CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, APRIL 13, 2021

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
HTTPS://BAINBRIDGEWA.ZOOM.US/J/92947338351
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351

AGENDA

1. **CALL TO ORDER/ROLL CALL - 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,** 20 Minutes

3. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:25 PM**

4. **PUBLIC COMMENT**

   4.A **(6:30 PM) Instructions for Providing Public Comment - City Clerk,** 15 Minutes
   Instructions for Providing Public Comment at Remote Meetings.docx

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

6. **CONSENT AGENDA**

   6.A **(6:50 PM) Agenda Bill for Consent Agenda,** 5 Minutes

   6.B **Accounts Payable and Payroll,**
   AP Report to Council of Cash Disbursements 04-14-21.pdf

Payroll April 5.pdf

6.C **City Council Meeting Minutes**
Special City Council Sustainable Transportation Workshop Minutes, March 16, 2021.docx
City Council Regular Business Meeting Minutes, March 23, 2021.pdf
Special Joint City Council and Ethics Board Meeting Minutes, March 24, 2021.pdf

6.D **Sound to Olympics Trail Sakai Pond Connector Contract Award - Public Works,**
STO Trail Sakai Connector CONTRACT.docx

6.E **Kitsap Critical Incident Response Team ("KCIRT") Mutual Aid Agreement - Police,** 5 Minutes
2021 KCIRT MOU.pdf

7. FUTURE COUNCIL AGENDAS

7.A **(6:55 PM) Future Council Agendas,** 10 Minutes
April 20 City Council Study Session.pdf
April 27 City Council Regular Business Meeting.pdf
May 4 City Council Study Session.pdf
May 11 City Council Regular Business Meeting.pdf
2021 List of Proposed Future Council Topics.docx

8. PRESENTATION(S)

8.A **(7:05 PM) Proclamation Declaring the Month of April 2021 as "Heritage Tree Month" - Planning,** 5 Minutes
Heritage Tree Proclamation 2021.docx
Heritage Tree Registry 2021.docx

8.B **(7:10 PM) Proclamation Declaring April 22, 2021, as "Bainbridge Island Earth Day" - Mayor Nassar,** 5 Minutes
Earth Day Proclamation 2021.docx

8.C **(7:15 PM) Recognition of Community Members - Councilmember Carr and Mayor Nassar,** 10 Minutes
Charles and Linda Schmid Proclamation.docx
Dr. Olaf Ribeiro Proclamation.docx
Background and Information for Dr. Olaf Ribeiro.docx

9. UNFINISHED BUSINESS

9.A **(7:25 PM) Ordinance No. 2021-03 Joint City Council/Planning Commission Land Use Subcommittee Phase I "Triage" Code Changes - Planning,** 10 Minutes
Ordinance No. 2021-03 Triage Code Updates
Ordinance No. 2021-03 Triage Code Updates - Longer Version
Exhibit A to Ordinance No. 2021-03.docx
ORD 2020-40 Planning Commission Recorded Motion 121020.pdf
20201029 Planning Commission Workplan for Joint Land Use Subcommittee Recommendtions.pdf
20201013_Joint_Land_Use_Subcommittee_Memorandum_Initial_Recommendations_Recovered.p

df
20201013 Joint Land Use Subcommittee Attachment A Table.pdf

9.B **(7:35 PM) Schedule Public Hearing on Ordinance No. 2021-14, Extending Small Wireless Facilities Design Standards Interim Official Control - Executive,** 5 Minutes
Ordinance No. 2021-14 Extending Interim Control - Small Wireless Facilities
ORD NO. 2020-22 EXTENDING INTERIM OFFICIAL CONTROL SWFS FOR 10-13-2020

9.C **(7:40 PM) Sustainable Transportation Plan Amendment No. 2 to Professional Services Agreement with Budget Amendment - Public Works,** 10 Minutes
Amendment No 2 to PSA Nelson Nygaard.docx
Exhibit A to Amendment No. 2 NN Memo Additional Budget Request.docx
STP_Original PSA_011620.pdf
STP Amendment No. 1.pdf

10. NEW BUSINESS

10.A **(7:50 PM) Appointments to the Race Equity Advisory Committee - Mayor Nassar,** 10 Minutes
Bispham - REAC (Redacted).pdf
Fong - REAC (Redacted).pdf
Hall - REAC (Redacted).pdf
Henry - REAC (Redacted).pdf
San Diego - REAC (Redacted).pdf
Tingley - REAC (Redacted).pdf
Young - REAC (Redacted).pdf

10.B **(8:00 PM) City Hall Repair Project Amendment No. 4 to Professional Services Agreement and Budget Amendment - Public Works,** 5 Minutes
City Hall Repair PSA Amendment No 4.docx

10.C **(8:05 PM) City Hall Repairs Project Budget Amendment - Public Works,** 5 Minutes
Budget Amendment _COBI Staff Memo.docx

10.D **(8:10 PM) Water Resource Inventory Area 15 Watershed Restoration and Enhancement Plan - Public Works,** 5 Minutes
WRIA15FinalDraft1Mar2021.pdf
Letter to WRIA 15 plan_DRAFT.docx
WRIA 15 Plan Presentation.pptx

11. COUNCIL DISCUSSION

11.A **(8:15 PM) Input on Scope of Work for Senior Natural Resources Planner Position - Executive,** 5 Minutes
Senior Natural Resources Planner_draft.pdf

12. COMMITTEE REPORTS - 8:20 PM

13. FOR THE GOOD OF THE ORDER - 8:25 PM

14. ADJOURNMENT - 8:35 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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



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

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 20 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: April 13, 2021 **ESTIMATED TIME:** 15 Minutes

AGENDA ITEM: (6:30 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

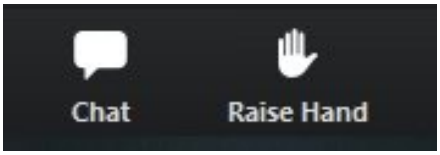
Members of the public are encouraged to submit written public comment to the City Council at any time by emailing Council at council@bainbridgewa.gov or the City Clerk at cityclerk@bainbridgewa.gov. Members of the public who wish to provide public comment during the remote meeting should follow the instructions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

INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT IN REMOTE MEETINGS

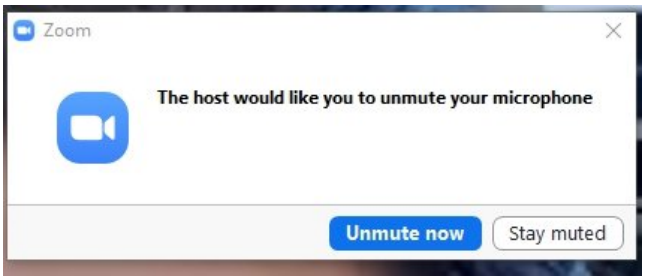
1. Attendees who wish to provide public comment sign in to Zoom with their name.

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: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (6:50 PM) Agenda Bill for Consent Agenda,

SUMMARY: Consider approval of the following Consent Agenda items:

B. Accounts Payable and Payroll;
C. City Council Meeting Minutes;
D. Sound to Olympics Trail Sakai Pond Connector Contract Award;
E. Kitsap Critical Incident Response Team ("KCIRT") Mutual Aid Agreement.

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: April 13, 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 04-14-21.pdf

Payroll April 5.pdf

FISCAL DETAILS:

Fund Name(s):

Coding:

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: March 22, 2021 - April 12, 2021
CITY COUNCIL: March 23, 2021 - April 13, 2021

Last check from previous run: 355955 dated 03/24/2021 issued to Seton Construction for $198,418.26.

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
EFT	3/25/21	430	WA State DOR/Excise taxes - February 2021	6,539.71
ACH	3/25/21	431	COBI/Utility billing - March 2021	1,631.20
ACH	3/25/21	432	WA State DOL/Firearm permits - March 2021	225.00
VOID	3/10/21	355825	UB/Wolfe, Asia/Incorrect payee	N/A
Manual	3/20/21	355956	ENG/Brown Wheeler Engineering/Eagle Harbor conceptual plan	16,997.50
Manual	3/24/21	355957	CRT/Peninsula Services/Mobile Shredding	32.00
Manual	3/24/21	355958	POL,IT/AT&T Mobility/Wireless charges - March 2021	1,582.79
Manual	3/24/21	355959	CenturyLink/Weaver PRV water telemetry - March 2021	58.32
Manual	3/24/21	355960	CRT/Kelly Connect/Annual lease & contract overages	604.24
Manual	3/24/21	355961	ENG/Kelley Connect/Copier lease	312.16
Manual	3/24/21	355962	POL/Kitsap 911/Call center services	11,656.17
Manual	3/24/21	355963	Puget Sound Energy/Green Power contract - March 2021	863.72
Manual	3/24/21	355964	POL/Toshiba/Copier lease	234.42
Manual	3/25/21	355965	EX/Aitchison, Christina/EOC & covid supply reimbursement	522.66
Manual	3/25/21	355966	ENG/Vimly Benefit Solutions/Cobra premiums: Michael	1,353.98
Manual	3/25/21	355967	PW/Toshiba/Copier lease	224.23
Manual	4/2/21	355968	PW/Island Hands/Janitorial - March 2021	22,078.09
Manual	4/2/21	355969	WA Water Service/Decant facility water - March 2021	165.53
Manual	4/7/21	355970	Allstream/Citywide phone services - April 2021	794.18
Manual	4/7/21	355971	Bainbridge Disposal/Citywide disposal services - March 2021	2,200.13
Manual	4/7/21	355972	CenturyLink/Citywide telemetry - March 2021	2,976.71
Manual	4/7/21	355973	CRT/Toshiba/Copier lease	188.58
			Total Manual Checks and Electronic Disbursements	**71,241.32**
Regular Run	4/14/21	355974-356075	**Total Regular Check Run**	**633,315.58**
			Total Disbursements	**704,556.90**
Retainage Release	3/24/21	197	Anderson Construction/WFP Playground Fence Repair	2,411.09
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 — Date: 4/8/2021



CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
430	03/25/2021	MANL	124	WA ST DEPT OF REVENU	247005	FEB21	02/28/2021		EFT-0221	6,539.71
	Invoice: FEB21						FEB 2021 EXCISE			
						363.31 91411341 553000	FINANCE - WATER EXTRNL TAXES			
						493.42 91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
						4,432.24 91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
						45.68 91411341 553000	FINANCE - WATER EXTRNL TAXES			
						1,104.73 91431383 553000	FINANCE - SSWM - EXTRNL TAXES			
						3,266.91 91411341 553000	FINANCE - WATER EXTRNL TAXES			
						454.36 91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
						-3,266.91 91411341 553000	FINANCE - WATER EXTRNL TAXES			
						-454.36 91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
						6.03 51011191 531100	PD-C/E-PROP RM-SUPPLIES			
						52.23 53011212 531100	PD-C/E-PATROL SUPPLIES			
						8.62 53011212 531100	PD-C/E-PATROL SUPPLIES			
						2.50 63470586 544000	CUR-DEV-ZONING-ADV			
						.40 63470586 544000	CUR-DEV-ZONING-ADV			
						3.56 63470586 544000	CUR-DEV-ZONING-ADV			
						2.53 63470586 544000	CUR-DEV-ZONING-ADV			
						.57 63470586 544000	CUR-DEV-ZONING-ADV			
						23.89 73011897 531100	O&M-C/E-PWY FAC-SUPPLIES			
								CHECK	430 TOTAL:	6,539.71
						NUMBER OF CHECKS 1		*** CASH ACCOUNT TOTAL ***		6,539.71

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	6,539.71

*** GRAND TOTAL *** 6,539.71

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 3 308									
APP 401-213000					ACCOUNTS PAYABLE			408.99	
03/25/2021	EFT-0221	EXCISE			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				6,539.71
03/25/2021	EFT-0221	EXCISE			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			4,925.66	
03/25/2021	EFT-0221	EXCISE			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE			1,104.73	
03/25/2021	EFT-0221	EXCISE			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			90.77	
03/25/2021	EFT-0221	EXCISE			AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000					ACCOUNTS PAYABLE			9.56	
03/25/2021	EFT-0221	EXCISE			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			6,539.71	6,539.71
APP 631-130000					DUE TO/FROM CLEARING			6,539.71	
03/25/2021	EFT-0221	EXCISE							
APP 401-130000					DUE TO/FROM CLEARING				408.99
03/25/2021	EFT-0221	EXCISE							
APP 402-130000					DUE TO/FROM CLEARING				4,925.66
03/25/2021	EFT-0221	EXCISE							
APP 403-130000					DUE TO/FROM CLEARING				1,104.73
03/25/2021	EFT-0221	EXCISE							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				90.77
03/25/2021	EFT-0221	EXCISE							
APP 407-130000					DUE TO/FROM CLEARING				9.56
03/25/2021	EFT-0221	EXCISE							
					SYSTEM GENERATED ENTRIES TOTAL			6,539.71	6,539.71
					JOURNAL 2021/03/308 TOTAL			13,079.42	13,079.42

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	3	308	03/25/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		90.77
001-213000				GENERAL - ACCOUNTS PAYABLE	90.77	
				FUND TOTAL	90.77	90.77
401 WATER OPERATING FUND	2021	3	308	03/25/2021		
401-130000				DUE TO/FROM CLEARING		408.99
401-213000				ACCOUNTS PAYABLE	408.99	
				FUND TOTAL	408.99	408.99
402 SEWER OPERATING FUND	2021	3	308	03/25/2021		
402-130000				DUE TO/FROM CLEARING		4,925.66
402-213000				ACCOUNTS PAYABLE	4,925.66	
				FUND TOTAL	4,925.66	4,925.66
403 STORM & SURFACE WATER FUND	2021	3	308	03/25/2021		
403-130000				DUE TO/FROM CLEARING		1,104.73
403-213000				ACCOUNTS PAYABLE	1,104.73	
				FUND TOTAL	1,104.73	1,104.73
407 BUILDING & DEVELOPMENT FUND	2021	3	308	03/25/2021		
407-130000				DUE TO/FROM CLEARING		9.56
407-213000				ACCOUNTS PAYABLE	9.56	
				FUND TOTAL	9.56	9.56
631 CLEARING FUND	2021	3	308	03/25/2021		
631-130000				DUE TO/FROM CLEARING	6,539.71	
635-111100				CASH		6,539.71
				FUND TOTAL	6,539.71	6,539.71

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		90.77
401	WATER OPERATING FUND		408.99
402	SEWER OPERATING FUND		4,925.66
403	STORM & SURFACE WATER FUND		1,104.73
407	BUILDING & DEVELOPMENT FUND		9.56
631	CLEARING FUND	6,539.71	
	TOTAL	6,539.71	6,539.71

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



03/25/2021 12:39 | CITY OF BAINBRIDGE ISLAND | P 1
cfreitas | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
431	03/25/2021	MANL	103	CITY OF BAINBRIDGE I	246997	13005MAR21	03/01/2021		ACHUB03	15.06
	Invoice: 13005MAR21					309 SHANNON DR				
					15.06	91011768 547500 GG-C/E-PARKS-WTR/SWR				
					246999	13006MAR21	03/01/2021		ACHUB03	428.88
	Invoice: 13006MAR21					309 SHANNON DR DOCK				
					428.88	91011768 547500 GG-C/E-PARKS-WTR/SWR				
					247000	10461MAR21	03/01/2021		ACHUB03	547.15
	Invoice: 10461MAR21					289 SHANNON DR				
					547.15	91011768 547500 GG-C/E-PARKS-WTR/SWR				
					247001	10463MAR21	03/01/2021		ACHUB03	323.76
	Invoice: 10463MAR21					370 BRIEN DR				
					323.76	91011755 547500 GG-C/E-COMMONS-WTR/SWR				
					247002	10464MAR21	03/01/2021		ACHUB03	301.29
	Invoice: 10464MAR21					402 BRIEN DR				
					301.29	91011755 547500 GG-C/E-COMMONS-WTR/SWR				
					247003	11573MAR21	03/01/2021		ACHUB03	15.06
	Invoice: 11573MAR21					5350 CREOSOTE PL NE				
					15.06	91011768 547500 GG-C/E-PARKS-WTR/SWR				
								CHECK	431 TOTAL:	1,631.20

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 1,631.20

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	1,631.20

*** GRAND TOTAL *** 1,631.20

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 3 309									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			1,631.20	
03/25/2021	ACHUB03	UB			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				1,631.20
03/25/2021	ACHUB03	UB			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			1,631.20	1,631.20
APP 631-130000					DUE TO/FROM CLEARING			1,631.20	
03/25/2021	ACHUB03	UB							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				1,631.20
03/25/2021	ACHUB03	UB							
					SYSTEM GENERATED ENTRIES TOTAL			1,631.20	1,631.20
					JOURNAL 2021/03/309 TOTAL			3,262.40	3,262.40

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	3	309	03/25/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		1,631.20
001-213000				GENERAL - ACCOUNTS PAYABLE	1,631.20	
				FUND TOTAL	1,631.20	1,631.20
631 CLEARING FUND	2021	3	309	03/25/2021		
631-130000				DUE TO/FROM CLEARING	1,631.20	
635-111100				CASH		1,631.20
				FUND TOTAL	1,631.20	1,631.20

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		1,631.20
631	CLEARING FUND	1,631.20	
	TOTAL	1,631.20	1,631.20

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



03/25/2021 12:39 | CITY OF BAINBRIDGE ISLAND | P 1
cfreitas | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
432	03/25/2021	MANL	969	DEPARTMENT OF LICENS	247004	MAR21 FA	03/23/2021		ACHFA03	225.00
Invoice: MAR21 FA						MARCH 2021 CPL				
					225.00	41654860 586000	GUN PERMIT OUT			
								CHECK	432 TOTAL:	225.00
						NUMBER OF CHECKS 1		*** CASH ACCOUNT TOTAL ***		225.00

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	225.00

*** GRAND TOTAL *** 225.00

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 3 310									
APP 650-213000					ACCOUNTS PAYABLE			225.00	
03/25/2021	ACHFA03	FA			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				225.00
03/25/2021	ACHFA03	FA			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			225.00	225.00
APP 631-130000					DUE TO/FROM CLEARING			225.00	
03/25/2021	ACHFA03	FA							
APP 650-130000					DUE TO/FROM CLEARING				225.00
03/25/2021	ACHFA03	FA							
					SYSTEM GENERATED ENTRIES TOTAL			225.00	225.00
					JOURNAL 2021/03/310 TOTAL			450.00	450.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
631 CLEARING FUND	2021	3	310	03/25/2021		
631-130000				DUE TO/FROM CLEARING	225.00	
635-111100				CASH		225.00
				FUND TOTAL	225.00	225.00
650 AGENCY FUND	2021	3	310	03/25/2021		
650-130000				DUE TO/FROM CLEARING		225.00
650-213000				ACCOUNTS PAYABLE	225.00	
				FUND TOTAL	225.00	225.00

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
631	CLEARING FUND	225.00	
650	AGENCY FUND		225.00
	TOTAL	225.00	225.00

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

VOID
3/23/2021

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cfreitas | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
355825	03/10/2021	VOID	9656	WOLFE, ASIA	246250	92093	02/22/2021			-10.00
Invoice: 92093						UB 10632 750 MADISON AVENUE N				
					-10.00	411 122100	WATER ACCOUNTS RECEIVABLE			

CHECK 355825 TOTAL: -10.00

Check returned in mail - consulted Christy S. re: correct address and it was determined that this was refunded to the wrong person. Voiding check and invoice and Christy will re-do UB refund to correct payee.

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -10.00

	COUNT	AMOUNT
TOTAL VOIDED CHECKS	1	10.00

*** GRAND TOTAL *** -10.00

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 3 269									
APP 401-213000					ACCOUNTS PAYABLE				10.00
03/10/2021	355825	VOID			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH			10.00	
03/10/2021	355825	VOID			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			10.00	10.00
APP 631-130000					DUE TO/FROM CLEARING				10.00
03/10/2021 03/07/21		VOID							
APP 401-130000					DUE TO/FROM CLEARING			10.00	
03/10/2021 03/07/21		VOID							
					SYSTEM GENERATED ENTRIES TOTAL			10.00	10.00
					JOURNAL 2021/03/269 TOTAL			20.00	20.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
401 WATER OPERATING FUND	2021	3	269	03/10/2021		
401-130000				DUE TO/FROM CLEARING	10.00	
401-213000				ACCOUNTS PAYABLE		10.00
				FUND TOTAL	10.00	10.00
631 CLEARING FUND	2021	3	269	03/10/2021		
631-130000				DUE TO/FROM CLEARING		10.00
635-111100				CASH	10.00	
				FUND TOTAL	10.00	10.00

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
401	WATER OPERATING FUND		10.00
631	CLEARING FUND	10.00	
	TOTAL	10.00	10.00

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

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3/20/2021



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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				
355956	03/20/2021	PRTD	78	BROWNE WHEELER ENGIN	246977	9909	06/09/2020	M032021		16,997.50
Invoice: 9909						CONCEPUAL PLAN-EAGLE HARBOR PH				
					16,997.50	72433438 64110000968	C40-EAGLE HARBOR PH1-PROF SVCS			
								CHECK	355956 TOTAL:	16,997.50

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 16,997.50

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	16,997.50

*** GRAND TOTAL *** 16,997.50

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 3 252									
APP 403-213000					ACCOUNTS PAYABLE			16,997.50	
03/20/2021	M032021	032120			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				16,997.50
03/20/2021	M032021	032120			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			16,997.50	16,997.50
APP 631-130000					DUE TO/FROM CLEARING			16,997.50	
03/20/2021	M032021	032120							
APP 403-130000					DUE TO/FROM CLEARING				16,997.50
03/20/2021	M032021	032120							
					SYSTEM GENERATED ENTRIES TOTAL			16,997.50	16,997.50
					JOURNAL 2021/03/252 TOTAL			33,995.00	33,995.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
403 STORM & SURFACE WATER FUND	2021	3	252	03/20/2021		
403-130000				DUE TO/FROM CLEARING		16,997.50
403-213000				ACCOUNTS PAYABLE	16,997.50	
				FUND TOTAL	16,997.50	16,997.50
631 CLEARING FUND	2021	3	252	03/20/2021		
631-130000				DUE TO/FROM CLEARING	16,997.50	
635-111100				CASH		16,997.50
				FUND TOTAL	16,997.50	16,997.50

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
403	STORM & SURFACE WATER FUND		16,997.50
631	CLEARING FUND	16,997.50	
	TOTAL	16,997.50	16,997.50

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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				
355957	03/24/2021	PRTD	7994	PENINSULA SERVICES	246985	96923	02/28/2021	M032421		32.00
	Invoice: 96923						CRT/MOBILE SHREDDING			
					32.00	21011125 541100	COURT - PROFESSIONAL SERVICES			
							CHECK	355957 TOTAL:		32.00
355958	03/24/2021	PRTD	6420	AT&T MOBILITY	246986	287287004732X032021	03/11/2021	M032421		1,582.79
	Invoice: 287287004732X032021						POL,IT/WIRELESS CHARGES			
					62.19	91011189 542100	GG-C/E-CITY HALL-PHONE			
					1,520.60	91011215 542100	GG-C/E-PD-PHONE			
							CHECK	355958 TOTAL:		1,582.79
355959	03/24/2021	PRTD	551	CENTURYLINK	246990	6124MAR21	03/16/2021	M032421		58.32
	Invoice: 6124MAR21						WEAVER PRV WATER TELEM			
					58.32	91411891 542100	GG-WTR-FAC-PHONE			
							CHECK	355959 TOTAL:		58.32
355960	03/24/2021	PRTD	1971	KELLEY CONNECT	246987	IN807803	03/10/2021	M032421		604.24
	Invoice: IN807803						CRT/ANNUAL LEASE + OVERAGE			
					604.24	21011125 545000	COURT - RENTS & LEASES - OPER			
							CHECK	355960 TOTAL:		604.24
355961	03/24/2021	PRTD	1971	KELLEY CONNECT	246988	28983436	03/22/2021	M032421		312.16
	Invoice: 28983436						ENG/COPIER LEASE			
					312.16	72011321 545000	ENG - C/E ADMIN RENTS & LEASES			
							CHECK	355961 TOTAL:		312.16
355962	03/24/2021	PRTD	8546	KITSAP 911 PUBLIC AU	246991	BIPD2021-04	03/15/2021	M032421		11,656.17
	Invoice: BIPD2021-04						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	355962 TOTAL:		11,656.17
355963	03/24/2021	PRTD	1205	PUGET SOUND ENERGY	246992	220001110	03/18/2021	M032421		863.72
	Invoice: 220001110						MAR21 GREEN POWER			
					863.72	91011189 547101	ELECTRIC-GREEN POWER			
							CHECK	355963 TOTAL:		863.72

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
355964	03/24/2021	PRTD	6714	TOSHIBA FINANCIAL SE	246994	28942310	03/15/2021	M032421		234.42
	Invoice: 28942310					POL/COPIER LEASE				
					234.42	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			

CHECK 355964 TOTAL: 234.42

NUMBER OF CHECKS 8 *** CASH ACCOUNT TOTAL *** 15,343.82

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	8	15,343.82

*** GRAND TOTAL *** 15,343.82

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 3 280									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			15,285.50	
03/24/2021	M032421	032421			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				15,343.82
03/24/2021	M032421	032421			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000					ACCOUNTS PAYABLE			58.32	
03/24/2021	M032421	032421			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			15,343.82	15,343.82
APP 631-130000					DUE TO/FROM CLEARING			15,343.82	
03/24/2021	M032421	032421							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				15,285.50
03/24/2021	M032421	032421							
APP 401-130000					DUE TO/FROM CLEARING				58.32
03/24/2021	M032421	032421							
					SYSTEM GENERATED ENTRIES TOTAL			15,343.82	15,343.82
					JOURNAL 2021/03/280 TOTAL			30,687.64	30,687.64

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	3	280	03/24/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		15,285.50
001-213000				GENERAL - ACCOUNTS PAYABLE	15,285.50	
				FUND TOTAL	15,285.50	15,285.50
401 WATER OPERATING FUND	2021	3	280	03/24/2021		
401-130000				DUE TO/FROM CLEARING		58.32
401-213000				ACCOUNTS PAYABLE	58.32	
				FUND TOTAL	58.32	58.32
631 CLEARING FUND	2021	3	280	03/24/2021		
631-130000				DUE TO/FROM CLEARING	15,343.82	
635-111100				CASH		15,343.82
				FUND TOTAL	15,343.82	15,343.82

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		15,285.50
401	WATER OPERATING FUND		58.32
631	CLEARING FUND	15,343.82	
	TOTAL	15,343.82	15,343.82

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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				
355965	03/25/2021	PRTD	9669	AITCHISON, CHRISTINA	247006	3/18/21	03/18/2021	M032521		522.66
	Invoice: 3/18/21						EX/EOC/COVID REIMBURSEMENT			
					247.14	31011252 531100	EX-GF-EMERG RESP-SUPPLIES			
					275.52	31011283 54110001069	COVID19-IMMUNIZATION-PROF SVCS			
							CHECK	355965 TOTAL:		522.66
355966	03/25/2021	PRTD	37	VIMLY BENEFIT SOLUTI	247007	APR21-MICHAEL	03/24/2021	M032521		1,353.98
	Invoice: APR21-MICHAEL						COBRA PREMIUM - M. MICHAEL			
					1,353.98	72011321 520000	ENG - C/E ADMIN BENEFITS			
							CHECK	355966 TOTAL:		1,353.98
355967	03/25/2021	PRTD	6714	TOSHIBA FINANCIAL SE	247009	28942309	03/24/2021	M032521		224.23
	Invoice: 28942309						PW/COPIER LEASE			
					224.23	73637891 545000	RENTS & LEASES - OPERATING			
							CHECK	355967 TOTAL:		224.23
						NUMBER OF CHECKS 3	*** CASH ACCOUNT TOTAL ***			2,100.87

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	3	2,100.87

*** GRAND TOTAL *** 2,100.87

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 3 312									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			1,876.64	
03/25/2021	M032521	032521			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				2,100.87
03/25/2021	M032521	032521			AP CASH DISBURSEMENTS JOURNAL				
APP 631-213000					ACCOUNTS PAYABLE			224.23	
03/25/2021	M032521	032521			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			2,100.87	2,100.87
APP 631-130000					DUE TO/FROM CLEARING			1,876.64	
03/25/2021	M032521	032521							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				1,876.64
03/25/2021	M032521	032521							
					SYSTEM GENERATED ENTRIES TOTAL			1,876.64	1,876.64
					JOURNAL 2021/03/312 TOTAL			3,977.51	3,977.51

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	3	312	03/25/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		1,876.64
001-213000				GENERAL - ACCOUNTS PAYABLE	1,876.64	
				FUND TOTAL	1,876.64	1,876.64
631 CLEARING FUND	2021	3	312	03/25/2021		
631-130000				DUE TO/FROM CLEARING	1,876.64	
631-213000				ACCOUNTS PAYABLE	224.23	
635-111100				CASH		2,100.87
				FUND TOTAL	2,100.87	2,100.87

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		1,876.64
631	CLEARING FUND	1,876.64	
	TOTAL	1,876.64	1,876.64

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

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
355968	04/02/2021	PRTD	8646	ISLAND HANDS	247011	2107	03/22/2021		M033121	13,870.09
	Invoice: 2107					2020-2023 JANITORIAL CONTRACT				
					13,662.03	73011183 54110000269	JANITORIAL CONTRACT-PRO SVCS			
					208.06	73425358 54110000269	JANITORIAL CONTRACT-PRO SVCS			
					247012	2106	03/22/2021		M033121	8,208.00
	Invoice: 2106					EMERGENCY JANITORIAL- COVID-19				
					7,961.76	73011183 54810101069	COVID19-EXTRA JANITORIAL			
					246.24	73425358 54810101069	COVID19-SWR-EXTRA JANITORIAL			
							CHECK	355968 TOTAL:		22,078.09
355969	04/02/2021	PRTD	5271	WASHINGTON WATER SER	247013	4815979187-MAR21	03/18/2021		M033121	165.53
	Invoice: 4815979187-MAR21					DECANT FACILITY WATER				
					165.53	91435838 547500	GG-DECANT-WATER/SEWER			
							CHECK	355969 TOTAL:		165.53
						NUMBER OF CHECKS 2		*** CASH ACCOUNT TOTAL ***		22,243.62

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	22,243.62

*** GRAND TOTAL *** 22,243.62

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 4 18									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			21,623.79	
04/02/2021 M033121		040221			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				22,243.62
04/02/2021 M033121		040221			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			454.30	
04/02/2021 M033121		040221			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE			165.53	
04/02/2021 M033121		040221			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			22,243.62	22,243.62
APP 631-130000					DUE TO/FROM CLEARING			22,243.62	
04/02/2021 M033121		040221							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				21,623.79
04/02/2021 M033121		040221							
APP 402-130000					DUE TO/FROM CLEARING				454.30
04/02/2021 M033121		040221							
APP 403-130000					DUE TO/FROM CLEARING				165.53
04/02/2021 M033121		040221							
					SYSTEM GENERATED ENTRIES TOTAL			22,243.62	22,243.62
					JOURNAL 2021/04/18 TOTAL			44,487.24	44,487.24

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	4	18	04/02/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		21,623.79
001-213000				GENERAL - ACCOUNTS PAYABLE	21,623.79	
				FUND TOTAL	21,623.79	21,623.79
402 SEWER OPERATING FUND	2021	4	18	04/02/2021		
402-130000				DUE TO/FROM CLEARING		454.30
402-213000				ACCOUNTS PAYABLE	454.30	
				FUND TOTAL	454.30	454.30
403 STORM & SURFACE WATER FUND	2021	4	18	04/02/2021		
403-130000				DUE TO/FROM CLEARING		165.53
403-213000				ACCOUNTS PAYABLE	165.53	
				FUND TOTAL	165.53	165.53
631 CLEARING FUND	2021	4	18	04/02/2021		
631-130000				DUE TO/FROM CLEARING	22,243.62	
635-111100				CASH		22,243.62
				FUND TOTAL	22,243.62	22,243.62

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		21,623.79
402	SEWER OPERATING FUND		454.30
403	STORM & SURFACE WATER FUND		165.53
631	CLEARING FUND	22,243.62	
	TOTAL	22,243.62	22,243.62

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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				
355970	04/07/2021	PRTD	8672	ALLSTREAM	247178	17415119	04/01/2021	M040721		794.18
	Invoice: 17415119						CITYWIDE PHN SVCS APR 2021			
					794.18	41637891 542100	FIN - ALLOC TELEPHONE			
							CHECK	355970 TOTAL:		794.18
355971	04/07/2021	PRTD	47	BAINBRIDGE DISPOSAL	247179	0001072873	03/31/2021	M040721		1,774.21
	Invoice: 0001072873						CITYWIDE DISP SVCS MAR 2021			
					143.70	91011215 547900	GG-C/E-PD-GARBAGE			
					445.32	91011768 547900	GG-C/E-PARKS-GARBAGE			
					518.70	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			
					247180	0001073065	03/31/2021	M040721		346.96
	Invoice: 0001073065						CITY HALL DISP SVCS MAR 2021			
					346.96	91011189 547900	GG-C/E-CITY HALL-GARBAGE			
					247181	0001073122	03/31/2021	M040721		78.96
	Invoice: 0001073122						BIG BELLY DISP SVCS MAR 2021			
					78.96	91011189 547903	BIG BELLY SOLAR GARBAGE CANS			
							CHECK	355971 TOTAL:		2,200.13
355972	04/07/2021	PRTD	551	CENTURYLINK	247182	0399MAR21	03/23/2021	M040721		2,976.71
	Invoice: 0399MAR21						CITYWIDE TELEMETRY MAR 2021			
					1,564.43	91425358 542100	GG-WWTP-TELEPHONE/FAX			
					794.28	91411891 542100	GG-WTR-FAC-PHONE			
					79.11	91011755 542100	GG-C/E-COMMONS-PHONE			
					161.97	91011189 542100	GG-C/E-CITY HALL-PHONE			
					235.92	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
					76.79	91011255 542100	GG-C/E-COURT BLDG-PHONE			
					64.21	91011215 542100	GG-C/E-PD-PHONE			
							CHECK	355972 TOTAL:		2,976.71
355973	04/07/2021	PRTD	6714	TOSHIBA FINANCIAL SE	247183	28983435	03/22/2021	M040721		188.58
	Invoice: 28983435						CRT/COPIER LEASE			
					188.58	21011125 545000	COURT - RENTS & LEASES - OPER			
							CHECK	355973 TOTAL:		188.58

NUMBER OF CHECKS 4 *** CASH ACCOUNT TOTAL *** 6,159.60

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	4	6,159.60

*** GRAND TOTAL *** 6,159.60

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 4 65									
APP 631-213000					ACCOUNTS PAYABLE			794.18	
04/07/2021	M040721	040721			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				6,159.60
04/07/2021	M040721	040721			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			2,468.05	
04/07/2021	M040721	040721			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			2,083.13	
04/07/2021	M040721	040721			AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000					STREETS - ACCOUNTS PAYABLE			19.96	
04/07/2021	M040721	040721			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000					ACCOUNTS PAYABLE			794.28	
04/07/2021	M040721	040721			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			6,159.60	6,159.60
APP 631-130000					DUE TO/FROM CLEARING			5,365.42	
04/07/2021	M040721	040721							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				2,468.05
04/07/2021	M040721	040721							
APP 402-130000					DUE TO/FROM CLEARING				2,083.13
04/07/2021	M040721	040721							
APP 101-130000					STREETS - DUE TO/FROM CLEARING				19.96
04/07/2021	M040721	040721							
APP 401-130000					DUE TO/FROM CLEARING				794.28
04/07/2021	M040721	040721							
					SYSTEM GENERATED ENTRIES TOTAL			5,365.42	5,365.42
					JOURNAL 2021/04/65 TOTAL			11,525.02	11,525.02

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	4	65	04/07/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		2,468.05
001-213000				GENERAL - ACCOUNTS PAYABLE	2,468.05	
				FUND TOTAL	2,468.05	2,468.05
101 STREET FUND	2021	4	65	04/07/2021		
101-130000				STREETS - DUE TO/FROM CLEARING		19.96
101-213000				STREETS - ACCOUNTS PAYABLE	19.96	
				FUND TOTAL	19.96	19.96
401 WATER OPERATING FUND	2021	4	65	04/07/2021		
401-130000				DUE TO/FROM CLEARING		794.28
401-213000				ACCOUNTS PAYABLE	794.28	
				FUND TOTAL	794.28	794.28
402 SEWER OPERATING FUND	2021	4	65	04/07/2021		
402-130000				DUE TO/FROM CLEARING		2,083.13
402-213000				ACCOUNTS PAYABLE	2,083.13	
				FUND TOTAL	2,083.13	2,083.13
631 CLEARING FUND	2021	4	65	04/07/2021		
631-130000				DUE TO/FROM CLEARING	5,365.42	
631-213000				ACCOUNTS PAYABLE	794.18	
635-111100				CASH		6,159.60
				FUND TOTAL	6,159.60	6,159.60

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		2,468.05
101	STREET FUND		19.96
401	WATER OPERATING FUND		794.28
402	SEWER OPERATING FUND		2,083.13
631	CLEARING FUND	5,365.42	
	TOTAL	5,365.42	5,365.42

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

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
355974	04/14/2021	PRTD	5	ACE HARDWARE	247014	46327/1	03/25/2020		04/11/21	32.68
	Invoice: 46327/1						PW/RAGS			
					32.68	73411345 531100	OFFICE SUPPLIES			
					247015	46595/1	05/19/2020		04/11/21	58.73
	Invoice: 46595/1						PW/PAINT SUPPLIES			
					58.73	73425358 531100	O&M-WWTP-SUPPLIES			
					247016	47104/1	08/04/2020		04/11/21	43.87
	Invoice: 47104/1						PW/MX SUPPLIES			
					43.87	73411345 531100	OFFICE SUPPLIES			
					247017	48283/1-A	03/03/2021		04/11/21	40.00
	Invoice: 48283/1-A						PW/SHORT PD INV 48283			
					40.00	73111427 531100	OFFICE SUPPLIES			
					247018	48335/1	03/12/2021		04/11/21	40.49
	Invoice: 48335/1						PW/LAGS, FASTENERS			
					40.49	73020769 531100	O&M-ROAD ENDS-SUPPLIES			
					247019	48336/1	03/12/2021		04/11/21	3.92
	Invoice: 48336/1						PW/FASTENERS			
					3.92	73011755 531100	O&M-COMMONS SUPPLIES			
					247020	48359/1	03/17/2021		04/11/21	28.33
	Invoice: 48359/1						PW/DRILL BITS			
					28.33	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					247021	48366/1	03/18/2021		04/11/21	48.44
	Invoice: 48366/1						PW/BULBS, BUCKETS, TAPE MEASURES			
					48.44	73411345 531100	OFFICE SUPPLIES			
					247022	48373/1	03/18/2021		04/11/21	65.39
	Invoice: 48373/1						PW/TIRE WB FLTFRE			
					65.39	73111427 531100	OFFICE SUPPLIES			
					247023	48391/1	03/22/2021		04/11/21	4.12
	Invoice: 48391/1						PW/GALV NIPPLE, LOCKNUT			
					4.12	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					247024	48392/1	03/22/2021		04/11/21	6.52
	Invoice: 48392/1						PW/GALV NIPPLES			
					6.52	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					247025	48396/1	03/23/2021		04/11/21	6.06
	Invoice: 48396/1						PW/COUPLES, ELBOWS, PIPE			
					6.06	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					247026	48405/1	03/23/2021		04/11/21	56.64
	Invoice: 48405/1						PW/CULTIVATORS, CARIBINERS			
					56.64	73431835 531100	OFFICE SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
					247027	48421/1	03/25/2021		04/11/21	145.95
	Invoice: 48421/1						PW/MX SUPPLIES			
					145.95	73431835 531100	OFFICE SUPPLIES			
					247028	48431/1	03/26/2021		04/11/21	8.48
	Invoice: 48431/1						PW/POWER BIT, SCREWDRIVER BIT			
					8.48	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					247029	48432/1	03/26/2021		04/11/21	72.92
	Invoice: 48432/1						PW/MX SUPPLIES			
					72.92	73011897 531100	O&M-C/E-PWY FAC-SUPPLIES			
					247030	48435/1	03/26/2021		04/11/21	17.19
	Invoice: 48435/1						PW/CEMENT, COUPLINGS			
					17.19	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					247031	48438/1	03/26/2021		04/11/21	34.86
	Invoice: 48438/1						PW/SHOP TOWELS			
					34.86	73421355 531100	WIN COLL-SUPPLIES			
					247147	48475/1	04/01/2021		04/11/21	9.80
	Invoice: 48475/1						POL/RAIN-X			
					9.80	53011212 531100	PD-C/E-PATROL SUPPLIES			
							CHECK	355974 TOTAL:		724.39
355975	04/14/2021	PRTD	1990	JEANETTE ALEXANDER	247034	5797	03/04/2021		04/11/21	252.00
	Invoice: 5797						EX/FACTS FLYERS			
					252.00	31011256 541100	EX-GF-EMERG PREP-PROF SVCS			
					247190	5799	03/18/2021		04/11/21	180.00
	Invoice: 5799						POL/GRAPHICS: LUNCH W/ CHIEF			
					180.00	51011211 541100	PD-C/E-ADM-PROF SVCS			
							CHECK	355975 TOTAL:		432.00
355976	04/14/2021	PRTD	7994	PENINSULA SERVICES	247035	96765	02/28/2021		04/11/21	64.00
	Invoice: 96765						POL/MOBILE SHREDDING			
					64.00	51011211 541100	PD-C/E-ADM-PROF SVCS			
							CHECK	355976 TOTAL:		64.00
355977	04/14/2021	PRTD	8991	ALLIANCE 2020, INC	247036	581680	03/31/2021		04/11/21	130.08
	Invoice: 581680						HR/BACKGROUND CHECKS			
					130.08	33011161 541100	HR-C/E-PROF SVCS			
							CHECK	355977 TOTAL:		130.08

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
355978	04/14/2021	PRTD	43	ANS OF WASHINGTON	247184	RETANA-2021	04/05/2021		04/11/21	133.93
	Invoice: RETANA-2021						ENG/NEW NOATARY BOND + SUPPLIES			
						50.00 72011321 546000	ENG - C/E ADMIN INSURANCE			
						83.93 72011321 531100	ENG - C/E ADMIN SUPPLIES			
							CHECK 355978 TOTAL:			133.93
355979	04/14/2021	PRTD	4710	ASSOCIATED PETROLEU	247037	0311456-IN	03/16/2021		04/11/21	784.23
	Invoice: 0311456-IN						PW/282 GAL UNLEADED			
						784.23 73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
					247038	0304228-IN-A	03/02/2021		04/11/21	205.80
	Invoice: 0304228-IN-A						PW/SHORT OD INV 0304228			
						205.80 73425358 532000	O&M-WWTP-FUEL			
					247039	0305958-IN-A	03/02/2021		04/11/21	81.96
	Invoice: 0305958-IN-A						PW/SHORT PD INV 0305958			
						81.96 73638893 532000	O&M-FUEL USE-ALLOCATION			
					247040	0311455-IN	03/16/2021		04/11/21	209.49
	Invoice: 0311455-IN						PW/48.50 GAL DIESEL			
						209.49 73638893 532000	O&M-FUEL USE-ALLOCATION			
					247041	0312294-IN	03/18/2021		04/11/21	480.04
	Invoice: 0312294-IN						PW/175 GAL UNLEADED			
						480.04 73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
					247042	0314015-IN	03/23/2021		04/11/21	293.68
	Invoice: 0314015-IN						PW/84 GAL DIESEL			
						293.68 73638893 532000	O&M-FUEL USE-ALLOCATION			
					247043	0314016-IN	03/23/2021		04/11/21	626.02
	Invoice: 0314016-IN						PW/236 GAL UNLEADED			
						626.02 73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
					247044	0314293-IN	03/23/2021		04/11/21	283.33
	Invoice: 0314293-IN						PW/24/60 GAL DIESEL/BIOD			
						283.33 73638893 532000	O&M-FUEL USE-ALLOCATION			
							CHECK 355979 TOTAL:			2,964.55
355980	04/14/2021	PRTD	7821	ARAMARK	247045	512000012520	03/11/2021		04/11/21	60.58
	Invoice: 512000012520						PW/LAUNDRY SERVICE			
						60.58 73638893 589310	LAUNDRY SERVICES			
							CHECK 355980 TOTAL:			60.58

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
355981	04/14/2021	PRTD	9146	ARCHIVESOCIAL, INC	247046	15130	03/01/2021		04/11/21	2,388.00
	Invoice: 15130						IT/ARCHIVING SVCS FOR SM			
					2,388.00	81011881 548500	IT - C/E COMPUTER SUPPORT			
							CHECK	355981 TOTAL:		2,388.00
355982	04/14/2021	PRTD	2138	ASPECT CONSULTING LL	247048	40443	03/12/2021		04/11/21	2,878.00
	Invoice: 40443						WATER RIGHTS STUDY			
					2,878.00	73411345 54110000868	WATER RIGHTS-PROF SVCS			
							CHECK	355982 TOTAL:		2,878.00
355983	04/14/2021	PRTD	6492	ASSOCIATED EARTH SCI	247032	054300	02/03/2021		04/11/21	880.00
	Invoice: 054300						3RD PARTY GEOTECHNICAL REVIEW			
					880.00	72655860 58600000370	GEO TECCH-3RD PARTY REVIEWS			
					247033	054501	02/26/2021		04/11/21	1,619.50
	Invoice: 054501						3RD PARTY GEOTECHNICAL REVIEW			
					1,619.50	72655860 58600000370	GEO TECCH-3RD PARTY REVIEWS			
							CHECK	355983 TOTAL:		2,499.50
355984	04/14/2021	PRTD	4365	AUTOMATIC FUNDS TRAN	247049	119291	11/25/2020		04/11/21	13.09
	Invoice: 119291						FIN/FINAL BILL PRINT & MAIL			
					6.54	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
					6.55	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
					247050	119950	01/04/2021		04/11/21	785.90
	Invoice: 119950						FIN/STATEMENT PREP & MAIL			
					160.55	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
					160.56	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
					232.39	91411891 542500	GG-WTR-FAC-POSTAGE			
					232.40	91421891 542500	GG-SWR-FAC-POSTAGE			
					247051	120610	03/03/2021		04/11/21	1,368.51
	Invoice: 120610						FIN/STATEMENT PREP & MAIL			
					339.02	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
					339.03	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
					345.23	91411891 542500	GG-WTR-FAC-POSTAGE			
					345.23	91421891 542500	GG-SWR-FAC-POSTAGE			
					247052	BAIN2102028	02/26/2021		04/11/21	542.65
	Invoice: BAIN2102028						FIN/B&O FEB 2021			
					542.65	41011141 541100	FIN - C/E ADMIN PROF SERVICES			
					247053	BAIN2102983	02/28/2021		04/11/21	117.00
	Invoice: BAIN2102983						FIN/PHONE & WEB PMTS FEB 2021			
					58.50	43411341 541100	FIN - WATER ADMIN PROF SERVICE			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
					58.50	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
					247185	BAIN2103028	03/31/2021		04/11/21	392.05
				Invoice: BAIN2103028			FIN/B&O MAR 2021			
					350.40	41011141 541100	FIN - C/E ADMIN PROF SERVICES			
					41.65	41011141 542500	FIN-C/E-ADM-POSTAGE/SHIPPING			
							CHECK	355984 TOTAL:		3,219.20
355985	04/14/2021	PRTD	4861	AXON ENTERPRISE, INC	247055	SI-1725334	03/18/2021		04/11/21	1,161.83
				Invoice: SI-1725334			POL/TASER BATTERIES			
					1,161.83	53011212 531100	PD-C/E-PATROL SUPPLIES			
							CHECK	355985 TOTAL:		1,161.83
355986	04/14/2021	PRTD	9574	BAINBRIDGE LANDING L	246979	92811	03/18/2021		04/11/21	111.11
				Invoice: 92811			UB 13147 744 MINAMOTO LANE NE			
					67.86	411 122100	WATER ACCOUNTS RECEIVABLE			
					43.25	411 122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	355986 TOTAL:		111.11
355987	04/14/2021	PRTD	54	BAINBRIDGE RENTAL IN	247056	CON#72755	03/23/2021		04/11/21	371.59
				Invoice: CON#72755			PW/LANSCAPING SUPPLIES			
					371.59	73431835 531100	OFFICE SUPPLIES			
							CHECK	355987 TOTAL:		371.59
355988	04/14/2021	PRTD	55	SOUND PUBLISHING, IN	247057	80604950-2556205	02/28/2021		04/11/21	125.00
				Invoice: 80604950-2556205			PCD/WINTERGREEN TOWNHOMES			
					125.00	63470586 544000	CUR-DEV-ZONING-ADV			
					247058	8017047-2556206	02/28/2021		04/11/21	125.00
				Invoice: 8017047-2556206			PCD/AT&T PPM			
					125.00	63470586 544000	CUR-DEV-ZONING-ADV			
							CHECK	355988 TOTAL:		250.00
355989	04/14/2021	PRTD	55	SOUND PUBLISHING, IN	247059	BIR920428	02/26/2021		04/11/21	237.60
				Invoice: BIR920428			ENG/AD: EAGLE HARBOR PH1			
					237.60	72334562 64400000968	C40-EAGLE HARBOR PH1-ADV			
					247060	BIR920429	02/26/2021		04/11/21	72.00
				Invoice: BIR920429			PCD/BLD25123			
					72.00	63470586 544000	CUR-DEV-ZONING-ADV			
					247061	BIR922133	03/19/2021		04/11/21	73.20

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
	Invoice: BIR922133						PCD/BLD25400			
						73.20 63470586 544000	CUR-DEV-ZONING-ADV			
					247063	BIR922136	03/19/2021		04/11/21	76.80
	Invoice: BIR922136						PCD/PLN51897			
						76.80 63470586 544000	CUR-DEV-ZONING-ADV			
							CHECK	355989 TOTAL:		459.60
355990	04/14/2021	PRTD	57	BAY HAY & FEED	247064	1518777	04/14/2020		04/11/21	6.19
	Invoice: 1518777						PW/1.9 GAL PORPANE			
						6.19 73431835 531100	OFFICE SUPPLIES			
					247065	1584847-A	01/07/2021		04/11/21	.04
	Invoice: 1584847-A						PW/SHORT PD INV 1584847			
						.04 73431835 531100	OFFICE SUPPLIES			
							CHECK	355990 TOTAL:		6.23
355991	04/14/2021	PRTD	5412	BENEFIT ADMINISTRATI	247066	2103509	03/22/2021		04/11/21	227.70
	Invoice: 2103509						FSA/HSA SVCS MAR 2021			
						21.69 21011125 520000	COURT - BENEFITS			
						32.53 31011131 520000	EX-GF-BEN			
						32.53 41011141 520000	FIN - C/E ADMIN BENEFITS			
						21.69 51011211 520000	PD-C/E ADMIN-BENEFITS			
						32.53 61011581 520000	PCD - C/E ADMIN BENEFITS			
						75.90 71011321 520000	PW - C/E BENEFITS			
						10.83 81011881 520000	IT - C/E ADMIN BENEFITS			
							CHECK	355991 TOTAL:		227.70
355992	04/14/2021	PRTD	7769	BERK & ASSOCIATES, I	247067	10580-03-21	04/02/2021		04/11/21	735.00
	Invoice: 10580-03-21						PSE FRANCHISE AGREEMENT - PW			
						735.00 72011593 54245001160	PSE FRANCHISE-OUTREACH			
							CHECK	355992 TOTAL:		735.00
355993	04/14/2021	PRTD	9623	BLACKMOUTH DESIGN LL	247068	2021017	03/03/2021		04/11/21	20,497.93
	Invoice: 2021017						ENG/WAYFINDING SIGNS			
						20,497.93 72111426 53110001049	WAYFINDING-SUPPLIES			
							CHECK	355993 TOTAL:		20,497.93
355994	04/14/2021	PRTD	9262	BOULDER PARK INC	247071	3546	03/13/2021		04/11/21	6,561.79
	Invoice: 3546						BOIDOLIDS MANAGEMENT/DISPOSAL			
						6,561.79 73425358 54790100551	BIOSOLIDS WASTE DISPOSAL			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	355994	TOTAL:	6,561.79
355995	04/14/2021	PRTD	360	BUILDERS FIRSTSOURCE	247072	83009299	03/11/2021		04/11/21	79.96
	Invoice: 83009299					PW/MX SUPPLIES				
					79.96	73011897 531100	O&M-C/E-PWY FAC-SUPPLIES			
					247073	83012576	03/12/2021		04/11/21	13.07
	Invoice: 83012576					PW/SCREWS				
					13.07	73020769 531100	O&M-ROAD ENDS-SUPPLIES			
							CHECK	355995	TOTAL:	93.03
355996	04/14/2021	PRTD	2133	CALPORTLAND CO	247075	94963125	03/10/2021	20210012	04/11/21	1,001.16
	Invoice: 94963125					CONCRETE FOR O&M YARD				
					1,001.16	73011897 531100	O&M-C/E-PWY FAC-SUPPLIES			
							CHECK	355996	TOTAL:	1,001.16
355997	04/14/2021	PRTD	102	CITY OF BAINBRIDGE I	247076	RETREQ4-911	03/29/2021	20200031	04/11/21	2,783.59
	Invoice: RETREQ4-911					2020 CITY HALL RPRS-RET				
					2,783.59	73011183 54810000911	CH REPAIRS-REPAIRS			
							CHECK	355997	TOTAL:	2,783.59
355998	04/14/2021	PRTD	104	CITY OF BREMERTON	247077	BPD0002677	03/12/2021		04/11/21	400.00
	Invoice: BPD0002677					POL/RANGE RENTAL				
					400.00	53011212 545000	POLICE - C/E PATROL RENTS			
							CHECK	355998	TOTAL:	400.00
355999	04/14/2021	PRTD	1921	CNA SURETY	247078	68363519-2021	03/12/2021		04/11/21	165.00
	Invoice: 68363519-2021					NOTARY SURETY BONDX11				
					60.00	31029476 546000	EX-INS SFUND-MISC INS			
					15.00	41029476 546000	FIN - INS RISK XFER INSURANCE			
					45.00	61029147 546000	PCD - INS INSURANCE			
					45.00	71029147 546000	PW - INS INSURANCE			
							CHECK	355999	TOTAL:	165.00
356000	04/14/2021	PRTD	9534	COLVOS CONSTRUCTION,	247079	PAYREQ4-911	03/29/2021	20200030	04/11/21	57,898.57
	Invoice: PAYREQ4-911					CITY HALL REPAIRS 2020				
					57,898.57	73011183 54810000911	CH REPAIRS-REPAIRS			
							CHECK	356000	TOTAL:	57,898.57

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
356001	04/14/2021	PRTD	6920	COMCAST	247080	APR21	03/20/2021		04/11/21	11.23
	Invoice: APR21						POL/HD CONVERTER			
					11.23	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			
							CHECK	356001 TOTAL:		11.23
356002	04/14/2021	PRTD	142	COPIERS NORTHWEST IN	247081	INV2275913	03/17/2021		04/11/21	264.35
	Invoice: INV2275913						PCD,ENG/OCE PLOTTER PAPER			
					232.17	61011581 545000	PCD - C/E ADMIN RENTS & LEASES			
					32.18	72011321 545000	ENG - C/E ADMIN RENTS & LEASES			
					247082	INV2277239	03/23/2021		04/11/21	562.62
	Invoice: INV2277239						EX,FIN/CONTRACT OVERAGE			
					281.31	31011131 545000	EX-GF-RENTS & LEASES			
					281.31	41011141 545000	FIN - C/E ADMIN RENTS & LEASES			
					247083	INV2277592	03/23/2021		04/11/21	227.49
	Invoice: INV2277592						PCD,ENG/PLOTTER SUPPLIES			
					113.74	61011581 531100	PCD - C/E ADMIN SUPPLIES			
					113.75	72011321 531100	ENG - C/E ADMIN SUPPLIES			
							CHECK	356002 TOTAL:		1,054.46
356003	04/14/2021	PRTD	7965	SHH	247084	19343	03/11/2021		04/11/21	95.38
	Invoice: 19343						CRT/TESTING SUPPLIES			
					95.38	21011125 531100	COURT - SUPPLIES			
							CHECK	356003 TOTAL:		95.38
356004	04/14/2021	PRTD	9274	DOUGLAS CRIST	247085	3.26.21	03/26/2021		04/11/21	50.00
	Invoice: 3.26.21						EX/SCHOOL ZONE SIGN DESIGN			
					50.00	31011572 541100	EX-GF-OUTREACH-PROF SVCS			
							CHECK	356004 TOTAL:		50.00
356005	04/14/2021	PRTD	6101	E & S BRYAN INC	247086	2954	03/31/2021		04/11/21	1,485.00
	Invoice: 2954						FIN/REPORT WRITING			
					412.50	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
					412.50	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
					660.00	41011141 541100	FIN - C/E ADMIN PROF SERVICES			
							CHECK	356005 TOTAL:		1,485.00
356006	04/14/2021	PRTD	6363	LN CURTIS & SONS	247087	INV469666	03/05/2021		04/11/21	677.28
	Invoice: INV469666						POL/EVOC JACKETS: WS, CK			
					677.28	53011212 520000	POLICE - C/E PATROL BENEFITS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	356006 TOTAL:		677.28
356007	04/14/2021	PRTD	152	DAILY JOURNAL OF COM	247089	3366395	03/23/2021		04/11/21	249.40
Invoice: 3366395						ENG/AD: SCADA UPGRADES				
						249.40 72423434 64400000821 SWR-SCADA UPGRADES-ADV				
					247090	3366010	03/10/2021		04/11/21	361.20
Invoice: 3366010						ENG/AD: EAGLE HARBOR PH1				
						361.20 72334562 64400000968 C40-EAGLE HARBOR PH1-ADV				
							CHECK	356007 TOTAL:		610.60
356008	04/14/2021	PRTD	7357	THE DOCTORS CLINIC	247091	OMF6 FEB21	03/15/2021		04/11/21	75.00
Invoice: OMF6 FEB21						POL/OCC HEALTH TESTING				
						75.00 53011212 541100 POLICE - C/E PATROL PROF SVCS				
							CHECK	356008 TOTAL:		75.00
356009	04/14/2021	PRTD	7144	DTMICRO, INC	247092	5495	03/15/2021		04/11/21	136.25
Invoice: 5495						POL NETWORK CONNECT TO KC				
						136.25 91011215 542100 GG-C/E-PD-PHONE				
							CHECK	356009 TOTAL:		136.25
356010	04/14/2021	PRTD	7510	EXPERIAN	247093	CD2112001798	03/26/2021		04/11/21	92.65
Invoice: CD2112001798						POL/INFO SVCS				
						92.65 52011212 549100 PD-C/E-INV-DUES/SUBSCR/MEMBRSH				
							CHECK	356010 TOTAL:		92.65
356011	04/14/2021	PRTD	212	FABRICARE 02 - PLANT	247186	04-01-21	04/01/2021		04/11/21	230.15
Invoice: 04-01-21						POL/LAUNDRY SERVICE				
						75.91 51011211 520000 PD-C/E ADMIN-BENEFITS				
						62.25 52011212 520000 POLICE - C/E INVEST BENEFITS				
						91.99 53011212 520000 POLICE - C/E PATROL BENEFITS				
							CHECK	356011 TOTAL:		230.15
356012	04/14/2021	PRTD	1953	FERGUSON ENTERPRISES	247094	0918816-1	03/12/2021		04/11/21	67.08
Invoice: 0918816-1						PW/PVC SUPPLIES				
						67.08 73425358 531100 O&M-WWTP-SUPPLIES				
					247095	0966631	03/15/2021		04/11/21	720.05
Invoice: 0966631						PW/PVC SUPPLIES				
						720.05 73411345 531100 OFFICE SUPPLIES				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
							CHECK	356012 TOTAL:		787.13
356013	04/14/2021	PRTD	9509	FIREWALLS.COM INC	247096	2021-120585	04/01/2021		04/11/21	200.00
Invoice: 2021-120585							IT/MONTHLY MGMT			
					200.00	81011881 541100	IT - C/E PROF SERVICES			
							CHECK	356013 TOTAL:		200.00
356014	04/14/2021	PRTD	9666	FUERST, TERRANCE & K	246981	92813	03/18/2021		04/11/21	334.46
Invoice: 92813							UB 11327 1006 CHERRY AVENUE NE			
					334.46	411 122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	356014 TOTAL:		334.46
356015	04/14/2021	PRTD	9670	GIL PENALOSA & ASSOC	247097	389	03/26/2021		04/11/21	1,000.00
Invoice: 389							ENG/SPEAKING FEE: STP			
					1,000.00	72111444 54110001018	SUSTAINABLE TRANS-PROF SVC			
							CHECK	356015 TOTAL:		1,000.00
356016	04/14/2021	PRTD	2096	GRAY & OSBORNE INC	247098	19648.00-14	03/29/2021	21700158	04/11/21	3,998.48
Invoice: 19648.00-14							WATER SYSTEM DESIGN IMPRVMENTS			
					3,998.48	72413434 64110000988	NEW WATER TANKS-PROF SVCS			
							CHECK	356016 TOTAL:		3,998.48
356017	04/14/2021	PRTD	1517	GUARDIAN SECURITY SY	247187	1120043	04/01/2021		04/11/21	47.96
Invoice: 1120043							POL/ALARM MONIT			
					47.96	51011215 541100	POLICE - C/E FACIL PROF SVCS			
							CHECK	356017 TOTAL:		47.96
356018	04/14/2021	PRTD	9652	HID GLOBAL CORPORATI	247188	13402003477	03/04/2021		04/11/21	1,327.00
Invoice: 13402003477							POL/PRINTER PROG PLUS MX			
					327.00	51011215 548500	POLICE - C/E FACIL COMP MAINT			
					1,000.00	51011215 548500	POLICE - C/E FACIL COMP MAINT			
							CHECK	356018 TOTAL:		1,327.00
356019	04/14/2021	PRTD	4850	HOME DEPOT CREDIT SE	247099	5021776	03/08/2021		04/11/21	123.61
Invoice: 5021776							PW/QUIKRETE			
					123.61	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	356019 TOTAL:		123.61
356020	04/14/2021	PRTD	268	HOUSING RESOURCES BO	247100	8161	03/01/2021		04/11/21	700.00
	Invoice: 8161					EX/MARCH TENANT RENT				
					700.00	31180592 54130400297 IMHP SPACE RENT DEFAULT				
					247101	8162	04/01/2021		04/11/21	700.00
	Invoice: 8162					EX/APRIL RENT				
					700.00	31180592 54130400297 IMHP SPACE RENT DEFAULT				
							CHECK	356020 TOTAL:		1,400.00
356021	04/14/2021	PRTD	4437	JOHN M ELLSWORTH CO	247102	0752963-IN	01/07/2021		04/11/21	238.65
	Invoice: 0752963-IN					PW/SPOUT				
					238.65	73011483 531100 O&M-GF-MECH SHOP-SUPPLIES				
							CHECK	356021 TOTAL:		238.65
356022	04/14/2021	PRTD	4740	KITSAP COUNTY PUBLIC	247109	2830	03/01/2021		04/11/21	1,800.00
	Invoice: 2830					PW/4K GAL SALT BRINE				
					1,800.00	73111256 53110001054 2020 STORM PREP-STRT-SUPPLIES				
							CHECK	356022 TOTAL:		1,800.00
356023	04/14/2021	PRTD	1355	KITSAP COUNTY DEM	247103	21-0309.1	03/09/2021		04/11/21	22,000.00
	Invoice: 21-0309.1					EX/2021 EM SVCS				
					22,000.00	31011256 541100 EX-GF-EMERG PREP-PROF SVCS				
							CHECK	356023 TOTAL:		22,000.00
356024	04/14/2021	PRTD	338	KITSAP COUNTY SHERIF	247104	20210009	03/26/2021		04/11/21	981.56
	Invoice: 20210009					POL/PRISONER BOARD: FEB				
					981.56	51011236 551000 POLICE - C/E PRISONER DETENT'N				
							CHECK	356024 TOTAL:		981.56
356025	04/14/2021	PRTD	1971	KELLEY CONNECT	247105	IN819827	04/01/2021		04/11/21	112.17
	Invoice: IN819827					PCD/COPIER OVERAGE				
					112.17	61470581 549500 PCDADM-DEV-COPIES/PRINTING				
					247106	IN819828	04/01/2021		04/11/21	19.27
	Invoice: IN819828					PCD/COPIER OVERAGE				
					19.27	61470581 549500 PCDADM-DEV-COPIES/PRINTING				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
								CHECK	356025 TOTAL:	131.44
356026	04/14/2021	PRTD	9338	KEY CODE MEDIA, INC.	247107	088290	03/31/2021		04/11/21	12,612.33
	Invoice: 088290						IT/NEW EXTRON INSTALL			
					12,612.33	81031881 53550000567	PEG CAP FUNDING-NON CAP ITEMS			
					247108	088373	03/30/2021		04/11/21	16,166.06
	Invoice: 088373						IT/IT/PIX U/G WIRING RACK			
					16,166.06	81031881 53550000567	PEG CAP FUNDING-NON CAP ITEMS			
								CHECK	356026 TOTAL:	28,778.39
356027	04/14/2021	PRTD	694	KITSAP PUD #1	247111	JAN-MAR21	03/15/2021		04/11/21	40.97
	Invoice: JAN-MAR21						WATER/LOT1 BELFAIR AVE			
					40.97	91011768 547500	GG-C/E-PARKS-WTR/SWR			
								CHECK	356027 TOTAL:	40.97
356028	04/14/2021	PRTD	1851	KRAZAN & ASSOCIATES	247113	J602262-5873	02/28/2021		04/11/21	579.50
	Invoice: J602262-5873						WYATT WAY MATERIALS TESTING			
					579.50	72321951 64110000708	WYATT-MAD TO LOVELL-ENG/DESIGN			
								CHECK	356028 TOTAL:	579.50
356029	04/14/2021	PRTD	9671	MIDWEST CONTRACT OPE	247114	INV03292103	03/29/2021		04/11/21	375.00
	Invoice: INV03292103						PW/ACTIVATED SLUDGE ANALYSIS			
					375.00	73425358 541100	O&M-WWTP-PROF SVCS			
								CHECK	356029 TOTAL:	375.00
356030	04/14/2021	PRTD	8375	MOORE IACOFANO GOLTS	247115	68602	02/28/2021		04/11/21	427.50
	Invoice: 68602						DESIGN OF WYATT WAY RECONSTRUC			
					427.50	72321951 64110000708	WYATT-MAD TO LOVELL-ENG/DESIGN			
								CHECK	356030 TOTAL:	427.50
356031	04/14/2021	PRTD	7038	MOON SECURITY SERVIC	247116	1078712	03/31/2021		04/11/21	450.00
	Invoice: 1078712						CRT/HOUSE ARREST MONIT			
					450.00	21011232 545000	COURT-ELECT HOME DET'N-EQ RENT			
								CHECK	356031 TOTAL:	450.00
356032	04/14/2021	PRTD	9665	MORRIS, JOHN	246978	92810	03/18/2021		04/11/21	393.22
	Invoice: 92810						UB 12137 879 TAURNIC PLACE NW			
					393.22	411 122100	WATER ACCOUNTS RECEIVABLE			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	356032 TOTAL:		393.22
356033	04/14/2021	PRTD	9323	MURRAYSMITH, INC.	247117	19-2682.13	11/23/2020		04/11/21	26,494.00
	Invoice: 19-2682.13					WWTP UPGRADES STUDY				
					26,494.00	72425352 54110001009	WWTP TERTIARY STUDY-PROF SVCS			
					247118	19-2682.17	03/18/2021		04/11/21	9,497.50
	Invoice: 19-2682.17					WWTP UPGRADES STUDY				
					9,497.50	72425352 54110001009	WWTP TERTIARY STUDY-PROF SVCS			
							CHECK	356033 TOTAL:		35,991.50
356034	04/14/2021	PRTD	2574	NATIONAL BARRICADE C	247119	290518	03/11/2021		04/11/21	169.48
	Invoice: 290518					PW/SIGNS				
					169.48	990 141100	MERCHANDISE			
					247120	290637	03/15/2021		04/11/21	201.86
	Invoice: 290637					PW/RIVETS				
					201.86	990 141100	MERCHANDISE			
							CHECK	356034 TOTAL:		371.34
356035	04/14/2021	PRTD	8581	NEOGOV	247121	INV-19933	03/30/2021		04/11/21	561.80
	Invoice: INV-19933					IT/ANNUAL SW SOBX				
					561.80	81011881 535100	IT - C/E COMPUTER SOFTWARE			
							CHECK	356035 TOTAL:		561.80
356036	04/14/2021	PRTD	2011	NEW PIG CORPORATION	247122	4919434-00	12/21/2020		04/11/21	385.42
	Invoice: 4919434-00					PW/ABOSOBENT MAT PADS				
					385.42	73431835 531100	OFFICE SUPPLIES			
							CHECK	356036 TOTAL:		385.42
356037	04/14/2021	PRTD	2430	OGDEN MURPHY WALLACE	247123	848497	03/26/2021		04/11/21	26,332.67
	Invoice: 848497					LEGAL/FEB SVCS				
					4,788.00	32470152 54111100844	LIT-CLARK ADMIN APPEAL(SUP CT)			
					724.50	32470152 54111100892	LIT-CAINION SUP CT WRIT			
					157.50	32470152 54111101067	URBAN BAINBRIDGE (GMHB)			
					8,603.60	32011152 54111101156	LIT-NEAL PRA SUIT			
					283.50	32011152 54111001020	SMALL CELL WIRELESS ORD			
					1,387.00	32011152 54111001046	LGL-PSE FRANCHISE			
					2,395.80	32011152 54111001131	ETHICS BOARD LEGAL ADVISOR			
					6,197.27	32011152 541110	LGL-GF-LEGAL ADVICE			
					157.50	91011211 541110	GG-C/E-CIVIL SVC-LEGAL ADVICE			
					1,638.00	32470152 54111100897	PRES RESP SHORE(CT OF APPEALS)			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
								CHECK	356037 TOTAL:	26,332.67
356038	04/14/2021	PRTD	4111	OLYMPIC SPRINGS INC	247148	337526	03/31/2021		04/11/21	80.17
	Invoice: 337526						POL/PURIFIED WATER			
					80.17	51011215 531100	POLICE - C/E FACIL SUPPLIES			
					247149	338037	03/31/2021		04/11/21	34.66
	Invoice: 338037						POL/PURIFIED WATER			
					34.66	51011215 531100	POLICE - C/E FACIL SUPPLIES			
								CHECK	356038 TOTAL:	114.83
356039	04/14/2021	PRTD	7925	OMNIPARK, INC	247191	122831	04/01/2021		04/11/21	379.32
	Invoice: 122831						POL/PARKING SYSTEM SUPPORT			
					379.32	51011217 548500	PD-C/E-PARKING ENF-COMP SUPPOR			
								CHECK	356039 TOTAL:	379.32
356040	04/14/2021	PRTD	8286	SUPERINTENDENT OF P	247124	16463	03/11/2021		04/11/21	135.75
	Invoice: 16463						POL/FINGERPRINTING			
					135.75	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
								CHECK	356040 TOTAL:	135.75
356041	04/14/2021	PRTD	1754	OTIS ELEVATOR COMPAN	247125	ST16732002	03/17/2021		04/11/21	2,691.95
	Invoice: ST16732002						PW/ELEVATOR SVC			
					2,691.95	73011183 54810000888	CH ELEVATOR MAINT-REPAIRS			
								CHECK	356041 TOTAL:	2,691.95
356042	04/14/2021	PRTD	2623	PAPE MACHINERY	247130	12442775	01/07/2021		04/11/21	657.08
	Invoice: 12442775						PW/STARTER			
					131.42	73111423 531100	OFFICE SUPPLIES			
					525.66	73111427 531100	OFFICE SUPPLIES			
								CHECK	356042 TOTAL:	657.08
356043	04/14/2021	PRTD	9267	PAYGOV	247131	675	03/16/2021		04/11/21	6,274.63
	Invoice: 675						FIN/FEB 2021 FEES			
					6,274.63	91011423 54110001069	COVID19-CREDIT CARD PROC FEES			
								CHECK	356043 TOTAL:	6,274.63

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
356044	04/14/2021	PRTD	8922	REXEL USA INC.	247132	1K63031	03/25/2021		04/11/21	305.76
Invoice: 1K63031							PW/LED BULBS			
					305.76	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
								CHECK	356044 TOTAL:	305.76
356045	04/14/2021	PRTD	9644	POLICE RECORDS AND I	247133	12186	03/25/2021		04/11/21	250.00
Invoice: 12186							POL/RECORDS TRAINING: KE			
					250.00	51011120 443410	PD-CLERKS-TRAINING			
								CHECK	356045 TOTAL:	250.00
356046	04/14/2021	PRTD	9349	PROPANE NORTHWEST	247134	1503593296	03/18/2021		04/11/21	727.95
Invoice: 1503593296							PW/320.7 GAL PROPANE			
					727.95	91011897 547200	GG-C/E-O&M YARD FAC-PROPANE			
								CHECK	356046 TOTAL:	727.95
356047	04/14/2021	PRTD	9440	QBSI-XEROX	247135	IN2560190	03/29/2021		04/11/21	56.00
Invoice: IN2560190							CRT/COPIER LEASE			
					56.00	21011125 545000	COURT - RENTS & LEASES - OPER			
								CHECK	356047 TOTAL:	56.00
356048	04/14/2021	PRTD	2409	RIVER OAKS COMMUNICA	247136	03.30.21	03/30/2021		04/11/21	3,388.20
Invoice: 03.30.21							EX/PROF SVCS: COMCAST FRANCHISE			
					3,388.20	32011152 54110001082	COMCAST FRANCHISE RENEWAL			
								CHECK	356048 TOTAL:	3,388.20
356049	04/14/2021	PRTD	408	ROLLING BAY COMMERCI	247137	291520	03/28/2021		04/11/21	4,281.25
Invoice: 291520							CRT/APRIL RENT			
					4,281.25	21011125 545000	COURT - RENTS & LEASES - OPER			
								CHECK	356049 TOTAL:	4,281.25
356050	04/14/2021	PRTD	1488	SETON CONSTRUCTION I	247138	PAYREQ9-708	03/29/2021	20200027	04/11/21	288,637.69
Invoice: PAYREQ9-708							WYATT WAY RECONSTRUCTION			
					288,637.69	72321953 66300000708	WYATT-MAD TO LOVELL-CONSTR			
								CHECK	356050 TOTAL:	288,637.69

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
356051	04/14/2021	PRTD	7385	CHARLES P. SHANE	247139	002849	03/23/2021		04/11/21	237.75
	Invoice: 002849						LEGAL/PUB DEF SVCS 23632401			
					237.75	32011281 541113	LGL-PUBLIC DEFENDER			
							CHECK	356051 TOTAL:		237.75
356052	04/14/2021	PRTD	7173	SKILLINGS CONNOLLY I	247140	12677	01/18/2021		04/11/21	44,734.10
	Invoice: 12677						ENG DESIGN SERVICES			
					9,095.96	72424435 64110000989	SUNDAY COVE PUMP REHAB-PROF SV			
					13,302.27	72423434 64110000990	WOOD AVE PUMP STA-PROF SVCS			
					16,778.97	72423434 64110001086	LOWER LOVELL SLS-PROF SVCS			
					2,755.78	72423434 64110000820	REHAB WING PT PUMP STATION-DES			
					2,801.12	72423434 64110001085	SUNDAY COVE GRAVITY MAIN-PRO S			
							CHECK	356052 TOTAL:		44,734.10
356053	04/14/2021	PRTD	7770	SME SOLUTIONS, LLC	247141	2078684	02/28/2021		04/11/21	1,155.61
	Invoice: 2078684						PW/PUMP REPAIR			
					1,155.61	73011897 548100	O&M-C/E-PWYD FAC-REPAIRS			
							CHECK	356053 TOTAL:		1,155.61
356054	04/14/2021	PRTD	601	SOUND REPROGRAPHICS	247142	82980	03/19/2021		04/11/21	650.73
	Invoice: 82980						PCD/FIRST CART OF SCANS			
					650.73	61011581 541100	PCD - C/E ADMIN PROF SVCS			
					247143	83235	03/30/2021		04/11/21	131.85
	Invoice: 83235						HR/NOW HIRING SIGN			
					131.85	33011161 544000	HR-C/E-ADVERTISING			
					247144	83256	03/30/2021		04/11/21	7.46
	Invoice: 83256						FIN/NAME PLATES: BK, AS			
					3.73	31011131 531100	EX-GF-SUPPLIES			
					3.73	32011152 531100	LGL-GF-SUPPLIES			
							CHECK	356054 TOTAL:		790.04
356055	04/14/2021	PRTD	8738	SPEAKWRITE, LLC	247192	686786A8	04/01/2021		04/11/21	663.00
	Invoice: 686786A8						POL/TRANSCRIPTION			
					663.00	52011212 541100	POLICE - C/E INVEST PROF SVCS			
							CHECK	356055 TOTAL:		663.00
356056	04/14/2021	PRTD	8132	SPECTRA LABORATORIES	247150	21-01686	03/12/2021		04/11/21	114.00
	Invoice: 21-01686						PW/BOD TESTING			
					114.00	73425358 54110000391	LAB & TESTING SVCS-WWTP			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
					247151	21-01702	03/12/2021		04/11/21	114.00
	Invoice: 21-01702						PW/BOD TESTING			
					114.00	73425358	54110000391 LAB & TESTING SVCS-WWTP			
					247152	21-01703	03/12/2021		04/11/21	63.48
	Invoice: 21-01703						PW/TAYLOR WELL TESTING			
					63.48	73415345	54110000391 LAB SVCS-WATER ROCKAWAY			
					247153	21-01846	03/16/2021		04/11/21	114.00
	Invoice: 21-01846						PW/BOD TESTING			
					114.00	73425358	54110000391 LAB & TESTING SVCS-WWTP			
					247154	21-02132	03/25/2021		04/11/21	114.00
	Invoice: 21-02132						PW/BOD TESTING			
					114.00	73425358	54110000391 LAB & TESTING SVCS-WWTP			
					247155	21-02149	03/26/2021		04/11/21	114.00
	Invoice: 21-02149						PW/BOD TESTING			
					114.00	73425358	54110000391 LAB & TESTING SVCS-WWTP			
					247156	21-02160	03/26/2021		04/11/21	114.00
	Invoice: 21-02160						PW/BOD TESTING			
					114.00	73425358	54110000391 LAB & TESTING SVCS-WWTP			
							CHECK	356056 TOTAL:		747.48
356057	04/14/2021	PRTD	5705	SPELLMAN CONSTRUCTIO	246980	92812	03/18/2021		04/11/21	97.04
	Invoice: 92812						UB 13228 686 PIERCE COURT NW			
					97.04	411 122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	356057 TOTAL:		97.04
356058	04/14/2021	PRTD	2467	STAPLES	247157	8061842805	04/03/2021		04/11/21	162.61
	Invoice: 8061842805						POL/OFFICE SUPPLIES			
					28.63	51011211 531100	PD-C/E-ADM-SUPPLIES			
					59.06	51011211 531100	PD-C/E-ADM-SUPPLIES			
					23.61	52011212 531100	POLICE - C/E INVEST SUPPLIES			
					35.44	53011212 531100	PD-C/E-PATROL SUPPLIES			
					15.87	51011191 531100	PD-C/E-PROP RM-SUPPLIES			
					247158	8061438850	02/27/2021		04/11/21	121.65
	Invoice: 8061438850						EX,FIN/OFFICE SUPPLIES			
					60.82	31011131 531100	EX-GF-SUPPLIES			
					60.83	41011141 531100	FIN - C/E ADMIN SUPPLIES			
					247159	8061438864	02/27/2021		04/11/21	122.18
	Invoice: 8061438864						ENG/OFFICE SUPPLIES			
					122.18	72011321 531100	ENG - C/E ADMIN SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	356058 TOTAL:		406.44
356059	04/14/2021	PRTD	2122	STERICYCLE INC	247160	3005503430	03/31/2021		04/11/21	10.36
	Invoice: 3005503430						POL/BIOHAZARD DISP			
					10.36	53011212 541100	POLICE - C/E PATROL PROF SVCS			
							CHECK	356059 TOTAL:		10.36
356060	04/14/2021	PRTD	5730	SUMMIT LAW GROUP	247161	122920	03/19/2021		04/11/21	5,660.37
	Invoice: 122920						LEGAL/PROF SVCS FEB 2021			
					5,358.87	32011152 54111000870	LGL-HR (NON-BARGAINING)			
					301.50	32011152 54111000274	LGL-LABOR NEGOTIATIONS			
							CHECK	356060 TOTAL:		5,660.37
356061	04/14/2021	PRTD	9667	WAGNER, RICHARD	246982	92814	03/18/2021		04/11/21	110.87
	Invoice: 92814						UB 11889 346 WYATT WAY NE			
					110.87	411 122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	356061 TOTAL:		110.87
356062	04/14/2021	PRTD	9668	WIGGIN, ALICIA	246983	92815	03/18/2021		04/11/21	48.70
	Invoice: 92815						UB 12370 10268 GARIBALDI LOOP NE			
					48.70	411 122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	356062 TOTAL:		48.70
356063	04/14/2021	PRTD	2607	ZEE MEDICAL SERVICE	247194	68411731	01/12/2021		04/11/21	176.69
	Invoice: 68411731						PW/SS-COMMONS FIRST AID RESTOCK			
					176.69	73637891 531100	OFFICE SUPPLIES			
					247195	68413972	03/12/2021		04/11/21	374.91
	Invoice: 68413972						PW/FIRST AID RESTOCK			
					374.91	73637891 531100	OFFICE SUPPLIES			
					247196	68414044	03/31/2021		04/11/21	50.19
	Invoice: 68414044						POL/FIRST AID RESTOCK			
					50.19	51011215 531100	POLICE - C/E FACIL SUPPLIES			
					247197	68414045	03/31/2021		04/11/21	276.01
	Invoice: 68414045						CITY HALL FIRST AID RESTOCK			
					276.01	91011183 531100	GG-C/E-CH CLEANING-SUPPLIES			
							CHECK	356063 TOTAL:		877.80

NUMBER OF CHECKS 90 *** CASH ACCOUNT TOTAL *** 605,233.93

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	90	605,233.93

*** GRAND TOTAL *** 605,233.93

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 4 73									
APP 401-213000					ACCOUNTS PAYABLE			10,435.13	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				605,233.93
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			90,517.03	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000					STREETS - ACCOUNTS PAYABLE			24,560.47	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			172,823.02	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE			965.83	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 631-213000					ACCOUNTS PAYABLE			3,370.93	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 650-213000					ACCOUNTS PAYABLE			2,635.25	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000					ACCOUNTS PAYABLE			7,911.44	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000					ACCOUNTS PAYABLE			290,243.49	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 108-213000					AFFORD HSG - ACCOUNTS PAYABLE			1,400.00	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 901-213000					ACCOUNTS PAYABLE			371.34	
04/14/2021	04/11/21	041421			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			605,233.93	605,233.93
APP 631-130000					DUE TO/FROM CLEARING			601,863.00	
04/14/2021	04/11/21	041421							
APP 401-130000					DUE TO/FROM CLEARING				10,435.13
04/14/2021	04/11/21	041421							
APP 402-130000					DUE TO/FROM CLEARING				90,517.03
04/14/2021	04/11/21	041421							
APP 101-130000					STREETS - DUE TO/FROM CLEARING				24,560.47
04/14/2021	04/11/21	041421							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				172,823.02
04/14/2021	04/11/21	041421							
APP 403-130000					DUE TO/FROM CLEARING				965.83
04/14/2021	04/11/21	041421							
APP 650-130000					DUE TO/FROM CLEARING				2,635.25
04/14/2021	04/11/21	041421							
APP 407-130000					DUE TO/FROM CLEARING				7,911.44
04/14/2021	04/11/21	041421							
APP 301-130000					DUE TO/FROM CLEARING				290,243.49
04/14/2021	04/11/21	041421							
APP 108-130000					AFFORD HSG DUE TO/FROM CLEAR'G				1,400.00

JOURNAL ENTRIES TO BE CREATED

YEAR PER JNL SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
	04/14/2021	04/11/21	041421							
APP 901-130000						DUE TO/FROM CLEARING				371.34
	04/14/2021	04/11/21	041421							
						SYSTEM GENERATED ENTRIES TOTAL			601,863.00	601,863.00
						JOURNAL 2021/04/73 TOTAL			1,207,096.93	1,207,096.93

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	4	73	04/14/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		172,823.02
001-213000				GENERAL - ACCOUNTS PAYABLE	172,823.02	
				FUND TOTAL	172,823.02	172,823.02
101 STREET FUND	2021	4	73	04/14/2021		
101-130000				STREETS - DUE TO/FROM CLEARING		24,560.47
101-213000				STREETS - ACCOUNTS PAYABLE	24,560.47	
				FUND TOTAL	24,560.47	24,560.47
108 AFFORDABLE HOUSING FUND	2021	4	73	04/14/2021		
108-130000				AFFORD HSG DUE TO/FROM CLEAR'G		1,400.00
108-213000				AFFORD HSG - ACCOUNTS PAYABLE	1,400.00	
				FUND TOTAL	1,400.00	1,400.00
301 CAPITAL CONSTRUCTION FUND	2021	4	73	04/14/2021		
301-130000				DUE TO/FROM CLEARING		290,243.49
301-213000				ACCOUNTS PAYABLE	290,243.49	
				FUND TOTAL	290,243.49	290,243.49
401 WATER OPERATING FUND	2021	4	73	04/14/2021		
401-130000				DUE TO/FROM CLEARING		10,435.13
401-213000				ACCOUNTS PAYABLE	10,435.13	
				FUND TOTAL	10,435.13	10,435.13
402 SEWER OPERATING FUND	2021	4	73	04/14/2021		
402-130000				DUE TO/FROM CLEARING		90,517.03
402-213000				ACCOUNTS PAYABLE	90,517.03	
				FUND TOTAL	90,517.03	90,517.03
403 STORM & SURFACE WATER FUND	2021	4	73	04/14/2021		
403-130000				DUE TO/FROM CLEARING		965.83
403-213000				ACCOUNTS PAYABLE	965.83	
				FUND TOTAL	965.83	965.83
407 BUILDING & DEVELOPMENT FUND	2021	4	73	04/14/2021		
407-130000				DUE TO/FROM CLEARING		7,911.44
407-213000				ACCOUNTS PAYABLE	7,911.44	
				FUND TOTAL	7,911.44	7,911.44
631 CLEARING FUND	2021	4	73	04/14/2021		

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
631-130000					DUE TO/FROM CLEARING	601,863.00	
631-213000					ACCOUNTS PAYABLE	3,370.93	
635-111100					CASH		605,233.93
					FUND TOTAL	605,233.93	605,233.93
650 AGENCY FUND	2021	4	73	04/14/2021			
650-130000					DUE TO/FROM CLEARING		2,635.25
650-213000					ACCOUNTS PAYABLE	2,635.25	
					FUND TOTAL	2,635.25	2,635.25
901 CITY-WIDE REPORTING FUND	2021	4	73	04/14/2021			
901-130000					DUE TO/FROM CLEARING		371.34
901-213000					ACCOUNTS PAYABLE	371.34	
					FUND TOTAL	371.34	371.34

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		172,823.02
101	STREET FUND		24,560.47
108	AFFORDABLE HOUSING FUND		1,400.00
301	CAPITAL CONSTRUCTION FUND		290,243.49
401	WATER OPERATING FUND		10,435.13
402	SEWER OPERATING FUND		90,517.03
403	STORM & SURFACE WATER FUND		965.83
407	BUILDING & DEVELOPMENT FUND		7,911.44
631	CLEARING FUND	601,863.00	
650	AGENCY FUND		2,635.25
901	CITY-WIDE REPORTING FUND		371.34
	TOTAL	601,863.00	601,863.00

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

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
356064	04/14/2021	PRTD	8331	SUMMIT TOWING, INC.	247167	61913	03/12/2021	041121		323.27
	Invoice: 61913						PW/VEH 41 TOW TO SURPLUS			
					323.27	73011581 541100	O&M-C/E-PCD VEH WORK-PRO SVCS			
					247168	61914	03/12/2021	041121		323.27
	Invoice: 61914						PW/VEH 198 TOW TO SURPLUS			
					323.27	73011151 541100	O&M-C/E-PD FLEET-PRF SVC			
							CHECK	356064 TOTAL:		646.54
356065	04/14/2021	PRTD	6746	SYMBOL ARTS	247162	0370078-IN	03/23/2021	041121		158.06
	Invoice: 0370078-IN						POL/RETIREMENT BADGE: CS			
					158.06	51011211 531100	PD-C/E-ADM-SUPPLIES			
							CHECK	356065 TOTAL:		158.06
356066	04/14/2021	PRTD	565	TACOMA SCREW PRODUCT	247163	14400385	02/24/2021	041121		344.83
	Invoice: 14400385						PW/MX SUPPLIES			
					344.83	73111252 531100	O&M-STREET-DIS RESPON-SUPPLIES			
					247164	14400394	02/24/2021	041121		-162.16
	Invoice: 14400394						PW/RETURN			
					-162.16	73111252 531100	O&M-STREET-DIS RESPON-SUPPLIES			
					247165	14402031	03/10/2021	041121		138.93
	Invoice: 14402031						PW/PIN SHACKLETS			
					138.93	73111252 531100	O&M-STREET-DIS RESPON-SUPPLIES			
							CHECK	356066 TOTAL:		321.60
356067	04/14/2021	PRTD	6714	TOSHIBA FINANCIAL SE	247166	29049200	04/01/2021	041121		353.16
	Invoice: 29049200						PCD/COPIER LEASE			
					353.16	61470581 549500	PCDADM-DEV-COPIES/PRINTING			
							CHECK	356067 TOTAL:		353.16
356068	04/14/2021	PRTD	558	TOWN & COUNTRY MARKE	247169	02/12/21-C	02/12/2021	041121		31.93
	Invoice: 02/12/21-C						PW/MEALS FOR STORM CREW			
					31.93	73111252 53110000903	2018 STORM RESP-STRT-SUPPLY			
							CHECK	356068 TOTAL:		31.93
356069	04/14/2021	PRTD	4245	TRAFFIC SAFETY SUPPL	247170	INV036273	03/15/2021	041121		795.12
	Invoice: INV036273						PW/SIGN MX SUPPLIES			
					795.12	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
							CHECK	356069 TOTAL:		795.12
356070	04/14/2021	PRTD	4929	TYLER TECHNOLOGIES I	247171	045-332796	04/01/2021	041121		25,329.70
Invoice: 045-332796							IT/MUNIS QTRLY MX			
					25,329.70	81011881 548500	IT - C/E COMPUTER SUPPORT			
							CHECK	356070 TOTAL:		25,329.70
356071	04/14/2021	PRTD	1152	USA BLUE BOOK	247172	479703	01/21/2021	041121		30.64
Invoice: 479703							PW/STENNER RAIN ROOF			
					30.64	73425358 531100	O&M-WWTP-SUPPLIES			
							CHECK	356071 TOTAL:		30.64
356072	04/14/2021	PRTD	4634	WA DEPT OF RETIREMEN	247173	1443826	03/22/2021	041121		67.92
Invoice: 1443826							OLD AGE SURVIVORS INS			
					67.92	91011172 520000	GG-C/E-PENSION SVCS-ADMIN-BEN			
							CHECK	356072 TOTAL:		67.92
356073	04/14/2021	PRTD	4010	WA ASSOC OF SHERIFFS	247174	DUES 2021-00352	03/01/2021	041121		75.00
Invoice: DUES 2021-00352							POL/ASSOC DUES: WEISS			
					75.00	51011211 549100	PD-C/E-ADM-DUES/SUBCR/MEMBRSHP			
							CHECK	356073 TOTAL:		75.00
356074	04/14/2021	PRTD	5709	WEBCHECK INC	247176	6898	03/31/2021	041121		261.60
Invoice: 6898							FIN/WEBCHECK SVCS MAR 2021			
					130.80	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
					130.80	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
							CHECK	356074 TOTAL:		261.60
356075	04/14/2021	PRTD	499	WESTBAY AUTO PARTS I	247177	616652	03/17/2021	041121		10.38
Invoice: 616652							PW/OIL FILTERS			
					10.38	990 141100	MERCHANDISE			
							CHECK	356075 TOTAL:		10.38

NUMBER OF CHECKS 12 *** CASH ACCOUNT TOTAL *** 28,081.65

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	12	28,081.65

*** GRAND TOTAL *** 28,081.65

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 4 74									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			26,277.22	
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				28,081.65
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000					STREETS - ACCOUNTS PAYABLE			1,148.65	
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000					ACCOUNTS PAYABLE			353.16	
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			161.44	
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000					ACCOUNTS PAYABLE			130.80	
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
APP 901-213000					ACCOUNTS PAYABLE			10.38	
04/14/2021	041121	041421			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			28,081.65	28,081.65
APP 631-130000					DUE TO/FROM CLEARING			28,081.65	
04/14/2021	041121	041421							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				26,277.22
04/14/2021	041121	041421							
APP 101-130000					STREETS - DUE TO/FROM CLEARING				1,148.65
04/14/2021	041121	041421							
APP 407-130000					DUE TO/FROM CLEARING				353.16
04/14/2021	041121	041421							
APP 402-130000					DUE TO/FROM CLEARING				161.44
04/14/2021	041121	041421							
APP 401-130000					DUE TO/FROM CLEARING				130.80
04/14/2021	041121	041421							
APP 901-130000					DUE TO/FROM CLEARING				10.38
04/14/2021	041121	041421							
					SYSTEM GENERATED ENTRIES TOTAL			28,081.65	28,081.65
					JOURNAL 2021/04/74 TOTAL			56,163.30	56,163.30

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2021	4	74	04/14/2021		
001-130000				GENERAL - DUE TO/FROM CLEARING		26,277.22
001-213000				GENERAL - ACCOUNTS PAYABLE	26,277.22	
				FUND TOTAL	26,277.22	26,277.22
101 STREET FUND	2021	4	74	04/14/2021		
101-130000				STREETS - DUE TO/FROM CLEARING		1,148.65
101-213000				STREETS - ACCOUNTS PAYABLE	1,148.65	
				FUND TOTAL	1,148.65	1,148.65
401 WATER OPERATING FUND	2021	4	74	04/14/2021		
401-130000				DUE TO/FROM CLEARING		130.80
401-213000				ACCOUNTS PAYABLE	130.80	
				FUND TOTAL	130.80	130.80
402 SEWER OPERATING FUND	2021	4	74	04/14/2021		
402-130000				DUE TO/FROM CLEARING		161.44
402-213000				ACCOUNTS PAYABLE	161.44	
				FUND TOTAL	161.44	161.44
407 BUILDING & DEVELOPMENT FUND	2021	4	74	04/14/2021		
407-130000				DUE TO/FROM CLEARING		353.16
407-213000				ACCOUNTS PAYABLE	353.16	
				FUND TOTAL	353.16	353.16
631 CLEARING FUND	2021	4	74	04/14/2021		
631-130000				DUE TO/FROM CLEARING	28,081.65	
635-111100				CASH		28,081.65
				FUND TOTAL	28,081.65	28,081.65
901 CITY-WIDE REPORTING FUND	2021	4	74	04/14/2021		
901-130000				DUE TO/FROM CLEARING		10.38
901-213000				ACCOUNTS PAYABLE	10.38	
				FUND TOTAL	10.38	10.38

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		26,277.22
101	STREET FUND		1,148.65
401	WATER OPERATING FUND		130.80
402	SEWER OPERATING FUND		161.44
407	BUILDING & DEVELOPMENT FUND		353.16
631	CLEARING FUND	28,081.65	
901	CITY-WIDE REPORTING FUND		10.38
	TOTAL	28,081.65	28,081.65

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



03/24/2021 09:04 | CITY OF BAINBRIDGE ISLAND | P 1
cfreitas | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

CASH ACCOUNT: 628 111100 CASH-RETAINAGE

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
197	03/24/2021	PRTD	8604	ANDERSON CONSTRUCTIO	246996	RETREL-915	03/17/2021		RT032421	2,411.09
	Invoice: RETREL-915						WFP PLAYGROUND FENCE REPR: RET + INT			
					2,411.09	41628860 586000	RETAINAGE RELEASE			
							CHECK		197 TOTAL:	2,411.09
						NUMBER OF CHECKS 1	*** CASH ACCOUNT TOTAL ***			2,411.09

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	2,411.09

*** GRAND TOTAL *** 2,411.09

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 3 282					
APP 622-213000	ACCOUNTS PAYABLE			2,411.09	
03/24/2021 RT032421 RT0324	AP CASH DISBURSEMENTS JOURNAL				
APP 628-111100	CASH-RETAINAGE				2,411.09
03/24/2021 RT032421 RT0324	AP CASH DISBURSEMENTS JOURNAL				
	JOURNAL 2021/03/282	TOTAL		2,411.09	2,411.09

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
622 EXPENDABLE TRUST FUND	2021	3	282	03/24/2021			
622-213000					ACCOUNTS PAYABLE	2,411.09	
628-111100					CASH-RETAINAGE		2,411.09
					FUND TOTAL	2,411.09	2,411.09

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

PAYROLL

PAYROLL CHECK RUN: 4 - 05 - 2021

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	4/5/2021	50613 - 50737	Regular check run (Direct Dep)	308,651.87
Normal	4/5/2021	109575	Regular check run (Paper Checks)	2,198.42
Vendor	4/5/2021	109576 - 109586	Vendor check run (Paper Checks)	367,245.55
EFTPS	4/5/2021	N/A	Federal Tax Electronic Transfer	114,361.09
			TOTAL:	**792,456.93**

Prepared and Reviewed by: Brenda Landolt Date 04/02/2021

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.

