federal financial assistance for this Agreement. The WTSC shall have the right, in the event of breach of this section by the SUB-RECIPIENT, to annul this Agreement without liability.

14. DISPUTES

14.1. Disputes arising in the performance of this Agreement, which are not resolved by agreement of the Parties, shall be decided in writing by the WTSC Deputy Director or designee. This decision shall be final and conclusive, unless within 10 days from the date of the SUB-RECIPIENT's receipt of WTSC's written decision, the SUB-RECIPIENT furnishes a written appeal to the WTSC Director. The SUB-RECIPIENT's appeal shall be decided in writing by the Director or designee within 30 days of receipt of the appeal by the Director. The decision shall be binding upon the SUB-RECIPIENT and the SUB-RECIPIENT shall abide by the decision.

14.2. Performance During Dispute. Unless otherwise directed by WTSC, the SUB-RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

15. GOVERNANCE

15.1. This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

15.2. In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

15.2.1. Applicable federal and state statutes and rules

15.2.2. Terms and Conditions of this Agreement

15.2.3. Any Amendment executed under this Agreement

15.2.4. Any SOW executed under this Agreement

15.2.5. Any other provisions of the Agreement, including materials incorporated by reference

16. INCOME

Any income earned by the SUB-RECIPIENT from the conduct of the SOW (e.g., sale of publications, registration fees, or service charges) must be accounted for, and that income must be applied to project purposes or used to reduce project costs.

17. INDEMNIFICATION

17.1. To the fullest extent permitted by law, the SUB-RECIPIENT shall indemnify and hold harmless the WTSC, its officers, employees, and agents, and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs of whatsoever kind ("claims") brought against WTSC arising out of or in connection with this Agreement and/or the SUB-RECIPIENT's performance or failure to perform any aspect of the Agreement. This indemnity provision applies to all claims against WTSC, its officers, employees, and agents arising out of, in connection with, or incident to the acts or omissions of the SUB-RECIPIENT, its officers, employees, agents, contractors, and subcontractors. Provided, however, that nothing herein shall require the SUB-RECIPIENT to indemnify and hold harmless or defend the WTSC, its agents, employees, or officers to the extent that claims are caused by the negligent acts or omissions of the WTSC, its officers, employees or agents; and provided further that if such claims result from the concurrent negligence of (a) the SUB-RECIPIENT, its officers, employees, agents, contractors, or

subcontractors, and (b) the WTSC, its officers, employees, or agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the SUB-RECIPIENT, its officers, employees, agents, contractors, or subcontractors.

17.2. The SUB-RECIPIENT waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend, and hold harmless the WTSC, its officers, employees, or agents.

17.3. The indemnification and hold harmless provision shall survive termination of this Agreement.

18. INDEPENDENT CAPACITY

The employees or agents of each Party who are engaged in the performance of this Agreement shall continue to be employees or agents of that Party and shall not be considered for any purpose to be employees or agents of the other Party.

19. INSURANCE COVERAGE

19.1. The SUB-RECIPIENT shall comply with the provisions of Title 51 RCW, Industrial Insurance, if required by law.

19.2. If the SUB-RECIPIENT is not required to maintain insurance in accordance with Title 51 RCW, prior to the start of any performance of work under this Agreement, the SUB-RECIPIENT shall provide WTSC with proof of insurance coverage (e.g., vehicle liability insurance, private property liability insurance, or commercial property liability insurance), as determined appropriate by WTSC, which protects the SUB-RECIPIENT and WTSC from risks associated with executing the SOW associated with this Agreement.

20. LICENSING, ACCREDITATION, AND REGISTRATION

The SUB-RECIPIENT shall comply with all applicable local, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of this Agreement. The SUB-RECIPIENT shall complete registration with the Washington State Department of Revenue, if required, and be responsible for payment of all taxes due on payments made under this Agreement.

21. RECORDS MAINTENANCE

21.1. During the term of this Agreement and for six years thereafter, the SUB-RECIPIENT shall maintain books, records, documents, and other evidence that sufficiently and properly reflect all direct and indirect costs expended in the performance of the services described herein. These records shall be subject to inspection, review, or audit by authorized personnel of the WTSC, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration. The Office of the State Auditor, federal auditors, the WTSC, and any duly authorized representatives shall have full access and the right to examine any of these materials during this period.

21.2. Records and other documents, in any medium, furnished by one Party to this Agreement to the other Party, will remain the property of the furnishing Party, unless otherwise agreed. The receiving Party will not disclose or make available this material to any third Parties without first giving notice to the furnishing Party and giving them a reasonable opportunity to respond. Each Party will utilize reasonable security procedures

and protections to assure that records and documents provided by the other Party are not erroneously disclosed to third Parties.