___ _____ Date 04/02/2021

Kim Dunscombe, Budget Manager

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:**

AGENDA ITEM: City Council Meeting Minutes

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 Sustainable Transportation Workshop Minutes, March 16, 2021.docx

City Council Regular Business Meeting Minutes, March 23, 2021.pdf

Special Joint City Council and Ethics Board Meeting Minutes, March 24, 2021.pdf

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

SPECIAL CITY COUNCIL WORKSHOP ON SUSTAINABLE TRANSPORTATION
TUESDAY, MARCH 16, 2021

Meeting Minutes

1) CALL TO ORDER/ROLL CALL

Deputy Mayor Hytopoulos called the meeting to order at 6:00 p.m. on the Zoom webinar platform.

Mayor Nassar, Deputy Mayor Hytopoulos, and Councilmembers Carr, Deets, Fantroy-Johnson and Schneider were present. Councilmember Pollock was absent and excused.

Also present were Perry Barrett, Ken DeWitt, Dave Shorett, and Dawn Janow from the Bainbridge Island Metropolitan Park & Recreation District, Bill Eckel, Jenny Lange, Gina King, and Brenda Padgham from the Bainbridge Island Land Trust, Dane Fenwick, Lyn Smith, Sanjay Pal, and Superintendent Bang-Knudsen from the Bainbridge Island School District, and Julie Matthews, and Barb Trafton from the Bainbridge Island Parks Foundation.

2) APPROVAL OF AGENDA/CONFLICT OF INTEREST DISCLOSURE

Councilmember Fantroy-Johnson moved and Councilmember Deets seconded to approve the agenda as presented. There were no conflicts of interest disclosed. The motion carried unanimously, 7-0. There were no conflicts of interest disclosed.

3) PRESENTATIONS

3.A) Presentation, Sustainable Transportation Plan
Cover Page

Jennifer Wieland of Nelson/Nygaard provided an introduction to the topic and introduced Gil Penalosa from 8 80 Cities.

Gil Penalosa provided a presentation on Sustainable Transportation. He addressed questions from Council and agency representatives.

4) FUTURE COUNCIL AGENDAS

4.A) **Future Council Agendas**

Cover Page
March 23 City Council Regular Business Meeting.pdf
March 24 Special Joint City Council Meeting.pdf
April 6 City Council Study Session.pdf
April 13 City Council Regular Business Meeting.pdf
April 20 City Council Study Session.pdf
2021 List of Proposed Future Council Topics.docx

Interim City Manager Schroer reviewed upcoming Council agendas.

Mayor Rasham asked to add a discussion on proclamation policies, and Council concurred.

Councilmember Deets asked for a discussion of County-wide Planning Policies.

Council discussed two items relating to the Race Equity Advisory Committee (REAC).

MOTION: Councilmember Carr moved to pull item 8.C [consideration of draft resolution from the REAC] from the April 6th Council agenda.
Carr/Schneider: The motion carried 4-2.

AYES: Joe Deets, Leslie Schneider, Kirsten Hytopoulos, Christy Carr
NOES: Rasham Nassar, Brenda Fantroy-Johnson
ABSENT: Michael Pollock
ABSTAIN: None

Councilmember Deets moved and Councilmember Carr seconded to place the two REAC items on the April 13, 2021 agenda. Councilmember Deets withdrew his motion following discussion, and Councilmember Carr agreed.

5) FOR THE GOOD OF THE ORDER

Councilmember Deets said that Judge McCulloch offered a tour of the Police/Court on Monday, March 22, 2021. He noted that his office hours for this Saturday, March 20, 2021 are cancelled due to the vaccination clinic. He noted the small business grant applications are open. Finally, he noted that he will attend the March 24, 2021 special joint meeting with the Ethics Board for one hour due to a conflict.

Councilmember Schneider expressed concern with a comment made during the Future Council Agenda discussion.

6) ADJOURNMENT

Deputy Mayor Hytopoulos adjourned the meeting at 7:32 p.m.

Rasham Nassar, Mayor

Christine Brown, CMC, City Clerk

CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, MARCH 23, 2021

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Nassar called the meeting to order at 6:01 p.m. on the Zoom webinar platform.

Mayor Nassar and Councilmembers Carr, Deets, Fantroy-Johnson, and Schneider were present. Deputy Mayor Hytopoulos and Councilmember Pollock were absent and excused.

Councilmember Deets asked for a moment of silence in honor of the three young women, Hannah Wachsman, Marina Miller, and Hazel Kleiner, killed in a car accident a week ago.

2) EXECUTIVE SESSION

2.A **Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.**
Cover Page

Mayor Nassar adjourned the meeting to an executive session at 6:04 p.m. in accordance with RCW 42.30.110(1)(i).

At 7:08 p.m., Council extended the executive session by fifteen minutes. Council returned from executive session at 6:50 p.m., and Mayor Nassar reconvened the meeting.

3) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Mayor Nassar requested the removal of item 11.B due to the absence of two Councilmembers.

MOTION: I make a motion that we remove item 11.B, discussion of the Police and Court facility project, and put it on the agenda for the April 6th Study Session.
Fantroy-Johnson/Carr: The motion carried 5 – 0.

AYES:	Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES:	None
ABSENT:	Kirsten Hytopoulos, Michael Pollock
ABSTAIN:	None

MOTION: I move to include on the agenda tonight, a discussion, and then there will be a motion, to direct the Race Equity Advisory Committee to present the Council a Resolution condemning hate, racism and intolerance against Asians and Pacific Islanders.
Deets/Fantroy-Johnson: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

Councilmember Deets moved and Councilmember Carr seconded to approve the agenda as modified. The motion carried 5 – 0. There were no conflicts of interest disclosed.

4) PUBLIC COMMENT

4.A Instructions for Providing Public Comment - City Clerk

Cover Page
Instructions for Providing Public Comment at Remote Meetings.docx

Sue Wilmot spoke in favor of the hazard pay ordinance.

Sal DeRosalia spoke in favor of the hazard pay ordinance.

Ron Peltier spoke about the Police and Court Facility.

Ashley Mathews asked Council to respond to an email.

5) CITY MANAGER'S REPORT

Interim City Manager Schroer mentioned the closure of the COVID-19 testing site, the status of the vaccine clinics, the City's new hydrogeologist, the opening of the Farmer's Market on April 3, 2021, a virtual lunch meeting with the Police Chief and Community Health Navigator on March 23, 2021, and business grant applications.

6) CONSENT AGENDA

6.A Agenda Bill for Consent Agenda

Cover Page

6.B Accounts Payable and Payroll

Cover Page
AP Report to Council of Cash Disbursements 03-24-21.pdf
Payroll.pdf
AP Report to Council of Cash Disbursements 03-24-21 REVISED.pdf

Accounts Payable: manual check numbers 355865, 355897, and 355924-void; manual check numbers 355831-355843 = $199,672.88; regular run check numbers 355844-355955 = $559,954.60; total disbursements = $759,627.48.

Payroll: Normal run check numbers 50487-50612 = $342,386.52; normal run check number 109567 = $3,000.86; vendor check numbers 109568-109574 = $130,806.48; Federal Tax Electronic Transfer = $132,858.91; total disbursements = $609,052.77.

6.C City Council Meeting Minutes
Cover Page
City Council Study Session Minutes, March 2, 2021.docx
City Council Regular Business Meeting Minutes, March 9, 2021.docx

6.E Chlorine Generator Replacement Contract - Public Works
Cover Page
Chlorine Generator Bid Form.doc
Chlorine Generator Contract.docx

6.D Eagle Harbor Phase II Non-Motorized Improvements Contract Award - Public Works [Removed from the Consent Agenda]
Cover Page
Eagle Harbor Ph2 Shoulder Imp BID FORM.docx
Eagle Harbor Phase 2 Shoulder Improvements - CONTRACT.docx

6.F Bainbridge Island Senior Community Center Grant Application - Public Works
Cover Page
Draft BCF grant request for Huney hearing loop.docx
Email Kit.pdf

6.G Kitsap County Conservation District Manzanita Watershed Interlocal Agreement - Public Works
Cover Page
ILA Between City and Kitsap Conservation District re Manzanita Watershed.docx

6.H Transportation Benefit District (Traffic Calming and Climate Mitigation) Funding Discussion and Budget Amendment - Public Works
Cover Page
Traffic Calming CIP Slides.pptx
Resolution No. 2019-06 Directing Use of Additional Vehicle License Fee Revenue Approved 012219.docx

Mayor Nassar asked to remove item 6.D from the Consent Agenda.

MOTION: I move to approve the Consent Agenda as amended.
Deets/Carr: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

6.D Eagle Harbor Phase II Non-Motorized Improvements Contract Award - Public Works [Removed from the Consent Agenda]
Cover Page

Eagle Harbor Ph2 Shoulder Imp BID FORM.docx
Eagle Harbor Phase 2 Shoulder Improvements - CONTRACT.docx

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to award the Eagle Harbor Phase II Shoulder Improvements project contract to Sultan Construction Inc., in the amount of $512,254.00, including sales tax.
Carr/Deets: The motion carried 5-0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

7) FUTURE COUNCIL AGENDAS

7.A Future Council Agendas

Cover Page
March 24 Special Joint City Council Meeting.pdf
April 6 City Council Study Session.pdf
April 13 City Council Regular Business Meeting.pdf
April 20 City Council Study Session.pdf
April 27 City Council Regular Business Meeting.pdf
List of Proposed Future Council Topics.docx

Interim City Manager Schroer reviewed future Council agendas.

Councilmember Schneider asked to add an agenda item to a future meeting to discuss a contribution by Bainbridge Island to the Kitsap Small Business Development Center, and Council concurred.

Council agreed to move the Triangle Property update to the April 20, 2021 study session.

8) PRESENTATION(S)

8.A Proclamation Declaring March 24, 2021 as "Education and Sharing Day" - Mayor Nassar

Cover Page
Proclamation - Education and Sharing Day 2021.docx

Councilmember Schneider read the proclamation.

MOTION: I move to authorize the Mayor to sign the proclamation declaring March 24, 2021 as "Education and Sharing Day."
Fantroy-Johnson/Deets: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

Rabbi Mendy Goldshmid thanked Council for the proclamation.

8.B Proclamation Declaring March 2021 as "Brain Injury Awareness Month" - Mayor Nassar
Cover Page
Brain Injury Awareness Month Proclamation 2021.docx

Councilmember Fantroy-Johnson read the proclamation.

9) UNFINISHED BUSINESS

9.A Ordinance No. 2021-03 Joint City Council/Planning Commission Land Use Subcommittee Phase I "Triage" Code Changes
Cover Page
Ordinance No. 2021-03 Triage Code Updates.docx
Exhibit A to Ord 2021-03.docx
ORD 2020-40 Planning Commission Recorded Motion 121020.pdf
20201029 Planning Commission Workplan for Joint Land Use Subcommittee Recommendtions.pdf
20201013_Joint_Land_Use_Subcommittee_Memorandum_Initial_Recommendations_Recovered.pdf
20201013 Joint Land Use Subcommittee Attachment A Table.pdf

Senior Planner Sutton introduced the agenda item. Council discussed the ordinance.

MOTION: I move to forward Ordinance No. 2021-03 for consideration of approval as part of the Consent Agenda for the April 13, 2021 City Council meeting.
Carr/Deets: The motion was amended.

AMENDMENT: I move to amend the motion on the floor to state to forward Ordinance No. 2021-03 with Section 11 stricken for consideration of approval as part of the Consent Agenda for the April 13, 2021 City Council meeting.
Nassar/Fantroy-Johnson: The motion carried 3 – 2.

AYES:	Rasham Nassar, Christy Carr, Brenda Fantroy-Johnson
NOES:	Joe Deets, Leslie Schneider
ABSENT:	Kirsten Hytopoulos, Michael Pollock
ABSTAIN:	None

AMENDED MOTION: I move to forward Ordinance No. 2021-03 for consideration of approval with section 11 stricken as part of the Consent Agenda for the April 13, 2021 City Council meeting.
Carr/Deets: The motion carried 3 – 2.

AYES:	Rasham Nassar, Christy Carr, Brenda Fantroy-Johnson
NOES:	Joe Deets, Leslie Schneider
ABSENT:	Kirsten Hytopoulos, Michael Pollock
ABSTAIN:	None

9.B Review Scope of Work and Workplans for Joint Land Use Subcommittee, Affordable Housing Council Ad Hoc Committee, and Hazard Pay Council Ad Hoc Committee - Executive
Cover Page
Affordable Housing Ad Hoc Committee Request Form and Workplan.docx
Grocery Worker Hazard Pay Ad Hoc Committee Request Form and Workplan.docx

Joint Land Use Subcommittee Proposal Form and Workplan.docx

Interim City Manager Schroer introduced the agenda item.

MOTION: I move to approve the scope of work and workplans as described in the committee forms submitted for Council review in this March 23, 2021 agenda item.
Carr/Deets: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

9.C Ordinance No. 2021-13 Relating to Hazard Pay for Grocery Workers - Executive

Cover Page
Ordinance No. 2021-13 (Hazard Pay for Grocery Workers)
Order of Dismissal - Northwest Grocery Association v. City of Seattle

City Attorney Levan introduced the agenda item, and Council discussed the ordinance.

MOTION: I move to move emergency Ordinance No. 2021-13 related to hazard pay for grocery workers on Bainbridge Island to the April 13 Consent Agenda.
Fantroy-Johnson/Deets: The motion was withdrawn.

MOTION: I move to adopt emergency Ordinance No. 2021-13 related to hazard pay for grocery workers on Bainbridge Island.
Deets/ Fantroy-Johnson: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

9.D Capital Improvement Plan Grant Update - Public Works

Cover Page
CC_CIP_Project_Update_031821.pptx

Public Works Director Wierzbicki introduced the agenda item. Council discussed retaining the Finch Road Improvements Project in the Capital Improvement Plan.

MOTION: I move to remove the High School Road / State Route 305 Bike Crossing Project and the Madison Avenue Reconstruction Project from the 2021-26 Capital Improvement Plan and consider the funding for these projects in a future discussion as part of the Sustainable Transportation Plan and the Biennial Budget update.
Carr/Schneider: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

10) NEW BUSINESS

Mayor Nassar adjourned the meeting for a break at 9:00 p.m. and reconvened the meeting at 9:05 p.m.

10.A Madison Avenue Non-Motorized/Utility Project Scope Discussion - Public Works

Cover Page
Madison_Ave_Project_031821_FINAL.pptx

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to authorize $25,000 from the Transportation Benefits District fund to evaluate preliminary design options and cost estimates for the Madison Avenue Non-Motorized/Utility Project as discussed at the March 23, 2021 Council meeting.
Carr/Deets: The motion carried 5 – 0.

AYES:	Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES:	None
ABSENT:	Kirsten Hytopoulos, Michael Pollock
ABSTAIN:	None

10.B Lodging Tax Advisory Committee (LTAC) 2021 Funding Recommendations - Executive

Cover Page
2021 LTAC Funding Recommendations - Final.pdf

Interim City Manager Schroer introduced the agenda item. Council discussed funding for an electric shuttle.

MOTION: I move to approve the Lodging Tax Advisory Committee's 2021 funding recommendation and authorize the Interim City Manager to execute the associated funding agreements with recipient organizations.
Carr/Deets: The motion carried 5 – 0.

AYES:	Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES:	None
ABSENT:	Kirsten Hytopoulos, Michael Pollock
ABSTAIN:	None

11) COUNCIL DISCUSSION

11.A Feedback on Proposed Changes to Governance Manual - Council

Cover Page
Governance Manual 071420-2 MP LS comments-2.docx

Councilmember Schneider introduced the agenda item. Council discussed revising the Governance Manual in sections as time allows.

11.B Discussion of Police and Court Facility Project

Cover Page
Draft Stmt of Work re Harrison purchase for CC 03232021 - packet

This item was removed from the agenda due to Council absences.

11.C **Discussion regarding a Request for the Race Equity Advisory Committee to Present to Council a Resolution Condemning hate, racism and intolerance against Asians and Pacific Islanders**

Councilmember Deets introduced the agenda item.

MOTION: I move to direct the Race Equity Advisory Committee to present to Council a Resolution condemning hate, racism and intolerance against Asians and Pacific Islanders. The resolution will acknowledge that, while anti-Asian racism has existed long before the COVID-19 pandemic, there has been a rise in discrimination and violence in the country since the pandemic. The Resolution will state that the City strives to make Bainbridge Island a safe and equitable place for all.
Deets/Nassar: The motion carried 5 – 0.

AYES: Rasham Nassar, Joe Deets, Leslie Schneider, Christy Carr, Brenda Fantroy-Johnson
NOES: None
ABSENT: Kirsten Hytopoulos, Michael Pollock
ABSTAIN: None

12) COMMITTEE REPORTS

Councilmember Deets provided an update on the digital store and small business grant applications.

13) FOR THE GOOD OF THE ORDER

Councilmember Deets commented on the vaccination clinic.

Councilmember Fantroy-Johnson provided information on the Community Together event on March 27, 2021 between 10:00 a.m. and 11:00 a.m.

14) ADJOURNMENT

Mayor Nassar adjourned the meeting at 10:10 p.m.

_____
Rasham Nassar, Mayor

_____
Christine Brown, CMC, City Clerk

CITY OF
BAINBRIDGE ISLAND

SPECIAL JOINT CITY COUNCIL AND ETHICS BOARD MEETING
WEDNESDAY, MARCH 24, 2021

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Nassar called the meeting to order at 6:00 p.m. on the Zoom webinar platform.

Mayor Nassar, Deputy Mayor Hytopoulos, and Councilmembers Carr, Deets, Fantroy-Johnson, and Schneider were present. Councilmember Pollock was absent and excused.

Ethics Board Chair Weaver, Ethics Board Vice Chair Mallon, and Ethics Board members Keating, and Cash were present. Ethics Board member Anderson was absent and excused.

2) COUNCIL/ETHICS BOARD DISCUSSION

2.A Review of Ethics Board Annual Report and Consideration of Requests for Council Feedback and Administrative Support

Cover Page
2021.2.9 Annual Report.pdf

Ethics Board Chair Weaver introduced the agenda item.

Councilmembers and the Ethics Board members discussed the Ethics Board application process. There was consensus that the Mayor, the Ethics Board Chair, and Councilmember Fantroy-Johnson will conduct interviews. Ethics Board Vice Chair Mallon may also participate in the interview process.

There was consensus that Deputy City Attorney Sletten will work with the Ethics Board and facilitate communications with Council. Council discussed involving the Mayor and Deputy Mayor as well.

Councilmember Deets left the meeting at 6:52 p.m. due to a conflict.

There was consensus that the City will not publish email addresses for Ethics Board members on the web site. The Ethics Board will continue to allow limited public comment during meetings, not including comment on current complaints under consideration.

There was consensus that the Ethics Board will not accept anonymous complaints except in certain circumstances. City Attorney Levan will provide recommendations based on court rules.

There was consensus to video record Ethics Board meetings on the Zoom platform for now. Recording will be reassessed when in-person meetings resume.

Staff will assist in scheduling trainings and posting a training video.

Councilmembers and Ethics Board members discussed tracking Ethics Board training by asking each committee member to sign a certification.

2.B Review of Pending Motions to Amend Ethics Board Operating Rules

Cover Page
Motions Made at October 27, 2020 Council Meeting
Deputy Mayor Deets_Suggested Motions for Council Ethics Discussion
Ethics Board Operating Rules - Revised and Adopted 10-19-2020
Resolution No. 2020-13 Updating the Code of Conduct and Ethics Program Approved 081120

This item was forwarded to a future joint meeting.

3) FOR GOOD OF THE ORDER

4) ADJOURNMENT

Mayor Nassar adjourned the meeting at 8:15 p.m.

_____
Rasham Nassar, Mayor

_____
Christine Brown, CMC, City Clerk

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:**

AGENDA ITEM: Sound to Olympics Trail Sakai Pond Connector Contract Award - Public Works,

SUMMARY: This proposed connection is a shared-use path from the northwest corner of the High School Road/SR305 intersection and connecting to the Bainbridge Island Metropolitan Park & Recreation District ("BIMPRD") property known as Sakai Park.

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Public Works

RECOMMENDED MOTION: Approve with the Consent Agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

Amount:	$186,400.26
Ongoing Cost:	
One-Time Cost:	$186,400.26
Included in Current Budget?	Yes

BACKGROUND: The Sound to Olympics Trail Sakai Pond Connector project includes construction of a paved shared-use path from the northwest corner of the intersection of High School Road/SR305 to a gravel pedestrian trail on Bainbridge Island Metropolitan Park & Recreation District property, also known as Sakai Park.

Bids were solicited through the MRSC Small Works Roster process, and the City received zero bids at the March 20, 2020 bid opening. Following the no response bid opening, the City negotiated directly with Liden Land Development & Excavation, Inc., with a proposal in the amount of $186,400.26. The engineer's estimate is $188,399.00.

Public Works staff recommends awarding this contract for the Sound to Olympics Trail Sakai Pond Connector to Liden Land Development & Excavation, Inc. in the amount of $186,400.26.

ATTACHMENTS:

STO Trail Sakai Connector CONTRACT.docx

FISCAL DETAILS: $215,000.00 is budgeted and available for construction for this project in the Capital Construction fund.

Fund Name(s): Capital Construction Fund

Coding:

Contract

CONTRACT FOR CONSTRUCTION

THIS CONSTRUCTION CONTRACT ("Contract") made the 13, day of April 2021, by and between the City of Bainbridge Island ("City" and/or "CONTRACTING AGENCY") and Liden Land Development and Excavation, Inc. ("CONTRACTOR").

WITNESSETH:

WHEREAS, the CONTRACTING AGENCY has caused the Project Manual, Specifications, Drawings, and other contract documents to be prepared for certain Work as described therein, known as the **SOUND TO OLYMPICS TRAIL - VISCONSI SEGMENT PROJECT**, and

WHEREAS, the CONTRACTOR has offered to perform the proposed Work in accordance with the terms of the Contract Documents including but not limited to this Contract, and

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the CONTRACTOR hereby agrees that the foregoing recitals are true and correct and are incorporated into this Contract and to complete the Work at the price and on the terms and conditions herein contained. The CONTRACTING AGENCY agrees to pay the CONTRACTOR the contract price of One Hundred Eighty-Six Thousand, Four Hundred Dollars and Twenty-Six Cents $186,400.26 ("Contract Price") for the fulfillment of the Work and the performance of the covenants set forth herein.

The further terms, conditions, and covenants of this Contract are set forth in the following documents, all of which are component parts of this Contract as if set out in full, and if not attached, as if hereto attached collectively referred to as the "Contract Documents":

1. This Contract, including the form "Proposal – Items of Work and Materials to be Provided, Estimated Quantities, Units of Measurement at the Unit Bid Prices"
2. The Standard Specifications for Road, Bridge, and Municipal Construction, 2020 edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter "Standard Specifications")
3. Amendments to the Standard Specifications
4. Indemnity and Insurance Agreement
5. Special Indemnity and Insurance Agreement
6. Prevailing Wage Schedules and Regulations
7. Specifications, Drawings, Details, and all other Documents contained in and made applicable by this Contract and the Project Manual
8. Certification of Compliance with Wage Payment Statutes
9. All Plans, Drawings, Specifications, and Addenda issued prior to the Bid Opening Date.
10. Special Provisions

The CONTRACTING AGENCY and the CONTRACTOR recognize that time is of the essence of this Contract and that the CONTRACTING AGENCY will suffer financial loss if the Work is not completed within the time specified in this Contract. Therefore, the parties agree that the liquidated damages provisions of the Standard Specifications as modified herein shall apply and that those provisions have been mutually negotiated.

The CONTRACTOR hereby warrants and represents it has reviewed, understands, and agrees to the terms and conditions of this Contract, all Addenda, and the Standard Specifications as modified by the Amendments and Special Provisions and all other Documents contained in the Project Manual and incorporated herein by reference. The person executing this Contract warrants and represents that they are fully authorized to execute this Contract.

All parties agree that the State of Washington is hereby named as an express third-party beneficiary of this Contract, with all rights as such.

THE CONTRACTOR AGREES TO RETURN THIS EXECUTED CONTRACT AND OTHER REQUIRED DOCUMENTS TO THE CONTRACTING AGENCY as required by the Standard Specifications as modified herein, and to return the DECLARATION OF OPTION OF MANAGEMENT OF STATUTORY RETAINED PERCENTAGE AT THE SAME TIME.

IN WITNESS WHEREOF, this Contract has been executed on the day and year above written.

LIDEN LAND DEVELOPMENT AND EXCAVATION, INC.:

By:_____

Print Name:_____

Date:_____

CITY OF BAINBRIDGE ISLAND:

By: _____

Ellen Schroer, Interim City Manager

Date:_____

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: Kitsap Critical Incident Response Team ("KCIRT") Mutual Aid Agreement - Police,

SUMMARY: Consider the renewal of an existing agreement with regional partners for the operation of the Kitsap Critical Incident Response Team ("KCIRT").

AGENDA CATEGORY: Interlocal Agreement **PROPOSED BY:** Police

RECOMMENDED MOTION: Approve with the Consent Agenda.

STRATEGIC PRIORITY: Safe City

FISCAL IMPACT:

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

BACKGROUND: The purpose of the Kitsap Critical Incident Response Team ("KCIRT") is to provide participating law enforcement departments a basic investigative model for high profile incidents, regardless of the size of the agency. The KCIRT Memorandum of Understanding creates a team of investigators comprised of participating agencies who can be called upon by any member jurisdiction to investigate major incidents of criminal activity, significant investigative complexity, or involving an employee of a participating agency in a thorough, professional, and impartial investigation.

ATTACHMENTS:

2021 KCIRT MOU.pdf

FISCAL DETAILS: All normal personnel and operational costs related to the investigation are the responsibility of the participating agency. Fiscal impacts will vary depending on the number of incidents, and the number of participants provided at the discretion of the Chief of Police.

Fund Name(s):

Coding:

Kitsap Critical Incident Response Team
Memorandum of Understanding

















This Kitsap Critical Incident Response Team Interlocal Cooperation Act Agreement ("Agreement") is entered into by the undersigned under the authority of RCW 10.93.130 and Chapter 39.34 RCW for the purpose of providing mutual investigative aid as described herein. It is not intended as legal authority for the admissibility or non-admissibility of evidence developed in the course of an investigation. The provisions of this Agreement should not be used as the basis for the dismissal of any criminal charges arising from an investigation developed pursuant to this memorandum. Similarly, the provisions of this Agreement should not be used as the basis of any civil claims stemming from a deviation from the guidelines set forth herein.

RECITALS:

WHEREAS, the Washington Mutual Aid Peace Officers Powers Act is intended to facilitate Mutual Aid (defined below) and cooperative enforcement of the laws among general authority local, state, and federal agencies (RCW 10.93.001(1)); and

WHEREAS, the parties utilizing this Agreement have previously mutually authorized each other to exercise police powers in their respective jurisdictions as evidenced by documents on file with the Washington Association of Sheriffs and Police Chiefs; and

WHEREAS, the State of Washington requires that investigations of officer-involved uses of deadly force be independent of the involved agency; and

WHEREAS, the purpose of this Agreement is to establish a multi-agency team that is available to participating agencies to independently investigate incidents involving a law enforcement officer or correctional officer and which result in death or great bodily injury to the officer or another. This includes incidents involving the use of deadly force by an officer, in-custody deaths and officer-involved collisions; and

WHEREAS, the Parties herein do not intend to create through this Agreement a separate legal entity subject to suit; and

WHEREAS, nothing herein is intended to in any way limit the authority of law enforcement to act in those circumstances set forth in RCW 10.93.070 (1) through (6) as now enacted or as hereafter amended.

NOW THEREFORE, the Parties agree as follows:

1. PARTIES TO THE AGREEMENT

The parties to this agreement are the Washington state, county, tribal, and city government(s) that operate the participating agencies. They are referred to herein as "Participating Agencies" or "Parties."

2. PARTICIPATING AGENCIES

The "Participating Agencies" are the following departments of the Parties to the Agreement:

1.1 Bainbridge Island Police Department

1.2 Bremerton Police Department
1.3 Kitsap County Sheriff's Office
1.4 Port Orchard Police Department
1.5 Poulsbo Police Department
1.6 Shelton Police Department
1.7 Suquamish Police Department
1.8 Washington State Patrol

3. DEFINITIONS

Best practices: Methods, techniques, and procedures that have consistently shown by research and experience to produce superior results and are established or proposed as a standard, suitable for widespread adoption in the law enforcement profession.

Chief Law Enforcement Officer or CLEO: The Sheriff or Chief of Police, also referred to as CLEO in this agreement, of Participating Agency.

Critical Incident: Any incident in which:

a) A law enforcement or corrections officer's use of force results in death, substantial bodily harm, or great bodily harm to another.

b) A crime results in the death of, or substantial bodily harm to, or great bodily harm to, a law enforcement officer.

c) An in-custody death occurs.

d) An officer is involved in a fatal collision.

Deadly force: The intentional application of force through firearms or any other means reasonably likely to cause death or serious physical injury.

Evanescent evidence: Physical evidence that may be degraded or tainted by human or environmental factors if left unprotected or unpreserved for the arrival of KCIRT or; identification and contact information for witnesses to the incident.

Incident Commander: The command-level officer who responds to the scene of a Critical Incident and is responsible for the management of the investigation, including developing objectives, directing operations, coordinating with other entities, and applying resources and manpower to accomplish objectives. The Incident Commander will typically be the KCIRT Administrator or Assistant Administrator but, in their absence, may be another command-level officer qualified to act as the incident commander.

Incident Supervisor: An experienced investigator of supervisory rank who oversees the investigative personnel at a Critical Incident and reports to the Incident Commander.

In-Custody Death: The death of any person who is detained, arrested, being transported to a facility for incarceration, or incarcerated in local facilities. Excludes deaths caused by disease or other natural condition that occur while an inmate is under a physician's care, except that deaths involving custodial trauma or custodial suicide while under a physician's treatment are considered In-Custody Deaths.

Involved Agency: The agency employing an Involved Officer or an agency in whose custody a person dies in circumstances amounting to an In-Custody Death. The involved agency may also be the Venue Agency.

Involved Officer: A law enforcement officer or corrections officer:

a) Whose actions result in death or substantial bodily harm, or great bodily harm to another or who is killed or seriously injured by the actions of another.

b) In whose custody a person dies.

c) Is involved in a vehicle collision in which someone dies.

KCIRT: The Kitsap Critical Incident Response Team. A team of investigators who can be called upon by any of the Participating Agencies to independently investigate critical incidents, meeting the independent investigative team (IIT) requirements of Chapter 139-12 WAC.

KCIRT Administrator: An officer with command rank (Lieutenant or higher) designated by the KCIRT Board of Directors to oversee KCIRT.

Assistant Administrator: An officer with command rank (Lieutenant or higher) designated by the Board of Directors to assist the KCIRT Administrator and lead KCIRT in the absence of the KCIRT Administrator.

KCIRT Protocols: Uniform procedures and guidelines for the investigation of officer involved in Critical Incidents derived from best practices and which are intended to produce a thorough, impartial, and transparent investigation.

Mutual Aid: Includes but is not limited to, one or more law enforcement agencies aiding or assisting one or more other such agencies through loans or exchanges of personnel or of material resources, for law enforcement purposes. RCW 10.93.020(10)

Prohibited content: Information, which if shared between members of the KCIRT investigative team and any member of the Involved Agency, could adversely affect

public confidence in the integrity or independence of the investigation. This includes but is not limited to compelled statements taken from Involved Officers, any investigative information or content derived from a compelled statement, or any information or evidence collected or produced by the independent investigation.

Venue Agency: The agency with primary territorial jurisdiction, as defined by RCW 10.93.020(7). The Venue Agency may also be the Involved Agency.

4. GOVERNANCE

KCIRT is governed by a Board of Directors composed of the Chief Law Enforcement Officers (CLEOs), or their designees, of the Participating Agencies.

The Board should meet at least annually or more frequently as needed.

Representatives from the Kitsap County Prosecutor's Office will have a non-voting advisory position on the Board.

Each Participating Agency shall have one vote. The Board of Directors shall only act with a quorum present, with a quorum being four. All Board actions and decisions are approved and adopted by simple majority of the membership.

The Board will approve protocols developed to guide KCIRT investigations.

The Board, excluding the CLEO of the Involved Agency, is the final authority on any questions regarding the conduct of the independent investigation that cannot be resolved at a lower level.

The Board, excluding the CLEO of the Involved Agency and the Prosecutor's Office representative, will review investigation summaries prior to submittal to the Prosecutor's Office.

5. AUTHORITY & IMPLEMENTATION

The decision to implement Mutual Aid under this Agreement rests entirely with the Chief Law Enforcement Officer of the Venue Agency.

Participating Agencies are not obligated to request that KCIRT investigate a Critical incident occurring in their jurisdiction and may request other agencies or resources conduct an independent investigation.

6. KCIRT ADMINISTRATOR / ASSISTANT COMMANDER

Participating Agencies may submit for the Board's consideration a list qualified command-level officers with previous experience in criminal investigations to fill the positions of KCIRT Administrator and Assistant Administrator.

The KCIRT Board of Directors will appoint a KCIRT Administrator and Assistant Administrator for a two-year term from the list of qualified command-level officers submitted by Participating

Agencies. The term of the KCIRT Administrator and/or Assistant Administrator may be extended or terminated at the discretion of the Board.

The KCIRT Administrator and Assistant Administrator will be from different agencies.

The KCIRT Administrator, or in their absence the Assistant Administrator, will generally serve as the Incident Commander at a Critical Incident unless they are an employee of the Involved Agency.

In the absence of the KCIRT Administrator and Assistant Administrator, another qualified command-level officer from a non-involved agency may serve as the Incident Commander.

The KCIRT Administrator, or in their absence the Assistant Administrator, will be responsible for providing oversight of investigations as well as maintaining the readiness and training of the unit.

The KCIRT Administrator will develop and periodically update the protocols which guide KCIRT investigations and which align with homicide investigation best practices published by the Washington State Criminal Justice Training Commission. The KCIRT Administrator will submit newly developed or updated protocols to the Board for approval.

The KCIRT Administrator will ensure that current KCIRT procedures, names of investigators, supervisors, commanders, and the non-law enforcement community representatives will be available to the public on each Participating Agency's website.

The KCIRT Administrator will submit an annual written report to the Board which summarizes the previous year's activities and includes a review of KCIRT investigations, training, and any lessons learned. The report should also identify any needs and establish goals for the coming year.

7. KCIRT INVESTIGATORS

The KCIRT Administrator will have until January 2021 to provide the qualifications of current KCIRT investigators to the non-law enforcement community representatives for review.

For new investigators, a participating agency (employing agency) that proposes to have its detective assigned to KCIRT will schedule a KCIRT selection panel for interviewing and reviewing the background of the prospective investigator. The following process applies:

a. The KCIRT selection panel may be part of the employing agency's selection process or a separate process conducted after the employing agency's appointment of their detective.

b. The panel will include, at a minimum, the KCIRT Administrator or another member of KCIRT designated by the KCIRT Administrator. The KCIRT member assigned to the selection panel may not be from the employing agency.

c. The panel will include a non-law enforcement community member selected by the CLEO or designee of the employing agency.

d. The prospective investigator will be asked a series of standardized questions developed by the KCIRT Administrator, and approved by the KCIRT board, for use in all KCIRT selection panels.

e. The employing agency may use the KCIRT selection panel as part of their internal selection process, sit on the KCIRT selection panel and ask additional questions of the prospective investigator.

f. The KCIRT member on the KCIRT selection panel will forward a recommendation to the KCIRT Administrator.

g. The KCIRT Administrator will ensure all prospective KCIRT investigators meet any time, rank, or training prerequisites of Chapter 139-12 WAC and forward a recommendation and panel comments to the KCIRT Board.

h. The KCIRT Board will make final approval or disapproval of the prospective investigator's KCIRT membership.

Investigators assigned to KCIRT are expected to have a work history free of a sustained finding of serious misconduct, a pattern of sustained complaints and demonstrable bias or prejudice against community members that may be impacted by the police use of deadly force, as enumerated in Chapter 139-12 WAC.

A team member may be removed from KCIRT at any time by their own agency. A team member may also be removed from KCIRT upon recommendation of the KCIRT Administrator and approval by the KCIRT Board.

The KCIRT Board and the KCIRT Administrator will, on an annual basis, review the performance of investigators who have served on KCIRT for three years. They will determine whether the investigator is eligible for continued retention on the team.

8. LEAD INVESTIGATOR

Chapter 139-12 WAC requires that those who are assigned to a lead investigator role for an independent investigative team (IIT) meet certain experience and training requirements and hold an "IIT qualified lead investigator certificate" issued by the Washington State Criminal Justice Training Commission.

The KCIRT board has identified the Incident Commander and Incident Supervisor as the "lead investigators" for the purposes of meeting the requirements of WAC 139-12 and those members requiring an "IIT Qualified Lead Investigator" certification.

To obtain an "IIT Qualified Lead Investigator" certificate, members must provide proof of at least three years of uninterrupted experience as a certified peace officer, crime scene investigator, or related expertise in a discipline relevant to investigations. They must also provide proof of successfully completing the prescribed training classes, or appropriate equivalent experience, listed below:

a. Basic homicide investigation.
b. Interviewing and interrogation.
c. LETCSA Violence de-escalation and mental health training.

KCIRT members who have two or more years of relevant, full-time criminal investigative work experience may substitute their work experience for the required basic training classes.

KCIRT members who do not meet the training requirements are eligible to participate in KCIRT investigations, but not in a lead position.

9. NON-SWORN KCIRT MEMBERS

Non-commissioned investigative members of KCIRT (i.e. crime scene investigators, evidence technicians, etc.) are not required to obtain the qualified lead investigator certificate. The KCIRT Administrator will establish reasonable non-commissioned training requirements in the KCIRT protocols.

10. TRAINING

Participating Agencies agree to provide their investigators with the training on the following core areas prior to their assignment to KCIRT, or as soon as reasonably possible thereafter:

a. Interview and interrogation
b. Basic Homicide investigation
c. Officer-involved shooting investigation
d. LETCSA Violence de-escalation and mental health training

The KCIRT shall train as a unit at least annually for a minimum of eight hours. Annual training may include criminal investigation topics recommended by Chapter 139-12 WAC.

11. NON-LAW ENFORCEMENT COMMUNITY REPRESENTATIVES

Each CLEO of a Participating Agency will solicit names of community members who are interested in serving as non-law enforcement community representatives to KCIRT. The community members should have credibility with, and ties to, communities impacted by police use of deadly force. The KCIRT Board will create a roster of non-law enforcement community representatives who will be assigned to the selection of KCIRT investigators or participate in a KCIRT investigation as described below.

The KCIRT Administrator will have until January 2021 to provide the qualifications of current KCIRT investigators to the non-law enforcement community representatives for review.

At least two non-law enforcement community representatives, selected by the C.E.O. of the employing agency, will review the qualifications of current investigators and participate in the vetting, interviewing, and/or selection of new KCIRT investigators.

At least two non-law enforcement community representatives will be assigned to each KCIRT investigation into an officer's use of deadly force. Community members who live in the jurisdiction

where the Critical Incident occurred will generally be called upon to participate in that independent investigation. Community members from other jurisdictions may also be called upon based on availability, conflicts of interest or other issues preventing some from participating. The non-law enforcement community representatives will:

a. Review conflict of interest statements submitted within seventy-two hours of the commencement of each investigation by the investigators;

b. Attend any briefing with the Involved Agency Chief Law Enforcement Officer;

c. Have access to the investigation file when it is completed;

d. Be provided a copy of all press releases and communication to the media prior to release; and

e. Review notification of equipment use of the Involved Agency.

The non-law enforcement community representatives must sign a binding confidentiality agreement at the beginning of each police use of deadly force investigation that remains in effect until the prosecutor of jurisdiction either declines to file charges or the criminal case is concluded. If the confidentiality agreement is violated, the non-law enforcement representative may be subject to prosecution under RCW 9A.76.020 (Obstructing a law enforcement officer) and Chapter 10.97 RCW, Washington State Criminal Records Privacy Act.

12. ACTIVATION

The KCIRT Administrator will be responsible for implementing and routinely updating a system for activating KCIRT through Kitsap 911.

The Chief Law Enforcement Officer of the Venue Agency, or their designee, can request KCIRT activation by contacting Kitsap 911.

When activated, the team will respond to the location designated by the KCIRT Incident Commander. The team members assigned to an investigation shall remain available from the time of the call-out until deactivated. Investigators will be assigned tasks at the direction of the Incident Commander or Incident Supervisor.

Participating agencies recognize that follow-up meetings and additional investigative work will be required beyond the initial call-out to complete the investigation. Participating Agencies will ensure that every reasonable effort is made to allow the KCIRT investigators to meet these commitments.

The KCIRT Administrator may consult with the designated Kitsap County Prosecutor's Office representative, as needed, throughout the investigation.

13. INDEPENDENT INVESTIGATION REQUIREMENT

No employee of an Involved Agency shall participate in the investigation of a Critical Incident or attend any related investigative activities (e.g., interviews of the Involved Officers or other witnesses), where KCIRT has assumed responsibility for the investigation. Nothing in this Agreement shall preclude an officer employed by an Involved Agency from:

1. Acting as a first responder to the scene of the incident,
2. Providing or facilitating medical assistance to any injured person,
3. Clearly marking and protecting the scene,
4. Locating and preserving evanescent evidence or
5. Participating in a search for, or pursuit of, any persons suspected of a crime related to the incident.

In locating and preserving evanescent evidence, Involved Agency personnel may photograph or use other methods of documenting the location of physical evidence and take steps to identify persons who may have witnessed the Critical Incident.

Once KCIRT investigators arrive at the scene of a Critical Incident, and the KCIRT Incident Commander has the appropriate resources on scene, the Involved Agency will transfer control of the scene to KCIRT and provide any information pertaining to evidence and witnesses.

14. CONFLICT OF INTEREST

Within seventy-two hours of the commencement of each investigation, investigators and non-law enforcement community representatives must complete a "conflict of interest" assessment tool developed by the Washington State Criminal Justice Training to evaluate any connection between KCIRT investigators assigned to the investigation and the officers being investigated.

The conflict assessment, when developed by the Washington State Criminal Justice Training Commission, will include questions about prior interactions or relationships with officers being investigated, and will address social conflict, work conflict, and bias.

The conflict assessment will be reviewed and discussed by the non-law enforcement community representatives and the KCIRT Administrator. The CLEO of the Involved Agency may also review the assessment.

The KCIRT Administrator, Incident Commander, Incident Supervisor or the CLEO of the Involved Agency may order the recusal of any investigator, or take such actions that may be needed, to ensure the impartiality of the investigation.

Participating Agencies shall have an ongoing responsibility to notify the KCIRT Administrator and the Chief Law Enforcement Officer of the Involved Agency of any newly discovered information related to a conflict of interest.

15. INVESTIGATIONS

KCIRT will conduct a thorough investigation of Critical Incidents. The independent investigation will follow accepted best practices for homicide investigations published by the Washington State Criminal Justice Training Commission and incorporated in KCIRT protocols.

The investigation file should provide the prosecutor with sufficient information to make an evaluation of whether the use of deadly force met the good faith standard established in RCW 9A.16.040 and satisfied other applicable laws and policies.

If the investigation establishes a crime was committed by any person involved in the incident, the probable cause should be presented to the prosecutor, even if the person in deceased.

The determination regarding which agency will investigate any crime associated with the incident will be made by the Incident Commander be in consultation the KCIRT Administrator, Involved CLEO, Venue CLEO and the Prosecutor. A primary factor in this determination will be the degree of separation by time and distance between the underlying crime and the officer's use of deadly force.

Investigators from participating agencies who are assigned to a KCIRT investigation shall be subject to the KCIRT chain-of-command for the duration of the initial call-out and for subsequent follow-up assignments related to the investigation.

Participating agencies recognize that, once activated for an investigation, their investigators are committed to KCIRT for the duration of the investigation, or until released by the Incident Commander, and may be required to report to work and conduct investigative activities outside their jurisdiction. Participating agencies that wish to recall their investigators prior to their release by the KCIRT will consult with the KCIRT Administrator.

The KCIRT Administrator will designate which agency is responsible for the storage of evidence associated with the incident.

Participating agencies may request KCIRT assistance for other investigations not related to a critical incident, such as a homicide.

KCIRT will not conduct administrative or internal investigations (i.e., non-criminal investigations).

The KCIRT investigation will have priority over the Involved Agency's internal process.

KCIRT will strive to present the completed case report to the Prosecutor's Office within three months of the event. If there are delays in the investigation and this timeline cannot be met, an explanation will be provided to the Chief Law Enforcement Officer of the Involved Agency by the KCIRT Administrator and/or Incident Commander.

16. FIREWALLS

The KCIRT Administrator will create and enforce information firewalls to prevent information sharing between KCIRT and the Involved Agency. The Involved Agency agrees not to provide or

reveal prohibited content to KCIRT. KCIRT members will not accept or receive any prohibited content from the Involved Agency or its employees.

To prevent secondary dissemination of investigative information, KCIRT members assigned to the investigation will not discuss the investigation, including information about the incident uncovered by the investigation, with non-team members without authorization from the Incident Commander or Incident Supervisor.

If any member of KCIRT receives prohibited content, the investigator receiving the prohibited information must immediately report it to the KCIRT Administrator or Incident Commander and the member must discontinue participation in the investigation. The KCIRT Administrator or Incident Commander will advise the prosecutor of the disclosure of prohibited content to the Involved Agency. The information will be removed or isolated from the investigation unless the prosecutor determines such action unnecessary.

17. FAMILY / TRIBAL LIAISONS

A family member of the person against whom deadly force has been used will be notified as soon as they can be located by either the Involved Agency or KCIRT, whichever is faster.

A member of KCIRT will be assigned as a family liaison within the first twenty-four hours and keep the family, or a representative of the family's choice, apprised of all significant developments in the investigation and will give the family and the Involved Agency advance notice of all scheduled press releases.

If the person against whom deadly force is believed to be a member of a federally recognized tribe, a member of KCIRT will be assigned as a tribal liaison within the first twenty-four hours and keep the tribe (or a representative of the tribe's choice) apprised of all significant developments of the investigation.

The CLEO of the Involved Agency will notify the Governor's Office of Indian Affairs whenever an officer's use of force results in the death of an enrolled member of a federally recognized Indian tribe in accordance with the requirements of RCW 10.114.021.

18. RESPONSIBLITIES OF VENUE AGENCY

The Venue Agency shall ensure proper crime scene protection. This includes, but is not limited to, immediately securing the crime scene, controlling access into the crime scene, recording the names of individuals who have entered the crime scene, and taking reasonable steps to identify and protect perishable evidence. Written reports shall be provided by all personnel who enter a designated crime scene.

19. HOSPITAL SECURITY

If a law enforcement officer has been injured and transported to a hospital, the Involved Agency will be responsible for coordinating security and assistance at the hospital.

If a person has been injured by a law enforcement officer's use of deadly force and transported to a hospital, the Involved Agency should coordinate with another agency to provide security when reasonably able based on the circumstances.

If a person has been injured while in the custody of corrections officers and transported to a hospital, uninvolved corrections officers may be assigned to provide security in addition to security provided by a non-involved agency in order to meet any custodial duty requirements under the law.

20. RESPONSIBILITIES OF PARTICIPATING AGENCIES

Each Participating Agency shall pay all wages and benefits due any of its employees providing services under this Agreement, including overtime pay, worker's compensation benefits and death benefits, in the same manner as when those employees are on duty working directly for their employing agency.

Pursuant to RCW 10.93.040, personnel assigned to KCIRT investigations shall be considered employees of their Participating Agency, which shall be solely and exclusively responsible for that employee and shall not be considered for any purpose whatsoever to be employees or agents of another Party to this Agreement.

Personnel assigned to KCIRT investigations shall conform to their employing agency's rules and regulations.

Participating Agencies will post current KCIRT policies, operating procedures, names of investigators, supervisors, commanders, and the non-law enforcement community representatives to their respective public websites, as such information is furnished by the KCIRT Administrator.

21. PROPERTY, EQUIPMENT AND SUPPLIES

The Participating Agencies do not anticipate the acquisition of property for the performance of this Agreement and any property acquired by a Party during this Agreement shall be held by the acquiring Party.

Each Participating Agency agrees to supply its own personnel with the necessary supplies to participate in KCIRT (notebooks, cameras, tapes, electronic media, pens, etc.).

Equipment belonging to the Involved Agency may not be used during an independent investigation of an officer's use of deadly force unless the equipment is critical to the investigation, no reasonable alternative exists, and the use is approved by the KCIRT Administrator. If an Involved Agency's equipment is used, the KCIRT Incident Commander will notify the non-law enforcement community representatives to explain why the equipment needs to be used and the steps taken to appropriately limit the role of any involved agency personnel in facilitating the use of that equipment.

Each Participating Agency shall remain responsible for the ordinary wear and tear and routine maintenance of its respective equipment used in support of this Agreement.

Each Participating Agency will be responsible for repairing or replacing its equipment that may be damaged during an investigation. If the cost is substantial, the agency whose equipment was damaged may request to share the expense with other members, but no Participating Agency is obligated to contribute.

22. EXPENSES

All normal personnel and operational costs related to the investigation shall be the responsibility of the Participating Agencies providing members to the team.

Prior to incurring extraordinary costs associated with travel, custodial security, specialized equipment, testing, or other expenses not otherwise specifically mentioned here, the KCIRT Administrator will consult with the Chief Law Enforcement Officer of the Involved and Venue Agency. Any such agreed-upon expenditures will be the responsibility of the Involved and Venue Agencies unless reimbursement or cost-sharing agreements are reached between the Participating Agencies on a case-by-case basis.

Unless a specific agreement to reimburse or pay expenses is adopted as provided herein, each Party to this Agreement shall be responsible for individually budgeting sufficient amounts to fulfill its obligations under this Agreement.

23. COMMUNICATIONS AND MEDIA RELATIONS

The Involved Agency should provide periodic public updates on matters not directly related to the on-going KCIRT investigation of the incident.

The Incident Commander or other representative of the KCIRT will provide public updates on the investigation at least weekly, even if there is no new progress to report.

A copy of all press releases and communication will be provided to the CLEO of the Involved Agency and the two non-law enforcement community representatives assigned to each investigation prior to release to the media.

Neither the Involved Agency nor KCIRT will provide the media with the criminal background information of the person against whom deadly force has been used, unless it is specifically requested, and release of the information is required by the Public Records Act or other applicable laws.

A member of the KCIRT will be assigned within the first twenty-four hours as a liaison to the family of any person against whom deadly force was used. The family liaison will keep the family, or a representative of the family's choice, apprised of all significant developments in the independent investigation and will give the family and the involved agency advance notice of all scheduled press releases.

Participating Agencies recognize the importance of speaking with one voice and not releasing information prematurely or releasing information that could hinder the investigation. The Involved Agency, the Venue agency and the KCIRT Incident Commander will consult on the

content of news releases or intended press conference statements prior to their release to the media.

If the CLEO of the Involved Agency requests that KCIRT releases existing body cam video or other investigation information of urgent public interest, the KCIRT Administrator should honor the request with the agreement of the Prosecutor and subject to the limitations of release as identified in RCW 42.56.240.

Nothing in this Agreement prevents or prohibits Participating Agencies and Parties to this Agreement from fulfilling their obligations under various public disclosure and reporting laws, including but not limited to Chapter 10.97 RCW and Chapter 42.56 RCW.

24. KCIRT RECORDS

All KCIRT Business Records (e.g., training records, selection records, rosters, end-of-year reports, etc.) prepared, owned, or used by KCIRT will be retained by the Participating Agency employing the KCIRT Administrator in accordance with Section 25 of this Agreement. When a new KCIRT Administrator is appointed, the Participating Agency employing the current KCIRT Administrator will transfer such records to the Participating Agency employing the new KCIRT Administrator at the end of the current Administrator's term.

25. PUBLIC RECORDS REQUESTS

KCIRT is not an independent public agency that is separately subject to the Public Records Act ("PRA"), Chapter 42.56 RCW. KCIRT has no employees, records custodian, or independent place of business. Accordingly, each Participating Agency shall be responsible for retaining records it or its employees prepare, own, or use in the course of KCIRT-related business in accordance with applicable records retention schedules.

KCIRT will provide a complete file to the involved agency and the Prosecutor's Office at the conclusion of the investigation. The file will included all records produced by investigators from participating agencies and should be maintained in accordance with applicable records retention schedules.

All requests for public records under Chapter 42.56 RCW ("public records requests") for records relating to KCIRT business or KCIRT investigations shall be handled by the Participating Agency or Party to the Agreement receiving the request ("Receiving Agency") in accordance with its 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 Receiving Agency.

Any Receiving Agency that reasonably believes other Participating Agencies or the KCIRT Administrator have copies of records that qualify as the Receiving Agency's public records may request these public records from the other Participating Agencies or the KCIRT Administrator. In this case, the other Participating Agencies must make a good-faith effort to produce these records to the Receiving Agency in a reasonably expedited fashion to enable the Receiving Agency to meet its obligations under the Public Records Act. In the event the Receiving Agency requests records from other Participating Agencies under this paragraph and the other Participating Agency

or Agencies disagree that the records are the Receiving Agency's public records, the Receiving Agency's determination shall govern, and the other Participating Agencies shall produce the records at issue to the Receiving Agency.

The Receiving Agency should release records in consultation with the Kitsap County Prosecutor's Office, the KCIRT Administrator, and any other Participating Agency involved in the KCIRT investigation, or in the records at issue. The Receiving Agency has ultimate authority over what exemptions to claim (if any) and what records to produce in response to the public records requests it receives. The Participating Agency will provide reasonable assistance to the Receiving Agency as necessary to access, view, and redact the records. To the extent practicable and lawful under Chapter 42.56 RCW, the Receiving Agency will provide at least ten days' notice to any Participating Agency that is implicated in any public records request before the Receiving Agency releases any records. The purposes of this notice is to provide the Participating Agency a reasonable opportunity to seek an injunction against disclosure under RCW 42.56.540 if it chooses to do so.

26. REPORTING

The KCIRT Administrator or designee will provide a briefing to the Chief Law Enforcement Officer of the Venue and Involved Agencies within seven days of an Critical Incident and on a regular basis thereafter to keep them advised of matters of concern to their organizations.

Original records shall be maintained by each investigator's employing agency. Investigators from the Participating Agencies will forward copies of their records related to the investigation to the KCIRT Supervisor or the designated lead investigator.

When the investigation is complete, the KCIRT team will present the case to the Chief Law Enforcement Officer of the Involved Agency and to the Prosecuting Attorney.

Copies of all information received or uncovered during the course of the KCIRT investigation will be provided to the Prosecuting Attorney, the Venue Agency and the Involved Agency in the form of a complete case file.

A partially complete case may be presented to the Prosecutor, for the sake of expediency, when the investigative tasks that remain outstanding are not required for the finding of fact and are expected to take a considerable time to complete (e.g., non-critical lab results).

Upon receipt of the case file, the Prosecutor will provide a timely review of and response to the investigation in a manner consistent with applicable state law.

When an independent investigation is complete, the information will be made available to the public in a manner consistent with applicable state law.

27. DURATION OF UNDERSTANDING

This Agreement shall take effect when it has been signed by the authorized representative of each Participating Agency and Party to the Agreement and shall be renewed automatically on the anniversary of the date of signing even if the signers to this Agreement no longer hold the

office they represented as signer, subject to termination as set forth herein. 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.

28. TERMINATION, SUSPENSION, OR WITHDRAWAL FROM AGREEMENT

The duration of this Agreement shall be indefinite and continue until terminated by all the Parties to the Agreement.

Any Party to this Agreement may withdraw from the Agreement ("Withdrawing Party"). However, prior to said withdrawal being effective, the Withdrawing Party must give a minimum of ten (10) days' written notice to the other Parties ("Notice"). Notice may be made by mailing the same to all signatories (or anyone who has replaced the signatory in the same representative capacity for each Party) and accounting for three (3) business days for the same. Further, in order for withdrawal from the Agreement to be effective, all signatories (or anyone who has replaced the signatory in the same representative capacity) for the Withdrawing Party must provide said Notice.

Regardless of withdrawal, the terms of this Agreement shall apply in any situation where the Withdrawing Party is then receiving and/or providing Mutual Aid to or from any other Participating Agency or Agencies. Additionally, regardless of withdrawal, the terms of this Agreement under the above-noted paragraph entitled "Public Records Requests" shall continue to apply.

In any event, regardless of the existence of this Agreement, withdrawal from this Agreement, or signing of this Agreement, all law enforcement agencies will still have full authority to act pursuant to RCW 10.93.070, Washington Mutual Aid Peace Officers Powers Act.

29. ADDITIONAL AUTHORITY

This Agreement shall be construed as additional authority and not as a limitation of any preexisting authority of the Parties to the Agreement.

30. WAIVER

The failure of any Party to enforce a provision of this Agreement shall not constitute a waiver by that Party of that or any other provision.

31. PARTIAL INVALIDITY OR SEVERABILITY

It is the intent of the Parties that if any part, term, or provision of this Agreement should be adjudged invalid, the remaining portions of the Agreement shall continue in full force and effect.

Whenever possible, each provision of this Agreement shall be interpreted in such a way as to be effective and valid under applicable law and consistent with the current Intergovernmental Agreement for Mutual Aid Amongst Law Enforcement Agencies in Kitsap County, Washington.

32. AMENDMENTS

This Agreement may only be amended in writing and only when acknowledged by the authorized signature of all Parties.

33. LIABILITY

RCW 10.93.040 and 10.93.060 and any other applicable provisions of Chapter 10.93 govern liability and privileges and immunities available to the Parties under this Agreement. Nothing contained in this Agreement shall be construed to alter the liability rules established in RCW 10.93.040 and .060 or to create a liability or a right of indemnification by any third party. This Agreement shall not be construed to create a higher standard or duty of care for civil or criminal liability against the Participating Agencies, their officials, employees, or agents.

34. SIGNATORIES' AUTHORITY

The authorized representatives signing below are signing this Agreement pursuant to RCW 10.93.070 and pursuant to the existing previously mutually authorized police powers in their respective jurisdictions as evidenced by documents on file with the Washington Association of Sheriffs and Police Chiefs. The authorization given by any Party shall be effective on the date of signature of that entity.

35. COUNTERPARTS AND FACSIMILE

The Parties agree that this Agreement may be executed in multiple counterparts and, upon such execution, all the counterparts taken together shall constitute one and the same Agreement. Counterparts and signatures transmitted by facsimile or email shall be valid and effective as originals.

36. GOVERNING LAW

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

37. NONDISCRIMINATION

No Party shall 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.

38. NO THIRD-PARTY BENEFICIARY

The Parties agree that nothing contained in the Agreement shall create any legal right or inure to the benefit of any third party and nothing in this Agreement shall be construed

as giving any benefits, rights, remedies or claims to any other person, firm, corporation or other entity, including, without limitation, the general public or any member thereof, or to authorize anyone not a Party to this Agreement to maintain a suit for breach of contract, personal injuries, property damage, or any other relief in law or equity in connection with this Agreement.

39. INTEGRATION

This Agreement contains all terms and conditions agreed upon by the Parties, except necessary operational policies and procedures in furtherance hereof and supersedes any other agreement or understanding of the Parties relating to the subject matter of this Agreement. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the Parties.

IN WITNESS WHEREOF, the Parties by the signatures of their authorized representatives have executed this Agreement effective on the date shown by each signature.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

City of Bainbridge Island

By: _____

Ellen Schroer
Interim City Manager

Date: _____

By: _____

Joseph Clark
Chief of Police

Date: _____

City of Bremerton

By: _____

Greg Wheeler
Mayor

Date: 11/18/2020

By: _____

Jim Burchett
Chief of Police

Date: 11-3-2020

Kitsap County

By: _____
Gary Simpson
Sheriff

Date: 10.8.20

DATED this 26th day of October, 2020.

BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON

Charlotte Garrido
CHARLOTTE GARRIDO, Chair

Robert Gelder
ROBERT GELDER, Commissioner

NOT PRESENT
EDWARD E. WOLFE, Commissioner

ATTEST:
Dana Daniels
Dana Daniels, Clerk of the Board

BOARD OF COMMISSIONERS STATE OF WASHINGTON KITSAP COUNTY

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (6:55 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:

April 20 City Council Study Session.pdf

April 27 City Council Regular Business Meeting.pdf

May 4 City Council Study Session.pdf

May 11 City Council Regular Business Meeting.pdf

2021 List of Proposed Future Council Topics.docx

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION
TUESDAY, APRIL 20, 2021

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
HTTPS://BAINBRIDGEWA.ZOOM.US/J/92947338351
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351

AGENDA

1. **CALL TO ORDER / ROLL CALL - 6:00 PM**

2. **EXECUTIVE SESSION**

3. **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**

4. **FUTURE COUNCIL AGENDAS**

   4.A **(x PM) Future Council Agendas,** 10 Minutes

5. **PRESENTATIONS**

   5.A **Proclamation - Declaring April 18-24 as "National Volunteer Week on Bainbridge Island" - Executive,** 5 Minutes
   National Volunteer Week Proclamation 2021.docx

   5.B **Discussion of County Planning Policies - Councilmember Deets,** 45 Minutes

6. **UNFINISHED BUSINESS**

   6.A **Update on Triangle Property – Executive, Planning,** 20 Minutes

7. **NEW BUSINESS**

   7.A **Eagle Harbor Phase I Non-Motorized Improvements Project Scope Discussion - Public Works,** 20

Minutes

7.B **Consider Funding for the Kitsap Small Business Development Center - Councilmember Schneider,** 15 Minutes

8. COUNCIL DISCUSSION

8.A **(x PM) Workplan Discussion - City Council,** 30 Minutes
Presentation - Workplan for CC 03022021.pdf
2021 Workplan Memo for CC 03022021 - Final for packet.pdf
2021 Work Plan -- Policy Projects -- annotated.docx

8.B **Recommendations for Development of Affordable Housing Plan - Affordable Housing Ad Hoc Committee,** 20 Minutes

9. FOR THE GOOD OF THE ORDER

10. ADJOURNMENT

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.

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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
TUESDAY, APRIL 27, 2021

REMOTE MEETING ON ZOOM

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OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351

AGENDA

1. **CALL TO ORDER / ROLL CALL- 6:00 PM**

2. **EXECUTIVE SESSION**

   2.A **(xx 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, and pursuant to RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price,** 20 Minutes

3. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**

4. **PUBLIC COMMENT**

   4.A **(xx 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. **CONSENT AGENDA**

   6.A **(PM) Agenda Bill for Consent Agenda,** 5 Minutes

   6.B **Accounts Payable and Payroll,**

6.C **City Council Meeting Minutes**

6.D **Interlocal Agreement for Special Assault Investigation and Victim's Resources Work Group (SAIVS) - Police,** 5 Minutes
SAIVS Revised ILA (2021) - 3.26.21.docx

7. FUTURE COUNCIL AGENDAS

7.A **(PM) Future Council Agendas,** 10 Minutes

8. PRESENTATION(S)

8.A **Environmental Technical Advisory Committee (ETAC) Presentation of Groundwater Fact Sheet,** 10 Minutes

9. PUBLIC HEARING(S)

9.A **(x PM) Public Hearing on Ordinance No. 2021-14, Extending Small Wireless Facilities Design Standards Interim Official Control - Executive,** 10 Minutes
Ordinance No. 2020-22, Extending Small Wireless Facilities Design Standards Interim Official Control

10. UNFINISHED BUSINESS

10.A **(x PM) Ordinance No. 2021-07, Amending the Tree and Vegetation Chapters of the Municipal Code, per the Landmark Tree Ordinance Work Plan - Planning,** 15 Minutes
Ordinance No. 2021-07
ORD_2021-07_Staff_Memo_033021.docx
ORD_2021-07_Exhibit_A-Chapter_16.18_BIMC__Tree_Removal__Forest_Stewardship__and_Vegetation_Maintenance
ORD_2021-07_Exhibit_B-Chapter_16.32_BIMC__Protection_of_Landmark_Trees
ORD_2021-07_Exhibit_C-Section_18.15.010_BIMC__Landscaping__screening__and_tree_retention__protection_and_replacement
ORD_2021-07_Exhibit_D-Section_16.20.100_BIMC__Aquifer_Rechage_Areas
ORD 2021-07 Exhibit E-Community Forest Best Management Practices Manual 12112020.docx
SEPA DNS for 2021-07 .pdf
Ord 2021-07 SEPA checklist.pdf
12-17-2020 Planning Commission Public Hearing 2021-07 (2020-28)- submitted written comments and staff response
12-17-2020 Planning Commission Public Hearing meeting minutes.pdf
12-17-2020 Planning Commission Recorded Motion Ordinance No. 2020-28.pdf

11. NEW BUSINESS

11.A **Appointments to the Ethics Board - Mayor Nassar,** 10 Minutes

11.B **Discussion of Electric Shuttle Proposal - Councilmember Schneider,** 10 Minutes

12. COUNCIL DISCUSSION

12.A **Ordinance relating to Procedures for Processing Conduct Complaints Among City Councilmembers and Citizen Committee Members - Mayor Nassar,** 15 Minutes
Procedures for Processing Conduct Complaints Among City Councilmembers and Citizen Committee Members.docx

13. COMMITTEE REPORTS

14. FOR THE GOOD OF THE ORDER

15. ADJOURNMENT

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.

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CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION
TUESDAY, MAY 04, 2021

REMOTE MEETING ON ZOOM

PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
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OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351

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**

   4.A **(x PM) Future Council Agendas,** 10 Minutes

5. **PRESENTATIONS**

6. **UNFINISHED BUSINESS**

   6.A **SMP Periodic Review - Draft for Joint Public Hearing and Subsequent Review and Revisions - Planning,** 60 Minutes

   6.B **(XX PM) Multifamily Tax Exemption (MFTE) Update** 30 Minutes

7. **NEW BUSINESS**

   7.A **Comcast Franchise Agreement - Executive,** 10 Minutes

   7.B **Winslow Wastewater Treatment Plant Influent/Effluent Study Results**
   20 Minutes

8. COUNCIL DISCUSSION

9. FOR THE GOOD OF THE ORDER

10. ADJOURNMENT

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CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, MAY 11, 2021

REMOTE MEETING ON ZOOM

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AGENDA

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**

2. **EXECUTIVE SESSION**

3. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**

4. **PUBLIC COMMENT**

   4.A **(xx 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. **CONSENT AGENDA**

   6.A **(PM) Agenda Bill for Consent Agenda,** 5 Minutes

   6.B **Accounts Payable and Payroll,**

   6.C **City Council Meeting Minutes,**

7. **FUTURE COUNCIL AGENDAS**

   7.A **(x PM) Future Council Agendas,** 10 Minutes

8. **PRESENTATION(S)**

9. **PUBLIC HEARING(S)**

10. **UNFINISHED BUSINESS**

10.A **Consider Purchase of Islander Mobile Home Park Floor Area Ratio - Planning,** 20 Minutes

10.B **Economic Recovery Report - Finance,** 10 Minutes

11. **NEW BUSINESS**

11.A **Ordinance No. 2021-XX Relating to 2021 1st Quarter Budget and Updated Capital Improvement Plan Amendments - Finance** 10 Minutes

12. **COUNCIL DISCUSSION**

13. **COMMITTEE REPORTS**

14. **FOR THE GOOD OF THE ORDER**

15. **ADJOURNMENT**

GUIDING PRINCIPLES

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CITY OF
BAINBRIDGE ISLAND

Memorandum

Date: April 13, 2021

To: City Council

From: Ellen Schroer, Interim City Manager

Subject: Proposed Future City Council Topics

The table below provides a list of potential future City Council topics that have been identified by one or more councilmembers but have not yet been placed on an agenda, or added to an agenda for consideration of placement.

TOPIC

- Consideration of Changes to Sign Code
- Follow up to Ethics Board/City Council Joint Meeting
- Welcome totem pole
- Proclamation/Recognition resolution
- Ordinances re: City Advisory Groups
- Resolution condemning hate, racism and intolerance against Asians and Pacific Islanders

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (7:05 PM) Proclamation Declaring the Month of April 2021 as "Heritage Tree Month" - Planning,

SUMMARY:
The attached proclamation declares the month of April 2021 as "Heritage Tree Month."

This proclamation is one of the annual proclamations previously authorized by the City Council.

AGENDA CATEGORY: Presentation **PROPOSED BY:** Planning & Community Development

RECOMMENDED MOTION:
Presentation only.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

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

BACKGROUND:

Attachments:

- Proclamation
- List of Heritage Trees

ATTACHMENTS:

Heritage Tree Proclamation 2021.docx

Heritage Tree Registry 2021.docx

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

PROCLAMATION

A PROCLAMATION by the City Council of Bainbridge Island, Washington, declaring April as "Heritage Tree Month" to recognize the Heritage Tree Registry and any trees added to the registry from the previous year.

WHEREAS, the Heritage Tree Program was established in 2006; and

WHEREAS, the Heritage Tree Program is a voluntary program established to enhance the community's awareness of the value of trees; and

WHEREAS, in September 2014, the City Council promoted the Heritage Tree Program and transferred the review and approval authority to the Historic Preservation Commission; and

WHEREAS, the Heritage Tree Program is designed to recognize trees that are remarkable in one of many ways, such as uncommon species or cultivar, size or historical/cultural significance; and

WHEREAS, there are three criteria for Heritage tree status; and

WHEREAS, the first criteria is that the trees nominated shall be a specimen tree that exhibits exceptional characteristics worthy of standards for such trees in the City; and

WHEREAS, the second criteria is that the tree nominated shall exhibit unique features that are notable (e.g., unique specimen of a genus, species, form, size, location or significant historical, cultural or habitat features); and

WHEREAS, the last criteria is that the owner of the tree agrees in writing to the Heritage Tree designation; and

WHEREAS, notice of all trees identified as Heritage Trees by the Historic Preservation Commission shall be forwarded to the Mayor. All designated trees, including names of the nominator and the property owner, will then be acknowledged in a Mayoral Proclamation at a City Council meeting;

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim April as:

HERITAGE TREE MONTH

in the City of Bainbridge Island, and I urge all citizens to celebrate Heritage Tree month and to support efforts to protect our Heritage Trees. I further urge all citizens to nominate and protect any Heritage Trees in order to encourage the preservation of these trees for future generations.

DATED this 13th day of April, 2021

Rasham Nassar, Mayor

List of Approved Heritage Trees					
Tree	Common Name	Location	Tax Parcel	Sponser	Approved?
Quercus rubra	Red Oak	BI Historical Society, 215 Ericksen	262502-3-046-2005	Richard Chandlers	Yes
Ulmus americana	American Elm	BI Historical Society, 215 Ericksen	262502-3-046-2005	Richard Chandlers	Yes
Platanus x hispanca	Plane Tree	BI Historical Society, 215 Ericksen	262502-3-046-2005	Richard Chandlers	Yes
Quercus garryana	Oregon Oak	12851 Madison Ave	032502-4-032-2006	Cecil Ross	Yes
Sequoiadendron giganteum	Giant Sequoia	12851 Madison Ave	032502-4-032-2006	Cecil Ross	Yes
Thuja plicata	Western Red Cedar (Witness Tree)	Pritchard Park/ Memorial	352502-1-001-2001	Olaf Ribiero	Yes
Acer macrophylum	Big Leaf Maple	Islandwood, 4450 Blakely Ave	032402-1-033-2002	Mark Jordahl	Yes
Arbutus menziesii	Pacific Madrone	112 Eagle Place	4115-002-001-0009	John Bomben	Yes
Aesculus californica	California Buckeye	Winslow Waste Water Treatment Plant	4115-004-007-0009	Dwight Sandlin	Yes, 2011
Abies Grandis	Grand Fir	7972 Hidden Cove Road	042502-1-009-2000	Sandra & Will Shopes	Yes, 2014
Malus domestica	Apple	9941 NE Valley Road	142502-2-023-2008	Ove & Denise Veggerby	Yes, 2014
Pyrus communis	Pear	9941 NE Valley Road	142502-2-023-2008	Ove & Denise Veggerby	Yes, 2015
Prunus domestica	Plum	9941 NE Valley Road	142502-2-023-2008	Ove & Denise Veggerby	Yes, 2016
Ficus carica	Fig	317 Cave Avenue	4109-000-006-0105	David Ward	Yes, 2017
Abies Grandis	Grand Fir	9151 Olympus Beach Road NE	4163-001-006-007 & 4163-001-008-0005	Cutler & Wheeler Families	Yes, 2018
Juglans nigra	Black Walnut	9213 Ruys Lane	222502-2-019-2004	Robert & Deborah Rudnick	Yes, 2015
Psuedotsuga menziesii	Douglas Fir & Western Cedar	7515 NE West Port Madison Road	332602-4-065-2009	Marshall & Lisa Raskind	Yes, 2016
Thuja plicata	Western Cedar	7515 NE West Port Madison Road	332602-4-065-2009	Marshall & Lisa Raskind	Yes, 2016
Quercus rubra	Red Oaks (2)	134 Harbor Square Loop NE	8172-000-000-0005	Harbor Square HOA	Yes
Aesculus hippocastanum	Horse Chestnut	134 Harbor Square Loop NE	8172-000-000-0005	Harbor Square HOA	Yes
Thuja plicata	Western Red Cedar Fruit Orchard	8731 McRedmond Lane NE	152502-3-001-2001	Joe & Beth Claseman	Yes, 2016
Alnus rubra	Red Alder	555 Azalea Lane	4097-000-021-0001	Rauktis & Harvey Families	Yes
Tilia Cordata	Little Lead Linden	176 Ericksen Avenue	262502-3-034-2009	Thornburgh	Yes, 2016

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (7:10 PM) Proclamation Declaring April 22, 2021, as "Bainbridge Island Earth Day" - Mayor Nassar,

SUMMARY: The attached proclamation declares April 22, 2021, as "Bainbridge Island Earth Day." It is one of the annual proclamations that may be signed by the Mayor without further Council action.

AGENDA CATEGORY: Presentation **PROPOSED BY:** City Council

RECOMMENDED MOTION: Presentation only.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

Earth Day Proclamation 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, declaring April 22, 2021 as "Earth Day" in the City of Bainbridge Island.

WHEREAS, 2021 is the 51st anniversary of Earth Day; and

WHEREAS, the world continues to face extraordinary challenges to the environment; and

WHEREAS, all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment; and

WHEREAS, on March 28, 2017, the City Council approved Resolution No. 2017-13, declaring the month of April to be Celebrate Trees! Earth Month Bainbridge Island; reaffirming the City's commitment to promote appreciation of, and protections for, Bainbridge Island's trees and forests and the many cultural, economic, health, and material benefits that trees and forests provide both the community and the region; and committing the City of Bainbridge Island to creating progressive regulations that encourage tree retention, prevent inappropriate tree removal, and support the Island's natural landscape and ecology; and

WHEREAS, it is understood that all people must step forward and take action to protect the environment; and

WHEREAS, the goal of a sustainable environment can be achieved through educational efforts, public policy, and consumer activism campaigns;

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, Washington, on behalf of the City Council, do hereby proclaim April 22, 2021, as

BAINBRIDGE ISLAND EARTH DAY 2021

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

DATED this 13th day of April, 2021.

Rasham Nassar, Mayor

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:15 PM) Recognition of Community Members - Councilmember Carr and Mayor Nassar,

SUMMARY: The City Council will recognize the service of Charles and Linda Schmid and Dr. Olaf Ribeiro.

AGENDA CATEGORY: Presentation **PROPOSED BY:** City Council

RECOMMENDED MOTION: I move to authorize the Mayor to sign the proclamation declaring June 18th as "Charles and Linda Schmid, Champions for the Environment, Day" on Bainbridge Island.

I move to authorize the Mayor to sign the proclamation declaring declaring May 17th as “Dr. Olaf Ribeiro Day” on Bainbridge Island.

STRATEGIC PRIORITY: Healthy and Attractive Community

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

Charles and Linda Schmid Proclamation.docx

Dr. Olaf Ribeiro Proclamation.docx

Background and Information for Dr. Olaf Ribeiro.docx

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

PROCLAMATION
In Recognition of Charles and Linda Schmid,
Bainbridge Island's Champions for the Environment

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring June 18th as Charles and Linda Schmid, *Champions for the Environment,* Day on Bainbridge Island and affirming the community's appreciation for their long and sustained contributions to environmental stewardship and protection of the Island's special character.

WHEREAS, in 1966 Charles and Linda moved to Seattle where they would be involved in the transformation of *Fort Lawton* into *Discovery Park*, moving to Bainbridge Island in 1970, where they continued their work as advocates for environmental preservation and stewardship; and

WHEREAS, in the early '70s Charles and Linda helped create and operate Bainbridge Island's first volunteer recycling facility, the predecessor of the Island's present-day recycling facility; and

WHEREAS, in 1978, Charles and Linda became founding members of ABC, *the Association of Bainbridge Communities*, whose accomplishments included cleanup of the Vincent Road Landfill and recognition of the Wyckoff /Eagle Harbor as a Superfund site, part of ABC's work to build a network of effective citizen involvement from the ground up with each neighborhood empowered to shape their own environmental future as part of an island-wide movement; and

WHEREAS, from 1980 'til 2008 Charles and Linda, contributed to and published the *Scotch Broom*, ABC's monthly newsletter advocating for environmental protection on Bainbridge Island; and

WHEREAS, Charles served as a 1985-86 *Congressional Science Fellow* in Washington D.C., selected by the AAAS (American Association for the Advancement of Science), during which time Linda presented our Congressional Representative a petition with 2,000 signatures of Bainbridge citizens requesting that the Wyckoff creosote plant be cleaned

up, a request that resulted years later in Wyckoff being added to the *Super Fund* site list; and

WHEREAS, in 1990 Charles and Linda supported a vote of the people to incorporate all of Bainbridge Island as a City, a movement called "Home Rule", so that Islanders could shape its future in a way that preserves its special character; and

WHEREAS, Charles headed up the advisory committee that drafted the City of Bainbridge Island's first *Shorelines Master Plan*; was instrumental in development of the City's first *Comprehensive Plan*; and served on advisory committees for the cleanup, purchase and for design of *Pritchard Park*; and

WHEREAS, Charles and Linda would contribute to the following efforts: permitting and construction of the *Waterfront Trail* in Winslow; purchase of a local wetland to protect it from development; founding of the Murden Cove Preservation Association (MCPA); and preservation of ABC files and Scotch Broom newsletters with the Bainbridge Island Historical Society so others can research, *"How does a community protect its natural resources from the pressures of development?"*; and

WHEREAS, in 2002 Charles and Linda contributed to, and were featured in Bainbridge Islander photographer Joel Sackett's book, *In Praise of Island Stewards,* in which Charles wrote on behalf of himself and Linda: *"What our community does with its land today affects inhabitants of Bainbridge Island for hundreds – and, with luck, even thousands – of years to come. Both of us worry about this, especially after seeing how past generations have unwittingly created contaminated sites on our island and how today's open space is rapidly disappearing"*; and

WHEREAS, for nearly five decades Charles and Linda have maintained a constant attention to the conduct of city government related to environmental issues, attending and speaking at hundreds of county, city, and EPA meetings; and

WHEREAS, one Bainbridge Islander eloquently honors Charles by saying, *"I've had the privilege of knowing Charles only for the past decade or so but I'm simply in awe of the innumerable things he has done to protect our Island's health and open spaces. Charles is the embodiment of the term stewardship: a man who clearly believes in his bones that people have a responsibility to care for the world around us, a core belief demonstrated in his ongoing contributions to our community"*; and

WHEREAS, in 2020 Charles received the prestigious Governor's Volunteer Service award for his many contributions to protection of the environment, with Senator Christine Rolfes saying, *"There is no doubt in my mind that your passion, dedication, and vision have inspired thousands of other activists (and elected leaders) over the years, and that you are the root of why Bainbridge Island is such a beautiful and remarkable place to 1ive. Congratulations to you, Charles! I know that the work was not easy and entailed long hours, much frustration, and personal sacrifice. This recognition from the Governor is so well deserved, and I am proud to know you. Thank you for everything you have done for all of us."*

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim June 18th as Charles and Linda Schmid, *Champions for the Environment,* Day in the City of Bainbridge Island.

DATED this 13th day of April, 2021

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Rasham Nassar, Mayor

CITY OF
BAINBRIDGE ISLAND

PROCLAMATION
In Recognition of Dr. Olaf Ribeiro,
Champion of Trees

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring May 17th as "Dr. Olaf Ribeiro Day" on Bainbridge Island; affirming the community's appreciation of Dr. Olaf Ribeiro, *Champion of Trees*, and his work on behalf of Bainbridge Island's community forests inspired by his profound knowledge of the many ecological, cultural, and economic benefits trees and forests provide to the community, the region, and humans worldwide.

WHEREAS, Olaf was first introduced to plants by his mother in Kenya: he became curious about trees and "how they managed to grow so big and survive so many years"; growing up, he observed the universal appeal of trees for their calming effect on people; over years spent gaining advanced degrees in Plant Pathology, saw that there were few experts who possessed his expert knowledge and dedication to saving trees; and

WHEREAS, while Dr. Olaf Ribeiro's appreciation for trees is rooted in science, it also has aesthetic, historical, and spiritual dimensions; and

WHEREAS, Olaf was born in Nairobi, Kenya, in a family originally from Goa, India; he attended the Technical High School in Nairobi, went to England to complete a pre-college curriculum, and returned to Egerton Agricultural College in Kenya; sponsored by an Agency for International Development scholarship, he earned Master's and Doctoral degrees in Plant Pathology at West Virginia University; between 1972 and 1981 he was a Faculty Research Associate at the University of California, Riverside; he became a world authority on the pathogen *Phytophthora*, which in many different species afflicts both food stocks and forests; and

WHEREAS, in California, focused first on diseases afflicting citrus and avocado crops, Olaf's interests gradually shifted to forests and the growth, longevity, and morbidity of trees, contributing to a decision to move to Bainbridge Island in 1981; and

WHEREAS, in 1991 Bainbridge Island would be incorporated as a city and embrace the stewardship principles promoted by Olaf and other Islanders; and

WHEREAS, over the years, Olaf's devotion to the protection of trees on Bainbridge Island would put him at odds with development interests, he would continue to be an irrepressible defender of trees and all that remains of the natural environment; and

WHEREAS, Olaf would work in the late 1990s to successfully advocate for the retention of the large red oak and chestnut trees at Harbor Square, both of which would be designated Heritage Trees by the City in 2000, and in 2002 would rescue a large maple tree when the Martinique was demolished on Eriksen Avenue, moving it to Bainbridge Performing Arts; and

WHEREAS, Olaf would co-found the Murden Cove Preservation Association, dedicated to environmental protection, and was a member of the City's first Forestry Commission; and

WHEREAS, in 2002 Olaf would be featured in photographer Joel Sackett's book, *In Praise of Island Stewards*, where he would say, *"The rapid development of previously forested areas around the world is destroying our fragile ecosystems. Saving trees has become urgent and of paramount importance. Being a 'tree steward' is sometimes difficult, as the recent decision to down the maples on Winslow Way East illustrates. Trees evoke strong emotions in each one of us. Nevertheless, I continue to work to inform urban communities along the West Coast, through lectures, writings, and on-site visits, on the need for trees in our lives."*

WHEREAS, on May 17, 2007 Olaf would help move historic cherry trees displaced by construction at Bainbridge High School to Sonoji Sakai Middle School. The trees were planted in 1933 by the Island's Japanese American Issei (first generation) to honor the first class of graduating Nisei (second generation) from Bainbridge High School and can now be seen on the hillside above the Sakai middle school parking lot; and

WHEREAS, for several years Olaf would lead heritage tree walks in Winslow to share his knowledge and appreciation of trees with the community; and

WHEREAS, Olaf was an inspiration and contributor to the 2019 City of Bainbridge Island Resolution, *Celebrate Trees Earth Month Bainbridge Island*, which includes: *WHEREAS*, *the citizens of Bainbridge Island recognize that the forests of Bainbridge Island have existed here for many thousands of years, providing habitat for a diverse community of plants and animals, as well as for the area's first inhabitants, purifying the air and water; and supporting a rich diversity of life*; and

WHEREAS, In 2019, Olaf worked with the school district and community members to save the Japanese maple at Blakely Elementary School from destruction by raising the funds and coordinating the work to have the tree moved from the path of redevelopment and placed at the entrance to the new school where it is a centerpiece of the new landscaping and a joy to observe in every season; and

WHEREAS, during a speech in recognition of Olaf in February of 2019 at the Bainbridge Historical Museum the following was said: *"Dr Ribeiro walks his own talk every day as he collaborates with groups and individuals to think about intentional growth, lobbies City Hall for stronger protections for trees, plants saplings in our public parks, and like a mad-scientist, mixes up microbe-mycelial cocktails to save heritage trees in Downtown Winslow by healing their root systems. His generosity is bar-none. He gives from his heart, he's tenacious, and most importantly he loves Bainbridge Island.... His expertise, generosity of spirit and humor inspire us every day"*; and

WHEREAS, for the past three decades Dr. Olaf Ribeiro has been a tireless inspiration to citizens and city officials alike, saving and healing trees, and sharing his love and knowledge of trees, and in so doing contributing to the creation of progressive policies and regulations to protect trees and the natural environment;

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby proclaim May 17th to be Dr. Olaf Ribeiro, *Champion of Trees*, Day on Bainbridge Island.

DATED this 13th day of April, 2021

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Rasham Nassar, Mayor

Background and introduction for Dr. Olaf Ribeiro

In Recognition of Dr. Olaf Ribeiro: Dedicated Bainbridge Island Volunteer and Consummate Teacher and Storyteller

Dr. Olaf Ribeiro is one of those rare gems of a human being who makes the world a better place. He certainly deserves to be recognized for his years of service and dedication to Bainbridge Island and its citizens, including the trees. Among his many services to the community was his time spent saving historic trees, such as the Blakely Japanese Maple, and teaching through his Bainbridge Historical Museum Historic Tree Tours and nature walks. He guided fungi tours at IslandWood that could lead even the uncertain neophyte to an incredible understanding and appreciation for these amazing life forms. He would gleefully--yes, gleefully!--step into the woods to measure trees for tour participants and invite them to help and learn how to age trees. He shared wonderful stories of his misadventures of missteps taken in the woods leading to unfortunate injuries, all while smiling. He shared inspiring, heartwarming stories of researchers discovering cures for disease among the beloved trees and fungi of the world. Through every moment on a walk in the woods, Olaf's passion for his work and phenomenal knowledge and expertise would shine through. During his guided walks, his laugh would ring through the forest like the seemingly endless rings of an old growth tree!

Bainbridge Island is a more beautiful place for all the trees Olaf planted and fought to protect, for his lifetime of dedication, and for all the children and adults who have been inspired by his enthusiasm. I am grateful to those of you who have chosen to honor Dr. Olaf Ribeiro for his service to our community.

Thank you,
Christine Perkins
Bainbridge Island

Historic cherry trees moved from Bainbridge High School to Sakai Middle School

From Dr. Olaf Ribeiro's book, <u>Historic, Champion & Unique Trees of Bainbridge Island, WA</u>, published in 2019:
Cherry Trees *(Prunus var. Kwanzan)***:**
These trees are located at Sonoji Sakai Intermediate School - 9343 NE Sportsman Club Road and can be seen on the hillside above the parking lot. In 1933, they were planted by the Japanese, Issei (first generation) at Bainbridge High School, to honor the first class of graduating Nisei (second generation) from Bainbridge High School. These trees were a

majestic sight in spring when their blossoms were much admired. In 2006 the school superintendent let it be known that the trees were in danger of being removed since they were in the way of the proposed new High School Auditorium. The cost of moving them to another location was considered prohibitive. With the help of island historian Gerry Elfendahl and arborist Olaf Ribeiro, a campaign was launched to save the historic cherry trees. With a very generous donation from islander Sue Cooley, saving the trees became a reality. An arborist crew from Seattle was brought over to help move them to the hillside at Sonoji Sakai Intermediate School with the cooperation of the principal Joann Van der Stoep. The arborists worked tirelessly to accomplish the move over a weekend. … Kay Nakao, a daughter of one of the students who originally planted the trees, was present to see the move accomplished. She was present in 1935 when her father was one of those who planted the trees. It was a very emotional moment for her as she recalled the original plantings and the effort that was made to save the trees. To quote Kay Nakao *"It is something special that every season when the blossom blooms, we have "hanami" or flower viewing. It is a feeling hard to describe – of peace and an appreciation of beauty"*

The trees presented a technical challenge since they were going to be transplanted in May, at flowering time. …. For Olaf Ribeiro, the arborist in charge of the move, the challenge was well worth it since it was important to save the trees to keep Island traditions and history alive.

The moving of these trees to their present location generated much local interest. A selection of some of the comments is given below:

April 14, 2007: Bainbridge Review: **History faces the ax. Activists hope to save cherry trees in the way of BHS expansion**. *"Ribeiro along with island historian Gerry Elfendahl, members of the nonprofit Kitsap Trees and Shoreline Association and a small group of students are scrambling to save the trees. Lacking time and money, the group is looking for all the help they can get*"

May 17, 2007: Kitsap Sun: **Volunteers Dig In for a long Day to save historic cherry trees.** *"Sakai Intermediate School is the proud owner of three historically significant trees, after an all-day effort by a couple of dozen workers and a small army of supporters.*

The transfer from Bainbridge High School was an all-day project. Island arborist Olaf Ribeiro called the transfer a big success"

May 19, 2007: Bainbridge Islander: **Island cherry trees to be spared from the ax: "***Sue Cooley of Bainbridge Island has made a donation to have three cherry trees at Bainbridge High School moved to nearby Sakai Intermediate School".*

May 30, 2007: Bainbridge Review: **Tree effort brought out best in Island**. A letter to the Review by Clarence Moriwaki expressing gratitude for saving the trees....*" a tree weaves a story, a history of time. Look up and listen and together you'll climb*".

May 14, 2008: Bainbridge Review: **A Celebration of Cherry Trees**. Gerald Elfendahl wrote a column on the successful celebration of the First Annual Cherry Blossom Festival. "*Students played Japanese folk songs and shared haiku read aloud and artistically written on decorated paper that fluttered among the blossoms. One read, "Pink blossom, softly swaying in the wind, floating in puddles". No puddles this day – though maybe a few happy tears! Eagles and billowing white clouds like giant blossoms filled a sunny sky ....."*

Previous awards and recognition for Olaf include:

- **History Hero Award** from the Bainbridge Historical Museum.
- **Hometown Hero Award** by the Bainbridge Symphony Orchestra.
- **Environmentalist Award –** Assoc. of Bainbridge Communities 2015
- **Education Award –** International Society of Arboriculture, PNW Chapter. 2010
- **Wall Street Journal front page article** – Oct. 13, 2006. *God Can Make Tree, But Olaf Ribeiro Can Save its Life.*
- **NBC Today Show**- July 17, 2007. *Tree Doc – An American Story*. Bob Dotson.
- **Featured on Channel 5** Evening Magazine for saving historic cherry trees. October 2007.
- **Cherry Blossom Award by** the Consul General of Japan for work in saving historic cherry trees. April 18, 2008
- **Featured as one of the Island Stewards** in the book, *In Praise of Island Stewards* by Joel Sackett. 1998.

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:25 PM) Ordinance No. 2021-03 Joint City Council/Planning Commission Land Use Subcommittee Phase I "Triage" Code Changes - Planning,

SUMMARY: As last discussed by the City Council at its March 23, 2021 meeting, Ordinance No. 2021-03 is an action item related to phase one of code changes that were recommended by the joint City Council/Planning Commission land use subcommittee. The Council endorsed moving forward with this first phase of code changes from the subcommittee at the October 13, 2020 meeting.

This ordinance implements part of these phase one changes. Some of the code changes proposed by Ordinance No. 2021-03 can be described as housekeeping, or clarifying in nature, and the other changes generally fall into 2 categories:

- The ordinance clarifies that the Planning Director and Hearing Examiner should give substantial weight to Planning Commission recommendations on certain land use matters, including recommendations of denial.

- The ordinance prohibits new hotels in the Central Core, Gateway, and Ferry Terminal districts. Currently, hotels are a conditional use in these zones.

The Planning Commission discussed this body of work last fall, and on December 10, 2020 held a public hearing and voted to recommend the ordinance to the City Council.

The attached versions of the ordinance have been updated and revised based on the Council's consideration of this matter, including on February 9 and 11 and March 23, 2021.

AGENDA CATEGORY: Ordinance **PROPOSED BY:** Planning & Community Development

RECOMMENDED MOTION: I move to approve Ordinance No. 2021-03.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

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

BACKGROUND: On June 22, 2020, the City Council formed a City Council and Planning Commission joint land use subcommittee ("Joint Subcommittee") consisting of Councilmembers Carr, Hytopoulos, and Pollock. The Planning Commission selected commissioners Bill Chester, Kim McCormick-Osmond, and Lisa Macchio to serve on the Joint Subcommittee. The Council directed the Joint Subcommittee to "provide recommendations to the Council on a process to clarify an approach for affordable housing initiatives as well as to develop a process and list for undertaking work on priorities for land use code revisions."

The list of recommended priority code changes from the Joint Subcommittee was presented to the Council on October 13, 2020 and recommended to be forwarded to the Commission for immediate legislative work, with only item #13 related to site-specific rezones not endorsed for immediate work (see attached Joint Subcommittee Recommendations). The Joint Subcommittee requested, with the Council's approval, that the Planning Commission complete its portion of the required legislative work as follows: (1) Miscellaneous code revisions December 31, 2020; (2) Major projects decision criteria January 31, 2021; (3) MFTE program December 31, 2020.

The Planning Commission discussed the code changes forwarded from the Council at their meeting on October 29, 2020. The Planning Commission recommended separating the list of changes into two categories (see attached Planning Commission Workplan document), as follows:

1. Disparate Code changes identified by the Joint Subcommittee as "Triage" or housekeeping changes will move forward with Planning Commission review in a 1st phase "Triage" ordinance. Prohibiting new hotels in the MUTC Central Core, Gateway, and Ferry Terminal districts is also part of Phase 1 (hotels are currently a conditional use in these zones). Code changes are described by the Joint Subcommittee in the attached Planning Commission work plan. Draft Ordinance No. 2021-03 (formerly 2020-40) makes these phase 1 changes.

2. Code changes that relate to the nature and order of meetings and requirements that occur prior to applying for a land use permit (i.e., conceptual meeting, design guidance, preapplication conference) and how and when the Design Review Board and Planning Commission are involved in these early meetings. Members of the Planning Commission have been discussing these issues with representatives from the Design Review Board and City staff. This work would then be integrated into a second "triage" ordinance. The Commission discussed the two-phase workplan again at the November 12, 2020 Planning Commission meeting, and confirmed that the Phase 1 changes should be integrated into a draft ordinance.

The Commission then reviewed Draft Ordinance No. 2021-03 (formerly 2020-40) on November 19, 2020, and forwarded the ordinance to a public hearing on December 10, 2020. After closing the public hearing, the Planning Commission voted to recommend approval of Draft Ordinance No. 2021-03 (formerly 2020-40) to the City Council. See attached recorded motion.

The City Council has previously identified improving access to affordable housing as a high priority for the City. Therefore, on February 9, 2021, the Council decided to consider on a high-priority basis adoption of regulations to increase the duration of affordability described in BIMC 18.21.020.B. from 30 years to 50 years for rental units and 99 years for home-ownership units. The Council approved this change in Ordinance No. 2021-11 on February 11, 2021. Therefore, the changes that were adopted in Ordinance No. 2021-11 that used to be in draft Ordinance No. 2021-03 have been removed from Ordinance No. 2021-03.

Additionally, based on direction that the Council provided to the City Attorney at the Council's February 9, 2021 meeting, a new proposed section was added to the version of Ordinance No. 2021-03 that the Council considered on March 23, 2021. That Section 11 was added to clarify the Council's intent related to whether certain sections of the ordinance (i.e., related to the prohibition on new hotels) would be prospective in nature, and the extent to which those sections would apply in the context of current projects that have received a described level of land use permitting approval.

At its meeting on March 23, the Council voted to remove that Section 11 and to keep the ordinance as drafted previously. The Council also voted to forward the ordinance for consideration of approval with the consent agenda at the April 13 meeting.

At the Council meeting on April 6, Councilmember Deets requested that consideration of Ordinance No. 2021-03 be moved from the consent agenda to the unfinished business agenda for the meeting on April 13, and that both versions of the ordinance be included in this agenda packet for the April 13 meeting: (1) The version without former Section 11 that was initially forwarded to the April 13 meeting for consideration of approval; and (2) The version that the Council considered on March 23 that included the above-described proposed Section 11 that was added to clarify the ordinance. The Section 11 at issue is the one that begins with, "For clarity, ... " and ends with "... related to that same project." As requested, both versions of the ordinance are attached to this agenda item. The one with "Longer Version" in the title is the one with the Section 11 as above described (i.e., "For clarity, ..."). Both versions of the ordinance have also been updated to include reference to the March 23, 2021 and April 6, 2021 Council meeting.

ATTACHMENTS:

Ordinance No. 2021-03 Triage Code Updates

Ordinance No. 2021-03 Triage Code Updates - Longer Version

Exhibit A to Ordinance No. 2021-03.docx

ORD 2020-40 Planning Commission Recorded Motion 121020.pdf

20201029 Planning Commission Workplan for Joint Land Use Subcommittee Recommendtions.pdf

20201013_Joint_Land_Use_Subcommittee_Memorandum_Initial_Recommendations_Recovered.pdf

20201013 Joint Land Use Subcommittee Attachment A Table.pdf

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2021-03

[Formerly Ordinance No. 2020-40]

AN ORDINANCE of the City of Bainbridge Island, Washington, amending BIMC 2.16.030, 2.16.040, 2.16.110, 2.16.125, 2.16.190, 18.09.030, and Table 18.09.020 related to priority clarifying code changes and prohibiting new hotels in certain zoning districts.

WHEREAS, on June 22, 2020, the City Council formed a City Council and Planning Commission joint land use subcommittee ("Joint Subcommittee") directed by the Council to, among other things, develop a process and list for undertaking work on priorities for land use code revisions; and

WHEREAS, the Joint Subcommittee's first phase of work included identifying urgent land use code changes; and

WHEREAS, the City Council endorsed the Planning Commission approach of beginning work on the first phase of work at their meeting on October 13, 2020; and

WHEREAS, the Planning Commission considered the proposed changes on October 29, November 12, and November 19, 2020; and

WHEREAS, the Planning Commission held a public hearing on this ordinance, which was then titled as Ordinance No. 2020-40, on December 10, 2020, and after closing the public hearing, made a recommendation of approval of Ordinance No. 2020-40 to the City Council; and

WHEREAS, notice was given on December 17, 2020, to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106; and

WHEREAS, on February 9, 2021, the City Council discussed enacting the housing affordability provisions of Ordinance No. 2021-03 (formerly Ordinance No. 2020-40) related to updates to BIMC 18.21.020 on a priority basis and allowing for additional time for consideration related to the other provisions of Ordinance No. 2021-03, based on the Council's concern about the limited number of affordable housing units on Bainbridge Island; and

WHEREAS, at a special meeting on February 11, 2021, the City Council approved Ordinance No. 2021-11 updating BIMC 18.21.020 and, therefore, those provisions have been removed from this Ordinance No. 2021-03; and

WHEREAS, the City Council considered this ordinance at its meeting on March 23, 2021 and, after consideration and discussion, including related to a proposed section that was added to clarify more specifically the projects to which this ordinance applies,

the Council forwarded this ordinance to the consent agenda for the April 13, 2021 Council meeting; and

WHEREAS, at the City Council meeting on April 6, 2021, the Council took action to modify its agenda for its April 13, 2021 meeting such that consideration of this ordinance was moved from the consent agenda to the unfinished business agenda for that meeting; and

WHEREAS, at the City Council meeting on April 13, 2021, the Council considered and took action on this ordinance; and

WHEREAS, as articulated in the Planning Commission's Recorded Motion from its December 10, 2020 meeting, this ordinance, in relevant part, clarifies that the Planning Director and the Hearing Examiner should give substantial weight to Planning Commission recommendations of approval on land use permits, including recommendations of denial, and prohibits new hotels in the Central Core, Gateway, and Ferry Terminal zoning districts; and

WHEREAS, as also articulated in the Planning Commission's Recorded Motion from its December 10, 2020 meeting, this ordinance, in relevant part, is intended to provide clarity to the decision-maker with respect to the treatment of a Planning Commission recommendation of denial and whether a decision can be remanded to the Hearing Examiner, and to clarify that the prohibition on new hotels in the referenced zoning districts is intended to allow for the completion by the Planning Commission and the City Council of a review of definition and use standards to determine if and how new hotels within these specific zoning districts is a use consistent with the City's Comprehensive Plan.

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

Section 1. Section 2.16.030.D. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

D. Decision Procedures.

1. Criteria for Decision. In making the decision, the department director shall consider the applicable decision criteria of this code, all other applicable law, and any necessary documents and approvals. When no other criteria are specified, the director shall apply the following criteria:

    a. The application must comply with all applicable requirements of the BIMC as well as state and federal law.

    b. The application is consistent with the adopted comprehensive plan, and specifically with the character or intended character of the area in which the property is located, as described in the comprehensive plan.

2. Environmental Review. For a land use application subject to Chapter 43.21C RCW and Chapter 16.04 BIMC, a SEPA threshold determination may be issued simultaneously with the final decision of the land use application.

3. Planning Commission Recommendation. When written public comments are received during the public comment period concerning the effect of the land use application on the comprehensive plan, shoreline master program or matters not addressed by specific provisions of this code, the director may request the planning commission to review an application and make a written recommendation prior to the director making a decision. The planning commission will consider the land use application at a public meeting. The planning commission shall recommend approval, approval with conditions or denial of an application. In making a recommendation, the planning commission shall consider the applicable decision criteria of this code, all other applicable law, and any necessary documents and approvals. If the applicable criteria are not met, the planning commission shall recommend the proposal be modified or denied. A planning commission recommendation is not a final decision and therefore there is no appeal of the recommendation. The planning commission's written recommendation and other documents upon which its decision is based shall be immediately transmitted to the director and shall be given substantial weight by the director in making a decision.

Section 2. Section 2.16.040.E.5. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

5. Review and Recommendation by Planning Commission.

   a. In the case of a major site plan and design review application, the planning commission shall review the application prior to the review and final decision by the director.

   b. The purpose of the planning commission review and recommendation meeting is to review a proposed project for consistency with applicable design guidelines, BIMC Title 17, and the comprehensive plan.

   c. The planning commission shall consider the application at a public meeting where public comments will be taken. The planning commission shall recommend approval, approval with conditions or denial of an application. In making a recommendation, the planning commission shall consider the applicable decision criteria, all other applicable law, and the recommendation of the design review board. If the applicable criteria are not met, the planning commission shall recommend the proposal be modified or denied.

   d. The design review board's recommendation shall hold substantial weight in the consideration of the application by the planning commission. Any

deviation from the recommendation shall be documented in their written findings of facts and conclusions.

e. The planning commission will forward its written findings of facts and conclusions, their determination of the project's consistency with the comprehensive plan, and their recommendation, including any conditions attached by the planning commission and design review board, to the staff planner. The planning commission's written findings will be included in the staff report transmitted to the director. The planning commission's recommendation shall be given substantial weight by the director in making a decision.

f. A planning commission recommendation is not a final decision and therefore there is no appeal of the recommendation.

Section 3. Section 2.16.040.E.6. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

6. Review and Approval by Director.

   a. The director shall review the application materials, information provided by the health district and city engineer, staff report, any public comments received, the recommendations of the design review board and, in the case of major site plan and design review applications, the recommendations of the planning commission, and shall make a final decision based on:

      i. In the case of a minor site plan and design review application, the final decision on an application is made by the director based on (A) decision criteria in subsection F of this section, (B) the DRB recommendation, and (C) consideration of any public comments received.

      ii. In the case of a major site plan and design review application, the director will make the final decision based on (A) the decision criteria in subsection F of this section, (B) the recommendation of the planning commission, (C) the recommendation of the design review board, and (D) consideration of any public comments received. The design review board and planning commission's recommendation shall hold substantial weight in the consideration of the application by the director. Any deviation from that recommendation shall be documented in the director's report.

   b. The director shall make compliance with the recommendations of the design review board and/or planning commission a condition of approval, unless the director concludes that the recommendations:

      i. Reflect inconsistent application of design guidelines or any applicable provisions of this code;

ii. Exceed the authority of the design review board or planning commission;

iii. Conflict with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflict with requirements of local, state, or federal law.

c. The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation:

i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

ii. Exceeds the authority of the design review board or planning commission;

iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflicts with requirements of local, state, or federal law.

Section 4. Section 2.16.040.F. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

F. Decision Criteria. The director and planning commission shall base their respective recommendations or decisions on site plan and design review applications on the following criteria:

1. The site plan and design is consistent with all applicable provisions of the BIMC, design guidelines, the Comprehensive Plan, and applicable subarea and master plans; and

2. The locations of the buildings and structures, open spaces, and landscaping result in a context-sensitive design; and

3. The Kitsap public health district has determined that the site plan and design meets the following decision criteria:

a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system; and

b. If the health district recommends approval of the application with respect to those items in subsection F.3.a of this section, the health district shall so advise the director; and

c. If the health district recommends disapproval of the application, it shall provide a written explanation to the director; and

4. The streets and nonmotorized facilities, as proposed, are adequate to accommodate anticipated traffic; and

5. The city engineer has determined that the site plan and design meets the following decision criteria:

   a. The site plan and design conforms to regulations concerning drainage in Chapters 15.20 and 15.21 BIMC; and

   b. The site plan and design will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use of properties downstream; and

   c. The streets, nonmotorized facilities, locations of the buildings, structures, and vehicular circulation systems as proposed align with and are otherwise coordinated with streets and nonmotorized facilities serving adjacent properties and are adequate, safe, efficient and consistent with the Island-Wide Transportation Plan; and

   d. If a traffic study shows that the proposed development will have an adverse impact on traffic, including nonmotorized traffic, the impact shall be mitigated as required by the city engineer; and

   e. If the site will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the site, and the required service(s) can be made available at the site; and

   f. The site plan and design conforms to the "City of Bainbridge Island Engineering Design and Construction Standards and Specifications," unless the city engineer has approved a deviation from the standards; and

~~6. The site plan and design is consistent with applicable design guidelines in BIMC Title 18; and~~

6 ~~7~~. No harmful or unhealthful conditions are likely to result from the proposed site plan; and

~~8. The site plan and design is consistent with the comprehensive plan and other applicable adopted community plans; and~~

7 ~~9~~. If the subject property contains a critical area or buffer, as defined in Chapter 16.20 BIMC, the site plan and design review permit conforms to all requirements of that chapter; and

8 ~~10~~. If the subject property is within the shoreline jurisdiction, as defined in Chapter 16.12 BIMC, the site plan and design review permit conforms to all requirements of that chapter; and

9 ~~11~~. If the applicant is providing privately owned open space and is requesting credit against dedications for park and recreation facilities required by BIMC 17.20.020.C, the requirements of BIMC 17.20.020.D have been met;

10 ~~12~~. The Bainbridge Island fire department has reviewed the application and determined that the site plan has been properly designed to ensure fire protection; and

11 ~~13~~. The site plan and design has been prepared consistent with the purpose and review procedures of this chapter.

Section 5. Section 2.16.110.E.4. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

4. Review by Director.

   a. The director shall review the application materials, staff report, and the recommendations of the planning commission and shall prepare a report to the hearing examiner recommending approval, approval with conditions, or disapproval of the application.

   b. The planning commission's recommendation shall hold substantial weight in the consideration of the application by the director. Any deviation from that recommendation shall be documented in the director's report.

   c. The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation:

      i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

      ii. Exceeds the authority of the design review board or planning commission;

      iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

      iv. Conflicts with requirements of local, state, or federal law.

Section 6. Section 2.16.110.E.5 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

5. Review and Public Hearing with Hearing Examiner.

a. The hearing examiner shall consider the application materials and the director's recommendation at a public hearing following the procedures of BIMC 2.16.100.C and applicable provisions of BIMC 2.16.020.

b. The hearing examiner shall make compliance with the recommendations of the planning commission a condition of approval, unless the hearing examiner concludes that the recommendations:

i. Reflect inconsistent application of design guidelines or any applicable provisions of this code;

ii. Exceed the authority of the design review board or planning commission;

iii. Conflict with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflict with requirements of local, state, or federal law.

c. The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation:

i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

ii. Exceeds the authority of the design review board or planning commission;

iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflicts with requirements of local, state, or federal law.

d. The hearing examiner may approve, approve with conditions, deny, or remand an application.

Section 7. Section 2.16.125.E.7. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

7. Review and Public Hearing with Hearing Examiner.

a. The hearing examiner shall consider the application materials and the director's recommendation at a public hearing following the procedures of BIMC 2.16.100.C and applicable provisions of BIMC 2.16.020.

b. The hearing examiner shall make compliance with the recommendations of the planning commission a condition of approval, unless the hearing examiner concludes that the recommendations:

i. Reflect inconsistent application of design guidelines or any applicable provisions of this code;

ii Exceed the authority of the design review board or planning commission;

iii. Conflict with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflict with requirements of local, state, or federal law.

c. The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation:

i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

ii. Exceeds the authority of the design review board or planning commission;

iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflicts with requirements of local, state, or federal law.

Section 8. Section 2.16.190.G.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

1. Preapplication Conference. Prior to submittal of a comprehensive plan amendment application, the applicant or applicant's representative shall attend a preapplication conference in accordance with the procedures of BIMC 2.16.020.I. City staff will notify the planning commission if preapplication conferences are scheduled and representatives from the planning commission may attend the preapplication meeting to provide early identification of potential comprehensive plan consistency issues. Interested persons ~~citizens~~ may attend the preapplication meeting.

Section 9. Table 18.09.020 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit A.

Section 10. Section 18.09.030.D.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

D. Commercial Sales and Service.

1. ~~Hotel. In the ferry overlay district, hotels are permitted south of Winslow Way only.~~

Section 11. 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 12. 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 this ____ day of _____, 2021.

_____
Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

_____
Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK:	March 19, 2021
PASSED BY THE CITY COUNCIL:	_____, 2021
PUBLISHED:	_____, 2021
EFFECTIVE DATE:	_____, 2021
ORDINANCE NUMBER:	2021-03

ORDINANCE NO. 2021-03

[Formerly Ordinance No. 2020-40]

AN ORDINANCE of the City of Bainbridge Island, Washington, amending BIMC 2.16.030, 2.16.040, 2.16.110, 2.16.125, 2.16.190, 18.09.030, and Table 18.09.020 related to priority clarifying code changes and prohibiting new hotels in certain zoning districts.

WHEREAS, on June 22, 2020, the City Council formed a City Council and Planning Commission joint land use subcommittee ("Joint Subcommittee") directed by the Council to, among other things, develop a process and list for undertaking work on priorities for land use code revisions; and

WHEREAS, the Joint Subcommittee's first phase of work included identifying urgent land use code changes; and

WHEREAS, the City Council endorsed the Planning Commission approach of beginning work on the first phase of work at their meeting on October 13, 2020; and

WHEREAS, the Planning Commission considered the proposed changes on October 29, November 12, and November 19, 2020; and

WHEREAS, the Planning Commission held a public hearing on this ordinance, which was then titled as Ordinance No. 2020-40, on December 10, 2020, and after closing the public hearing, made a recommendation of approval of Ordinance No. 2020-40 to the City Council; and

WHEREAS, notice was given on December 17, 2020, to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106; and

WHEREAS, on February 9, 2021, the City Council discussed enacting the housing affordability provisions of Ordinance No. 2021-03 (formerly Ordinance No. 2020-40) related to updates to BIMC 18.21.020 on a priority basis and allowing for additional time for consideration related to the other provisions of Ordinance No. 2021-03, based on the Council's concern about the limited number of affordable housing units on Bainbridge Island; and

WHEREAS, at a special meeting on February 11, 2021, the City Council approved Ordinance No. 2021-11 updating BIMC 18.21.020 and, therefore, those provisions have been removed from this Ordinance No. 2021-03; and

WHEREAS, the City Council considered this ordinance at its meeting on March 23, 2021 and, after consideration and discussion, including related to a proposed section that was added to clarify more specifically the projects to which this ordinance applies,

the Council forwarded this ordinance to the consent agenda for the April 13, 2021 Council meeting; and

WHEREAS, at the City Council meeting on April 6, 2021, the Council took action to modify its agenda for its April 13, 2021 meeting such that consideration of this ordinance was moved from the consent agenda to the unfinished business agenda for that meeting; and

WHEREAS, at the City Council meeting on April 13, 2021, the Council considered and took action on this ordinance; and

WHEREAS, as articulated in the Planning Commission's Recorded Motion from its December 10, 2020 meeting, this ordinance, in relevant part, clarifies that the Planning Director and the Hearing Examiner should give substantial weight to Planning Commission recommendations of approval on land use permits, including recommendations of denial, and prohibits new hotels in the Central Core, Gateway, and Ferry Terminal zoning districts; and

WHEREAS, as also articulated in the Planning Commission's Recorded Motion from its December 10, 2020 meeting, this ordinance, in relevant part, is intended to provide clarity to the decision-maker with respect to the treatment of a Planning Commission recommendation of denial and whether a decision can be remanded to the Hearing Examiner, and to clarify that the prohibition on new hotels in the referenced zoning districts is intended to allow for the completion by the Planning Commission and the City Council of a review of definition and use standards to determine if and how new hotels within these specific zoning districts is a use consistent with the City's Comprehensive Plan.

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

Section 1. Section 2.16.030.D. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

D. Decision Procedures.

1. Criteria for Decision. In making the decision, the department director shall consider the applicable decision criteria of this code, all other applicable law, and any necessary documents and approvals. When no other criteria are specified, the director shall apply the following criteria:

    a. The application must comply with all applicable requirements of the BIMC as well as state and federal law.

    b. The application is consistent with the adopted comprehensive plan, and specifically with the character or intended character of the area in which the property is located, as described in the comprehensive plan.

2. Environmental Review. For a land use application subject to Chapter 43.21C RCW and Chapter 16.04 BIMC, a SEPA threshold determination may be issued simultaneously with the final decision of the land use application.

3. Planning Commission Recommendation. When written public comments are received during the public comment period concerning the effect of the land use application on the comprehensive plan, shoreline master program or matters not addressed by specific provisions of this code, the director may request the planning commission to review an application and make a written recommendation prior to the director making a decision. The planning commission will consider the land use application at a public meeting. The planning commission shall recommend approval, approval with conditions or denial of an application. In making a recommendation, the planning commission shall consider the applicable decision criteria of this code, all other applicable law, and any necessary documents and approvals. If the applicable criteria are not met, the planning commission shall recommend the proposal be modified or denied. A planning commission recommendation is not a final decision and therefore there is no appeal of the recommendation. The planning commission's written recommendation and other documents upon which its decision is based shall be immediately transmitted to the director and shall be given substantial weight by the director in making a decision.

Section 2. Section 2.16.040.E.5. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

5. Review and Recommendation by Planning Commission.

   a. In the case of a major site plan and design review application, the planning commission shall review the application prior to the review and final decision by the director.

   b. The purpose of the planning commission review and recommendation meeting is to review a proposed project for consistency with applicable design guidelines, BIMC Title 17, and the comprehensive plan.

   c. The planning commission shall consider the application at a public meeting where public comments will be taken. The planning commission shall recommend approval, approval with conditions or denial of an application. In making a recommendation, the planning commission shall consider the applicable decision criteria, all other applicable law, and the recommendation of the design review board. If the applicable criteria are not met, the planning commission shall recommend the proposal be modified or denied.

   d. The design review board's recommendation shall hold substantial weight in the consideration of the application by the planning commission. Any

deviation from the recommendation shall be documented in their written findings of facts and conclusions.

e. The planning commission will forward its written findings of facts and conclusions, their determination of the project's consistency with the comprehensive plan, and their recommendation, including any conditions attached by the planning commission and design review board, to the staff planner. The planning commission's written findings will be included in the staff report transmitted to the director. The planning commission's recommendation shall be given substantial weight by the director in making a decision.

f. A planning commission recommendation is not a final decision and therefore there is no appeal of the recommendation.

Section 3. Section 2.16.040.E.6. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

6. Review and Approval by Director.

   a. The director shall review the application materials, information provided by the health district and city engineer, staff report, any public comments received, the recommendations of the design review board and, in the case of major site plan and design review applications, the recommendations of the planning commission, and shall make a final decision based on:

      i. In the case of a minor site plan and design review application, the final decision on an application is made by the director based on (A) decision criteria in subsection F of this section, (B) the DRB recommendation, and (C) consideration of any public comments received.

      ii. In the case of a major site plan and design review application, the director will make the final decision based on (A) the decision criteria in subsection F of this section, (B) the recommendation of the planning commission, (C) the recommendation of the design review board, and (D) consideration of any public comments received. The design review board and planning commission's recommendation shall hold substantial weight in the consideration of the application by the director. Any deviation from that recommendation shall be documented in the director's report.

   b. The director shall make compliance with the recommendations of the design review board and/or planning commission a condition of approval, unless the director concludes that the recommendations:

      i. Reflect inconsistent application of design guidelines or any applicable provisions of this code;

ii. Exceed the authority of the design review board or planning commission;

iii. Conflict with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflict with requirements of local, state, or federal law.

c. The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation:

i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

ii. Exceeds the authority of the design review board or planning commission;

iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflicts with requirements of local, state, or federal law.

Section 4. Section 2.16.040.F. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

F. Decision Criteria. The director and planning commission shall base their respective recommendations or decisions on site plan and design review applications on the following criteria:

1. The site plan and design is consistent with all applicable provisions of the BIMC, design guidelines, the Comprehensive Plan, and applicable subarea and master plans; and

2. The locations of the buildings and structures, open spaces, and landscaping result in a context-sensitive design; and

3. The Kitsap public health district has determined that the site plan and design meets the following decision criteria:

a. The proposal conforms to current standards regarding domestic water supply and sewage disposal; or if the proposal is not to be served by public sewers, then the lot has sufficient area and soil, topographic and drainage characteristics to permit an on-site sewage disposal system; and

b. If the health district recommends approval of the application with respect to those items in subsection F.3.a of this section, the health district shall so advise the director; and

c. If the health district recommends disapproval of the application, it shall provide a written explanation to the director; and

4. The streets and nonmotorized facilities, as proposed, are adequate to accommodate anticipated traffic; and

5. The city engineer has determined that the site plan and design meets the following decision criteria:

   a. The site plan and design conforms to regulations concerning drainage in Chapters 15.20 and 15.21 BIMC; and

   b. The site plan and design will not cause an undue burden on the drainage basin or water quality and will not unreasonably interfere with the use of properties downstream; and

   c. The streets, nonmotorized facilities, locations of the buildings, structures, and vehicular circulation systems as proposed align with and are otherwise coordinated with streets and nonmotorized facilities serving adjacent properties and are adequate, safe, efficient and consistent with the Island-Wide Transportation Plan; and

   d. If a traffic study shows that the proposed development will have an adverse impact on traffic, including nonmotorized traffic, the impact shall be mitigated as required by the city engineer; and

   e. If the site will rely on public water or sewer services, there is capacity in the water or sewer system (as applicable) to serve the site, and the required service(s) can be made available at the site; and

   f. The site plan and design conforms to the "City of Bainbridge Island Engineering Design and Construction Standards and Specifications," unless the city engineer has approved a deviation from the standards; and

~~6. The site plan and design is consistent with applicable design guidelines in BIMC Title 18; and~~

6 ~~7~~. No harmful or unhealthful conditions are likely to result from the proposed site plan; and

~~8. The site plan and design is consistent with the comprehensive plan and other applicable adopted community plans; and~~

7 ~~9~~. If the subject property contains a critical area or buffer, as defined in Chapter 16.20 BIMC, the site plan and design review permit conforms to all requirements of that chapter; and

8 ~~10~~. If the subject property is within the shoreline jurisdiction, as defined in Chapter 16.12 BIMC, the site plan and design review permit conforms to all requirements of that chapter; and

9 ~~11~~. If the applicant is providing privately owned open space and is requesting credit against dedications for park and recreation facilities required by BIMC 17.20.020.C, the requirements of BIMC 17.20.020.D have been met;

10 ~~12~~. The Bainbridge Island fire department has reviewed the application and determined that the site plan has been properly designed to ensure fire protection; and

11 ~~13~~. The site plan and design has been prepared consistent with the purpose and review procedures of this chapter.

Section 5. Section 2.16.110.E.4. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

4. Review by Director.

   a. The director shall review the application materials, staff report, and the recommendations of the planning commission and shall prepare a report to the hearing examiner recommending approval, approval with conditions, or disapproval of the application.

   b. The planning commission's recommendation shall hold substantial weight in the consideration of the application by the director. Any deviation from that recommendation shall be documented in the director's report.

   c. The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation:

      i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

      ii. Exceeds the authority of the design review board or planning commission;

      iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

      iv. Conflicts with requirements of local, state, or federal law.

Section 6. Section 2.16.110.E.5 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

5. Review and Public Hearing with Hearing Examiner.

a. The hearing examiner shall consider the application materials and the director's recommendation at a public hearing following the procedures of BIMC 2.16.100.C and applicable provisions of BIMC 2.16.020.

b. The hearing examiner shall make compliance with the recommendations of the planning commission a condition of approval, unless the hearing examiner concludes that the recommendations:

i. Reflect inconsistent application of design guidelines or any applicable provisions of this code;

ii. Exceed the authority of the design review board or planning commission;

iii. Conflict with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflict with requirements of local, state, or federal law.

c. The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation:

i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

ii. Exceeds the authority of the design review board or planning commission;

iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflicts with requirements of local, state, or federal law.

d. The hearing examiner may approve, approve with conditions, deny, or remand an application.

Section 7. Section 2.16.125.E.7. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

7. Review and Public Hearing with Hearing Examiner.

a. The hearing examiner shall consider the application materials and the director's recommendation at a public hearing following the procedures of BIMC 2.16.100.C and applicable provisions of BIMC 2.16.020.

b. The hearing examiner shall make compliance with the recommendations of the planning commission a condition of approval, unless the hearing examiner concludes that the recommendations:

i. Reflect inconsistent application of design guidelines or any applicable provisions of this code;

ii Exceed the authority of the design review board or planning commission;

iii. Conflict with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflict with requirements of local, state, or federal law.

c. The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation:

i. Reflects inconsistent application of design guidelines, the Comprehensive Plan, or any applicable provisions of this code;

ii. Exceeds the authority of the design review board or planning commission;

iii. Conflicts with SEPA conditions or other regulatory requirements applicable to the project; or

iv. Conflicts with requirements of local, state, or federal law.

Section 8. Section 2.16.190.G.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

1. Preapplication Conference. Prior to submittal of a comprehensive plan amendment application, the applicant or applicant's representative shall attend a preapplication conference in accordance with the procedures of BIMC 2.16.020.I. City staff will notify the planning commission if preapplication conferences are scheduled and representatives from the planning commission may attend the preapplication meeting to provide early identification of potential comprehensive plan consistency issues. Interested persons ~~citizens~~ may attend the preapplication meeting.

Section 9. Table 18.09.020 of the Bainbridge Island Municipal Code is hereby amended as shown in Exhibit A.

Section 10. Section 18.09.030.D.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

D. Commercial Sales and Service.

1. ~~Hotel. In the ferry overlay district, hotels are permitted south of Winslow Way only.~~

Section 11. For clarity, Sections 9 and 10 of this Ordinance No. 2021-03 apply prospectively only based on the effective date of the ordinance. As relates to current projects to which this ordinance could potentially apply, this ordinance is applicable to development projects that do not have an approved land use permit with the City and which also have not purchased from the City or otherwise acquired development rights, including related to bonus floor area ratio, through an executed covenant, development agreement, or contract, prior to the effective date of this ordinance related to that same project.

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 from its passage and publication as required by law.

PASSED by the City Council this ____ day of _____, 2021.

APPROVED by the Mayor this ____ day of _____, 2021.

_____
Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

_____
Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK:	March 19, 2021
PASSED BY THE CITY COUNCIL:	_____, 2021
PUBLISHED:	_____, 2021
EFFECTIVE DATE:	_____, 2021
ORDINANCE NUMBER:	2021-03

Table 18.09.020 Use Table

"P" = Permitted Use	"A" = Accessory Use	Additional use restrictions for Chapters 16.12 and 16.20 BIMC may apply to shoreline or critical area properties
"C" = Conditional Use	"CA" = Conditional Accessory Use	
Blank = Prohibited Use	"T" = Temporary Use	

ZONING DISTRICT / USE CATEGORY/TYPE	R-0.4	R-1	R-2	R-2.9	R-3.5	R-4.3	R-5	R-6	R-8	R-14	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I	Use-Specific Standards BIMC 18.09.030
											CC	MA	EA	Gate	Ferry [1]					
COMMERCIAL SALES AND SERVICE Note: Commercial Sales and Service uses may be subject to additional requirements in BIMC 16.12.040.D, Commercial Development.																				
Accommodation																				
Bed and Breakfast (3+ bedrooms)	C	C	C	C	C	C	C	C	C	C	P	P	P	P	P	P	P			
Inn											P	P	P	P	P	P	P			
Hotel											~~C~~			~~C~~	~~C~~	P				~~D-1~~

CITY OF
BAINBRIDGE ISLAND

PLANNING COMMISSION
RECORDED MOTION

Planning Commission Meeting Date:	**December 10, 2020**
Ordinance:	**Ordinance 2020-40 - Joint City Council/Planning Commission Land Use Subcommittee Phase I "Triage" Code Changes**
Decision Maker:	**City Council**

Planning Commission Role and Responsibility: Pursuant to BIMC 2.16.180, Planning commission review and recommendation is required for amendments to BIMC Chapter 2.16, and BIMC Titles 16, 17, and 18, area-wide rezones initiated by the city, or area-wide rezones associated with a privately initiated amendment to the comprehensive plan.

Planning Commission Action:

1. In making a recommendation, the planning commission shall consider applicable decision criteria of this chapter, all applicable law, the comprehensive plan, public comment, and any necessary documents and approvals.
2. The planning commission shall issue a written recommendation that contains (a) a statement recommending that the proposed amendment be approved, approved as amended, or denied, and (b) a statement of facts upon which the recommendation is based and the conclusions derived from those facts.
3. The planning commission's written recommendation and other documents upon which its decision is based shall be immediately transmitted to the city council and department director.

Findings of Fact and Reasons for Action

Most of the code changes proposed by Ordinance 2020-40 fall into 3 categories:

1. Clarifies that the Planning Director and Hearing Examiner should give substantial weight to Planning Commission recommendations on land use permits, including recommendations of denial.
2. Prohibits new hotels in the Central Core, Gateway and Ferry Terminal zoning districts.
3. Increases the duration of required affordability for designated affordable housing from 30 years to 50 years for rentals and 99 years for homeownership.

The intent of the proposed changes to the weight given to Planning Commission recommendations is to:

- Provide clarity to the decision maker with respect to the treatment of a Planning Commission denial and whether a decision can be remanded by the Hearing Examiner;
- Provide durations of affordability for rental and homeownership projects under Section 18.21.020.B; and
- Prohibit hotels in the referenced zoning districts while review of definition and use standards is completed to determine if and how hotels within these zoning districts are a use consistent with the comprehensive plan. (Table 18.09.020 and Definition 18.36.030.)

Recommendation:

The Planning Commission recommends the City Council:

__X__ Approve the ordinance.

_____ Approve the ordinance as amended.

CITY OF
BAINBRIDGE ISLAND

PLANNING COMMISSION
RECORDED MOTION

	Deny the ordinance.

Recorded motion on December 10, 2020:

I will move to recommend that this Ordinance draft be sent forward to the City Council and prepared for their deliberation and decision.
Quitslund/McCormick Osmond

Planning Commission Record of Vote:

Commissioner	Support	Oppose	Absent	Abstain
Chester	X			
McCormick Osmond	X			
Quitslund	X			
Macchio	X			
Paar	X			
Blossom	X			
Mathews	X			
Total	**7**			

CITY OF BAINBRIDGE ISLAND PLANNING COMMISSION

Chair

Date: 12/16/20

Jane Rasely

Administrative Specialist, Planning and Community Development

Date: 12/16/20

City Council/Planning Commission Joint Subcommittee on Land Use
Recommended Short-Term Land Use Code Revisions Confirmed by City Council on October 13, 2020

Item	Code Reference	Joint City Council/Planning Commission Recommendation	10/29/20 Planning Commission Workplan Discussion & Staff Notes
****Note: If specific new/revised language is being proposed, <u>it is underlined</u>.**			
ISSUE		**Revisions to Chapter 2.16 regarding Land Use Review Process**	
GOAL		**Provide comprehensive early review of proposed projects to identify potential Comprehensive Plan consistency issues and provide clarity to role of PC in review and weight given to PC recommendations by decisionmakers**	
RATIONALE		**The intent of these proposed changes to the review process is to alert project applicants at an early stage of project development to the potential for Comprehensive Plan consistency issues, thereby reducing the amount of time and money spent on proposed project elements that may have Comp Plan issues/problems. The intent of proposed changes to the weight given to PC recommendations is to provide clarity to the decisionmaker with respect to those recommendations, including a recommendation of denial.**	
1	2.16.020.I.5	Preapplication Procedure – Revise the two-step preapplication process for projects where DRB review and a preliminary application conference are required to make the first step a joint meeting with the DRB and PC to discuss design concept and comprehensive plan consistency, with the second step to be a preapplication conference.	Planning Commission will meet with the Design Review Board (full DRB or representatives) to review and discuss proposed changes to the early phases of development review. DRB and PC will confirm what code changes are necessary to achieve more effective feedback and participation by the right land use body at the right time during the early phase of development review, with a goal of reducing the total number of early meetings that an applicant needs to attend. These changes will be combined into a 2nd "Triage" ordinance once the DRB and PC are done with their review/discussion.
2	2.16.020.I.6	Preapplication Procedure – move public participation meeting (PPM) for long subdivision, major site plan and design review permits and major conditional use permits to follow the preapplication conference. *Background: PPM happens after first conceptual design meeting with DRB; trying to cut down number of times applicant has to go back to advisory body/meeting; want PPM to be as meaningful as possible; project can change significantly after PPM with the current review procedure*	

Item	Code Reference	Joint City Council/Planning Commission Recommendation	10/29/20 Planning Commission Workplan Discussion & Staff Notes
****Note: If specific new/revised language is being proposed, it is underlined.**			
3	2.16.020.S	Remove or revise Housing Design Demonstration Projects section to conform with revisions to the HDDP program	No Code Change Needed. Staff clarification at meeting that HDDP program relies on underlying land use permits (e.g. Site Plan and Design Review or Preliminary Subdivision ,see BIMC 2.16.020.S.3).
4	2.16.030	Revise Administrative Review section to conform with proposed changes to order of meetings re DRB/PC/Staff and Preapplication conference	For 2nd "Triage" ordinance, see #1 and #2 above
5	2.16.030.D.3	Administrative Review decision procedures – PC recommendation – revise last sentence (underlined below) to state "The planning commission's written recommendation and other documents upon which its decision is based shall be immediately transmitted to the director and shall be given substantial weight by the director in making a decision."	Consider for 1st Triage Ordinance
6	2.16.040.D	Site plan and design review – Review Procedures – Proposal stage. Make changes consistent with earlier suggestions for joint DRB/PC initial meeting and PC participation in Preapplication Conference.	For 2nd "Triage" ordinance, see #1 and #2 above
7	2.16.040.E.5.e	Review procedures – application stage. Review and Recommendation by PC – add "The planning commission's recommendation shall be given substantial weight by the director in making a decision."	Consider for 1st Triage Ordinance
8	2.16.040.E.6	Review and Approval by the Director – add the following subsection c.: "The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law." *Background: This proposed new language is same as existing code language for approval/approval with conditions; this adds same standard for denial.*	Consider for 1st Triage Ordinance

Item	Code Reference	Joint City Council/Planning Commission Recommendation	10/29/20 Planning Commission Workplan Discussion & Staff Notes
****Note: If specific new/revised language is being proposed, it is underlined.**			
9	2.16.040.F.1	Decision Criteria – revise to read as follows: "The site plan and design is consistent with all applicable provisions of the BIMC, design guidelines, the Comprehensive Plan and applicable subarea and master plans." *Background: Want to verify that we can require consistency with Comprehensive Plan, subarea plans, and master plans when there is not a specific provision in municipal code. Is this proposed language the correct way to do it? Need clarity/legal opinion.*	Consider for 1st Triage Ordinance. In adding reference to the design guidelines, comprehensive plan and other applicable plans to section F.1, the same reference to consisitency for design guidelines (section F.6) and comp plan/other plans (section F.8) can be deleted.
10	2.16.110.D, E	Major Conditional Use Permit Review Procedures – revise to conform with proposed changes to order of meetings re DRB/PC/Staff and preapplication conference, substantial weight to be given to PC recommendation by Director. Add: "The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law."	Consider for 1st Triage Ordinance; additional legal review necessary. Section D or E may have to be updated again in 2nd round.
11	2.16.110.E.5	Review and public hearing with Hearing Examiner: Add: "The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law."	Consider for 1st Triage Ordinance, additional legal review necessary

Item	Code Reference	Joint City Council/Planning Commission Recommendation	10/29/20 Planning Commission Workplan Discussion & Staff Notes
****Note: If specific new/revised language is being proposed, <u>it is underlined</u>.**			
12	2.16.125.D, E	Preliminary long subdivisions – Review Procedures – revise to conform with proposed changes to order of meetings re DRB/PC/Staff and preapplication conference, substantial weight to be given to PC recommendation by Director. Add: "<u>The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law.</u>"	Consider for 1st Triage Ordinance, additional legal review necessary. Section D or E may have to be updated again in 2nd round.
13	2.16.140.C	Site specific rezones – no PC or DRB review or recommendation currently required. NOTE: 10/13 City Council Meeting Recommended NOT moving this forward.	Do not move forward at this time.
14	2.16.190.G, H	Legislative comprehensive plan amendments – review process and decision criteria – revise to add PC to preapplication conference to provide early identification of potential Comp Plan consistency issues; review decision criteria for additions/revisions	Consider for 1st Triage Ordinance PC to Review Decision Criteria on 11/12
ISSUE		**Hearing Examiner rules do not specify when the HEX is required or authorized to remand a decision**	
GOAL		**Clarify Hearing Examiner remand**	
RATIONALE		**The Hearing Examiner rules need clarification on remand**	
15	2.14.030	Add language specifying when HEX is required or authorized to remand a decision.	Consider for 1st Triage Ordinance, Pending additional legal review necessary.
ISSUE		**Hotels of any size are allowed by conditional use permit in the Central Core, Gateway, and Ferry Terminal zoning districts**	
GOAL		**Prohibit hotels in Central Core, Gateway, and Ferry Terminal zoning districts**	

Item	Code Reference	Joint City Council/Planning Commission Recommendation	10/29/20 Planning Commission Workplan Discussion & Staff Notes
****Note: If specific new/revised language is being proposed, <u>it is underlined</u>.**			
RATIONALE		**As currently defined, hotels in these districts are not consistent with the Comprehensive Plan**	
16	Table 18.09.020 Definition 18.36.030	In the short-term, hotels should be prohibited in these zoning districts while review of definition and use-specific standards is completed to determine if/how hotels within these zoning districts is a use consistent with the Comprehensive Plan.	Consider for 1st Triage Ordinance
ISSUE		**No minimum duration of affordability for home ownership units specified; ownership affordable housing available as affordable only once, then can be sold at market rate**	
GOAL		**Create long-term affordable housing for home ownership units in perpetuity (or 99 years?)**	
RATIONALE		**Period of affordability needed to justify the added density**	
17	18.21.020.B.2	Revise code language to specify duration of affordability for home ownership units. Ensure consistency with BIMC 18.12 cross-references. *Background: This is a stop-gap until broader AH program completed and specific questions answered, such as: What is mechanism to allow for some value capture/return on investment at sale for owner? Look into HRB Ferncliff Village – CLT model. Do we need to recommend the CLT model? Or create mechanism within City?* *Example: See BIMC 2.16.020.S.4.a.iii (HDDP program) -- Designated affordable housing shall remain affordable for 99 years from the time of final inspection on the affordable unit. The applicant shall record covenants that demonstrate how the unit will remain affordable and be managed for 99 years.*	Consider for 1st Triage Ordinance

Item	Code Reference	Joint City Council/Planning Commission Recommendation	10/29/20 Planning Commission Workplan Discussion & Staff Notes
****Note: If specific new/revised language is being proposed, <u>it is underlined</u>.**			
18	18.21.020.B	Existing code: Rental Units. Affordable rental housing units created as a result of the provisions of this chapter shall remain affordable for a period of 30 years from the time of first occupancy and shall be secured by recorded agreement and covenant running with the land, binding all the assigns, heirs and successors of the applicant. Should the current code for rental units be changed from 30 to 50 years to be consistent with state law? Need legal review of duration of affordability for rental units to ensure consistency with RCW 36.70A.540 (minimum 50 year affordability required; does this apply?)	Consider for 1st Triage Ordinance.

CITY OF
BAINBRIDGE ISLAND

City council and planning commission joint land use sub-committee

Memorandum

Date: October 13, 2020

To: City Council

From: City Council and Planning Commission Joint Land Use Subcommittee

Subject: Initial Recommendations for Land Use Code Revisions

I. Introduction

This memorandum presents the joint land use subcommittee's recommendations on priorities for land use code revisions and requests that the City Council forward them to the Planning Commission for immediate legislative work. The recommendations are grouped into three focus areas: miscellaneous code revisions, major projects decision criteria, and adoption of a multi-family tax exemption program. Additional detail about these recommendations and the joint land use subcommittee's work in general is provided below.

II. Background

On June 22, 2020, the City Council formed a City Council and Planning Commission joint land use subcommittee (subcommittee) consisting of Councilmembers Carr, Hytopoulos, and Pollock. The Planning Commission selected commissioners Bill Chester, Kim McCormick-Osmond and Lisa Macchio to serve on the subcommittee. The City Council directed the subcommittee to "provide recommendations to the Council on a process to clarify an approach for affordable housing initiatives as well as to develop a process and list for undertaking work on priorities for land use code revisions."

The subcommittee meets twice monthly on Mondays from noon – 2 pm via Zoom. The subcommittee first met on August 3, 2020 and has met a total of five times.

In general, the subcommittee is approaching its work in two phases:

- Short-term revisions to the land use code: This work addresses the City Council's direction to provide a "process and list for undertaking work on priorities for land use code revisions." These

are items almost all of which have been previously identified by City Council members and/or the Planning Commission as specific provisions of the land use code that are urgent, and that can be addressed relatively quickly. Many of these items have been discussed at one or more Planning Commission (and/or Design Review Board) meetings as a result of their role in major project review, including conditional use permits (CUPs).

- Long-term approach to revisions to the land use code, in particular affordable housing initiatives and associated policy and regulatory tools: This work addresses the City Council's direction to "provide recommendations to the Council on a process to clarify an approach for affordable housing initiatives." The "approach for affordable housing initiatives" is understood to include a broad suite of policy and regulatory tools associated with affordable housing initiatives, including inclusionary zoning, MFTE program, floor area ratio (FAR), TDR program, agricultural resource lands (ARL) designation, and Winslow Master Plan.

This memorandum provides an overview of the subcommittee's recommendations for short-term revisions to the land use code.

III. Overview of Short-Term Recommendations for Land Use Code Revisions

This work responds to the Council's direction to provide a list of priorities for land use code revisions. The subcommittee's recommendations fall into three categories:

1. *Miscellaneous code revisions*

The subcommittee is recommending a number of revisions to the municipal code that can be addressed relatively quickly. As noted above, most have been previously identified through the City's review of major projects. These proposed revisions are shown in Attachment A. The revisions focus on specific provisions of four subsections of the municipal code:

- Land use review procedures (weight of decisions; sequence of review) – BIMC 2.16
- Hearing Examiner rules (clarity of remand) – BIMC 2.14
- Permitted use table (hotel in certain zoning districts) – BIMC 18.09
- Affordable housing (duration of affordability) – BIMC 18.21

Proposed revisions to the municipal code are grouped by "issue." For each issue, the goal and rationale for the revision(s) is provided. In some cases, a brief background and/or example is included to provide additional context from the subcommittee's discussion. Each issue has one or more specific code sections proposed for revision.

2. *Major projects decision criteria*

During discussions on these short-term items, the subcommittee identified two additional items to be addressed: decision criteria for major conditional use permits and preliminary long subdivisions (BIMC 2.16.110.F and BIMC 2.16.125.F, respectively). The subcommittee considers these items to be urgent but recognizes that they make take longer to address. While decision criteria for major projects were revised relatively recently, recent project review by the Planning Commission has demonstrated that they warrant further review, clarification, and potential additions.

3. Multi Family Tax Exemption Program

The subcommittee recommends that the City Council adopt a 12-year multi-family tax exemption (MFTE) program. This was a recommendation of the Affordable Housing Task Force in 2018 and the Planning Commission in 2019. The subcommittee recognizes that a MFTE program may achieve more affordable units or "deeper" affordability when used in tandem with inclusionary zoning. That said, it is a stand-alone program that could produce affordable units on its own. Given the low complexity of adopting a MFTE program, there is little benefit to further delay.

IV. Next Steps

The subcommittee is requesting that the City Council forward the recommendations herein to the Planning Commission and to direct the Planning Commission to complete its piece of the required legislative work as follows:

1. Miscellaneous code revisions	December 31, 2020
2. Major projects decision criteria	January 31, 2021
3. MFTE program	December 31, 2020

The subcommittee anticipates that the process for this work will follow the typical legislative review process as articulated in BIMC 2.16.180 (Legislative review of land use regulations and area-wide rezones). This process includes review by the Planning Commission, including a public hearing. The Planning Commission's written recommendation on the proposed amendments will be forwarded to the City Council. The City Council has the option to hold a public hearing. The City Council may approve the revisions (through adoption of an ordinance) or return the matter to the subcommittee, City staff, or Planning Commission for further review.

Once these items are forwarded to the Planning Commission, the subcommittee will pivot to its second phase of work (Long-term approach to affordable housing initiatives and associated land use policy and regulatory tools).

Attachment A
City Council/Planning Commission Joint Subcommittee on Land Use
Recommended Short-Term Land Use Code Revisions – DRAFT for October 13, 2020 City Council Meeting

Item	Code Reference	Recommendation
****Note: If specific new/revised language is being proposed, <u>it is underlined</u>.**		
ISSUE		**Revisions to Chapter 2.16 regarding Land Use Review Process**
GOAL		**Provide comprehensive early review of proposed projects to identify potential Comprehensive Plan consistency issues and provide clarity to role of PC in review and weight given to PC recommendations by decisionmakers**
RATIONALE		**The intent of these proposed changes to the review process is to alert project applicants at an early stage of project development to the potential for Comprehensive Plan consistency issues, thereby reducing the amount of time and money spent on proposed project elements that may have Comp Plan issues/problems. The intent of proposed changes to the weight given to PC recommendations is to provide clarity to the decisionmaker with respect to those recommendations, including a recommendation of denial.**
1	2.16.020.I.5	Preapplication Procedure – Revise the two-step preapplication process for projects where DRB review and a preliminary application conference are required to make the first step a joint meeting with the DRB and PC to discuss design concept and comprehensive plan consistency, with the second step to be a preapplication conference.
2	2.16.020.I.6	Preapplication Procedure – move public participation meeting (PPM) for long subdivision, major site plan and design review permits and major conditional use permits to follow the preapplication conference. *Background: PPM happens after first conceptual design meeting with DRB; trying to cut down number of times applicant has to go back to advisory body/meeting; want PPM to be as meaningful as possible; project can change significantly after PPM with the current review procedure*
3	2.16.020.S	Remove or revise Housing Design Demonstration Projects section to conform with revisions to the HDDP program
4	2.16.030	Revise Administrative Review section to conform with proposed changes to order of meetings re DRB/PC/Staff and Preapplication conference
5	2.16.030.D.3	Administrative Review decision procedures – PC recommendation – revise last sentence (underlined below) to state “The planning commission’s written recommendation and other documents upon which its decision is

Item	Code Reference	Recommendation
****Note: If specific new/revised language is being proposed, it is underlined.**		
		based shall be immediately transmitted to the director and shall be given substantial weight by the director in making a decision."
6	2.16.040.D	Site plan and design review – Review Procedures – Proposal stage. Make changes consistent with earlier suggestions for joint DRB/PC initial meeting and PC participation in Preapplication Conference.
7	2.16.040.E.5.e	Review procedures – application stage. Review and Recommendation by PC – add "The planning commission's recommendation shall be given substantial weight by the director in making a decision."
8	2.16.040.E.6	Review and Approval by the Director – add the following subsection c.: "The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law." *Background: This proposed new language is same as existing code language for approval/approval with conditions; this adds same standard for denial.*
9	2.16.040.F.1	Decision Criteria – revise to read as follows: "The site plan and design is consistent with all applicable provisions of the BIMC, design guidelines, the Comprehensive Plan and applicable subarea and master plans." *Background: Want to verify that we can require consistency with Comprehensive Plan, subarea plans, and master plans when there is not a specific provision in municipal code. Is this proposed language the correct way to do it? Need clarity/legal opinion.*
10	2.16.110.D, E	Major Conditional Use Permit Review Procedures – revise to conform with proposed changes to order of meetings re DRB/PC/Staff and preapplication conference, substantial weight to be given to PC recommendation by Director. Add: "The director shall adopt a planning commission recommendation of denial of an application unless the director concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law."
11	2.16.110.E.5	Review and public hearing with Hearing Examiner: Add: "The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the

Item	Code Reference	Recommendation
****Note: If specific new/revised language is being proposed, it is underlined.**		
		recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law."
12	2.16.125.D, E	Preliminary long subdivisions – Review Procedures – revise to conform with proposed changes to order of meetings re DRB/PC/Staff and preapplication conference, substantial weight to be given to PC recommendation by Director. Add: "The hearing examiner shall adopt a planning commission recommendation of denial of an application unless the hearing examiner concludes that the recommendation: (i) reflects inconsistent application of design guidelines, the Comprehensive Plan or any applicable provisions of this code; (ii) exceeds the authority of the design review board or planning commission; (iii) conflicts with SEPA conditions or other regulatory requirements applicable to the project; or (iv) conflicts with requirements of local, state or federal law."
13	2.16.140.C	Site specific rezones – no PC or DRB review or recommendation currently required. (see item 13 above)
14	2.16.190.G, H	Legislative comprehensive plan amendments – review process and decision criteria – revise to add PC to preapplication conference to provide early identification of potential Comp Plan consistency issues; review decision criteria for additions/revisions
ISSUE		**Hearing Examiner rules do not specify when the HEX is required or authorized to remand a decision**
GOAL		**Clarify Hearing Examiner remand**
RATIONALE		**The Hearing Examiner rules need clarification on remand**
15	BIMC 2.14.030	Add language specifying when HEX is required or authorized to remand a decision.
ISSUE		**Hotels of any size are allowed by conditional use permit in the Central Core, Gateway, and Ferry Terminal zoning districts**
GOAL		**Prohibit hotels in Central Core, Gateway, and Ferry Terminal zoning districts**
RATIONALE		**As currently defined, hotels in these districts are not consistent with the Comprehensive Plan**
16	Table 18.09.020	In the short-term, hotels should be prohibited in these zoning districts while review of definition and use-specific standards is completed to determine if/how hotels within these zoning districts is a use consistent with the Comprehensive Plan.
	Definition	

Item	Code Reference	Recommendation
****Note: If specific new/revised language is being proposed, <u>it is underlined</u>.**		
	18.36.030	
ISSUE		**No minimum duration of affordability for home ownership units specified; ownership affordable housing available as affordable only once, then can be sold at market rate**
GOAL		**Create long-term affordable housing for home ownership units in perpetuity (or 99 years?)**
RATIONALE		**Period of affordability needed to justify the added density**
17	18.21.020.B.2	Revise code language to specify duration of affordability for home ownership units. Ensure consistency with BIMC 18.12 cross-references. *Background: This is a stop-gap until broader AH program completed and specific questions answered, such as: What is mechanism to allow for some value capture/return on investment at sale for owner? Look into HRB Ferncliff Village – CLT model. Do we need to recommend the CLT model? Or create mechanism within City?* *Example: See BIMC 2.16.020.S.4.a.iii (HDDP program) -- Designated affordable housing shall remain affordable for 99 years from the time of final inspection on the affordable unit. The applicant shall record covenants that demonstrate how the unit will remain affordable and be managed for 99 years.*
18	18.21.020.B	Existing code: Rental Units. Affordable rental housing units created as a result of the provisions of this chapter shall remain affordable for a period of 30 years from the time of first occupancy and shall be secured by recorded agreement and covenant running with the land, binding all the assigns, heirs and successors of the applicant. Should the current code for rental units be changed from 30 to 50 years to be consistent with state law? Need legal review of duration of affordability for rental units to ensure consistency with RCW 36.70A.540 (minimum 50 year affordability required; does this apply?)

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (7:35 PM) Schedule Public Hearing on Ordinance No. 2021-14, Extending Small Wireless Facilities Design Standards Interim Official Control - Executive,

SUMMARY:
The Small Wireless Facilities Design Standards Interim Official Control is set to expire on May 14, 2021. Although significant work has been done to complete the tasks on the work plan adopted for this interim control, there is remaining work to be completed, thereby necessitating an extension of the current interim regulations related to small wireless facilities.

Such an extension will allow time for the due diligence necessary to complete the proposed permanent regulations related to such facilities. The Planning Commission has made several recommendations related to regulations in place in Kitsap County, including regarding design standards, and City staff is engaged in ongoing research and analysis that will be provided to the Council as part of consideration of the proposed permanent regulations. In order to extend the interim control, a public hearing must be held. The extension, which would be effectuated by Ordinance No. 2021-14, would extend the interim regulations for six months, until November 14, 2021.

This agenda item is to schedule a public hearing on Ordinance No. 2021-14, which would extend the interim control for an additional six months.

AGENDA CATEGORY: Ordinance **PROPOSED BY:** Executive

RECOMMENDED MOTION:
I move to schedule a public hearing on Ordinance No. 2021-14 as part of the agenda for the April 27, 2021 Business Meeting.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

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

BACKGROUND: The Federal Communications Commission ("FCC") has adopted a Declaratory Ruling, Order, and Regulation ("FCC Order"), which imposes limitations on local municipalities including the City of

Bainbridge Island ("City") regarding processing and review of all permits associated with the deployment of small wireless facilities.

On May 14, 2019, in response to the FCC Order, the City Council approved Ordinance No. 2019-15, adopting an interim official control that created a new Chapter 18.10A, establishing interim small wireless facility design standards, amending Table 18.09.020, BIMC 18.09.030, and BIMC 18.10.010, and repealing and replacing Chapter 18.11 BIMC. The interim official control has since been extended via the adoption of Ordinance No. 2019-31 and Ordinance No. 2020-11.

On September 12, 2019, the Planning Commission began consideration of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15. The Planning Commission continued its discussion of permanent regulations to replace the interim official control during its October 24, 2019, December 12, 2019, January 23, 2020, May 28, 2020, June 11, 2020, June 25, 2020, July 23 2020, and August 13, 2020 meetings.

On August 13, 2020, the Planning Commission held a public hearing on proposed permanent regulations and made a recommendation to the City Council.

On October 27, 2020, the City Council enacted Ordinance No. 2020-22, which extended for six months the existing interim regulations that the City has in place related to small wireless facilities. That extension will expire on May 14, 2021 if it is not extended by the Council. City staff is recommending that those interim regulations be extended to allow additional time to complete the work described in the work plan that was adopted with Ordinance No. 2020-22. This agenda item is to schedule a public hearing on Ordinance No. 2021-14, which would extend the interim control for an additional six months.

Over the past several months, the City has been engaged in additional research and analysis related to the recommendations made by the Planning Commission via proposed Ordinance No. 2021-05 (formerly Ordinance No. 2020-04), which is the ordinance that would adopt permanent regulations to replace the interim control. In relevant part, the Planning Commission made recommendations that are based on regulations in place in Kitsap County. City staff is conducting due diligence regarding those recommendations and the related Kitsap County regulations because there are differences between what the Planning Commission recommended and what was recommended by an expert consultant the City engaged with to assist in the effort of drafting the regulations at issue. The due diligence that City staff members are working through is not yet complete so an extension of the interim control is necessary to allow time to complete that work.

Included with this agenda item is the most recent ordinance that extended the interim control, Ordinance No. 2020-22. That ordinance includes additional information related to work that has been done by the City Council, Planning Commission, and City staff related to updating the small wireless facilities regulations at issue.

Based on the status of the work on this matter that is ongoing, at the Council meeting on April 6, 2021, City staff recommended that the Council on April 13, 2021, schedule a public hearing on an ordinance to extend the interim control for an additional six months, and on April 27, 2021 the Council would conduct the public hearing and consider that ordinance. Staff recommended that the ordinance be adopted to allow for an extension of six months of the interim regulations so that City staff can work with the Council on completing the work plan

related to the interim regulations, including related to what is being recommended by the Planning Commission. The Council passed a motion adopting that recommended schedule, and this agenda item is to schedule the public hearing on Ordinance No. 2021-14.

If approved, Ordinance No. 2021-14 would extend the interim official control until November 14, 2021, unless terminated earlier by the City Council. Extension of the interim official control is recommended as above described to allow time to complete the remaining work on the work plan that has been adopted for this interim control, which includes ensuring that the City has a procedure in place that conforms with the requirements of the FCC Order while the City Council considers the adoption of permanent regulations.

ATTACHMENTS:

Ordinance No. 2021-14 Extending Interim Control - Small Wireless Facilities

ORD NO. 2020-22 EXTENDING INTERIM OFFICIAL CONTROL SWFS FOR 10-13-2020

FISCAL DETAILS:

Fund Name(s):

Coding:

PUBLIC HEARING DRAFT

ORDINANCE NO. 2021-14

AN ORDINANCE of the City of Bainbridge Island, Washington, concerning wireless communication facilities; leaving the effective date of the interim official control adopted by Ordinance No. 2019-15 unchanged; adopting an updated work plan; and extending the duration of the interim official control adopted by Ordinance No. 2019-15, and previously extended by Ordinance Nos. 2019-31, 2020-11, and 2020-22, for an additional six-month period to November 14, 2021.

WHEREAS, the Federal Communications Commission ("FCC") adopted a Declaratory Ruling, Order, and Regulation ("FCC Order"), which imposed limitations on local municipalities, including the City of Bainbridge Island ("City"), regarding processing and review of all permits associated with the deployment of small wireless facilities; and

WHEREAS, the City Council found that the existence of the federal regulations required the immediate enactment of administrative procedures and processes which comply with the FCC Order; and

WHEREAS, on May 14, 2019, in response to the FCC Order, the City Council approved Ordinance No. 2019-15, adopting an interim official control that created a new Chapter 18.10A, establishing interim small wireless facility design standards, amended Table 18.09.020, BIMC 18.09.030, and BIMC 18.10.010, and repealed and replaced Chapter 18.11 BIMC; and

WHEREAS, the interim official control adopted by Ordinance No. 2019-15 was established for a six (6) month period, which the City Council found to be necessary for the immediate preservation of the public peace, health, and safety; and

WHEREAS, contemporaneous with the consideration of Ordinance No. 2019-15, the City Council enacted amendments to its existing master permit code provisions, Chapter 19.02 BIMC, and adopted a new Chapter 19.10 BIMC in order to provide a clear permitting procedure for the deployment of small wireless facilities; and

WHEREAS, on June 11, 2019, the City Council held a public hearing on Ordinance No. 2019-15 to receive public comment on the interim official control; and

WHEREAS, the adoption of aesthetic standards for deployment of small wireless facilities and utilization of a concurrent process emphasizing administrative review enables compliance with the federal presumptively reasonable time limits for review of proposed deployments of small wireless facilities; and

WHEREAS, the City was required to enact administrative procedures and process to comply with the new presumptive federal safe harbors on or before January 14, 2019; and

WHEREAS, separately, federal law and regulation sets time limits on the processing of applications for eligible facility requests to expand existing structures which do not substantially change the height or profile of the structures used to collocate wireless communications facilities, and which regulations will replace Chapter 18.11 BIMC; and

WHEREAS, on August 13, 2019, the City Council directed the Planning Commission to begin work on permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15; and

WHEREAS, on September 12, 2019, the Planning Commission began consideration of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15; and

WHEREAS, on October 8, 2019, the City Council set a public hearing on Ordinance No. 2019-31 for the October 22, 2019 Council Meeting to extend the interim official control adopted by Ordinance No. 2019-15 for six months; and

WHEREAS, on October 22, 2019, the City Council held a public hearing on Ordinance No. 2019-31; and

WHEREAS, on October 22, 2019, following the public hearing, the City Council adopted Ordinance No. 2019-31, extending the interim official control until May 14, 2020; and

WHEREAS, the Planning Commission continued its discussion of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15 during its October 24, 2019, December 12, 2019, and January 23, 2020 meetings; and

WHEREAS, on February 29, 2020, Governor Jay Inslee declared a state of emergency in response to cases of COVID-19 in Washington State; and

WHEREAS, on March 9, 2020, the City Manager issued a Proclamation of Emergency due to the COVID-19 public health emergency; and

WHEREAS, on March 10, 2020, the City Council adopted Resolution No. 2020-06, affirming the Proclamation of Emergency issued by the City Manager; and

WHEREAS, the COVID-19 public health emergency has had and continues to have significant impact on City operations; and

WHEREAS, due to the COVID-19 public health emergency, the City Council found that an additional six-month extension of the interim official control adopted by Ordinance No. 2019-15 would be necessary given that the emergency posed by the spread of COVID-19 forced the cancellation of meetings of both the City Council and the Planning Commission; and

WHEREAS, on April 14, 2020, the City Council set a public hearing on Ordinance No. 2020-11 for the April 28, 2020 Council Meeting to extend the interim official control adopted by

Ordinance No. 2019-15, and initially extended by Ordinance No. 2019-31, for an additional six months; and

WHEREAS, on April 28, 2020, the City Council held a public hearing on Ordinance No. 2020-11; and

WHEREAS, on April 28, 2020, following the public hearing, the City Council adopted Ordinance No. 2020-11, extending the interim official control until November 14, 2020; and

WHEREAS, the Planning Commission continued its discussion of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15 during its May 28, 2020, June 11, 2020, June 25, 2020, July 23, 2020, and August 13, 2020 meetings; and

WHEREAS, on August 13, 2020, the Planning Commission held a public hearing on Ordinance No. 2020-04, an ordinance containing permanent small wireless facility design standards; and

WHEREAS, on August 13, 2020, following the close of the public hearing, the Planning Commission forwarded Ordinance No. 2020-04 for City Council consideration with a recommendation proposing several additional changes; and

WHEREAS, relatedly, on August 12, 2020, a three-judge panel of the U.S. Court of Appeals for the Ninth Circuit entered a decision on five consolidated cases challenging the FCC Order preempting many aspects of local government regulation of small wireless facilities; and

WHEREAS, based on that court decision, the City needed additional time to analyze the potential impacts of the Ninth Circuit's decision as relates to the Planning Commission's recommendation and proposed Ordinance No. 2020-04; and

WHEREAS, on October 27, 2020, following a public hearing, the City Council adopted Ordinance No. 2020-22, further extending the interim control until May 14, 2021; and

WHEREAS, as part of that ordinance, the City Council found that an additional six-month extension of the interim control adopted by Ordinance No. 2019-15 was necessary to allow the Council time to develop, vet, and process permanent regulations to replace the interim control and to solicit additional public comment from residents regarding design, concealment, and other aesthetic standards within the longer timeframe permitted by an extension of the interim control; and

WHEREAS, over the past several months, the City has been engaged in additional research and analysis related to the recommendations made by the Planning Commission via proposed Ordinance No. 2021-05 (formerly Ordinance No. 2020-04); and

WHEREAS, in relevant part, the Planning Commission made recommendations that are based on regulations in place in Kitsap County, and City staff is conducting due diligence regarding those recommendations and the related Kitsap County regulations, and that due

diligence is not yet complete so an extension of the interim control is necessary to allow time to complete that work; and

WHEREAS, an extension of the interim regulations is necessary so that City staff can work with the City Council on completing the work plan related to the interim regulations, including related to what is being recommended by the Planning Commission; and

WHEREAS, on April 13, 2021, the City Council set a public hearing on this Ordinance No. 2021-14 for the April 27, 2021 Council meeting to extend the interim official control adopted by Ordinance No. 2019-15, and extended by Ordinance Nos. 2019-31, 2020-11, and 2020-22, for an additional six months; and

WHEREAS, on April 27, 2021, the City Council held a public hearing on this Ordinance No. 2021-14; and

WHEREAS, the City is authorized by state law, including RCW 36.70A.390, to expeditiously adopt interim official control ordinances due to a public emergency for the protection of the public peace, safety, or health while permanent regulations are developed, vetted, and processed through the City's standard legislative procedures; and

WHEREAS, the City Council finds that the adoption of the interim official control adopted by Ordinance No. 2019-15 allowed the City to put in place standards to come into compliance with the FCC Order, while providing a meaningful opportunity for Bainbridge Island residents to provide input regarding design, concealment, and other aesthetic standards within the longer timeframe permitted by use of an interim official control ordinance; and

WHEREAS, the City Council finds that an additional six-month extension of the interim official control adopted by Ordinance No. 2019-15 is necessary to allow the Council time to further develop, vet, and process permanent regulations to replace the interim official control and to solicit additional public comment from residents regarding design, concealment, and other aesthetic standards within the longer timeframe permitted by an extension of the interim official control; and

WHEREAS, the interim official control promotes the public good and is necessary for the protection of public health, property, safety, and welfare, and the public emergency on which the interim official control was imposed continues to exist and this ordinance does not change the basis for the that declaration of emergency nor the effective date of the interim official control, which is May 14, 2019.

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

Section 1. Purpose. The purpose of this ordinance is to extend the interim official control adopted by Ordinance No. 2019-15 for an additional six-month period, unless terminated earlier by the City Council, and to adopt an updated work plan for the adoption of permanent regulations.

Section 2. Findings of Fact. The recitals set forth above are hereby adopted as additional and supplemental findings of fact to the City Council's initial findings of fact in support of the interim official control, as initially established by Ordinance No. 2019-15.

Section 3. Duration of Interim Official Control Extended. The interim official control is hereby amended, as also stated in Section 6 below, to extend the duration of the interim official control until November 14, 2021, six months beyond the current expiration date set by Ordinance No. 2020-22 which, without this extension, would be May 14, 2021.

Section 4. Interim Official Control Work Plan and Hearing. As provided for under RCW 35A.63.220 and RCW 36.70A.390, the City Council may at its sole discretion renew an interim official control for one or more six-month periods if a work plan has been developed, a public hearing has been held, and findings of fact have been made. The City Council is hereby extending the interim official control as described herein based on the work plan that has been developed and is attached and incorporated herein as **Exhibit A** to this ordinance, the public hearing that was held related to this ordinance, and the findings of fact related to this interim official control that have been made in this ordinance, Ordinance No. 2021-14, as well as in related Ordinance Nos. 2020-22, 2020-11, 2019-31, and 2019-15.

Section 5. 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 6. No Change to Basis for Declaration of Emergency or Effective Date; Extension of Duration. This ordinance shall take effect and be in force five days from and after its passage and publication as required by law. Provided, that this ordinance is not intended to change the basis of the emergency declaration stated in Ordinance No. 2019-15, which preceded this ordinance. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration were included in the "Whereas" clauses in Ordinance Nos. 2019-15, 2019-31, 2020-11, and 2020-22, as well as in this Ordinance No. 2021-14, and those "Whereas" clauses are adopted as findings of fact. This ordinance amending the interim official control shall extend the duration of the interim official control for an additional six-month period, until November 14, 2021, unless terminated earlier by the City Council. This ordinance does not change the effective date of the interim official control, which is May 14, 2019. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED by the City Council this ____ day of _____, 2021.

APPROVED by the Mayor this ____ day of _____, 2021.

_____
Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

_____
Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK:	April 9, 2021
PASSED BY THE CITY COUNCIL:	_____, 2021
PUBLISHED:	_____, 2021
EFFECTIVE DATE:	_____, 2021
ORDINANCE NUMBER:	2021-14

Attachment: Exhibit A

EXHIBIT A

WORK PLAN FOR PERMANENT REGULATIONS GOVERNING THE DEPLOYMENT OF SMALL WIRELESS FACILITIES (April 27, 2021)

The City has developed and is proceeding based on the amended and updated work plan described below to adopt permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15.

May 2021 through June 2021

- Continue gathering information and conducting due diligence related to the small wireless facility regulations being implemented by Kitsap County, and potentially other jurisdictions, as those regulations relate to the recommendations made by the Planning Commission and what is required by state and federal law.

July through August 2021

- Consideration by the City Council of any revisions made to the proposed ordinance that will implement the proposed permanent regulations, which are stated in proposed Ordinance No. 2021-05 (formerly Ordinance No. 2020-04).
- If significant changes were made to Ordinance No. 2021-05, the City Council may set a second public hearing on that ordinance to receive additional public comment.
- Consideration by the City Council of adoption of Ordinance No. 2021-05.

ORDINANCE NO. 2020-22

AN ORDINANCE of the City of Bainbridge Island, Washington, concerning wireless communications facilities; leaving the effective date of the interim official control adopted by Ordinance No. 2019-15 unchanged; adopting a work plan; and extending the duration of the interim official control adopted by Ordinance No. 2019-15, and previously extended by Ordinance No. 2019-31 and Ordinance No. 2020-11, for an additional six-month period.

WHEREAS, the Federal Communications Commission ("FCC") adopted a Declaratory Ruling, Order, and Regulation ("FCC Order"), which imposed limitations on local municipalities, including the City of Bainbridge Island ("City"), regarding processing and review of all permits associated with the deployment of small wireless facilities; and

WHEREAS, the City Council finds that the existence of the federal regulations requires the immediate enactment of administrative procedures and processes which comply with the FCC Order; and

WHEREAS, on May 14, 2019, in response to the FCC Order, the City Council approved Ordinance No. 2019-15, adopting an interim official control that created a new Chapter 18.10A, establishing interim small wireless facility design standards, amended Table 18.09.020, BIMC 18.09.030, and BIMC 18.10.010, and repealed and replaced Chapter 18.11 BIMC; and

WHEREAS, the interim official control adopted by Ordinance No. 2019-15 was established for a six (6) month period, which the Council found to be necessary for the immediate preservation of the public peace, health, and safety; and

WHEREAS, contemporaneous with the consideration of Ordinance No. 2019-15, the City Council enacted amendments to its existing master permit code provisions, Chapter 19.02 BIMC, and adopted a new Chapter 19.10 BIMC in order to provide a clear permitting procedure for the deployment of small wireless facilities; and

WHEREAS, on June 11, 2019, the City Council held a public hearing on Ordinance No. 2019-15 to receive public comment on the interim official control; and

WHEREAS, the adoption of aesthetic standards for deployment of small wireless facilities and utilization of a concurrent process emphasizing administrative review enables compliance with the federal presumptively reasonable time limits for review of proposed deployments of small wireless facilities; and

WHEREAS, the City was required to enact administrative procedures and process to comply with the new presumptive federal safe harbors on or before January 14, 2019; and

WHEREAS, separately, federal law and regulation sets time limits on the processing of applications for eligible facility requests to expand existing structures which do not substantially change the height or profile of the structures used to collocate wireless communications facilities, and which regulations will replace Chapter 18.11 BIMC; and

WHEREAS, on August 13, 2019, the City Council directed the Planning Commission to begin work on permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15; and

WHEREAS, on September 12, 2019, the Planning Commission began consideration of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15; and

WHEREAS, on October 8, 2019, the City Council set a public hearing on Ordinance No. 2019-31, extending the interim official control adopted by Ordinance No. 2019-15 for six months, on the agenda for the October 22, 2019 Council Meeting; and

WHEREAS, on October 22, 2019, the City Council held a public hearing on Ordinance No. 2019-31; and

WHEREAS, on October 22, 2019, following the public hearing, the City Council adopted Ordinance No. 2019-31, extending the interim official control until May 14, 2020; and

WHEREAS, the Planning Commission continued its discussion of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15 during its October 24, 2019, December 12, 2019, and January 23, 2020 meetings; and

WHEREAS, on February 29, 2020, Governor Jay Inslee declared a state of emergency in response to cases of COVID-19 in Washington State; and

WHEREAS, on March 9, 2020, the City Manager issued a Proclamation of Emergency due to the COVID-19 public health emergency; and

WHEREAS, on March 10, 2020, the City Council adopted Resolution No. 2020-06, affirming the Proclamation of Emergency issued by the City Manager; and

WHEREAS, the COVID-19 public health emergency continues to significantly impact City operations; and

WHEREAS, due to the COVID-19 public health emergency, the City Council found that an additional six-month extension of the interim official control adopted by Ordinance No. 2019-15 would be necessary given that the emergency posed by the spread of COVID-19 forced the cancellation of meetings of both the City Council and the Planning Commission; and

WHEREAS, on April 14, 2020, the City Council set a public hearing on Ordinance No. 2020-11, extending the interim official control adopted by Ordinance No. 2019-15, and initially

extended by Ordinance No. 2019-31, for an additional six months, on the agenda for the April 28, 2020 Council Meeting; and

WHEREAS, on April 28, 2020, the City Council held a public hearing on Ordinance No. 2020-11; and

WHEREAS, on April 28, 2020, following the public hearing, the City Council adopted Ordinance No. 2020-11, extending the interim official control until November 14, 2020; and

WHEREAS, the Planning Commission continued its discussion of permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15 during its May 28, 2020, June 11, 2020, June 25, 2020, July 23, 2020, and August 13, 2020 meetings; and

WHEREAS, on August 13, 2020, the Planning Commission held a public hearing on Ordinance No. 2020-04, an ordinance containing permanent small wireless facility design standards; and

WHEREAS, on August 13, 2020, following the close of the public hearing, the Planning Commission forwarded Ordinance No. 2020-04 for City Council consideration with a recommendation proposing several additional changes; and

WHEREAS, the City Council likely will need several meetings to review, discuss, and consider adoption of the Planning Commission's recommendation; and

WHEREAS, on August 12, 2020, a three-judge panel of the U.S. Court of Appeals for the Ninth Circuit entered its decision on five consolidated cases challenging the FCC Order preempting many aspects of local government regulation of small wireless facilities; and

WHEREAS, the City Council will need additional time to understand the impacts of the Ninth Circuit's decision on the Planning Commission's recommendation and Ordinance No. 2020-04; and

WHEREAS, the City is authorized by state law, including RCW 36.70A.390, to expeditiously adopt interim official control ordinances due to a public emergency for the protection of the public peace, safety, or health while permanent regulations are developed, vetted, and processed through the City's standard legislative procedures; and

WHEREAS, the City Council finds that the adoption of the interim official control adopted by Ordinance No. 2019-15 allowed the City to put in place standards to come into compliance with the FCC Order, while providing a meaningful opportunity for its residents to provide input regarding design, concealment, and other aesthetic standards within the longer timeframe permitted by use of an interim official control ordinance; and

WHEREAS, the City Council finds that an additional six-month extension of the interim official control adopted by Ordinance No. 2019-15 is necessary to allow the City Council time to develop, vet, and process permanent regulations to replace the interim official control and to solicit additional public comment from residents regarding design, concealment, and other aesthetic standards within the longer timeframe permitted by an extension of the interim official control; and

WHEREAS, the interim official control promotes the public good and is necessary for the protection of public health, property, safety and welfare, and the public emergency on which the interim official control was imposed continues to exist and this ordinance does not change the basis for the that declaration of emergency nor the effective date of the interim official control, which is May 14, 2019.

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

Section 1. Purpose. The purpose of this ordinance is to extend the interim official control adopted by Ordinance No. 2019-15 for an additional six-month period, unless terminated earlier by the City Council, and to adopt an updated work plan for the adoption of permanent regulations.

Section 2. Findings of Fact. The recitals set forth above are hereby adopted as additional and supplemental findings of fact to the City Council's initial findings of fact in support of the interim official control, as initially established by Ordinance No. 2019-15.

Section 3. Duration of Interim Official Control Extended. The interim official control is hereby amended, as also stated in Section 6 below, to extend the duration of the interim official control until May 14, 2021, six months beyond the current expiration date set by Ordinance No. 2020-11, which, without this extension, would be November 14, 2020.

Section 4. Interim Official Control Work Plan and Hearing. As provided for under RCW 35A.63.220 and RCW 36.70A.390, the City may renew an interim official control for one or more six-month periods if a work plan has been developed, a public hearing has been held, and findings of fact have been made. The City is hereby extending the interim official control as described herein based on the work plan that has been developed and is attached and incorporated herein as **Exhibit A** to this ordinance, the public hearing that was held related to this ordinance, and the findings of fact related to this interim official control that have been made in this ordinance, Ordinance No. 2020-11, Ordinance No. 2019-31, and in Ordinance No. 2019-15.

Section 5. 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 6. No Change to Basis for Declaration of Emergency or Effective Date; Extension of Duration. This ordinance shall take effect and be in force five days from and after its passage and publication as required by law. Provided, that this ordinance is not intended to change the basis of the emergency declaration stated in Ordinance No. 2019-15, which preceded this ordinance. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration were included in the "Whereas" clauses in Ordinance Nos. 2019-15 and those "Whereas" clauses are adopted as findings of fact. This ordinance amending the interim official control shall extend the duration of the interim official control for an additional six-month period, until May 14, 2021, unless terminated earlier by the City Council. This ordinance does not change the effective date of the interim official control, which is May 14, 2019. The Council may, at its sole discretion, renew the interim official control for one or more six-month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED by the City Council this 27th day of October, 2020.

APPROVED by the Mayor this this 27th day of October, 2020.

Leslie Schneider, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK:	October 9, 2020
PASSED BY THE CITY COUNCIL:	October 27, 2020
PUBLISHED:	October 30, 2020
EFFECTIVE DATE:	November 4, 2020
ORDINANCE NUMBER:	2020-22

Attachment: Exhibit A

EXHIBIT A

WORK PLAN FOR PERMANENT REGULATIONS GOVERNING THE DEPLOYMENT OF SMALL WIRELESS FACILITIES (October 27, 2020)

The City has developed, and is proceeding based on, the work program described below to adopt permanent regulations to replace the interim official control adopted by Ordinance No. 2019-15.

November 2020 through January 2021

- Initial consideration by the City Council, over one or more meetings, of the Planning Commission's recommendations.
- City Council provides direction to staff on whether to proceed with the Planning Commission's recommendations.
- Based on direction from Council, staff will revise draft Ordinance No. 2020-04 as needed.

February/March 2021

- Consideration by the City Council of any revisions made to Ordinance No. 2020-04.
- If significant changes were made to Ordinance No. 2020-04, the City Council may set a time for a second public hearing on Ordinance No. 2020-04 to receive additional public comment.

April/May 2021

- If significant changes were made to Ordinance No. 2020-04, the City Council may hold a public hearing to receive additional public comment.
- Consideration by the City Council of adoption of Ordinance No. 2020-04.

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:40 PM) Sustainable Transportation Plan Amendment No. 2 to Professional Services Agreement with Budget Amendment - Public Works,

SUMMARY: Amendment No. 2 to the Design Professional Services Agreement with Nelson/Nygaard Consultant Associates, Inc. in the amount of $48,500 is needed for additional services including additional meetings with the Task Force and the Technical Advisory Committee, further engagement with Task Force Committees, and associated project management to extend the timeframe of the contract through September of 2021.

AGENDA CATEGORY: Contract **PROPOSED BY:** Public Works

RECOMMENDED MOTION: I move to forward for approval with the April 27, 2021 Consent Agenda Amendment No. 2 to the Sustainable Transportation Plan Professional Services Agreement, and approval of an associated General/Streets Fund Budget Amendment in the amount of $48,500.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:	
Amount:	$48,500.00
Ongoing Cost:	N/A
One-Time Cost:	$48,500.00
Included in Current Budget?	No

BACKGROUND: The original scope of work for the Sustainable Transportation Plan included a variety of engagement tasks with the proposed work to be completed in two phases. The first phase included development and implementation of a community engagement plan to confirm goals and prioritize the framework. The second phase consists of gap analysis of the existing transportation infrastructure and transportation options, as well as development of projects and policies to further community goals and development of implementation scenarios.

City Council approved the original Professional Services Agreement with Nelson/Nygaard Consultant Associates, Inc. at their 1/16/2020 meeting in the amount of $268,000.

Amendment No. 1 to the Professional Services Agreement was executed by the City Manager on April 23, 2020 acknowledging the Governor's State of Emergency due to COVID 19 resulting in stopping further work and extending the date to 12/31/2021.

Amendment No. 2 to the Design Professional Services Agreement is needed for additional meetings with the Task Force and the Technical Advisory Committee, further engagement with Task Force Committees, and associated project management to extend the timeframe of the contract through September of 2021. The additional amount of $48,500 will bring the revised contract amount to $316,500.

Under Section 9.0 of the City's Procurement Policy, City Council approval is required before the City Manager may execute an amendment to a professional services agreement that provides for a cost increase exceeding 10% of the original contract cost (or $50,000, whichever is greater), and is within the approved budget. A budget and contract amendment in the amount of $48,500 will be required for this proposal.

Upon City Council approval of proposed budget amendment, this approved amount will be included in the 1st quarter budget amendment reporting to City Council.

ATTACHMENTS:

Amendment No 2 to PSA Nelson Nygaard.docx

Exhibit A to Amendment No. 2 NN Memo Additional Budget Request.docx

STP_Original PSA_011620.pdf

STP Amendment No. 1.pdf

FISCAL DETAILS: There will be a $48,500 budget appropriation increase to the streets fund. Support for this increase will come from the TBD fund through a transfer.

Fund Name(s): Streets Fund

Coding:

AMENDMENT NO. 2 TO
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AMENDMENT NO. 2 TO THE AGREEMENT FOR PROFESSIONAL SERVICES ("Amendment") amends the Agreement for Professional Services ("Agreement") entered into on February 6, 2020, by the City of Bainbridge Island, a Washington State municipal corporation, ("City"), and Nelson\Nygaard Consulting Associates, Inc., a California State corporation ("Consultant").

WHEREAS, the City and the Consultant entered into the Agreement to provide professional services in connection with preparing sustainable transportation planning for a contract amount of $268,000.00; and

WHEREAS, on March 10, 2020, the City Council adopted Resolution No. 2020-06, affirming the Proclamation of Emergency; and

WHEREAS, due to the disruptions caused by the COVID-19 public health emergency, the Consultants scope of work and schedule were significantly altered; and

WHEREAS, on April 23, 2020, the City and the Consultant executed Amendment No. 1 to the Agreement to amend the services provided and adjust the term of the Agreement; and

WHEREAS, the City desires to increase the services provided under the Agreement and amend the maximum amount payable under the Agreement by $48,500, thereby increasing the contract amount from $268,000 to $316,500.

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2(A) is hereby amended to read as follows:

A. The City shall pay the Consultant for such services: (check one)

[X] Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of ~~two hundred sixty-eight thousand dollars ($268,000.00)~~ three hundred sixteen thousand, five hundred dollars ($316,500.00).
[ ] Fixed Sum: a total amount of $_____;
[ ] Other, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts."

2. Attachment A, Scope of Services, is hereby amended as set forth on Exhibit A attached hereto.

3. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

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

NELSON\NYGAARD CONSULTING ASSOCIATES, INC.	CITY OF BAINBRIDGE ISLAND
Date:_____	Date:_____
By:_____	By:_____
Name_____	Ellen Schroer, Interim City Manager
Title_____	
Tax I.D. #_____	
City Bus. Lic. #_____	

NELSON NYGAARD

MEMORANDUM

To: Mark Epstein, City of Bainbridge Island

From: Jennifer Wieland, Nelson\Nygaard

Date: March 25, 2021

Subject: Sustainable Transportation Plan Additional Budget Request

We began work on Bainbridge Island's Sustainable Transportation Plan in January 2020 and paused in March 2020 due to COVID-19. We restarted the project in July 2020 and have made good progress over the last 7 months. However, we have also expended more budget than anticipated, largely due to greater levels of effort (resulting in better outcomes for the City), additional work beyond the project scope, and an evoloving understanding of the process and deliverables that will be most valuable for the City.

This memo details the out-of-scope work Nelson\Nygaard has completed and the additional budget expended on those tasks. It also outlines options for next steps, both within the remaining budget and with additional resources. Due to the out-of-scope work and the level of effort required for the remaining tasks, additional support from City staff would be needed to complete the project as originally scoped. Therefore, we are requesting additional funds to cover the out-of-scope costs and allow us to complete the Sustainable Transportation Plan by late summer 2021.

OUT OF SCOPE WORK

The table below describes work the Nelson\Nygaard performed that was above and beyond the scope of work and existing task-level budgets. In addition to the tasks that are complete, there are several tasks that have required out-of-scope work or higher than anticipated levels of effort and are at or over budget with more work to complete.

The overages by task are shown in the cost column and total $47,149. The information below is current as of February 26, 2021 (the end of our February billing month). The cost to complete the various tasks is included in the following section, which presents options for moving forward.