22. RIGHT OF INSPECTION

The SUB-RECIPIENT shall provide right of access to its facilities to the WTSC or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement. The SUB-RECIPIENT shall make available information necessary for WTSC to comply with the right to access, amend, and receive an accounting of disclosures of their Personal Information according to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or any regulations enacted or revised pursuant to the HIPAA provisions and applicable provisions of Washington State law. The SUB-RECIPIENT shall upon request make available to the WTSC and the United States Secretary of the Department of Health and Human Services all internal policies and procedures, books, and records relating to the safeguarding, use, and disclosure of Personal Information obtained or used as a result of this Agreement.

23. RIGHTS IN DATA

23.1. WTSC and SUB-RECIPIENT agree that all data and work products (collectively called "Work Product") pursuant to this Agreement shall be considered works made for hire under the U.S. Copyright Act, 17 USC §101 et seq., and shall be owned by the state of Washington. Work Product includes, but is not limited to, reports, documents, pamphlets, advertisement, books, magazines, surveys, studies, computer programs, films, tapes, sound reproductions, designs, plans, diagrams, drawings, software, and/or databases to the extent provided by law. Ownership includes the right to copyright, register the copyright, distribute, prepare derivative works, publicly perform, publicly display, and the ability to otherwise use and transfer these rights.

23.2. If for any reason the Work Product would not be considered a work made for hire under applicable law, the SUB-RECIPIENT assigns and transfers to WTSC the entire right, title, and interest in and to all rights in the Work Product and any registrations and copyright applications relating thereto and any renewals and extensions thereof.

23.3. The SUB-RECIPIENT may publish, at its own expense, the results of project activities without prior review by the WTSC, provided that any publications (written, visual, or sound) contain acknowledgment of the support provided by NHTSA and the WTSC. Any discovery or invention derived from work performed under this project shall be referred to the WTSC, who will determine through NHTSA whether patent protections will be sought, how any rights will be administered, and other actions required to protect the public interest.

24. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the SOW under this Agreement, the WTSC may terminate the Agreement under the "TERMINATION FOR CONVENIENCE" clause, without the 30-day notice requirement. The Agreement is subject to renegotiation at the WTSC's discretion under any new funding limitations or conditions.

25. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held

invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

26. SITE SECURITY

While on WTSC premises, the SUB-RECIPIENT, its agents, employees, or sub-contractors shall conform in all respects with all WTSC physical, fire, or other security policies and applicable regulations.

27. TAXES

All payments of payroll taxes, unemployment contributions, any other taxes, insurance, or other such expenses for the SUB-RECIPIENT or its staff shall be the sole responsibility of the SUB-RECIPIENT.

28. TERMINATION FOR CAUSE

If the SUB-RECIPIENT does not fulfill in a timely and proper manner its obligations under this Agreement or violates any of these terms and conditions, the WTSC will give the SUB-RECIPIENT written notice of such failure or violation, and may terminate this Agreement immediately. At the WTSC's discretion, the SUB-RECIPIENT may be given 15 days to correct the violation or failure. In the event that the SUB-RECIPIENT is given the opportunity to correct the violation and the violation is not corrected within the 15-day period, this Agreement may be terminated at the end of that period by written notice of the WTSC.

29. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Agreement, either Party may terminate this Agreement, without cause or reason, with 30 days written notice to the other Party. If this Agreement is so terminated, the WTSC shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination.

30. TREATMENT OF ASSETS

30.1. Title to all property furnished by the WTSC shall remain property of the WTSC. Title to all property furnished by the SUB-RECIPIENT for the cost of which the SUB-RECIPIENT is entitled to be reimbursed as a direct item of cost under this Agreement shall pass to and vest in the WTSC upon delivery of such property by the SUB-RECIPIENT. Title to other property, the cost of which is reimbursable to the SUB-RECIPIENT under this Agreement, shall pass to and vest in the WTSC upon (i) issuance for use of such property in the performance of this Agreement, or (ii) commencement of use of such property in the performance of this Agreement, or (iii) reimbursement of the cost thereof by the WTSC in whole or in part, whichever first occurs.

30.2. Any property of the WTSC furnished to the SUB-RECIPIENT shall, unless otherwise provided herein or approved by the WTSC, be used only for the performance of this Agreement.

30.3. The SUB-RECIPIENT shall be responsible for any loss or damage to property of the WTSC which results from the negligence of the SUB-RECIPIENT or which results from the failure on the part of the SUB-RECIPIENT to maintain and administer that property in accordance with sound management practices.

30.4. If any WTSC property is lost, destroyed, or damaged, the SUB-RECIPIENT shall immediately notify the WTSC and shall take all reasonable steps to protect the property from further damage.

30.5. The SUB-RECIPIENT shall surrender to the WTSC all property of the WTSC upon completion, termination, or cancellation of this Agreement.

30.6. All reference to the SUB-RECIPIENT under this clause shall also include SUB-RECIPIENT's employees, agents, or sub-contractors.

31. WAIVER

A failure by either Party to exercise its rights under this Agreement shall not preclude that Party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement.