Task	Description	Cost
1.1 Project Kickoff ***(task complete)***	Restarting the project in July 2020 resulted in additional cost to re-baseline, develop a new schedule and path forward, and shift to a fully virtual environment.	$1,513

Task	Description	Cost
1.2 Biweekly Calls and Ongoing Project Management	The project was originally scoped for 12 months, and biweekly meetings were anticipated to be 45 minutes. Even with the pause of 3 months due to COVID, we are about to wrap up 12 months of meetings and project management. While our level of effort has been a bit higher than expected—we meet for 60 minutes instead of 45 minutes, and stakeholder coordination requires a significant amount of project management time—we are largely on track for 12 months (with 96% of the budget expended). However, there is no budget remaining to continue project management activities beyond February 2021.	($909 remains; not factored into total below)
2.1 Engagement Plan ***(task complete)***	Task Force and Council review of and feedback on the Engagement Plan resulted in two rounds of revisions to the plan that were not scoped. Input from the Task Force and Council recommended new tools and stakeholders, which required additional research. Furthermore, the tools and tactics recommended in the Engagement Plan had to be fully reconsidered and updated due to COVID.	$3,137
2.2 Stakeholder Task Force ***(task complete)***	Task Force meetings have required significantly more effort and staffing than anticipated, as well as support between meetings. Nelson\Nygaard has provided 2-3 staff for each meeting, created activities and materials specific to the Task Force (rather than simply having them review materials that have already been developed), provided support for Task Force communications, developed homework assignments, and coordinated with Task Force subcommittees. Additionally, we have staffed the Technical Advisory Team, which was not in the original scope of work. To date, we have completed 6 meetings of the Task Force and the Technical Advisory Team, including 1 joint meeting, and 2 additional meetings have been requested in the coming months of the project.	$19,724

Task	Description	Cost
2.3 Engagement #1 ***(task complete)***	When we paused the project and shifted to an all-virtual approach to engagement, we were well along in planning for in-person events for March and April 2020. We created a more robust online open house than anticipated, hosted a virtual event, provided significant publicity and communications support for the City, and developed printed materials that were not in our scope of work (islandwide mailer and signs). Labor costs were essentially a wash between the in-person and virtual shifts, but direct expenses for printing were beyond the budget available for this task.	$7,325
4.2 Gap Analysis ***(task complete)***	There are several unscoped efforts represented in the overage for the gap analysis. First, the level of effort to collect, process, and map the City's existing conditions—including current infrastructure—exceeded the anticipated level of effort by 40+ hours. Many of the data layers needed for the Sustainable Transportation Plan either did not exist or required significant digging to find. Ultimately, we digitized PDFs, created new GIS layers from Excel spreadsheets, and combed through many emails to develop the existing conditions maps and layers that were needed for the gap analysis. Second, the scope indicates 3 supplemental analyses would be completed for the gap analysis; we completed at least 5 analyses, including BLTS, equity analysis, systemic safety analysis, walk/bikesheds, and first/last mile connections to transit. And third, we developed an interactive online map with all these new data layers and analyses that is a new resource for the City of Bainbridge Island.	$6,655

Task	Description	Cost
4.3 Project Identification	Developing the comprehensive project list also required an unanticipated level of effort. The data layers of planned projects were non-existent, inaccurate, or needed to be refined (similar to the situation with existing infrastructure described in Task 4.2). In addition to the extra time required to identify and map all planned projects, we collected project ideas from the public, the Task Force, and the Technical Advisory Team, managing far more inputs than planned. Nelson\Nygaard also used the results of the gap analysis to develop new projects, which we have continued to vet and refine with the City and the Task Force. Finally, we have coordinated with the AAA subcommittee to develop the AAA network, which has required additional meetings, digitizing new projects, and further revisions to analyses completed in Task 4.2. These efforts have resulted in an excellent and very comprehensive list, but we have far exceeded the budget for this task. We do not have the resources to incorporate feedback and make revisions or finalize the projects in preparation for evaluation.	$8,385
5.1 Supportive Programs and Policies	As with the Task 4.3, the level of effort required to develop the programs and policies has been significantly more than anticipated. We collected ideas from the public, the Task Force, the Technical Advisory Team, and past and current planning efforts, managing far more inputs than planned. This has resulted in an excellent list, but we have spent 100% of the budget for this task. We do not have the resources to incorporate feedback and make revisions or finalize the programs and policies for inclusion in the Near-Term Action Plan.	$410
	TOTAL	**$47,149**

POTENTIAL APPROACHES TO COMPLETE THE PLAN

As mentioned above, more City staff resources will be required to fully deliver the scope of work with the budget remaining. In the sections that follow, we have worked with City staff to identify two options for moving forward. We begin by outlining what <u>can</u> be done within the remaining budget of $47,000, and then provide an option for work to be done with a recommended level of additional resources.

Please note: We are recommending moving away from developing multiple scenarios as part of Task 6.2. Based on where the project is today and how the work of the Task Force and subcommittees is evolving, we believe a focus on recommended networks is a wiser approach and a better use of time and energy. We would advise considering this path regardless of the status of the budget at this stage of the project.

Within Remaining Budget

With the funds currently remaining in the contract, Nelson\Nygaard can largely finish the technical work of the project. However, we could not fully deliver all scope tasks. The table below illustrates what we believe could be done within existing resources.

Task	Description	Cost
1.2 Project Management	Continue project management meetings and internal team coordination meetings for 4 months (through June 2021).	$6,000
Tasks 4.3/5.1 Project, Program, & Policy Identification	Complete revisions to projects, programs, and policies, incorporating feedback from City staff, the Task Force, community stakeholders, and Council. This level of effort does not support significant AAA subcommittee coordination.	$5,000
6.1 Evaluation & Prioritization	Evaluate and prioritize projects, programs, and policies, including 1 round of revisions to initial scores and 1 round of goal-level weighting. The proposed cost is what we included in the contracted budget. Although significant Task Force engagement in this exercise is anticipated, this level of effort does not support rethinking our evaluation approach (to address David Reynolds-Gooch's ideas, for example).	$9,000
7.1 Package of Priority Investments	Develop final package of recommended investments that combines recommended networks connecting destinations with recommended projects and programs. This task becomes a combination of scenario planning and implementation planning. We suggest moving away from developing multiple scenarios and instead focus on using the results of the evaluation and prioritization to develop a single recommended scenario.	$10,000

8.1 Near-Term Action Plan	Develop a high-level, near-term action plan in Word. This is an adjustment to the current scope for the task, which will provide the City with the ability to quickly and easily revise the draft document after Nelson\Nygaard delivers it. The Word document will include final network maps and select graphics that can be repurposed for presentations and other needs moving forward. This budget covers revisions based on 1 round of consolidated edits from the City (no Task Force edits).	$17,000
	TOTAL	**$47,000**

Moving forward with the tasks proposed above means there are several elements of the existing scope that would be supported by City staff, as the remaining task budgets would be used elsewhere:

- Developing content for and providing City Council briefings (Task 1.3)
- Meeting (beyond the already completed scope) with the Task Force and Technical Advisory Team (Task 2.2)
- Engaging the community (Engagement #2) and all public communications (Task 2.4 and 2.5)
- Making additional updates to the interactive map and other data management (Task 4.2; scope is complete)
- Establishing and evaluating scenarios (Task 6.2; removed from scope)
- Developing costs and funding projections and phasing recommendations for and drafting the implementation plan (Task 7.2)
- Supporting public review of and edits to the Near-Term Action Plan (Task 8.1)

With Additional Resources

The table below outlines our recommendation for advancing the project with additional resources. The "Within Remaining Budget" tasks are assumed to carry into the recommendation (i.e., the recommendation is additive and does not replace the work proposed within the remaining budget). Please refer to the bullets on page 6 and the notes in the "Within Remaining Budget" column for information on assumed transfers of remaining task budgets and scope items that would be supported by City staff in each scenario.

Task	Within Remaining Budget	Additional Budget Recommendation
1.2 Project Management	Project management for 4 additional months (to June) **$6,000**	Project management for 3 additional months (to Sept) **$4,500**
1.3 Council Briefings	*(task supported by the City; remaining budget reallocated to Task 1.2)*	Council updates (2) when evaluation is complete and when recommended networks are drafted **$3,000**
2.1 Engagement Plan — task complete		
2.2 Task Force Meetings	*(existing scope is complete; City staff will host 2 additional meetings, in April and at project conclusion)*	Joint meeting (1) with STTF and TAT to review project and program evaluation results and share preliminary recommendations **$6,000**
2.3 Engagement #1 — task complete		
2.4 Engagement #2	*(task supported by the City; remaining budget reallocated to cover previous out-of-scope work)*	--
2.5 Engagement Summary	*(task supported by the City; remaining budget reallocated to cover previous out-of-scope work)*	--
3.1 Confirm Vision, Goals, & Measures — task complete		
3.2 Evaluation & Prioritization Framework — task complete		
4.1 Existing Plan Review — task complete		
4.2 Gap Analysis	*(existing scope is complete)*	--

Task	Within Remaining Budget	Additional Budget Recommendation
4.3 Project Identification	Complete revisions to projects, programs, and policies (with Task 5.1) **$5,000**	Collaborate with City and AAA subcommittee ($6,000) + pedestrian network subcommittee ($5,000) to develop more robust networks as part of project revisions **$11,000**
5.1 Programs & Policies	*See Task 4.3*	--
6.1 Evaluation & Prioritization	Evaluate and prioritize projects, programs, and policies, including 1 round of revisions to initial scores and one round of goal-level weighting **$9,000**	--
6.2 Develop Scenarios	*(task removed from scope of work; remaining budget reallocated to Task 7.1)*	--
7.1 Package of Priority Investments	Develop final package of recommended investments that combines recommended networks with recommended projects and programs **$10,000**	--
7.2 Costs, Funding, Phasing, and Implementation Plan	*(task supported by the City; remaining budget reallocated to cover previous out-of-scope work)*	Develop order-of-magnitude costs based on City-provided bid tabs with recommended phasing, identify potential revenue sources, and create implementation plan **$14,000**

Task	Within Remaining Budget	Additional Budget Recommendation
8.1 Near-Term Action Plan	Develop a high-level, near-term action plan in Word; address 1 round of comments **$17,000**	Create a 6-page executive summary folio (graphic heavy, highly accessible, suitable for printing and web page) to complement the Word action plan **$5,000** Develop 3-5 min video overview using near-term action plan graphics and photos **$5,000**
TOTAL	**$47,000 (existing funds remaining)**	**$48,500 (additional)**

Public Engagement Option

The recommended alternative for completing the plan focuses on ensuring that the content of the plan is complete and well documented and on continued engagement with and support for the Task Force subcommittees that are volunteering their time to help shape the plan. An additional engagement opportunity for the broader public—beyond Council presentations, website materials, and any engagement that City staff can provide—is not included as part of the recommended alternative. This is due to budget constraints and also recognizes that online engagement in fall 2020 generated only modest turn-out. The requirement for all-virtual meetings due to COVID precautions has limited participation, and we expect this to remain the case until in-person engagement is safe.

However, if the Council is interested in a broader and intentional online engagement opportunity for the public, we could host a virtual live event for an additional **$8,000.**

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is entered into between the City of Bainbridge Island, a Washington State municipal corporation, ("City") and Nelson\Nygaard Consulting Associates, Inc., a California State corporation ("Consultant").

WHEREAS, the City needs professional services in connection with preparing sustainable transportation planning; and

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

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

1. SERVICES BY CONSULTANT

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

2. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until **February 28, 2021**, unless sooner terminated by either party as provided below.

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

3. PAYMENT

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

[X] Hourly, plus actual expenses, in accordance with **Attachment A**, but not more than a total of two hundred sixty-eight thousand dollars ($268,000.00);
[ ] Fixed Sum: a total amount of $_____;
[ ] Other: $_____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

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

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

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

4. INSPECTION AND AUDIT

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

5. INDEPENDENT CONTRACTOR

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

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

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

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

6. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

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

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

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

7. OWNERSHIP OF WORK PRODUCT

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

8. GENERAL ADMINISTRATION AND MANAGEMENT

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

9. HOLD HARMLESS AND INDEMNIFICATION

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

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

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

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

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

10. INSURANCE

The Consultant shall maintain insurance as follows:

[X] Commercial General Liability as described in **Attachment B**.
[X] Professional Liability as described in **Attachment B**.
[X] Automobile Liability as described in **Attachment B**.
[X] Workers' Compensation as described in **Attachment B**.
[ ] None.

11. SUBLETTING OR ASSIGNING CONTRACT

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

12. EXTENT OF AGREEMENT/MODIFICATION

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

13. SEVERABILITY

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

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

14. FAIR MEANING

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

15. NONWAIVER

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

16. NOTICES

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

To the City:	City of Bainbridge Island 280 Madison Avenue North Bainbridge Island, WA 98110 Attention: City Manager
To the Consultant:	Nelson\Nygaard Consulting Associates, Inc. 2 Bryant Street, Suite 300 San Francisco, CA 94105 Attention: Managing Director

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

17. SURVIVAL

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

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

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

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

NELSON\NYGAARD
CONSULTING ASSOCIATES, INC.

Date: 2/6/2020

By: _____

Name Tom Bacus

Title Director of Operations

Tax I.D. # 58-2592493

City Bus. Lic. # UBI #602201401

CITY OF BAINBRIDGE ISLAND

Date: 1/17/20

By: _____

Morgan Smith, City Manager

SCOPE OF WORK
Bainbridge Island Sustainable Transportation Planning

November 21, 2019

Definitions:

- *City – City of Bainbridge Island Project Manager*
- *Consultant – Nelson\Nygaard and EnviroIssues*
- *PTAT – Project Technical Advisory Team (internal City of Bainbridge Island staff)*
- *PAC – Project Advisory Committee*

TASK 1 PROJECT KICKOFF, MEETINGS, AND ONGOING MANAGEMENT

Task 1.1 Project Kickoff

A project kickoff meeting will be held with the Consultant team and the City of Bainbridge Island Project Technical Advisory Team (PTAT) to discuss goals, expectations, key issues, and communications protocols to ensure a smooth project from start to finish. Specific tasks to be included in this meeting are the following:

- Discuss project goals, potential obstacles, logistics, and key decision makers
- Finalize the project timeline
- Establish roles, communication protocols, and expectations; discuss invoice requirements
- Confirm plans and future projects for review (Task 4.1)
- Discuss available sources of data for existing conditions analysis; begin a discussion of network criteria and remaining data needs
- Identify key stakeholders and composition of Project Advisory Committee (PAC)
- Discuss the public engagement strategy and outreach formats, schedule, and key events for inclusion in the Engagement Plan (Task 2.1); identify social media strategies and existing outlets

Task 1.2 Bi-Weekly Calls and Ongoing Project Management

The Consultant team will work with the PTAT to set up standing 45-minute calls every other week. On each call, the Consultant will discuss current project work, upcoming tasks, or deliverable review. The Consultant PM and the City PM will maintain regular contact throughout the project to ensure day-to-day management is smooth and coordinated. The Consultant will submit monthly invoices and progress reports throughout the project.

Task 1.3 City Council Meetings

The Consultant team and the City PM will provide quarterly updates to City Council at key project milestones. The project team anticipates engaging the Council shortly after project kickoff to inform development of the engagement strategy, confirm project goals, and advise on development of objectives, performance measures, and potential evaluation criteria (Task 3). The second check-in will follow the review of existing plans and completion of the gap analysis, and the third will occur after initial evaluation and project prioritization to inform scenario development (Task 6.1). The final Council meeting will involve review of costs, funding, phasing, and the implementation plan (Task 7.2) to inform development of the near-term action plan (Task 8). Up to eight additional meetings with Council are budgeted for monthly updates.

City Deliverables:

- Planning for kickoff meeting; provide kickoff meeting space
- Scheduling, coordination, and submittal of materials for City Council meetings

Consultant Deliverables:

- Kickoff summary notes with decisions made, project schedule, and data requested
- Bi-weekly call agendas and summary notes (assuming a 12-month project duration)
- Monthly invoices and progress reports
- Presentations and materials for up to twelve (12) City Council meetings

TASK 2 COMMUNITY OUTREACH AND ENGAGEMENT

Task 2.1 Develop Engagement Plan

The success of the Sustainable Transportation Plan will hinge on inclusive community engagement and consensus. The Consultant will integrate public and stakeholder participation throughout the planning process to ensure that the project reflects the shared values, needs, and priorities of the community. Shortly after the project kickoff meeting, our team will finalize the community engagement plan that details:

- Outreach objectives
- Key messages and communication strategies
- Potential stakeholders
- Proposed outreach event locations, dates, and times

We anticipate working with the City of Bainbridge Island to finalize the Engagement Plan. We will use a variety of approaches to connect with residents and stakeholders.

Task 2.2 Advisory Committee Meetings

The City Project Manager and PTAT will invite and appoint a PAC to guide development of the Sustainable Transportation Plan and ensure that the project benefits from strong support, feedback, and stewardship throughout the planning and implementation process. The PAC will meet no more than six (6) times throughout the duration of the project. The committee will be comprised of community members and stakeholders with a focus on including underrepresented groups such as youth, older adults, people with disabilities, and low-income populations on Bainbridge Island as well as inter-agency stakeholders, including Kitsap Transit, WSDOT, and

Washington State Ferries. Committee meetings will be designed to solicit information that responds to core questions and to allow open-ended conversation.

Task 2.3 Engagement 1: Sustainable Transportation Goal Confirmation, Needs, and Priorities

Phase 1 engagement will focus on confirming plan goals and gathering community feedback on the top mobility priorities for the Sustainable Transportation Plan. This input will inform the development of plan objectives and evaluation criteria to flesh out plan goals. Understanding what goals tangibly mean to community members and how investments can improve their day-to-day mobility experiences will inform how investments are prioritized through the plan.

Engagement will be proactively inclusive, employing targeted strategies to gather feedback from voices typically underrepresented in planning processes, such as youth, older adults, people with disabilities, and low-income populations.

Figure 1 Example of engagement materials for feedback on objectives and performance measures (North Downtown Mobility Action Plan)



Phase 1 engagement includes the following strategies:

- One (1) community open house to kick-off the project
- Online open house and survey following the in-person open house
- Three (3) pop-up engagement events at pre-existing community events focused on reaching traditionally underrepresented communities
- Outreach-in-a-box for stakeholder and community organizations to engage their member networks on sustainable transportation values and priorities
- Associated engagement materials development, including project information for posting on City-hosted project website

Task 2.4 Engagement 2: Feedback on Priority Projects, Programs, and Policy Packages

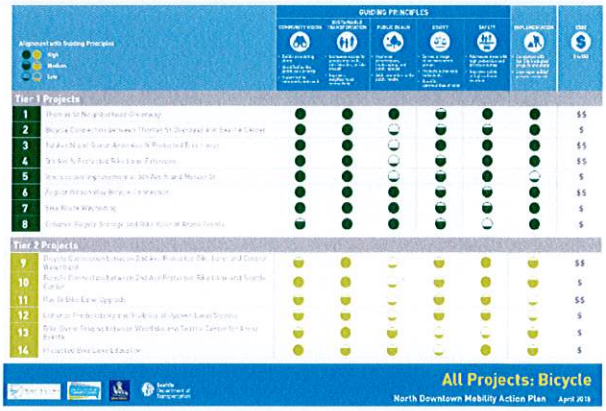
Following initial project and program prioritization (Task 6), the Consultant team in partnership with the PTAT and PAC will conduct a second round of engagement to gather feedback on initial prioritization results. Evaluation results will be presented as packages of goal-focused, high-priority projects, programs, and policies, with the mix of investments maximizing benefit to achieve plan goals.

The intent of the second phase of engagement is to confirm whether the mix of priority projects, programs, and policies accurately reflect and advance the community's top mobility needs. This round of engagement will also gather feedback on the timing and phasing of investments (e.g., What do we invest in first with limited resources?).

Through PAC feedback, and both digital/online and limited in-person engagement, the Consultant will design and administer a trade-off exercise where participants must choose how to spend a limited amount of money in the first five years to implement plan priorities and advance the Island's sustainable transportation goals.

Figure 2 **Sample engagement materials depicting project scoring based on plan goals**
(North Downtown Mobility Action Plan)





Phase 2 engagement includes the following strategies:

- One (1) open house—co-hosted by the PAC and Council—to engage in a trade-off exercise
- Online open house and survey to replicate trade-off exercise and pop-up questions
- Three (3) pop-up engagement events at pre-existing community events focused on reaching traditionally underrepresented communities
- Outreach-in-a-box for stakeholder and community organizations to engage their member networks on prioritized investments
- Associated engagement materials development, including project information for posting on City-hosted project website

Task 2.5 Engagement Summary

The Consultant will summarize the community feedback received throughout the project in a brief memo. The memo will include the compilation of feedback received during in-person engagement, online survey responses, and feedback from outreach-in-a-box engagement led by stakeholders. Engagement results and feedback will be also be featured prominently in the Near-Term Action Plan (Task 8).

City Deliverables:

- Invitations, coordination, and scheduling with PAC members
- Space reservations and logistics support for open house and engagement events
- Staffing for events and meetings
- City website for project

Consultant Deliverables:

- Community engagement plan
- Event plan, presentation, activities, supporting materials, and staffing for open houses
- Supporting materials and staffing for three pop-up engagement events at pre-existing community events

- Outreach-in-a-Box kit
- Online open house and surveys
- Engagement Summary Memo

TASK 3 GOALS AND EVALUATION FRAMEWORK

Task 3.1 Confirm Vision, Goals, and Performance Measures

Building upon the Council-established goals for the Sustainable Transportation Plan (see draft goals below), the Consultant will work with the City Project Manager, PTAT, and PAC to identify a preliminary set of objectives and performance measures to operationalize the goals. The vision and goals will serve as a foundation for the development of the Sustainable Transportation Plan. The development of the objectives and performance measures will be supported by a community engagement effort to understand what these goals mean to members of the Bainbridge Island community (Task 2.3).

- *Goal 1:* Present a unifying vision for the future of transportation on Bainbridge Island
- *Goal 2:* Create a holistic, inclusive definition of sustainable mobility with a suite of practical solutions
- *Goal 3:* Integrate the island's transportation and land use visions
- *Goal 4:* Complete missing links and make first/last mile connections
- *Goal 5:* Build a toolbox of facility types and solutions tailored to people of all ages and abilities and the island's unique contexts
- *Goal 6:* Demonstrate transparent decision-making based on community values, with a clear link to implementation planning, investments, and subsequent funding requests

Task 3.2 Evaluation and Prioritization Framework

The Consultant will integrate community feedback on mobility needs and priorities as well as the plan objectives and performance measures into a weighted project prioritization framework to screen projects. Evaluation criteria will be established for each plan goal to elevate investments that deliver the highest value in advancing the Sustainable Transportation Plan vision. Evaluation criteria weighting will be consistent with community priorities and top needs expressed during Phase 1 engagement, and the PAC will advise on the final weighting of project prioritization framework.

Consultant Deliverables:

- Goals, Objectives, and Performance Measures memo
- Evaluation and Prioritization Framework memo

TASK 4 INVENTORY OF EXISTING CONDITIONS, PROJECTS, AND GAPS

Task 4.1 Existing Plans and Future Projects Review

To build upon the extensive planning work done by the City and Bainbridge Island community members, the Consultant will review existing plans and studies. The focus will be on identified/planned projects, unmet mobility needs, and existing conditions, including island-wide travel patterns, current/planned networks and facilities, multimodal performance and use metrics, and current/future land use characteristics. The Consultant will

assemble a cohesive, comprehensive inventory of plans completed and projects identified, supplemented by an assembly of existing conditions. This inventory of plans and projects will be analyzed and prioritized in the following tasks.

Existing plans and studies for review include:

- Island-wide Transportation Plan (ITWP) (2017)
- Climate Action Plan (CAP)
- Olympic Drive Non-Motorized Improvements Project (2014 and under construction in 2019)
- Bainbridge Island Comprehensive Plan (2017)
- Kitsap Transit Comprehensive Route Analysis (2019)
- SR 305 Safety Improvements Project (ongoing)
- Existing bicycle, pedestrian, and paved trail facilities
- Programmed and planned bicycle, pedestrian, and paved trail facilities
- Recent and future land use planning efforts

Task 4.2 Gap Analysis

The Consultant will analyze the comprehensive inventory of planned networks and projects identified in previous planning efforts based on their alignment with Sustainable Transportation Plan goals and objectives to reveal any gaps where existing plans and projects do not address priority needs and goals. Based on the priorities expressed by the community during Phase 1 engagement and solidified in the evaluation framework (Task 3.2), the Consultant will work the PTAT to determine supplementary analyses necessary to identify projects to fill gaps and address plan goals.

Supplementary analyses could include approximately three (3) of the following (up to a not-to-exceed budget amount as indicated in the attached budget):

- Equity analysis to understand where low-income populations, youth and older adults, and communities of color may experience mobility barriers or disproportionate burden
- Systemic safety analysis: collision patterns and analysis of roadway factors commonly present in collisions involving people walking and bicycling
- Analysis of travel patterns and commute trips by mode
- Travel demand index based on current and future land use analysis
- First/last mile connections to transit
- Transit ridership, travel sheds, and new mobility opportunities
- Bicycle level of traffic stress, pedestrian level of comfort

Task 4.3 Project Identification

Informed by the supplementary analyses, the Consultant will identify additional projects or areas of investment to address gaps and advance plan goals. Potential new projects will be reviewed and vetted with both the PTAT and PAC.

City Deliverables:

- Assembly and transmittal of all plans and projects for Consultant review

- Other data needs as requested

Consultant Deliverables:

- Comprehensive matrix/database of plans and projects identified to date
- Gap analysis memo documenting initial findings on planned networks and project alignment with Sustainable Transportation Plan goals
- Supplementary analysis to identify investments to fill gaps
- Updated matrix/database of projects for screening and evaluation

TASK 5 PROGRAMS AND POLICIES

Task 5.1 Supportive Programs and Policies

In addition to the projects and network investments identified in previous plans and the new projects identified during the Gap Analysis, the Consultant will assemble a list of supportive programs and policies to meet plan goals and address mobility needs and priorities expressed during community feedback. Programmatic investments will be included in initial project prioritization to gauge alignment and return on investment in advancing plan goals. Potential programs and policies for the Sustainable Transportation Plan could include:

- Vision Zero policy and supportive programs
- Safe Routes to School program
- Safety education and encouragement programs
- Parking pricing, residential parking permit program, and/or elimination of parking minimums
- Multimodal level of service, transportation impact fees, and concurrency policy assessment and revision recommendations
- Transportation demand management program
- Transit investments including speed and reliability improvements, first/last mile transit access program, and formal partnerships with local transit agencies for implementation

Consultant Deliverables:

- Supportive Programs and Policies memo aligned with community feedback and plan goals

TASK 6 PRIORITIZATION AND SCENARIO DEVELOPMENT

Task 6.1 Evaluation and Prioritization of Projects, Programs, and Policies

The Consultant will use the evaluation framework developed in Task 3 to score each project, program, and policy identified from previous plans (Task 4.1) and through the gap analysis and project identification (Tasks 4.2 and 4.3). The scores will be reported in tiers—rather than as absolutes—to help PTAT and PAC understand which investments can help to make the most progress toward specific goals. The results of this evaluation will be used to create goal-focused scenarios.

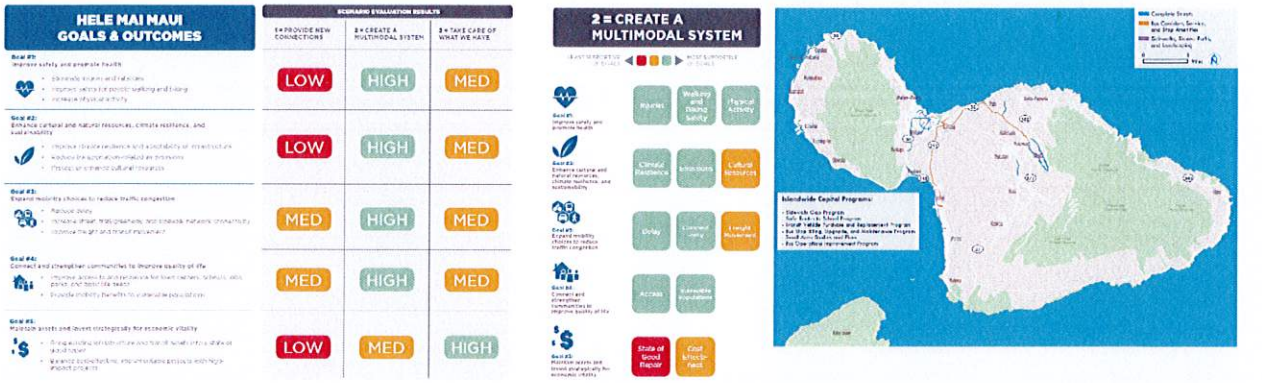
Task 6.2 Develop Scenarios

The Consultant will develop three scenarios, focused on different plan goals and maximizing different types of investments, to convey the opportunities presented in the Sustainable Transportation Plan. These three scenarios will be distinct in scale and approach and will form the basis of Phase 2 engagement. The intention of depicting a mix of investments as scenarios is to frame a community conversation about trade-offs and using investments to emphasize priorities. Each scenario will include a mix of projects, programs, and policies and will be communicated graphically with maps and icons to support public review (see Figure 3).

Consultant Deliverables:

- Matrix of project and program evaluation scores by tier
- Draft and final memo with descriptions and supporting graphics for three (3) scenarios

Figure 3 Example of scenarios depicting mixes of investments with different emphases on plan goals
(Hele Mai Maui Long-Range Transportation Plan)



TASK 7 IMPLEMENTATION PLAN

Task 7.1 Final Package of Priority Investments

Following Phase 2 engagement, the Consultant will work with the PTAT and PAC to assemble the final package of priority investments. This final package will likely be a hybrid of the three scenarios developed in Task 6.2. Changes between the initial project prioritization and scenarios and the final package will be documented as part of the Sustainable Transportation Plan.

Task 7.2 Costs, Funding, Phasing, and Implementation Plan

Planning-level costs will be developed for the final priority package of projects, programs, and policies to inform the implementation plan and phasing. The Consultant will work with the PTAT to establish a realistic amount of financial and human resources to inform the timeframe and amount of investment per year for the implementation plan. The Consultant will inventory potential implementation partners and local, state, federal and grant-based funding sources to support Sustainable Transportation Plan implementation.

City Deliverables:

- Identification of available resources

Consultant Deliverables:

- Final package of priority investments per plan goal with planning-level costs

- Implementation Plan memo with funding, phasing, and partnerships

TASK 8 NEAR-TERM ACTION PLAN

Task 8.1 Near-Term Action Plan

The Consultant will create a highly visual public-facing Near-Term Action Plan detailing the first five years of Sustainable Transportation Plan implementation. This document will function as a robust executive summary and vision document rather than as a comprehensive master plan. All deliverables from previous tasks will be available to the public as supporting appendices.

The Near-Term Action Plan will visually depict the plan development process, including documenting community feedback received along the way. Central to the Near-Term Action Plan will be the highest priority investments that are needed to make the most progress toward plan goals in the first five years.

In collaboration with PTAT and the PAC, the Consultant will select one priority project, program, and policy (three highlights total) to develop and depict in further detail in the Near-Term Action Plan as marquee investments.

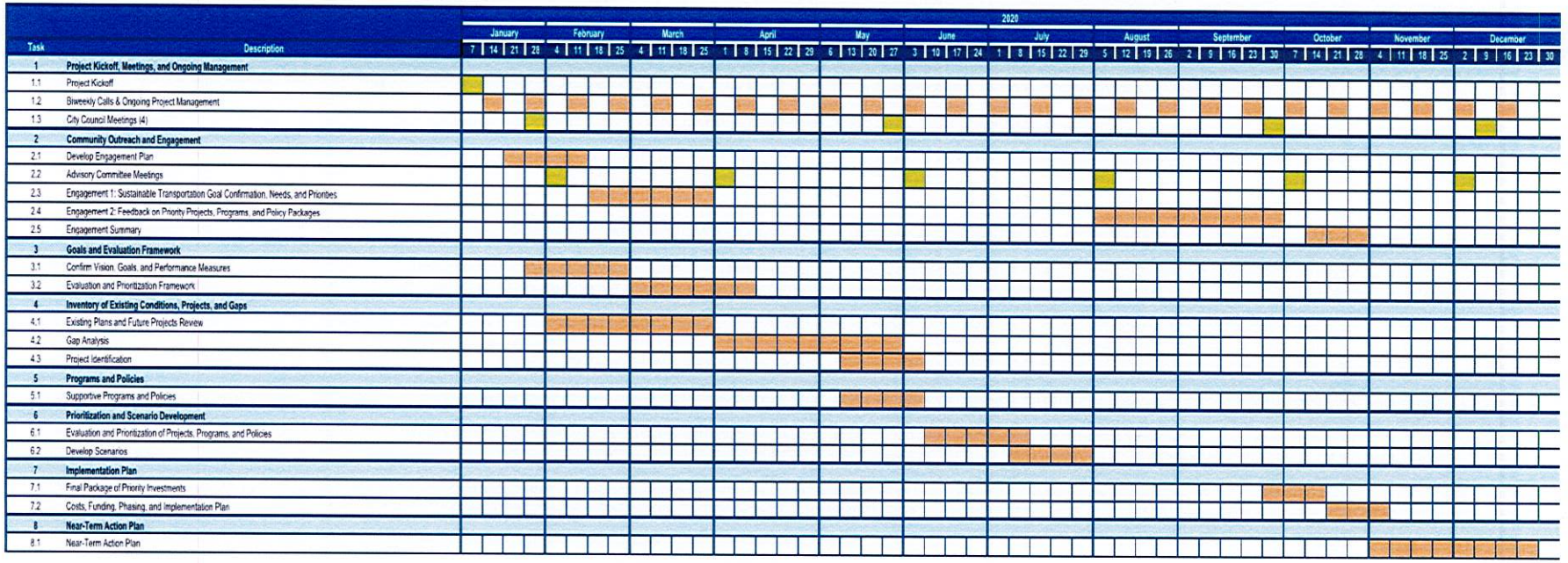
City Deliverables:

- Identification of highest-priority project, program, and policy as features in Near-Term Action Plan
- One set of non-conflicting comments on the draft Near-Term Action Plan

Consultant Deliverables:

- Draft and final Near-Term Action Plan (no more than 20 pages/10 spreads of highly graphic content) with detailed highest-priority investments (three total)

		NelsonNygaard Labor Costs								Subconsultant Costs										
										EnviroIssues										
		Jennifer Wieland	Lauren Squires	Brendan Rahman	Briana Weisgerber	Associate 1	Drusilla van Hengel			Susan Hayman					EnviroIssues Labor		Total Labor Hours	Total Labor Costs	Total Direct Expenses	Total Costs
	Total Billing Rate	Principal 5 $250.00	Associate 2 $130.00	Associate 2 $130.00	Associate Engineer 1 $115.00	Associate 1 $100.00	Principal 6 $270.00	NN Labor Hours	NN Labor Cost	Sr Associate $204.00	Associate 2 $112.00	Project Coord $88.00	Designer $158.00	Online Systems $158.00	Hours	Cost				
Task	Description																			
1	**Project Kickoff, Meetings, and Ongoing Management**																			
1.1	Project Kickoff	6	8			6	2	20	$3,420	6					6	$1,224	26	$4,644	$24	$4,668
1.2	Biweekly Calls & Ongoing Project Management	30	42		12	12	6	102	$17,160	20	24				44	$6,768	146	$23,928		$23,928
1.3	City Council Meetings (12)	48	48			48	12	156	$26,280	8					8	$1,632	164	$27,912	$100	$28,012
	Task Total	84	96	0	12	66	20	278	$46,860	34	24	0	0	0	58	$9,624	336	$56,484	$124	$56,608
2	**Community Outreach and Engagement**																			
2.1	Develop Engagement Plan	2	4					6	$1,020	4	12				16	$2,160	22	$3,180		$3,180
2.2	Stakeholder Task Force (6)	24	16			30	6	76	$12,700	12	6	48			66	$7,344	142	$20,044	$400	$20,444
2.3	*Engagement 1: Goal Confirmation, Needs, and Priorities*																			
2.31	Community Open House (1)	8	16	16		16		56	$7,760	8	16	24			48	$5,536	104	$13,296	$800	$14,096
2.32	Online Open House + Survey (1)	2	4	2		8		16	$2,080	4	16		6	42	68	$10,192	84	$12,272		$12,272
2.33	Pop-Up Engagement (3)		4	4		8		16	$1,840	2	24	36			62	$6,264	78	$8,104	$700	$8,804
2.34	Outreach-in-a-Box Kit and Engagement Materials	2	4	8		8		22	$2,860	4	12				16	$2,160	38	$5,020	$300	$5,320
2.4	*Engagement 2: Feedback on Priority Projects, Programs, and Policy Packages*																			
2.41	Community Open House (1)	8	16	16		16		56	$7,760	8	16	24			48	$5,536	104	$13,296	$800	$14,096
2.42	Online Open House + Survey (1)	2	4	2		8		16	$2,080	4	16		6	42	68	$10,192	84	$12,272		$12,272
2.43	Pop-Up Engagement (3)		4	4		8		16	$1,840	2	24	36			62	$6,264	78	$8,104	$700	$8,804
2.44	Outreach-in-a-Box Kit and Engagement Materials	2	4	10		8		24	$3,120	4	12				16	$2,160	40	$5,280	$300	$5,580
2.5	Engagement Summary	2	4	6		8		20	$2,600	4	8	16			28	$3,120	48	$5,720		$5,720
	Task Total	50	76	68	0	118	6	318	$44,640	52	150	184	12	84	482	$58,768	800	$103,408	$4,000	$107,408
3	**Goals and Evaluation Framework**																			
3.1	Confirm Vision, Goals, and Performance Measures	8	12	2		24	2	48	$6,760						0	$0	48	$6,760		$6,760
3.2	Evaluation and Prioritization Framework	4	8		8	32	2	54	$6,700						0	$0	54	$6,700		$6,700
	Task Total	12	20	2	8	56	4	102	$13,460	0	0	0	0	0	0	$0	102	$13,460	$0	$13,460
4	**Inventory of Existing Conditions, Projects, and Gaps**																			
4.1	Existing Plans and Future Projects Review	4	8		16	40	2	70	$8,420	4					4	$816	74	$9,236		$9,236
4.2	Gap Analysis	8	16	4	32	80	6	146	$17,900						0	$0	146	$17,900		$17,900
4.3	Project Identification	4	12		20	20	2	58	$7,400						0	$0	58	$7,400		$7,400
	Task Total	16	36	4	68	140	10	274	$33,720	4	0	0	0	0	4	$816	278	$34,536	$0	$34,536
5	**Programs and Policies**																			
5.1	Supportive Programs and Policies	4	8			40	2	54	$6,580	2					2	$408	56	$6,988		$6,988
	Task Total	4	8	0	0	40	2	54	$6,580	2	0	0	0	0	2	$408	56	$6,988	$0	$6,988
6	**Prioritization and Scenario Development**																			
6.1	Evaluation and Prioritization of Projects, Programs, and Policies	4	12		16	40	2	74	$8,940						0	$0	74	$8,940		$8,940
6.2	Develop Scenarios	6	8	12		24	2	52	$7,040	2					2	$408	52	$7,040		$7,040
	Task Total	10	20	12	16	64	4	126	$15,980	2	0	0	0	0	2	$408	128	$16,388	$0	$16,388
7	**Implementation Plan**																			
7.1	Final Package of Priority Investments	2	4	4		12		22	$2,740	2					2	$408	22	$2,740		$2,740
7.2	Costs, Funding, Phasing, and Implementation Plan	4	8	12	32	40	4	100	$12,360	2					2	$408	100	$12,360		$12,360
	Task Total	6	12	16	32	52	4	122	$15,100	4	0	0	0	0	4	$816	126	$15,916	$0	$15,916
8	**Near-Term Action Plan**																			
8.1	Near-Term Action Plan	8	12	40	16	40	4	120	$15,680	4					4	$816	124	$16,496	$200	$16,696
	Task Total	8	12	40	16	40	4	120	$15,680	4	0	0	0	0	4	$816	124	$16,496	$200	$16,696
	TOTAL HOURS	190	280	142	152	576	54	1,394		102	174	184	12	84	556		1,950			
	TOTAL LABOR COST	$47,500	$36,400	$18,460	$17,480	$57,600	$14,580		$192,020	$20,808	$19,488	$16,192	$1,896	$13,272		$71,656		$263,676	$4,324	$268,000
	SUBCONSULTANT MARKUP																	$0		$0
	TOTAL COSTS															$71,656				$268,000


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Task
Description
1 Project Kickoff, Meetings, and Ongoing Management
1.1 Project Kickoff
1.2 Biweekly Calls & Ongoing Project Management
1.3 City Council Meetings (4)
2 Community Outreach and Engagement
2.1 Develop Engagement Plan
2.2 Advisory Committee Meetings
2.3 Engagement 1: Sustainable Transportation Goal Confirmation, Needs, and Priorities
2.4 Engagement 2: Feedback on Priority Projects, Programs, and Policy Packages
2.5 Engagement Summary
3 Goals and Evaluation Framework
3.1 Confirm Vision, Goals, and Performance Measures
3.2 Evaluation and Prioritization Framework
4 Inventory of Existing Conditions, Projects, and Gaps
4.1 Existing Plans and Future Projects Review
4.2 Gap Analysis
4.3 Project Identification
5 Programs and Policies
5.1 Supportive Programs and Policies
6 Prioritization and Scenario Development
6.1 Evaluation and Prioritization of Projects, Programs, and Policies
6.2 Develop Scenarios
7 Implementation Plan
7.1 Final Package of Priority Investments
7.2 Costs, Funding, Phasing, and Implementation Plan
8 Near-Term Action Plan
8.1 Near-Term Action Plan

ATTACHMENT B
INSURANCE REQUIREMENTS

A. Insurance Term

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

B. No Limitation

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

C. Minimum Scope of Insurance

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

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. The City shall be named as an additional insured under Consultant's Automobile Liability policy.

2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate and $2,000,000 Products/Completed Operations Aggregate.

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

E. Other Insurance Provision

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

F. Acceptability of Insurers

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

G. Verification of Coverage

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

H. Notice of Cancellation

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

I. Failure to Maintain Insurance

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

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella

liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

AMENDMENT NO. 1 TO
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AMENDMENT NO. 1 TO THE AGREEMENT FOR PROFESSIONAL SERVICES ("Amendment") amends the Agreement for Professional Services ("Agreement") entered into on February 6, 2020, by the City of Bainbridge Island, a Washington State municipal corporation, ("City"), and Nelson\Nygaard Consulting Associates, Inc., a California State corporation ("Consultant").

WHEREAS, the City and the Consultant entered into the Agreement to provide professional services in connection with preparing sustainable transportation planning; and

WHEREAS, on February 29, 2020, Governor Jay Inslee declared a state of emergency in response to the spread of COVID-19 in Washington State; and

WHEREAS, on March 8, 2020, the Kitsap Public Health District was notified of the first Kitsap County resident testing positive for COVID-19, an individual residing on Bainbridge Island; and

WHEREAS, on March 9, 2020, the City Manager, as the executive head of the City for purposes of emergency management, issued a Proclamation of Emergency in response to the COVID-19 public health emergency; and

WHEREAS, on March 10, 2020, the City Council adopted Resolution No. 2020-06, affirming the Proclamation of Emergency; and

WHEREAS, the COVID-19 public health emergency has significantly disrupted City operations; and

WHEREAS, due to the disruption caused by the COVID-19 public health emergency, the City now desires to extend the term of the Agreement and temporarily suspend the Consultant's work under the Agreement.

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2.A is hereby amended to read as follows:

   A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until ~~February 28, 2021~~ December 31, 2021, unless sooner terminated by either party as provided below.

2. Attachment A, Scope of Services, is hereby amended to omit the submitted project schedule. The Consultant shall stop all work under the Agreement and shall perform no further work under the Agreement until the City has issued a written Notice to Proceed. An updated project schedule will be produced by the Consultant within five working days after the Notice to Proceed is issued by the City.

Prior to the execution of Amendment No. 1 to this Agreement, the Consultant has produced drafts of the following deliverables to the City:

a) Community Engagement Plan (Task 2.1).
b) Event Plan, Presentation, Activities, and Supporting materials for Engagement 1 (Task 2.3); and
c) Existing Plans and Future Projects Review (Task 4.1).

3. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

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

NELSON\NYGAARD
CONSULTING ASSOCIATES, INC.

Date: 4/22/2020

By: _____

Name Tom Bacus

Title Director of Operations

Tax I.D. # 58-2592493

City Bus. Lic. # UBI# 602-201-401

CITY OF BAINBRIDGE ISLAND

Date: 4/23/2020

By: _____

Morgan Smith, City Manager

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:50 PM) Appointments to the Race Equity Advisory Committee - Mayor Nassar,

SUMMARY: A call for participation was issued for volunteers to serve on the Race Equity Advisory Committee. A series of interviews were conducted. Mayor Nassar recommends the appointments as shown in the suggested motion.

AGENDA CATEGORY: Appointment **PROPOSED BY:** Executive

RECOMMENDED MOTION: I move to confirm the Mayor's appointment to the Race Equity Advisory Committee of Renni Bispham to Position 8 for a three year term expiring in June 2024.

I move to confirm the Mayor's appointment to the Race Equity Advisory Committee of Jing Fong to Position 9 for a three year term expiring June 2024.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

Bispham - REAC (Redacted).pdf

Fong - REAC (Redacted).pdf

Hall - REAC (Redacted).pdf

Henry - REAC (Redacted).pdf

San Diego - REAC (Redacted).pdf

Tingley - REAC (Redacted).pdf

Young - REAC (Redacted).pdf

FISCAL DETAILS:

Fund Name(s):

Coding:

Roz Lassoff

From: noreply@civicplus.com
Sent: Thursday, February 18, 2021 7:51 PM
To: CityAdmin
Subject: Online Form Submittal: Race Equity Advisory Committee Volunteer Application

CAUTION: This email originated from outside the City of Bainbridge Island organization. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Race Equity Advisory Committee Volunteer Application

Step 1

Race Equity Task Force Advisory Committee Volunteer Application Form

The City of Bainbridge Island welcomes the participation of volunteers in serving our Island community through advisory groups. Please complete the form below if you are interested in serving. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared. We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Rennison Bispham
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	University of Washington, School of Dentistry
Current Position	Director of Human Resoucres

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	No
If yes, please indicate which group(s).	*Field not completed.*
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	Life as an immigrant of African, South American descent in the United States for 50 years. City of Seattle Race and Social Justice Initiative Training, various workshops over the years as an educator, attorney, mediatory, and 20 plus years of work in human resources. Currently an executive champion for the equity, diversity, and inclusion initiative at the University of Washington's School of Dentistry.
Please share your community interests (groups, committees, organizations) if any:	I have been involved in Bainbridge Island Roller Hockey as a parent, coach and Board member.
Do you have potential conflicts of interest? If so, please explain:	None that I'm aware of.
Feel free to attach a cover letter, resume', or other materials, if you wish (optional):	*Field not completed.*
Type the Year	2021

Roz Lassoff

From: noreply@civicplus.com
Sent: Thursday, February 25, 2021 11:00 PM
To: CityAdmin
Subject: Online Form Submittal: Race Equity Advisory Committee Volunteer Application

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Race Equity Advisory Committee Volunteer Application

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Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Jing Fong
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	Self-employed
Current Position	Consultant

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	Yes
If yes, please indicate which group(s).	BI: Bainbridge Island School District Multicultural Advisory Council. Bainbridge Roller Hockey League Board, BI-Kitezh Board. Seattle: Asian Counseling and Referral Service Board of Directors, Wing Luke Board of Trustees.
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	Training: Courageous Conversation: Beyond Diversity (2019, Pacific Educational Group). Leadership: Culture Committee, YES! Media (foundational member, addressing cultural issues, policies, and procedures, collaborating with DEI) Skills: Develop social justice resources (middle school through university), including conversation guides on tough topics. Create writing prompts that prompt personal reflection on and connection to social justice, race, empathy, and respect. Activities: Organized island events that brought people together to: learn and talk about the Japanese exclusion and incarceration; to march against hate and in solidarity over the vandalized Jewish section of the Port Blakely Cemetery and other hate crimes.
Please share your community interests (groups, committees, organizations) if any:	My community interests and connections are wide and deep from being a long-time classroom volunteer at Odyssey Multiage Program (editor of student magazine Why Not? to even teaching an etiquette class!) to managing my son's soccer team to being a core member of a neighborhood group that opposed PSE's plan to build a new substation and new transmission line to most recently calling 80+ year old islanders on behalf of Island Volunteer Caregivers that they are scheduled to get their first or second COVID vaccine. I am deeply appreciative of our arts and literary community (our beloved library, Eagle Harbor Books, BIMA, BI Historical Museum, Bainbridge Youth Symphony) and to our stewards who protect our forests and waters. I have a soft spot and a fiery passion for young people who speak their truth about sexual assault and challenge the adults in charge, and for Black and Brown youth who struggle or have struggled with school and BIPD.
Do you have potential conflicts of interest? If so, please explain:	No.
Feel free to attach a cover letter, resume', or other	

materials, if you wish (optional):	
Type the Year	2021

Email not displaying correctly?

Feb. 26, 2021

Dear City of Bainbridge Island Citizen Advisory Group Selection Committee and honorable members of the Race Equity Advisory Committee,

After a 15-year hiatus from volunteer work centering on inclusion and anti-racism, I am applying for one of the vacant positions (Position 8 or 9) on the Race Equity Advisory Committee (REAC). While my children were young and my energy seemingly endless, I co-chaired the school district's Multicultural Advisory Committee (MAC) and helped organized events such as the premiere and benefit for *Snow Falling on Cedars* and the "Take A Stand Against Hate" rally and march that attracted hundreds of people in solidarity over the vandalized Jewish section of the Port Blakely Cemetery.

My 12 years as the education outreach manager at YES! Media (formerly YES! Magazine), headquartered on the island, focused on creating social justice resources that deepened students' connection with tough issues, like anti-Blackness, mass shootings, and transgender rights, and inspired them to take charge of—not be overwhelmed by—their world. Probably my greatest joy was giving students the space to tell their truth and share their stories about who they (really) are, what they fear, what they fiercely believe in, and what they dare to dream.

Today, I am consulting with immigrant-led and serving community organizations who have a similar vision as the Bainbridge Race Equity Advisory Committee:

We believe in the dignity and humanity of all people and strive for a healthy and prosperous community that promotes all people having equitable access and opportunity.

This year, I made a commitment to speak up and take action in my own community about race. There is harm to everyone in perpetuating a system that protects those who hold privilege and denies those furthest from opportunity and impact.

I would be honored to work with REAC colleagues and with city council members to openly and thoughtfully examine our problem with race on this island, make room for unheard voices, and, ultimately, create a new way of moving toward equity and inclusion. These conversations and collaborations are about being vulnerable, accountable, and open to change. It can be uncomfortable, sometimes painful—and joyous work. And, I'm ready to dive in.

I would appreciate the opportunity to speak further about my desire to serve on this important committee.

With gratitude,

Jing Fong

JING FONG

PROFILE
My passion is to amplify the strength, beauty, and voice of local organizations and young people who are farthest from influence and opportunity. I love advising, connecting, asking good questions, and creating opportunities for people to share their truth and get to where they want to be. 35+ years experience in the public and private sectors, non-profit organizations, politics, outreach, and education.

QUALIFICATIONS
⌘ Excellent communication skills, verbal and written, internal and external.
⌘ Expert in education and community outreach, strategic and communications planning.
⌘ Lifelong exposure and experience with non-profit and education sectors—from students and community members to thought leaders and policymakers.

PROFESSIONAL EXPERIENCE
RHL Consulting, August 2020- present
Editor, communications and capacity-building consultant for BIPOC and immigrant-led community organizations that are active or prospective grant recipients with King County.

YES! Media, Education Outreach Manager, Bainbridge Island, WA, 2008-2020
- Wrote articles and thematic lesson plans focused on social justice and sustainability.
- Established YES! National Student Writing Competition. Over 30,000 students have written essays since the program's inception.
- Managed YES! for Teachers website
- Annually recruited 1,000+ teachers and school librarians for free subscription offers.
- Shared digital content on YES! for Teachers Facebook and Twitter.
- Key staff member on race equity and organizational culture issues.
- Supervised and provided post-internship counsel to over 30 interns.

PREVIOUS WORK EXPERIENCE
- Owner, Fong Public Affairs
- The Rockey Company, Senior Public Affairs Consultant
- Wash. State Senate Democratic Caucus, Education Analyst/Constituent Relations
- Wash. State House of Representatives, Legislative aide, Rep. Gary Locke

COMMUNITY SERVICE & OTHER EXPERIENCE
- Former board member, Bainbridge Island SD Multicultural Advisory Council
- Former board member, Wing Luke Museum, Asian Counseling & Referral Service
- Media relations for local non-profit organizations
- Volunteer, Island Volunteer Caregivers. Former volunteer Odyssey Multiage Program, Bainbridge Island FC, Bainbridge Roller Hockey League, and BI-Kitezh.

SKILLS
Proficient in Photoshop (formatting photos), Plone (cms), social media (FB, Twitter, and Hootsuite). Excellent research, interviewing, editing, and proofreading skills.

Roz Lassoff

From: noreply@civicplus.com
Sent: Sunday, February 21, 2021 10:54 AM
To: CityAdmin
Subject: Online Form Submittal: Race Equity Advisory Committee Volunteer Application

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Race Equity Advisory Committee Volunteer Application

Step 1

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Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Olivia Hall
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	Self
Current Position	Senior Communications Consultant

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	No
If yes, please indicate which group(s).	*Field not completed.*
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	I have had no formal race equity training.
Please share your community interests (groups, committees, organizations) if any:	I am an avid crafter and was an active member of BARN's Fiber Studio pre-quarantine. Additionally, I was the Park Manager of the Islanders Resident Association.
Do you have potential conflicts of interest? If so, please explain:	None
Feel free to attach a cover letter, resume', or other materials, if you wish (optional):	
Type the Year	2021

Olivia S. Hall

Experience

Communications Consultant Seattle, WA — January 2015 - Present

As a consultant, I have worked with numerous clients in various capacities to fit their particular needs. The following is a non-exhaustive list of responsibilities and tasks I have completed for my clients.

- Create comprehensive communications strategies for print, broadcast, and digital mediums.
- Pitch op-eds and editorials to national and local news outlets.
- Write editorials, white papers, blog articles, press pitches, web copy, social media assets, and proposals.
- Design and manage websites including asset design, branding implementation, and on-boarding.
- Audit websites and social media channels for clarity, UI, and effectiveness. Make recommendations upon my findings during this process.
- Develop communication toolkits with sample social media posts, custom graphics, and outreach strategy.

Marketing Copywriter Impinj, Seattle; Seattle, WA — May 2018 - December 2019

- Drafted and edited customer stories, blog posts, marketing kits, solution briefs, and white papers about Impinj's RAIN RFID technology.
- Worked closely with the Global Marketing team to build new editorial guidelines and processes.

Freelance Writer — January 2015 - January 2019

- Publications include The Seattle Times, Elle.com, Refinery29, Racked, and Nashville Scene.

Graduate Intern Washington STEM; Seattle, WA — November 2017 - May 2018

- Conducted interviews with women working in STEM throughout Washington State to generate content for the Notable Women In STEM project.
- Transcribed interviews and wrote content for profile cards created for each woman.
- Managed the Washington STEM Facebook and Twitter accounts with my co-intern.
- Worked closely with the programming team to create a Discover U worksite tour of the McKinstry Innovate Center.

Associate Editor xoJane.com; New York, NY — June 2014 - December 2014

- Managed an average of 75 freelancers, coordinated edits, and answered payroll inquiries.
- Wrote style articles, including a weekly column that averaged 200 comments.

Education

University of Washington; Master of Communication, Class of 2019

Bard College; Bachelor of Arts, 2010, Photography

Roz Lassoff

From: noreply@civicplus.com
Sent: Friday, February 26, 2021 1:48 PM
To: CityAdmin
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Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Laura Henry
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	Not currently employed in salaried position. Affiliate Professor of the University of Washington School of Law
Current Position	Affiliate Professor of the University of Washington School of Law

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	No
If yes, please indicate which group(s).	*Field not completed.*
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	I developed a law school course called "Race and Law in the United States"
Please share your community interests (groups, committees, organizations) if any:	University Presbyterian Church, Gospel Choir, Seattle; Government Affairs Committee of the Clean Tech Alliance, Seattle
Do you have potential conflicts of interest? If so, please explain:	*Field not completed.*
Feel free to attach a cover letter, resume', or other materials, if you wish (optional):	*Field not completed.*
Type the Year	2021

Roz Lassoff

From: noreply@civicplus.com
Sent: Thursday, February 11, 2021 10:32 PM
To: CityAdmin
Subject: Online Form Submittal: Race Equity Advisory Committee Volunteer Application

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Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Clarissa San Diego
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	Self
Current Position	Founder

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	Yes
If yes, please indicate which group(s).	City of Oakland Youth Advisory Committee. Served as member for two terms and then Chairperson for one term.
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	In addition to serving on the City of Oakland's Youth Advisory Board, my other advisory experience includes roles at the University of Texas El Paso as an industry advisor for women of color in computing education and at Seattle Good Business Network Youth Advisory Board for Economic Empowerment where I served as an advisor to youth ages 16-24 to help them build a sustainable circular economy in local urban manufacturing. For my company, I specialized in educating young people of color and the elderly community in technology education. I also was on the leadership team for Seattle's Women Who Code chapter and have spoken and taught the intersection of technology and equity at various events and conferences. For more information about my skills and experience, please check out my LinkedIn profile: https://www.linkedin.com/in/clarissasandiego/
Please share your community interests (groups, committees, organizations) if any:	I recently moved to Bainbridge Island in late July 2020. I am not currently part of any community organizations but I'm am eager to be a part of many especially those focused on equity, environment, arts, technology, food, and education.
Do you have potential conflicts of interest? If so, please explain:	No
Feel free to attach a cover letter, resume', or other materials, if you wish (optional):	*Field not completed.*
Type the Year	2021

Experience



- **Co-Founder & Partner**
  Automation & Education
  Jan 2020 - Present1 year 2 months
  Greater Seattle Area



- **Founder**
  Makerologist
  Sep 2016 - Jan 20203 years 5 months
  Greater Seattle Area
  Makerologist is a maker agency that bridges the gap between companies and communities through creative technology experiences. We are a collective of educators, designers, engineers, artists, and writers who have come together under a shared vision of creating a maker ecosystem. With our resources and skill sets combined, we create project based learning experiences through hardware kits, workshops, events, and public installations. Our team represents a diverse set of backgrounds and…
  Show more



- **Technology Evangelist**
  Women Who Code
  May 2015 - May 20172 years 1 month
  Greater Seattle Area



- **Developer Engagement**
  Particle IO
  Nov 2015 - Apr 20166 months
  San Francisco Bay Area

- Served as the admin of a developer community of 55,000+ users located in 25+ countries
- Managed community advocacy and ambassador programs and campaigns with partner companies
- Created curriculum and conducted workshops on Particle boards (Internet of Things, Hardware, and Cloud)



- **Project Manager**
  Diebold, Inc.
  Jun 2009 - Mar 20144 years 10 months
  San Francisco Bay Area

  Project Management - Developed project plan, processes and documentation. Managed all tasks related to security & ATM equipment including software & hardware manufacturing and deployment. Delivered projects on time within budget.

  Resource Management - Managed vendors, subcontractors, and supplies.

  Deliverables – Created and maintained regular status updates, change requests, scope requirements, proposals, and facilitated regular meetings.

  Projects Managed Past &…
  Show more



- **Personal Banker**
  Wells Fargo
  Oct 2006 - Jun 20103 years 9 months
  San Francisco Bay Area

  • Performed wide range of services including document preparation, account servicing/maintenance account reconciliation, address change, stop payments, account closings, transfers, notary, processed check orders, and problem resolution
  • Solicited new accounts and cross-sells products and services
  • Teller duties when needed, processed deposits, withdrawals, and foreign exchange services
  • Gave approvals to tellers, train new tellers, support management when needed
  • Handled large…
  Show more

- **Commissioner & Chairman (2005)**
  City of Oakland - Oakland Youth Commission
  2003 - 20052 years
  Oakland, California

  Served as a Chairman for City of Oakland's only youth advisory board. I managed board meetings and initiatives focused on youth education and empowerment. Our board succeeded in the development of building a nationally recognized community center, Youth UpRising.

Volunteer Experience

- **Evangelist Support**
  Evangelist Support
  Hackster.io
  Jun 2014

  Science and Technology

  Supported social media marketing and event planning for the Hardware Weekend Roadtrip. It consists of 10 cities where we host a MeetUp event and hackathon at each stop. I mentor participants in using hardware and fabrication best practices, live tweet during the events, coordinate food and beverages, and photograph.

- **Seattle Made Youth Advisory Board Advisor**
  Seattle Made Youth Advisory Board Advisor
  Seattle Good Business Network
  Jul 2018 - May 20201 year 11 months

  Economic Empowerment

  Serve as an advisor to youth ages 16-24 in building a sustainable circular economy in local urban manufacturing.



- **Industry Advisor for Women of Color in Computing**
  Industry Advisor for Women of Color in Computing
  The University of Texas at El Paso
  Feb 2019 - Jun 20195 months
  Education
  Serve as an advisor and mentor to support women of color in User Experience and Technology Design with the priority of increasing participation and retention within the technology workforce.

Publications

- **Localizing Communities, Goals, Communication, and Inclusion: A Collaborative Approach**
  Technical Communications, Journal of the Society of Technical Communication May 2017
  In "Localizing communities, goals, communication, and inclusion: A collaborative approach," Ann Shivers-McNair and Clarissa San Diego review and reflect on how they cultivated global cultural diversity through the complicated, and often difficult, process of local negotiation in the US and Poland. They call their approach "community strategy," which centers on social justice and advocacy against the wide background of global cultural flows, with the goal of opening opportunities for…
  Show more

  See publication
- **This Stranger (Internet of) Things Wall Receives Messages from Your Phone**
  Make Magazine December 8, 2016

  See publication

Projects

- **Robocar Derby with Makerologist + Arm**
  Apr 2018 - Jun 2018
  A developer event of over 70 attendees of varying technical abilities and backgrounds who came together to build self driving robot cars. Guests from major technology companies as well as local artificial intelligence, machine learning, and autonomous vehicle companies. Attendees from local institutions ranging from universities to K-12 educational organizations were also present.

  Essentially, our attendees weren't just engineers and software developers—they were educators, tinkerers…
  Show more

See project

- **DevRel Summit**
  Apr 2016 - Apr 2018
  Producer of the DevRel Summit Conference. Lead sponsorship, marketing, and speaker coordination for a single day conference dedicated to the development of professionals in the developer relations industry.

  www.devrelsummit.com

  See project
- **Stranger (Internet of) Things Arudino Wall**
  Sep 2016 - Mar 2017
  An interactive installation powered by Arduino101 that debuted at the 2016 Portland Mini Maker Faire, Portland local news, and was later exhibited at Seattle's EMP museum (now known as MoPoP).

  https://makezine.com/2016/12/08/stranger-internet-things/
  Other creators
  - 

  See project
- **Women Who Code: CONNECT 2016 Conference**
  Nov 2015 - Mar 2016
  Served as Creative Lead for the core leadership team for a conference dedicated to the professional development for women in tech. Over 500 attendees.

  wwconnect2016.squarespace.com

  See project
- **TasteBuddy**
  Mar 2014 - Mar 2014
  TasteBuddy is an app for personalizing the food experience by capturing your taste profile and connecting you with people with similar palates. Prototype created at StartupBus 2014 and was selected as a semifinalist. Currently hosting food meetups in Seattle to build up a foodie community and to support the upcoming launch of app.

www.tastebuddyapp.com
Other creators
- 

- **AKUSA Mas Hamilton Lock Swap Project**
- **CPB ADA Compliance Project**
- **CPB Campaign Office/Journal Office Project**
- **UB Anti Skimming Device TMD Rollout**
- **UB IX ATM Replacement Project**
- **WFB 3VR Transacation Capture Project**
- **WFB Alaska Refresh Project**
- **WFB Anti Skimming Device CPK Rollout**
- **WFB Eastern Retool Project**
- **WFB Safe Deposit Box Escheatment Project**
- **Wells Fargo Wachovia Acquistion**

Honors & Awards

- **2018 STC Frank R. Smith Award for Distinguished Article in the journal Technical Communication.**
  Society for Technical Communication
  May 1, 2018
  Article, Localizing Communities, Goals, Communication, and Inclusion: A Collaborative Approach, was named recipient of the 2018 STC Frank R. Smith Award for Distinguished Article in the journal Technical Communication.

  Citation reads:
  For the authors' distinctive academic/practitioner collaboration, detailed literature review, eloquent support of claims, and timely relevance to fostering greater inclusion and diversity in communities of practice.

- **Chairman**
  City of Oakland
  2003
  Appointed Chairman of Oakland Youth Commission by Former Oakland Mayor/Current California Governor Jerry Brown

Languages

- **English**
  Full professional proficiency
- **Tagalog**
  Limited working proficiency

- **Spanish**
  Limited working proficiency

Recommendations

A preview of what LinkedIn members have to say about Clarissa:

- “
  Clarissa is dedicated, fun and passionate. She volunteered on the Hackster Hardware Weekend Project, organizing catering for hundreds of people. She has helped to make the best parts of Seattle's tech community even better.
- “
  I’ve had the pleasure and honor of working closely with Clarissa on two startup endeavors she has recently taken on, Tastebuddy (app) and SoDo MakerSpace (a fabrication workshop for rapidly turning ideas/concepts into reality). There are many reasons why I continue to work with her, but three that stand out the most are: 1) She’s a risk taker 2) She inspires 3) She’s a doer Clarissa’s unique perspectives allows her to see opportunities where others may see uncertainty. She embraces the unknown and is completely comfortable taking on risk. She’s a visionary with the end goal always in mind and has a unique ability to excite and inspire others about her projects. And she knows when to stop thinking and start doing. She’s organized, confident, opinionated and supportive. She brings structure where there is none. And she’s an extremely creative thinker with an open mind. All of these qualities motivate me to work hard with Clarissa on many of her projects, and it ultimately gives her the edge as an entrepreneur.

2 people have recommended Clarissa

Roz Lassoff

From: noreply@civicplus.com
Sent: Monday, February 22, 2021 4:22 PM
To: CityAdmin
Subject: Online Form Submittal: Race Equity Advisory Committee Volunteer Application

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Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Judith C. Tingley
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	Washington
Zip	98110
Current Employer	Retired
Current Position	Retired

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	Yes
If yes, please indicate which group(s).	Ethics Board
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	I wrote the published book in 1994. "Genderflex, Men & Women Speaking Each Other's Language at Work". I developed and presented workshops on diversity to large companies in several states: Motorola, Az. Sierra Pacific Power, BMW, New York, U.S. Forest Service, Nevada. I wrote a second book. I am reading two books related to race. I have followed the Council's activity regarding Ms. Matthews and Brenda Fantroy-Johnson I am retired. Previously a psychologist.' Books I am reading regarding books about racism below. . Waking Up White, Debby Irving author How to Argue with a Racist, Adam Rutherford author St. Barnabas Church ZOOM class regarding diversity . In the last chapter, "Genderflex was generalized to "Cultureflex". "Perhaps the culture addressed is ethnic or racial, perhaps the difference is in age, religion, physical ability. Though the book focuses on gender, several pages speak to Cultureflex. "If we think of 'Cultureflx' in the broadest sense of the word, it refers to all the spoken and unspoken in dress, communication, behavior, thinking, values and traditions of a given people at a certain time." Judith C. Tingley PhD 1994
Please share your community interests	* I have been a Board member of the KRL branch. The Bainbridge Library,

(groups, committees, organizations) if any:	* I have been on the Board of BISC. * I was a Treasure on the Board. * I found the City Council's actions regarding Ms. Matthews and Brenda Fantroy-Johnson were certainly not treated well at all. The article by Nick Twietmeyer " A push for diversity, or political trickery in disguise?" And ugly, 10.2020 * COBI Council * Ethics Board
Do you have potential conflicts of interest? If so, please explain:	No. However, I am still shocked by the words of. council members. "Mr. Pollock (a Council member) wrote the column, Your Turn. A quote: After the Council voted on June 1 to move forward, the Black candidate's nomination for approval at the next meeting , what followed was a bitter smear campaign against her, replete with charges of reverse racism, that she was "cutting" to the front of the line "or unqualified", and the Zoom-bombing of a meeting. We need a lot of change to REALLY deal with diversity, with racial equity. That the mayor waited until late at night at the end of a long meeting to make her not-on-the-agendas switch, with the Black candidate in attendance and hafting every expectation of being appointed, only added to the public humiliation. I never heard or read any words from the Mayor? No apology? Perhaps a private conversation with Ms. Mattews? Yes, I know Ms. Matthews
Feel free to attach a cover letter, resume', or other materials, if you wish (optional):	*Field not completed.*
Type the Year	2021

Roz Lassoff

From: noreply@civicplus.com
Sent: Friday, February 26, 2021 4:00 PM
To: CityAdmin
Subject: Online Form Submittal: Race Equity Advisory Committee Volunteer Application

CAUTION: This email originated from outside the City of Bainbridge Island organization. DO NOT click links or open attachments unless you recognize the sender and know the content is safe.

Race Equity Advisory Committee Volunteer Application

Step 1

Race Equity Task Force Advisory Committee Volunteer Application Form

The City of Bainbridge Island welcomes the participation of volunteers in serving our Island community through advisory groups. Please complete the form below if you are interested in serving. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared. We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

Application Deadline – Friday, February 26, 2021 at 4 pm. Applicants must be available in March for interviews.

Applicant Information

Name	Vanesa Young
Email	
Daytime Phone	
Address	
City	Bainbridge Island
State	Wa
Zip	98110
Current Employer	Square Inc
Current Position	Delivery Operations Lead

Experience & Qualifications

Have you served on any city committees, commissions, boards or task forces in the past?	No
If yes, please indicate which group(s).	*Field not completed.*
What experience and/or training have you had in the area of race equity (skills, activities, training, education)?	As a woman of color (Black and Japanese) and growing up in Kitsap county, I am uniquely aware of the challenges in representation that the county has. Being one of the 'only' in many of the spaces I've occupied from South Kitsap High School to my sorority at University of Washington, I understand the opportunities that these types of positions can present. Currently, I am been active in my ERG (employee resource groups) and have helped set up events, forums and town hall like conversations for employees, helping to create a safe space where productive dialogue can occur.
Please share your community interests (groups, committees, organizations) if any:	Maternal health, humane society, families of color
Do you have potential conflicts of interest? If so, please explain:	No
Feel free to attach a cover letter, resume', or other materials, if you wish (optional):	
Type the Year	2020

VANESSA CHIE YOUNG

EXPERIENCE

Square Inc.| Seattle, Washington
Delivery Operations Lead (August 2020 - Present)

- Lead and oversee global delivery team at Square.

The Tile Inc.| San Mateo, CA
Fulfillment and Logistics Manager (June 2017 – July 2020)

- Manage ROW warehouses totaling $3M in inventory. Serve as point of contact for escalations with 3PL partner.
- Conducted 2 global RFPs for European and Australian warehouse(s), launched new Australian Warehouse.
- Own relationships with logistics providers for all inbound shipments. Analyze and report on shipments costs.
- Negotiate competitive air and sea shipping rates. Monitor international trends that affect shipping prices and storage rates.
- Partner with Sales, Planning, IT, and Finance for operational throughput and customer service for accounts.
- Monitor customer requirements to meet compliance goals: EDI, routing, barcode labeling, etc.
- Manage value-added services (VAS)

August Home, Inc.| San Francisco, CA
Supply Chain, Inventory and Logistics Manager (Mar 2016 – May 17)
Inventory and Logistics Analyst (Sept 2014 – Feb 2016)

- Manage three overseas (Asia) suppliers (2 CMs, 1 packaging vendor). Lead continual cost down and process improvement efforts.
- Manage EOL for products. Oversee transition of new product cut-in and minimize existing product E&O.
- Prepare monthly production schedule. Meet supply allocation and target WOS while working within constraints of line capacity and component availability.
- Manage all August owned inventory totaling $3 million USD.
- Oversee all domestic 3PL activity (forward and reverse logistics) including kitting, fulfillment (DTC, B2B, and retail), cost management, physical inventory, and audits.
- Responsible for monthly book-to-book inventory reconciliation, managing of QuickBooks and inventory invoices
- Created reverse logistics program at 3PL. Qualified, tested, and implemented workflows.
- Lead packaging production for all product lines with a heavy focus on cost down opportunities.

Bare Escentuals | San Francisco, CA
International Operations Team Lead (Mar 2013 – Sept 2014)
International Operations Specialist (May 2011 - Feb 2013)

- Responsible for international order management shipping to wholesale partners in the UK, Europe, Brazil, and other emerging markets.
- Partnered with warehouse operations, logistics, and fulfillment teams regularly to ensure timely deliveries and accurate fulfillment.
- Served as int'l ops lead for product launches which involved initial load in of 25+SKUs, totaling 500,000 units.
- Led on-boarding and training for new team members and cross-functional partners.
- Reported on key metrics such as fill rate reporting and weekly revenue summaries.

Embassy of Japan | Washington, D.C
Diplomatic Staff (Aug 2009 - April 2011)

- Project Management: Coordinated large-scale events (350 to 1,000 guests) to execution.
- Translated and edited documents for military attachés.

The JET Program | Kumamoto, Japan
Language Teacher | Assistant Prefectural HR Advisor (Aug 2006 - July 2008)

- Planned and executed English lessons at five elementary and three junior high schools.
- Served as advisor for international residents. Involved in planning orientations and training programs.

EDUCATION

University of Washington | Seattle, WA

- Bachelor of Arts (Sept 2002 - June 2006)

Inter-University Center/Stanford University | Yokohama, Japan

- Intensive Japanese Studies (Sept 2008 - June 2009)
- Japan Foundation Scholarship Recipient | Sato Foundation Scholarship Recipient

SKILLS & INTERESTS

- Programs: Proficient in Oracle OM, QuickBooks, Arena PLM, Looker, Desk.com, and NetSuite
- Associations: SFSPCA
- Certifications: APICS CSCP (In progress), JLPT (level II)

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (8:00 PM) City Hall Repair Project Amendment No. 4 to Professional Services Agreement and Budget Amendment - Public Works,

SUMMARY: Amendment No. 4 to the Professional Services Agreement with EGM, Inc., dba Meng Analysis, is needed to provide additional roof repair design, submittal review, engineers' estimates, change order evaluation, and inspection services.

AGENDA CATEGORY: Contract **PROPOSED BY:** Public Works

RECOMMENDED MOTION: I move to approve Amendment No. 4 to the City Hall Repair Project Professional Services Agreement and an associated budget amendment in the amount of $20,601.60, and to authorize the City Manager to include the funds in the 1st quarter budget amendment ordinance.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

Amount:	$20,601.60
Ongoing Cost:	
One-Time Cost:	$20,601.60
Included in Current Budget?	Yes

BACKGROUND: The original Professional Services Agreement was approved by the City Manager on June 25, 2019 in the amount of $23,400.00 for design services for the City Hall Repairs project. Since that time, three amendments have been executed administratively for design changes, job walkthrough attendance, site visits, submittal reviews, change order review, inspections, and date extensions, bringing the contract amount to $38,400.00.

Amendment No. 4 to the Design Professional Services Agreement is needed for additional services related to roof repair design, submittal review, engineers' estimate, change order evaluation, and inspection in the amount of $20,601.60, bringing the revised contract amount to $59,001.60.

Under Section 9.0 of the City's Procurement Policy, City Council approval is required for cost increases exceeding 10% of the original contract cost or $50,000, whichever is greater, and is within the approved budget; therefore, this proposed amendment requires City Council approval.

A budget amendment of $20,601.60 from the general fund will be needed to support this proposed Amendment No. 4. Upon Council approval, the proposed budget amendment will be included in the first quarter budget adjustment reporting for 2021.

ATTACHMENTS:

City Hall Repair PSA Amendment No 4.docx

FISCAL DETAILS: There will be a $20,601.60 general fund budget adjustment added to the first quarter budget amendment for this item.

Fund Name(s): General Fund

Coding:

AMENDMENT NO. 4 TO
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AMENDMENT NO. 4 TO THE AGREEMENT FOR PROFESSIONAL SERVICES ("Amendment") amends the Agreement for Professional Services ("Agreement") entered into on June 25, 2019 by the City of Bainbridge Island, a Washington State municipal corporation ("City"), and EGM, Inc, d/b/a Meng Analysis, a Washington State corporation ("Consultant").

WHEREAS, the City and the Consultant entered into the Agreement to provide building repair and inspection services, and

WHEREAS, the Consultant provided specifications, design standards, and attended a job walkthrough as part of task 1 of the scope of work for a small works roster bid package in 2019 that no bids were received; and

WHEREAS, City had the Consultant provide additional project specific design drawings, plans and site visits for a formal advertised bid package in 2020; and

WHEREAS, on January 8, 2020, the City and Consultant executed Amendment No. 1 to the Agreement, amending the Agreement to extend the effective end date to December 31, 2020; and

WHEREAS, on November 10, 2020, the City and Consultant executed Amendment No. 2 to the Agreement, amending the Section 2 of the Agreement, "Compensation", to increase the maximum payment for all services provided under the Agreement to $38,400.00; and

WHEREAS, on December 31, 2020, the City and Consultant executed Amendment No. 3 to the Agreement, amending the Agreement to extend the effective end Agreement to June 30, 2021; and

WHEREAS, the City requested additional services for the Consultant to review submittals, change orders and perform inspections to confirm conformance to bid specifications; and

WHEREAS, the City is requesting additional services related to the water damage to the roof and design of functional gutter system.

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2A is hereby amended to read as follows

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until ~~June 30, 2021~~, December 31, 2021 unless sooner terminated by either party as provided below.

2. Section 3A is hereby amended to read as follows:

A. The City shall pay the Consultant for such services: (check one)

[X] Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of ~~Thirty-Eight Thousand Four Hundred Dollars,~~ Fifty-Nine Thousand One Dollar and Sixty Cents ~~$38,400.00~~, $59,001.60);
[ ] Fixed Sum: a total amount of $_____;
[ ] Other: $_____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

3. Attachment A, Scope of Services, is hereby amended to include roof repair design, engineers estimate, change order evaluation and eight sites visits to be included in Task 1 and 2.

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

EGM, INC D/B/A MENG ANALYSIS	CITY OF BAINBRIDGE ISLAND
Date:_____	Date:_____
By:_____	By:_____
Name_____	Ellen Schroer, Interim City Manager
Title_____	
Tax I.D. #_____	
City Bus. Lic. #_____	

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (8:05 PM) City Hall Repairs Project Budget Amendment - Public Works,

SUMMARY: This proposed budget amendment is for new work identified during roof repairs related to unforeseen conditions discovered and that were not included in the original contract for the City Hall Repairs project.

AGENDA CATEGORY: Contract **PROPOSED BY:** Public Works

RECOMMENDED MOTION: I move to approve the City Hall Repairs project budget amendment in the amount of $70,000.00, and to authorize the City Manager to include the funds in the 1st quarter budget amendment ordinance.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:	
Amount:	$70,000
Ongoing Cost:	
One-Time Cost:	$70,000
Included in Current Budget?	No

BACKGROUND: The City Hall Repairs project was awarded on June 23, 2020 in the amount of $259,978.44. Since the initial contract award, Change Order No. 1 was issued for interior water damage and structural framing repair (required work that was identified during the repair process) in the amount of $18,205.78, bringing the revised contract amount to $278,184.22.

Change Order No. 2 in the amount of $128,911.51 was approved by the City Council at their 2/9/21 meeting for car decking replacement, waterproof sealant installation, ice and shield vapor barrier, and metal roofing above and below the mid-roof gutter. This brings the revised contract amount to $407,095.73.

This proposed $70,000.00 budget amendment is for additional car decking, plywood, and insulation in the lower roof area which was found to have water damage due to a leaking mid-roof gutter and flashing (see memo for photos). This same item was addressed in Change Order No. 2; however, the quantity of car decking and plywood exceeded what was approved in change order #2.

Pursuant to Section 10.0 of the Procurement Manual, and due to ongoing unforeseen conditions discovered with this project, City Staff is requesting that the City Council move forward with the proposed budget amendment approving an additional $70,000.00.

Pursuant to Section 5.13.13 of the Procurement Manual, increases to the budget in excess of 10% over the original contract amount need City Council approval. Therefore, upon approval of this proposed increase to the budget, staff will negotiate a work change directive for the additional roof repairs needed to complete the project. Upon project completion, staff will return to City Council with a final change order approving the project costs to date.

This proposed budget amendment and amendment to the Capital Improvement Plan ("CIP") will be included in the first quarter budget adjustment reporting for 2021. Due to the critical and ongoing nature of the work, City staff requests that the Council approve the budget amendment at its 4/13/21 meeting, rather than forwarding the item to the consent agenda at the next business meeting.

ATTACHMENTS:

Budget Amendment_COBI Staff Memo.docx

FISCAL DETAILS: There will be a $70,000 general fund budget adjustment included in the budget amendments for Q1 2021.

Fund Name(s): General Fund

Coding:

CITY OF
BAINBRIDGE ISLAND

Public works department

Memorandum

Date: 4/1/2021

To: File

From: Aaron Claiborne, Operations Project Manager

Subject: City Hall Repair Budget Amendment

The City Hall Repairs project was awarded on June 23, 2020 in the amount of $259,978.44. Since the initial contract award, Change Order No. 1 was issued for interior water damage and structural framing repair (required work that was identified during the repair process) in the amount of $18,205.78, bringing the revised contract amount to $278,184.22.

Change Order No. 2 in the amount of $128,911.51 was approved by the City Council at their 2/9/21 meeting for 60 square feet of car decking replacement, 480 square feet of plywood replacement, waterproof sealant installation, ice and shield vapor barrier and new metal roofing above and below the mid roof gutter. This brings the revised contract amount to $407,095.73.

During the removal of the lower metal roofing and plywood it was discovered that the quantity of car decking and plywood damaged was greater than what was estimated during the investigation. It was found that approximately 320 square feet or 100 car decking boards x 11 feet is damaged and requires replacement. All of the plywood on the lower roof (1,375 square feet) was removed to get a better estimate of the car decking requiring replacement. The upper roof was inspected to the plywood in five areas and no water damage was found. The end of roof gutter and mid roof gutter are installed on top of the car decking. In order to replace 100 car decking boards the gutters will need to be removed and replaced. The water damage to the plywood and car decking is from the mid roof gutter and the design of the lower roof.

Approximately 280 square feet of car decking, 895 square feet of plywood, two gutters were not included in change order #2 and will be additional costs. The additional work will allow for the gutters and roofing system to be designed with water proofing and flashing to prevent damage in the future. The proposed $70,000.00 budget amendment will allow staff to negotiate with Colvos on the additional quantities and the costs through a final change order that will be brought to Council upon completion of the project.



Lower roof below mid roof gutter facing West (Madison Ave.)



Lower roof below mid roof gutter facing East (Henshaw entrance)

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (8:10 PM) Water Resource Inventory Area 15 Watershed Restoration and Enhancement Plan - Public Works,

SUMMARY: City staff is requesting that the City Council accept the recommendation of the Utility Advisory Committee and the Environmental Technical Advisory Committee to approve the Water Resource Area Inventory Area ("WRIA") 15 Watershed Restoration and Enhancement Plan, and to submit to the Department of Ecology a supplemental letter stating the City's position on the plan's calculation of future permit exempt wells on Bainbridge Island.

AGENDA CATEGORY: Presentation **PROPOSED BY:** Public Works

RECOMMENDED MOTION: I move to authorize the City Manager to approve the Water Resource Area Inventory Area 15 Watershed Restoration and Enhancement Plan, and to submit to the Department of Ecology a supplemental letter stating the City's position on the plan's calculation of future permit exempt wells on Bainbridge Island.

STRATEGIC PRIORITY: Green, Well-Planned Community

FISCAL IMPACT:

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

BACKGROUND: The Water Resource Area Inventory Area ("WRIA") 15 Watershed Restoration and Enhancement Plan (attached) was developed by the WRIA group membership (local jurisdictions including the City, agencies, and tribes within the WRIA 15 subarea that includes portions of Kitsap, Pierce, King, and Mason counties) to meet the requirement of RCW 90.94.030. The plan recommends projects and actions to offset anticipated new domestic permit exempt water use in the WRIA over a twenty year period, and also recommends a process for implementation and adaptive management. The plan does not obligate any entity to action.

The Utility Advisory Committee and the Environmental Technical Advisory Committee discussed the plan over the course of two joint meetings, and have recommended that the Council authorize the City Manager to approve the plan, along with a supplemental letter to the Department of Ecology, which is overseeing the

process. The supplemental letter (attached) highlights the concern from the committees that the number of potential future permit exempt wells included in the plan for Bainbridge Island is too high. The letter documents the process by which the City understands the number of permit exempt wells on the Island was calculated, and recommends that the number be reevaluated, and potentially reduced, over time as part of the adaptive management phase of the process. The Department of Ecology has acknowledged this concern, and recommended this course of action to the City.

If approved by the WRIA 15 group (the plan needs unanimous approvals from each group member to pass), City staff will continue to participate in the next steps on the plan, which includes adaptive management and implementation. The plan will also be used by the City to inform the development of the groundwater management plan.

The presentation included in the packet is for reference only, and is not anticipated to be presented by City staff as part of this agenda item.

ATTACHMENTS:

WRIA15FinalDraft1Mar2021.pdf

Letter to WRIA 15 plan_DRAFT.docx

WRIA 15 Plan Presentation.pptx

FISCAL DETAILS: N/A

Fund Name(s):

Coding:



Watershed Restoration and Enhancement Draft Plan

WRIA 15
Kitsap Watershed

February 1, 2021 revised March 1, 2021

FINAL DRAFT PLAN FOR LOCAL REVIEW

DEPARTMENT OF ECOLOGY
State of Washington

Publication Information

This document is available on the Department of Ecology's website at: https://ecology.wa.gov/Water-Shorelines/Water-supply/Streamflow-restoration/Streamflow-restoration-planning

Cover photo credit

- Curley Creek Courtesy of Great Peninsula Conservancy

Contact Information

Water Resources Program

Address: 3190 160th Ave SE, Bellevue, WA 98008

Phone: 425-649-7000

Website[1]: Washington State Department of Ecology

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Language Access

The Department of Ecology offers free language services about our programs and services for people whose primary language is not English. We can provide information written in your preferred language and qualified interpreters over the telephone. To request these services, or to learn more about what we can provide, contact our Language Access Coordinators by phone at 360-407-6177 or email at millie.piazza@ecy.wa.gov. When you call, please allow a few moments for us to contact an interpreter. Visit Ecology's website for more information.

[1] www.ecology.wa.gov/contact

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Acronyms

Acronym	Definition
AE	Application Efficiency
AF/yr	Acre-Feet per Year
CFS	Cubic Feet per Second
CU	Consumptive Use
CUF	Consumptive Use Factor
GPD	Gallons per Day
GIS	Geographic Information System
IR	Irrigation Requirements
LID	Low Impact Development
LIO	Local Integrating Organization
MAR	Managed Aquifer Recharge
NEB	Net Ecological Benefit
PE	Permit-Exempt
RCW	Revised Code of Washington
WDFW	Washington Department of Fish and Wildlife
WRIA	Water Resource Inventory Areas

DRAFT

Acknowledgements

This watershed plan was written as a collaboration between the Department of Ecology, the WRIA 15 Committee, and the technical consultants. We express our sincere gratitude to those that supported the development of the plan and supplemental materials.

DRAFT

WRIA 15 Committee Members – Primary Representatives and Alternates

Dave Ward, Kitsap County

David Nash[1], Kitsap County

Kathy Peters, Kitsap County

Commissioner Randy Neatherlin, Mason County

David Windom, Mason County

Dan Cardwell, Pierce County

Austin Jennings, Pierce County

Greg Rabourn, King County

Joe Hovencotter, King County

Eric Ferguson, King County

David Winfrey, Puyallup Tribe

Seth Book, Skokomish Tribe

Dana Sarff, Skokomish Tribe

Jeff Dickison, Squaxin Island Tribe

Paul Pickett, Squaxin Island Tribe

Erica Marbet, Squaxin Island Tribe

Leonard Forsman, Suquamish Tribe

Alison O'Sullivan, Suquamish Tribe

Sam Phillips, Port Gamble S'Klallam Tribe

Paul McCollum, Port Gamble S'Klallam Tribe

Jacki Brown, City of Port Orchard

Thomas Hunter[2], City of Port Orchard

Zach Holt, City of Port Orchard

Trent Ward, City of Gig Harbor

Brienn Ellis, City of Gig Harbor

Michael Michael, City of Bainbridge Island

Christian Berg, City of Bainbridge Island

Christy Carr[2], City of Bainbridge Island

Teresa Smith, City of Bremerton

Allison Satter, City of Bremerton

Mayor Becky Erikson[3], City of Poulsbo

Joel Purdy, Kitsap Public Utility District

Mark Morgan, Kitsap Public Utility District

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Thank you to the Committee members that participated in short-term, ad hoc workgroups.

Thank you also to Tribal, city and county staff, Kitsap Public Health District, and USGS for providing resources and presentations throughout this process.

[1]David Nash, formerly with Kitsap County, is now deceased.

[2]No longer at entity.

[3]Withdrew from Committee.

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Executive Summary

In January 2018, the Washington State Legislature passed the Streamflow Restoration law (RCW 90.94) to help support robust, healthy, and sustainable salmon populations while ensuring rural communities have access to water. The law, as interpreted by the Department of Ecology (Ecology), directs Ecology to lead local planning Committees to develop Watershed Restoration and Enhancement Plans that identify projects to offset potential consumptive impacts of new permit-exempt domestic groundwater withdrawals on instream flows over the next 20 years (2018 – 2038) and provide a net ecological benefit to the watershed. While not all members of the WRIA 15 Watershed Restoration and Enhancement Committee agreed with Ecology's interpretations of the law, this Watershed Restoration and Enhancement Plan was written to meet the guidance and policy interpretations as provided by Ecology.[2]

Ecology established the Watershed Restoration and Enhancement Committee to collaborate with tribes, counties, cities, state agencies, and special interest groups in the Kitsap watershed, also known as Water Resource Inventory Area (WRIA) 15. The WRIA 15 Committee met for two and a half years to develop a watershed plan.

To allow for meaningful analysis of the relationship between new consumptive use and offsets, the WRIA 15 Committee divided the watershed into seven subbasins. Subbasins help describe the location and timing of projected new consumptive water use, the location and timing of impacts to instream resources, and the necessary scope, scale, and anticipated benefits of projects.

This watershed plan projects 5,568 permit exempt (PE) well connections over the 20-year planning horizon. If implemented as intended, the projects and policy recommendations in this watershed plan can offset the consumptive water use from those 5,568 PE well connections. The projected new consumptive water use associated with the new PE well connections is 766.4 acre-feet per year (1.06 cubic feet per second [cfs] or 684,150 gallons per day [gpd]) in WRIA 15, equal to 123 gpd per PE well connection. This watershed plan also sets an offset target of 1,218 acre-feet per year for project implementation in order to benefit streams. That target is based upon a consumptive use of 177 gpd per PE well connection which equals 1.68 cfs and 1.087 million gallons per day.

This watershed plan includes projects that, if implemented as intended, provide an anticipated offset of 1,076.7 acre-feet per year to benefit streamflows and enhance the watershed. The WRIA 15 Committee set a goal of offsetting consumptive use estimates within each subbasin and agreed that offsets should be as close to impacts as feasible. This plan falls short of the WRIA 15 Committee's goal of meeting the offset need by subbasin (consumptive use is offset in 5 of 7 subbasins and the higher offset target is reached in 2 of 7 subbasins).

[2] Some members of the WRIA 15 Committee have different interpretation of RCW 90.94.030. Signing statements and other documents provided in the Compendium provide more information on their interpretations.

Table ES-1 presents a summary of the anticipated impacts and benefits by subbasin. Additional projects in the plan include benefits to fish and wildlife habitat, such as several thousand feet of streambed improvements, dozens of acres of restoration and protection, and many miles of riparian restoration across WRIA 15.

Table ES-1: Consumptive Use and Project Benefits by Subbasin

Subbasin	Consumptive Use Estimate (acre feet per year)	Higher Offset Target (acre feet per year)	Offset Benefits from Projects (acre feet per year)	Additional Benefits from Projects
North Hood Canal	90.3	136.5	263.5	Projects would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. Over 1,600 feet of stream restoration are included along with over ten acres of habitat restoration.
West Sound	183.9	277.9	365	Projects would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. Projects include over 2800 feet of stream restoration, riparian restoration, over 100 acres of land protection, and over 140 acres of habitat restoration.
South Hood Canal	155.0	223.4	130.2	Projects would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. This subbasin includes projects that will repair up to three miles of riparian area.
Bainbridge Island	67.6	102.2	67.6	Projects would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams.
Vashon-Maury Island	50.7	72.9	69.9	Projects would provide direct streamflow benefit, water rights and land acquisition.

Subbasin	Consumptive Use Estimate (acre feet per year)	Higher Offset Target (acre feet per year)	Offset Benefits from Projects (acre feet per year)	Additional Benefits from Projects
South Sound	213.8	394.6	173.5	Projects would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. Projects include up to nine miles of riparian restoration.
South Sound Islands	5.2	11.1	7	Projects would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams.
Totals	766.4	1218.7	1076.7	

To increase reasonable assurance of plan implementation and track progress, this watershed plan includes policy and regulatory recommendations and an adaptive management process. The 11 policy and regulatory recommendations are included to contribute to the goals of this watershed plan, including streamflow restoration and meeting net ecological benefit. These recommendations enhance water conservation efforts; improve research, monitoring, and data collection; support beaver habitat conservation; plan for better drought response; and finance plan implementation. The watershed plan describes an adaptive management approach, which identifies (1) an ongoing implementation group and lead organization to support watershed plan implementation, (2) a tracking and reporting structure to assess progress and adjust as needed, and (3) a funding mechanism to adaptively manage implementation. Adaptive management will be necessary to achieve the goal of meeting offset needs within each subbasin and improving streamflow where this watershed plan currently falls short, through the identification, development and implementation of projects throughout WRIA 15.

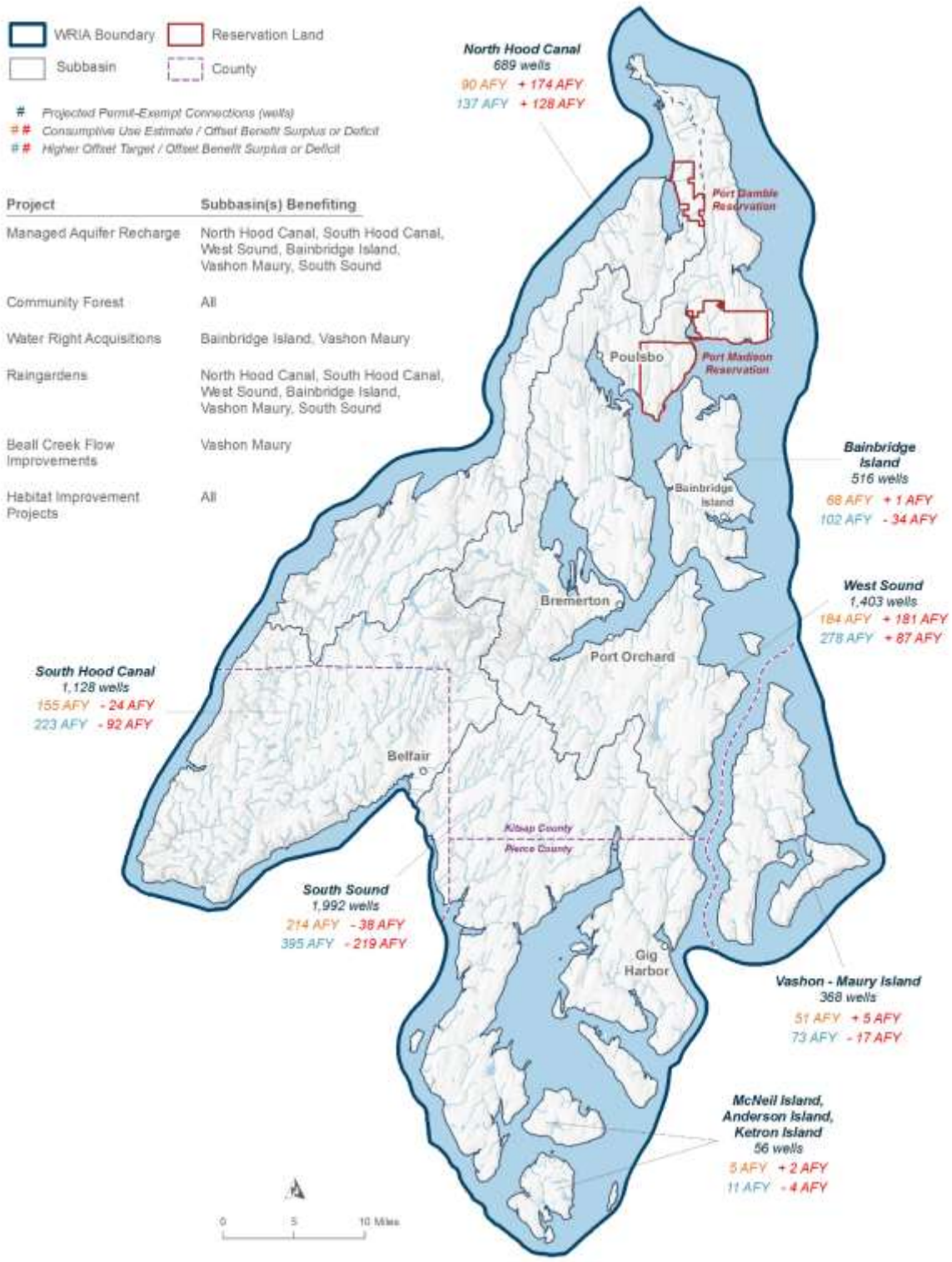


Figure ES 1: Summary of findings of the WRIA 15 Watershed Restoration and Enhancement Plan, including estimates for new domestic PE well growth, consumptive use estimates, and project offset benefits. Map prepared by HDR.

Chapter 1 – Plan Overview

1.1 WRIA 15 Watershed Plan Purpose and Structure

The purpose of the Water Resource Inventory Area (WRIA) 15 Watershed Restoration and Enhancement Plan is to identify projects and actions intended to offset the impacts of new domestic permit-exempt (PE) wells to streamflows. The Watershed Restoration and Enhancement Plan is one requirement of RCW 90.94.030. Watershed Restoration and Enhancement Plans must identify projects to offset the projected consumptive impacts of new PE domestic groundwater withdrawals on instream flows over 20 years (2018-2038) and provide a net ecological benefit (NEB) to the WRIA. The WRIA 15 Watershed Restoration and Enhancement Plan (watershed plan) considers priorities for salmon recovery and watershed recovery, while ensuring it meets the intent of the law, as interpreted by Ecology.[3]

While not all members of the WRIA 15 Watershed Restoration and Enhancement Committee (Committee) agree with the Department of Ecology's (Ecology) interpretations of the law, this watershed plan was written to meet the guidance and policy interpretations as provided by Ecology. References to meeting the requirements of the law throughout this plan refer to Ecology's interpretation of the law and may not encompass the interpretations held by all members of the WRIA 15 Committee.

Pumping from wells can reduce groundwater discharge to springs and streams by capturing water that would otherwise have discharged naturally, thereby reducing flows (Barlow and Leake 2012). Consumptive water use (the portion not returned to the aquifer) reduces streamflow, both seasonally and as average annual recharge. A well pumping from an aquifer connected to a surface water body can either reduce the quantity of water discharging to the river or increase the quantity of water leaking out of the river (Barlow and Leake 2012).

While this watershed plan is narrow in scope and not intended to address all water uses or related issues within the watershed, it may provide a path forward for future water resource planning.

[Language to be included when appropriate]: The Committee, by completing the watershed plan, has developed, and come to consensus[4] on, a technically and politically complex issue in water resource management. That success will set the stage for improved coordination of water resources and overall watershed health in our WRIA.

This watershed plan includes seven chapters:

1. Plan overview;

[3] Some members of the WRIA 15 Committee have different interpretation of RCW 90.94.030. Signing statements and other documents provided in the Compendium provide more information on their interpretations.
[4] The WRIA 15 Committee defines the level of consensus in their operating principles. Complete operating principles can be found on the WRIA 15 Committee EZ View webpage and in Appendix B: https://www.ezview.wa.gov/site/alias__1962/37327/watershed_restoration_and_enhancement_-_wria_15.aspx

2. Overview of the watershed's hydrology, hydrogeology, and streamflow;
3. Summary of the subbasins;
4. Growth projections and consumptive use estimates;
5. Description of the recommended projects to offset the future PE domestic water use in WRIA 15 and meet NEB;
6. Explanation of recommended policy, monitoring, adaptive management, and implementation measures; and
7. Evaluation and consideration of the NEB.

1.1.1 Legal and Regulatory Background for the WRIA 15 Watershed Restoration and Enhancement Plan

In January 2018, the Washington State Legislature passed Engrossed Substitute Senate Bill (ESSB) 6091 (session law 2018 c 1). This law was enacted in response to the State Supreme Court's 2016 decision in Whatcom County vs. Hirst, Futurewise, et al. (commonly referred to as the "Hirst decision"). As it relates to this Committee's work, the law, now primarily codified as RCW 90.94, clarifies how local governments can issue building permits or approve subdivisions for homes intending to use a PE well for their domestic water supply. The law also requires local watershed planning in fifteen WRIAs across the state, including WRIA 15.[5]

1.1.2 Domestic Permit-Exempt Wells

This watershed plan, the law that calls for it, and the Hirst decision are all concerned with the effects of new domestic PE water use on streamflows. Several laws pertain to the management of groundwater PE wells in WRIA 15 and are summarized in brief here for the purpose of providing context for the WRIA 15 watershed plan.

Washington State follows the doctrine of prior appropriation, which means that the first users have rights senior to those issued later. This doctrine is called "first in time, first in right." If a water shortage occurs, senior rights are satisfied first and junior rights are curtailed. Seniority is established by priority date — the original date a water right application was filed, or the date that water was first put to beneficial use in the case of claims and the groundwater permit exemption. Although groundwater PE uses do not require a water right permit, they are always subject to state water law. In some instances, Ecology has had to regulate PE water users when they interfere with older, "senior" water rights, including instream flow rules. More information is available on Ecology's website: https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-availability.

[5] ESSB 6091 includes the following: "*AN ACT Relating to ensuring that water is available to support development; amending RCW 19.27.097, 58.17.110, 90.03.247, and 90.03.290; adding a new section to chapter 36.70A RCW; adding a new section to chapter 36.70 RCW; adding a new chapter to Title 90 RCW; creating a new section; providing an expiration date; and declaring an emergency.*" *(p. 1)*

RCW 90.44.050, commonly referred to as "the Groundwater Permit Exemption," establishes that certain small withdrawals of groundwater are exempt from the state's water right permitting requirements, including small indoor and outdoor water use associated with homes. Although these withdrawals do not require a state water right permit, the water right is still legally established by the beneficial use. Even though a water right permit is not required for small domestic uses under RCW 90.44.050, there is still regulatory oversight, including from local jurisdictions. Specifically, in order for an applicant to receive a building permit from their local government for a new home, the applicant must satisfy the provisions of RCW 19.27.097 for what constitutes evidence of an adequate water supply.

RCW 90.94.030 adds to the management regime for new homes using domestic PE well withdrawals in WRIA 15 and elsewhere. For example, local governments must, among other responsibilities relating to new PE domestic wells, collect a $500 fee for each building permit and record withdrawal restrictions on the title of the affected properties. Additionally, this law restricts new PE domestic withdrawals in WRIA 15 to a maximum annual average of up to 950 gallons per days (gpd) per connection, subject to the 5,000 gpd and ½-acre outdoor irrigation of non-commercial lawn/garden limits established in RCW 90.44.050. Ecology has published its interpretation and implementation of RCW 19.27.097 and RCW 90.94 in Water Resources POL 2094 (Ecology 2019a). For additional information, readers can review those laws and policy for comprehensive details and agency interpretations.

1.1.3 Planning Requirements Under RCW 90.94.030

While supplementing the local building permit requirements, RCW 90.94.030(3) goes on to establish planning criteria for WRIA 15. In doing so, it sets the minimum standard of Ecology's collaboration with the WRIA 15 Committee in the preparation of this watershed plan. In practice, the process of plan development was one of broad integration, collectively shared work, and a striving for consensus described in the Committee's adopted operating principles, which are further discussed below.

In addition to these procedural requirements, the law (and consequently, this watershed plan) is concerned with the identification of projects and actions intended to offset the anticipated impacts from new PE domestic groundwater withdrawals over the next 20 years and provide a NEB.[6] In establishing the primary purpose of this watershed plan, RCW 90.94.030 (3) also details both the required and recommended plan elements. Regarding the WRIA 15 Committee's approach to selecting projects and actions, the law also speaks to "high and lower priority projects." The Committee understands that, as provided in the Final Guidance on

[6] The planning horizon for achieving a NEB is the 20 year period beginning with January 19, 2018 and ending on January 18, 2038. The planning horizon only applies to determining which new consumptive water uses the plan must address under the law. The projects and actions required to offset the new uses must continue beyond the 20-year period and for as long as new well pumping continues. (Ecology 2019b; page 7)

Determining Net Ecological Benefit (Ecology 2019b), "use of these terms is not the sole critical factor in determining whether a plan achieves a NEB… and that plan development should be focused on developing projects that provide the most benefits… regardless of how they align with [these] labels" (page 12). For WRIA 15, this watershed plan recognizes the goal of protecting water quantity as the primary component of habitat for fish populations and aquatic life. In order to provide a benefit to the greatest length of stream channel, the highest priority projects are those that provide protection or restoration of headwater streamflows.

1.2 Requirements of the WRIA 15 Watershed Restoration and Enhancement Plan

RCW 90.94.030 of the Streamflow Restoration law directs Ecology to establish a Watershed Restoration and Enhancement Committee in the Kitsap watershed and develop a watershed plan in collaboration with the WRIA 15 Committee. Ecology determined that the intent was best served through collective development of the watershed plan, using an open and transparent setting and process that builds on local needs.

At a minimum, the watershed plan must include projects and actions necessary to offset projected consumptive impacts of new PE domestic groundwater withdrawals on streamflows and provide a NEB to the WRIA.

Ecology issued the Streamflow Restoration Policy and Interpretive Statement (POL-2094) and Final Guidance on Determining Net Ecological Benefit (GUID-2094) in July 2019 to ensure consistency, conformity with state law, and transparency in implementing RCW 90.94. The Final Guidance on Determining Net Ecological Benefit (hereafter referred to as Final NEB Guidance) establishes Ecology's interpretation of the term "net ecological benefit." It also informs planning groups on the standards Ecology will apply when reviewing a watershed plan completed under RCW 90.94.020 or RCW 90.94.030. The minimum planning requirements described by Ecology in the Final NEB Guidance include the following (pages 7-8):

> Streamflow Restoration law RCW 90.94.030(3)
>
> (b) At a minimum, the plan must include those actions that the committee determines to be necessary to offset potential impacts to instream flows associated with permit-exempt domestic water use. The highest priority recommendations must include replacing the quantity of consumptive water use during the same time as the impact and in the same basin or tributary. Lower priority projects include projects not in the same basin or tributary and projects that replace consumptive water supply impacts only during critical flow periods. The plan may include projects that protect or improve instream resources without replacing the consumptive quantity of water where such projects are in addition to those actions that the committee determines to be necessary to offset potential consumptive impacts to instream flows associated with permit-exempt domestic water use.
>
> (c) Prior to adoption of the watershed restoration and enhancement plan, the department must determine that actions identified in the plan, after accounting for new projected uses of water over the subsequent twenty years, will result in a net ecological benefit to instream resources within the water resource inventory area.
>
> (d) The watershed restoration and enhancement plan must include an evaluation or estimation of the cost of offsetting new domestic water uses over the subsequent twenty years, including withdrawals exempt from permitting under RCW 90.44.050.
>
> (e) The watershed restoration and enhancement plan must include estimates of the cumulative consumptive water use impacts over the subsequent twenty years, including withdrawals exempt from permitting under RCW 90.44.050.

1. Clear and Systemic Logic. Watershed plans must be prepared with implementation in mind.

2. Delineate Subbasins. [The Committee] must divide the WRIA into suitably sized subbasins to allow meaningful analysis of the relationship between new consumptive use and offsets.

3. Estimate New Consumptive Water Uses. Watershed plans must include a new consumptive water use estimate for each subbasin and the technical basis for such estimate.

4. Evaluate Impacts from New Consumptive Water Use. Watershed plans must consider both the estimated quantity of new consumptive water use from new domestic PE wells initiated within the planning horizon and how those impacts will be distributed.

5. Describe and Evaluate Projects and Actions for Their Offset Potential. At a minimum, watershed plans must identify projects and actions intended to offset impacts associated with new consumptive water use. Offset benefits must continue as long as the anticipated consumptive use impacts, which are assumed to be in perpetuity.

The WRIA 15 Committee prepared the WRIA 15 watershed plan with the intent that the plan, including all projects, is fully implemented. The law requires that all members of the Committee approve the plan prior to submission to Ecology for review. Ecology must then determine that the plan's recommended streamflow restoration projects and actions will result in a NEB to instream resources within the WRIA after accounting for projected use of new PE domestic wells over the 20-year period of 2018-2038.

RCW 90.94.030 (6). This section [90.94.030] only applies to new domestic groundwater withdrawals exempt from permitting under RCW 90.44.050 in the following water resource inventory areas with instream flow rules adopted under chapters 90.22 and 90.54 RCW that do not explicitly regulate PE groundwater withdrawals: 7 (Snohomish); 8 (Cedar-Sammamish); 9 (Duwamish-Green); 10 (Puyallup-White); 12 (Chambers-Clover); 13 (Deschutes); 14 (Kennedy Goldsborough); and 15 (Kitsap) and does not restrict the withdrawal of groundwater for other uses that are exempt from permitting under RCW 90.44.050.

1.3 Overview of the WRIA 15 Committee

1.3.1 Formation

The Streamflow Restoration law instructed Ecology to chair the WRIA 15 Committee, and invite representatives from the following entities in the watershed to participate in the development of the watershed plan:

- Each federally recognized tribal government with reservation land or usual and accustomed harvest area within the WRIA.
- Each county government within the WRIA.
- Each city government within the WRIA.

- Washington State Department of Fish and Wildlife.
- The largest publicly owned water purveyor providing water within the WRIA that is not a municipality.
- The largest irrigation district within the WRIA.

Ecology sent invitation letters to each of the entities named in the law in September of 2018. Note that WRIA 15 does not have an irrigation district.

The law also required Ecology to invite local organizations representing agricultural interests, environmental interests, and the residential construction industry. Businesses, environmental groups, agricultural organizations, conservation districts, and local governments nominated interest group representatives. Local governments on the WRIA 15 Committee voted on the nominees in order to select local organizations to represent agricultural interests, environmental interests, and the residential construction industry. Ecology invited the selected entities to participate on the Committee.

Committee members are listed in Table 1. This list includes all of the members identified by the Legislature that agreed to participate on the WRIA 15 Committee.[7]

Table 1: WRIA 15 Committee Participating Entities

Entity Name	**Representing**
Kitsap County	County government
King County	County government
Mason County	County government
Pierce County	County government
Puyallup Tribe	Tribal government
Skokomish Tribe	Tribal government
Squaxin Island Tribe	Tribal government
Suquamish Tribe	Tribal government
Port Gamble S'Klallam Tribe	Tribal government
City of Port Orchard	City government
City of Bremerton	City government
City of Gig Harbor	City government
City of Bainbridge Island	City government
Kitsap Public Utility District	Water utility
Department of Fish and Wildlife	State agency
Department of Ecology	State agency

[7] All participating entities committed to participate in the process and designated representatives and alternates to sit on the WRIA 15 Committee. A roster with the names of the representatives is available in Appendix A. The City of Poulsbo originally participated in the process but withdrew from the Committee in October 2020.

Entity Name	Representing
Kitsap Building Association	Residential construction industry
Kitsap Conservation District	Agricultural interest group
Great Peninsula Conservancy	Environmental interest group
Mason-Kitsap Farm Bureau - ex officio	Self
Washington Water Service - ex officio	Self

The WRIA 15 Committee invited the Mason-Kitsap Farm Bureau and the Washington Water Service to participate as "ex-officio" members. Although not identified in the law, the ex-officio members provide valuable information and perspective as subject matter experts. The ex-officio members are active but non-voting participants of the WRIA 15 Committee.

The law does not identify a role for the Committee following development of the watershed plan.

1.3.2 Committee Structure and Decision Making

The WRIA 15 Committee held its first meeting in October 2018. Between October 2018 and January 2021, the WRIA 15 Committee held 28 Committee meetings.[8] All Committee and workgroup meetings were open to the public. The WRIA 15 Committee met monthly and as needed to meet deadlines. From March 2020 through April 2021, the Committee met virtually due to the global pandemic.

The two and a half years of planning consisted of training, research, and developing watershed plan components. Ecology technical staff, WRIA 15 Committee members, and partners presented on topics to provide context for components of the plan, such as an overview of WRIA 15 hydrogeology, water law, tribal treaty rights, salmon recovery, and local planning processes.

Ecology staff chaired the WRIA 15 Committee and provided administrative support and technical assistance. Ecology contracted with consultants to provide facilitation and technical support for the Committee. The facilitator supported the Committee's discussions and decision-making and coordinated recommendations for policy change and adaptive management. The technical consultants developed products that informed Committee decisions and development of the plan. Examples include working with counties on growth projections, calculating consumptive use using multiple methods, preparing maps and other tools to support decisions, and researching project ideas. The technical consultants brought a range of expertise to the Committee including hydrogeology, geographic information system (GIS) analysis, fish biology, engineering, and planning. The technical consultants developed the technical memorandums referenced throughout this watershed plan.

[8] This includes regular Committee meetings and special Committee meetings where most representatives attended. This does not include project workgroup, technical workgroup, or one-time workgroup meetings.

The WRIA 15 Committee established two workgroups to support planning efforts and to achieve specific tasks:

- The **Technical Workgroup** focused on preparing recommendations for PE well projections and consumptive use estimates.
- The **Project Workgroup** focused on developing and reviewing projects within the Committee's project inventory (additional workgroups that met only one time covered topics such as beaver management, policies, and adaptive management).

The workgroups were open to all WRIA 15 Committee members as well as non-Committee members that brought capacity or expertise not available on the Committee. The workgroups made no binding decisions but presented information to the Committee as either recommendations or findings. The Committee acted on workgroup recommendations, as deemed appropriate.

During the initial WRIA 15 Committee meetings, members developed and agreed to operating principles.[9] The operating principles established a process for meetings, participation expectations, procedures for voting, structure of the Committee, communication, and other needs in order to support the Committee in reaching consensus on a final plan.

By statutory design, this planning process brought a diversity of perspectives to the table. Therefore, it was important for the Committee to identify a clear decision-making process. The WRIA 15 Committee strived for consensus, and when consensus could not be reached, the chair and facilitator documented the Committee members' positions. The Committee strived for consensus because the authorizing legislation requires that all members of the Committee approve the final watershed plan prior to Ecology's review (RCW 90.94.030[3] "...all members of a Watershed Restoration and Enhancement Committee must approve the plan prior to adoption"). Therefore, consensus on the foundational decisions during plan development served as the best indicators of the Committee's progress toward an approved plan.

All consensus and dissenting opinions were documented in meeting summaries that were reviewed and agreed upon by the Committee. The Committee recognized that flexibility was needed in terms of timeline, and if a compromise failed to reach consensus within the identified timeline, the Committee agreed to allow the process for developing the plan to move forward while the work towards consensus continued. The Committee agreed to revisit decisions where consensus was not reached.

The Committee reviewed components of the watershed plan iteratively throughout the process in addition to reviewing the draft plan as a whole. [**Language to be included when appropriate]:** The WRIA 15 Committee reached final approval on the Watershed Restoration and Enhancement Plan on THIS DATE 2021.

[9] Complete operating principles can be found on the WRIA 15 Committee EZ View webpage and in Appendix B: https://www.ezview.wa.gov/site/alias__1962/37327/watershed_restoration_and_enhancement_-_wria_15.aspx

Chapter Two: Watershed Overview

2.1 Brief Introduction to WRIA 15

Water Resource Inventory Areas (WRIAs) are large watershed areas formalized under Washington Administrative Code (Water Resources Code of 1971) for the purpose of administrative management and planning. WRIAs encompass multiple landscapes, hydrogeological regimes, levels of development, and variable natural resources. WRIA 15, also referred to as the Kitsap Watershed, is one of the 62 designated major watersheds in Washington State.

WRIA 15 encompasses the entire Kitsap peninsula and surrounding islands. It comprises 676 square miles, including Kitsap County and portions of Pierce, Mason, and King Counties (Figure 1). Major rivers include Union River, Tahuya River, and Dewatto River, all located in the western part of the watershed and draining to Hood Canal. These rivers are home to Chinook, Summer Chum, and Steelhead, which are listed under the Endangered Species Act (ESA). Most of the area is drained by short streams that discharge directly into the surrounding marine waters of Puget Sound and Hood Canal.

2.1.1 Land Use in WRIA 15

Approximately 10 percent of the watershed is within a designated urban growth area. Major cities in WRIA 15 include Bremerton, Port Orchard, Bainbridge Island, Gig Harbor, Poulsbo, Silverdale (unincorporated), Belfair, and Kingston (unincorporated). The area's port districts are important as centers for commerce and military installations, as well as critical hubs for marine transportation (West Central LIO 2019). The area connects to Seattle via several ferry routes and local jurisdictions anticipate increased growth with the designation of several high-capacity transit communities (Puget Sound Regional Council 2019). Many people move to the area for its rural feel and choose to live outside of the incorporated areas (West Central LIO 2017).

Federal ownership makes up approximately two percent of the watershed. A number of naval installations are located within WRIA 15, including the active Puget Sound Naval Shipyard (part of the Naval Base Kitsap) at Bremerton. Approximately 12 percent of the watershed is under state ownership, primarily by Washington Department of Natural Resources and Washington Department of Fish and Wildlife. The largest areas of forestland use are in the southern and western Tahuya Peninsula in Mason County.

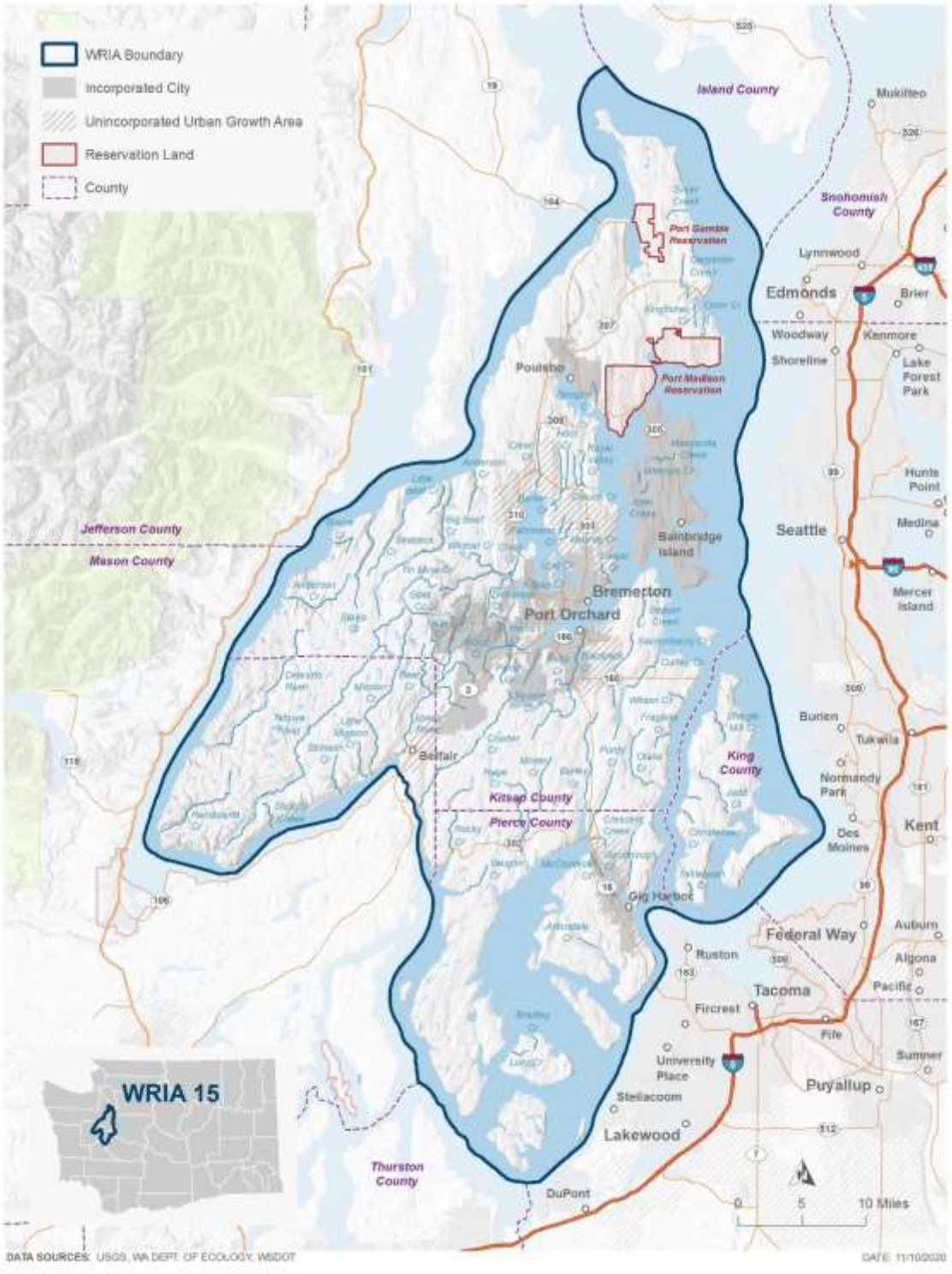


Figure 1: Water Resource Inventory Area 15 Overview. Map prepared by HDR.

2.1.2 Tribal Reservations and Usual and Accustomed Fishing Areas

The Port Gamble S'Klallam Tribe Reservation occupies approximately 1,700 acres. The Port Madison Indian Reservation (Suquamish Tribe) occupies approximately 7,458 acres within WRIA 15. Tribes with usual and accustomed fishing areas within WRIA 15 include the Suquamish, Port Gamble S'Klallam, Squaxin Island, Skokomish, Nisqually, and Puyallup Tribes (NWIFC 2019). Within WRIA 15, these Tribes hold Treaty-reserved senior water rights and fishing rights under the federal government (Treaty of Medicine Creek, Treaty of Point No Point, Treaty of Point Elliot).

The Tribes hold Treaty-reserved water rights in WRIA 15 under federal law that are necessary to support healthy salmon populations; to support and maintain hunting, fishing and cultural resource harvesting right; and to meet all homeland purposes reserved by the Treaties. These reserved water rights are necessary to fulfill the promises and purpose of the Treaties. Federal Indian water rights retain a senior priority date over all other federal and state water rights holders and state instream flow rules. Although federal Indian water rights in WRIA 15 have yet to be adjudicated, these rights are senior to all other rights and have not been accounted for by the State of Washington in the way in which the State determines water availability, over appropriation, and instream flow rules.

Language provided by WRIA 15 Tribes.

2.1.3 Salmon Distribution and Limiting Factors

WRIA 15 includes numerous small, lowland stream systems which drain to both Puget Sound and Hood Canal. The West Sound, South Sound, Bainbridge Island, Vashon-Maury Island, and McNeil-Anderson-Ketron Islands (also referred to as South Sound Islands) subbasins drain to Puget Sound (further described in Chapter 3). The North Hood Canal and South Hood Canal subbasins drain to Hood Canal. Primary streams in the West Sound subbasin include Olalla, Blackjack, Chico, and Grovers Creeks. Primary streams in the South Sound subbasin include Coulter, Rocky, Burley, Purdy, Minter, and Crescent Creeks. Primary streams in the North Hood Canal subbasin include Big Beef, Anderson, Gamble, and Stavis Creeks. Primary rivers in the South Hood Canal subbasin include Dewatto River, Union River, Tahuya River, and Mission Creek (a more complete list of rivers and streams by subbasin is available in Chapter 3). The island subbasins generally have very small streams with only minor salmonid presence or use. The Puget Sound and Hood Canal drainages are described separately as different salmonid populations occupy the two areas.

The Puget Sound subbasins within WRIA 15 have anadromous salmon runs that include three of the five Pacific salmon species (WDF 1975, WDFW 2020); Chinook (*Oncorhynchus tshawytscha*), Coho (*Oncorhynchus kisutch*), and Chum salmon (*Oncorhynchus keta*). Chinook Salmon have been documented in Coulter, Rocky, Burley, Purdy, Curley, Crescent, Minter, Olalla, Blackjack, Gorst, Clear, Chico, Royal Valley, Barker, and Dogfish creeks (WDFW 2020). However, spawning is only known to occur in Burley, Purdy, Olalla, Curley, Blackjack and Gorst Creeks. Both summer and fall-run Chum Salmon are present, with summer Chum Salmon present in Rocky, Coulter,

Burley, Curley, and Blackjack Creeks (WDFW 2020). Steelhead Trout (*Oncorhynchus mykiss*) and Cutthroat Trout (*Oncorhynchus clarki clarki*) also inhabit Puget Sound subbasins.

The Hood Canal subbasins have anadromous salmon runs that include Chinook, Coho, Chum, and Pink (*Oncorhynchus gorbuscha*) salmon, as well as Steelhead and Cutthroat trout. Both summer and fall-run Chum Salmon are present. Pink Salmon are only present in the Dewatto River and Union River (WDFW 2020).

Of these populations, three are federally listed as threatened species: Puget Sound Chinook Salmon, Puget Sound Steelhead Trout, and Hood Canal Summer Chum Salmon. Table 2 lists the species present in WRIA 15 and their regulatory status.

Table 2: Salmonid Species and Status in WRIA 15

Common Name	Scientific Name	Population[1]	Critical Habitat	Regulatory Agency Status
Puget Sound				
Chinook Salmon	*Oncorhynchus tshawytscha*	Puget Sound Chinook	Designated in 2005; does not include Kitsap Basin	NMFS/ Threatened/1999
Chum Salmon	*Oncoryhnchus keta*	Puget Sound Chum	No	Not listed
Coho Salmon	*Oncorhynchus kisutch*	Puget Sound/Strait of Georgia Coho	No	NMFS/Species of Concern/1997
Steelhead Trout	*Oncorhynchus mykiss*	Puget Sound Steelhead	Yes/2016	NMFS/ Threatened/2007
Coastal Cutthroat Trout	*Oncorhynchus clarki*	No listing	No listing	No listing
Hood Canal				
Chinook Salmon	*Oncorhynchus tshawytscha*	Puget Sound Chinook	Designated in 2005; does not include Kitsap Basin	NMFS/ Threatened/1999
Chum Salmon	*Oncoryhnchus keta*	Hood Canal Chum	Yes/2005	NMFS/ Threatened/1999
Coho Salmon	*Oncorhynchus kisutch*	Puget Sound/Strait of Georgia Coho	No	NMFS/Species of Concern/1997
Steelhead Trout	*Oncorhynchus mykiss*	Puget Sound Steelhead	Yes/2016	NMFS/ Threatened/2007
Coastal Cutthroat Trout	*Oncorhynchus clarki*	No listing	No listing	No listing

Note: 1. Population indicates Evolutionary Significant Unit.

Table 3 lists the run timing and life stages of anadromous salmon and trout present throughout WRIA 15.

Table 3: Salmonid Presence and Life History Timing in Kitsap Basin

Species	Freshwater Life Phase	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Presence
Chinook (fall)	Upstream migration									■	■			Puget Sound -- Coulter, Rocky, Burley, Purdy, McCormick, Curley, Crescent, Judd, Minter, Olalla, Blackjack, Gorst, Clear, Crouch, Chico, Royal Valley, Barker, and Dogfish creeks Hood Canal -- Dewatto, Tahuya, and Union rivers, Mission, Anderson, Boyce, Big Beef creeks
	Spawning									■	■	■		
	Incubation	■	■							■	■	■	■	
	Juvenile rearing	■	■	■	■	■	■							
	Juvenile outmigration		■	■	■	■	■	■						
Coho	Upstream migration									■	■	■	■	All
	Spawning	■									■	■	■	
	Incubation	■	■	■							■	■	■	
	Juvenile rearing	■	■	■	■	■	■	■	■	■	■	■	■	
	Smolt outmigration			■	■	■	■							
Chum (summer)	Upstream migration								■	■	■			Puget Sound -- Rocky, Coulter, Burley, Curley, and Blackjack creeks Hood Canal -- Dewatto, Tahuya and Union rivers; Anderson and
	Spawning								■	■	■	■		
	Incubation	■	■							■	■	■	■	
	Juvenile rearing		■	■	■	■								

Species	Freshwater Life Phase	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Presence
	Juvenile outmigration		■	■	■	■	■							Big Beef creeks
Chum (fall)	Upstream migration										■	■	■	All
	Spawning	■	■									■	■	
	Incubation	■	■	■	■							■	■	
	Juvenile rearing			■	■	■								
	Juvenile outmigration			■	■	■	■							
Pink	Upstream migration								■	■				Hood Canal - Dewatto and Union rivers
	Spawning									■	■			
	Incubation	■	■								■	■	■	
	Juvenile rearing		■	■										
	Juvenile outmigration			■	■	■								
Coastal Cutthroat	Upstream migration											■	■	All
	Spawning	■	■	■	■								■	
	Incubation	■	■	■	■	■						■	■	
	Juvenile rearing	■	■	■	■	■	■	■	■	■	■	■	■	
	Smolt outmigration			■	■	■	■							
Steelhead (winter)	Upstream migration	■	■	■	■								■	All
	Spawning		■	■	■	■	■							
	Incubation			■	■	■	■	■						
	Juvenile rearing	■	■	■	■	■	■	■	■	■	■	■	■	
	Smolt outmigration			■	■	■								

Table Data Sources: Heard 1998; Johnson 1999; Wydoski & Whitney 2003; HCCC 2005; NSD & ICF 2014; WDFW 2020

Limiting Factors

Development and population growth in the Puget Sound lowlands region has substantially altered WRIA 15 from its historic conditions and natural stream habitat forming processes. Extensive wetland systems or lakes in the headwaters have historically sustained many of these rainfall-dominated, lowland stream systems throughout the year. Development has led to the removal of forest canopy cover, filling and draining of wetlands, channelization of streams, implementation of numerous road crossing and fish passage barriers, and creation of substantial areas of impervious surfaces, resulting in habitat loss and degradation.

In general, the primary limiting factors in freshwaters of WRIA 15 include (Kuttel 2003; May & Peterson 2003):

- Channel and streambed degradation
- Increased peak flows
- Low streamflow
- Loss of upland forest cover
- Loss of riparian forest
- Loss of floodplain connectivity and habitats
- Degradation of wetland and shoreline habitats
- Conversion of wetlands to open water habitats
- Fish passage barriers
- Lack of large wood
- Fine sediment

Past timber harvest and ongoing residential and commercial development have removed forest and riparian cover and increased impervious surfaces in most areas of the Kitsap Basin. These changes (1) reduce infiltration and storage of groundwater; (2) can contribute to reduced streamflow; and (3) increase runoff during storms that can scour streambeds and contribute to bank erosion and instability. Research shows timber harvest may also impact streamflow as young forests often use more water than mature forests.[10] Loss of functioning riparian corridors, combined with low flows in summer, results in high water temperatures that can reduce habitat suitability and cause sublethal physiological changes in adult and juvenile salmonids—or even mortality at high temperatures (Shared Strategy 2007).

Roads and various land uses have straightened and constrained many streams, resulting in a loss of floodplain connectivity and off-channel habitats and simplification of in-stream habitats. Road crossings also create fish passage barriers in many locations.

To address low streamflow, the Instream Resources Protection Program (IRPP) for WRIA 15 (Ecology 1981) through WAC173-515 set minimum instream flows for 21 streams and closed 54 streams and their tributaries (including lakes) to further appropriation of surface water. An

[10] More information provided in the Compendium in a memo from Paul Pickett, Squaxin Island Tribe.

additional 14 streams and their tributaries are closed to further appropriation of surface water for part of the year. Section 2.3.3 discusses instream flows.

The *East Kitsap Salmon Habitat Restoration Strategy* Summary (Kitsap County 2005) identifies protection and/or restoration of hydrologic and riparian functional integrity as the highest priority for freshwater areas. Tier 1 streams of focus include Chico, Minter, and Rocky Creeks.

The *East Kitsap Steelhead Recovery Plan* (ESA and Suquamish Tribe 2020) prioritizes Blackjack, Chico, Clear, Curley, Gorst, and Grovers Creeks for water quantity and quality protection and restoration.

The *Kitsap Salmonid Refugia Report* (May & Peterson 2003) identify Chico and Stavis Creeks and the Dewatto River and Tahuya River as the highest quality refugia for salmonids that should be protected, especially for hydrologic functions.

The *Hood Canal Summer Chum Salmon Recovery Plan* (HCCC 2005) identifies loss of channel complexity, lack of riparian forest, and high water temperatures as primary limiting factors in the Union River and Tahuya River. The Union River is home to ESA-listed Chinook, Summer Chum, and Steelhead. Coho spawn in this river and are a species of concern.

For the Dewatto River, Anderson Creek and Big Beef Creek, the significant change in hydrology (increased peak flows, reduced low flows), channel instability and erosion, loss of channel complexity, and loss of floodplain habitats are primary limiting factors. Salmon recovery lead entities provide additional information on limiting factors and priorities for WRIA 15.[11]

2.1.4 Water System Distribution and Impacts in WRIA 15

Groundwater is the primary source of drinking water for most of the population of the Kitsap Watershed and as such, demand for groundwater increases with population growth (Frans and Olsen 2016). According to the U.S. Geological Survey (USGS), the quantity of usable groundwater is likely limited, mostly due to (1) the geography and the potential for declines in water levels, (2) decreases in groundwater discharge to streams, and (3) seawater intrusion as groundwater usage increases (Frans and Olsen 2016).

The USGS estimates 14 percent of the population (43,400 people) on the Kitsap Peninsula are supplied by PE wells and the remainder (268,800 people) by water purveyors under Group A and Group B systems (Welch et al. 2014). No estimates are available for WRIA 15 areas outside of the Kitsap Peninsula. Casad Dam, located above McKenna Falls on the Union River, is the only major surface water diversion structure in Kitsap County. The Union River Reservoir (behind the dam) provides approximately 65 percent of Bremerton's drinking water (City of Bremerton 2020).

[11] More information on salmon recovery planning in Puget Sound, watershed plans, and limiting factors available here: https://www.psp.wa.gov/salmon-recovery-watersheds.php.

Pumping from wells can reduce groundwater discharge to springs and streams by capturing water that would otherwise have discharged naturally. Surface water may be influenced by groundwater pumping such that flows are diminished. Consumptive water use (the portion not returned to the aquifer) potentially reduces streamflow, both seasonally and as average annual recharge. A well pumping from an aquifer connected to a surface water body can either reduce the quantity of water discharging to the river or increase the quantity of water lost from the river to groundwater (Barlow and Leake 2012).

2.2 Watershed Planning in WRIA 15

Citizens and local, state, federal, and tribal governments have collaborated on watershed and water resource management issues in WRIA 15 for decades. A brief summary of broad watershed planning efforts as they relate to the past, present, and future water availability in the Kitsap Watershed is provided in Section 2.2.1.

2.2.1 Current watershed planning efforts in WRIA 15

The WRIA 15 watershed plan builds on many previous and current watershed planning efforts, including previous watershed planning efforts under RCW 90.82. Other efforts include ecosystem recovery planning by local integrating organizations (LIOs) and salmon recovery planning by salmon recovery lead entities. WRIA 15 crosses boundaries with the West Central LIO (now merged with the West Sound Lead Entity and referred to as the "West Sound Partners for Ecosystem Recovery"), the Alliance for a Healthy South Sound, South Central LIO, and the Hood Canal Coordinating Council. The LIOs have completed ecosystem recovery plans as part of the Action Agenda for Puget Sound Recovery and are actively working to implement holistic approaches to recovery, including projects on salmon and orca recovery, stormwater runoff, shellfish protection, and forest conservation.[12]

Several salmon recovery lead entities cross boundaries with WRIA 15, including the West Sound Partners for Ecosystem Recovery (previously known as West Sound Lead Entity), Hood Canal Lead Entity and Regional Organization, WRIA 9 Lead Entity (Green Duwamish), Puyallup Lead Entity, Nisqually Lead Entity, and South Sound Lead Entity.[13] Each of the salmon recovery lead entities facilitates implementation of their watershed recovery chapter as part of the Puget Sound Salmon Recovery Plan and the Puget Sound Steelhead Recovery Plan. The Hood Canal Lead Entity and Regional Organization is also responsible for facilitating implementation of the Hood Canal Summer Chum Recovery Plan. The salmon recovery lead entities are activity working with local governments, tribal governments, and other partners to implement salmon recovery actions across WRIA 15.

[12] More information on local integrating organizations and their efforts to recovery Puget Sound is available here: https://www.psp.wa.gov/LIO-overview.php.

[13] Salmon recovery lead entities in Puget Sound were established under RCW 77.85.050. More information on their roles as well as links to the recovery plan and watershed chapters is available here: https://www.psp.wa.gov/salmon-recovery-overview.php.

The LIOs and salmon recovery lead entities include many of the same organizations and individuals that participated in the WRIA 15 Committee. Because the Committee was newly established and brought in entities involved in many other planning efforts, the Committee invested time in developing relationships and understanding priorities of the various entities participating in the watershed planning process.

The Public Water System Coordination Act of 1977 created Critical Water Supply Service Areas (CWSSA).[14] This Act requires each water purveyor in a CWSSA to develop a water system plan for their service area, with boundaries in compliance with the provision of the Act. The Washington State Department of Health is primarily responsible for the water system plan approval; however, local governments ensure consistency with local growth management plans and development policies. Pierce County, Kitsap County, and King County have adopted coordinated water system plans that focus on the Group A water systems. This Act and the water system plans are important for the WRIA 15 watershed planning process as water system service areas and related laws and policies can set stipulations regarding timely and reasonable service as to whether new homes connect to water systems or rely on new PE domestic wells.[15]

2.2.2 Coordination with existing plans

Throughout the development of the watershed plan, Ecology streamflow restoration staff have engaged with staff from the salmon recovery lead entities and the Puget Sound Partnership, providing briefings on the streamflow restoration law, scope of the watershed plan, and plan development status updates. The Committee chair conducted outreach to the lead entities in WRIA 15 regarding coordination with the Committee to ensure alignment of salmon recovery priorities and the streamflow planning process. While none of the lead entities participated as ex-officio members of the Committee, they reviewed project lists and provided feedback to the Committee.

County and city comprehensive planning under the Growth Management Act (GMA) of 1990 identifies where and how future population, housing, and job growth is planned. The comprehensive plans set policy for development, housing, public services and facilities, and environmentally sensitive areas, among other topics. In WRIA 15 counties, comprehensive plans identify Kitsap, Pierce, Mason, and King counties' urban growth areas, set forth standards for urban and rural development, and provide the basis for zoning districts. Because of the overlap in planning for twenty years of growth, the WRIA 15 county representatives helped ensure

[14] RCW 70.116.070
[15] Water system planning information for each county is available.
Kitsap County: https://kitsappublichealth.org/environment/files/regulations/CWSP2005.pdf
Pierce County: https://www.co.pierce.wa.us/951/Coordinated-Water-System-Planning
Mason County: https://www.co.mason.wa.us/health/environmental/drinking-water/public-water-systems.php
King County: https://www.kingcounty.gov/depts/dnrp/utilities-technical-review-committee/coordinated-water-system-plans.aspx

content of the WRIA 15 watershed plan was coordinated with the Kitsap, Pierce, Mason, and King counties' comprehensive plans.[16]

There are numerous linkages between growth management and water resource management. The GMA addresses water resources through requirements related to water availability as well as ground and surface water protection. Public facilities, which include domestic water systems must be adequate to serve a proposed development at the time the development is available for occupancy. The requirements also call for the protection of the water quality and quantity of groundwater used for public water systems in addition to critical areas including critical aquifer recharge areas. In the rural area, GMA further requires a land use pattern that protects the natural water flows along with recharge and discharge areas for ground and surface waters. As discussed in Sections 1.1.1 and 1.1.2, ESSB 6091 was enacted in response to the State Supreme Court's "Hirst decision" (primarily codified as RCW 90.94, and other statutes) and amended the GMA. In addition to GMA, there are other connections between land use codes, water planning and water systems.

2.3 Description of the Watershed – Geology, Hydrogeology, Hydrology, and Streamflow

2.3.1 Geologic setting

Pleistocene glaciation (2.6 million to 11,700 years ago) played an important role in sculpting the landscape of the Puget Sound Lowlands. Reaching a maximum extent during the Vashon stage of the Fraser Glaciation approximately 16,000 years ago, an ice sheet advanced southward into present day Puget Sound (Futornick 2008). Multiple advances and retreats of the ice sheet formed the Puget Sound Lowlands, depositing a complex sequence of glacial and inter-glacial sediments on top of older sediments.

The landforms and subsurface area of WRIA 15 are dominated by a sequence of unconsolidated glacial and interglacial deposits. Depth to bedrock ranges from exposed at ground surface near the center of the WRIA to more than 2,000 feet below land surface (Welch et al. 2014).

Understanding the geologic setting allows characterization of surface and groundwater flow through the basin. Defining the relationships between surface water flow and deeper groundwater are important to understanding how to manage surface water resources and can be helpful in identifying strategies to offset the impacts of pumping from PE wells.

[16] Comprehensive planning under GMA is available from each county:
King County: https://www.kingcounty.gov/depts/executive/performance-strategy-budget/regional-planning/king-county-comprehensive-plan/2020-Executive-Recommended-Plan.aspx [see Chapter 5, p. 5-42; Chapter 9, p 9-19]
Kitsap County: http://compplan.kitsapgov.com/Pages/home.aspx
Pierce County: https://www.co.pierce.wa.us/950/Comprehensive-Plan
Mason County: https://www.co.mason.wa.us/community-services/planning/2036-comp-plan-update/index.php

2.3.2 Hydrogeologic setting

The USGS described the hydrogeology of WRIA 15 in a hydrogeologic framework report for the Kitsap Peninsula titled *Hydrogeologic Framework, Groundwater Movement, and Water Budget of the Kitsap Peninsula, West-Central Washington* (Welch et al. 2014). The study area covered all of WRIA 15, except for the southern Key Peninsula; Anderson, McNeil, and Ketron Islands; and Vashon-Maury Island. The hydrogeologic units of the area are described as being either water-bearing ("aquifer") or non-water-bearing ("aquitard" or "confining layer") sediments, without regard to geologic origin or age. Major groundwater aquifers are found in the unconsolidated glacial and interglacial sediments.

Building on the hydrogeologic framework, USGS developed a numerical groundwater flow model to further understand water resources on the Kitsap Peninsula (Frans and Olsen 2016). The City of Port Orchard's Foster Pilot uses this groundwater model and Kitsap Public Utility District (Kitsap PUD) is conducting an analysis of the model using a one-year pumping test, which may lead to further refinement of model for consideration in adaptive management of watershed plan implementation.

Groundwater in the aquifers generally flows radially outward from the peninsula to Puget Sound or Hood Canal. These generalized flow patterns are complicated by the presence of low permeability confining units and bedrock that separate discontinuous bodies of aquifer material and act as local groundwater-flow barriers (Welch et al. 2014). Summer base flows in the watershed are sustained by groundwater.

The USGS describes the hydrogeology of the watershed as 12 hydrogeologic units, typically alternating between aquifer and non-aquifer layers. All aquifer and confining units other than the Vashon Recessional Aquifer (Qvr) are present throughout the area, except in the center of the WRIA where bedrock is at or near ground surface. The five aquifer units defined by the USGS are summarized in Appendix C: Aquifer Units within WRIA 15. Of these units, the relatively shallow and laterally extensive Vashon Advance Aquifer (Qva) and Sea Level Aquifer (QA1) are the most heavily used and most likely water sources for new PE wells. The upper three aquifer units (Qvr, Qva, QC1) are also the main source of direct recharge or baseflow to the surface water system.

Given the proximity to Puget Sound or Hood Canal for much of the watershed, saltwater (or seawater) intrusion has been raised as a potential issue (Economic and Engineering Services Inc. 1997). Kitsap County has not identified specific areas impacted by saltwater, but manages coastal areas with this issue in mind. Likewise, Tacoma Pierce County Health Department manages a program focused on the Key Peninsula and the Gig Harbor areas where risks of saltwater intrusion may be higher. The largest risks are found on small, privately-owned housing lots found along many coastal areas. Individual wells in such areas may be closely spaced and are often shallow, tapping water table aquifers that could be subject to saltwater intrusion if over-used or impacted by drought conditions. A summary of water resources (Suquamish Tribe 2016) noted that thus far, no widespread or serious saltwater intrusion problems have been identified.

In 2011, USGS modeled the potential risks of saltwater intrusion due to municipal withdrawals on Bainbridge Island (Frans, L.M. et al. 2011). The study found no risk of saltwater intrusion to the aquifers of interest through the year 2035. A more recent study (Kitsap PUD et al. 2018) on the Seabold Water Association on Bainbridge Island concludes that elevated chloride levels measured at a well (an early warning indicator of saltwater intrusion) are localized and not a regional problem. The elevated chloride levels may have been caused by disposal of water treatment brine.

2.3.3 Hydrology and Streamflow

Due to its irregular configuration, relatively small size, and geologic and topographic characteristics, the Kitsap Peninsula is drained by hundreds of relatively small lowland stream and river systems. Most of the area is drained by short streams that discharge directly into surrounding marine waters. Over 580 streams and 180 lakes, reservoirs, ponds, and marshes have been inventoried in WRIA 15 (Garling et al. 1965). WRIA 15 is unique hydrologically, as only 12 streams in the area have surface drainage areas that exceed 10 square miles, and most are less than one square mile.

Addressing the complexity of groundwater and surface water systems in WRIA 15 requires analysis at many different hydrologic scales, depending on the needs of the studies. Examples of these scales include the subbasins (discussed in Chapter 3) and USGS Hydrologic Units, such as Hydrologic Unit Code 12 (HUC-12) boundaries. In addition, there is evidence that some aquifers are continuous beneath several drainage basins (Ecology 1981; Kitsap Public Utility District 1997).

Temperatures rarely drop below freezing in WRIA 15, and as a result, snowfall accumulation is minimal. There is no contribution from upstream watersheds because WRIA 15 is surrounded by marine waters. Because all streams are contained in the WRIA, upstream sources, snow, and snowpack are not influencing factors in the watershed. Precipitation as rainfall is the dominant natural input of fresh water to the basin and streamflows are extremely sensitive to areal and seasonal variations in precipitation (Golder Associates 2004).

Annual precipitation varies considerably, ranging from an average of less than 30 inches in the northern tip of the peninsula to more than 80 inches along Hood Canal in the southwest portion of the WRIA. Most of the WRIA receives an average of 40 to 60 inches of precipitation annually (Kitsap PUD 2020). In general, precipitation increases by one inch for every mile southward from the northern tip of the Peninsula. On average, July is the driest month and December is the wettest month (Golder Associates and EES 2002).

In addition to directly contributing to streamflow maintenance, precipitation also contributes to storage in lakes and groundwater aquifers that serve as natural reservoirs, helping to moderate extreme high and low flows. Groundwater provides the majority of late summer flow to area streams. Practically all streams in WRIA 15 are augmented by groundwater discharge and many would go dry if groundwater recharge during precipitation became insufficient to maintain streamflow during dry periods (Ecology 1981). Small streams draining the east shore of Hood

Canal typically originate in lakes and wetlands, have moderate gradients, and exhibit low flows in late summer and early fall (Kuttel 2003).

WAC173-515 set minimum instream flows for 21 streams and closed 54 streams and their tributaries (including lakes) to further appropriation of surface water. An additional 14 streams and their tributaries are closed to further appropriation of surface water for part of the year. Some of the streams with partial closures are in basins which also have minimum instream flows set (Ecology 1981). Streams subject to minimum instream flows are Union River, Tahuya River, Rendsland Creek, Dewatto River, Anderson Creek, Stavis Creek, Big Beef Creek, Anderson Creek (different creek than previously listed), Grover's Creek, Steel Creek, Strawberry/Kochs/Cooks Creek, Dickerson Creek, Chico Creek, Gorst Creek, Curley Creek, Ollala Creek, Crescent Creek, Purdy Creek, Lackey Creek, Rocky Creek, and Coulter Creek.

The Instream Resources Protection Program (IRPP) for WRIA 15 provides context on how instream flows and closures were set (Ecology 1981):

- **Instream flows** were set for streams where continuous flow records existed, or correlations of flow to other stream gages were possible, and where average annual flows exceeded five cfs.
- **Streams closed by the WAC** were previously closed pursuant to water right recommendations or had average annual flows less than five cfs and a known high value for fish production, aesthetics, and other environmental values.

The IRPP does not describe the instream flow setting technique; instream flows are believed to have been set using a combination of Physical Habitat Simulation (PHABSIM), which is a suite of hydraulic and habitat models that compute an index of habitat suitability and discharge, and the toe-width method to determine a habitat-based instream flow recommendation. The instream flow recommendations tended to use the 40-50 percent exceedance as a hydrologic limit to the habitat-based instream flow recommendation (Pacheco 2020).

In establishing instream flows by regulation, Ecology used regulatory flows that were higher than the flows commonly seen in the stream and as such, were not designed to be met 100 percent of the time, nor was there an intent to try to achieve the instream flow on any given day. Instead, the intent of the regulation was to protect streams from further depletion (e.g., through subsequent appropriations) when flows approach or fall below the recommended discharges (Ecology 1981)." When streamflows are below the instream flow, Ecology may manage water use by contacting junior water users and inform them of the need to curtail water use. Ecology protects instream flows when issuing new water rights, or denies a water right application if mitigation is not provided.

For example, in Chico Creek, minimum instream flows are often not met. Figure 2 shows the flow exceedance for Chico Creek plotted against the regulatory minimum instream flow. Minimum instream flows are greater than the median flow (50 percent exceedance) from March until September and exceed dry year (90 percent exceedance) flows for most of the year. Since Chico watershed has one of the largest salmon runs in Kitsap County, not meeting

minimum flows during migration periods can negatively impact many fish species and result in massive pre-spawn mortalities of salmon.[17] The inability to meet minimum instream flows similarly impacts Grovers Creek (Suquamish Tribe 2016).

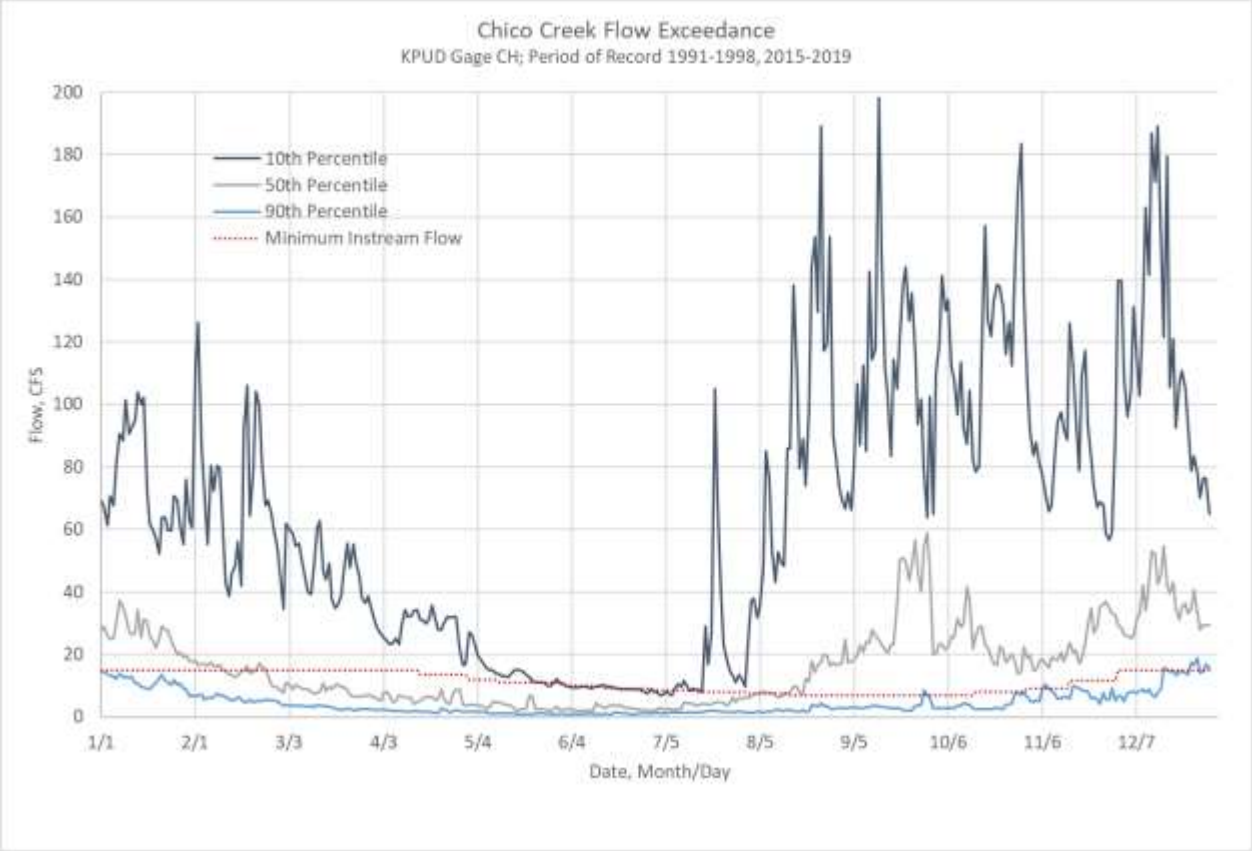


Figure 2. Chico Creek Flow Exceedance. Graph prepared by Ecology.

Due to the sensitivity of the watershed to precipitation, the salmonid habitat in the streams of WRIA 15 are highly susceptible to hydrologic changes resulting from stormwater runoff (West Sound Watershed Council 2005). The increase in impervious surfaces associated with residential and commercial development increases surface runoff and the frequency, duration, and magnitude of peak stream flows.[18] The result is that less water is available to sustain flows through the dry months, and the increased peak flows result in increased bank and streambed instability, channel scour, and loss of instream habitat diversity, which may adversely affect salmonid production (West Sound Watershed Council 2005).

Predictions of change in climate are available from The Climate Toolbox (climatetoolbox.org). The Climate Mapper on the website was used to obtain forecasts of changes in temperature

[17] Several species of fish migrate through the Chico Watershed, including chum and coho salmon, steelhead, and sea-run cutthroat trout.
[18] Note that RCW 90.94.030 does require developments associated with new building permits to have stormwater management and LID.

and precipitation over WRIA 15 under future conditions. The Climate Mapper allows a comparison of future conditions to present conditions under assumptions of which Representative Concentration Pathway (RCP) greenhouse gas concentration trajectory is assumed, and which future time frame is selected. Assuming the RCP 8.5 pathway ("Business as Usual") and a baseline of 1971-2000, mean annual precipitation is projected to increase by 2.2-2.6 percent for the 2010-2039 timeframe and 3.7-5.6 percent for the 2040-2069 timeframe. Precipitation is projected to increase in fall, winter, and spring and decrease in summer. Mean annual air temperatures will increase by 2-2.6° F in the 2010-2039 timeframe and 4.6-6° F in the 2040-2069 timeframe. Temperatures will increase in all seasons. In addition, heavy rainfall events are projected to become more severe and occur more frequently (Mauger et al. 2015).

The Climate Impacts Group prepared climate forecasts for streamflow in the Puget Sound basin (Krosby et al. 2018). No streams in WRIA 15 have forecasts; the closest stream with forecasts is the North Fork Skokomish River, located in WRIA 16. There may be limitations in using these results as a proxy for the smaller streams in WRIA 15 as larger river systems may behave differently than larger rain-dominant systems under a changing climate. Comparison of July through September streamflows between 1992 and 2011 with projections of streamflow for climate forecasts for 2070 – 2099 project a decline of 30 to 40 percent in streamflow during the low flow season (Krosby et al. 2018). It is likely with a reduction in summer precipitation and increases in temperature, streams in WRIA 15 will also experience declines in streamflow during summer—although the extent of decline has not been predicted. Water temperatures are also expected to rise which will impact salmonid survival, growth, and fitness.

2.3.4 Water Quality

Ecology evaluates surface waters in WRIA 15 every two years through a water quality assessment.[19] The assessment evaluates existing water quality data and classifies waterbodies into the following categories:

- Category 1: Meets tested standards for clean waters.
- Category 2: Waters of concern; waters in this category have some evidence of a water quality problem, but not enough to show persistent impairment.
- Category 3: Insufficient Data.
- Category 4: Impaired waters that do not require a total maximum daily load (TMDL):
    - Category 4a: already has an EPA-approved TMDL plan in place and implemented.

[19] Note limitations to the Ecology data, particularly with being outdated. Additional water quality assessments are conducted in WRIA 15, and may have more updated information, such as those available from Kitsap County, City of Bainbridge Island, and the South Sound monitoring program. The Ecology Water Quality monitoring program is provided as an example of the type of information collected in water quality assessments.

  - Category 4b: has a pollution control program, similar to a TMDL plan, that is expected to solve the pollution problems.
  - Category 4c: is impaired by causes that cannot be addressed through a TMDL plan. Impairments in these water bodies include low water flow, stream channelization, and dams.
- Category 5: Polluted waters that require a water improvement project.

The latest water quality assessment classified many waterbodies in WRIA 15 (Ecology 2020a). Category 4 and 5 assessment results are listed in Appendix D. Category 5 listings are based on exceedance of water temperature, dissolved oxygen, pH, bacteria, copper, lead, and total phosphorus water quality standards. Of the Category 4 and 5 results, 62 waterbodies are listed for either temperature, dissolved oxygen, total phosphorus, or pH. These parameters are sensitive to low flows and could be improved with streamflow restoration.

Three TMDL studies have been prepared in WRIA 15 to address water quality impairments (specifically, fecal coliform): Liberty Bay Tributaries; Sinclair and Dyes Inlets; and Union River Tributaries (Ecology 2002, 2012, 2014). These TMDLs are summarized in Appendix E.

Chapter Three: Subbasin Delineation

3.1 Introduction

To allow for meaningful analysis of the relationship between new consumptive use and offsets, and per Ecology's Final Net Ecological Benefit (NEB) Guidance (Ecology 2019b), the WRIA 15 Committee divided WRIA 15 into subbasins.[20] This division was helpful in describing (1) the location and timing of projected new consumptive water use, (2) the location and timing of impacts to instream resources, and (3) the necessary scope, scale, and anticipated benefits of projects. The WRIA 15 Committee set a goal of using the subbasins as boundaries for finding projects closest to anticipated impacts (i.e. finding enough offset benefit projects by subbasin to offset anticipated consumptive use). This approach is further discussed in Chapter 5 (Projects) and Chapter 6.2 (Adaptive Management). In some instances, subbasins may not correspond with hydrologic or geologic basin delineations (e.g., watershed divides). This chapter is based on the Subbasin Delineation Technical Memorandum (Appendix F), which was finalized by the WRIA 15 Committee at the June 4, 2020 meeting.

3.2 Approach to Develop Subbasins

The WRIA 15 Committee divided WRIA 15 into seven subbasins for purposes of assessing projections for new permit-exempt (PE) wells, consumptive use, and project offsets.[21] In delineating subbasin boundaries for this planning process, the Committee considered the following:

- WRIA 15 was initially divided into seven "regions" as an early delineation of subbasins. The Committee later agreed to accept the region delineations as subbasin boundaries.
- The subbasins are part of a nested approach—with further subdivision at the HUC12 and Puget Sound Watershed Assessment Unit scales—where projects will be placed as close to impacts as possible.
- Subbasin boundaries were used for generating growth projections and consumptive use estimates.
- Isolated areas like islands without connectivity should be included as their own subbasins.

[20] The term "subbasin" is used by the WRIA 15 Committee for planning purposes only and to meet the requirements of RCW 90.94.030 (3)(b).
[21] This approach is consistent with Final NEB Guidance that defines subbasins as a geographic subarea within a WRIA. A subbasin is equivalent to the words "same basin or tributary" as used in RCW 90.94.020(4)(b).

Other considerations included:

- Right-sizing subbasins such that offset projects have some geographic relevance to the location of withdrawal (e.g., an offset project in Seabeck bears little relevance to withdrawals in Longbranch).
- Surface water flows and rainfall patterns should be included.
- Rural growth pattern projections will likely drive project and impact locations.
- Priority areas for salmon recovery should be included.

For some Committee members, it was also important to consider alignment of subbasins with Tribal Usual and Accustomed fishing areas and county jurisdiction. The WRIA 15 Subbasin Delineation Technical Memorandum available in Appendix F provides a more detailed description of the subbasin delineation.

3.3 WRIA 15 Subbasins

Figure 3 presents the map of WRIA 15 subbasin delineations, which are also summarized in Table 4.

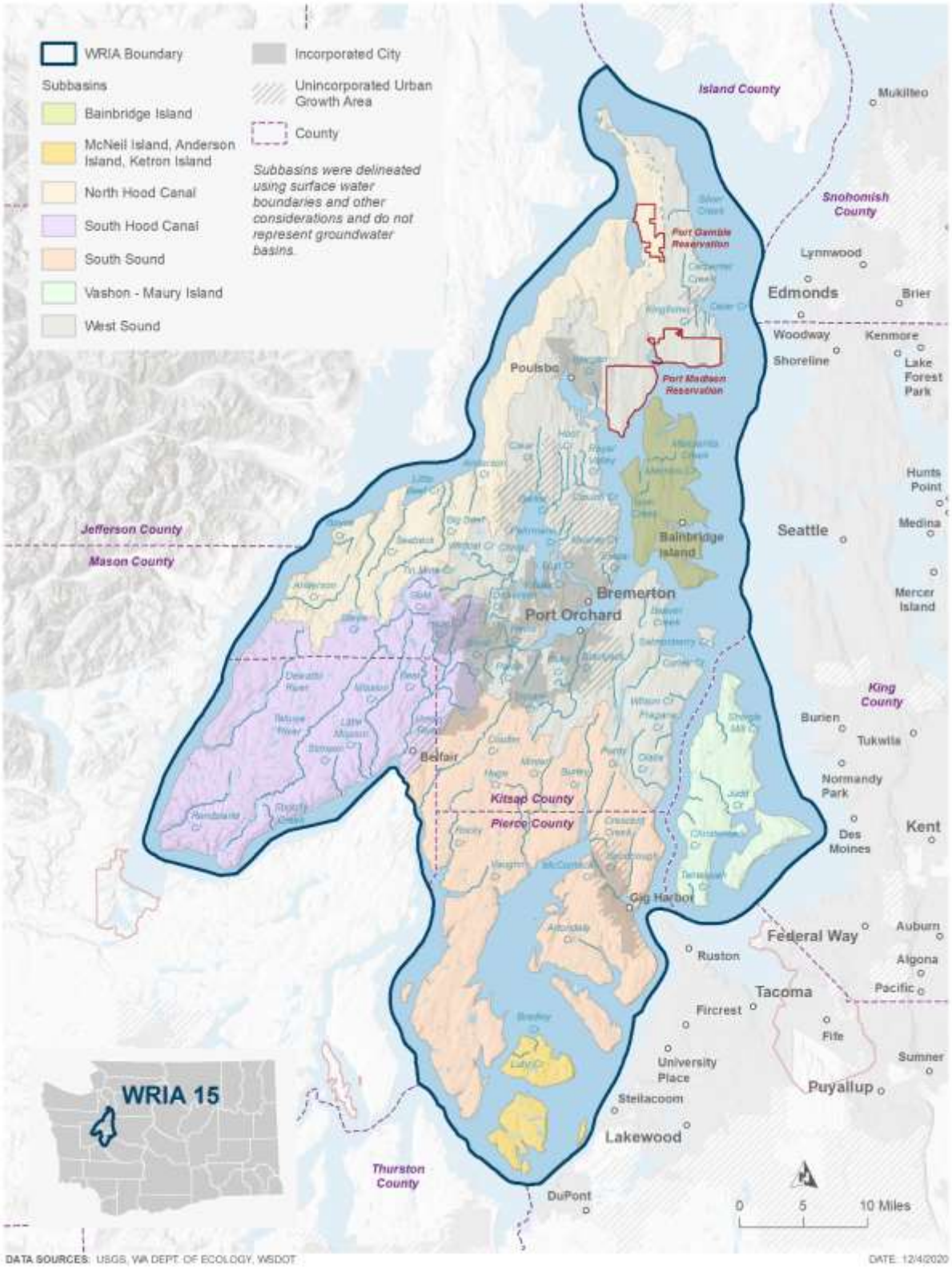


Figure 3: WRIA 15 Subbasin Delineation for the Watershed Restoration and Enhancement Plan. Map prepared by HDR.

Table 4: WRIA 15 Subbasins

Subbasin Name	Primary Rivers and Tributaries	County
Bainbridge Island	Manzanita Creek, Issei Creek, Miemois Creek, Springbrook Creek, Murden Creek (Doe-qud-sake-qub), Mac's Dam Creek, Cooper Creek, Schel Chelb Creek	Kitsap
McNeil Island, Anderson Island, Ketron Island	Luhr Creek, Bradley Creek, Schoolhouse Creek	Pierce
North Hood Canal	Boyce Creek, Anderson Creek, Stavis Creek, Seabeck Creek, Big Beef Creek, Little Beef Creek, Port Gamble Creek, Martha John Creek, Kinman Creek	Kitsap
South Hood Canal	Rendsland Creek, Dewatto River, Tahuya River, Stimson Creek, Mission Creek, Union River, Bear Creek, Hazel Creek, Tin Mine Creek	Kitsap and Mason
South Sound	Vaughn Creek, Rocky Creek, Coulter Creek, Huge Creek, Artondale Creek, Crescent Creek, Burley Creek, Purdy Creek	Pierce and Kitsap
Vashon - Maury Island	Judd Creek, Tahlequah Creek, Christensen Creek, Green Valley Creek, Shingle Mill Creek	King
West Sound	Olalla Creek, Fragaria Creek, Curley Creek, Wilson Creek, Salmonberry Creek, Beaver Creek, Black Jack Creek, Ruby Creek, Parish Creek, Lost Creek, Kitsap Creek, Wildcat Creek, Chico Creek, Mosher Creek, Enetai Creek, Pahrmann Creek, Silver Creek, Carpenter Creek, Osier Creek, Clear Creek, Crouch Creek, Barker Creek, Salmon Creek, Grovers Creek, Clear Creek, Crouch Creek, Illahee Creek, Steele Creek, Big Scandia Creek, Johnson Creek, Dogfish Creek, Bjorgen Creek, Klebeal Creek, Sam Snyder Creek, Gorst Creek	Kitsap

Chapter Four: New Consumptive Water Use Impacts

4.1 Introduction to Consumptive Use

Ecology's Final Net Ecological Benefit (NEB) Guidance states, "watershed plans must include a new consumptive water use estimate for each subbasin, and the technical basis for such estimate" (Ecology 2019b, page 7).[22] This chapter provides the WRIA 15 Committee's projections of new domestic permit-exempt (PE) well connections and their associated consumptive use for the 20-year planning horizon. This chapter summarizes information from the technical memorandums prepared for and approved by the WRIA 15 Committee on June 4, 2020 and included in Appendix G.

4.2 Projection of Permit-Exempt Well Connections (2018–2038)

This watershed plan addresses new consumptive water use from projected new homes connected to PE wells. Generally, new homes are associated with wells drilled during the planning horizon. However, new uses can occur where new homes are added to existing wells serving group systems under RCW 90.44.050. This plan addresses both types of new well use. PE wells are used to supply houses and, in some cases, other equivalent residential units (ERUs) such as small apartments. For the purposes of this document, the terms "house" or "home" refer to any PE domestic groundwater use, including other ERUs.

To estimate new consumptive water use, the counties or technical consultants (depending on the county) developed projections for the number of new PE wells over the planning horizon in WRIA 15. The methods for projections were based on recommendations from Appendix A of the Final NEB Guidance. The WRIA 15 Committee included projections for low, moderate, and high numbers of PE wells, for select counties. WRIA 15 is predominantly rural and projections demonstrate a wide distribution of PE wells throughout the watershed.

The following sections provide (1) the 20-year projections of new PE wells for each subbasin within WRIA 15, (2) the methods used to develop the projections, and (3) the uncertainties associated with the projections.

[22] Though the statute requires the offset of "consumptive impacts to instream flows associated with PE domestic water use" (RCW 90.94.020(4)(b)) and 90.94.030(3)(b)), watershed plans should address the consumptive use of new permit exempt domestic withdrawals. Ecology recommends consumptive use as a surrogate for consumptive impact to eliminate the need for detailed hydrogeologic modeling, which is costly and likely infeasible to complete within the limited planning timeframes provided in chapter 90.94 RCW. RCW 90.94.020 and 90.94.030 direct how watershed plans are to project, offset, or account for "water use." Ecology interprets these subsections of the law (RCW 90.94.020(4)(b), 90.94.020(4)(c), 90.94.030(3)(b), 90.94.030(3)(c), 90.94.030(3)(d), and 90.94.030(3)(e)) to relate to the consumptive water use of new PE domestic withdrawals that come online during the planning horizon. (Ecology, 2019a, page 7)

Addressing Uncertainties, Assumptions, and Limitations Associated with Projections for Growth and Consumptive Use. Uncertainties and limitations are inherent with any planning process. Understanding the limitations of the available data (and analyses that use that data) are important, as well as acknowledging the uncertainties associated with the analysis. The WRIA 15 Committee recognized and discussed uncertainties associated with projecting new PE well connections, models and methods used to calculate consumptive use associated with the PE well connections, as well with project implementation. Chapter 4 presents projections based on the best information available at the time and presents assumptions associated with the projections. Uncertainty is described in more detail in the technical memo found in Appendix G. The WRIA 15 Committee recommends that if new information, modeling, or data becomes available, adjustments are made through adaptive management to provide greater certainty that this plan continues to meet NEB.

4.2.1 Projections of Permit-Exempt Well Connections by Subbasin

The WRIA 15 watershed plan compiles the growth projection data both at the WRIA scale and by subbasin. This section presents WRIA 15 growth projection data for Kitsap, King, Mason, and Pierce counties. Table 5 and Figure 4 show the projected number of new PE wells per subbasin and their distribution across WRIA 15. To capture the various projections for PE wells, this watershed plan refers to lower estimates, moderate estimates, and higher estimates of growth.

The moderate estimates for the number of new PE wells in unincorporated areas of the four counties (within WRIA 15) over the planning horizon:

- Kitsap County: 2,921 new PE wells
- King County: 368 new PE wells
- Mason County: 1,301 new PE wells
- Pierce County: 978 new PE wells

The total moderate estimate is 5,568 PE wells over the planning horizon, the lower estimate is 4,861 PE wells, and the higher estimate is 6,152 PE wells.

4.2.2 Methodology

The WRIA 15 Committee gave deference to each county in identifying the most appropriate method of projecting PE wells. Different methods were used for calculating the projections for each county:

- Two methods were used for Kitsap County. The County's method is based upon a land capacity analysis, using the Kitsap Regional Coordinating Council growth targets. Kitsap PUD developed projections based on historical wells. The high and low projections are based on an estimated five percent margin of error.

- King County's method is based upon historical building permit data. King County developed the projections.
- Mason County's method is based upon Office of Financial Management 2040 moderate growth population forecasts.[23] The technical consultant team developed the projections.
- Pierce County projections are based on historical well permit data. The technical consultant team developed the projections. The high and low projections are based on different historical periods.

The WRIA 15 Permit-Exempt Growth and Consumptive Use Summary (HDR 2020) provides more detail on each of the growth projection methods.

[23] Note that some Committee members requested a high growth projection for Mason County, but that projection was not included as part of this watershed plan at the request of the County.

Table 5: Number of Permit-Exempt Connections Projected between 2018 and 2038

Subbasin	Moderate Estimate					Higher Estimate					Lower Estimate				
	Kitsap	Pierce	Mason	King	Total	Kitsap	Pierce	Mason	King	Total	Kitsap	Pierce	Mason	King	Total
West Sound	1,336				1,336	1,403				1,403	1,142				1,142
North Hood Canal	656				656	689				689	561				561
South Hood Canal	49		1,077		1126	52		1077		1,128	42		1077		1,119
Bainbridge Island	491				491	516				516	491				491
South Sound	389	940	224		1,553	406	1,360	224		1,992	332	602	224		1,158
Vashon-Maury Island				368	368				368	368				368	368
South Sound Islands		38			38		56			56		22			22
Total	**2,921**	**978**	**1,301**	**368**	**5,568**	**3,066**	**1,416**	**1,301**	**368**	**6,152**	**2,568**	**624**	**1,301**	**368**	**4,861**

4.2.3 Distribution of New PE Wells

The WRIA 15 Committee mapped potential locations of new PE wells in the watershed based on the parcels available for residential development that will depend on PE wells. The resulting heat map (Figure 4) shows the areas where this development is most likely to occur.

4.2.4 Summary of Assumptions

The methods described in Appendix A of the Final NEB Guidance for projecting new PE wells include several assumptions. The assumptions shared here provide transparency in the planning process and deliberations of the Committee to support any future adaptive management undertaken by the entities implementing the plan. The WRIA 15 Permit-Exempt Growth and Consumptive Use Summary in Appendix G (HDR 2020) provides a detailed listing of the assumptions used to project new PE wells. Kitsap, King, and Pierce counties relied on historical data, assuming these historical trends will continue into the future.

To provide greater certainty in this assumption, this watershed plan includes additional PE well scenarios using different periods in the historical Tacoma-Pierce County Health Department (TPCHD) well database. The high-growth scenario uses the 1999–2008 data, which was a time of relatively healthy economic growth resulting in more rapid rural development. The low-growth scenario uses the 2009–2018 data, which was a time of relatively slower rural development and corresponds with the recession and housing downturn.

The technical consultants applied a plus or minus five percent to calculate the high- and low-growth scenarios for Kitsap County. Five percent is the assumed margin of error in the County's land capacity analysis. Mason and King County requested no high- or low-growth scenarios calculations to be included in this watershed plan for their respective counties. The Committee used all three growth scenarios to determine the most likely consumptive use estimate for the planning horizon.

To estimate the distribution of PE wells in Kitsap County, the County based growth assumptions for each subbasin upon the proportion of the historical number of building permits for each subbasin for the period of 2002-2019. The County made assumptions regarding the number of developable parcels that would use PE wells by only counting parcels greater than 0.75 acres outside a 200-foot water or sewerline buffer.

King County based the percentage of houses with PE wells on historical trends from 2000-2017.

Mason County assumed the proportion of houses with PE wells is equal to the proportion of buildout capacity in rural areas compared to urban growth areas.

Pierce County assumed the same historic growth rate in PE wells by subbasin will occur in the future. Wells were projected within UGAs or existing water system boundaries if the parcels met the criteria discussed above. The Growth and Consumptive Use Summary (HDR 2020), available in Appendix G, further discusses these methods.

4.2.5 Projected Growth Map

Figure 4 represents the distribution of new PE wells under the moderate estimate.

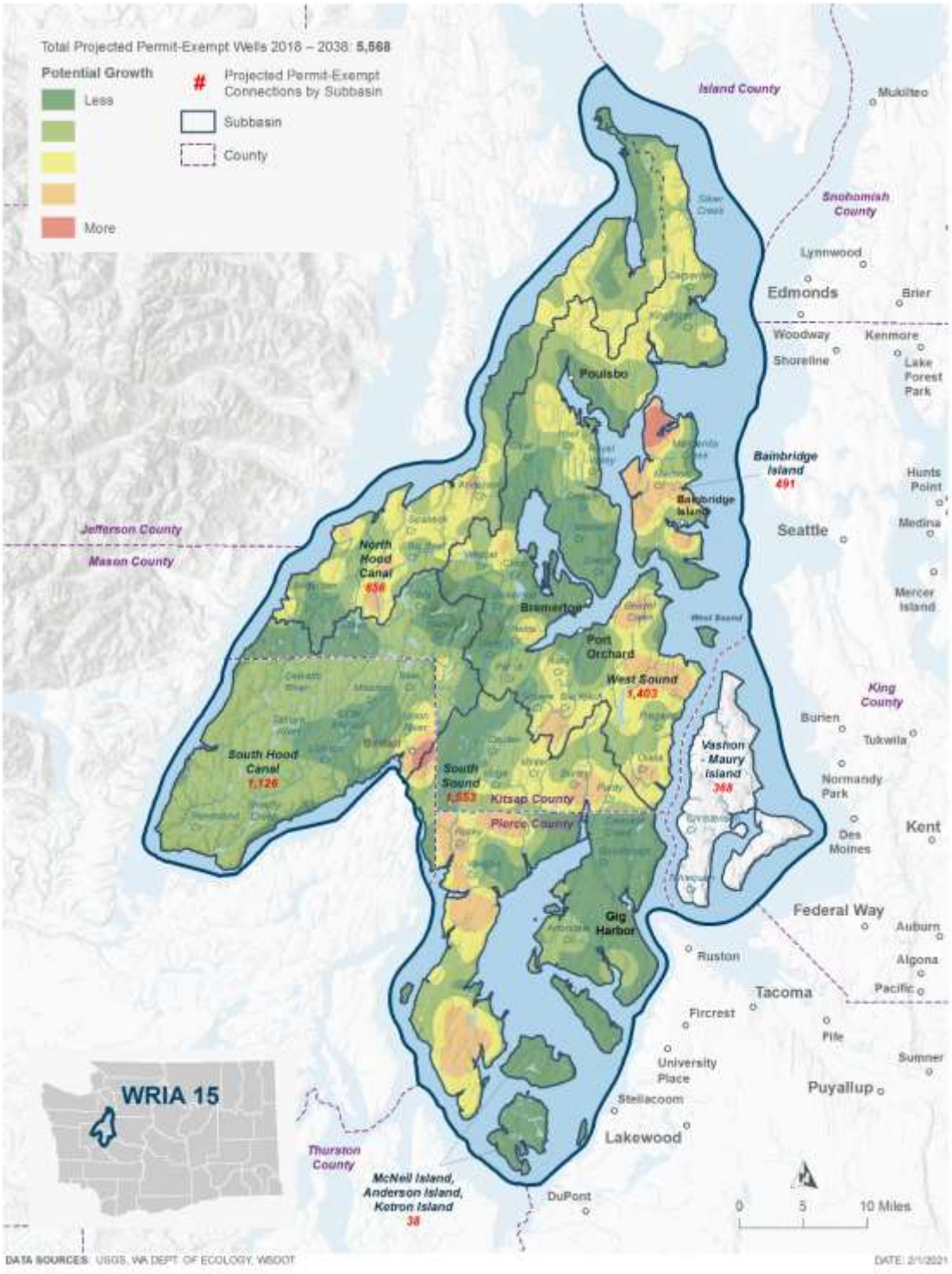


Figure 4. WRIA 15 Projected New Permit-Exempt Wells (number and likely area) Under the Moderate Estimate Growth Scenario 2018-2038. The “heat” map is generated based on

modeled growth projections that considers zoning, land use, and distance from existing water lines. The results are highly generalized but help illustrate the approximate location and relative growth of new domestic PE wells. Map prepared by HDR.

4.3 Impacts of New Consumptive Water Use

This watershed plan used the 20-year projections of new PE wells to estimate the consumptive water use that must be addressed and offset. As above, this section uses "new PE wells" as a shorthand for new domestic permit-exempt well connections unless otherwise described. This section includes an overview of (1) the methods used to estimate new consumptive water use (consumptive use), (2) the anticipated impacts of new consumptive use in WRIA 15 over the planning horizon, and (3) other considerations and assumptions. The WRIA 15 Permit-Exempt Growth and Consumptive Use Summary provides a more detailed description of the analysis and alternative scenarios considered (Appendix G).

The Committee considered all three growth scenarios (lower, moderate, and higher estimates) as well as three methods for estimating consumptive use. Based on the deliberations of the Committee, this watershed plan recommends a consumptive use estimate of 766.4 acre feet per year (684,150 gallons per day [gpd]). This estimate is based on the moderate growth projection for the Irrigated Area method and is viewed as the most likely consumptive use based on historical information and current understanding of water use in WRIA 15.

Some members of the WRIA 15 Committee believed that a higher consumptive use estimate of 1,218 AF/yr (177 gpd per PE well connection) is necessary to ensure that offsets are met and streams are benefited. The Committee reached consensus that achieving an offset target of 1,218 AF/yr through project implementation would be beneficial to streams. Based on data presented, some members of the Committee supported a lower consumptive use estimate and others supported a higher number, but the Committee ultimately reached consensus that 766.4 acre-feet per year (AF/yr) should be the consumptive use estimate.

This section provides an overview and results from the various methods used to estimate consumptive use. Section 4.3.4 provides additional information on the consumptive use estimate as well as considerations for a higher offset target with a breakdown by subbasin.

4.3.1 Methodology to Estimate Indoor and Outdoor Consumptive Water Use

To calculate indoor and outdoor consumptive use, the technical consultants presented three different methods to the Committee for consideration: Metered Data Method, U.S. Geological Survey (USGS) Groundwater Model Method, and the Irrigated Area Method. This section presents an overview and results on the three methods.

While the consumptive use estimate presented in this plan relies on the irrigated area method, some members of the Committee preferred the alternative methods. All three methods are presented in this Chapter due to the lack of consensus on which method to use, to account for uncertainty associated with each method, and the level of analysis used to provide a

consumptive use estimate and higher offset target. Additional information is available in Appendix G.

Metered Data Method

HDR estimated consumptive use using metered connections from water systems. HDR requested data from Committee members for water systems that use (or have used) a flat rate billing structure and were similar in character to the rural environments in which households may connect to PE wells. In WRIA 15, Kitsap PUD provided consumption data for all Kitsap PUD water systems for years 2017 and 2018.

This method assumed that (1) average daily water use in December, January, and February is representative of year-round daily indoor use; and (2) 10 percent of indoor water use is consumptively used. Average daily system-wide use was divided by the number of connections (assuming all connections are residential), to estimate average daily indoor use per connection. The 10 percent consumptive use factor was applied to the average daily use in the winter months to determine the consumptive portion of indoor water use per connection.

Average daily indoor use was multiplied by the number of days in a year to estimate total annual indoor use. Total annual indoor use was subtracted from total annual use by a water system to estimate total annual outdoor use. It was assumed 80 percent of the outdoor use is consumptively used. That factor was applied to estimate the consumptive portion of outdoor use.

Outdoor consumptive use was also estimated on a seasonal basis. The Washington Irrigation Guide (WAIG) reports irrigation requirements between the months of April and September for representative weather stations in WRIA 15; as such, seasonal outdoor water use was assumed to occur over a period of six months. Average daily indoor use was multiplied by the number of days in the irrigation season to calculate total indoor use for the irrigation season. Total irrigation season indoor use was then subtracted from total season use to determine total outdoor use for the irrigation season. The value was proportionally allocated to each month in the irrigation season using the requirements from the WAIG.

The annual average consumptive use values are 0.0138 acre-foot (AF) [24] (0.000019 cubic foot per second [cfs]) for indoor use per well and 0.0583 AF (0.000081 cfs) [25] for outdoor use per well. The corresponding values in gallons are 4,470 gallons for indoor consumptive use and 18,980 gallons for annual average outdoor consumptive use per well. The combined indoor and outdoor consumptive use equates to 64.25 gpd per PE well connection.

[24] Acre-foot (AF) is a unit of volume for water equal to a sheet of water one acre in area and one foot in depth. It is equal to 325,851 gallons of water. One acre-foot per year (AF/yr) is equal to 893 gallons per day (gpd).
[25] Cubic feet per second (cfs) is a rate of the flow in streams and rivers. It is equal to a volume of water one foot high and one foot wide flowing a distance of one foot in one second. One cubic foot per second is equal to 646,317 gallons per day.

USGS Groundwater Model Method

The USGS Groundwater Model method refers to water use data collected for a groundwater-flow model of the Kitsap Peninsula.[26] A report prepared by the USGS (Welch, Frans, and Olsen 2014) provides a survey of consumption from select water utilities serving more than 221,700 people with more than 88,500 residential connections on the Kitsap Peninsula. The USGS study differentiated between the indoor and outdoor portions of use:

- Estimated **indoor use** (based on November–April pumping values) was 66 gallons per person per day. For the purposes of groundwater modeling, USGS assumed the consumptive use rate for indoor domestic use is 10 percent in non-sewered areas.
- **Outdoor use** was estimated for the outdoor growing season and varied by month from four gallons per person per day in May to 97 gallons per person per day in September. Estimates for average annual outdoor use are 26 gallons per person per day. For the purposes of groundwater modeling, USGS assumed the consumptive use rate for outdoor use is 90 percent.

The annual average consumptive use values are 0.0185 acre-foot (AF) (0.000026 cubic foot per second [cfs]) for indoor use per well and 0.0655 AF (0.000091 cfs) for outdoor use per well. The corresponding values in gallons are 6,023 gallons for indoor consumptive use and 21,350 gallons for outdoor consumptive use per well. The combined indoor and outdoor consumptive use equates to 75 gpd per PE well connection. While these estimates are annual averages, the Committee expects that outdoor use will occur mainly in summer.

Irrigated Area Method

Appendix A of the Final NEB Guidance describes the Irrigated Area method, which provides an average indoor use per person per day, and reviews aerial imagery to provide a basis to estimate irrigated area of outdoor lawn and garden areas.

Indoor and outdoor water use patterns differ; indoor use is generally constant throughout the year, while outdoor use occurs primarily in the summer months. Similarly, the portion of water use that is consumptive varies for indoor and outdoor water uses. The Irrigated Area method uses separate approaches to estimate indoor and outdoor consumptive use.

To develop the consumptive use estimate, the WRIA 15 Committee used the Irrigated Area method and relied on assumptions for indoor use and outdoor use from Appendix A of the Final NEB Guidance. This chapter provides a summary of the technical memo, which is available in Appendix G.

Consistent with Appendix B of the Final NEB Guidance, the Committee assumed that impacts from consumptive use on surface water are steady-state, meaning impacts to the stream from

[26] Note that water system data is metered with a fee structure based on water use. PE wells in WRIA 15 are not metered and have no associated fee structure.

pumping do not change over time. The wide distribution of future well locations and depths across varying hydrogeological conditions led to this assumption.