APPLICABLE CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS (23 CFR PART 1300 APPENDIX A):

32. BUY AMERICA ACT

The SUB-RECIPIENT will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using federal funds. Buy America requires the SUB-RECIPIENT to purchase only steel, iron, and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use federal funds to purchase foreign produced items, the WTSC must submit a waiver request that provides an adequate basis and justification, and which is approved by the Secretary of Transportation.

33. DEBARMENT AND SUSPENSION

Instructions for Lower Tier Certification

33.1. By signing this Agreement, the SUB-RECIPIENT (hereinafter in this section referred to as the “lower tier participant”) is providing the certification set out below and agrees to comply with the requirements of 2 CFR part 180 and 23 CFR part 1300.

33.2. The certification in this section is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

33.3. The lower tier participant shall provide immediate written notice to the WTSC if at any time the lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

33.4. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Covered Transactions sections of 2 CFR part 180.

33.5. The lower tier participant agrees by signing this Agreement that it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.

33.6. The lower tier participant further agrees by signing this Agreement that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions, and will require lower tier participants to comply with 2 CFR part 180 and 23 CFR part 1300.

33.7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

33.8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

33.9. Except for transactions authorized under paragraph 35.5. of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

33.10. The lower tier participant certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

33.11. Where the lower tier participant is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Agreement.

34. THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

34.1. The SUB-RECIPIENT shall:

34.1.1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and shall specify the actions that will be taken against employees for violation of such prohibition.

34.1.2. Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the SUB-RECIPIENT's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations occurring in the workplace.

34.1.3. Make it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph 36.1.1. of this section.

34.1.4. Notify the employee in the statement required by paragraph 36.1.1. of this section that, as a condition of employment under the grant, the employee will abide by the terms of the statement, notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction, and notify the WTSC within 10 days after receiving notice from an employee or otherwise receiving actual notice of such conviction.

34.1.5. Take one of the following actions within 30 days of receiving notice under paragraph 36.1.3. of this section, with respect to any employee who is so convicted: take appropriate personnel action against such an employee, up to and including termination, and/or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

34.1.6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

35. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

In accordance with FFATA, the SUB-RECIPIENT shall, upon request, provide WTSC the names and total compensation of the five most highly compensated officers of the entity, if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in federal awards, received \$25,000,000 or more in annual gross revenues from federal awards, and if the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986.

36. FEDERAL LOBBYING

36.1. The undersigned certifies, to the best of his or her knowledge and belief, that:

36.1.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the

entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

36.1.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

36.1.3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grant, loans, and cooperative agreements), and that all sub-recipients shall certify and disclose accordingly.

36.2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

37. NONDISCRIMINATION (Title VI, 42 U.S.C. § 2000d et seq.)

37.1. During the performance of this Agreement, the SUB-RECIPIENT agrees:

37.1.1. To comply with all federal nondiscrimination laws and regulations, as may be amended from time to time.

37.1.2. Not to participate directly or indirectly in the discrimination prohibited by any federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR Part 21 and herein.

37.1.3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the WTSC, USDOT, or NHTSA.

37.1.4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding Agreement, the WTSC will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies, and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.

37.1.5. To insert this clause, including all paragraphs, in every sub-contract and sub-agreement and in every solicitation for a sub-contract or sub-agreement that receives federal funds under this program.

38. POLITICAL ACTIVITY (HATCH ACT)

The SUB-RECIPIENT will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

39. PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

The SUB-RECIPIENT will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists. This Agreement does not include any aspects or elements of helmet usage or checkpoints, and so fully complies with this requirement.

40. STATE LOBBYING

None of the funds under this Agreement will be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a state official whose salary is supported with NHTSA funds from engaging in direct communications with state or local legislative officials, in accordance with customary state practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

41. DESIGNATED CONTACTS

The following named individuals will serve as designated contacts for each of the Parties for all communications, notices, and reimbursement regarding this Agreement:

| The Contact for the SUB-RECIPIENT is: | The Target Zero Manager for Region 9 is: | The Contact for WTSC is: |
|--|--|---|
| Sergeant Trevor Ziemba Bainbridge Island Police tziemba@bainbridgewa.gov 206-842-5211 or 206-730-8316 | Marsha Masters Region 9 Target Zero Manager mmasters@co.kitsap.wa.us 360-633-0805 | Manny Gonzalez WTSC Program Manager mgonzalez@wtsc.wa.gov 360-725-9888 |

42. AUTHORITY TO SIGN

The undersigned acknowledges that they are authorized to execute this Agreement and bind their respective agencies or entities to the obligation set forth herein.

IN WITNESS WHEREOF, the parties have executed this Agreement.

| | |
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| City of Bainbridge Island <hr/> Signature Ellen Schroer <hr/> Printed Name Interim City Manager <hr/> Title <hr/> Date | WASHINGTON TRAFFIC SAFETY COMMISSION <hr/> Signature <hr/> Printed Name <hr/> Title <hr/> Date |
|--|---|