New Indoor Consumptive Water Use

Indoor water use refers to the water that households use (such as in kitchens, bathrooms, and laundry) and that leave the house as wastewater (Kenny and Juracek 2012). The Technical Consultants used Ecology's recommended assumptions for indoor daily water use per person and local data to estimate the average number of people per household, and applied Ecology's recommended consumptive use factor (CUF) to estimate new indoor consumptive water use (Ecology 2019b):

- 60 gpd per person, as recommended by Ecology.
- 2.5 persons per household assumed for rural portions of WRIA 15, based on the Office of Financial Management and County data.
- 10 percent of indoor use is consumptively used (or a CUF of 0.10), based on the assumption that homes on PE wells are served by onsite sewage systems. Onsite sewage systems percolate back to groundwater; a fraction of that water is lost to the atmosphere through evaporation in the drain field.

The equation used to estimate household consumptive indoor water use is:

$$60 \text{ gpd} \times 2.5 \text{ people per house} \times 365 \text{ days} \times 0.10 \text{ CUF}$$

This results in an average indoor consumptive use of 15 gpd (0.000023 cfs) and an annual average of 0.0168 AF (5,475 gallons) per year per well.

New Outdoor Consumptive Water Uses

Most outdoor water is used to irrigate lawns, gardens, and landscaping. To a lesser extent, households use outdoor water for car and pet washing, exterior home maintenance, pools, and other water-based activities. Water from outdoor use does not enter onsite sewage systems, but instead infiltrates into the ground or is lost to the atmosphere through evapotranspiration (Ecology 2019b, page 19).

The WRIA 15 Committee used aerial imagery to measure the irrigated areas of 80 randomly selected parcels served by PE wells to develop an average outdoor irrigated area. This analysis returned more than one-half of the parcels with no visible irrigation, resulting in irrigated area values of zero. The average irrigated area for the 80 randomly selected parcels was 0.08 acre. The Committee believes that 0.08 acre represents the irrigated areas for PE wells in WRIA 15 and adopted that value for consumptive use calculations. This estimate is based on the understanding that the consumptive use calculation likely overestimates water use and the independent analyses performed to confirm the measurements of irrigated acreage.

The WRIA 15 Committee used the following assumptions, recommended in Appendix A of the Final NEB Guidance, to estimate outdoor consumptive water use:

- Crop irrigation requirements (IR) for turf grass according to WAIG (NRCS-USDA 1997): 16.84 inches per year for the Bremerton WAIG station. This value was rounded up to 17 inches (1.42 feet) per year and used to estimate the amount of water needed for outdoor irrigation.
- An irrigation application efficiency (AE) to account for water that does not reach the turf: 75 percent. This AE increases the amount of water used to meet the crop's IR by 25 percent.
- CUF of 0.8, reflecting 80 percent consumption for outdoor use. This means a return of 20 percent of outdoor water to the immediate water environment.
- Outdoor irrigated area based on existing homes using PE wells: 0.08 acre.

The equation used to estimate household consumptive outdoor water use is:

$$Household\ Outdoor\ CU = \left(\frac{1.42\ feet}{0.75\ AE}\right) x\ 0.08\ acre\ x\ 0.8\ CUF$$

First, water loss is accounted for by dividing the IR by the AE. Next, the total water volume used to maintain turf is multiplied by the area that is irrigated. Finally, the volume of water is multiplied by 80 percent to produce the outdoor consumptive water use.

This calculation results in an annual average outdoor consumptive use of 0.121 AF (0.00017 cfs) per PE well. The corresponding values in gallons are 39,400 gallons annual average and 108 gpd per PE well. While this estimate is an average for the year, the Committee expects that outdoor water use will occur mainly in summer. The outdoor consumptive use will vary by subbasin because of differences in temperature and precipitation across the watershed. The same IR for turf grass is used to simplify the calculations. The outdoor consumptive use equals 43.2 gpd per person.[27]

4.3.2 Assumptions with Calculating Consumptive Use

The law calls for an estimate of "consumptive water use impacts" (RCW 90.94.030(3)(e). However, the process of estimating impacts is complex, and therefore the Committee agreed to use the estimated amount of new consumptive use for the offset amount and the impacts of

[27] The estimated outdoor consumptive use equals 43.2 gpd per person, or 108 gpd per household. The outdoor non-consumptive use is 27 gpd (using 80 percent consumptive use factor), giving a total outdoor water use of 135 gpd per household. Ecology compiled information on existing PE well metering programs across the state for the purpose of policy and project discussions at Committee meetings (Ecology, 2020c). Six different well metering programs are described. The average water use amongst the six programs varied from 114 to 241 gpd per household. That value includes outdoor and indoor water use. The highest values were for a small group of eight wells in King County. Data from Lummi Peninsula, Dungeness, and Kittitas represented over 90 percent of the metered data obtained. The range of water use in those areas was 114 – 124 gpd. The total outdoor water use estimate using the irrigated area method of 135 gpd per household exceeds the average water use in the metered areas. Adding indoor use of 150 gpd per household, the irrigated area method may predict twice the average water use of other areas in Washington State with PE wells with metering data.

that use. This approach is consistent with Appendix A of the Final NEB Guidance (Ecology 2019b).

Below is a discussion of assumptions for each method; all three methods assumed an average household size of 2.5 people. The household size may vary across the WRIA and may change over time. In addition, all three methods considered future indoor and outdoor water use per household to be the same as estimated for current conditions. While the Committee recognized that climate change may lead to more frequent hotter and drier summers, calculations of consumptive use were based on data available.[28] More information on uncertainties and limitations is presented in the technical memo available in Appendix G.

Metered Data Method

The Metered Data Method uses data collected by Kitsap PUD for all connections (about 15,700) within their service area in Kitsap County. Use of this method in calculating consumptive use for PE wells assumes that water use data for metered connections is comparable to PE wells with no meter. Although the Kitsap PUD data only covers Kitsap County, the Committee assumed the data are applicable to Pierce and Mason County areas in WRIA 15. This method calculated an indoor use of 49 gpd per person and outdoor use of 26 gpd per person. Metered data from other areas of the South Sound region ranged from 35 to 68 gpd per person for indoor use, and from 13 to 60 gpd per person for outdoor use. The Metered Data Method assumes that indoor water use is consistent throughout the year in order to estimate outdoor water use. Assumptions on the consumptive portion of water use (10 percent for indoor, 80 percent for outdoor) are also used.

USGS Groundwater Model Method

USGS collected data from select water utilities serving more than 221,700 people with more than 88,500 residential connections on the Kitsap Peninsula. This method assumes that water use data for metered connections is comparable to PE wells with no meter. While the USGS study did not include the Key Peninsula or the islands of Vashon Maury, Fox, Anderson, McNeil and Ketron, this method assumes the data from Kitsap Peninsula is relevant to those areas. The method also assumes 10 percent consumptive use for indoor and 90 percent for outdoor.

Irrigated Area Method

The irrigated area method relies on a measured factor and assumed values from literature or research to estimate consumptive water use, as described in Section 4.3.1. The measured factor is the average outdoor irrigated area per parcel. The average outdoor irrigated area estimate relies on a sample size of 80 parcels, distributed by location and property values. To account for the small sample size and to further test the assumption that the 80 parcels were fairly representative of outdoor irrigation in WRIA 15, Kitsap PUD and the Suquamish Tribe performed independent analyses on the list of parcels to confirm the findings of the irrigated

[28] The Squaxin Island Tribe's calculation of increased evapotranspiration (and therefore water use) due to temperature increases suggested eight percent more water demand in 20 years.

area analysis. HDR also compared the results of the analysis with similar analyses undertaken by other Watershed Restoration and Enhancement Committees (GeoEngineers and HDR 2020). While the results showed that on average, HDR's methods resulted in a lower outdoor irrigation estimate, the Committee concluded that the results were within a reasonable range for WRIA 15.

The outdoor consumptive use calculation for the Irrigated Area method assumes that homeowners water their lawns and gardens at the rate needed for commercial turf grass (i.e., watering at rates that meet crop IR per the WAIG). Although the WAIG provides estimates of crop IRs using meteorological data prior to 1985, this assumption likely results in an overestimate as the irrigated area analysis demonstrated that many people irrigate their lawns enough to keep the grass alive through the dry summers, but not at the levels that commercial turf grass requires. The method also assumes that residential pop-up sprinkler systems irrigate lawns with an efficiency of 75 percent. In reality, households apply water to their lawns and gardens in many different ways, at rates more or less efficient than a 25 percent water loss. The method assumes 10 percent indoor consumptive use and 80 percent outdoor consumptive use. Members of the WRIA 15 Committee conducted their own analyses to evaluate assumptions and uncertainties with the consumptive use methods.[29]

4.3.3 Summary of Consumptive Use Estimates

Below is a summary of consumptive use estimates by method.

Metered Data Method

The total consumptive use estimate for WRIA 15 is the number of PE wells projected (see Section 4.2) multiplied by the total indoor and outdoor consumptive use per PE well. The combined indoor and outdoor consumptive use per PE well for the baseline growth projection is 0.072 AF/yr (0.0001 cfs, 64 gpd). The total consumptive use estimate for WRIA 15 for the medium-growth projection using the Metered Data Method is 401 AF/yr (0.55 cfs, 357,700 gpd). The total consumptive use for the low-growth projection is 350 AF/yr (0.48 cfs, 312,300 gpd) and for the high-growth projection is 443 AF/yr (0.61 cfs, 395,300 gpd). Table 6 summarizes the estimated indoor and outdoor consumptive use by subbasin for the moderate

[29] In order to help reduce consumptive use uncertainty when considering both the USGS Groundwater Model and the Irrigated Area Methods, some Committee members developed their own analyses. The Skokomish Tribe and Aspect Consulting conducted an assessment to determine if/how precipitation variability across geography and time would affect outdoor irrigation consumptive use estimates in WRIA 15. The study used up to date climatological data from AgWeatherNet and PRISM to compare to values using the Irrigated Area Method. The Tribe conducted this analysis to (1) address concerns that methodologies may be too conservative or not conservative enough and (2) determine whether or not a "safety factor" should be used. This assessment is provided in the Compendium. The analysis provided similar results to the Irrigated Area method. The study also suggests that water use in dry years is substantially higher, pointing to the likelihood of increased water use as climate change makes the dry season longer, hotter, and drier. The Squaxin Island Tribe also evaluated future evapotranspiration rates under projected hotter and drier conditions using 20-year climate projections. The analysis found 1.6 inches of increased evapotranspiration (and likely an equivalent amount of irrigation water demand) for about an 8% increase in annual water use. A summary memo is provided in the Compendium.

estimate of growth projection. Table 7 summarizes the consumptive use by subbasin for the lower and higher estimates for growth projections. The Committee expects the highest consumptive use to occur in the South Sound subbasin, which has the most projected new PE wells, as presented in Table 7.

Table 6. Indoor and Outdoor Consumptive Use Estimates by Subbasin for 2038: Moderate Estimate for Growth Projection and Metered Data Method

Subbasin	**Projected PE wells**	**Indoor CU**		**Outdoor CU**		**Total CU in 2038**	
		(AF/yr	**GPD**	**AF/yr**	**GPD**	**AF/yr**	**GPD**
West Sound	1,336	18.3	16,366	77.8	69,472	96.2	85,838
North Hood Canal	656	9.0	8,036	38.2	34,112	47.2	42,148
South Hood Canal	1,126	15.5	13,794	65.6	58,552	81.0	72,346
Bainbridge Island	491	6.7	6,015	28.6	25,532	35.3	31,547
South Sound	1,553	21.3	19,024	90.5	80,756	111.8	99,780
Vashon-Maury Island	368	5.0	4,508	21.4	19,136	26.5	23,644
South Sound Islands	38	0.5	466	2.2	1,976	2.7	2,442
Total	**5,568**	76.4	68,208	324.3	289,536	400.8	357,744

Table 7. Indoor and Outdoor Consumptive Use Estimates by Subbasin for 2038: Lower- and Higher-Estimates for Growth Projections and Metered Data Method.

Subbasin	Lower Estimate					Higher Estimate				
	Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU in 2038		Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU in 2038	
				(AF/yr)	GPD				(AF/yr)	GPD
West Sound	1,142	15.7	66.5	82.2	73,374	1,403	19.3	81.7	101.0	90,143
North Hood Canal	561	7.7	32.7	40.4	36,044	689	9.5	40.1	49.6	44,268
South Hood Canal	1,119	15.4	65.2	80.5	71,896	1,128	15.5	65.7	81.2	72,474
Bainbridge Island	491	6.7	28.6	35.3	31,547	516	7.1	30.1	37.1	33,153
South Sound	1,158	15.9	67.5	83.3	74,402	1,992	27.3	116.0	143.4	127,986
Vashon-Maury Island	368	5.0	21.4	26.5	23,644	368	5.0	21.4	26.5	23,644
South Sound Islands	22	0.3	1.3	1.6	1,414	56	0.8	3.3	4.0	3,598
Total	4,861	66.7	283.2	349.9	312,319	6,152	84.4	358.4	442.8	395,266

USGS Groundwater Model Method

The total consumptive use estimate for WRIA 15 is the number of PE wells projected (see Section 4.2) multiplied by the total indoor and outdoor consumptive use per PE well. The combined indoor and outdoor consumptive use per PE well is 0.084 AF/yr (0.000116 cfs, 75 gpd). The total consumptive use estimate for WRIA 15 for the medium-growth projection using the USGS Groundwater Model Method is 468 AF/yr (0.65 cfs, 417,600 gpd). The total consumptive use for the lower estimate for growth projection is 408 AF/yr (0.57 cfs, 364,600 gpd) and for the higher estimate for growth projection is 517 AF/yr (0.72 cfs, 461,400 gpd).

Table 8 summarizes the estimated indoor and outdoor consumptive use by subbasin for the moderate estimated growth projection. Table 9 summarizes the consumptive use by subbasin for the lower and higher estimates. The Committee expects the highest consumptive use to occur in the South Sound subbasin, which has the most projected new PE wells, as presented in Table 9.

Table 8: Indoor and Outdoor Consumptive Use Estimates by Subbasin for 2038: Moderate Estimate for Growth Projection and USGS Groundwater Model Method

Subbasin	Projected PE wells	Indoor CU		Outdoor CU		Total CU in 2038	
		(AF/yr	GPD	AF/yr	GPD	AF/yr	GPD
West Sound	1,336	24.7	22,044	87.6	78,156	112.2	100,200
North Hood Canal	656	12.1	10,824	43.0	38,376	55.1	49,200
South Hood Canal	1,126	20.8	18,579	73.8	65,871	94.6	84,450
Bainbridge Island	491	9.1	8,102	32.2	28,724	41.3	36,825
South Sound	1,553	28.7	25,625	101.8	90,851	130.5	116,475
Vashon-Maury Island	368	6.8	6,072	24.1	21,528	30.9	27,600
South Sound Islands	38	0.7	627	2.5	2,223	3.2	2,850
Total	**5,568**	102.9	91,872	364.9	325,728	467.8	417,600

Table 9: Indoor and Outdoor Consumptive Use Estimates by Subbasin for 2038: Lower and Higher Estimates for Growth Projections and USGS Groundwater Model Method

Subbasin	Lower Estimates					Higher Estimates				
	Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU in 2038		Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU in 2038	
				(AF/yr)	GPD				(AF/yr)	GPD
West Sound	1,142	21.1	74.8	95.9	85,650	1,403	25.9	91.9	117.9	105,225
North Hood Canal	561	10.4	36.8	47.1	42,075	689	12.7	45.2	57.9	51,675
South Hood Canal	1,119	20.7	73.3	94.0	83,925	1,128	20.8	73.9	94.8	84,600
Bainbridge Island	491	9.1	32.2	41.3	36,825	516	9.5	33.8	43.4	38,700
South Sound	1,158	21.4	75.9	97.3	86,850	1,992	36.8	130.5	167.4	149,400
Vashon-Maury Island	368	6.8	24.1	30.9	27,600	368	6.8	24.1	30.9	27,600
South Sound Islands	22	0.4	1.4	1.8	1,650	56	1.0	3.7	4.7	4,200
Total	4,861	89.8	318.6	408.4	364,575	6,152	113.7	403.2	516.9	461,400

Irrigated Area Method

The total consumptive use estimate for WRIA 15 is the number of PE wells projected (see Section 4.2) multiplied by the total indoor and outdoor consumptive use per PE well. The combined total indoor and outdoor consumptive use is 0.138 AF/yr (.00019 cfs, 123 gpd). The total consumptive use estimate for WRIA 15 for the medium-growth projection is 766 AF/yr (1.06 cfs, 684,200 gpd). The total consumptive use for the lower estimates for growth projection is 669 AF/yr (0.93 cfs, 597,300 gpd) and for the higher estimates for growth projection is 847 AF/yr (1.17 cfs, 755,900 gpd).

Table 10 summarizes the estimated indoor and outdoor consumptive use by subbasin for the moderate estimates for growth projection. Table 11 summarizes the consumptive use by subbasin for the lower and higher estimates. The Committee expects the highest consumptive use to occur in the South Sound subbasin, which has the most projected new PE wells, as presented in Table 11.

Table 10: Indoor and Outdoor Consumptive Use Estimates by Subbasin for 2038: Moderate Estimate for Growth Projection and Irrigated Area Method

Subbasin	**Projected PE wells**	**Indoor CU**		**Outdoor CU**		**Total CU in 2038**	
		(AF/yr	**GPD**	**AF/yr**	**GPD**	**AF/yr**	**GPD**
West Sound	1,336	22.4	19,987	161.5	144,175	183.9	164,161
North Hood Canal	656	11.0	9,814	79.3	70,792	90.3	80,606
South Hood Canal	1,126	18.9	16,845	136.1	121,513	155.0	138,358
Bainbridge Island	491	8.2	7,345	59.4	52,986	67.6	60,332
South Sound	1,553	26.0	23,233	187.7	167,592	213.8	190,825
Vashon-Maury Island	368	6.2	5,505	44.5	39,713	50.7	45,218
South Sound Islands	38	0.6	568	4.6	4,101	5.2	4,669
Total	**5,568**	93.3	83,297	673.1	600,872	766.5	684,170

Table 11: Indoor and Outdoor Consumptive Use Estimates by Subbasin for 2038: Lower and Higher Estimates for Growth Projections and Irrigated Area Method

Subbasin	Lower Estimate					Higher Estimate				
	Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU in 2038		Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU in 2038	
				(AF/yr)	GPD				(AF/yr)	GPD
West Sound	1,142	19.1	138.1	157.2	140,324	1,403	23.5	169.6	193.1	172,394
North Hood Canal	561	9.4	67.8	77.2	68,933	689	11.5	83.3	94.8	84,661
South Hood Canal	1,119	18.8	135.3	154.0	137,497	1,128	18.9	136.4	155.3	138,603
Bainbridge Island	491	8.2	59.4	67.6	60,332	516	8.6	62.4	71.0	63,404
South Sound	1,158	19.4	140.0	159.4	142,290	1,992	33.4	240.8	274.2	244,768
Vashon-Maury Island	368	6.2	44.5	50.7	45,218	368	6.2	44.5	50.7	45,218
South Sound Islands	22	0.4	2.7	3.0	2,703	56	0.9	6.8	7.7	6,881
Total	4,861	81.5	587.6	669.1	597,297	6,152	103.1	743.7	846.8	755,929

4.3.4 Summary of Consumptive Use Estimate

This watershed plan uses a consumptive use estimate of 766.4 AF/yr, based on the moderate growth projection estimate and the irrigated area method and is viewed as the most likely consumptive use. Figure 5 shows the distribution of consumptive use across the WRIA. Based on data presented, some members of the Committee supported a lower consumptive use estimate and others supported a higher number, but the Committee ultimately reached consensus that 766.4 AF/yr (123 gpd per PE well connection) should be the consumptive use estimate.[30]

The Committee also reached consensus that achieving an offset target of 1,218 AF/yr (177 gpd per well connection) through project implementation would be beneficial to streams. To obtain the consumptive use estimate of 766.4 AF/yr, HDR used the measured average of 0.08 acres for the outdoor irrigated area along with the moderate growth estimate. The average acreage is small due to a high number of non-irrigated parcels. The higher number of 1,218 AF/yr is based on a higher estimate for growth projections and a substitution of 0.12 acres for the average irrigated area under the irrigated area method.

HDR performed statistical analyses of the irrigated acreage to characterize the potential range in the irrigated area measurements. The 0.12 acre number was obtained by substituting 0.05 acre for every parcel with no irrigated acreage measured and recalculating the mean and upper confidence limits (95 percent). The 0.12 acre number is the upper confidence limit. The substitution of 0.05 acre for parcels with no irrigated acreage measured was made to account for a minimum amount of outdoor irrigation that might occur but not be observable on aerial photos. Table 12 provides the higher offset target by subbasin.

As data on actual growth, climate change, water use, experience with project implementation, and other new information is collected over time, adaptive management of plan implementation will need to support adjustments of the proposed approach and water offsets in order to meet NEB.

[30] The legal withdrawal limit for PE wells in WRIA 15 is 950 gpd average annual use per connection per RCW 90.94.030. This watershed plan did not calculate consumptive use using the legal limit.

Table 12. Summary of higher offset target by subbasin when substituting 0.12 acres for outdoor irrigation using the irrigated area method. While the Committee did not reach consensus on using the higher estimate for consumptive use, this table provides the summary of how the higher target applies to well projects, indoor and outdoor consumptive use, and total consumptive use across subbasins. Reaching these offset targets for each subbasin through project implementation would be beneficial to streams.

Subbasin	**Higher Estimate of PE Wells, Average Irrigated Area = 0.12 acre**				
	Projected PE wells	**Indoor CU (AF/yr)**	**Outdoor CU (AF/yr)**	**Total CU in 2038**	
				(AF/yr)	**GPD**
West Sound	1,403	23.5	254.4	277.9	248,097
North Hood Canal	689	11.5	124.9	136.5	121,838
South Hood Canal	1,128	18.9	204.5	223.4	199,468
Bainbridge Island	516	8.6	93.6	102.2	91,246
South Sound	1,992	33.4	361.2	394.6	352,251
Vashon-Maury Island	368	6.2	66.7	72.9	65,075
South Sound Islands	56	0.9	10.2	11.1	9,903
Total	6,152	103.1	1115.6	1218.6	1,087,876

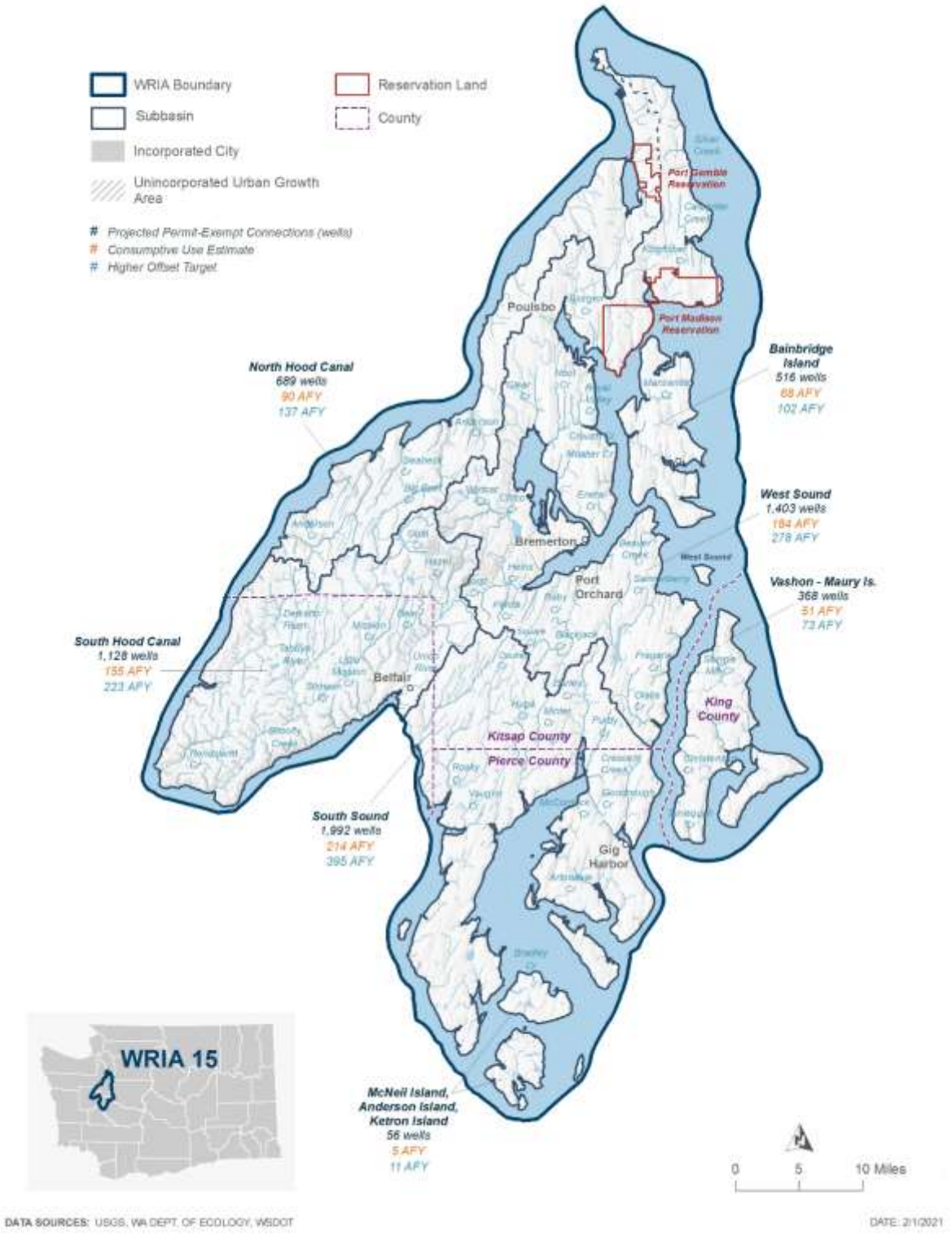


Figure 5. WRIA 15 Estimated Consumptive Use based on Moderate Estimate for Growth Projections and Irrigated Area Method, 2018-2038. Map prepared by HDR.

Chapter Five: WRIA 15 Projects

5.1 Description and assessment

Watershed plans must identify projects that offset the potential impacts that future PE wells will have on streamflows and provide a NEB to the WRIA.[31] This chapter recommends and describes projects to offset consumptive use and meet NEB:

- **Water offset projects** have a quantified streamflow benefit and contribute to offsetting consumptive use.[32]
- **Habitat projects** contribute toward achieving NEB by improving the ecosystem function and resilience of aquatic systems, supporting the recovery of threatened or endangered salmonids, and protecting instream resources, including important native aquatic species. The habitat projects included in this watershed plan will also result in an increase in streamflow, but the water offset benefits for these projects is difficult to quantify. Therefore, this watershed plan does not rely on habitat projects to contribute toward offsetting consumptive use.

To identify the projects summarized in this chapter, as well as the complete project inventory in Appendix H, Committee members and WRIA 15 partners brought project suggestions forward to the project workgroup and Committee for discussion. Ecology and the technical consultants also identified projects with potential streamflow benefit from the Puget Sound Action Agenda near term actions, salmon recovery lead entity four-year workplans, streamflow restoration grant applications, and public works programs. The Committee used a project inventory to capture and track all project ideas, no matter their phase of development, throughout the planning process.

Ecology distributed the project inventory to conservation districts, LIOs, and salmon recovery lead entities in WRIA 15 to solicit feedback on project alignment with other planning processes and identify any projects of concern for inclusion in the watershed plan. At any point in the process, Committee members or WRIA 15 partners could identify projects of concern for inclusion in the watershed plan and recommend removal of the project from the project

[31] The NEB Guidance defines "projects and actions" as "General terms describing any activities in watershed plans to offset impacts from new consumptive water use and/or contribute to NEB." (Ecology 2019b, page 5) This watershed plan uses the term "projects" for simplicity to encompass both projects and actions as defined by the NEB guidance.

[32] In 2015, the State Supreme Court issued a decision on Foster v. Ecology, City of Yelm, and Washington Pollution Control Hearings Board. The decision, frequently referred to as the "Foster decision," reaffirmed and reinforced that instream flows adopted in a rule must be protected from impairment. The Legislature established the Joint Legislative Task Force on Water Resource Mitigation (Task Force) in RCW 90.94.090 to understand impacts of the 2015 Foster decision. In that law, Ecology is authorized to issue permit decisions for up to five water mitigation pilot projects using a stepwise mitigation approach that can include out of kind mitigation. The City of Port Orchard is one of the entities undertaking a pilot project; as of January 2021, the pilot project work is still ongoing. More information about the Task Force, including their 2019 report to the legislature, can be accessed on their webpage: http://leg.wa.gov/JointCommittees/WRM/Pages/default.aspx. (Ecology 2020b)

inventory. Ecology and the technical consultants reached out to all identified project sponsors prior to including the project in the watershed plan.

Based on initial available project information, the Committee identified a subset of offset projects that showed promise for quantitative streamflow benefits. The technical consultants developed detailed analyses on the subset of projects and the Committee determined the offset value to attribute to each project. This chapter presents summaries of those projects with additional detail on each project in Appendix I.

In a separate effort, Ecology contracted with Pacific Groundwater Group (PGG) to support identification of water right acquisition opportunities for WRIA 15. With direction from the Committee, PGG narrowed down the list of opportunities. The Committee provided input on the revised list of projects and PGG developed detailed project descriptions for water right acquisition opportunities that appeared to be the most valid. For each water right acquisition project, the Committee used PGG's estimate of the consumptive use portion of the right. Before these rights are acquired and put into the Trust Water Rights Program,[33] they will go through a full extent and validity analysis to determine the consumptive use offset component. As this analysis cannot happen until the owner of the right has agreed to sell, the Committee is relying on the PGG evaluations to estimate the offset volumes described in Section 5.2. PGG developed a more detailed description of the water rights analysis, provided in Appendix J.

For projects that did not provide a measurable streamflow benefit, the WRIA 15 Committee chose not to invest technical consultant resources to further develop the projects during this planning period. Information presented on these projects is based on available information from WRIA 15 partners. The Committee instead focused the technical resources and expertise on finding projects that provide quantifiable offset benefits.

The projects identified in this plan are consistent with the project type examples listed in Ecology's Final NEB Guidance: (a) water right acquisition offset projects; (b) non-acquisition water offset projects; and (c) habitat and other related projects (Ecology 2019b). This watershed plan presents projects in the following four categories:

I. Water right acquisition offset projects and non-acquisition water offset projects that are ready to proceed. These projects provide a quantitative streamflow benefit.

II. Projects that provide habitat and streamflow benefits, but streamflow benefits are difficult to quantify.

III. Projects that primarily benefit habitat.

IV. Projects that are not currently implementable (e.g., due to legal restrictions) or are highly conceptual.

[33] More information on Ecology's Trust Water Rights Program available at: https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-rights/Trust-water-rights

Projects in Category I are presented in this chapter. All other projects are presented in the project inventory in Appendix H. The WRIA 15 Committee recommends implementation of projects in this chapter as well as in Appendix I in order to meet the offset need and NEB for WRIA 15.

Many of the projects in this plan are conceptual, as Committee members and partners brought the ideas forward during the planning process. The Committee recognizes that once these projects are further developed, some may no longer be feasible. Through the adaptive management process recommended in Chapter 6, an implementation group and project sponsors may need to find alternative projects that provide the same types of benefits in the same locations as the projects identified in this Chapter and the project inventory.

5.2 Category I Projects

The WRIA 15 Committee set a goal of offsetting consumptive use estimates within each subbasin and agreed that offsets should be as close to impacts (i.e., new wells) as feasible. This watershed plan also has an offset target of 1,218 AF/yr for project implementation in order to benefit to streams. The Committee's goal is to achieve the offset target by subbasin, with deficiencies in offset benefit and project implementation addressed through adaptive management (see Chapter 6.2).

The projects presented below have quantifiable streamflow benefit and the Committee identified these projects as having the greatest potential for implementation and achieving the required offset need. Some of these project benefits may span across subbasins, but detailed modeling of streamflow benefits was not completed during this planning process. Detailed descriptions of each project presented in Section 5.2. are available in Appendix I. A summary of projects and offset benefits by subbasin are presented at the end of this section in Tables 16-22.

5.2.1 Managed Aquifer Recharge Package

The WRIA 15 Committee considered Managed Aquifer Recharge (MAR) projects as a method for (1) increasing infiltration to aquifers to improve streamflow and (2) offsetting water use from future PE wells in the watershed. Appendix I provides a detailed description of the project.

"MAR" is used to describe many types of projects.[34] Aquifer Storage and Recovery (ASR) projects actively inject water into aquifers for storage and recovery through pumping. Passive MAR projects infiltrate water into shallow aquifers, with the intent that water discharges from the shallow aquifer into streams on a delayed basis and improves streamflow during low-flow periods (see Figure 6). For WRIA 15, only passive MAR projects, in which water infiltrates by

[34] More information on these project types is available from Ecology: https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-recovery-solutions/Aquifer-storage-recovery-recharge

gravity, are being considered. The source of water for the passive MAR projects in WRIA 15 may be recycled water (highly treated wastewater), stormwater, or diverted surface water.

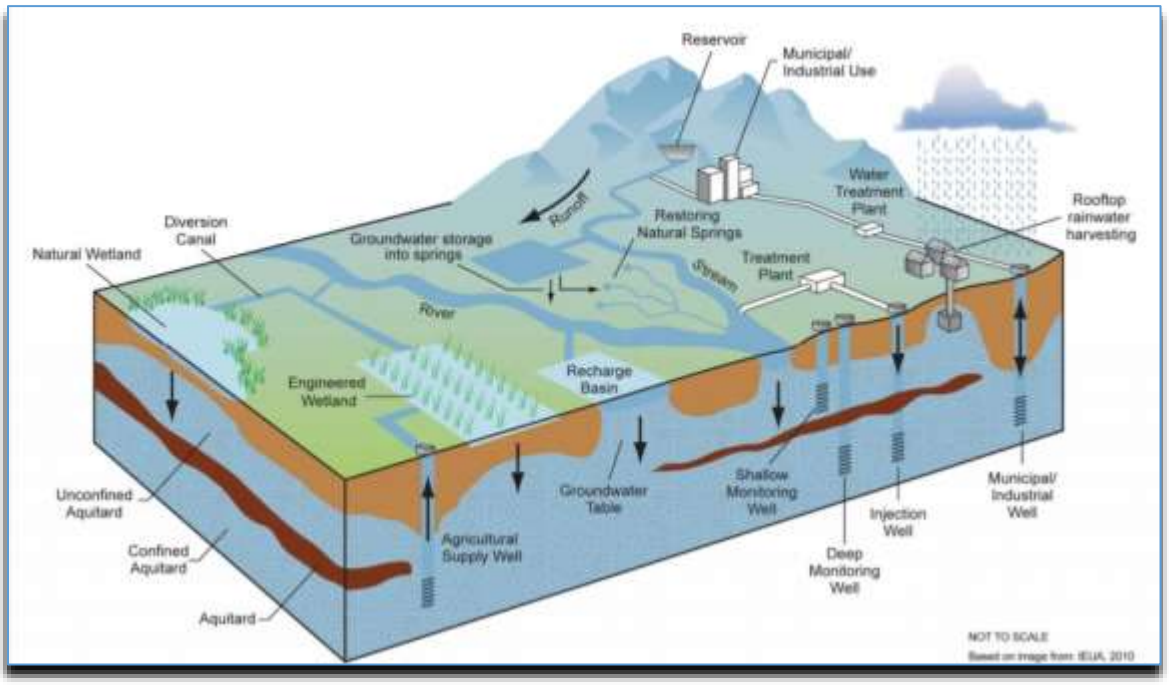


Figure 6. Diagram of different types of MAR projects from Golder and Associates. This watershed plan includes only some of the types of MAR projects shows in the diagram.

The planning, implementation, and operations and maintenance of MAR projects is complex, leading to uncertainty around their potential use as water offset projects and inclusion in the watershed plan. This watershed plan addresses uncertainty by including a portfolio of MAR projects that have different locations, project sponsors, water sources, and size. Uncertainty is also addressed by qualitatively assessing the potential for implementation on a high, medium, and low basis and then assigning a probability to the potential offset from each project.

The overall potential for MAR in WRIA 15 is the sum of the potential offsets multiplied by their probability. MAR projects in WRIA 15 have been identified through different sources and are estimated to have a total potential water offset of 1,736 AF/yr. The overall potential, accounting for likelihood of implementation, is estimated to be 456.9 AF/yr. Considering MAR projects that can be implemented within the next 10 years, the estimated potential offset is 361.8 acre-feet/year (with adjusted offset for implementation feasibility). The remaining MAR projects would likely take longer than 10 years to implement.

MAR projects implemented in WRIA 15 should be specifically designed to enhance streamflows and to avoid a negative impact to ecological functions and/or critical habitat needed to sustain

threatened or endangered salmonids.[35] The Committee opposes projects that reroute streams or include instream structures (e.g., diversions) because they may result in negative impacts to ecological function. The Committee supports MAR projects that address water quality (e.g., adequate treatment of stormwater or reclaimed water).

Table 13 summarizes the MAR projects identified in WRIA 15 and water offsets adjusted by probability of implementation. More detailed descriptions of the projects are available in Appendix I. A description of the work required to implement a MAR project is provided in the detailed project descriptions.

Table 13. Managed Aquifer Recharge Package with Potential Offset Benefit and Adjusted Offset Benefit Based on Certainty and Feasibility. Additional break down of certainty and feasibility is available in Appendix I.

Subbasin	**MAR Project Name** (sponsor, if identified)	**Potential Offset** (AF/yr)	**Adjusted Offset Benefit Based on Certainty and Time to Implementation** (AF/y)[3]	**Anticipated Timing of Streamflow Benefit** (if known)
West Sound	Kingston Treatment Plant Recycled Water (Kitsap County)*	328	91.8^	Summer low streamflows predicted to be increased
	Grovers Creek MAR	20[1]	2	To be determined (TBD)
	Central Kitsap Treatment Plant[2*] (Silverdale Water District)	167	83.5	Variable, can be designed to time benefits
North Hood Canal	Central Kitsap Treatment Plant, includes Asbury Parcel [2*] (Silverdale Water District)	333	166.5	Variable, can be designed to time benefits
South Hood Canal	Tahuya River MAR	200	20	TBD
	Oak Lake Storage and MAR	75	7	TBD
	Shoe Lake Storage and MAR	62	6.2	TBD

[35] "…Qualifying projects must be specifically designed to enhance streamflows and not result in negative impacts to ecological functions or critical habitat," (RCW 90.94.030 (3) (b)).

Subbasin	**MAR Project Name** (sponsor, if identified)	**Potential Offset** (AF/yr)	**Adjusted Offset Benefit Based on Certainty and Time to Implementation** (AF/y)[3]	**Anticipated Timing of Streamflow Benefit** (if known)
Bainbridge Island	M & E Farm Storage, MAR*	17	8.5	TBD
	Johnson Farm Storage, MAR*	90	9	TBD
	Winslow Treatment Plant Recycled Water*	45	22.5	Can be configured to benefit summer low streamflow
	Miller Rd MAR	19	1.9	TBD
South Sound	Port Orchard Airport MAR*	100	10	TBD
	Belfair WWTP MAR*	70	7	TBD
	Rocky Creek south of Trophy Lake Golf Course MAR	150	15	TBD
	Minter Creek MAR	20[1]	2	TBD
	Rocky Creek between Wye and Koeneman Lakes MAR	20[1]	2	TBD
Vashon – Maury Island	Judd Creek MAR	20[1]	2	TBD
South Sound Islands	-	-	-	
Totals		**1,736**	**456.9**	

[1]Potential offset not yet estimated; 20 AF/yr assumed based upon 0.25-acre total size infiltration basin at each project site.

[2] Central Kitsap Treatment Plant could provide water offsets to both West Sound and North Hood Canal subbasins. An assumption of the split in benefits was made (2/3 North Hood Canal, 1/3 West Sound).

[3] Adjusted offset benefit is based on high relative certainty and less than 5 years to implement (80%), medium relative certainty and 5-10 years to implement (50%), and low relative certainty and greater than 10 years to implement (10%)

**Detailed project description available at end of document.*

^ Offset value based on Aspect Consulting study. The Aspect estimates for benefits to Grovers Creek range from 35% to 50% of the total recharge volume.

5.2.2 Community Forest Package

Community Forest projects rely on the acquisition of forest lands (or change in forest management practices) to preserve stands or emphasize a longer harvest interval. Preserving or maintaining forests with stand ages more than 40 years can increase dry-season low flows.

Table 14 presents the acreage of potential community forest projects identified by sponsors by subbasin, as well as a target acreage in each subbasin that will provide water offsets to help meet the Watershed Plan goal of offsetting future consumptive use within each subbasin. The projects listed in the table are preliminary opportunities, but new projects may arise in the future that provide benefit for streamflow. Each project will need to be evaluated for its potential offset based on location as well as historical and planned forestry practices.

The total target acreage is 1,723 acres, which will provide an estimated 241 acre-feet of water offset. More detailed descriptions of the projects are available in Appendix I. The projects identified by sponsors need further confirmation to determine whether the projects would meet the criteria of having forest stands greater than 40 years old and subject to harvest.

Table 14. Package of Community Forest Type Projects in WRIA 15.

Subbasin	**Project Name (Sponsor, if known): Preliminary Sites**	**Acreage: Preliminary and Target**	**Potential Streamflow Restoration Increase (Acre-feet/year)**
Bainbridge Island	Springbrook Creek Protection and Restoration (Bainbridge Island Land Trust)	22.85	3.2
North Hood Canal	Community Forest Projects, including: • Crabapple Creek Habitat Acquisition and Restoration • Little Anderson Creek Habitat Protection • Divide Block Habitat Acquisition and Restoration • West Port Gamble Block Habitat Protection • Port Gamble Heritage Park Timber Rights Acquisition[1] • Gamble Creek Parcel • Boyce Anderson DNR Parcel • Seabeck DNR Parcel • Grovers Creek Mainstem protection and restoration (Sponsors may be Great Peninsula Conservancy and Port Gamble S'Klallam Tribe)	Approx. 2100 acres has been identified as potential projects by sponsors, target for Community Forest in this subbasin is 500 acres	70
South Hood Canal	Community Forest Projects, including: • Bear Creek Protection • Tahuya Headwaters (Sponsors may be Great Peninsula Conservancy and others)	Target is 500 acres in South Hood Canal Subbasin	70
South Sound	Community Forest Projects, including: • Rocky Creek Preserve • Coulter Creek Overton Lands	Target is 500 acres in South Sound Subbasin	70

Subbasin	Project Name (Sponsor, if known): Preliminary Sites	Acreage: Preliminary and Target	Potential Streamflow Restoration Increase (Acre-feet/year)
	• Key Peninsula Forest Lands (Sponsors may be Great Peninsula Conservancy and others)		
Vashon Maury	Community Forest Projects, including: • Judd Creek Headwaters • Shinglemill Creek Headwaters • Mileta Creek Headwaters • Christiansen Creek Headwaters • Fisher Creek Headwaters • Tahlequah Creek Headwaters (Sponsors may be Vashon-Maury Island Land Trust or King County)	Target is 100 acres in Vashon Maury Subbasin	14
West Sound	Community Forest Projects, including: • East Branch Ostrich Bay Creek along Skylark Drive W. • Strawberry and L. Anderson Creek Parcel (Sponsors may be Great Peninsula Conservancy and others)	Target is 50 acres in West Sound Subbasin	7
South Sound Islands	Anderson Island Community Forest Projects • Near Idie Ulsh Park (40 acres total) • Other areas (Sponsors may include Anderson Island Parks and Recreation District, Great Peninsula Conservancy, Nisqually Land Trust)	Target is 50 acres in South Sound Islands Subbasin	7
Totals		Overall Target is 1,723 acres	241

[1] Subject to existing agreements.

5.2.3 Rain Garden and Low Impact Development Package

This project entails installing Rain Garden and Low Impact Development (LID) projects at existing homes and driveways, roadways, parking lots, and other impervious areas that generate stormwater. Appendix I provides a detailed project description. These projects would focus on critical WRIA 15 stream basins in which PE well numbers are projected to be high, and with homes that have the greatest potential for new infiltration. Techniques include rain gardens, bio-infiltration swales, permeable pavement, and reductions in the footprint of roadways with permeable surface replacement.

Kitsap Conservation District (KCD) has a Rain Garden and LID Program that works cooperatively with county services, landowners, and local communities to expand knowledge and use of LID practices throughout Kitsap County, including some cities within the county. Since 2010, the KCD Rain Garden and LID cost-share program has helped landowners fund and install 320 rain

gardens. Pierce Conservation District (PCD) and Mason Conservation District (MCD) have similar programs.

KCD can implement 50 projects a year with existing staff resources, assuming sufficient funding. The capacity of PCD and MCD is less than KCD, but with funding, is assumed to be 10 per year, per district. The average offset will vary with precipitation, soils, and other factors but is likely about 0.15 acre-foot per residential rain garden. Other LID practices can infiltrate more water, depending on the impervious surface treated.

Table 15 presents a recommended target and distribution of rain garden projects per year and potential range of water offsets over the life of the plan (18 years).

Table 15. Target Number of Raingarden and LID Projects.

Subbasin	Targeted Number of Projects per year	Target % of Projects	Total Amount of Potential Offset Benefit by 2038 (18 years of projects), acre-feet/year
North Hood Canal	10	14%	27
West Sound	20	29%	54
Bainbridge Island	5	7%	13.5
South Sound	25	36%	67.5
South Hood Canal	10	14%	27
Totals	**70**		**189**

5.2.4 Vashon-Maury Island Water Right Acquisition Package

This project would acquire (through fees and conservation easements) sensitive habitats and water rights in the Vashon-Maury Island subbasin with the intent of enhancing instream flows and mitigating out of stream uses (i.e., reductions in flows associated with PE wells). Assuming property acquisition is coupled with water right acquisition, associated habitat benefits could include removal of structures and impervious surfaces, wetland and riparian protection and restoration, and decommissioning PE wells. Appendix I provides a description of this project.

The range of potential offset benefit from the water right acquisition opportunities on Vashon Maury is approximately 56 to 279 AF/yr. The Committee accounts for 10 percent of the total potential available water rights as the offset benefit, or 27.9 AF/yr.

5.2.5 Beall Creek Flow Improvement

The Beall Creek project is located in the Vashon-Maury Island subbasin. The project intends to develop a more accurate measurement of the Water District 19 water requirements at their diversion on Beall Creek and improve bypass flow at the diversion, resulting in flow

improvements to Beall Creek at an estimated rate of 26 AF/yr. Appendix I provides a more detailed project description.

5.2.6 Bainbridge Island Water Right Acquisitions

This project would acquire two water rights on Bainbridge Island, totaling 90 acre-feet. This watershed plan uses 10 percent of the total potentially available water rights as the offset benefit, or 9 AF/yr. This watershed plan does not present the details of the potential water rights in order to protect the privacy of the water right holders.

5.2.7 Pierce County Project Assessment

In partnership with groups like the Great Peninsula Conservancy, South Puget Sound Salmon Enhancement Group, the Squaxin Island Tribe, the Puyallup Tribe of Indians, and the Nisqually Indian Tribe, Pierce County proposes developing a streamflow restoration strategy and project prioritization for the Pierce County portion of the South Sound and South Sound Islands subbasins. This work would happen in conjunction with adaptive management to ensure the projects align with the WRIA 15 watershed plan.

The project will constitute the first phase of a multiphase approach to restoring streamflow. The main purpose of this first phase will be to assess habitat and hydrologic functions of several priority stream reaches and align them with potential opportunities for habitat improvement, water rights acquisition, and MAR. The focus will be on projects that can provide multiple benefits—such as increased streamflow and salmon habitat improvement—while at the same time leveraging existing plans, resources, and opportunities. The functional assessment will result in (1) a better understanding of groundwater/surface water interactions, (2) identification of restoration strategies that would be most effective, and (3) a prioritized list of specific restoration actions and opportunities across the South Sound and South Sound Island subbasin.

The project will identify high-priority stream reaches and develop conceptual designs for at least three high priority restoration opportunities. The information generated from the assessment will inform prioritization of future projects and programs that would improve streamflow and salmon habitat in WRIA 15. Future phases will include final design and construction, and design of additional restoration opportunities identified in this project. No offset benefit is currently attributed to this project.

5.2.8 Ridgetop Boulevard Stormwater

As a part of a regional effort to improve water quality and aquatic habitat in streams and the Puget Sound, Kitsap County has implemented a plan for LID stormwater retrofit improvements in the Silverdale urban growth area. One of these improvements proposes to retrofit Ridgetop Boulevard NW (from State Highway 303/Northwest Waaga Way to Silverdale Way Northwest) with water quality treatment and infiltration. Two of three project phases are complete; the third phase is seeking funding in the amount of $2 million. Kitsap County Public Works is the project sponsor and the only current barrier to the project is funding. The County has

conducted extensive studies on the hydrography and infiltration rates. The infiltration rates for Phases 1 and 2 are 82.7 acre feet. The additional infiltration volume for Phase 3 is estimated at 44 acre-feet. The total volume for all three phases is estimated at 126.7 AF/yr. Clear Creek is the benefiting stream. This is an initial estimate and further analysis is needed. The subbasin benefitting from this project is West Sound.

More information on the project is available from the following resources:

1. Ridgetop Boulevard Project Page - KCPW Projects (arcgis.com)
2. Herrera Environmental Consultants, Inc. 2013. Silverdale Low Impact Development Retrofit Plan. Prepared for Kitsap County.
3. Kindred Hydro. 2014. Infiltration Testing and Assessment – Ridgetop Boulevard Green Stormwater Project, Silverdale, Washington. Prepared for Kitsap County.

Table 16. West Sound Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Kingston Treatment Plant Recycled Water	Use recycled water for irrigation on a golf course and infiltrate groundwater to improve streamflow. Benefits Grovers Creek.	91.8	Summer low streamflows predicted to be increased	Kitsap County	$13.65M	Funding and agreement on O&M needed. Likely 5 year implementation schedule.
Central Kitsap Water Treatment Plant	Use recycled water to infiltrate near Newberry Road. Could benefit West Sound and North Hood Canal subbasins. Possible benefits to Johnson, Wildcat, and Chico creeks.	83.5	Variable, can be designed to time benefits	Silverdale Water District	$14.7-15.4M (project cost also included in North Hood Canal Subbasin)	Funding needed and Water Quality issues need resolution. Likely 5 year implementation schedule.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Raingarden and LID Projects	Install residential raingardens and LID projects to infiltrate water from existing impervious surfaces	54	Variable, because of wide distribution benefits likely to occur year-round	Kitsap Conservation District	$1.0-1.8M	Ready to proceed in some areas; some additional funding necessary to expand program.
Ridgetop Blvd Stormwater Improvements	Improve stormwater management and infiltration.	126.7	TBD	Kitsap County	$2,000,000	Design and partial funding completed. Ready to proceed.
Grovers Creek MAR	MAR, will benefit Grovers Creek	2	TBD	TBD	$100,000	Funding needed, Likely >10 year implementation schedule
Community Forest Package	Acquire forest lands or change forest management practices to preserve stands or emphasize a longer harvest interval. Target is 50 acres.	7	Would likely benefit summer low streamflow	Great Peninsula Conservancy and others	$500-750,000	Funding needed.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Total Offset Benefit from Projects		**365**				
Offset Need for Subbasin		183.9				
Higher Offset Target for Subbasin		**277.9**				

Table 17. Bainbridge Island Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
M&E Farm Storage, MAR	MAR, will benefit Manzanita Creek	8.5	TBD	City of Bainbridge Island	$270,000	Funding needed, likely 5-10 year implementation schedule.
Miller Road MAR	MAR, will benefit Manzanita Creek	1.9	TBD	City of Bainbridge Island	$270,000	Funding needed, likely >10 year implementation schedule.
Johnson Farm Storage, MAR	MAR, will benefit	9	TBD	Not yet identified	$540,000	Funding Needed, likely >10 year implementation schedule.
Winslow Treatment Plant Recycled Water	MAR, location to be determined	22.5	Can be configured to benefit summer low streamflow	City of Bainbridge Island	$6,500,000	Likely >10 year implementation schedule
Raingarden and LID Projects	Install residential raingardens and LID projects to infiltrate water from existing impervious surfaces	13.5	Variable, because of wide distribution benefits likely to occur year-round	Kitsap Conservation District	$270-450,000	Ready to proceed in some areas; some additional funding necessary to expand program.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Water Rights	Acquire water rights	9	During permitted time of use, likely summer irrigation season	Washington Water Trust	$25,000	Further analysis and water right holder agreement needed.
Community Forest Package	Acquire forest lands to preserve stands. 22.85 acres identified.	3.2	Would likely benefit summer low streamflow	Bainbridge Island Land Trust	$230-350,000	Funding needed.
Total Offset Benefit from Projects		67.6				
Offset Need for Subbasin		67.6				
Higher Offset Target for Subbasin		102.2				

Table 18. North Hood Canal Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Community Forest Package	Acquire forest lands or change forest management practices to preserve stands or emphasize a longer harvest interval. Target is 500 acres.	70	Would likely benefit summer low streamflow	Great Peninsula Conservancy, Jamestown S'Klallam Tribe and others	$5.0-7.5M	Funding needed.
Central Kitsap Water Treatment Plant	Use recycled water to infiltrate near Newberry Road. Could benefit West Sound and North Hood Canal subbasins. Possible benefits to Little Anderson, Anderson and Big Beef creeks.	166.5	Variable, can be designed to time benefits	Silverdale Water District	$14.7-15.4M (project cost also included in West Sound Subbasin)	Funding needed and Water Quality issues need resolution. Likely 5 year implementation schedule.
Raingarden and LID Projects	Install residential raingardens and LID projects to infiltrate water from existing impervious surfaces	27	Variable, because of wide distribution benefits likely to occur year-round	Kitsap Conservation District	$540,000-900,000	Ready to proceed in some areas; some additional funding necessary to expand program.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Total Offset Benefit from Projects		**263.5**				
Offset Need for Subbasin		**90.3**				
Higher Offset Target for Subbasin		**136.5**				

Table 19. South Hood Canal Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Raingarden and LID Projects	Install residential raingardens and LID projects to infiltrate water from existing impervious surfaces	27	Variable, because of wide distribution benefits likely to occur year-round	Mason Conservation District	$540-900,000	Ready to proceed in some areas; some additional funding necessary to expand program.
Community Forest Package	Acquire forest lands or change forest management practices to preserve stands or emphasize a longer harvest interval. Target is 500 acres.	70	Would likely benefit summer low streamflow	Great Peninsula Conservancy and others	$5.0–7.5M	Funding Needed.
Tahuya River MAR	MAR, will benefit Tayuha River	20	TBD	Washington Water Trust (potential)	$700,000	Funding Needed, likely >10 year implementation schedule.
Oak Lake Storage and MAR	MAR, will benefit Dewatto River	7	TBD	Not yet identified	$300,000	Funding Needed, likely >10 year implementation schedule.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Shoe Lake Storage and MAR	MAR, will benefit Dewatto River	6.2	TBD	Not yet identified	$250,000	Funding Needed, likely >10 year implementation schedule.
Total Offset Benefit from Projects		**130.2**				
Offset Need for Subbasin		**155**				
Higher Offset Target for Subbasin		**223.4**				

Table 20. Vashon Maury Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Beall Creek	Water management to improve streamflow in Beall Creek	26	Summer low flow period	Water District 19	$110,000	Funding needed, can proceed within a year.
Community Forest Package	Acquire forest lands or change forest management practices to preserve stands or emphasize a longer harvest interval. Target is 100 acres.	14	Would likely benefit summer low streamflow	Vashon Island Land Trust and others	$5.0–10M	Funding Needed.
Judd Creek MAR	MAR, could benefit Judd Creek and other streams	2	TBD	Washington Water Trust (potential)	$100,000	Funding Needed, likely >10 year implementation schedule.
Water Right Acquisition Package	Acquire property and water rights, could benefit multiple streams	27.9	During permitted time of use, likely summer irrigation season	Vashon Maury Island Land Trust, King County, others	$75,000	Funding needed.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Total Offset Benefit from Projects		**69.9**				
Offset Need for Subbasin		**50.7**				
Higher Offset Target for Subbasin		**72.9**				

Table 21. South Sound Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
MAR Package including • Port Orchard Airport MAR • Belfair WWTP MAR • Rocky Creek south of Trophy Lake	MAR, could benefit multiple streams	36	TBD, if multiple projects are implemented there would likely be benefits year-round	Washington Water Trust and others	$1.3M	Funding Needed, likely >10 year implementation schedule.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Golf Course MAR • Minter Creek MAR • Rocky Creek between Wye and Koeneman Lakes MAR						
South Sound and South Sound Island Planning Project	Identify priority projects to benefit streamflow and habitat.	NA	TBD	SSSEG, GPC, Others		Ready, some funding needed.
Community Forest Package	Acquire forest lands or change forest management practices to preserve stands or emphasize a longer harvest interval. Target is 500 acres.	70	Would likely benefit summer low streamflow	Great Peninsula Conservancy and others	$5.0-7.5M	Funding needed.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Raingarden and LID Projects	Install residential raingardens and LID projects to infiltrate water from existing impervious surfaces	67.5	Variable, because of wide distribution benefits likely to occur year-round	Kitsap Conservation District, Pierce Conservation District	$1.4-2.3M	Ready to proceed in some areas; some additional funding necessary to expand program.
Total Offset Benefit from Projects		**173.5**				
Offset Need for Subbasin		**213.8**				
Higher Offset Target for Subbasin		**394.6**				

Table 22. South Sound Islands Subbasin Category I Projects.

Project Name	Project Type and Description	Estimated Water Offset AF/yr	Timing of Benefit (if known)	Project Sponsor	Estimated Project Cost	Readiness to Proceed
Community Forest Package	Acquire forest lands or change forest management practices to preserve stands or emphasize a longer harvest interval. Target is 50 acres.	7	Would likely benefit summer low streamflow	Nisqually Land Trust, Great Peninsula Conservancy, Anderson Island Parks and Recreation District, and others	$500-750,000	Funding needed.
Total Offset Benefit from Projects		**7**				
Offset Need for Subbasin		**5.2**				
Higher Offset Target for Subbasin		**11.1**				

5.3 Category II-IV Projects

This watershed plan includes an inventory of additional projects to meet offset needs and NEB for the watershed. The remaining categories include the following:

II. Projects that provide habitat and streamflow benefits, but streamflow benefits are difficult to quantify.

III. Projects that primarily benefit habitat.

IV. Projects that currently are not implementable (e.g., legal restriction) or are highly conceptual.

If implemented, 61 projects included in the project inventory will support meeting NEB. These projects include habitat restoration and protection, stream augmentation, riparian restoration, reclaimed water expansion, storage, and other project types. Appendix H presents projects in the inventory.

provides a summary of the number of projects per category by subbasin and estimated quantitative benefits provided by projects by subbasin.

Table 23. Summary of habitat benefits from Category II-IV projects. Does not include habitat benefits of Category I projects, which are provided in the detailed project descriptions.

Subbasin	**No. Projects Categories II-IV**	**Description of projects in Categories II-IV**
Bainbridge Island	3	This subbasin contains projects that, if implemented, would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams.
North Hood Canal	5	This subbasin contains projects that, if implemented, would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. Over 1600 feet of stream restoration are included along with over ten acres of habitat restoration.
South Hood Canal	2	This subbasin contains projects that, if implemented, would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. This subbasin includes projects that will restore up to three miles of riparian area.
South Sound	26	This subbasin includes projects that, if implemented, would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. Projects include up to nine miles of riparian restoration.
South Sound Islands	2	This subbasin contains projects that, if implemented, would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams.
Vashon Maury	4	This subbasin contains projects that, if implemented, would provide direct streamflow benefit, water rights and land acquisition.
West Sound	19	This subbasin contains over projects that, if implemented, would provide direct streamflow benefit, protection and restoration of habitat for fish critical streams. Projects include over 2800 feet of stream restoration, riparian restoration, over 100 acres of land protection, and over 140 acres of habitat restoration.

5.2.3 Prospective Projects and Actions

In addition to the projects described in this chapter and the project inventory in Appendix H, the WRIA 15 Committee supports future projects and actions in the following categories:

Climate Adaptation and Resiliency. The Committee recognizes the potential impacts of climate change on streamflow and recommends that projects and actions (1) are resilient to the impacts of climate change and (2) include components that help improve the resiliency of our stream systems.[36]

Water Right Acquisitions. The Committee supports the full and partial acquisition of water rights to increase streamflows and offset the impacts of PE wells. Water rights should be permanently and legally held by Ecology in the Trust Water Rights Program to ensure that the benefits to instream resources are permanent. The Committee acknowledges that all water right transactions rely on willing sellers and willing buyers and recognizes the importance of water availability for producers and the limited available water supply.

Land Acquisitions and Conservation Easements. The Committee supports acquisitions and conservation easements of land to increase streamflows and offset the impacts of PE wells. The Committee recommends focusing acquisitions and easements in areas with wetlands and headwaters to prevent new PE wells, decommission old PE wells, and extend time between harvest of timber.

Managed Aquifer Recharge and Other Storage Projects. The Committee supports MAR and other storage projects that re-time flood-level flows to provide streamflow benefits during low-flow periods. The Committee encourages storage projects in the headwaters or high in the system, as well as those that provide multiple benefits (e.g., flood reduction, habitat benefits). See section 5.2.1 above on more information regarding MAR projects.

Connections to Public Water Systems and Permit Exempt Well Decommissioning. The Committee supports projects or programs that encourage connections of existing homes on PE wells to public water systems without impacting critical areas or indirectly encouraging development outside of UGAs. Projects could provide financial incentives for homes using PE wells to connect to public water service and decommission the well and/or provide financial support for water purveyors to extend water distribution systems further into their individual service areas, particularly where PE wells are concentrated or rapid rural growth is anticipated. The purveyor will need to demonstrate how they plan to connect PE users to the extended line and agree to forgo the consolidation of the groundwater right(s) exempt from the permit

[36] For more information, see Beechie et al., 2012. Restoring Salmon Habitat for a Changing Climate. River Restoration and Application. 29: 939-960.
For more information, see Puget Sound Partnership, Adaptation International, and EcoAdapt, 2017. Planning for the Effects of Climate Change on Protection and Restoration Projects. Available at: https://www.psp.wa.gov/salmon-recovery-overview.php (Accessed December 2020).

requirement under RCW 90.44.050 (the groundwater right associated with the formerly exempt well) through the RCW 90.44.105 process.

5.3 Project Implementation Summary

5.3.1 Summary of Projects and Benefits

As specified in Chapter 4, this watershed plan estimates 766.4 AF/yr of new consumptive use from new PE wells over the planning horizon. This watershed plan also has an offset target of 1,218 AF/yr for project implementation in order to benefit streams.

The Category I projects included in Tables in Section 5.2, if implemented as intended, provide an estimated offset of 1076.7 AF/yr and exceed the consumptive use estimate offset need for the WRIA. The current project list falls short of the offset need for some subbasins. In addition, the watershed plan falls short of meeting the higher offset target for project implementation in some subbasins. To support the Committee's goal of meeting offset need by subbasin, as well as the higher offset target, the watershed plan lays out an adaptive management and implementation process in Section 6.2.

The Committee has identified an additional set of Category II-IV projects, with quantified streamflow benefit, unquantified streamflow benefit, and habitat improvement; these projects are included in Chapter 5.2. The ecological and streamflow benefits from these projects are supplemental to the quantified water offsets required by RCW.90.94.030.

5.3.2 Cost Estimate for offsetting new domestic water use over 20 Year Planning Horizon

Per RCW 90.94.030(3)(d), this watershed plan must include an evaluation or estimation of the cost of offsetting new domestic water uses over the subsequent twenty years. To satisfy this requirement, the technical consultants developed planning-level cost estimates for each of the water offset projects listed in Section 5.2 and included cost estimates for projects in the inventory (if readily available).

The estimated cost of implementing individual water offset projects range from $25,000 for acquiring a small set of water rights to over $15 million for the Central Kitsap Water Treatment Plant MAR project. The total estimated cost for implementing the water offset projects listed and described in this chapter is $53 million to $64 million. However, that cost includes many MAR projects that have a low likelihood of being implemented for reasons such as site feasibility. By assigning the same certainty of implementation of the MAR projects to the costs of those projects, the estimated cost becomes $49 million to $61 million. Assuming 1076.7 AF/yr of water offset is achieved through implementation of these projects, the average cost per AF/yr ranges from $41,000 to $51,000.

The estimated cost of implementing projects in Categories II-IV range from $10,000 (single site for stream augmentation) to several million dollars for large land acquisition and restoration projects. The total estimated cost for implementing projects in Categories II-IV is unknown due to the highly conceptual nature of many projects. A general project cost per acre of acquisition or restoration is challenging to provide given the difference in costs across the WRIA (e.g., land costs may differ by region/county). However, the West Sound Partners for Ecosystem Recovery

provide an average cost of $1.4 million for projects submitted as Near-Term Actions in the 2018-2022 Puget Sound Action Agenda. Their projects address stormwater improvements, habitat restoration and protection, floodplain restoration, shoreline restoration, monitoring and modeling, and fish barrier removal. This average cost may be applicable for the range of projects included in the WRIA 15 watershed plan. Details on known costs for individual projects are provided in the project inventory.

5.3.3 Certainty of Implementation

The watershed plan provides adaptive management recommendations (see Chapter 6) to increase reasonable assurance that the projects and actions in the plan will be implemented to meet the offset needs and goals identified by the Committee.

Chapter 6. Additional Plan Recommendations

6.1 Policy and Regulatory Recommendations

The Streamflow Restoration law lists optional elements that committees may consider including in the plan to manage water resources for the WRIA or a portion of the WRIA (RCW 90.94.030(3)(f)). The WRIA 15 Committee included "policy and regulatory recommendations" in the watershed plan to show support for programs, policies, and regulatory actions that would contribute to the goals of this watershed plan, including streamflow restoration and meeting NEB.

All projects the WRIA 15 Committee intended to count toward the required consumptive use offset or NEB are included in Chapter 5 and Appendix H: Project Inventory.[37] When similar concepts arose from multiple Watershed Restoration and Enhancement Committees, the WRIA 15 Committee coordinated with those other Committees to put forward common language for inclusion in the watershed plans, as appropriate. Coordination also occurred for jurisdictions that cross multiple watersheds.

As recommended by Ecology's NEB Guidance, the WRIA 15 Committee prepared the plan with implementation in mind. However, as articulated in the Streamflow Restoration Policy and Interpretive Statement (POL-2094), "RCW 90.94.020 and 90.94.030 do not create an obligation on any party to ensure that plans, or projects and actions in those plans or associated with rulemaking, are implemented" (Ecology 2019a). These policy and regulatory recommendations were developed by WRIA 15 Committee members and are not endorsed or opposed by Ecology.

The Committee initially identified a list of potential recommendations based on proposals brought forward by members. Through iterative rounds of discussion and feedback during Committee meetings, one-on-one conversations, and surveys, the Committee narrowed down recommendations to those presented below. Unless otherwise specified, the proposed implementing entity is not obligated by this plan to implement the recommendation; however, the Committee requests consideration of each recommendation by the identified implementing entity.

The WRIA 15 Committee provides the following recommendations (not listed in order of priority):

[37] "New regulations or amendments to existing regulations adopted after January 19, 2018, enacted to contribute to the restoration or enhancement of streamflows may count towards the required consumptive use offset and/or providing NEB." Streamflow Restoration Policy and Interpretive Statement, POL-2094

1. Track the number and location of permit-exempt wells

Proposed implementing entity: Department of Ecology

Recommendation: Change Ecology's well tracking system in the following ways to track the number and location of permit-exempt (PE) wells in use:

- Collect latitude and longitude of wells on well report forms;
- Identify PE wells on well log form; and
- Provide Well ID Tag numbers to older wells, and associate well decommissioning, replacement, or other well activities with the Well ID Tag.

Purpose: Accurate tracking of the locations and features of PE wells will support the Committee's desire to engage in monitoring and adaptive management after plan adoption.

Funding source: If Ecology does not have capacity do this work with existing staffing and resources, the Committee recommends that the Legislature provide additional funding.

Appendix K provides a detailed description of this recommendation.

2. Monitoring and Research

Proposed implementing entity: Multiple agencies would likely be involved in monitoring. Ecology would coordinate the development of the strategy.

Recommendation: Develop a research and monitoring strategy for WRIA 15 that addresses topics such as the following:

- Streamflow monitoring (status and trends)
- Groundwater monitoring
- Precipitation and drought conditions
- Water usage and water supply data
- Improvements in modeling of surface and groundwater hydrology

Given the cost and effort involved in developing a comprehensive strategy, this effort may need to be phased and prioritized to address most urgent needs first. The implementation group (discussed in Section 6.2) will further develop details for the monitoring and research plan to provide data that informs adaptive management and implementation of the watershed plan.

Purpose: The WRIA 15 Committee desires monitoring data on the health of the watershed, including status and trends.

Funding source: Funding is needed either through legislative appropriations, grants, pooling of resources by Committee members and other stakeholders, or other means.

3. Annual Report on Monitoring

Proposed implementing entity: Ecology, with support from Kitsap PUD, Squaxin Island Tribe, and any other jurisdictions collecting flow data under an approved Quality Assurance Project Plan.

Recommendation: Compile annual monitoring data on the status of water resources and water quality in the basin over the past year, collected by Ecology or provided by partner jurisdictions. Partner jurisdictions are encouraged to provide relevant data to Ecology for inclusion. Monitoring of streamflows, groundwater, precipitation and drought conditions, water usage, and water supply could be included. This information should be provided to the WRIA 15 Committee or a new implementation group, if established.

Purpose: This recommendation provides additional information on water resources that will provide context for addressing adaptive management.

Funding source: It is assumed this can be completed with existing resources.

4. Report on Additional Water Resource Information

Proposed implementing entity: Ecology

Recommendation: By September of 2026, Ecology reports the following information with the support from the Washington Department of Health and local jurisdictions:

- Estimates of:
    - The total number of connections to PE wells currently in use, as described in RCW 90.94.030(3)(b).
    - The number domestic and municipal water rights in use and their current quantity of use, including estimates of inchoate water remaining in municipal water rights, and categorized by whether they are mitigated or not and which subbasin they are in, as described in RCW 90.94.030(3)(c).
    - The cumulative consumptive water use impacts on instream flows from all pre-2018 PE wells and unmitigated municipal water rights, as described in RCW 90.94.030(3)(d)(e).
- An evaluation of the costs of offsetting all new domestic water uses over the next 20 years, as described in RCW 90.94.030(3)(d). The initiation of adjudication would be considered an acceptable substitute for this study.

Purpose: This recommendation collects additional information on water resources that will provide context for addressing adaptive management.

Funding source: Grant funding or a legislative appropriation will be necessary to hire consultant assistance to Ecology for this effort.

5. South Sound and South Hood Canal Planning Study

Proposed implementing entity: State, local, and tribal governments in WRIA 15

Recommendation: Conduct a study of how county and local government planning and permitting influences water management within WRIA 15 and potential opportunities to improve:

1) Water management outcomes that support aquatic habitat and human needs.
2) Efficiencies and potential cost savings.
3) Information sharing among the various governmental entities.

The study should focus on how management can protect and enhance streamflows, groundwater recharge, and other water resource management efforts that support aquatic habitat and water supply.

Purpose: This study could identify opportunities for improved outcomes at potentially lower costs.

Funding source: Grant funding or a legislative appropriation will be necessary to hire consultants to complete this study.

6. Drought Response Planning

Proposed implementing entity: Local governments

Recommendation: Local governments develop and implement a drought response plan if they do not already have one. Local governments review existing drought response plans for potential updates.

- Ecology and Department of Health provide technical assistance.
- The plans should include an education and outreach program to educate and notify the public about water conservation and drought water use limitations and practices.

Purpose: Drought response will be an important component of protecting streamflows. Clear plans and education by all local governments will better prepare the watershed for droughts.

Funding source: Grant funding or other funding may be needed by some local governments.

7. Recycled Water

Proposed implementing entity: Washington State Legislature and/or Ecology

Recommendation: Enact state policies that encourage the development and use of reclaimed water.

Purpose: Using reclaimed water will:

- Offset water that would otherwise be diverted from rivers and streams, thus preserving natural high-quality instream flow;
- Reduce the amount of treated wastewater discharged into receiving water bodies; and
- Create water supply options, which makes the water supply system more resilient against drought and climate change.

Funding source: Funding is needed through legislative appropriations, grants, pooling of resources by Committee members and other stakeholders, and/or other means. Individual projects and construction components will have to be funded with a market-based approach.

8. Water Conservation Education

Proposed implementing entity: Ecology and counties with support from conservation districts and non-governmental organizations.

Recommendation: Ecology should partner with counties and conservation districts to develop and implement outreach and incentives programs that encourage rural landowners with PE wells to (1) reduce their indoor and outdoor water use through water conservation best practices; and (2) comply with drought and other water use restrictions.

Purpose: Raise awareness of the impacts PE well water usage has on (1) groundwater levels and (2) the connection to streams and rivers. Supplement water offset and restoration projects.

Funding source: Funding is needed through legislative appropriations, grants, pooling of resources by Committee members and other stakeholders, and/or other means.

9. Water Conservation Statewide Policy

Proposed implementing entity: Ecology and/or local governments

Recommendation: Implement mandatory water conservation measures in unincorporated areas of the state during drought events. Measures would focus on limiting outdoor water use with exemptions for growing food.

Purpose: Reduce water usage in key subbasins (especially during drought), reduce impacts on stream flows, and increase climate change resilience.

Funding source: Funding is needed through legislative appropriations, grants, pooling of resources by Committee members and other stakeholders, and/or other means.

10. Beaver Habitat and Streamflow

Proposed implementing entity: Varies; see details below.

Recommendation:

1. **Map and protect likely beaver habitat:** The Committee recommends a pilot project with Kitsap County and Great Peninsula Conservancy to identify potential easements to purchase and protect as beaver habitat. The Committee recommends combining mapping and modeling to understand both the water holding potential and beaver habitat suitability of

selected areas. Easements would be purchased on a voluntary basis and certain areas of the WRIA need to be protected for drinking water.

2. **Education & outreach:** The Committee recommends a partnership between local organizations to develop and implement an education and outreach program to landowners regarding beavers and beaver management. The partners could also reach out to entities to address known concerns (e.g., tree loss, hazard trees, encroaching on farmland, change of vegetation, flooding) associated with beavers and discuss management options.
3. **Monitoring & research:** The Committee recommends developing a monitoring program for beaver habitats which may include collecting information on fish passage, groundwater levels, vegetation types, permits, and beaver dam analogues versus natural beaver habitat. Streamflow and habitat benefits should be quantified where possible to help define the benefit from a surface water / habitat perspective (e.g., temperature, streamflows, salmon, riparian vegetation, etc.). Implementing entities could include local jurisdictions, tribes, federal or state agencies.

Purpose: Beaver habitat can provide benefits to streamflows. A multi-faceted approach would provide additional tools for jurisdictions and landowners to help manage beavers.

Funding source: Funding is needed through legislative appropriations, grants, pooling of resources by Committee members and other stakeholders, and/or other means.

11. Financing

Proposed implementing entity: Legislature and/or Committee members or other stakeholders

Recommendation: The Committee recommends the Legislature provides funding for plan implementation, monitoring, and adaptive management of the plan, including:

- Annual tracking of new PE wells and project implementation by subbasin;
- Staffing for the ongoing Committee;
- Ongoing Committee member participation; and
- Developing a process to adaptively manage implementation if NEB is not being met as envisioned by the watershed plan (e.g., identification and development of alternative projects, etc.).

If necessary, the Committee may also recommend additional funding including grants, fees, shared contributions from members and other stakeholders, and other sources that may emerge.

Purpose: Plan implementation is key to success and it will take ongoing funding.

Funding source: Legislature or others.

6.2 Adaptive Management Recommendations

The Committee recommends an adaptive management process for implementation of the WRIA 15 watershed plan. Adaptive management is defined in Ecology's Final NEB Guidance as

"*an interactive and systematic decision-making process that aims to reduce uncertainty over time and help meet project, action, and plan performance goals by learning from the implementation and outcomes of projects and actions"* (Ecology 2019b). The WRIA 15 Committee set a goal of offsetting consumptive use estimates within each subbasin and agreed that offsets should be as close to impacts (i.e., new wells) to the extent feasible. This watershed plan also has an offset target of 1,218 AF/yr for project implementation in order to benefit to streams. Adaptive management will be necessary to achieve the goal of meeting offset needs within each subbasin and improving streamflow where this watershed plan currently falls short, through the identification, development and implementation of projects throughout WRIA 15.

Adaptive management will:

- Be informed through monitoring, research, tracking and reporting.
- Help address uncertainty.
- Ensure that the goals of this plan are being met.
- Provide more reasonable assurance for plan implementation.
- Provide information to improve implementation of streamflow restoration projects and actions.
- Track implementation costs and developing grant funding opportunities.
- Adaptively manage emerging plan implementation needs.

To support implementation of the watershed plan, RCW 90.94 includes a statement on the Legislature's intent. RCW 90.94 Intent—2018 c 1: "The Legislature intends to appropriate $300 million for projects to achieve the goals of this act until June 30, 2033. The Department of Ecology is directed to implement a program to restore and enhance streamflows by fulfilling obligations under this act to develop and implement plans to restore streamflows to levels necessary to support robust, healthy, and sustainable salmon populations." [2018 c 1 § 304.]"

1. Project, Policy, and Permit-Exempt Well Tracking

The Committee recommends tracking the growth of PE wells in the watershed as well as the projects and policies that were planned to offset the impacts of these PE wells. This data will allow the Committee to determine whether planning assumptions were accurate and whether adjustments to plan implementation are needed.

A. The WRIA 15 Committee recommends tracking the following information on an ongoing basis:
   - New building permits issued that include PE wells and total number of permits issued since January 2018.
   - Status of implementation for each project included in the plan.
   - Status of policy recommendations included in the plan.
   - An ongoing list of new PE wells in the WRIA since the enactment of RCW 90.94.
     - The lists of building permits and projects will be organized by subbasin, and (if feasible) represented on a map that includes subbasin delineations.

Counties are encouraged to provide parcel or other geographic information in their reports to Ecology to support mapping by subbasin.

- Data may be evaluated at a more refined scale to improve understanding of the impacts and benefits (e.g., Watershed Assessment Unit, subregions or HUC 12). Figure 7 provides a map of Watershed Assessment Units.

B. To assess the status of project implementation, the Committee recommends using the Salmon Recovery Portal (https://srp.rco.wa.gov/about), managed by the Washington State Recreation and Conservation Office (RCO), to support project tracking.
    - The Washington Department of Fish & Wildlife (WDFW), in collaboration with RCO, would coordinate the implementation of project tracking through the Salmon Recovery Portal.
    - Project sponsors are expected to support project tracking efforts and data sharing.
    - To improve harmonization of streamflow restoration with ongoing salmon recovery efforts, local salmon recovery Lead Entity Coordinators will be consulted prior to initial data uploads; however, Coordinators will not be expected to provide ongoing support for project entry, maintenance, or reporting.
    - University of Washington data stewards, contracted by WDFW, will conduct data entry, quality assurance, and quality control. If this approach changes, WDFW will propose an alternative method for completing this task.
    - Entities with representation in the WRIA 15 Committee (or an implementation group, if created) are encouraged to assist as needed with coordination, data gathering and input, and tracking.

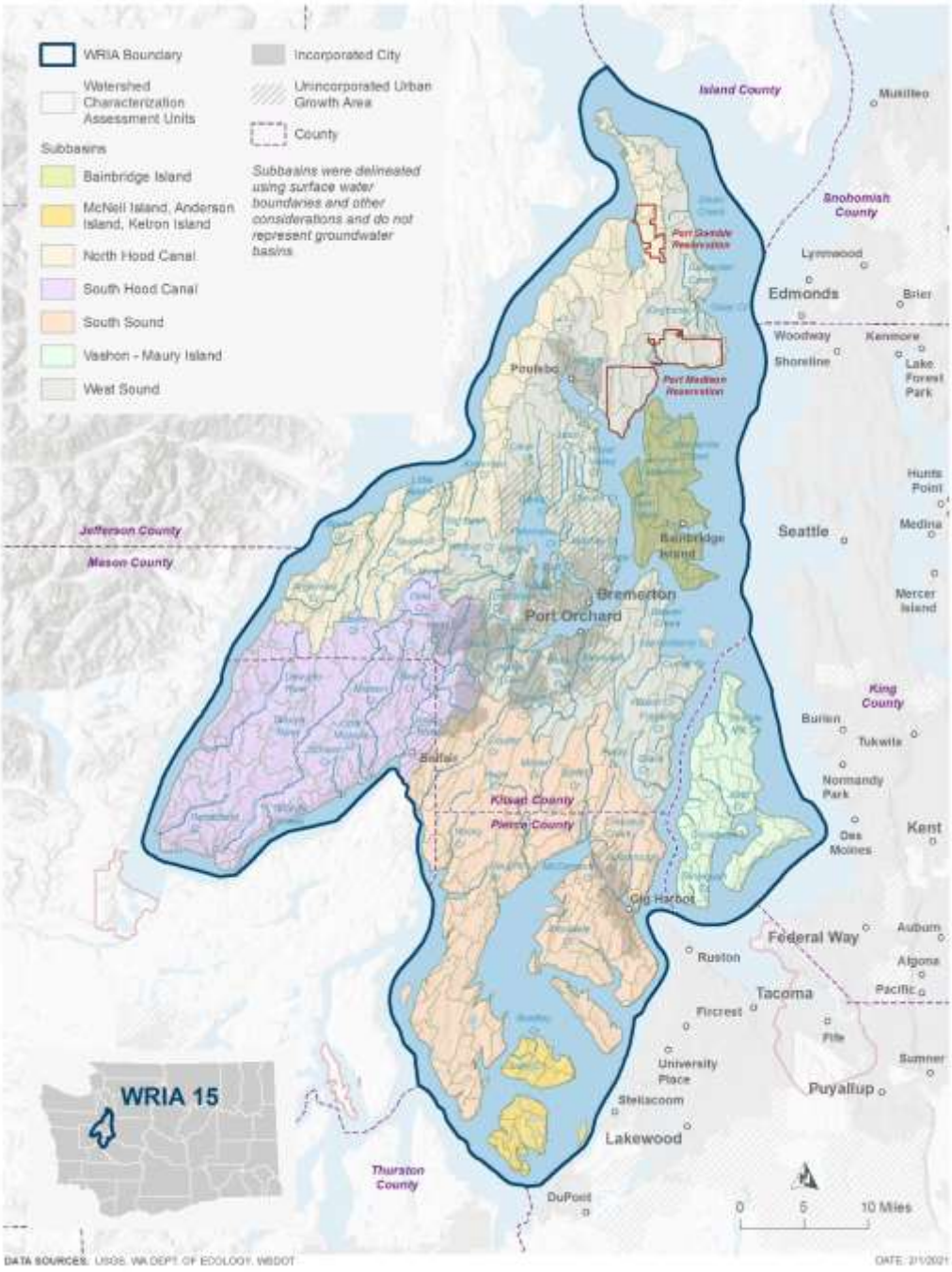


Figure 7. WRIA 15 Subbasin overlay with Watershed Assessment Units. This map represents an example of a more refined analysis for impacts and benefits. Map prepared by HDR.

Table 24 summarizes the entities responsible for implementing the tracking and monitoring recommendation and associated funding needs.

Table 24. Implementation of Tracking and Monitoring Recommendation.

Action	Entity or Entities Responsible	Funding Considerations
Track building permits issued with PE wells (including new connections).	Ecology (via reporting from counties and cities).	The number of building permits and associated fees are transmitted to Ecology annually. No additional funding is needed.
Maintain an ongoing list and map of new PE wells within each sub-basin.	Ecology	Information included with data on new PE wells, provided by local governments. No additional funding is needed.
Maintain a summary of the status of implementation for each project.	Ecology via the Salmon Recovery Portal, with support from WDFW, RCO, and project sponsors	WDFW may need additional funding to support maintaining the Salmon Recovery Portal.
Maintain a summary of the status of each policy recommendation.	Implementation Group	Additional funding may be needed to gather status updates.

2. Reporting and Adaptation

The Committee recommends that Ecology provides the data collected above to all entities represented on the Committee and other interested parties through annual reporting and a self-assessment as described below. These reports and assessments will help determine whether the plan's recommendations are being implemented and whether they are having the intended impacts.

A. The WRIA 15 Committee recommends annual reporting as follows:
   - By September of each year, Ecology will prepare an annual report that includes:
     - A list of total building permits issued in the prior calendar year along with the total number of associated new domestic PE wells, using the information provided to Ecology by the local jurisdictions.
     - A brief description of the status of WRIA 15 projects and actions included in this plan (descriptions may be drawn from the Salmon Recovery Portal, if available).
       - If the project as implemented differs significantly from the original description or assumptions included in the plan, the annual report will also include an estimate of changes to the offset benefit.

    - Other implementation actions to date, including any changes in approach since the last report and any challenges identified that may require adaptation in plan implementation.
    - The lists of building permits and projects, organized by subbasin, and (if feasible) represented on a map that includes subbasin delineations. Counties are encouraged to provide parcel or other geographic information in their reports to Ecology to support mapping by subbasin.
- The first annual report should include an estimate of expenses necessary for plan implementation and associated funding options. Funding options could include:
    - Local or state fees, including PE well fees
    - Grants
    - State funding
- Ecology will share the report with Committee members and other interested parties.

B. The WRIA 15 Committee recommends preparing a self-assessment every five years as follows:
    - By September of 2026, and every five years thereafter during the planning horizon period, Ecology will compile and report (based on available information from previous reports and partners):
        - All cumulative information required in the annual report.
        - Estimated water offset quantities, consumptive use, and instream flow benefits realized through implementation of projects and actions identified in this plan.
        - A comparison of each item above to the original assumptions included in the plan and a summation of overall ecological benefit (i.e., greater than expected, less than expected, or about the same as expected).

C. The WRIA 15 Committee believes a group of engaged stakeholders and tribal representatives are needed to continue collaboration on the implementation of this plan. The Committee recommends continuing to meet as needed, with participation from all interested WRIA 15 representatives.
    - Interested WRIA 15 Committee members, or a new implementation group if established, will convene annually via telephone to:
        - Review and discuss the annual report.
        - Share updates on project and policy implementation.
        - Discuss or develop recommendations for revisions, additions, or deletions to planned projects or actions.
    - Every five years, interested WRIA 15 Committee members, or a new implementation group if established, will hold a series of meetings to conduct the self-assessment, which includes:
        - Reviewing the five-year assessment report from Ecology.

  - Developing recommendations to adapt projects and actions to meet NEB, including reaching the higher offset targets by subbasin.
  - Updating data and assumptions.
  - Other items identified by Committee members.
- Additional meetings may be scheduled as needed.
- Kitsap PUD has offered to play the role of coordinating an implementation group for WRIA 15 using existing capacity and will seek funding opportunities to support their role. Kitsap PUD will convene interested member entities of the Committee to form the implementation group in the summer of 2021. This group will consider the following activities related to plan implementation:
  - Redefining the WRIA 15 Committee, which could include a new name, charter, and/or supporting interlocal agreement.
  - Identifying project development lead(s) and supporting project development;
  - Identifying triggers for adaptive management and developing responses to emerging challenges;
  - Coordinating monitoring and research;
  - Coordinating reporting;
  - Identifying funding mechanisms to provide capacity for the Committee members and facilitator; and
  - Other tasks as needed.

Table 25 summarizes the entities responsible for carrying out the reporting and adaptation recommendation and associated funding needs.

Table 25. Implementation of Reporting and Adaptation Recommendation.

Action	Entity or Entities Responsible	Funding Considerations
Annual Reports	• Local jurisdictions provide building permit information to Ecology. • Ecology compiles information on project status, drawn from the Salmon Recovery Portal. • Entities provide monitoring data to Ecology for inclusion in reports. • Ecology combines monitoring data from within the agency with data provided by other entities. • Ecology compiles information into a single report for distribution to the	• Local jurisdictions are already required to provide building permit information to Ecology (no additional funding needed). • Ecology staff would compile reports using existing resources. • WDFW may need additional funds to manage the Salmon Recovery Portal.

Action	Entity or Entities Responsible	Funding Considerations
	Committee and other interested parties.	
Five-Year Self-Assessment:	• Local jurisdictions provide building permit information to Ecology. • Ecology compiles information on project status, drawn from the Salmon Recovery Portal. • Entities provide monitoring data to Ecology for inclusion in reports. • Ecology combines monitoring data from within the agency with data provided by other entities. • Ecology prepares estimates of the quantity of water, instream flow, and habitat benefits realized through implementation of projects and actions identified in this plan. • Ecology compiles information into a single report for distribution to Committee and other interested parties. • WRIA 15 Committee convenes to prepare adaptation recommendations on changes to planned projects or actions.	• Local jurisdictions are already required to provide building permit information to Ecology (no additional funding needed). • Ecology may need funding to complete the estimate of realized benefits. • State funding or staff support will be needed to reconvene a group to prepare recommendations. • Committee members who cannot participate in meetings using existing resources will need additional funding. • Kitsap PUD may need additional funding to support their role in convening the implementation group.

3. Funding

The WRIA 15 Committee recommends ongoing implementation oversight and a process to adaptively manage the plan as new information emerges. The Committee recommends the Legislature provides funding for monitoring and adaptively managing the plan, including:

- Annual tracking of new PE wells and project implementation by subbasin.
- Staffing for the ongoing Committee.
- Ongoing Committee member participation; and
- Developing a process to adaptively manage implementation if NEB is not being met as envisioned by the watershed plan (e.g., identification and development of alternative projects, etc.).

Table 26 summarizes the entities responsible for carrying out this recommendation and associated funding needs.

Table 26. Summary of WRIA 15 Adaptive Management Funding Recommendation.

Action	**Entity or Entities Responsible**	**Funding Considerations**
Funding of Adaptive Management	Legislature	The Legislature should provide funding and authorize plan implementation to adaptively manage implementation if NEB is not being met as envisioned by the watershed plan.

6.3 Assurance of Plan implementation

The WRIA 15 Committee prepared this watershed plan with the intent that the plan is fully implemented. Members of the Committee provided the following statements to support implementation of the watershed plan:

- Washington Department of Ecology will:
    - Follow NEB Guidance in reviewing the watershed plan and considering plan adoption.
    - Administer the streamflow restoration competitive grant program as authorized under RCW 90.94.060 and Chapter 173-566 WAC.
    - Consider watershed plan recommendations where Ecology is identified as the lead.
    - Report to the Legislature as required under RCW 90.94.050 in 2020 and 2027.
- King County:
    - Supports and participate in implementation activities as staff capacity allows, including:
        - Participating in implementation group meetings.
        - Coordination between meetings, including:
            - Supporting project development and seeking project opportunities.
            - Seeking and supporting funding opportunities to achieve implementation.
            - Tracking implementation and identifying areas for improvement.
- Kitsap County:
    - Contingent on funding and resources, Kitsap County commits as follows in support of the Plan:
        - Participate in annual and 5-year Adaptive Management meetings.
        - Participate in intervening meetings or an implementation group and participate in adaptive management actions to support Plan implementation.
        - Support the Department of Ecology in its compilation of the Plan's 5-year self-assessments.
        - Continue to annually report permit data associated with permit-exempt wells to the Department of Ecology.
        - Continue to collect fees and transmit them to the Department of Ecology per RCW 90.94 for residences constructed with permit-exempt wells.
        - Continue to provide permit and parcel data to the Department of Ecology as needed to support the Plan's capital and non-capital projects, and the Plan's adaptive management activities.

- Support acquisition of funding from the State Legislature and grant sources for plan implementation.
- Continue design and implementation of the Kingston Treatment Plant Recycled Water project.
- Partner with the Washington State Department of Fish and Wildlife (WDFW) and the Great Peninsula Conservancy (GPC) to implement the "Beaver Package" including:
    - Ongoing coordination with WDFW and GPC;
    - Mapping of potential beaver habitat to identify candidate sites for easement protection with the expectation that GPC will lead easement acquisition efforts;
    - Examination of the feasibility and possible adaptation of Kitsap County's transfer of development rights program to support the Beaver Package; and
    - Inclusion of beaver pond presence/absence in stream assets in the County's natural resources asset management system currently in development.
- Propose and consider language regarding coordination with WRIA-15 WREC Plan in the County's 2024 Comprehensive Plan update
- Provide infiltration design data for the Koch Creek Regional Stormwater Facility, previously completed, for the purpose of calculating offset value toward the Plan's objectives.
- Complete the Ridgetop Boulevard Green Street LID Retrofit Phase III and provide infiltration design data for project phases 1, 2, and 3 for the purpose of calculating offset value toward the Plan's objectives.
- Support and consent to the acquisition of Port Gamble Heritage Park timber rights for forest health, preservation, and restoration purposes, subject to existing agreements that may encumber the properties.

- Mason County will:
    - Support collaboration among WRIA 15 members to implement a comprehensive strategy for balancing competing demands for water, while at the same time preserving and enhancing the future integrity of the WRIA 15 watershed basin.
    - Adopt this watershed plan by resolution, formalizing our support of the plan contents.
    - Support and participate in implementation activities, as staff capacity and funding allows, including:
        - Participating in implementation group meetings.
        - Coordination between meetings, including:
            - Supporting project development and seeking project opportunities.
            - Seeking and supporting funding opportunities to achieve implementation.
            - Tracking implementation and identifying areas for improvement.

- Pierce County will:
    - Approve this watershed plan by resolution, formalizing our support of the plan contents.
    - Watershed plan becomes one of the guiding project implementation plans for the Surface Water Improvement Plan (SWIP).
    - Evaluate and prioritizes capital projects included in this plan for placement into the Capital Facilities Plan.
    - Support and participate in implementation activities as staff capacity allows, including:
        - Participating in annual implementation group meetings.
        - Coordination between meetings, including:
            - Supporting project development and seeking project opportunities.
            - Seeking and supporting funding opportunities to achieve implementation.
            - Tracking implementation and identifying areas for improvement.
- City of Bremerton will:
    - Support and participate in implementation activities, as staff capacity allows, including participating in annual implementation group meetings.
- Squaxin Island Tribe will:
    - Participate in implementation group meetings.
    - Support project development and seek project opportunities.
    - Seek and support funding opportunities that support implementation.
    - Monitor implementation and identify areas for improvement.

Chapter Seven: Net Ecological Benefit Evaluation

7.1 Water Offsets

This watershed plan projects a total of 5,568 new PE wells to be installed within WRIA 15 during the planning horizon, resulting in an estimated 766.4 AF/yr of new consumptive water use in WRIA 15. However, the Committee sought projects to offset 1,218 AF/yr, a higher target that reflects use of the 95% upper confidence limit of the average measured irrigated area (see Chapter 4). This higher offset target provides greater certainty that streams are benefited. Although there was not consensus around the higher offset target, the Committee to reach consensus that achieving an offset target of 1,218 AF/yr would be beneficial to streams.

The Committee's approach was to develop a list of potential offset projects that exceed the anticipated impacts by a margin large enough to give reasonable assurance that this plan will be successful over the planning timeline. The watershed plan demonstrates that the water offset project portfolio, if implemented, can succeed in offsetting consumptive use impacts at the WRIA scale.

If implemented as intended, the projects will provide offset benefits as presented in this watershed plan and would exceed the consumptive use estimate at the WRIA scale by 310.3 AF/yr. However, the Committee set a goal of offsetting consumptive use estimates by subbasin, and the watershed plan falls short in the South Hood Canal and South Sound subbasins, in part due to the approach to account for certainty that a project will be implemented. Estimated project offset potential was discounted by 90% for longer term and highly conceptual projects with greater uncertainty of implementation. Water offset potential for more certain MAR projects were discounted by 20% to 50%.

This watershed plan also does not achieve the higher WRIA wide target with a deficit of 141.3 AF/yr. The higher offset target is not achieved in five of seven subbasins. However, the adaptive management and implementation approaches laid out in Chapter 6.2, including a robust project tracking protocol, will help to ensure that projects are identified, developed and implemented throughout the watershed to address offset needs across the numerous small streams.

In summary, while this watershed plan demonstrates the water offset portfolio will offset consumptive use impacts at a WRIA scale, it is unlikely to meet the goal of some Committee members for offset benefit by subbasins. Adaptive management will be necessary to achieve the goal of meeting offset needs within each subbasin and improving streamflow where this watershed plan currently falls short, through the identification, development and implementation of projects throughout WRIA 15.

The projects identified in this watershed plan are consistent with the project type examples listed in the Final NEB Guidance: (a) water right acquisition offset projects; (b) non-acquisition water offset projects; and (c) habitat and other related projects (Ecology 2019b). Chapter 5 presents projects in the following four categories:

I. Water right acquisition offset projects and non-acquisition water offset projects that are ready to proceed. These projects provide a quantitative streamflow benefit.

II. Projects that provide habitat and streamflow benefits, but streamflow benefits are difficult to quantify.

III. Projects that primarily benefit habitat.

IV. Projects that currently are not implementable (e.g., legal restriction) or are highly conceptual.

Projects in Category I are described in Chapter 5, Tables 16-22 and used to estimate a total water offset for WRIA 15. Projects in Categories II-IV are presented in the project inventory in Appendix H and support this watershed plan in meeting NEB. The WRIA 15 Committee recommends implementation of projects in Chapter 5 as well as the project inventory in order to offset consumptive use and achieve NEB for WRIA 15. Figure 8 presents a map summarizing project location for all projects.

The WRIA 15 Committee projects a total water offset of 1,076.7 AF/yr from Category I water offset projects if implemented as intended (described in Chapter 5 and listed in Tables 16-22), a surplus offset of 310.3 AF/yr above the consumptive use estimate and 141.3 AF/yr below the higher offset target. Consumptive use and the higher offset target are compared to Category I project offsets at the subbasin scale in Table 27. Surplus water offset is achieved in all but 2 subbasins (South Hood Canal and South Sound). When looking at the higher offset target based on a high growth scenario, a deficit in water offset occurs in a total of 5 of 7 subbasins (Bainbridge Island, South Sound Islands, South Hood Canal, South Sound and Vashon-Maury Island).

Table 27. Subbasin Water Offset Totals from Category I Projects Compared to Permit-Exempt Well Consumptive Use Estimates and Offset Targets. The projected new consumptive water use associated with the new PE well connections is 123 gallons per day (gpd) which equals 766.4 acre-feet per year (1.06 cubic feet per second [cfs] or 684,150 gpd) in WRIA 15. This watershed plan also sets an offset target of 1,218 acre-feet per year (equivalent to 177 gpd per connection) for project implementation in order to benefit streams

Subbasin	Offset Project Totals (AF/YR)	Consumptive Use Estimate (AF/YR)	CU Estimate Surplus/ Deficit (AF/YR) [3]	Higher Offset Target – (AF/YR) [1,2]	Higher Target Surplus/ Deficit (AF/YR) [3]	County
Bainbridge Island	67.6	67.6	0	102	-34.4	Kitsap
South Sound Islands	7	5.2	+1.8	11	-4	Pierce
North Hood Canal	263.5	90.3	+173.2	136.5	+127	Kitsap
South Hood Canal	130.2	155.0	-24.8	223	-92.8	Kitsap and Mason
South Sound	173.5	213.8	-40.3	394.6	-221	Pierce and Kitsap
Vashon - Maury Island	69.9	50.7	+19.2	73	-3.1	King
West Sound	365	183.9	+181.1	278	+87	Kitsap
WRIA 15 Total	**1076.7**	**766.5**	**+310.2**	**1218**	**-141.3**	

Notes:
[1] Values in table have been rounded, which is why totals may differ. AF/Yr in 2038
[2]Offset Target is equivalent to PE consumptive use associated with high growth scenario and increased irrigated acreage to reflect uncertainty in estimates
[3]Surplus water offset is associated with a positive value and a deficit in water offset is associated with a negative value. Surplus and Deficit equal to Offset Project Totals less Offset Target.

The water offset projects listed in Tables 16-22 in Chapter 5 provide additional benefits to instream resources beyond those necessary to offset the impacts from new consumptive water use within the WRIA. For the project types planned in WRIA 15, additional benefits could include the following:

- Water right acquisition projects: Aquatic habitat improvements during key seasonal periods; reduction in groundwater withdrawals and associated benefit to aquifer resources; and/or beneficial use of reclaimed water. Many water right acquisition opportunities in WRIA 15 are associated with land acquisitions which provide additional conservation-related habitat benefits.
- MAR projects: Aquatic habitat improvements during key seasonal periods; increased hydration of wetlands and headwaters; increased groundwater recharge; reduction in summer/fall stream temperature; increased groundwater availability to riparian and near-shore plants; and/or contribution to flood control. Improvements to water quality may also occur as a result of infiltration.
- Community Forests Projects: Conservation, preservation and protection will increase habitat value of existing forestland. May include restoration of streams, riparian areas and wetlands.
- Raingarden and LID, projects: Provide habitat for wildlife and improvement of water quality.
- Stormwater projects: Water quality improvements and erosion control benefits.

7.2 Benefits from Category II-IV Projects

The WRIA 15 watershed plan includes an inventory of additional projects to meet the offset needs and NEB for the watershed. The remaining categories include the following:

II. Projects that provide habitat and streamflow benefits, but streamflow benefits are difficult to quantify.

III. Projects that primarily benefit habitat.

IV. Projects that currently are not implementable (e.g., legal restriction) or are highly conceptual.

There are 61 projects included in the project inventory that will support the watershed plan in meeting NEB. The projects are presented in the project inventory in Appendix H. Table 23 in Chapter 5 summarizes the number of Category II and IV projects and the respective benefits of those projects by subbasin. Habitat improvement attributes associated with these projects include a combination of aquatic habitat restoration and protection, stream augmentation, riparian restoration, reclaimed water expansion, managed aquifer recharge, stormwater management, and other types of projects.

These projects provide additional benefits to instream resources that, together with direct water offsets, are beyond those necessary to offset the impacts from new consumptive water use within the WRIA. These additional benefits include increased hydraulic/aquatic habitat diversity, restored native vegetation, restored water temperature, erosion abatement,

improved spawning and rearing habitat, improved passage, and water quality benefits, among others.

Factors limiting salmonid distribution and survival in WRIA 15 are summarized in Chapter 2.1.3. Habitat and water offset projects in the plan address all limiting factors throughout the basin with the exception of fish passage barriers (as determined by Committee), and in some circumstances, the lack of large wood. Highest priority for freshwater areas such as Chico, Minter, and Rocky Creeks is to protect and/or restore hydrologic and riparian functional integrity. In Hood Canal subbasins, the loss of channel complexity, lack of riparian forest and high water temperatures in Union and Tahuya Creeks are of most concern. In creeks such as Dewatto, Anderson and Big Beef, loss of floodplain habitat and channel complexity, hydrologic regime, and channel instability and erosion are the most limiting for species recovery.

The watershed plan also includes a number of policy recommendations, described in Chapter 6. Some of these recommendations are expected to result in additional benefits to habitat, fish and wildlife. Benefits include reduced water consumptive, increased water conservation, improved water quality, habitat protection and restoration, and direct streamflow benefits.

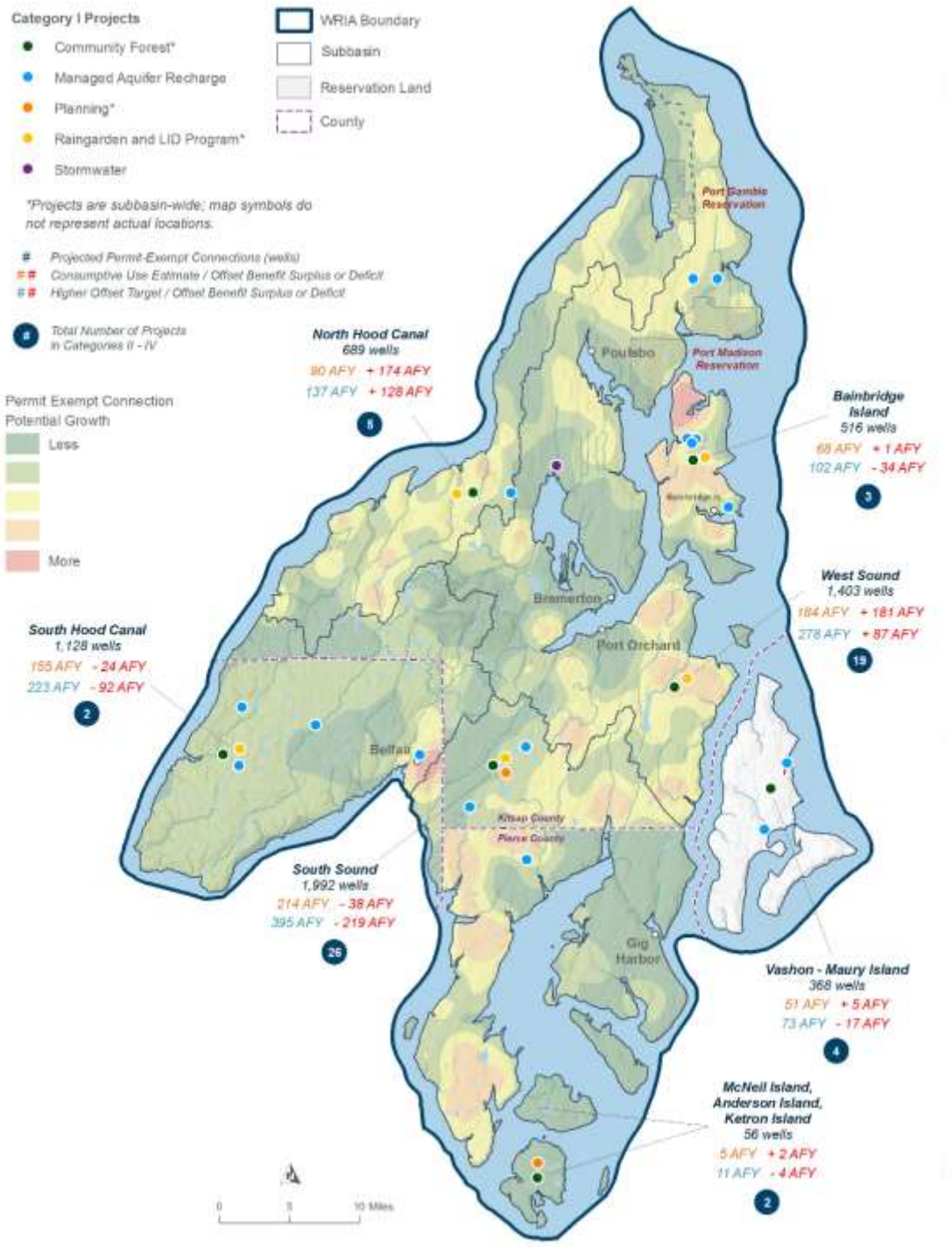


Figure 8. Proposed Category I-IV projects and anticipated offset benefits for WRIA 15. Map prepared by HDR.

7.3 Adaptive Management

The WRIA 15 Committee identified a number of challenges related to watershed plan implementation. These challenges include the impact of climate change, uncertainty in consumptive use estimates, uncertainty in offsets associated with specific project types, project implementation challenges, narrowness in the scope of the watershed plan, and other factors. This watershed plan recommends adaptive management measures for the purpose of addressing uncertainty in plan implementation (See Chapter 6.2). Implementation recommendations include increased legislative funding for plan implementation and funding for adaptive management, funding and project implementation tracking, PE well tracking and reporting, continued monitoring of streamflow and groundwater levels, and project effectiveness monitoring. These measures, in addition to the project portfolio and associated benefits described in Chapter 5, increase the resiliency of the plan and increase the certainty that sufficient additional water from projects is available to achieve NEB by protecting, restoring and enhancing streamflows in addition to offsetting new consumptive use from PE wells anticipated during the planning horizon. Through the WRIA 15 adaptive management and implementation approach described in Chapter 6, the implementation group will be able to help achieve the goals of the Committee, particularly the shortcomings of meeting the higher offset target by subbasin and restoring and enhancing streamflows. Through adaptive management, the implementation group can find, develop and implement projects closest to the anticipated impact from PE wells.

7.4 NEB Evaluation Findings

The WRIA 15 watershed plan provides projects that, if implemented as intended, can offset an estimated 766.4 AF/yr of new consumptive water use and come close to offsetting a higher target of 1,218 AF/yr. The watershed plan primarily achieves this offset through a total of 29 water offset projects with a cumulative offset projection of 1,076.7 AF/yr. The estimate of cumulative water offset is conservative in that the calculated water offset potential of a project was discounted by 20-90% based on the level of uncertainty associated with its implementation (see Chapter 5). The projected water offset from all projects, after accounting for the discount, yields a surplus offset of 310.3 AF/yr above the consumptive use estimate of 766 AF/yr and a deficit of 141.3 AF/yr below the higher offset target of 1,218 AF/yr in WRIA 15. On a subbasin basis, the watershed plan provides projects that will offset consumptive use in 5 of 7 subbasins and offset the higher target in 2 of 7 subbasins.

Within this watershed plan, water offset projects are complimented by a total of 61 habitat improvement projects, which provide numerous additional benefits to aquatic and nearshore habitat. While many of these habitat improvement projects have potential streamflow benefits, the WRIA 15 Committee chose to exclude any associated water offset from the watershed

plan's accounting due to uncertainty in quantifying the benefit. Water offset projects are further complimented by the policy and regulatory recommendations addressed in Chapter 6.

The projects in this plan have not been prioritized for funding and implementation at this time. As project sponsors pursue project implementation, it is possible that some projects in this plan will not be constructed due to feasibility and design constraints, or other factors. The WRIA 15 Committee has recommended adaptive management measures to provide greater certainty that the watershed plan will adequately address new consumptive use impacts anticipated during the planning horizon. Adaptive management can also address unforeseen future developments, climate change, and provide additional water for streams, despite inevitable challenges that will arise during project implementation, operation, and maintenance.

This WRIA 15 watershed plan describes projects, which if implemented as intended, can offset the anticipated new consumptive use over the planning horizon and achieve NEB. The WRIA 15 Committee developed the WRIA 15 watershed plan to the best of the Committee's ability given the limitations of the timeline and resources. The Committee developed the watershed plan to meet NEB, and as this chapter describes, the watershed plan provides ecological benefits in many ways. The WRIA 15 Committee is leaving the final NEB determination to Ecology.

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Glossary

Acre-feet (AF): A unit of volume equal to the volume of a sheet of water one acre in area and one foot in depth. (USGS)

Adaptive Management: An iterative and systematic decision-making process that aims to reduce uncertainty over time and help meet project, action, and plan performance goals by learning from the implementation and outcomes of projects and actions. (NEB)

Annual Average Withdrawal: RCW 90.94.030 (4)(a)(vi)(B) refers to the amount of water allowed for withdrawal per connection as the annual average withdrawal. As an example, a homeowner could withdraw 4,000 gallons on a summer day, so long as they did not do so often enough that their annual average exceeds the 950 gpd.

Beaver Dam Analogue (BDA): BDAs are man-made structures designed to mimic the form and function of a natural beaver dam. They can be used to increase the probability of successful beaver translocation and function as a simple, cost-effective, non-intrusive approach to stream restoration. (From Anabranch Solutions)

Critical Flow Period: The time period of low streamflow (generally described in bi-monthly or monthly time steps) that has the greatest likelihood to negatively impact the survival and recovery of threatened or endangered salmonids or other fish species targeted by the planning group. The planning group should discuss with Ecology, local tribal and WDFW biologists to determine the critical flow period in those reaches under the planning group's evaluation. (NEB)

Cubic feet per second (CFS): A rate of the flow in streams and rivers. It is equal to a volume of water one foot high and one foot wide flowing a distance of one foot in one second (about the size of one archive file box or a basketball). (USGS)

Domestic Use: In the context of Chapter 90.94 RCW, "domestic use" and the withdrawal limits from permit-exempt domestic wells include both indoor and outdoor household uses, and watering of a lawn and noncommercial garden. (NEB)

ESSB 6091: In January 2018, the Legislature passed Engrossed Substitute Senate Bill (ESSB) 6091 in response to the Hirst decision. In the Whatcom County vs. Hirst, Futurewise, et al. decision (often referred to as the "Hirst decision"), the court ruled that the county failed to comply with the Growth Management Act requirements to protect water resources. The ruling required the county to make an independent decision about legal water availability. ESSB 6091 addresses the court's decision by allowing landowners to obtain a building permit for a new home relying on a permit-exempt well. ESSB 6091 is codified as Chapter 90.94 RCW. (ECY)

Evolutionarily Significant Unit (ESU): A population of organisms that is considered distinct for purposes of conservation. For Puget Sound Chinook, the ESU includes naturally spawned Chinook salmon originating from rivers flowing into Puget Sound from the Elwha River (inclusive) eastward, including rivers in Hood Canal, South Sound, North Sound and the Strait of Georgia. Also, Chinook salmon from 26 artificial propagation programs. (NOAA)

Foster Pilots and Foster Task Force: To address the impacts of the 2015 Foster decision, Chapter 90.94 RCW established a Task Force on Water Resource Mitigation and authorized the Department of Ecology to issue permit decisions for up to five water mitigation pilot projects. These pilot projects will address issues such as the treatment of surface water and groundwater appropriations and include management strategies to monitor how these appropriations affect instream flows and fish habitats. The joint legislative Task Force will (1) review the treatment of surface water and groundwater appropriations as they relate to instream flows and fish habitat, (2) develop and recommend a mitigation sequencing process and scoring system to address such appropriations, and (3) review the Washington Supreme Court decision in Foster v. Department of Ecology. The Task Force is responsible for overseeing the five pilot projects. (ECY)

Four Year Work Plans: Four year plans are developed by salmon recovery lead entities in Puget Sound to describe each lead entity's accomplishments during the previous year, to identify the current status of recovery actions, any changes in recovery strategies, and to propose future actions anticipated over the next four years. Regional experts conduct technical and policy reviews of each watershed's four year work plan update to evaluate the consistency and appropriate sequencing of actions with the Puget Sound Salmon Recovery Plan. (Partnership)

Gallons per day (GPD): An expression of the average rate of domestic and commercial water use. 1 million gallons per day is equivalent to 1.547 cubic feet per second.

Group A public water systems: Group A water systems have 15 or more service connections or serve 25 or more people per day. Chapter 246-290 WAC (Group A Public Water Supplies), outlines the purpose, applicability, enforcement, and other policies related to Group A water systems. (WAC)

Group B public water systems: Group B public water systems serve fewer than 15 connections and fewer than 25 people per day. Chapter 246-291 WAC (Group B Public Water Systems), outlines the purpose, applicability, enforcement, and other policies related to Group B water systems. (WAC)

Growth Management Act (GMA): Passed by the Washington Legislature and enacted in 1990, this act guides planning for growth and development in Washington State. The act requires local governments in fast growing and densely populated counties to develop, adopt, and periodically update comprehensive plans.

Home**:** A general term referring to any house, household, or other Equivalent Residential Unit. (Policy and Interpretive Statement)

Hydrologic Unit Code (HUC): Hydrologic unit codes refer to the USGS's division and sub-division of the watersheds into successively smaller hydrologic units. The units are classified into four levels: regions, sub-regions, accounting units, and cataloging units, and are arranged within each other from the largest geographic area to the smallest. Each unit is classified by a unit code (HUC) composed of two to eight digits based on the four levels of the classification in the hydrologic unit system (two digit units are largest, and eight digits are smallest). (USGS)

Impact: For the purpose of streamflow restoration planning, impact is the same as new consumptive water use (see definition below). As provided in Ecology WR POL 2094 "Though the statute requires the offset of 'consumptive impacts to instream flows associated with permit-exempt domestic water use' (RCW 90.94.020(4)(b)) and 90.94.030(3)(b)), watershed plans should address the consumptive use of new permit-exempt domestic well withdrawals. Ecology recommends consumptive use as a surrogate for consumptive impact to eliminate the need for detailed hydrogeologic modeling, which is costly and unlikely feasible to complete within the limited planning timeframes provided in chapter 90.94 RCW. " (NEB)

Instream Flows and Instream Flow Rule (IFR): Instream flows are a specific flow level measured at a specific location in a given stream. Seasonal changes cause natural stream flows to vary throughout the year, so instream flows usually vary from month to month rather that one flow rate year-round. State law requires that enough water in streams to protect and preserve instream resources and uses. The Department of Ecology sets flow levels in administrative rules. Once instream flow levels are established in a rule, they serve as a water right for the stream and the resources that depend on it. Instream flow rules do not affect pre-existing, or senior, water rights; rather, they protect the river from future withdrawals. Once an instream flow rule is established, the Department of Ecology may not issue water rights that would impair the instream flow level. (ECY)

Instream Resources Protection Program (IRPP): The IRPP was initiated by the Department of Ecology in September 1978 with the purpose of developing and adopting instream resource protection measures for Water Resource Inventory Areas (WRIAs) (see definition below) in Western Washington as authorized in the Water Resources Act of 1971 (RCW 90.54), and in accordance with the Water Resources Management Program (WAC 175-500).

Instream Resources: Fish and related aquatic resources. (NEB)

Large woody debris (LWD): LWD refers to the fallen trees, logs and stumps, root wads, and piles of branches along the edges of streams, rivers, lakes and Puget Sound. Wood helps stabilize shorelines and provides vital habitat for salmon and other aquatic life. Preserving the debris along shorelines is important for keeping aquatic ecosystems healthy and improving the survival of native salmon. (King County)

Lead Entities (LE): Lead Entities are local, citizen-based organizations in Puget Sound that coordinate salmon recovery strategies in their local watershed. Lead entities work with local and state agencies, tribes, citizens, and other community groups to adaptively manage their local salmon recovery chapters and ensure recovery actions are implemented. (Partnership)

Listed Species: Before a species can receive the protection provided by the Endangered Species Act (ESA), it must first be added to the federal lists of endangered and threatened wildlife and plants. The List of Endangered and Threatened Wildlife (50 CFR 17.11) and the List of Endangered and Threatened Plants (50 CFR 17.12) contain the names of all species that have been determined by the U.S. Fish and Wildlife Service (Service) or the National Marine Fisheries Service (for most marine life) to be in the greatest need of federal protection. A species is added to the list when it is determined to be endangered or threatened because of any of the following factors: the present or threatened destruction, modification, or curtailment of its habitat or range; overutilization for commercial, recreational, scientific, or educational purposes; disease or predation; the inadequacy of existing regulatory mechanisms; or other natural or manmade factors affecting its survival. (USFWS)

Local Integrating Organizations (LIO): Local Integrating Organizations are local forums in Puget Sound that collaboratively work to develop, coordinate, and implement strategies and actions that contribute to the protection and recovery of the local ecosystem. Funded and supported by the Puget Sound Partnership, the LIOs are recognized as the local expert bodies for ecosystem recovery in nine unique ecosystems across Puget Sound. (Partnership)

Low Impact Development (LID): Low Impact Development (LID) is a stormwater and land-use management strategy that tries to mimic natural hydrologic conditions by emphasizing techniques including conservation, use of on-site natural features, site planning, and distributed stormwater best management practices (BMPs) integrated into a project design. (ECY)

Managed Aquifer Recharge (MAR): Managed aquifer recharge projects involve the addition of water to an aquifer through infiltration basins, injection wells, or other methods. The stored water can then be used to benefit stream flows, especially during critical flow periods. (NEB)

National Pollutant Discharge Elimination System (NPDES): The NPDES permit program addresses water pollution by regulating point sources that discharge pollutants to waters of the United States. Created by the Clean Water Act in 1972, the EPA authorizes state governments to perform many permitting, administrative, and enforcement aspects of the program. (EPA)

Net Ecological Benefit (NEB): Net Ecological Benefit is a term used in ESSB 6091 as a standard that watershed plans (see below for definition) must meet. The outcome that is anticipated to occur through implementation of projects and actions in a plan to yield offsets that exceed impacts within: a) the planning horizon; and, b) the relevant WRIA boundary. See *Final Guidance for Determining Net Ecological Benefit - Guid-2094 Water Resources Program Guidance.* (NEB)

Net Ecological Benefit Determination: Occurs solely upon Ecology's conclusion after its review of a watershed plan submitted to Ecology by appropriate procedures, that the plan does or does not achieves a NEB as defined in the Net Ecological Benefit guidance. The Director of Ecology will issue the results of that review and the NEB determination in the form of an order.(NEB)

Net Ecological Benefit Evaluation: A planning group's demonstration, using NEB Guidance and as reflected in their watershed plan, that their plan has or has not achieved a NEB. (NEB)

New Consumptive Water Use: The consumptive water use from the permit-exempt domestic groundwater withdrawals estimated to be initiated within the planning horizon. For the purpose of RCW 90.94, consumptive water use is considered water that is evaporated, transpired, consumed by humans, or otherwise removed from an immediate water environment due to the use of new permit-exempt domestic wells. (NEB)

Office of Financial Management (OFM): OFM is a Washington state agency that develops official state and local population estimates and projections for use in local growth management planning. (OFM)

Offset: The anticipated ability of a project or action to counterbalance some amount of the new consumptive water use over the planning horizon. Offsets need to continue beyond the planning horizon for as long as new well pumping continues. (NEB)

Permit exempt wells: The Groundwater Code (RCW 90.44), identified four "small withdrawals" of groundwater as exempt from the permitting process. Permit-exempt groundwater wells often provide water where a community supply is not available, serving single homes, small developments, irrigation of small lawns and gardens, industry, and stock watering.

Permit-exempt uses: Groundwater permit exemptions allow four small uses of groundwater without a water right permit: domestic uses of less than 5,000 gallons per day, industrial uses of less than 5,000 gallons per day, irrigation of a lawn or non-commercial garden, a half-acre or less in size, or stock water. Although exempt groundwater withdrawals don't require a water right permit, they are always subject to state water law. (ECY)

Planning groups: A general term that refers to either initiating governments, in consultation with the planning unit, preparing a watershed plan update required by Chapter 90.94.020 RCW, or a watershed restoration and enhancement committee preparing a plan required by Chapter 90.94.030 RCW. (NEB)

Planning Horizon: The 20-year period beginning on January 19, 2018 and ending on January 18, 2038, over which new consumptive water use by permit-exempt domestic withdrawals within a WRIA must be addressed, based on the requirements set forth in Chapter 90.94 RCW. (NEB)

Projects and Actions: General terms describing any activities in watershed plans to offset impacts from new consumptive water use and/or contribute to NEB. (NEB)

Puget Sound Acquisition and Restoration (PSAR) fund: This fund supports projects that recover salmon and protect and recover salmon habitat in Puget Sound. The state legislature appropriates money for PSAR every 2 years in the Capital Budget. PSAR is co-managed by the Puget Sound Partnership and the Recreation and Conservation Office, and local entities identify and propose PSAR projects. (Partnership)

Puget Sound Partnership (Partnership): The Puget Sound Partnership is the state agency leading the region's collective effort to restore and protect Puget Sound and its watersheds. The organization brings together hundreds of partners to mobilize partner action around a common agenda, advance Sound investments, and advance priority actions by supporting partners. (Partnership)

Puget Sound Regional Council (PSRC): PSRC develops policies and coordinates decisions about regional growth, transportation and economic development planning within King, Pierce, Snohomish and Kitsap counties. (PSRC)

RCW 90.03 (Water Code): This chapter outlines the role of the Department of Ecology in regulating and controlling the waters within the state. The code describes policies surrounding surface water and groundwater uses, the process of determining water rights, compliance measures and civil penalties, and various legal procedures.

RCW 90.44 (Groundwater Regulations): RCW 90.44 details regulations and policies concerning groundwater use in Washington state, and declares that public groundwaters belong to the public and are subject to appropriation for beneficial use under the terms of the chapter. The rights to appropriate surface waters of the state are not affected by the provisions of this chapter.

RCW 90.44.050 (Addresses groundwater permit exemption): This code states that any withdrawal of public groundwaters after June 6, 1945 must have an associated water right from the Department of Ecology. However, any withdrawal of public groundwaters for stock-watering purposes, or for the watering of a lawn or of a noncommercial garden not exceeding one-half acre in area, or for single or group domestic uses in an amount not exceeding five thousand gallons a day, or for an industrial purpose in an amount not exceeding five thousand gallons a day, is exempt from the provisions of this section and does not need a water right.

RCW 90.54 (Water Resources Act of 1971): This act set the stage for the series of rules that set instream flow levels as water rights, as well as a compliance effort to protect those flows.

RCW 90.82 (Watershed Planning): Watershed Planning was passed in 1997 with the purpose of developing a more thorough and cooperative method of determining what the current water resource situation is in each water resource inventory area of the state and to provide local

citizens with the maximum possible input concerning their goals and objectives for water resource management and development.

RCW 90.94 (Streamflow Restoration): This chapter of the Revised Code of Washington codifies ESSB 6091, including watershed planning efforts, streamflow restoration funding program and the joint legislative task force on water resource mitigation and mitigation pilot projects (Foster task force and pilot projects).

Reasonable Assurance: Explicit statement(s) in a watershed plan that the plan's content is realistic regarding the outcomes anticipated by the plan, and that the plan content is supported with scientifically rigorous documentation of the methods, assumptions, data, and implementation considerations used by the planning group. (NEB)

Revised Code of Washington (RCW): The revised code is a compilation of all permanent laws now in force for the state of Washington. The RCWs are organized by subject area into Titles, Chapters, and Sections.

Salmon Recovery Funding Board (SRFB): Pronounced "surfboard", this state and federal board provides grants to protect and restore salmon habitat. Administered by a 10-member State Board that includes five governor-appointed citizens and five natural resource agency directors, the board brings together the experiences and viewpoints of citizens and the major state natural resource agencies. For watersheds planning under Section 203, the Department of Ecology will submit final draft WRE Plans not adopted by the prescribed deadline to SRFB for a technical review (RCO and Policy and Interpretive Statement).

Section 202 or Section 020: Refers to Section 202 of ESSB 6091 or Section 020 of RCW 90.94 respectively. The code provides policies and requirements for new domestic groundwater withdrawals exempt from permitting with a potential impact on a closed water body and potential impairment to an instream flow. This section includes WRIAs 1, 11, 22, 23, 49, 59 and 55, are required to update watershed plans completed under RCW 90.82 and to limit new permit-exempt withdrawals to 3000 gpd annual average.

Section 203 or Section 030: Refers to Section 203 of ESSB 6091 or Section 030 of RCW 90.94 respectively. The section details the role of WRE committees and WRE plans (see definitions below) in ensuring the protection and enhancement of instream resources and watershed functions. This section includes WRIAs 7, 8, 9, 10, 12, 13, 14 and 15. New permit-exempt withdrawals are limited to 950 gpd annual average.

SEPA and SEPA Review: SEPA is the State Environmental Policy Act. SEPA identifies and analyzes environmental impacts associated with governmental decisions. These decisions may be related to issuing permits for private projects, constructing public facilitates, or adopting regulations, policies, and plans. SEPA review is a process which helps agency decision-makers, applications, and the public understand how the entire proposal will affect the environment. These reviews

are necessary prior to Ecology adopting a plan or plan update and may be completed by Ecology or by a local government. (Ecology)

Subbasins: A geographic subarea within a WRIA, equivalent to the words "same basin or tributary" as used in RCW 90.94.020(4)(b) and RCW 90.94.030 (3)(b). In some instances, subbasins may not correspond with hydrologic or geologic basin delineations (e.g. watershed divides). (NEB)

Trust Water Right Program: The program allows the Department of Ecology to hold water rights for future uses without the risk of relinquishment. Water rights held in trust contribute to streamflows and groundwater recharge, while retaining their original priority date. Ecology uses the Trust Water Right Program to manage acquisitions and accept temporary donations. The program provides flexibility to enhance flows, bank or temporarily donate water rights. (ECY)

Urban Growth Area (UGA): UGAs are unincorporated areas outside of city limits where urban growth is encouraged. Each city that is located in a GMA fully-planning county includes an urban growth area where the city can grow into through annexation. An urban growth area may include more than a single city. An urban growth area may include territory that is located outside of a city in some cases. Urban growth areas are under county jurisdiction until they are annexed or incorporated as a city. Zoning in UGAs generally reflect the city zoning, and public utilities and roads are generally built to city standards with the expectation that when annexed, the UGA will transition seamlessly into the urban fabric. Areas outside of the UGA are generally considered rural. UGA boundaries are reviewed and sometimes adjusted during periodic comprehensive plan updates. UGAs are further defined in RCW 36.70.

WAC 173-566 (Streamflow Restoration Funding Rule): On June 25, 2019 the Department of Ecology adopted this rule for funding projects under RCW 90.94. This rule establishes processes and criteria for prioritizing and approving grants consistent with legislative intent, thus making Ecology's funding decision and contracting more transparent, consistent, and defensible.

Washington Administrative Code (WAC): The WAC contains the current and permanent rules and regulations of state agencies. It is arranged by agency and new editions are published every two years. (Washington State Legislature)

Washington Department of Ecology (DOE/ECY): The Washington State Department of Ecology is an environmental regulatory agency for the State of Washington. The department administers laws and regulations pertaining to the areas of water quality, water rights and water resources, shoreline management, toxics clean-up, nuclear and hazardous waste, and air quality.

Washington Department of Fish and Wildlife (WDFW): An agency dedicated to preserving, protecting, and perpetuating the state's fish, wildlife, and ecosystems while providing sustainable fish and wildlife recreational and commercial opportunities. Headquartered in Olympia, the department maintains six regional offices and manages dozens of wildlife areas around the state, offering fishing, hunting, wildlife viewing, and other recreational

opportunities for the residents of Washington. With the tribes, WDFW is a co-manager of the state salmon fishery. (WDFW)

Washington Department of Natural Resources (WADNR or DNR): The department manages over 3,000,000 acres of forest, range, agricultural, and commercial lands in the U.S. state of Washington. The DNR also manages 2,600,000 acres of aquatic areas which include shorelines, tidelands, lands under Puget Sound and the coast, and navigable lakes and rivers. Part of the DNR's management responsibility includes monitoring of mining cleanup, environmental restoration, providing scientific information about earthquakes, landslides, and ecologically sensitive areas. (WADNR)

Water Resources (WR): The Water Resources program at Department of Ecology supports sustainable water resources management to meet the present and future water needs of people and the natural environment, in partnership with Washington communities. (ECY)

Water Resources Advisory Committee (WRAC): Established in 1996, the Water Resources Advisory Committee is a forum for issues related to water resource management in Washington State. This stakeholder group is comprised of 40 people representing state agencies, local governments, water utilities, tribes, environmental groups, consultants, law firms, and other water stakeholders. (ECY)

Watershed Plan: A general term that refers to either: a watershed plan update prepared by a WRIA's initiating governments, in collaboration with the WRIA's planning unit, per RCW 90.94.020; or a watershed restoration and enhancement plan prepared by a watershed restoration and enhancement committee, per RCW 90.94.030. This term does not refer to RCW 90.82.020(6). (NEB)

Watershed Restoration and Enhancement Plan (WRE Plan): The Watershed Restoration and Enhancement Plan is directed by Section 203 of ESSB 6091 and requires that by June 30, 2021, the Department of Ecology will prepare and adopt a watershed restoration and enhancement plan for WRIAs 7, 8, 9, 10, 12, 13, 14 and 15, in collaboration with the watershed restoration and enhancement committee. The plan should, at a minimum, offset the consumptive impact of new permit-exempt domestic water use, but may also include recommendations for projects and actions that will measure, protect, and enhance instream resources that support the recovery of threatened and endangered salmonids. Prior to adoption of an updated plan, Department of Ecology must determine that the actions in the plan will result in a "net ecological benefit" to instream resources in the WRIA. The planning group may recommend out-of-kind projects to help achieve this standard.

WRIA: Water Resource Inventory Area. WRIAs are also called basins or watersheds. There are 62 across the state and each are assigned a number and name. They were defined in 1979 for the purpose of monitoring water availability. A complete map is available here: https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-availability/Watershed-look-up

Appendices

Appendix A – Committee Roster

Entity Representing	Primary Representative Name	First Alternate Name
Kitsap County	Dave Ward	Kathy Peters
Mason County	Randy Neatherlin	Kevin Shutty, David Windom
Pierce County	Dan Cardwell	Austin Jennings
Puyallup Tribe	David Winfrey	
Skokomish Tribe	Alex Gouley	Seth Book, Dana Sarff
Squaxin Island Tribe	Jeff Dickison	Paul Pickett
Suquamish Tribe	Leonard Forsman	Alison O'Sullivan
Port Gamble S'Klallam Tribe	Sam Phillips	Paul McCollum
City of Port Orchard	Jacki Brown	Mark Dorsey, Zach Holt
City of Bremerton	Teresa Smith	Allison Satter
City of Gig Harbor	Trent Ward	Jeff Langhelm, Brienn Ellis
City of Bainbridge Island	Michael Michael	Christian Berg
Kitsap Public Utility District	Joel Purdy	Mark Morgan
Department of Fish and Wildlife	Brittany Gordon	Nam Siu
Department of Ecology	Stacy Vynne McKinstry	Stephanie Potts
King County	Greg Rabourn	
Kitsap Building Association	Russ Shiplet	Ellen Ross-Cardoso
Kitsap Conservation District	Joy Garitone	Brian Stahl
Great Peninsula Conservancy	Nathan Daniel	Erik Steffens
Mason-Kitsap Farm Bureau *ex officio*	Larry Boltz	
Washington Water Service *ex officio*	Shawn O'Dell	

Appendix B – Operating Principles

Watershed Restoration Enhancement Committee

Water Resource Inventory Area (WRIA) 15

Operating Principles

Approved Version Sent for Signature February 12, 2019

Revised and Approved August 6, 2020

SECTION 1: PURPOSE

The purpose of the operating principles is to establish the watershed restoration and enhancement committee, as authorized under RCW 90.94.030, for the purpose of developing the watershed restoration and enhancement plan. The document sets forward a process for meeting, participation expectations, procedures for voting, structure of the Committee, communication and other needs in order to support the Committee in reaching agreement on a final plan.

SECTION 2. AGREEMENT AND AMENDMENTS TO THE OPERATING PRINCIPLES

The formal establishment of an agreement to the operating principles will take place via a member decision, with all members of the watershed restoration and enhancement committee (Committee) approving the operating principles. Participants will work in good faith to participate productively in the development of the operating principles. By approving the operating principles, members of the Committee agree to uphold the principles as outlined in this document.

The Committee may review the operating principles periodically. Any member of the Committee may bring forward a recommendation for an amendment to the operating principles. Amendments will be brought for discussion when a quorum (2/3 of the membership) is present and take effect only if decided on unanimously by the full Committee for inclusion in the operating principles.

Nothing contained herein or in any amendment developed under the Agreement shall prejudice the legal claims of any party hereto, nor shall participation in this planning process abrogate any party's authority or the reserved or other rights of tribal governments, except where the obligation has been accepted in writing.

SECTION 3.PARTICIPATION EXPECTATIONS AND GROUND RULES

Participation expectations

Each entity invited by Ecology to participate on the Committee, and which has responded indicating their commitment to participate, shall identify a representative and up to two alternates to participate on the Committee. Committee members will, in good faith and using their best professional judgement:

- Actively participate in Committee meetings;
- Review materials in preparation for the meetings;
- Review materials following the meetings;
- Engage in workgroups (if applicable);
- Come prepared for discussions and decisions (when applicable); and
- Commit to implementing the Committee ground rules (see below).

The chair will consult with the Committee to ensure that adequate time is given for review of materials. The chair will provide meeting materials at least 7 days before meetings, with additional time given for longer documents. The chair recognizes that members may need to discuss decisions with their organizations prior to bringing forward a decision to the Committee and the chair and facilitator will work with Committee members to establish reasonable review time for materials prior to reaching a decision. Members of the Committee will actively work with their decision making authorities to receive feedback on decisions in a timely manner as to not delay decisions coming before the Committee. When possible, Committee members will provide the chair reasonable notice if additional review time is needed prior to making a decision.

Committee meetings will take place on a monthly basis for an initial period, with the interval of meetings being modified as needed to meet the deadlines (either more or less frequently). The chair will hold meetings at a convenient location in the watershed. Meetings are expected to last for approximately 4 hours, with the length modified as needed to meet deadlines.

The chair or facilitator will contact Committee members that miss meetings. A lack of participation does not mean the process to develop the plan will be stalled. However, it is recognized that if a quorum is not present, meetings may be cancelled or decisions postponed which may impact the overall timeline for plan approval. If an entity misses multiple meetings, the chair or facilitator will work with the entity to identify reasonable accommodations to support reengagement.

Remote Participation

It is the expectation that Committee representatives shall attend all meetings in person. In person participation is essential to efficiency, clarity, and honest communication. Although it should not be routine, remote participation can be accommodated when necessary to facilitate Committee member participation and when possible given technology availability. Remote participants may engage in decision-making; however the primary purpose of remote participation is listening to the Committee meeting, as it may be difficult to fully participate in discussion. If there are difficulties with technology, the chair's priority is to continue the meeting with the in-person participants and not delay the meeting to address technology challenges. Representatives are strongly encouraged to attend meetings in-person.

The Committee chair will allow for remote participation (e.g. via phone, web, video conference) if:

- Notice is provided to the chair or facilitator at least 1 week in advance of the meeting (except in the case of emergencies such as illness, weather event, etc.), AND

- Representative and alternates are not available to attend in person, AND
- Meeting room accommodates remote participation.

If extraordinary events, such as a pandemic or natural disaster, require the committee to meet remotely, all meetings will be held remotely and the operating procedures will remain in force, except portions that assume in-person versus remote participation.

Ground rules

Water management is inherently complicated and the Committee is striving for consensus on the watershed restoration and enhancement plan. Therefore, given the range of members' diverse perspectives, the Committee has established the following to ensure good faith and productive participation amongst its members:

1. **Be Respectful**
    - Listen when others are speaking. Do not interrupt and do not participate in side conversations. One person speaks at a time.
    - Recognize the legitimacy of the concerns and interests of others, whether or not you agree with them.
    - Cooperate with the facilitator to ensure that everyone is given equitable time to state their views. Present your views succinctly and try not to repeat or rephrase what others have already said.
    - Silence cell phones and limit use of cell phones and laptops during the meeting.
    - Respect other communication styles and needs.
    - Assume good intent of other Committee members.
2. **Be Constructive**
    - Participate in the spirit of giving the same priority to solving the problems of others as you do to solving your own problems.
    - Share comments that are solution focused. Avoid repeating past discussions.
    - Do not engage in personal attacks or make slanderous statements. Do not give ultimatums.
    - Ask for clarification if you are uncertain of what another person is saying. Ask questions rather than make assumptions.
    - Work towards consensus. Identify areas of common ground and be willing to compromise.
    - Minimize the use of jargon and acronyms. Attempt to use language observers and laypersons will understand.
    - It is okay to disagree, but strive to reach common ground.
3. **Be Productive**
    - Adhere to the agenda. Respect time constraints and focus on the topic being discussed.
4. **Bring a Sense of Humor and Have Fun.**

Interpersonal conflict resolution

In the event a conflict arises amongst members or established workgroups of the Committee, the following steps should be taken by individuals:

1. Communicate directly with the person or persons whose actions are the cause of the conflict.
2. If the circumstance is such that the person with a conflict is unable or unwilling to communicate directly with the person or persons whose actions are the cause of the conflict, the person shall speak with the Committee chair and facilitator.
3. The conflict should first be brought up verbally. If this does not lead to satisfactory resolution, the impacted parties should describe the conflict in writing to the chair.
4. If such matters are brought to the chair and facilitator, the chair in consultation with the facilitator, will address the conflict as appropriate and may seek outside or independent assistance as needed.

SECTION 4. ALTERNATES, EX OFFICIO MEMBERSHIP AND WORKGROUPS

Alternates

Committee members shall provide to the chair, in writing, up to two designated alternate committee members from their organization or government. Committee members shall inform the chair in writing of any changes to the main representative or alternates. If the primary representative cannot attend a meeting, they should, if possible, send the designated alternate and notify the Committee chair and the facilitator as early as possible. It is the responsibility of the primary representative to brief the alternate on previous meetings and key topics arising for discussion in order for the alternate to participate productively.

Representatives may call on alternates that attend the meeting at any time to speak. Only one representative from the government or entity shall sit at the table and participate in a decision. If the primary representative and alternates are no longer able to attend (staffing change, ongoing scheduling conflicts), the government or organization shall work with the chair to quickly identify alternative representation from the same government or organization. If no alternative representative is available from the government or organization, an alternate entity that can represent the same interest is allowed and shall be brought forward by the departing entity to the chair for approval. Replacement members are subject to latecomer provisions.

Latecomers

Ecology invited all entities identified in 90.94.030 to participate on the Committee and all entities in WRIA 15 have accepted the invitation to participate. A replacement entity is allowed to join the Committee at a later date under the following conditions:

1. The entity cannot request to revisit items previously decided on by the Committee;
2. The entity signs an intent to participate, provides primary and alternate Committee representatives;
3. The entity agrees to and abides by the operating principles; and

4. The entity joins the Committee and participates in meetings no later than six months prior to final plan approval.

Removal from the Committee

Entities must participate in the committee process after September 1, 2020 to retain membership on the committee. If an entity does not attend at least one committee or workgroup meeting over any three-month period it will be assumed they have withdrawn from the committee and will be removed as members, unless the member provides a written explanation and requests to remain on the committee. The Chair, via electronic communication, will inform any committee member who has not been participating for two months with this information to provide a minimum of one-month notice before removal.

Resignation from the Committee

If an entity no longer wishes to participate in the committee process or the final plan approval, they should send written notice (electronic or mailed notice) to the chair as early as possible prior to their resignation. Advance notice will support the chair and facilitator in managing consensus building and voting procedures.

Ex-Officio and Ad-Hoc Members

The Committee may decide by full consensus to invite an additional entity to join the Committee as an *ex officio* non-voting member. *Ex Officio* members are invited to sit at the Committee table and participate actively in discussions and review of documents, but shall not make decisions on any items.[38] Ex-officio members shall adhere to the operating procedures.

The Committee may decide by consensus to invite an individual or organization to participate in select meetings or agenda items where additional expertise or perspective is desired. Ad hoc members will be invited by the chair to sit at the Committee table, participate actively in discussions, and review of documents for the specified agenda items. They shall not make decisions on any items.

Workgroups and Advisory Groups

The Committee may establish workgroups or subcommittees as it sees fit. Workgroups may be temporary, established to achieve a specific purpose within a finite time frame, or a standing workgroup addressing the goals of the Committee. The decision to form a workgroup is not required by the legislation and may be developed at the discretion of the Committee or the chair in order to support Committee decision making. All Committee workgroups are workgroups of the whole, meaning their role is to support the efforts of the Committee and all Committee members are welcome to participate in any workgroup formed by the Committee. The chair or Committee may also engage established workgroups in the watershed or invite non-Committee members to participate on the workgroups if they bring capacity or expertise not available on the Committee. No binding decisions will be made by

[38] Ecology leadership has determined that additional voting members will not be invited to join the committees in order to stay true to the legislation and keep the Committee size manageable. However, the Committee may decide to include non-voting members if they choose.

the workgroups; all issues discussed by workgroups shall be communicated to the Committee as either recommendations or findings as appropriate. The Committee may, or may not, act on these workgroup outcomes as it deems appropriate.

SECTION 5. ROLE OF THE CHAIR AND COMMITTEE SUPPORT

RCW 90.94.030 (2b) states that "The department shall chair the watershed restoration and enhancement committee…" Ecology's streamflow restoration implementation lead chairs the Committee on behalf of the agency. In the event that the chair is unable to attend a scheduled meeting due to illness or other unanticipated absence, Ecology will designate an interim chair to avoid cancelling the meeting. The interim chair may make decisions coming before the Committee.

The chair shall make decisions on all items coming before the Committee.[39] The role of the chair is to help the Committee complete the plan with the goal to attain full agreement from the Committee members. If full agreement cannot be obtained, the chair shall ensure all opinions inform future decision making for the final plan.

The chair, with assistance from Ecology technical staff, contractors, members of the Committee, and/or workgroups, shall prepare the watershed restoration and enhancement plan for the Committee's review, comment, and approval.

Ecology may provide the Committee a facilitator. The role of the facilitator is to focus on process and support the Committee in productive discussions and decision-making. Ecology will provide administrative support for the Committee as well as technical assistance through Ecology staff and consultants.

Ecology may provide the Committee with technical support in the form of Ecology staff or hired consultants. Ecology will seek input from the Committee on consultant selection prior to entering into contract.

SECTION 6. DECISION MAKING

This planning process, by statutory design, brings a diversity of perspectives to the table. It is therefore important the Committee identifies a clear process for how it will make decisions. Committee members shall always strive for consensus, and when consensus cannot be reached, the chair and facilitator will document agreement and dissenting opinions. The reason why Committee members will strive for consensus is that the authorizing legislation requires that final plan itself must be approved by all members of the Committee prior to Ecology's review (RCW 90.94.030[3] "…all members of a watershed restoration and enhancement committee must approve the plan prior to adoption"). Therefore it

[39] RCW 90.94 (3) states that "the department shall prepare and adopt a watershed restoration and enhancement plan for each watershed listed under subsection (2)(a) of this section, in collaboration with the watershed restoration and enhancement committee. Except as described in (h) of this subsection, all members of a watershed restoration and enhancement committee must approve the plan prior to adoption." Based on input from the Attorney General's office, because Ecology is a member of the Committee and must ultimately vote on whether or not to approve the plan, Ecology shall vote on all items coming before the Committee.

follows that consensus during the foundational decisions upon which the plan is constructed will serve as the best indicators of the Committee's progress toward an approved plan.

Quorum

A quorum is constituted when two-thirds of the entities represented on the Committee are present (either in person or on the phone). A quorum must be present for decisions to occur. Each member of the Committee may record a single formal opinion.

Decisions leading up to the final plan approval

In recognition that consensus can be difficult to achieve and in some cases decisions need to be made within a limited period of time to stay on track to meet the plan deadline, the following process will be used to make decisions leading up to plan approval:

1. The Committee will strive toward consensus.[40] The levels of consensus include:
    - I can say an unqualified "yes"!
    - I can accept the decision.
    - I can live with the decision.
    - I do not fully agree with the decision; however, I will not block it.
2. The Committee will spend adequate time[41] for substantive discussion of issues prior to asking for a decision. After substantive discussion, the chair will ask consensus.
3. When consensus cannot be reached, the facilitator will identify the members in disagreement[42] at the meeting. The chair and/or facilitator will support coordination of the following actions, but the responsibility is on the disagreeing members. Disagreeing members agree to:
    a. meet within seven days of the meeting;
    b. develop a summary paper on the issue and needs; and
    c. develop a draft timeline for resolution or a recommendation back to the Committee.

    As appropriate, the chair and/or facilitator will work with the parties in disagreement to reach a resolution using whatever means are necessary and within reason (in person meetings, conference calls, identifying additional research needs, etc.). Members unable to reach consensus must agree to work cooperatively with the chair and facilitator in this process. The Committee recognizes that flexibility is needed in terms of timeline and presentation of

[40] Definition of Consensus: Consensus is a group process where the input of everyone is carefully considered and an outcome is crafted that best meets the needs of the group as a whole. The root of consensus is the word consent, which means to give permission to. When members consent to a decision, they are giving permission to the group to go ahead with the decision. Some members may disagree with all or part of the decision, but based on listening to everyone else's input, all members agree to let the decision go forward because the decision is the best one the entire group can achieve at the current time.

[41] The chair will identify definitive deadlines by which decisions need to be made in order to say on track to meet the plan deadline.

[42] If much of the group is in agreement and only one or two members are in disagreement, individuals may be selected to negotiate on behalf of the larger group.

resolution depending on the nature of the disagreement. If requested, Ecology may provide a facilitator to help develop the compromise language.

4. If the compromise fails to reach consensus within the identified timeline, the Committee will agree to allow the process for developing the plan to move forward while the work toward consensus continues. The Committee agrees to revisit decisions where consensus is not reached at a later date.
5. Throughout the process, the chair and facilitator will ensure that areas of concern and disagreement are documented within meeting summaries and other materials as necessary.

Decision process

- Thumbs up – approval
- Thumbs down – disapproval
- Thumbs sideways – (accept, can live with, will not object)
- Five fingers – abstain

The facilitator will record all decisions and, where there are dissenting or ambivalent opinions, the meeting summary will document the concerns.

Conflict of Interest

Committee members shall abstain from making a decision if they have a vested personal financial interest in a decision. The committee acknowledges that each entity represents stakeholders that have an interest in the outcomes of this process.

Electronic decision making

In the case a decision is needed prior to the next Committee meeting, the chair can request a opinion or decision via email or survey. This approach will only be used for time-critical items or when a quorum was not present to come to a decision. The chair will allow a minimum of 3 working days for responses. A non-response is considered an "abstention".[43]

The result of an electronic decision will be reported at the next Committee meeting and the chair or facilitator may request a decision to reaffirm the electronic decision.

Straw poll

From time to time, the chair or the facilitator may ask for a straw poll to gather information on group needs. These polls do not need to follow the formal decision-making protocols of this section. Informal polls will be used solely for information-gathering and will not result in a decision.

[43] If an 'out of office' message is received for the primary representative, the alternate representative(s) will be contacted. The chair and facilitator will make at least 3 points of contact with each Committee member and alternates before marking them as an abstention (e.g. phone, email, text).

Letters of Support for Projects

The Committee may choose to submit a letter of support for streamflow restoration projects applying for funding through Ecology's Streamflow Restoration Funding program or other sources. The decision to submit a letter of support on behalf of the Committee shall be by consensus. If the Committee does not approve a letter of support for a project, individual Committee representatives may submit a letter of support from their entity or government.

Final approval of the plan

RCW 90.94 (3) states that "… all members of a watershed restoration and enhancement committee must approve the plan prior to adoption." This means that each and all committee members get to record their decision (quorum is not applicable for final approval) and that all committee members must support the plan in order for it to be approved and provided to Ecology for "net ecological benefit"[44] review and potential adoption by Ecology.[45]

The final plan approval will be shown by hands:

- Thumbs up – approval
- Thumbs down – disapproval

The final plan approval may also be given verbally or in writing when in-person participation is not possible:

- Approve
- Disapprove

The facilitator will record all decisions.

SECTION 7. PUBLIC COMMENTS AND PUBLIC MEETING NOTICE

The agenda will provide time for public comment at each meeting. Members of the public may only speak during public comment. The chair and facilitator will determine the time and extent of the public comment period based on the agenda for each meeting, with input from the Committee. While the Committee is not explicitly required to follow the requirements of the Open Public Meetings Act, reasonable efforts will be made to post information and materials on the pertinent website in a timely manner to keep the public informed.

SECTION 8. COMMITTEE AND MEDIA COMMUNICATION

To support clear communication with the Committee, Ecology will:

[44] Per RCW 90.94, Ecology shall review the watershed restoration and enhancement plan to ensure it meets net ecological benefit. Ecology shall provide the Committee with a definition and guidance of net ecological benefit.
[45] RCW 90.94.030 does not require local jurisdiction approval prior to plan adoption.

1. Operate a listserv for Committee members and interested parties;
2. Develop and manage a website for members of the Committee to access documents such as agendas, meeting summaries, technical reports, calendar, and other items as requested by the Committee;
3. Conduct briefing calls with the Committee ahead of each meeting; and
4. Conduct follow up calls with Committee members unable to attend meetings or with differing opinions.

The facilitator and Ecology shall prepare, distribute and post on the Committee webpage a written meeting summary for each Committee meeting within 10 business days of the last Committee meeting. The summary, at a minimum, will include a list of attendees, decisions, discussion points, assignments, and action items. If comments are cited in such summaries, each speaker will be identified as appropriate or requested. Meeting summaries will capture areas of agreement and disagreement within the group. The Committee will approve the meeting summary at the following meeting.

Communication with the media

When speaking to the media or other venues, the Committee members will clearly identify any opinions expressed as their personal opinions and not necessarily those of the other Committee members or the Committee as a whole. The Committee members will not attempt to speak for other members of the group or to characterize the positions of other members to the media or other venues. Comments to the media will be respectful of other Committee members.

Following significant accomplishments, the Committee may request Ecology to issue formal news releases or other media briefing materials. All releases and information given to the media will accurately represent the work of the Committee. Ecology will make every effort to provide the Committee with materials in advance for input, recognizing that media timelines may not allow for adequate review by the Committee.

Appendix C – Aquifer Units within WRIA 15

Aquifer	Description	Typical Thickness
Qvr – Vashon Recessional Aquifer	Found at land surface where present, this aquifer consists of sand, gravel, and silt, with lenses of silt and clay derived from recessional glacial outwash. Presence is limited to former outwash channels, primarily found along major surface water drainages in the WRIA.	Thickness, where present, ranges from a few feet up to about 120 feet with an average of about 22 feet.
Qva – Vashon Advance Aquifer	This aquifer is mainly composed of deposits from the Vashon advance outwash (Qva). The deposits are usually well-sorted sand or sand and gravel, sometimes with lenses of silt or clay. The unit is generally unconfined, but confining conditions exist where the aquifer is fully saturated and overlain by the Vashon Till confining unit (Qvt).	The thickness typically ranges from 20 to about 240 feet, with some areas exceeding 300 feet.
QA1 – Sea-Level Aquifer	This aquifer consists primarily of glacial (pre-Vashon) sand and gravel with silt interbeds. This unit is generally confined by the overlying Upper Confining Unit (QC1). The upper surface of this aquifer ranges from several hundred feet below sea level to 300 feet above sea level, with an average elevation of about 20 feet.	The thickness typically ranges from 50 to about 250 feet, with an average of about 84 feet.
QA2 – Glaciomarine Aquifer	Composition of this aquifer ranges from sand and gravel to silt. This unit is confined by the overlying Middle Confining Unit (QC2). Few wells tap this aquifer, given its greater depth and lower productivity than the overlying Qvr and QA1 aquifers. The upper surface of this aquifer ranges from 600 feet below sea level to less than 200 feet below sea level.	The thickness typically ranges from less than 20 to more than 300 feet, with an average of about 85 feet.
QA3 – Deep Aquifer	This aquifer consists mostly of sand and gravel with silt interbeds. This unit is confined by the overlying Lower Confining Unit (QC3). The upper surface of this aquifer ranges from more than 900 feet below sea level to slightly more than 200 feet below sea level.	The thickness typically ranges from 50 to 350 feet, with an average of about 128 feet.

Appendix D – Surface Water Quality Assessments Category 4 and 5 Listings in WRIA 15

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
ANDERSON CREEK	4C	Fish And Shellfish Habitat		Habitat
ANNAPOLIS CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
BARKER CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
ARRANTES CREEK	5	Temperature		Water
	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
BEAR CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Bear, Burley, and Purdy Creeks 4b Project	Water
BEAVER CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
BELFAIR CREEK	4A	Bacteria	Union River Bacteria TMDL	Water
BIG ANDERSON CREEK	5	pH		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
BIG BEEF CREEK	5	Temperature		Water
		Dissolved Oxygen		Water
		pH		Water
BIG MISSION CREEK	5	Temperature		Water
BIG SCANDIA CREEK	5	Temperature		Water
		Dissolved Oxygen		Water
BIG SCANDIA CREEK	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
BJORGEN CREEK	5	Dissolved Oxygen		Water
		Temperature		Water
	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
BLACKJACK CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
BOYCE CREEK	5	Dissolved Oxygen		Water

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
	4B	Bacteria	Kitsap County Bacteria 4B	Water
BURLEY CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Bear, Burley, and Purdy Creeks 4b Project	Water
CARPENTER CREEK	5	Dissolved Oxygen		Water
	5	Temperature		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
CHICO CREEK	5	Dissolved Oxygen		Water
	5	Temperature		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
CLEAR CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
CLEAR CREEK, W.F.	5	Dissolved Oxygen		Water
COULTER CREEK	5	Dissolved Oxygen		Water
	5	pH		Water
COWLING CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
CURLEY CREEK	5	Dissolved Oxygen		Water
		Temperature		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
DANIELS CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
DEWATTO RIVER	4B	Bacteria	Kitsap County Bacteria 4B	Water
DICKERSON CREEK	5	Temperature		Water
		Dissolved Oxygen		Water
DOGFISH CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Dogfish Creek 4b Project	Water
DOGFISH CREEK, E.F.	5	Dissolved Oxygen		Water
	4B	Bacteria	Dogfish Creek 4b Project	Water
DOGFISH CREEK, S.F.	4B	Bacteria	Kitsap County Bacteria 4B	Water

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
DUNCAN CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
ENETAI CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
FISHER CREEK	5	Temperature		Water
GAMBLE CREEK	5	Temperature		Water
		Dissolved Oxygen		Water
GORST CREEK	5	Dissolved Oxygen		Water
GROVERS CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
HUGE CREEK	5	Dissolved Oxygen		Water
ILLAHEE CREEK	5	Dissolved Oxygen		Water
INDIANOLA CREEK	4B	Bacteria	Kitsap County Bacteria 4B	Water
JOHNSON CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
JUDD CREEK	5	Temperature		Water
JUMPOFF JOE CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
KARCHER CREEK	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
KEYPORT CREEK	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
KINMAN CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
KITSAP CREEK	5	Dissolved Oxygen		Water
		Temperature		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
KITSAP LAKE	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
LAGOON CREEK	5	pH		Water
LEMOLO CREEK	5	Dissolved Oxygen		Water

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
LITTLE MINTER CREEK	5	Bacteria		Water
LITTLE MISSION CREEK	5	Bacteria		Water
LITTLE SCANDIA CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
LOFALL CREEK	4B	Bacteria	Kitsap County Bacteria 4B	Water
LONG LAKE	5	Total Phosphorus		Water
	4C	Invasive Exotic Species		Habitat
MARTHA-JOHN CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Martha John and Gamble Creeks 4b Project	Water
MAYO CREEK	5	Bacteria		Water
		Temperature		Water
MINTER CREEK	5	Bacteria		Water
		Dissolved Oxygen		Water
MISSION LAKE	4C	Invasive Exotic Species		Habitat
MURDEN CREEK	4B	Bacteria	Kitsap County Bacteria 4B	Water
OSTRICH BAY CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
OSTRICH BAY CREEK, W.B.	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
PAHRMANN CREEK	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
PERRY CREEK	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
PHINNEY CREEK	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
PICNIC CREEK	5	Bacteria		Water
		pH		Water
PRIVATE CREEK	5	Bacteria		Water
		pH		Water
PURDY CREEK	5	Bacteria		Water

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
		Dissolved Oxygen	Bear, Burley, and Purdy Creeks 4b Project	Water
RAVINE CREEK	5	Bacteria		Water
	5	Bacteria		Water
RIDGETOP CREEK	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
ROSS CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
ROYAL VALLEY CREEK	4B	Bacteria	Kitsap County Bacteria 4B	Water
SACCO CREEK	5	pH		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
SALMONBERRY CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
SEABECK CREEK	5	Dissolved Oxygen		Water
SHOOFLY CREEK	5	Bacteria		Water
SPRINGBROOK CREEK	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
SQUARE LAKE	4C	Invasive Exotic Species		Habitat
STATE PARK CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
STAVIS CREEK	5	Dissolved Oxygen		Water
STEELE (CROUCH) CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
STEELE CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
STRAWBERRY CREEK	5	Dissolved Oxygen		Water
	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
TAHUYA LAKE	4C	Invasive Exotic Species		Habitat

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
TAHUYA RIVER	5	Dissolved Oxygen		Water
		Temperature		Water
		Dissolved Oxygen		Water
UNION RIVER	5	Dissolved Oxygen		Water
		Temperature		Water
	4A	Bacteria	Union River Bacteria TMDL	Water
UNNAMED CREEK (IN THE ANDERSON CREEK SYSTEM)	4C	Fish And Shellfish Habitat		Habitat
UNNAMED CREEK (IN THE BIG BEEF CREEK SYSTEM)	4C	Fish And Shellfish Habitat		Habitat
UNNAMED CREEK (IN THE BOYCE CREEK SYSTEM)	4C	Fish And Shellfish Habitat		Habitat
UNNAMED CREEK (IN THE HARDING CREEK SYSTEM)	4C	Fish And Shellfish Habitat		Habitat
UNNAMED CREEK (IN THE LITTLE ANDERSON CREEK SYSTEM)	4C	Fish And Shellfish Habitat		Habitat
UNNAMED CREEK (IN THE STAVIS CREEK SYSTEM)	4C	Fish And Shellfish Habitat		Habitat
UNNAMED CREEK (TRIB TO AMSTERDAM BAY)	5	Bacteria		Water
UNNAMED CREEK (TRIB TO BANGOR TRIDENT LAKE OUTLET CREEK)	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
UNNAMED CREEK (TRIB TO DOGFISH CREEK)	4B	Bacteria	Kitsap County Bacteria 4B	Water
UNNAMED CREEK (TRIB TO DUTCHER COVE)	5	Bacteria		Water

WATERBODY	CURRENT CATEGORY	PARAMETER	TMDL_NAME	MEDIUM_NAME
UNNAMED CREEK (TRIB TO FILUCY BAY)	5	Bacteria		Water
UNNAMED CREEK (TRIB TO GREAT BEND/LYNCH COVE)	5	Bacteria		Water
UNNAMED CREEK (TRIB TO HOOD CANAL)	5	Bacteria		Water
UNNAMED CREEK (TRIB TO KITSAP LAKE)	4A	Bacteria	Sinclair & Dyes Inlets Tributaries Bacteria TMDL	Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
UNNAMED CREEK (TRIB TO LIBERTY BAY)	5	Temperature		Water
UNNAMED CREEK (TRIB TO LIBERTY BAY)	4A	Bacteria	Liberty Bay Watershed Bacteria TMDL	Water
UNNAMED CREEK (TRIB TO NORTH CREEK)	5	Lead		Water
		Copper		Water
UNNAMED CREEK (TRIB TO ORO BAY)	5	Bacteria		Water
UNNAMED CREEK (TRIB TO UNION RIVER)	5	Dissolved Oxygen		Water
		Temperature		Water
UNNAMED CREEK (TRIB TO VAUGHN BAY)	5	Bacteria		Water
VAUGHN CREEK	5	Bacteria		Water
WILSON CREEK	5	Dissolved Oxygen		Water
	4B	Bacteria	Kitsap County Bacteria 4B	Water
WYE LAKE	4C	Invasive Exotic Species		Habitat

Appendix E – TMDL Table for WRIA 15

Category 5, 303(d) listed streams in WRIA 15

WATERBODY_NAME	Temp	DO	pH	Bacteria	Copper	Lead	TP
ANNAPOLIS CREEK		X					
BARKER CREEK		X					
BARRANTES CREEK	X						
BEAR CREEK		X					
BEAVER CREEK		X					
BIG ANDERSON CREEK			X				
BIG BEEF CREEK	X	X	X				
BIG MISSION CREEK	X						
BIG SCANDIA CREEK	X	X					
BJORGEN CREEK	X	X					
BLACKJACK CREEK		X					
BOYCE CREEK		X					
BURLEY CREEK		X					
CARPENTER CREEK	X	X					
CHICO CREEK	X	X					
CLEAR CREEK		X					
CLEAR CREEK, W.F.		X					
COULTER CREEK		X	X				
COWLING CREEK		X					
CURLEY CREEK	X	X					
DANIELS CREEK		X					
DICKERSON CREEK	X						
DOGFISH CREEK		X					
DOGFISH CREEK, E.F.		X					
DUNCAN CREEK		X					
ENETAI CREEK		X					
FISHER CREEK	X						
GAMBLE CREEK	X	X					
GORST CREEK		X					
GROVERS CREEK		X					
HUGE CREEK		X					
ILLAHEE CREEK		X					
JOHNSON CREEK		X					
JUDD CREEK	X						
JUMPOFF JOE CREEK		X					
KINMAN CREEK		X					
KITSAP CREEK	X	X					
LAGOON CREEK			X				
LEMOLO CREEK		X					
LITTLE MINTER CREEK				X			
LITTLE MISSION CREEK				X			

WATERBODY_NAME	Temp	DO	pH	Bacteria	Copper	Lead	TP
LITTLE SCANDIA CREEK		X					
LONG LAKE							X
MARTHA-JOHN CREEK		X					
MAYO CREEK	X			X			
MINTER CREEK		X		X			
OSTRICH BAY CREEK		X					
PICNIC CREEK			X	X			
PRIVATE CREEK			X	X			
PURDY CREEK		X		X			
RAVINE CREEK				X			
ROSS CREEK		X					
SACCO CREEK			X				
SALMONBERRY CREEK		X					
SEABECK CREEK		X					
SHOOFLY CREEK				X			
STATE PARK CREEK		X					
STAVIS CREEK		X					
STEELE (CROUCH) CREEK		X					
STEELE CREEK		X					
STRAWBERRY CREEK		X					
TAHUYA RIVER	X	X					
UNION RIVER	X	X					
TRIB TO AMSTERDAM BAY				X			
TRIB TO DUTCHER COVE				X			
TRIB TO FILUCY BAY				X			
TRIB TO GREAT BEND/LYNCH COVE				X			
TRIB TO HOOD CANAL				X			
TRIB TO LIBERTY BAY	X						
TRIB TO NORTH CREEK					X	X	
TRIB TO ORO BAY				X			
TRIB TO UNION RIVER	X	X					
TRIB TO VAUGHN BAY				X			
VAUGHN CREEK				X			
WILSON CREEK		X					

Appendix F – Subbasin Delineation Memo

Technical Memorandum
WRE Committees Technical Support

To:	Stacy Vynne McKinstry, Washington State Department of Ecology
From:	Bob Montgomery, Anchor QEA; Chad Wiseman, HDR
Date:	February 12, 2020 (original); May 27, 2020 (revised); June 4, 2020 (review completed by Committee)
Subject:	WRIA 15 Subbasin Delineation (Work Assignment WA-01, Task 2)

1.0 Introduction

HDR is providing technical support to the Washington State Department of Ecology (Ecology) and the Watershed Restoration and Enhancement (WRE) committee for Water Resource Inventory Area (WRIA) 15. The Streamflow Restoration law (Revised Code of Washington [RCW] Chapter 90.94) requires that WRE plans include actions to offset new consumptive-use impacts associated with permit-exempt domestic water use. RCW 90.94.030(3)(b) states, "The highest priority recommendations must include replacing the quantity of consumptive water use during the same time as the impact and in the same basin or tributary." Therefore, delineations must be developed for the subbasins in WRIA 15 that will be used as a spatial framework for growth projections, consumptive-use estimates, and priority offset projects. The Net Ecological Benefit (NEB) evaluation will also be based on this framework. This technical memorandum addresses the basis for subbasin delineation in WRIA 15 (Kitsap).

2.0 Subbasin Delineation

This section explains the initial and final delineations for WRIA 15. The term "subbasin" is used by the WRIA 15 WRE committee for planning purposes only and to meet the requirements of RCW 90.94.030 (3)(b).

2.1 Initial Delineation

The WRIA 15 workgroup (a subcommittee of the WRE committee) was tasked to delineate subbasin boundaries for discussion at WRE committee meetings. An initial discussion was held at the April 4, 2019, workgroup meeting and Pierce County, the Kitsap Public Utility District (PUD), and the Squaxin Tribe subsequently developed maps of proposed subbasin boundaries and provided those to Ecology and the WRE committee.

The initial, general considerations included the following:

- Subbasins should be neither too big nor too small.
- Surface water flows and rain flow patterns should be included.
- Anticipated rural growth and where there is little growth will likely drive projects and impacts.
- Priority areas for salmon recovery should be included.
- Isolated areas like islands without streamflow connectivity to the mainland should be included as their own subbasin (for example, the South Sound Islands are grouped based on relatively low projected growth and proximity to Pierce County mainland).
- There should be recognition that the WRE committee can revise subbasins throughout the process.

The maps were further discussed at the May 2, 2019, WRE committee meeting and the workgroup meeting that immediately followed that meeting.

The result of the discussion on May 2, 2019, was a proposal that divides WRIA 15 into "regions" that are an initial delineation of subbasins that will be revisited as the watershed planning process continues. The key points discussed are as follows:

- Considerations for subbasins include starting large, using a nesting approach, and ensuring that there is justification for offset projects outside of a subbasin.
- The workgroup is committed to finding projects closest to the impact and revisiting subbasin delineations throughout the process.
- The regions map will be used for generating growth projections and consumptive use. The counties shared that they can project growth at any level but recognize that the smaller the subbasins are, the less reliable the data are. It is helpful for the counties to have the proposed size of regions for providing their growth projections.
- Some workgroup members are interested in using smaller assessment areas as well, such as Hydrologic Unit Code 12 (HUC12) boundaries, to look at particular stream impacts.
    - Workgroup members also suggesting using Assessment Units[46] (from Ecology's Puget Sound Watershed Characterization Project) as a starting point for mitigation.
- The Squaxin Tribe would like to see a road map of how the subbasin delineations will be revisited throughout the process.

Further discussion of the regions approach occurred in the June 4, 2019, workgroup meeting and the June 6, 2019, WRE committee meeting. Agreement was reached on proceeding with use of the regions with the following caveats:

- The regions approach is a nested approach where regions are essentially a "do not cross" line for finding projects to offset impacts.
- Projects should be closest to the anticipated impact and provide benefit to streams. Using a nested approach, the potential for offsets will be evaluated first at the assessment unit scale, then at the HUC 14 scale, and finally at the subbasin scale. In other words, the committee will look for projects at the finest scale possible first. If the offsets are not achievable at the small or intermediate unit scale, justification will be provided (for example, there is greater relative benefit in a larger project in a stream of importance).
- The WRE committee will continue to revisit delineation of subbasins once growth projections and projects are developed.

The June proposal included three main regions: South Sound, West Sound, and Hood Canal. The boundary between the West Sound region and the Hood Canal region in the northern Kitsap Peninsula was left flexible with the recognition that projects in one region could benefit streams in the other

[46] Assessments Units are described in the Puget Sound Watershed Characterization Project (Department of Ecology, 2013). Each WRIA is made up of subwatersheds, called watershed management units, which are further divided into Assessment Units. A variety of watershed assessment results are presented for each assessment unit, including: water flow (for delivery, surface storage, recharge, and discharge processes); water quality processes (for five parameters: sediment, phosphorus, nutrients, pathogens, and metals); and fish and wildlife habitats (for terrestrial, freshwater and marine habitats).

region. The other regions are Bainbridge Island, Vashon-Maury Island, and the three south Puget Sound islands (McNeil, Anderson, and Ketron).

2.2 Revision to Hood Canal Region

The Skokomish Tribe proposed to revise the region delineation by dividing the Hood Canal region into North Hood Canal and South Hood Canal regions. The reason is differing precipitation amounts, development and status of fish species. The proposal was first presented to the WRIA 15 Committee in October who passed it to the workgroup for discussion. A subset of workgroup members reviewed the proposal and recommended the proposal be accepted. The proposal was further discussed at the November 7, 2019 WRIA 15 Committee meeting. There was agreement amongst all Committee members present to accept the revision to the Hood Canal region.

2.3 Final Delineation

Agreement was reached at the March 5, 2020 WRIA 15 committee meeting to accept the region delineations as the subbasin boundaries. Figure 1 presents the subbasins as agreed to at that meeting.

3.0 Conclusion

The WRIA 15 WRE committee delineation of subbasins will be used as an organizational framework for growth projection and consumptive-use scenarios.

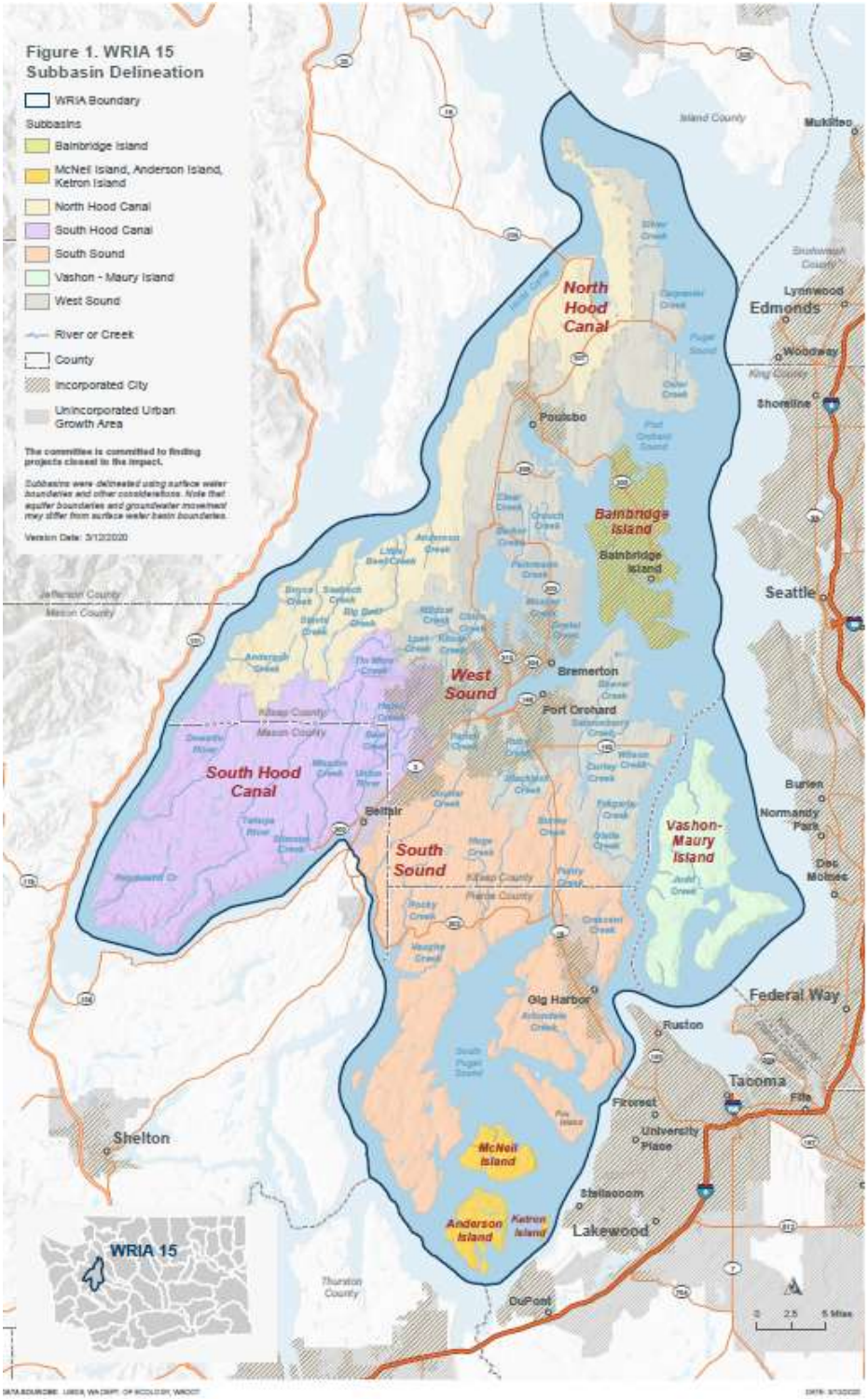
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Figure 1. WRIA 15 subbasin delineation



Appendix G – Growth Projections and Consumptive Use Memo

Technical Memorandum DRAFT

To:	Stacy Vynne McKinstry, Washington State Department of Ecology
From:	Chad Wiseman, HDR and Bob Montgomery, Anchor QEA
Date:	February 13, 2020 (original); May 27, 2020 (revised); June 4, 2020 (review completed by Committee)
Subject:	WRIA 15 PE Growth and Consumptive Use Summary (Work Assignment 2, Tasks 2 and 3)

Introduction

HDR is providing technical support to the Washington State Department of Ecology (Ecology) and the Watershed Restoration and Enhancement (WRE) committees for Water Resource Inventory Areas (WRIAs) 10, 12, 13, 14, and 15.

Under RCW 90.94, consumptive water use by permit-exempt domestic wells and connections (PE wells) occurring over the 20 year period of 2018-2038 (planning horizon) must be estimated to establish the water use that watershed restoration plans and plan updates are required to address and offset. This memorandum summarizes PE wells and related consumptive use of groundwater that is projected to impact WRIA 15 over the planning horizon.

This memorandum includes:

- A summary of WRIA 15 baseline, low, and high PE growth scenarios.
- A summary of WRIA 15 baseline, low, and high scenario consumptive use using three different methods.

WRIA 15 PE Growth Projection Methods

Portions of Mason, Pierce, and King Counties and all of Kitsap County are located within WRIA 15. The WRIA 15 WRE committee agreed to develop high and low growth projection scenarios based on varying the Kitsap and Pierce County projections. At this time, Mason County and King County growth projections remained the same for the baseline high and low scenario projections; however the Squaxin Island Tribe has expressed interest in possibly seeing a higher growth scenario or safety factor for Mason County. Mason County wants to ensure that the adaptive management component of the plan considers the results of the census for changes in population growth (available in 2022).

1.2 Kitsap County

Two methods were used to project growth over the planning horizon for Kitsap County. Both the Kitsap County Land Capacity Analysis, completed by County staff, and the Historical Wells Method, completed by Kitsap Public Utility District (Kitsap PUD), result in similar numbers:

Kitsap County Land Capacity Analysis

1) Identify 20-year growth projections from the Kitsap Regional Coordinating Council growth projections (conversion to single-family residences based on assumed people per household and rural growth target).
2) Allocate growth by subbasin based on proportion of historical building permits by subbasin from 2002 to 2019.
3) Conduct a land capacity analysis. Determine vacant parcels within each subbasin that is within and outside of the waterline or sewerline 200-foot buffer. Assume that all parcels greater than 0.15 acre are buildable if they are within the 200-foot buffer. Buildout capacity for parcels greater than 0.75 acre outside of a 200-foot waterline buffer is assumed to be served by PE wells. Assume that that growth occurs along the waterline areas first, and that the forecasted number of PE wells is less than the forecasted number of single family residences as some wells may have multiple connections.
4) Multiply the growth for each subbasin (step 2) by the proportion of growth expected to be served by PE wells (step 3).
5) The application of this method to City of Bainbridge Island results in no new PE wells. An alternative method for City of Bainbridge Island was performed which assumes one PE well connection per parcel, regardless of parcel size. It was also assumed that growth occurs along the waterline areas first with the remaining growth occurring on parcels needing PE wells.

Kitsap County developed three iterations of growth projections in rural areas based on varying the minimum parcel size to be suitable for a PE well in the land capacity analysis (Step 3). The versions included 0.25 acre, 0.75 acre, and 1.0 acre. The final version recommended by the county assumed a minimum acreage for PE wells of 0.15 acre in their land capacity analysis and also used additional data on water lines and sewer lines (as a proxy for water lines). This version was provided to HDR on November 22, 2019. Kitsap County provided a flow chart of the land capacity analysis and heat map (HDR 2019a).

Historical Wells Method (Kitsap PUD):

1) Calculate historical growth rates of PE wells using County records of wells drilled (2003-2018). Note this is all wells drilled, not just PE wells.
2) Forecast growth of future PE well connections for the 20-year planning horizon, based on the historical growth rate.
3) Allocate growth of PE wells within each subbasin spatially, based upon land capacity analysis (i.e., parcel must be outside of UGA, not in a water and wastewater system boundary, not already built upon, or must have zoning category that allows for domestic use).

1.3 King County

The following methods were used to project growth over the planning horizon:

1) Use historical building permit data (2000–2017) to project future growth.
2) Define if each historical building permit used for growth projections is public or private (aka PE well) water service.
3) Multiply the annual (projected) number of building permits per year by the percentage of permits using private water to determine a projected number of PE well connections per year to yield the annual rate of PE well connections.
4) Multiply the rate of annual PE well connections by 20 for the estimated total of PE well connections over a 20-year period.
5) Overlay subbasins to determine number of new PE well connections in each subbasin.
6) Remove the portion of the wells that are projected to be inside of the water district service boundaries.

The King County method is described in more detail in a technical memo provided by the county dated December 16, 2019 (HDR 2019a). King County growth projections did not change from the initial projections on July 31, 2019.

1.4 Mason County

The following methods were used to project growth during the planning horizon:

1) Develop 20-year growth projections based on the Mason County Comprehensive Plan (the Comprehensive Plan is based on Office of Financial Management medium population growth estimates, and conversion to dwelling units based on assumed people per dwelling unit).
2) Determine available land for single-family domestic units and determine proportion of buildout capacity by county urban growth areas (UGAs) and rural lands.
3) Apply growth projections to buildable lands.
4) Remove projected development unlikely to connect to a PE well (i.e., parcel is located within a water system service area; parcel is smaller than 1 acre).
5) Overlay subbasins to determine new PE connections in each subbasin.

Initial growth projections for Mason County were updated because of 1) updates to county parcel attributes and 2) a request from the WRIA 14 and WRIA 15 WRE committees to account for PE wells within water system service areas. Parcel data were updated to correct for circumstances where the zoning and land use attributes identified a parcel as buildable but were also associated with a feature that was incompatible with building (e.g., on top of a waterbody). The initial methods assumed zero PE well growth within water system service areas in both the urban growth areas (UGAs) and rural areas. HDR developed a method that allocates PE well growth in rural water systems proportional to the number of parcels in each water system not currently served by the water system.

The method is comprised of the following steps:

1) Assume future growth is proportional to buildable parcels with available water system hookup and parcels that would require a PE well or connection for development.

2) Define total buildable parcels per county buildable lands analysis that are contained within each respective water system service area. The water system service areas are defined by the Washington State Department of Health (DOH) as polygons in the Geographic Information Service (GIS) platform.

3) Define active and total approved (active + available) water system connections from the DOH Sentry database.

4) Calculate buildable parcels with an available water system hookup (total approved minus active water system connections)

5) Calculate buildable parcels that would require a PE well or connection for development (total buildable parcels minus total approved connections).

6) Calculate ratio of buildable parcels that would require a PE well or connection (step 5) to the parcels with an available water system hookup (step 4) and multiply by the number of dwellings predicted to occur in that water system service area.

1.5 Pierce County

The following methods were used to project growth over the planning horizon:

1) Calculate historical growth rates of PE wells for each subbasin using the Tacoma-Pierce County Health District (TPCHD) well database (1999–2018).

2) Forecast growth of future PE well connections for the planning horizon, based on the subbasin-specific historical growth rate.

3) Allocate growth of PE wells within each subbasin spatially, based upon a parcel assessment for PE well potential (i.e., parcel must be outside of UGA, not in a water and wastewater system boundary, not already built upon, or must have zoning category that allows for domestic use).

No changes were made to the growth projection methods or results occurred since the initial growth projection on July 31, 2019.

High and Low Growth Scenarios

Because of the uncertainty in the projections, the WRIA 15 Committee evaluated additional permit-exempt well scenarios using different periods in the historical TPCHD well database. The high growth scenario uses the 1999–2008 data, which was a time of relatively healthy economic growth resulting in more rapid rural development. The low growth scenario uses the 2009–2018 data, which was a time of a relatively slower rate of rural development and corresponds with the recession and housing downturn. For Kitsap County, a plus or minus five percent was used to calculate the high and low growth scenario. The five percent is based on the margin of error in the County's land capacity analysis. High and low growth scenarios were not calculated for Mason or King Counties at the Counties' request.

WRIA 15 Consumptive Use Methods

Consumptive use of water from projected PE well growth was estimated using three different methods; 1) the Irrigated Area Method; 2) the Water System Data Method and; 3) the USGS Groundwater Model Method

Irrigated Area Method

Consumptive use was calculated using Ecology's recommended assumptions for indoor and outdoor consumptive use (Ecology 2018; 2019).

Indoor Consumptive Use – Irrigated Area Method

Ecology (2018; 2019) recommends the following assumptions for estimating indoor consumptive water use:

- 60 gallons per day per person within a household
- 2.5 persons per household (or as otherwise defined by the Counties)
- 10 percent of indoor use is consumptively used

Most homes served by a PE well use septic systems for wastewater. This method assumes 10 percent of water entering the septic system will evaporate out of the septic drain field and the rest will be returned to the groundwater system.

The above assumptions were used to estimate indoor consumptive water use by occupants of a single dwelling unit. Assuming that there is one PE well connection per dwelling unit, a "per PE well connection" consumptive use factor was applied to the growth projections forecast in each subbasin to determine total indoor consumptive use per subbasin. This method is summarized by the following equation:

$$HCIWU\ (gpd) = 60 \frac{gal}{day * person} *\ 2.5 \frac{people}{household} * CUF$$

Where:

HCIWU = Household Consumptive Indoor Water Use (gpd)

CUF= Consumptive use factor; assumed to be 10% (factor expressed as 0.10)

This estimate of indoor per household per day can be annualized and converted to acre-feet per year or cubic feet per second.

Outdoor Consumptive Use – Irrigated Area Method

Ecology (2018; 2019) recommends estimating future outdoor water use based on an estimate of the average outdoor irrigated area for existing homes served by PE wells. To calculate the consumptive portion of total outdoor water required per parcel/connection over a single growing season, Ecology recommends:

- Estimating the average irrigated lawn area (pasture/turf grass) per parcel in each WRIA,
- Applying crop irrigation requirements,

- Correcting for application efficiency (75 percent efficiency recommended by Ecology guidance) to determine the total outdoor water required over a single growing season, and
- Applying a percentage of outdoor water that is assumed to be consumptive (80 percent outdoor consumptive use recommended).

WRE Committees were given the opportunity to adjust variables used in the analysis when applicable to the specific WRIA. WRIA 15 opted not to adjust variables.

The average irrigated area in WRIA 15 was estimated by measuring areas of visible irrigation (i.e. green lawns relative the surrounding, gardens, managed landscaping) in using aerial imagery in 80 random parcels with existing dwellings that have a PE well or connection (Figure 1). The average irrigated area was 0.08 acres (Table 1). Most parcels evaluated did not have visible signs of irrigation in the aerial imagery (Figure 2). Detailed methods and results are defined in the consumptive use methods technical memorandum and report (HDR 2019b).

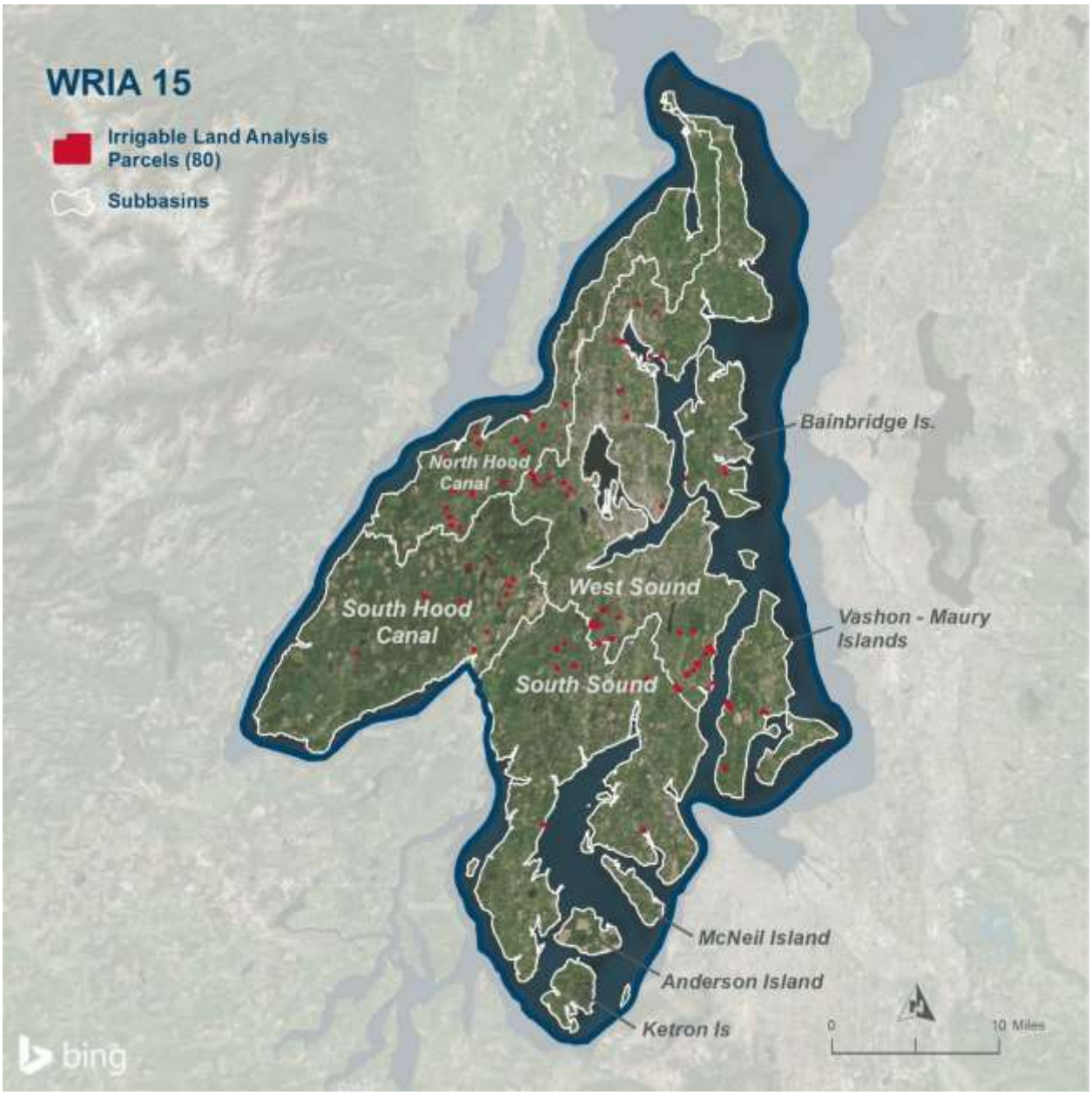


Figure 1. Parcels selected in WRIA 15 with existing PE well that were delineated for apparent irrigated areas.

Table 1. Irrigated acreage delineation results.

Statistic	WRIA 15
PE Parcel Sample Pool	8,987
Sample Size	80
Mean (acres)	0.08
Standard Deviation (acres)	0.13
95% UCL (acres)	0.14

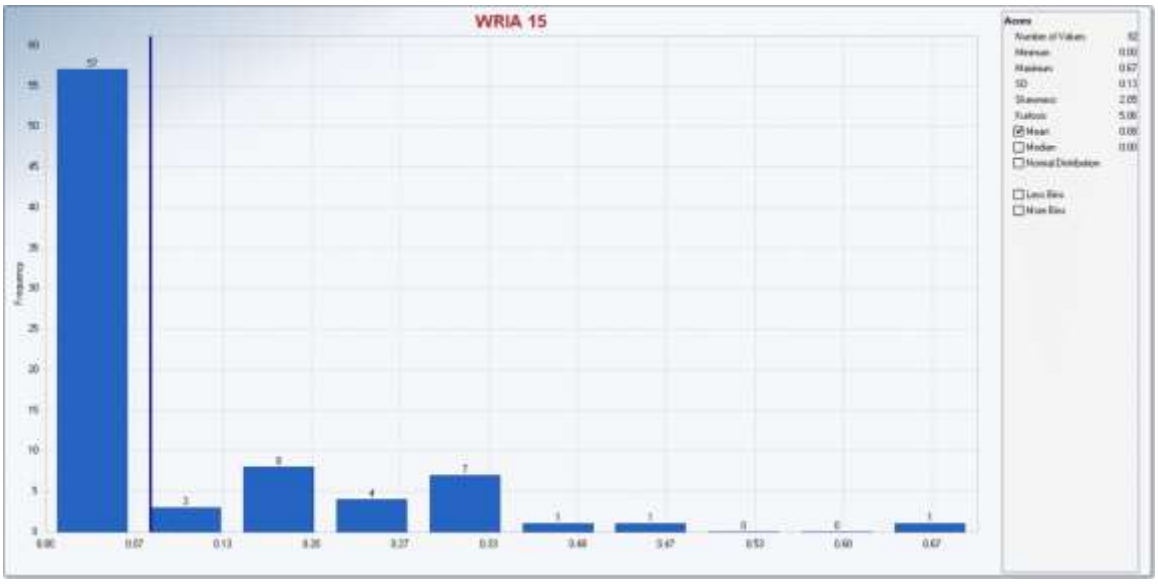


Figure 2. Histogram of WRIA 15 irrigated acreage delineation results.

Once average irrigable acreage per connection was determined for a WRIA, water use was calculated based on irrigation requirements and application efficiency. Crop irrigation requirements were estimated for pasture/turf grass from nearby stations as provided in the Washington Irrigation Guide (NRCS-USDA, 1997). An irrigation application efficiency was applied to account for water that does not reach the turf. Ecology (2018; 2019) recommends using a 75 percent application efficiency factor. The consumptive portion of total amount of water used for outdoor use was assumed to be 80 percent of the total. This method is summarized in the following equation:

$$HCOWU\ (gpd) = A\ (acres) * IR(feet) * AE * CUF * CF$$

Where:

HCOWU = Household Consumptive Outdoor Water Use (gpd)

A = Irrigated Area (acres)

IR = Irrigation Requirement over one irrigation season (feet)

AE = Application efficiency; assumed to be 75% (factor expressed as 1/0.75)

CUF= Consumptive use factor; assumed to be 80% (factor expressed as 0.80)

CF = Conversion Factor to convert afy to gpd; 1 afy = 892.742 gpd

Uncertainty in Irrigated Area Calculations

The irrigated area measurements were performed using a set of 80 parcels distributed throughout WRIA 15. The number of parcels selected was based on the budget for this task as agreed to by HDR and Ecology. Concern was expressed by some members of the Committee that a repeatable, spatially distributed, and statistically valid subset of parcels was not used. While this concern was recognized and acknowledged, ultimately the Committee determined that the results were representative of the WRIA.

The parcels analyzed were selected using the following procedure:

- Define the available pool of parcels with existing PE wells using Tacoma-Pierce County Health Department data for Pierce County and in Mason, Kitsap and King counties using assessor's data and water system boundary data to locate existing residences not served by water systems
- Classify parcels by value (less than $350,000, $350-600,000, greater than $600,000)
- From the available pool of parcels, randomly select a subset of parcels throughout WRIA 15, while ensuring the distribution of parcel values is like that of the entire WRIA 15

The parcel selection procedure provided a spatially distributed and representative sample of parcels with PE wells.

After measuring irrigated area for the subset of 80 parcels, the results were presented to a WRIA 15 workgroup. Kitsap PUD and the Suquamish Tribe performed analyses to independently verify the results. The two independent analyses confirmed the findings of the irrigated area analysis. This indicates the procedure was repeatable. The Committee, with their knowledge of the WRIA, stated that the results were in line with water use in the WRIA. In addition, the technique used to delineate irrigated area was subject to a quality assurance check by another consultant, GeoEngineers, at the request of Ecology (GeoEngineers and HDR, 2020).

The average irrigated area measured for the 80 parcels is 0.08 acres. The area is low due to a high number of non-irrigated parcels. HDR performed statistical analyses of the irrigated acreage to estimate the upper confidence limits and to determine the sample size of parcels required to estimate a mean value of irrigated acreage for error margins ranging from 0.01 acre to 0.06 acre. It was found the set of 80 parcels allows the mean to be calculated within a 0.03-acre error margin.

The Committee reviewed the irrigated area calculations and chose not to adjust the calculations by assuming a base amount of irrigation instead of zero for non-irrigated parcels. The Committee believes that 0.08 acres is representative of the irrigated areas for PE wells in WRIA 15 and adopted that value for consumptive use calculations. Factors in that decision are the conservative nature of the consumptive use calculation when applied to the irrigated area and the independent analyses performed to confirm the measurements of irrigated acreage.

At the request of Committee members, the consultant team considered other approaches to measuring and calculating average irrigated area. Measurement techniques using remote sensing data were considered but it was determined that it would be more costly and time-consuming than the method employed by HDR. Additional parcels for analysis were delineated and provided to Committee members for additional analysis for further verification of average irrigated area. No additional analysis was received from Committee members.

Water System Data Method

Consumptive use by PE wells and connections may also be estimated using metered connections from water systems. HDR requested data from WRE Committee members for water systems that use (or have used) a flat rate billing structure and were similar in character to the rural environments in which households may connect to PE wells. In WRIA 15, Kitsap PUD provided consumption data for all Kitsap PUD water systems for years 2017 and 2018.

Indoor Use

Average daily use in December, January, and February is representative of year-round daily indoor use. Average daily system-wide use is divided by the number of connections (assuming all connections are residential), to determine average daily indoor use per connection. A 10 percent consumptive use factor was applied to the average daily use in the winter months to determine the consumptive portion of indoor water use per connection.

Outdoor Water Use

Average daily indoor use was multiplied by the number of days in a year to estimate total annual indoor use. Total annual indoor use was subtracted from total annual use by a water system to estimate total annual outdoor use. An 80 percent consumptive factor was applied to determine the consumptive portion of outdoor use.

Seasonal Outdoor Water Use

Outdoor consumptive use was also estimated on a seasonal basis. The Washington Irrigation Guide reports irrigation requirements between the months of April and September for representative weather stations in WRIA 15. Therefore, seasonal outdoor water use was assumed to occur over a period of six months. Average daily indoor use was multiplied by the number of days in the irrigation season to calculate total indoor use for the irrigation season. Total irrigation season indoor use was then subtracted from total season use to determine total outdoor use for the irrigation season. The value was proportionally allocated to each month in the irrigation season using the requirements from the Washington Irrigation Guide. An 80 percent consumptive factor was applied to determine the consumptive portion of outdoor use.

1.6 USGS Groundwater Model Method

A groundwater-flow model was developed by the USGS to improve understanding of water resources on the Kitsap Peninsula. The study area did not include WRIA 15 areas of Key Peninsula, and Vashon, Fox, Anderson, McNeil and Ketron Islands. The first step in the modeling process was to characterize the groundwater-flow system on the Kitsap Peninsula and to prepare a water budget for the study area, which are contained in the report titled *Hydrogeologic Framework, Groundwater Movement and Water Budget of the Kitsap Peninsula, West-Central Washington* (Welch, Frans, and Olsen, 2014). The report provides a survey of consumption from select water utilities serving more than 221,700 people with more than 88,500 residential connections on the Kitsap Peninsula. The USGS study differentiated between the indoor and outdoor portions of use. Estimated indoor use (based on November–April pumping values) was 66 gallons per person per day. Outdoor use was estimated for the outdoor growing season and varied by month from 4 gallons per person per day in May to 97 gallons per person per day in September; a value of 26 gallons per person per day was used in the calculation. For the purposes of groundwater modeling USGS set the consumptive use rate for indoor domestic use at 10 percent in nonsewered areas, and the consumptive use rate for outdoor use at 90 percent. The water use values and consumptive use rates for the USGS study area are used in this report to develop an additional estimate of consumptive use per permit-exempt connection for the entire WRIA 15. To differentiate this method from the water system data method that uses Kitsap PUD managed water system data, it is termed the USGS groundwater model method.

Results

PE Connection Growth

Baseline PE connection growth is projected to be 5,568 connections (Table 2). The high PE growth scenario is projected to have 584 additional connections, for a total of 6,152 PE connections. The low PE growth scenario is projected to have 707 fewer connections than the baseline scenario, for a total of 4,861 PE connections. PE connection growth is expected to be greatest in the “South Sound” subbasin.

Consumptive Use

The irrigated area method yielded a total consumptive use per PE connection of 122.9 gpd.

The water system data method yielded a total consumptive use per PE connection of 64.3 gpd. The USGS model method yielded a total consumptive use per PE connection of 75 gpd.
The estimates of consumptive use in WRIA 15 over the 20 year planning horizon using the irrigation area method was 1.06 (baseline), 0.93 (low growth), and 1.17 cfs (high growth).

The estimates of consumptive use in WRIA 15 over the planning horizon using the water system data method were 0.55 cfs (baseline), 0.48 cfs (low growth), and 0.61 cfs (high growth).

The estimates of consumptive use in WRIA 15 over the planning horizon using the USGS model method were 0.65 cfs (baseline), 0.57 (low growth), and 0.72 (high growth).
For WRIA 15 scenarios, the estimates of consumptive use using the irrigation area method estimates are approximately 1.9 times higher than the water system data method. Consumptive use is 1.1 times higher in the high growth scenario than the baseline scenario, and approximately 1.7 times higher than the USGS model method. Consumptive use is approximately 1.14 times higher in the baseline scenario than the low growth scenario.

Table 2. Annualized Average Consumptive Use Estimates for WRIA 15 – Baseline Growth

Annualized Consumptive Use Estimates for WRIA 15 (2020–2040) – Baseline Growth Projection; 0.75 acre minimum threshold									
Subbasin	Projected PE Well Connections	Annual Consumptive Use: Water System Estimate			Annual Consumptive Use: USGS Estimates			Annual Consumptive Use: Irrigated Area Estimate (per Ecology Guidance)		
		AFY	GPM	CFS	AFY	GPM	CFS	AFY	GPM	CFS
West Sound	1,336	96.2	59.6	0.1331	112.2	69.6	0.1553	183.9	114.0	0.2545
Hood Canal	656	47.2	29.3	0.0653	55.1	34.2	0.0763	90.3	56.0	0.1249
South Hood Canal	1,126	81.0	50.2	0.1121	94.6	58.6	0.1309	155.0	96.1	0.2145
Bainbridge Island	491	35.3	21.9	0.0489	41.3	25.6	0.0571	67.6	41.9	0.0935
South Sound	1,553	111.8	69.3	0.1547	130.5	80.9	0.1805	213.8	132.5	0.2958
Vashon – Maury Island	368	26.5	16.4	0.0367	30.9	19.2	0.0428	50.7	31.4	0.0701
McNeil Island, Anderson Island, Ketron Island	38	2.7	1.7	0.0038	3.2	2.0	0.0044	5.2	3.2	0.0072
Totals	**5,568**	**400.8**	**248.4**	**0.5545**	**467.8**	**290.0**	**0.6473**	**766.4**	**475.1**	**1.0605**

Table 3. Annualized Average Consumptive Use Estimates for WRIA 15 – Low Growth

Annualized Consumptive Use Estimates for WRIA 15 (2020–2040) - Low Growth Projection; 0.75 acre minimum threshold									
Subbasin	Projected PE Well Connections	Annual Consumptive Use: Water System Estimate			Annual Consumptive Use: USGS Estimates			Annual Consumptive Use: Irrigated Area Estimate (per Ecology Guidance)		
		AFY	GPM	CFS	AFY	GPM	CFS	AFY	GPM	CFS
West Sound	1,142	82.2	51.0	0.1137	95.9	59.5	0.1328	157.2	97.4	0.2175
Hood Canal	561	40.4	25.0	0.0559	47.1	29.2	0.0652	77.2	47.9	0.1068
South Hood Canal	1,119	80.5	49.9	0.1114	94.0	58.3	0.1301	154.0	95.5	0.2131
Bainbridge Island	491	35.3	21.9	0.0489	41.3	25.6	0.0571	67.6	41.9	0.0935
South Sound	1,158	83.3	51.7	0.1153	97.3	60.3	0.1346	159.4	98.8	0.2206
Vashon – Maury Island	368	26.5	16.4	0.0367	30.9	19.2	0.0428	50.7	31.4	0.0701
McNeil Island, Anderson Island, Ketron Island	22	1.6	1.0	0.0022	1.8	1.1	0.0026	3.0	1.9	0.0042
Totals	**4,861**	**349.9**	**216.9**	**0.4841**	**408.4**	**253.2**	**0.5651**	**669.1**	**414.8**	**0.9258**

Table 4. Annualized Average Consumptive Use Estimates for WRIA 15 – High Growth

Annualized Consumptive Use Estimates for WRIA 15 (2020–2040) - High Growth Projection; 0.75 acre minimum threshold										
Subbasin	Projected PE Well Connections	Annual Consumptive Use: Water System Estimate			Annual Consumptive Use: USGS Estimates			Annual Consumptive Use: Irrigated Area Estimate (per Ecology Guidance)		
		AFY	GPM	CFS	AFY	GPM	CFS	AFY	GPM	CFS
West Sound	1,403	101.0	62.6	0.1397	117.9	73.1	0.1631	193.1	119.7	0.2672
Hood Canal	689	49.6	30.7	0.0686	57.9	35.9	0.0801	94.8	58.8	0.1312
South Hood Canal	1,128	81.2	50.3	0.1123	94.8	58.8	0.1311	155.3	96.2	0.2148
Bainbridge Island	516	37.1	23.0	0.0514	43.4	26.9	0.0600	71.0	44.0	0.0983
South Sound	1,992	143.4	88.9	0.1984	167.4	103.8	0.2316	274.2	170.0	0.3794
Vashon – Maury Island	368	26.5	16.4	0.0367	30.9	19.2	0.0428	50.7	31.4	0.0701
McNeil Island, Anderson Island, Ketron Island	56	4.0	2.5	0.0056	4.7	2.9	0.0065	7.7	4.8	0.0107
Totals	**6,152**	**442.8**	**274.5**	**0.6127**	**516.9**	**320.4**	**0.7152**	**846.8**	**524.9**	**1.1717**

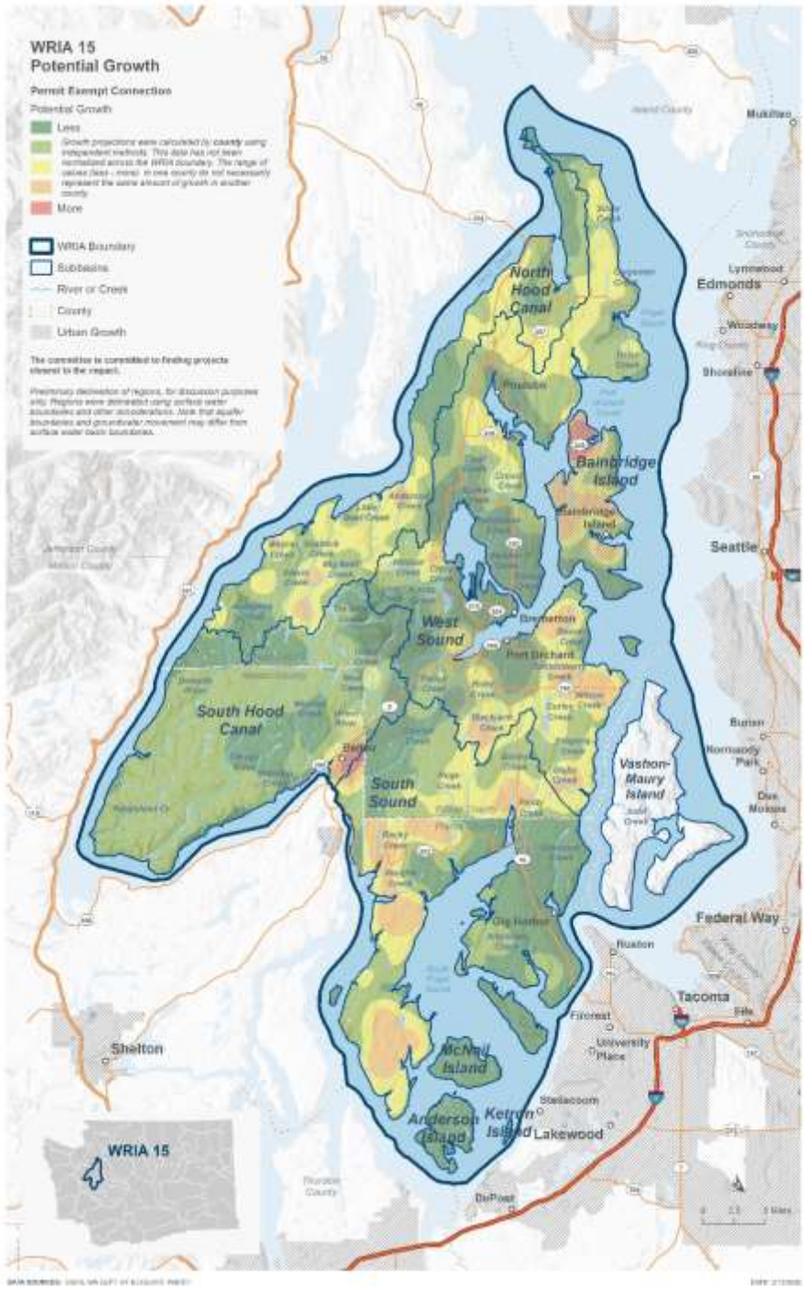


Figure 3. WRIA 15 projected PE connection growth.

Seasonal Use

Monthly outdoor water use was calculated as part of the consumptive use analysis for the Irrigated Area method. Seasonal water use by month is reported by subbasin and scenario (Table 4). The month of July has the highest irrigation requirement, resulting in the highest monthly consumptive use impact. This information may be used when evaluating projects designed to offset subbasin- and season-specific impacts.

Table 4: WRIA 15 Monthly Consumptive Water Use

Subbasin	Projected No. PE Wells (Baseline)	Consumptive Use by Month (cfs)											
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
West Sound	1,336	0.0311	0.0311	0.0311	0.0311	0.3316	0.7239	0.9879	0.7585	0.3726	0.0311	0.0311	0.0311
Hood Canal	656	0.0153	0.0153	0.0153	0.0153	0.1628	0.3555	0.4851	0.3724	0.1829	0.0153	0.0153	0.0153
South Hood Canal	1,126	0.0262	0.0262	0.0262	0.0262	0.2795	0.6101	0.8327	0.6393	0.3140	0.0262	0.0262	0.0262
Bainbridge Island	491	0.0114	0.0114	0.0114	0.0114	0.1219	0.2661	0.3631	0.2788	0.1369	0.0114	0.0114	0.0114
South Sound	1,553	0.0361	0.0361	0.0361	0.0361	0.3855	0.8415	1.1484	0.8817	0.4331	0.0361	0.0361	0.0361
Vashon – Maury Island	368	0.0086	0.0086	0.0086	0.0086	0.0914	0.1994	0.2721	0.2089	0.1026	0.0086	0.0086	0.0086
McNeil Anderson, Ketron	38	0.0009	0.0009	0.0009	0.0009	0.0094	0.0206	0.0281	0.0216	0.0106	0.0009	0.0009	0.0009
Totals	**5,568**	**0.1295**	**0.1295**	**0.1295**	**0.1295**	**1.3822**	**3.0171**	**4.1174**	**3.1612**	**1.5527**	**0.1295**	**0.1295**	**0.1295**
Subbasin	**Projected No. PE Wells (Low Growth)**	**Consumptive Use by Month (cfs)**											
		Jan	**Feb**	**March**	**April**	**May**	**June**	**July**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**
West Sound	1,142	0.0266	0.0266	0.0266	0.0266	0.2835	0.6188	0.8445	0.6484	0.3185	0.0266	0.0266	0.0266
Hood Canal	561	0.0130	0.0130	0.0130	0.0130	0.1393	0.3040	0.4148	0.3185	0.1564	0.0130	0.0130	0.0130
South Hood Canal	1,119	0.0260	0.0260	0.0260	0.0260	0.2778	0.6064	0.8275	0.6353	0.3120	0.0260	0.0260	0.0260
Bainbridge Island	491	0.0114	0.0114	0.0114	0.0114	0.1219	0.2661	0.3631	0.2788	0.1369	0.0114	0.0114	0.0114
South Sound	1,158	0.0269	0.0269	0.0269	0.0269	0.2875	0.6275	0.8563	0.6574	0.3229	0.0269	0.0269	0.0269
Vashon – Maury Island	368	0.0086	0.0086	0.0086	0.0086	0.0914	0.1994	0.2721	0.2089	0.1026	0.0086	0.0086	0.0086
McNeil Anderson, Ketron	22	0.0005	0.0005	0.0005	0.0005	0.0055	0.0119	0.0163	0.0125	0.0061	0.0005	0.0005	0.0005
Totals	**4,861**	**0.1130**	**0.1130**	**0.1130**	**0.1130**	**1.2067**	**2.6340**	**3.5946**	**2.7598**	**1.3555**	**0.1130**	**0.1130**	**0.1130**
Subbasin	**Projected No. PE Wells (High Growth)**	**Consumptive Use by Month (cfs)**											
		Jan	**Feb**	**March**	**April**	**May**	**June**	**July**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**
West Sound	1,403	0.0326	0.0326	0.0326	0.0326	0.3483	0.7602	1.0375	0.7965	0.3912	0.0326	0.0326	0.0326
Hood Canal	689	0.0160	0.0160	0.0160	0.0160	0.1710	0.3733	0.5095	0.3912	0.1921	0.0160	0.0160	0.0160
South Hood Canal	1,128	0.0262	0.0262	0.0262	0.0262	0.2800	0.6112	0.8341	0.6404	0.3145	0.0262	0.0262	0.0262
Bainbridge Island	516	0.0120	0.0120	0.0120	0.0120	0.1281	0.2796	0.3816	0.2930	0.1439	0.0120	0.0120	0.0120
South Sound	1,992	0.0463	0.0463	0.0463	0.0463	0.4945	1.0794	1.4730	1.1309	0.5555	0.0463	0.0463	0.0463
Vashon – Maury Island	368	0.0086	0.0086	0.0086	0.0086	0.0914	0.1994	0.2721	0.2089	0.1026	0.0086	0.0086	0.0086
McNeil Anderson, Ketron	56	0.0013	0.0013	0.0013	0.0013	0.0139	0.0303	0.0414	0.0318	0.0156	0.0013	0.0013	0.0013
Totals	**6,152**	**0.1430**	**0.1430**	**0.1430**	**0.1430**	**1.5272**	**3.3336**	**4.5493**	**3.4928**	**1.7155**	**0.1430**	**0.1430**	**0.1430**

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Appendix H – Project Inventory

WRIA 15 Project Inventory for Inclusion in the Watershed Restoration and Enhancement Plan
As discussed in Chapters 5 and 7, these projects support the watershed plan in meeting NEB. The categories for projects included in Chapter 5 and this inventory are included below. These categories do not reflect prioritization as all projects are needed to help achieve NEB in WRIA 15.

CATEGORIES
I. Ready to implement and provides quantitative offset value (see Chapter 5).
II. Ready to implement and provides habitat benefit and un-quantifiable streamflow benefit.
III. Provides habitat only benefit.
IV. Unable to implement at this time because the project is highly conceptual or not currently legal.

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
Bainbridge Island Subbasin												
III	Springbrook Creek Bridge	Habitat no Offset	47°38'35.0" N 122°34'02.5 "W	Reconnect side channel habitat and minor flood plain restoration. (Part of a larger barrier removal project.)					City of Bainbridge Island/ Bainbridge Island Land Trust	Final Design / Construct	$1,200,000 (includes barrier removal costs)	$200,000
IV	Transfer surface water right to groundwater for public farmland	Water Rights Acquisition	47°37'50.8" N 122°33'27.9 "W	Switch irrigation source from surface reservoir to existing or new well to re-time stream flows and improve stream temperature issues.	TBD				City of Bainbridge Island/ Friends of the Farms	Feasibility		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Kitsap PUD Stream Augmentation Project	Offset no Habitat	Multiple Streams	Kitsap Public Utility District (Kitsap PUD) currently owns and operates 54 public water systems throughout rural Kitsap County. Kitsap PUD is proposing to augment streams that are located near water mains of their systems. The water would be produced from either existing water-supply wells or new wells installed to be dedicated only for stream augmentation. The objective of the project is to provide "water-for-water" offset for future permit-exempt wells (PEWs) by discharging water indirectly into the stream to augment streamflow. Kitsap PUD has systems located in West Sound, North Hood Canal and Bainbridge Island subbasins of WRIA 15. Some members of the WRIA 15 Committee support further exploration of this project through feasibility studies. There are a number of concerns, including impact on deep aquifers and water quality. If Kitsap PUD decides to pursue this project, close coordination with the WRIA 15 Tribes and WRIA 15 partners is recommended.	67.6			Kitsap PUD		Conceptual	$10,000 per site plus $8000 annual O&M	

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
North Hood Canal Subbasin												
II	Big Beef Creek Restoration	Habitat with Offset	Multiple Parcels (hidden for privacy)	Restore wetlands, floodplain, and riparian along this ditched segment of upper Big Beef Creek. Acquisition likely needed.						Scoping		$667,092
II	Grovers Creek and Leyman Wetland Restoration	Habitat with Offset	Robinson and Duncans parcels	Stream channel and wetland restoration are proposed on 1,600 feet of Grovers Creek and 10 acres of wetlands. Two parcels owned by the Robinson and Duncans were historically farmed, reed canary grass established and stream channel ditched. The project will improve fish passage and establish wetland and riparian vegetation. The project will also enhance water infiltration and improve floodplain function. This project will benefit Coho, Chum, steelhead and cutthroat habitat. Funding for restoration design has been obtained and preliminary design is in progress. Funding for final design and construction are needed.		1600 ft of stream restoration ; 10 acres wetland		Kitsap Conservation District (KCD)		Design	$300,000	
II	Hansville Wetland Enhancement	Habitat with Offset	Hansville	Degraded wetland could be restored.			Link			Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Big Beef Refugia Acquisitions	Habitat no Offset	Big Beef Creek					Kitsap County		Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Kitsap PUD Stream Augmentation Project	Offset no Habitat	Multiple Streams	Kitsap PUD currently owns and operates 54 public water systems throughout rural Kitsap County. Kitsap PUD is proposing to augment streams that are located near water mains of their systems. The water would be produced from either existing water-supply wells or new wells installed to be dedicated only for stream augmentation. The objective of the project is to provide "water-for-water" offset for future permit-exempt wells (PEWs) by discharging water indirectly into the stream to augment streamflow. Kitsap PUD has systems located in West Sound, North Hood Canal and Bainbridge Island subbasins of WRIA 15. Some members of the WRIA 15 Committee support further exploration of this project through feasibility studies. There are a number of concerns, including impact on deep aquifers and water quality. If Kitsap PUD decides to pursue this project, close coordination with the WRIA 15 Tribes and WRIA 15 partners is recommended.	90.3			Kitsap PUD		Conceptual	$10,000 per site plus $8000 annual O&M	

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
South Hood Canal Subbasin												
II	Tahuya Headwaters	Habitat with Offset	Tahuya River (South Kitsap)	Purchase of fee and/or easement of up to 3 miles of riparian corridor in the upper Tahuya River and tributaries. Floodplain restoration including potential for LWD placement and BDA. Currently under one timberland owner.		3 miles riparian corridor protected				Acquisition		
IV	Bremerton Reclaimed Water/Water Reuse Feasibility Study	Offset no Habitat		Pursue feasibility studies for reclaimed and reuse water opportunities.								
South Sound Subbasin												
II	Coulter Creek Protection	Habitat with Offset	Coulter Creek	Coulter Creek. Protection (acquisition of fee or easement) of riparian buffer and floodplain restoration of 3-5 mile riparian corridor owned by single landowner.		3-5 miles riparian protection and restoration		GPC		Acquisition		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
III	Gig Harbor Golf Club Artondale Creek Habitat Improvement	Habitat with Offset	Artondale Creek	A portion of Artondale Creek and approximately 2 acres of the floodplain would be restored by replacing two existing bridges to open up the floodplain and plantings to increase shade, improve instream habitat, reduce stream temperature, and improve riparian buffers and upland habitat conditions. The restoration project may also be extended downstream if needed to improve fish passage to the project site. The project is located in the South Sound subbasin of WRIA 15 on the Gig Harbor Peninsula.		Improve instream and floodplain habitat conditions; improve water temperatures.			Gig Harbor Golf Club, Pierce Co, Tribe	Conceptual	$500,000 (with offset improvements)	
III	Rocky Creek Protection and Riparian Buffer	Habitat no Offset	Rocky Cr	Rocky Creek. Protection (acquisition of fee or easement) of riparian buffer and floodplain restoration of ~4 mile riparian corridor owned by single landowner.		4 miles riparian corridor protection and restoration		GPC		Acquisition		
IV	Upper Little Minter Creek watershed acquisition and floodplain/wetland restoration project	Habitat with Offset	Little Minter Creek - 15311 and 12521 94TH AV NW	Reconnecting ditches, more sinuosity, beaver habitat; potential water right.						Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Upper Burley Creek Floodplain/ Wetland Restoration	Habitat with Offset	East of Bethel Burley Road, south of Holman Road. Kitsap Co Parcels: 242301-3-016-2006, 242301-3-017-2005, 252301-2-009-2006, 252301-2-038-2001, 252301-2-039-2000, 252301-2-047-2000	Restore wetlands, floodplain, and riparian along this segment of Burley Creek that has been ditched and drained. Acquisition likely needed also.						Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Mid Burley Creek Floodplain/ Wetland Restoration	Habitat with Offset	East of Bethel Burley Road, south of Swofford Lane. Kitsap Co Parcels: 362301-2-004-2008, 362301-2-003-2009, 9000-010-192-0008, 362301-2-021-2007, 362301-2-022-2006, 362301-2-012-2008, 362301-2-005-2007, 362301-2-014-2006, 362301-3-021-2005, 362301-3-020-2006	Restore wetlands, floodplain, and riparian along this segment of Burley Creek that has been ditched and drained. Acquisition likely needed also.						Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	360 Trails/Gateway Park	Habitat with Offset	Minter Creek - E of Gateway Park, N of SR 302, W of 94th Ave NW	Education/outreach, land acquisition, conservation easement, beaver enhancement opportunity.					WDFW or Kitsap Conservation District	Conceptual		
IV	Burley Creek Drainage Floodplain and Ag Restoration	Habitat with Offset	North of Bethel Burley and Burley Olalla intersection.							Conceptual		
IV	Pierce County parcels near Belfair - 186th Ave	Habitat with Offset	Pierce County property - undeveloped woodland/riparian on Rocky Creek. 13711 186th Ave NW, Gig Harbor	Assess riparian area for floodplain or wetland enhancement						Conceptual		
IV	Filucy Bay Floodplain Enhancement	Habitat with Offset	Filucy Bay	Restore/improve floodplain and surrounding wetlands on a Pierce Co owned property.						Scoping		
IV	Coulter Tree Farm	Habitat with Offset	Coulter Creek							Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Pierce County parcel near Belfair - Elgin Clifton Road	Habitat with Offset	Pierce County property - undeveloped woodland near south branch of Rocky Creek	Assess wetland area for enhancement or beavers						Conceptual		
IV	Floodplain enhancement on multiple sites	Habitat with Offset	Rocky, Curley, L. Anderson, Irene, Grovers	Floodplain restoration on existing properties owned by GPC. Large Woody Debris placement on Rocky Creek, Curley Creek, Little Anderson Creek, Irene Creek. Beaver Dam Analogs on Rocky Creek and Grovers creek preserves.				Great Peninsula Conservancy		Conceptual		
IV	Artondale Creek Preservation	Habitat no Offset	Parcel removed for privacy.	Identified in the Wild Fish Conservancy (WFC) watershed typing exercise for potential preservation. Land owner is interested.					Great Peninsula Conservancy; Wild Fish Conservancy	Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Pierce County parcel near Belfair - Elgin Clifton Road	Offset no Habitat	Pierce County property - public works site. https://epip.co.pierce.wa.us/cfapps/atr/epip/summary.cfm?parcel=0022244000	Stormwater retrofit or MAR at sand/gravel pit.	TBD					Conceptual		
IV	Pierce County parcel near Belfair - Elgin Clifton Road	Offset no Habitat	Pierce County property - undeveloped woodland near south branch of Rocky Creek	Preserve forest for infiltration benefit (conservation easement in trust).						Conceptual		
IV	Pierce County parcel near Home - 18th St NW	Offset no Habitat	Pierce County property - undeveloped woodland. Corner of 18th St NW and 180th Ave NW	Preserve forest for infiltration benefit (conservation easement in trust).						Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Burley Creek Watershed Mine Reclamation Options	Offset no Habitat	West of Bethel Burley Rd, north of High Ridge Ct. Kitsap Co Parcels: 4799-000-009-0008, 4799-000-001-0303, 4799-000-020-0102, 262301-1-039-2001, 262301-1-041-2007, 262301-1-013-2001	Review mine reclamation plan and determine whether infiltration or wetland restoration are options.						Conceptual		
IV	Horseshoe Lake Golf Course Water Use Options	Water Rights Acquisition	Parcel: 5349-000-007-0002	Review water use at Horseshoe Lake Golf Course and consider options for water use reductions, transfer of water rights, etc.						Scoping		
IV	Trophy Lake Golf Course Water Use Options	Water Rights Acquisition	Parcel: 202301-3-010-2006	Review water use at Trophy Lake Golf Course and consider options for water use reductions, transfer of water rights, etc.						Scoping		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Coulter Creek / Estuary	Habitat no Offset	Coulter / Estuary	Opportunities for land acquisition and habitat restoration.			Acquisition + Develop natural storage on GPC properties		Great Peninsula Conservancy	Acquisition	$350,000	$0
IV	Burley Creek	Habitat no Offset	Burley Ck	Opportunities for land acquisition and habitat restoration.			Acquisition + Develop natural storage on GPC properties		Great Peninsula Conservancy	Conceptual		
IV	Purdy Creek	Habitat no Offset	Purdy Ck	Opportunities for land acquisition and habitat restoration.			Acquisition + Develop natural storage on GPC properties		Great Peninsula Conservancy	Conceptual		
IV	Minter Creek	Habitat no Offset	Minter Ck	Opportunities for land acquisition and habitat restoration.			Acquisition + Easement to increase average stand age for higher baseflows		Great Peninsula Conservancy	Acquisition	$225,000	$105,000
IV	Rocky Creek	Habitat no Offset	Rocky Creek	Opportunities for land acquisition and habitat restoration.			Develop natural storage on GPC properties		Great Peninsula Conservancy	Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Filucy Bay projects	Habitat no Offset	Filucy Bay tributaries (Schoolhouse Ck)	Opportunities for land acquisition and habitat restoration.			Develop natural storage on GPC properties		Great Peninsula Conservancy	Conceptual		
South Sound Islands Subbasin												
II	Schoolhouse Creek Restoration	Habitat with Offset	Anderson Island	The Anderson Island Parks District and Pierce County has been working on this Creek for many years. The County replaced two culverts in 2013. There are two remaining barriers on County road that the County is seeking funding from the fish barrier removal board for and one partial barrier on a private road. The Parks District has also been looking for funding to creek meandering and wetland restoration on a section of creek that was previously ditched and used for agriculture.						Construction		
II	East Oro Bay Barrier Removal	Habitat with Offset	Anderson Island, East Oro Bay near Jacobs Point Park	There is an earthen dam that impounds the top of the estuary in East Oro Bay.						Construction		
Vashon Maury Subbasin												

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Maury Island Initiative	Water Rights Acquisition	Maury	Property associated with the WR first acquired in 2008 and later in 2019. Portion of the WR may have already been forfeited and remaining portion may be small. Likely .05 CFS instantaneous flow certificate for group domestic supply; Parcel numbers 3222039011, 3222039027	TBD					Conceptual		
IV	Frog Holler Forest Water Right Acquisition	Water Rights Acquisition	South Vashon	Forest was acquired by VLT in 2016. There may be a water right associated with the property that is at risk of relinquishment in 2021. Likely 6 irrigated acres. Beneficial Use is for irrigation and domestic; Long Claim; Parcel Number 2522029016	6?				King County or Vashon Maury Island Land Trust	Conceptual		
IV	Piner Point	Water Rights Acquisition	South Vashon	Property was acquired by King County Parks in 2014. There is a small cabin on the property and the water right supports domestic water supplies across three properties. Small, but may be important since V-M is a single source aquifer. Est at 1.5 annual acre feet. Parcel 6175800300; Certificate: Domestic Use Multiple	1.5					Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Forest Glen Natural Area	Water Rights Acquisition	Vashon	Property acquired in 2014 and converted into a park owned by King County. May be forfeited already or coming up in 2022; Long Claim for domestic supply and irrigation; 16 annual acre feet; 10 GPM instantaneous flow	16					Conceptual		
West Sound Subbasin												
II	Mid Olalla Creek Floodplain/Wetland restoration	Habitat with Offset	Parcels removed for privacy	Restore wetlands, floodplain, and riparian along this segment of Olalla Creek that has been ditched and drained. Acquisition likely needed also.						Conceptual		
II	Ruby Creek Restoration	Habitat with Offset	Ruby Creek	Approximately .44 miles of stream will be enhanced by excavating reed canary grass from the channel which is also inhibiting fish passage in this stream section. Installation of LWD, excavation of planting mounds and riparian planting are also proposed. The overall project involves restoration and enhancement of 11.7 acres of stream and wetland habitat. Chum, Coho, cutthroat trout and steelhead are documented in this reach of Ruby Creek. Design is complete and funding is needed for construction. Part of a larger fish barrier removal project.		Open access to 3.5 miles; improve 11.7 acres of stream and wetland habitat			Kitsap Conservation District	Construction		635000 (includes barrier removal)

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
II	Dogfish Creek Wetland Restoration	Habitat no Offset	Malone parcel	This project involves enhancement of 2,832 feet of Dogfish Creek and enhancement of 24 acres of mapped wetland. The 80 acres owned by Malone was historically farmed, reed canary grass established and stream channel ditched. The project will enhanced beaver activity and establish wetland and riparian vegetation. This project will also improve stream flow and floodplain function. This project will benefit Coho, Chum, steelhead and cutthroat habitat. Funding for restoration design has been obtained and preliminary design is in progress. Funding for final design and construction are needed. Part of a larger fish barrier removal project.		Enhance 2832 feet of creek and 24 acres of wetland		Kitsap Conservation District (KCD)		Design		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
II	Lower Blackjack Creek Subbasin Restoration and Remediation Actions	Habitat with Offset	Lower Blackjack Cr	This project proposes restoration and remediation of stream corridor habitat within the lower Blackjack Creek Subbasin as a subset of the Foster Pilot program within WRIA 15. Each restoration and remediation action has been identified and vetted by the Suquamish Tribe in their Blackjack Creek Watershed Protection and Restoration Plan composed in December, 2017.				Port Orchard Public Works		Design	$2,133,500	
II	Lower Blackjack Creek Infrastructure Removal and Habitat Remediation	Habitat with Offset	Lower Blackjack Cr	Assess the feasibility, perform due diligence, then construction/remediation of infrastructure in Blackjack Creek. This is part of the WRIA 15 Foster Pilot program. Projects include: 1. Rehabilitating an existing water main crossing over the creek by directionally drilling the water main to cross underneath the creek and removing the old infrastructure 2. Cleaning up debris from abandoned transient camps and replanting 3. Update old storm drainage to creek/tributary with LID principles				Port Orchard Public Works		Feasibility	$3,130,000	

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
II	Blackjack Watershed Protection & Restoration Feasibility Plan	Habitat with Offset	Blackjack Creek	This project will build on the 2017 "Blackjack Creek Watershed Assessment, Protection, and Restoration Plan", and identify the highest priority tax parcels for protection or restoration based on a systematic evaluation of their value to salmon recovery. This evaluation will include a literature review of existing studies and GIS desktop analysis to identify the riparian and wetland habitats with the most value to salmon, highest connectivity to other salmon habitat, and greatest threat of development. The project will use this evaluation to rank parcels, and conduct outreach to landowners of the highest ranked parcels.				Great Peninsula Conservancy		Planning/Design	$200,000	$0
III	Salmonberry Creek and Wetland Protection Project	Habitat no Offset	Salmonberry Creek	Great Peninsula Conservancy (GPC) will protect 90 acres of riparian, wetland, and fish habitat through purchasing a conservation easement on property on Salmonberry Creek in Kitsap County. Salmonberry Creek is located in an ESSB 6091 prioritized basin (WRIA 15), and contains Endangered Species Act-listed steelhead trout.		90 acres protection		Great Peninsula Conservancy		Acquisition	$420,000	

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
III	Floodplain Restoration Upstream of Navy RR Trestle	Habitat with Offset	Link	This action will aim to restore floodplain connectivity, riparian processes, and instream habitat conditions. Restoration actions should focus on removal of artificial fill along the abandoned road grade constricting the channel at RS 11100, restoring riparian forest conditions, and targeted wood placements to increase channel complexity and restore natural stream grade. Restoration of riparian processes will require negotiation of conservation easements or acquisition of the streamside parcel along the northern (left) bank. The parcel totals 6 acres and has an assessed value of $240,000 per 2012 tax records. This action is constrained, in part, by channel confinement at the Navy RR trestle. The channel reach upstream of this segment flows through parcels that are part of the Mountaineers Foundation Rhododendron Preserve, where riparian conditions are more intact, instream wood is more abundant, and a broader floodplain exists due to the lack of bank protection.		6 acres restoration				Construction		$255,000

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
III	Curley Creek Acquisition	Habitat no Offset	Link	This project will build upon work done through the SRFB Curley Creek Estuary Acquisition and Curley Creel Feasibility study. Project will acquire highest quality remaining Chinook and steelhead habitat available on lower Curley Creek.						Feasibility		$200,000
III	Instream Habitat Enhancement at the Confluence with Chico Creek	Habitat no Offset	Chico Creek	Large wood placements to create additional complexity near the tributary confluence will improve habitat conditions in the near term while concurrent efforts to set back constraints to floodplain processes can be implemented.						Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
III	Grovers Creek Protection Phase II	Habitat no Offset	Lower Grovers Creek	Great Peninsula Conservancy's Lower Grovers Creek Habitat Protection Project aims to protect and restore 10.5 acres of riparian and wetland habitat along Grovers Creek and Miller bay in north Kitsap County for the benefit of people, salmon, and other wildlife. This project includes two properties in the Grovers Creek Watershed of north Kitsap County, including the 1.5-acre Tucker property and 9-acre Grovers Creek Durham Preserve Project owned by GPC. The Puget Sound Nearshore Ecosystem Restoration Project has prioritized the Grovers Creek Watershed as a "Protect High" watershed under its Coastal Inlet Strategy due to the fact that it remains relatively undeveloped.		10.5 acres protection	-	Great Peninsula Conservancy		Acquisition	$685,650	

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
III	Curley Creek prioritized restoration	Habitat no Offset	Curley Creek	In November 2017 the Suquamish Tribe released a completed watershed assessment and protection and restoration plan for Curley Creek, one of the three high priority freshwater streams in the East Kitsap shoreline. This Near Term Action proposes to use this plan to work with partners to identify which of the high priority protection and restoration actions are feasible to move forward to implementation and then to carry out that work.				Midsound Fisheries Enhancement Group		Planning/Design	$625,000	$0
IV	Floodplain Restoration Upstream of Kitsap Lake	Habitat no Offset	Kitsap Lake							Conceptual		
IV	Acquisition of Johnson Creek headwaters	Habitat no Offset	Johnson Creek headwaters	The headwater wetlands of Johnson Creek (a salmon stream) in Poulsbo is relatively intact and undeveloped, however it is at risk of being developed. There is opportunity to acquire for preservation (GPC) or recreation (Parks).						Conceptual		
IV	Lower Strawberry Creek Restoration Design	Habitat no Offset	Strawberry Creek - Dyes Inlet							Design		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Mid-Upper Blackjack Creek Floodplain/Wetland Restoration	Habitat with Offset	Parcels removed for privacy	Restore wetlands, floodplain, and riparian along this segment of Blackjack Creek that has been ditched and drained. Acquisition likely needed also.						Conceptual		
IV	Remove infrastructure from outlet of Kitsap Lake	Offset no Habitat	Link	Remove infrastructure from the channel at the lake outlet to prevent future manipulation of lake levels. Fish screens at the outlet of Kitsap Lake previously restricted anadromous fish passage. The screens were removed in 1999; however, the concrete pieces that supported the screens remain in the channel. At times, this infrastructure has been altered by local residents to control the lake level without authorization. Such action results in rapid drawdown of streamflow in downstream segments of Kitsap Creek.						Conceptual		
IV	Long Lake Augmentation	Offset no Habitat	Long Lake	Potential flow augmentation and BDAs.						Conceptual		

Category	Project Name	Type of Project	Project Location	Project Description	Estimated Water Offset Amount (acre feet)	Habitat Value (no set value)	Project Hyperlink (if applicable)	Existing Sponsor	Potential Sponsor (Where No Existing Sponsor Exists)	Project Stage	Estimated Cost	Existing Funding (as of Dec 2020)
IV	Kitsap PUD Stream Augmentation Project	Offset no Habitat	Multiple Streams	Kitsap PUD currently owns and operates 54 public water systems throughout rural Kitsap County. Kitsap PUD is proposing to augment streams that are located near water mains of their systems. The water would be produced from either existing water-supply wells or new wells installed to be dedicated only for stream augmentation. The objective of the project is to provide "water-for-water" offset for future permit-exempt wells (PEWs) by discharging water indirectly into the stream to augment streamflow. Kitsap PUD has systems located in West Sound, North Hood Canal and Bainbridge Island subbasins of WRIA 15. Some members of the WRIA 15 Committee support further exploration of this project through feasibility studies. There are a number of concerns, including impact on deep aquifers and water quality. If Kitsap PUD decides to pursue this project, close coordination with the WRIA 15 Tribes and WRIA 15 partners is recommended.	183.9			Kitsap PUD		Conceptual	$10,000 per site plus $8000 annual O&M	

Appendix I – Detailed Project Descriptions

Managed Aquifer Recharge Project Portfolio for WRIA 15

Summary

Managed Aquifer Recharge (MAR) projects are being considered in WRIA 15 as a method to increase infiltration to aquifers to improve streamflow and to offset the water use from future permit exempt (PE) wells in the watershed. The planning and implementation of MAR projects is complex, leading to uncertainty as to their potential use as water offset projects and inclusion in the Watershed Restoration and Enhancement Plan. A potential approach to addressing uncertainty is to include a portfolio of MAR projects that have different locations, project sponsors, water sources, and size. Uncertainty is addressed by qualitatively assessing the potential for implementation on a high, medium, and low basis and then assigning a probability to the potential offset from each project. The overall potential for MAR in WRIA 15 is the sum of the potential offsets multiplied by their probability. MAR projects in WRIA 15 have been identified through different sources and are estimated to have a total potential water offset of 1736 acre-feet/year. The overall potential, accounting for uncertainty, is estimated to be 456.9 acre-feet/year. Considering MAR projects that can be implemented within the next 10 years, the estimated potential offset is 361.8 acre-feet/year (with adjusted offset for implementation feasibility). The remaining MAR projects would likely take longer than 10 years to implement.

WRIA 15 MAR Projects

There are different types of MAR projects. Aquifer Storage and Recovery (ASR) projects are a type of MAR project that actively injects water into aquifers for storage and recovery by pumping later. Passive MAR projects infiltrate water into shallow aquifers, with the intent that water discharges from the shallow aquifer into streams on a delayed basis and improves streamflow during low-flow periods. For WRIA 15, only passive MAR projects are being considered. The source of water for the passive MAR projects in WRIA 15 may be recycled water (highly treated wastewater), stormwater or diverted surface water.

MAR projects have the potential to recharge a significant volume of water into shallow aquifers, greater than the estimated consumptive use of PE wells forecast for the next 20 years. However, the planning and implementation of individual MAR projects is complex, leading to uncertainty as to their potential use as water offset projects and inclusion in the Watershed Restoration and Enhancement Plan. Proposing a portfolio of potential MAR projects is an approach which will provide projects in most subbasins in WRIA 15, have different water sources, different scales and different implementing entities. Table 1 lists the current portfolio of MAR projects and includes the potential water offset, the estimated timeframe for implementation and the relative certainty of implementation. The estimated timeframe is included to address whether the project can provide water offsets on a timely basis consistent with growth in PE connections. The relative certainty of implementation is a qualitative assessment based upon the project sponsor's ability to perform the project, the relative cost, and potential issues in design, permitting and funding.

MAR projects implemented in WRIA 15 should be specifically designed to enhance streamflows and to avoid a negative impact to ecological functions and/or critical habitat needed to sustain threatened or endangered salmonids.[47] The Committee opposes projects that reroute streams or include instream structures. The Committees supports MAR projects that address water quality (e.g., adequate treatment of stormwater or reclaimed water).

[47] "…Qualifying projects must be specifically designed to enhance streamflows and not result in negative impacts to ecological functions or critical habitat," (RCW 90.94.030 (3) (b)).

Table 1. Portfolio of Potential Managed Aquifer Recharge Projects

Subbasin	MAR Project	Potential Sponsor	Potential Offset (ac-ft/year)	Estimated Timeframe for Implementation	Relative Certainty of Implementation (High, Medium, Low)
West Sound	Kingston Treatment Plant Recycled Water*	Kitsap County Public Works	328^	5 years	High
	Grovers Creek MAR	Not yet identified	20[1]	>10 years	Low
	Central Kitsap Water Treatment Plant [2]*	Silverdale Water District	167	5 years	Medium
North Hood Canal	Central Kitsap Water Treatment Plant, includes Asbury Parcel[2] *	Silverdale Water District	333	5 years	Medium
South Hood Canal	Tahuya River MAR	Washington Water Trust	200	5-10 years	Low
	Oak Lake Storage and MAR	Not yet identified	75	>10 years	Low
	Shoe Lake Storage and MAR	Not yet identified	62	>10 years	Low
Bainbridge Island	M & E Farm Storage*	City of Bainbridge Island	17	5-10 years	Medium
	Johnson Farm Storage*	Not yet identified	90	>10 years	Low
	Winslow Treatment Plant Recycled Water	City of Bainbridge Island	45	>10 years	Medium

Subbasin	MAR Project	Potential Sponsor	Potential Offset (ac-ft/year)	Estimated Timeframe for Implementation	Relative Certainty of Implementation (High, Medium, Low)
	Miller Rd MAR*	Not yet identified	19	>10 years	Low
South Sound	Port Orchard Airport MAR*	Washington Water Trust	100	>10 years	Low
	Belfair WWTP MAR*	Not yet identified	70	>10 years	Low
	Rocky Creek south of Trophy Lake Golf Course MAR	Not yet identified	150	>10 years	Low
	Minter Creek MAR	Washington Water Trust	20[1]	>10 years	Low
	Rocky Creek between Wye and Koeneman Lakes MAR	Washington Water Trust	20[1]	>10 years	Low
Vashon – Maury Island	Judd Creek MAR	Washington Water Trust	20[1]	>10 years	Low
McNeil Island, Anderson Island, Ketron Island	None				

Subbasin	MAR Project	Potential Sponsor	Potential Offset (ac-ft/year)	Estimated Timeframe for Implementation	Relative Certainty of Implementation (High, Medium, Low)
Totals			**328**		High Relative Certainty
			567		Medium Relative Certainty
			846		Low Relative Certainty

*[1]Potential offset not estimated yet; 20 acre-feet/year assumed based upon ¼ acre total size infiltration basin at each project site. [2] Central Kitsap Water Treatment Plant Project could provide water offsets to both West Sound and North Hood Canal Subbasins. An assumption of the split in benefits was made (2/3 North Hood Canal, 1/3 West Sound). *Detailed project description available at end of document. ^Further reduced based on Aspect Consulting Study*

One MAR project, the Kingston Recycled Water Project, is thought to have a high relative certainty. The potential water offset from the project is 328 acre-feet per year. Four potential MAR projects are thought to have a medium relative certainty. Those projects have a potential water offset of 567 acre-feet per year. The remainder have a low relative certainty but should remain on the list until more is found out about those projects.

A method of predicting outcomes from the portfolio of projects is to assign a probability to each level of relative certainty and multiply that probability by the potential offset. That calculation is shown in Table 2. Probabilities of 80 percent, 50 percent, and 10 percent are used in the calculation to represent high through low relative certainty. Using this calculation, the likely offset that will occur from pursuing a portfolio of MAR projects is 456.9 acre-feet per year. The calculation can be adjusted by changing the relative certainty of a project or by using a different probability to represent the different levels of relative certainty.

Table 2. Water Offsets Adjusted by Probability of Implementation

Relative Certainty of Implementation (High, Medium, Low)	Total Estimated Offset (acre-feet/year)	Probability	Adjusted Offset (acre-feet/year)
High Relative Certainty	328	80%	262
Medium Relative Certainty	567	50%	284
Low Relative Certainty	846	10%	85
Totals			**631**

The high and medium relative certainty projects could be implemented in the next ten years, providing an estimated potential offset of 361.8 acre-feet/year (with adjusted offset for implementation feasibility). The remaining MAR projects would likely take longer than 10 years to implement.

Work Required to Implement a MAR Project

The successful implementation of a MAR project is complex and involves several critical steps prior to actual construction (Covert 2019):

- Identification of potential locations that:
    - Have available aquifer capacity such that water infiltration can occur without creating overflows to the surface,

    - Have soils and underlying geology with suitable hydraulic properties,
    - Are located such that enough infiltrated water will discharge to surface water during low streamflow periods, and
    - Are available for permanent use through acquisition or easements.
- Identification of a physically and legally available water source.
- Characterization and evaluation of site-specific hydrogeologic properties.
- Assessment of source water and aquifer compatibility, potential water quality changes during infiltration, and other water quality considerations.
- Development of preliminary MAR project designs and implementation cost estimates.
- Identification of project permitting requirements and potential hurdles.
- Assessment of ongoing operation and maintenance (O&M) costs, and identification of potential funding sources to support O&M.

References

Covert, John. Presentation to Watershed Restoration and Enhancement Committee. Managed Aquifer Recharge Opportunities, January 14, 2019

Detailed Descriptions for Larger MAR Projects

Kingston Treatment Plant Recycled Water And Managed Aquifer Recharge Project- West Sound Subbasin

Description

Kitsap County is proposing to produce Class A recycled water at the existing Kingston Treatment Plant, which would be used for summer irrigation at the White Horse Golf Course (WHGC) and winter indirect groundwater recharge to the area north of WHGC. The stated objective of the County for the project is to "treat water as a resource rather than a waste stream" to address water quality and quantity concerns specific to Kingston, and other related water resource issues throughout the county. This project is in the West Sound subbasin of WRIA 15.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

Currently, irrigation water for WHGC is purchased from the Kitsap Public Utility District (Kitsap PUD) and is sourced from groundwater wells in the area that pump from a sea-level aquifer. Quantity of usable groundwater is limited and, eventually, as the local demand for groundwater supplies increases, this water source could decline because it is not being adequately replenished. Additionally, with increased withdrawals from the sea-level aquifer, there is a concern of saltwater intrusion and the associated impacts to groundwater quality over time. Delivery of recycled water to WHGC would preserve 29 million gallons per year (89 acre-feet) of potable water from Kitsap PUD's groundwater supply system and eliminate the stress to the supply system imposed by large swings in potable water system demands during the irrigation season. Recycled water use will also decrease the risk of saltwater intrusion within the regional sea-level aquifer and extend the useful life of existing potable water infrastructure. The proposed Project would infiltrate about 107 million gallons per year (328 acre-feet) of highly treated recycled water into the shallow aquifer that provides baseflow to Grovers Creek and its tributaries. Assuming an average infiltration volume of 0.3 million gallons per day, the Project could increase baseflow in Grovers Creek by roughly 0.5 cfs. The water use and infiltration numbers are obtained from the Kingston Recycled Water Plan (Brown & Caldwell 2019).

The water offset quantity for the WRIA 15 Watershed Plan would be 328 acre-feet per year.

Conceptual-level map and drawings of the project and location.

Figure 1 shows the location of the facilities proposed for the project. Additional maps and drawings can be obtained in the Kingston Recycled Water Facility Plan.

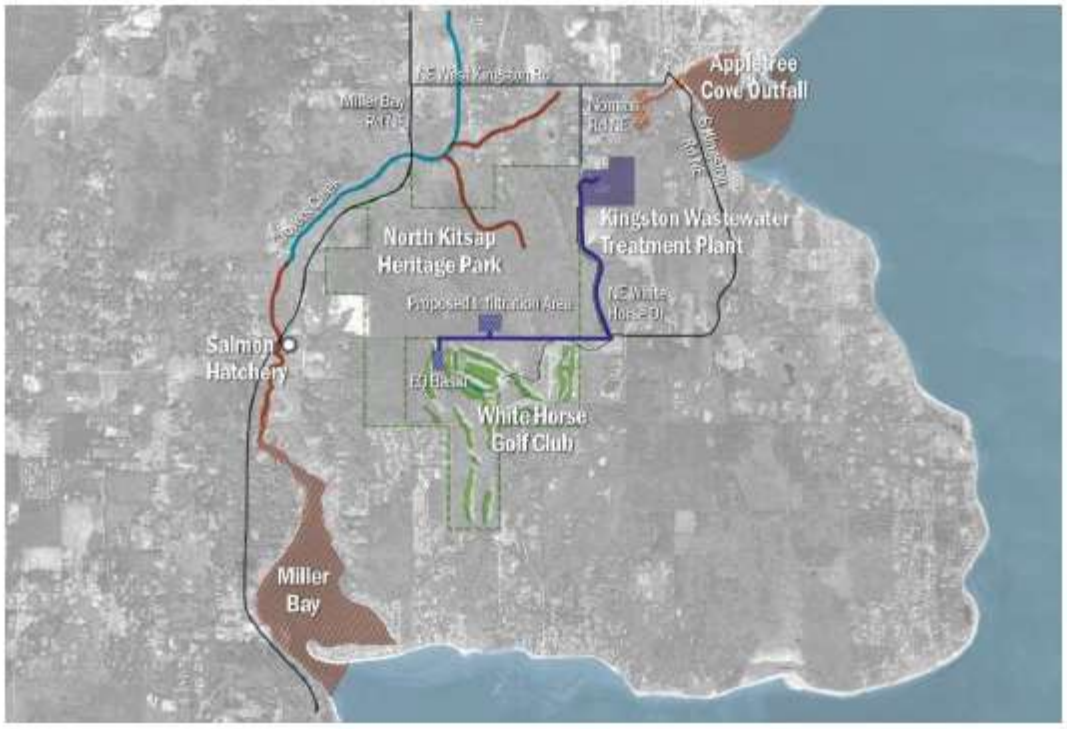


Figure 1. Location of pipeline to WHGC and to infiltration area (from Brown & Caldwell, 2019)

Description of the anticipated spatial distribution of likely benefits

Water infiltration at the White Horse Golf Course could increase groundwater levels over approximately 500 acres of the headwaters of the South Fork of Grovers Creek and provide increased groundwater inputs and flows into nearly three miles of perennial streams (Grovers Creek and SF Grovers Creek) and up to 1.5 miles of intermittent streams (tributaries to Grovers Creek and SF Grovers Creek). Water infiltration could also enhance or restore wetlands associated with the creeks or headwater areas.

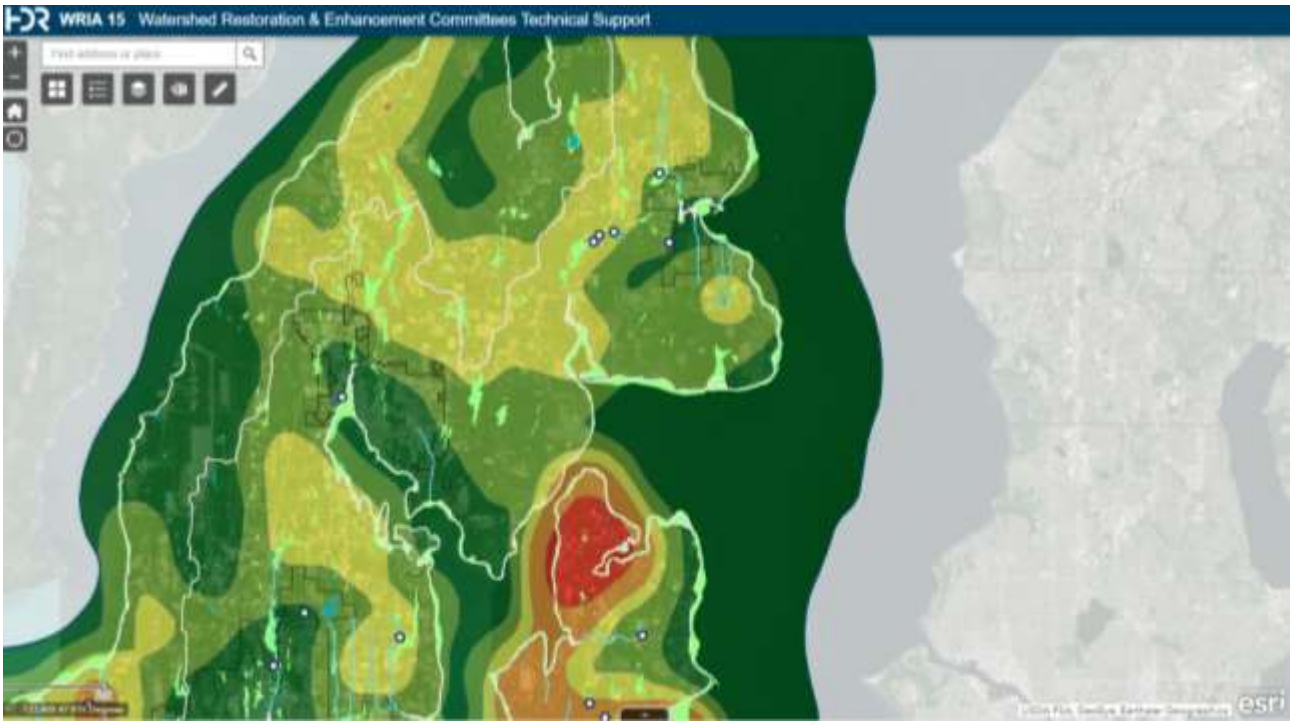
Location relative to future PE well demand

The forecast consumptive use for the West Sound subbasin using the irrigated area method and baseline growth assumptions is listed in Table 1.

Table 1. Forecast PE Consumptive Use Demand for West Sound Subbasin

Acre-feet per year	Gallons per minute	Cubic feet per second
183.9	114.0	0.2545

A copy of the PE growth heat map from the WRIA 15 webmap is shown in Figure 2.



Source:
https://hdr.maps.arcgis.com/apps/webappviewer/index.html?id=d7d02dedb57241aa81dd7eb376c8625a

Figure 2. WRIA 15 PE Growth Heat Map

Performance goals and measures.

The performance goals are to reduce groundwater use by 89 acre-feet per year during summer by switching the source of supply from Kitsap PUD to recycled water and to increase infiltration by 328 acre-feet per year to improve baseflow in Grovers Creek. The measures will be an increase in baseflow in summer in Grovers Creek and South Fork Grovers Creek by about 0.5 cfs. The increased baseflow should reduce water temperatures in those streams.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

The Washington Department of Fish and Wildlife (WDFW 2020) has identified that coho salmon are present in both Grovers Creek and the SF Grovers Creek; the Endangered Species Act (ESA) listed Puget Sound winter steelhead are present in Grovers Creek (although Grovers Creek is not listed as critical habitat); and chum salmon are present at the mouth of Grovers Creek below the fish hatchery weir/dam operated by the Suquamish Tribe near Miller Bay Road (barrier ID: 930696), for Grovers Creek Hatchery. The Washington Stream Catalog (WDF 1975) indicates that both coho and chum salmon were historically present in Grovers Creek. These North Kitsap streams were noted in the

Stream Catalog (WDF 1975) as having good steady base flows at the time (likely due to the glacial outwash soils and infiltration of water).

Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve both productivity and survival of juveniles. The alteration of natural stream hydrology has been identified as a high priority limiting factor in WRIA 15 (NOAA 2007) and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions.

Identification of anticipated support and barriers to completion.

A stakeholder coordination and public involvement program was completed and is described in the Water Facility Plan. Support was expressed for the recycled water, WHGC irrigation and winter infiltration option. The project is also believed to be in alignment with the broader goals of Ecology, Governor Jay Inslee's Shellfish Initiative, West Central Local Integrating Organization, and the Puget Sound Partnership's Strategic Initiatives to prevent pollution, protect and restore habitat, and recover shellfish beds. The main barrier to completion is funding for construction as well as determination of how to fund and who will manage the operations and maintenance of the project. Consultation with the Suquamish Tribe is necessary prior to the project proceeding.

Potential budget and O&M costs.

The total construction costs of water treatment, conveyance, irrigation and infiltration are estimated to be $13.65 million (includes engineering and construction costs). The construction costs for conveyance and infiltration basins total $3.3 million and infrastructure needed for irrigation at WHGC is $1.6 million. An additional 35 percent would be added for design, construction services and administrative costs. The annual O&M cost for winter infiltration and summer irrigation is estimated to be $151,000.

Anticipated durability and resiliency.

The project would have lasting benefits as it would be actively managed by Kitsap County Public Works, O&M would likely be funded through ratepayers, and the source of water (domestic wastewater) will increase with increasing population and will not vary substantially from year to year due to climate factors.

Project sponsor(s) (if identified) and readiness to proceed/implement.

The project sponsor would be Kitsap County Public Works Department. A pre-design study was completed (Brown & Caldwell 2019). In addition, stakeholder coordination and public involvement was performed and there is general support for this project, but additional details (particularly around O&M) need to be addressed prior to proceeding.

References

Brown and Caldwell, November 14, 2019. Kingston Recycled Water Facility Plan. Prepared for Kitsap County Public Works.

NOAA (National Oceanic and Atmospheric Administration, National Marine Fisheries Service), 2007. Puget Sound Salmon Recovery Plan. Volume I. Adopted by the National Marine Fisheries Service, January 19, 2007.

WDF (Washington Department of Fisheries), 1975. "A Catalog of Washington Streams and Salmon Utilization, WRIA 15." Accessed at: https://www.streamnetlibrary.org/?page_id=95.

WDFW (Washington Department of Fish and Wildlife), 2020. Salmonscape mapping of fish distribution. Available at: http://apps.wdfw.wa.gov/salmonscape/

Central Kitsap Treatment Plant (Silverdale Water District No. 16 Recycled Water Project) – North Hood Canal and West Sound Subbasins

Description

Silverdale Water District No. 16 (SWD) is building infrastructure to move recycled water throughout most of their service area. The source of the recycled water is wastewater that originates from surrounding communities of Poulsbo, Bangor, Silverdale, and Central Kitsap, and flows to the Central Kitsap Treatment Plant (CKTP). Currently, the treated effluent discharges into Puget Sound approximately 3,200 feet offshore at Port Orchard Bay. The average daily rate of discharge is about 3.4 million gallons per day (MGD). The goal for the project is for zero discharge into Puget Sound.

The CKTP will produce recycled water ("Class A" reclaimed water[48]) using a sand filtration system with a capacity of 4 MGD. SWD will distribute the recycled water for various uses, including irrigation, dual-plumbing (flushing toilets), construction, streamflow augmentation and aquifer recharge. SWD has installed 7.4 miles of the planned 13.7 miles of purple pipe, the universal color for recycled water pipes. When completed, SWD will have the ability to move 3.5 MGD through the system.

The stated objective of the project is to provide "water-for-water" offset for future permit-exempt (PE) wells. This can be accomplished by infiltrating water and indirectly augmenting streamflow or by direct augmentation to a surface water body such as a stream or wetland. The key element of SWD's recycled water infrastructure pertinent to an offset for PE wells is the pipeline that runs along Newberry Hill Road. By extending this portion of pipeline and connecting it to the recycled water source, the recycled water would reach three potential infiltration sites that could indirectly augment streams. These are the sand and gravel facilities at Dickey Road, the Asbury Soils site and a stormwater retention pond along Newberry Hill Road at the end of the pipeline. The benefitting streams are within the West Sound and North Hood Canal subbasins of WRIA 15. They are potentially Little Anderson, Anderson, Big Beef, Strawberry, Wildcat, and Chico creeks. Direct augmentation could also occur along the pipeline route. Strawberry Creek is along the path of a recycled water pipeline and is a candidate for direct augmentation. In other parts of SWD's service area with recycled water pipelines Clear and Barker creeks are candidates for direct augmentation. For this project description only the infiltration projects along Newberry Hill Road are described.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated. SWD estimates the total amount available for stream augmentation through infiltration at the Newberry Hill Road sites is approximately 0.5 MGD, equivalent to 0.77 cubic feet per second (CFS), 560 acre-feet per year (AFY)

[48] "Class A reclaimed water" means a water resource that meets the treatment requirements of chapter 173-219 WAC, including, at a minimum, oxidation, coagulation, filtration, and disinfection.

and 347 gallons per minute (GPM). The reclaimed water system will be equipped with a Supervisory Control and Data Acquisition (SCADA) system that includes weather monitoring and forecasting. The SCADA systems will allow SWD to regulate flow at all points of discharge/augmentation.

Map of the project and location.

Figure 1 shows the location of existing and proposed recycled water system pipe within the SWD service area, the three potential sites along the proposed Newberry Hill Road pipeline, and the costs for future elements of the planned recycled water system.

Description of the anticipated spatial distribution of likely benefits

The potential infiltration site at the Dickey gravel pit would likely benefit Strawberry Creek in the West Sound subbasin. The Asbury infiltration site would likely benefit Johnson, Wildcat and Chico Creek in the West Sound subbasin. The stormwater retention pond along Newberry Road would likely benefit Little Anderson Creek in the North Hood Canal subbasin and could enhance the nearby wetland at the headwaters of Anderson Creek and a tributary to Big Beef Creek.

Locations relative to future PEW demand

The estimated consumptive use for future PE wells for the West Sound and North Hood Canal subbasins are provided in Table 1. The quantities assume the median growth estimate and use of the irrigated area method.

Table 1. Estimated Future Consumptive Use Quantity Using Median Growth Estimate and Irrigated Area Method

Subbasin	Estimated Future Consumptive Use (AFY)
West Sound	183.9
North Hood Canal	90.3

The potential water offset quantity for this project is much greater (285 AFY greater) than the PE well consumptive use estimates for the West Sound and North Hood Canal subbasins combined. Additional recycled water could be available for Clear and Barker Creeks,

The Anderson Creek subbasin appears to have a relatively high concentration of PE wells just north of the project area. The stormwater retention pond augmentation site at the headwaters of Little Anderson Creek would address is located in an area with especially high potential for future PE wells.

A copy of the PE well growth heat map from the WRIA 15 webmap is shown in Figure 2.

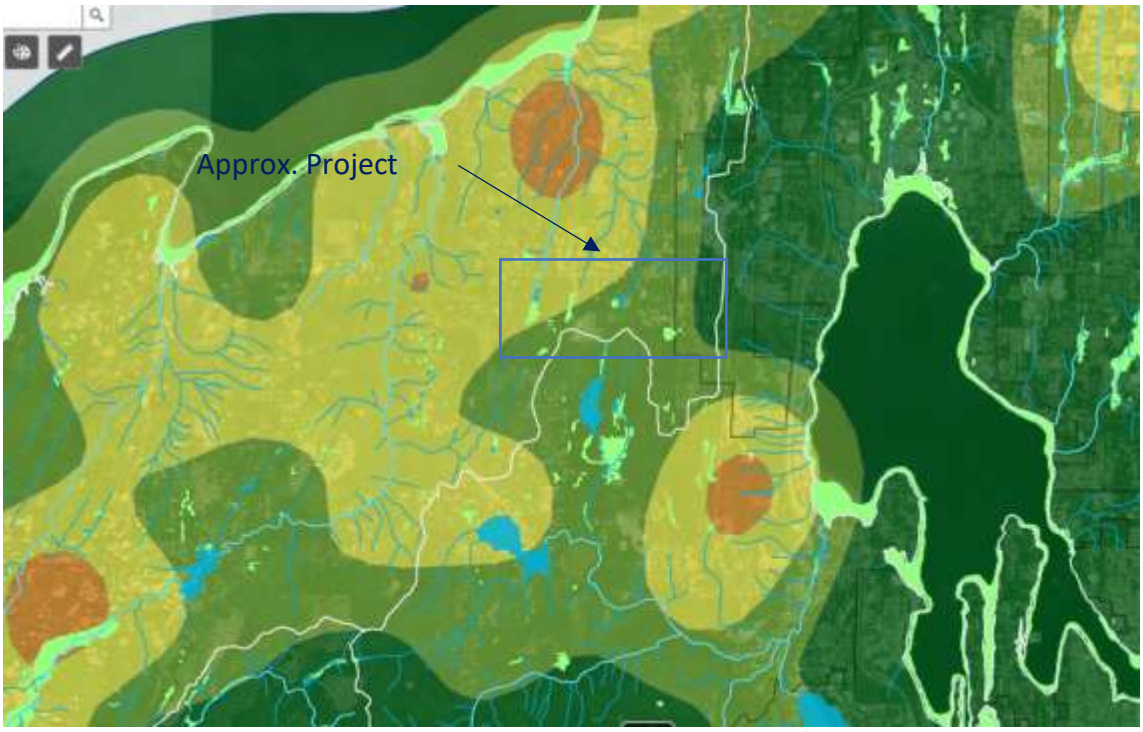


Figure 2. WRIA 15 PE Growth Heat Map

Performance goals and measures.

The stream augmentation amount will be measured and recorded using totalizing flow meters. The performance goals are to augment streams that are located near the infiltration sites. Kitsap PUD currently maintains 29 stream gaging stations in Kitsap County. Kitsap PUD's monitoring of Little Anderson Creek is on a monthly basis, not continuously, because of the stream channel conditions and access. Kitsap PUD does not currently monitor Strawberry Creek. However, the indirect augmentation may not be obviously detectible or measurable at a stream gage that is typically located near the mouth given the variability of stream flow in Kitsap County that is dependent on the timing and amount of precipitation (daily, monthly, seasonally, year-to-year) in these drainage basins. The increased baseflow should be most detectible in the upper reaches of the stream if the augmentation occurs near the headwaters of the stream. The increased baseflow, although small, should reduce water temperatures in those streams.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

The Washington Department of Fish and Wildlife (WDFW 2020) has identified that coho and chum salmon and the Endangered Species Act (ESA) listed Puget Sound winter steelhead are present in both Anderson Creek and Strawberry Creek; Big Beef Creek and Wildcat Creek contain these species plus the ESA-listed Puget Sound Chinook salmon.; and chum salmon are present at the mouth of

Koch Creek below Highway 3. The Washington Stream Catalog (WDF 1975) indicates that both coho and chum salmon were historically present in all of these creeks, although due to their size, only Big Beef Creek produced large numbers of salmon. These streams (except Big Beef Creek) were noted in the Stream Catalog (WDF 1975) as having substantial low flow problems including intermittent flows.

Big Beef Creek is listed for high water temperatures on Ecology's 303(d) list of impaired waterbodies and Strawberry Creek is listed for dissolved oxygen and bacteria (Ecology 2020).

Increased base streamflow and reduced water temperatures would benefit both adult migrants to spawning grounds and juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve survival of adults and both productivity and survival of juveniles. The alteration of natural stream hydrology has been identified as a high priority limiting factor in WRIA 15 (NOAA 2007) and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions.

The headwaters of Big Beef Creek and Anderson Creek include wetland areas that could also benefit from increased groundwater levels, further supporting cold water volumes to the creek.

Identification of anticipated support and barriers to completion.

SWD is the stakeholder who will coordinate the operations and maintenance of the infiltration/augmentation sites. SWD will collect, compile, share and report the metering data.

The primary barrier is the availability of funding for the construction and operations and maintenance (O&M) costs. Other barriers include water quality issues (concerns regarding trace chemicals, such as pharmaceuticals and personal care products) and the feasibility of infiltration. Feasibility issues would need to be studied and addressed during a feasibility study phase.

Potential budget and O&M costs.

As of today, the construction costs for building the elements to get the reclaimed water to the end of the Newberry Hill section is $12.8 million. These costs include $5.1 million for the conveyance and metering along Newberry Hill Road. The annual O&M cost for the reclaimed water system is estimated to be $100,000. Additional costs for feasibility studies, design, permitting and construction management would be incurred, typically 15-20 percent of the construction cost, or $1.92 -$2.56 million. The total implementation costs would be approximately $14.7 million to $15.4 million.

Anticipated durability and resiliency.

The project would have lasting benefits. SWD will manage the augmentation. The SCADA system will allow for adaptive management of the augmentation rate. It is proposed to use only a portion

of the recycled water available, ensuring a reliable supply. Assuming an O&M funding source is found, SWD will manage the infiltration and provide a reliable, long-term operator.

Project sponsor(s) (if identified) and readiness to proceed/implement.

SWD would sponsor the project. The project is in agreement with their plans for recycled water and is a continuation of pipeline already constructed. A feasibility study is needed to analyze and plan for conditions at the sites, as well as work through easements or acquisitions of sites suitable for infiltration. The overall feasibility, planning, permitting and design stage would take up to 2 years. Funding for the project will also need to be secured. As this project will help remove a wastewater outfall into Puget Sound, we assume the Departments of Ecology and Health will support it and provide grant funding for implementation.

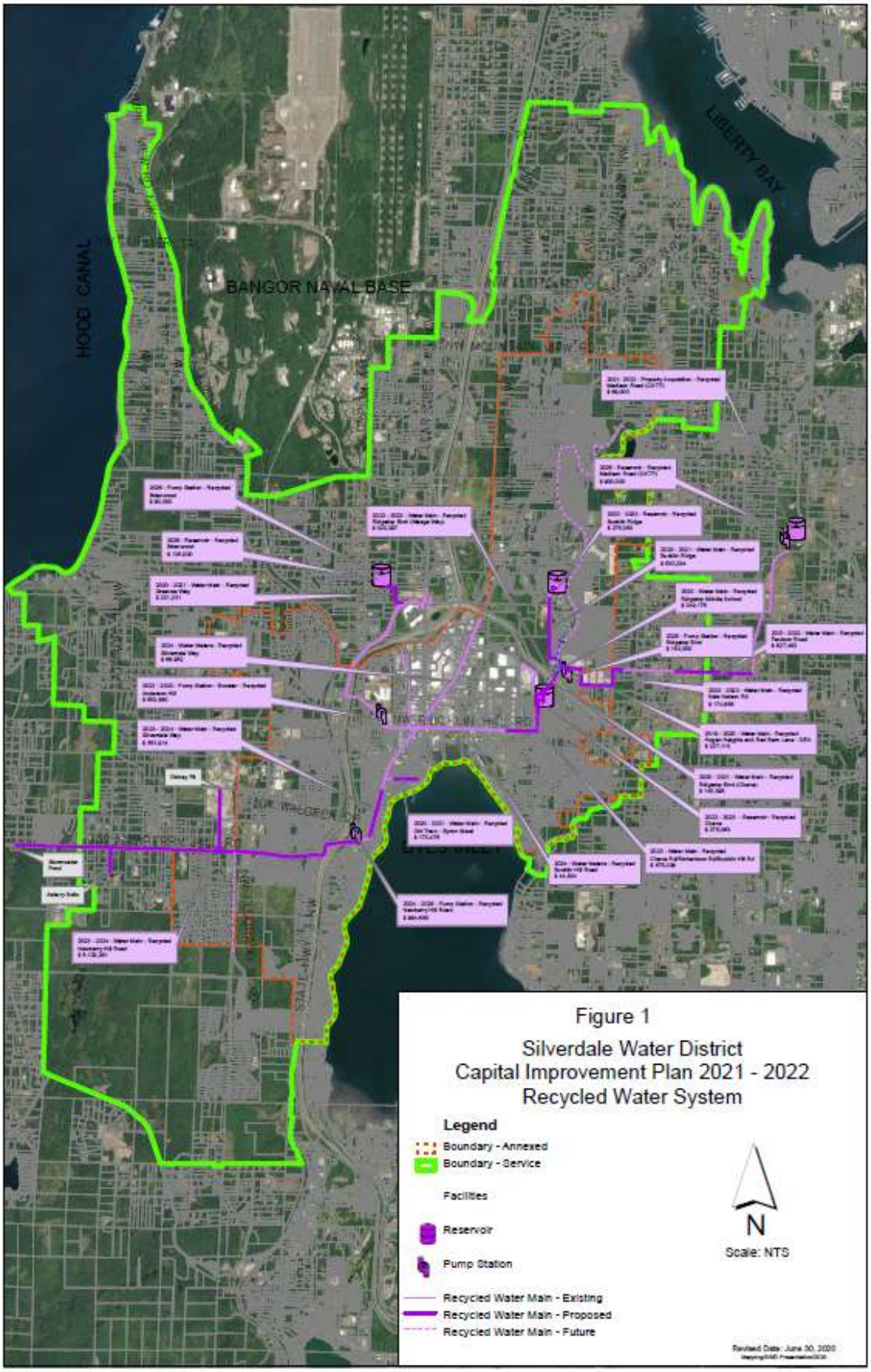
Sources of Information

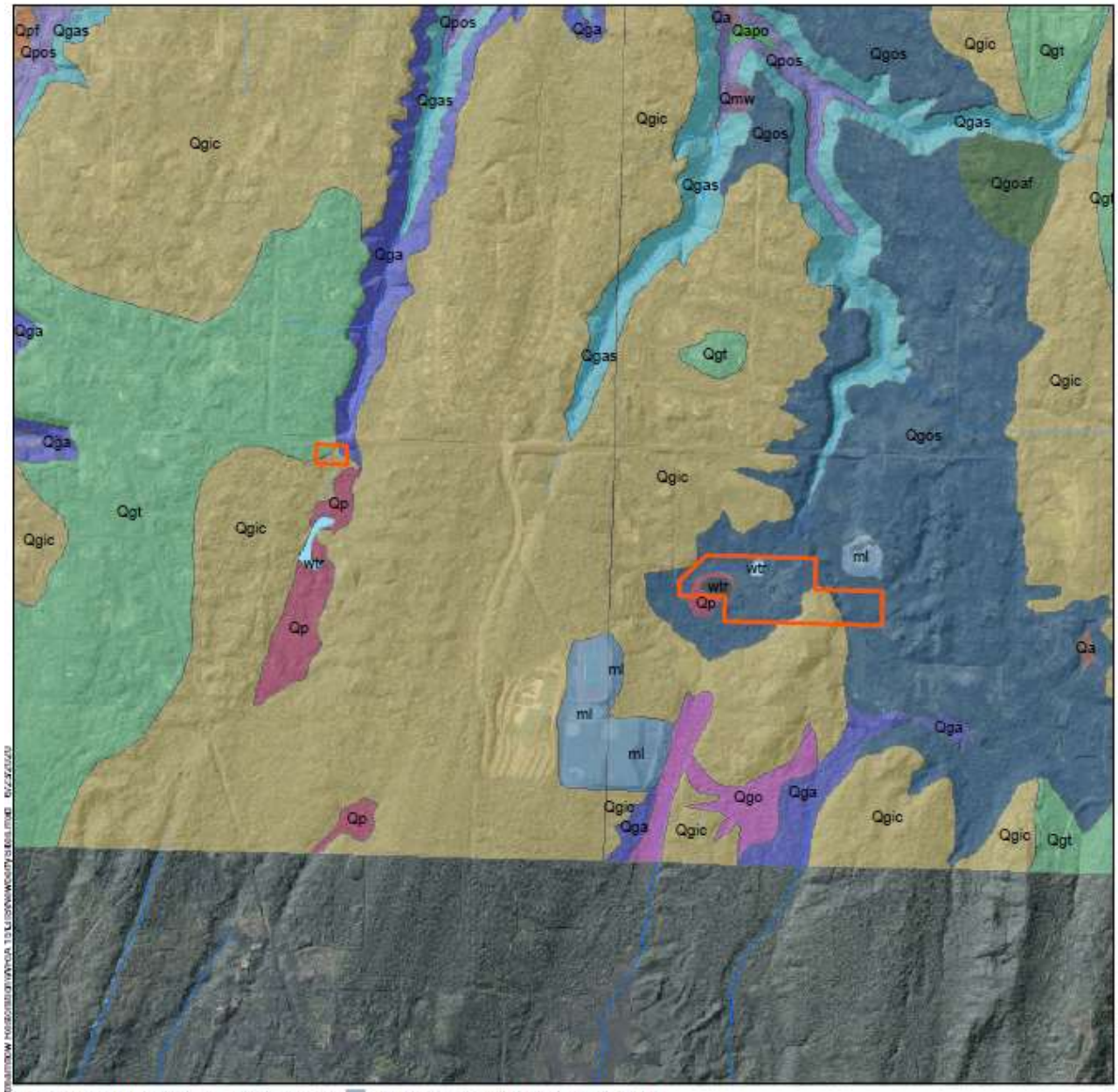
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HOOD CANAL
BANGOR NAVAL BASE
LIBERTY BAY
Figure 1
Silverdale Water District
Capital Improvement Plan 2021 - 2022
Recycled Water System
Legend
Boundary - Annexed
Boundary - Service
Facilities
Reservoir
Pump Station
Recycled Water Main - Existing
Recycled Water Main - Proposed
Recycled Water Main - Future
N
Scale: NTS



Geologic Unit Symbol, Symbology

- Qa--Quaternary alluvium
- Qapo--Pleistocene alpine glacial drift
- Qga--Pleistocene continental glacial drift
- Qgas--Pleistocene continental glacial drift
- Qgic--Pleistocene continental glacial drift
- Qgo--Pleistocene continental glacial drift
- Qgoaf--Pleistocene continental glacial drift
- Qgos--Pleistocene continental glacial drift
- Qgt--Pleistocene continental glacial till
- Qmw--Quaternary mass-wasting deposits
- Qp--Quaternary bog, marsh, swamp, or lake deposits
- Qpf--Pleistocene glacial and nonglacial deposits
- Qpos--Pleistocene continental glacial drift
- af,ml--Holocene artificial fill and modified land
- Parcels of Interest

Figure 2

Newberry Hill Road Sites

PgG

Port Orchard Airport Stormwater Infiltration Project – South Sound Subbasin

Description

The proposed project would divert stormwater from the 104-acre Port Orchard Airport to a nearby infiltration facility which could be at several locations, including the airport, off-site at a nearby Kitsap County-owned parcel or off-site at an area south of the airport.

Future development at the airport would increase stormwater runoff and can provide the opportunity to construct stormwater facilities that could infiltrate stormwater or convey stormwater to an off-site infiltration facility. An option would be to capture runoff from existing impervious areas. The airport site is located along Sidney Road SW in Port Orchard and was rezoned as REC – Rural Employment Center in 2016. This zone provides for isolated areas of industrial and commercial type uses in the rural areas of Kitsap County and are designated to promote the rural economy by providing and creating jobs close to where people live. This zoning allows future development at the airport including a wider range of commercial, industrial, and institutional uses such as offices, retail, and restaurants.

The project is in the South Sound subbasin of WRIA 15. The site is mostly within a Category II Critical Aquifer Recharge Area (CARA), with a small area of Category I CARA at the southerly end of the site. The streams that could potentially benefit are Minter and Burley creeks and their tributaries in the vicinity of the project site.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by collecting stormwater runoff from impervious surfaces and conveying it to an infiltration facility. Water quality treatment of the stormwater would also be required before infiltration to settle out fine particles which may plug an infiltration facility. Three potential areas for infiltration and groundwater recharge have been identified. They are on-site at the south end of the airport, east of the airport at a County-owned parcel that was used as a gravel pit and south of the airport. Although there are active gravel pits adjacent to the airport, use of those pits for infiltration is not proposed as an option as it is believed those pits will be in operation for years and will not likely to be suitable for infiltration.

Figure 1 provides a conceptual plan view for the project and Figure 2 provides a geologic map clipped from the WRIA 15 web map. An initial geologic review of an infiltration project was performed and indicated there is potential for groundwater recharge. A more detailed geotechnical evaluation would be required to confirm the site suitability and provide recommendations on the design of the infiltration facility.

To estimate the volume of stormwater runoff that may be available for recharge, streamflow data on Burley Creek from Kitsap PUD was used (Kitsap Public Utility District 2020). Average monthly flows in

Burley Creek were multiplied by the ratio of the drainage area at the point of diversion to the Burley Creek drainage area. Table 1 summarizes the anticipated average monthly yield at the project site based on the area-discharge relationship from Burley Creek. This is a conservative (low) estimate of stormwater runoff as impervious surfaces will generate much more runoff per acre than that of the Burley Creek basin.

Table 1
Estimated Average Monthly Yield at Port Orchard Airport (acre-feet)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
44	35	38	31	24	19	17	16	16	25	38	40

Two assumptions were made in estimating the potential groundwater recharge. The first is the infiltration facility would operate in the winter and early spring (November to March) and the second is 50 percent of the runoff could be infiltrated. The quantity that can be infiltrated will not be known until more detailed hydrological and geotechnical investigations are completed. With those assumptions, up to 98 acre-feet per year could be recharged. The average rate of recharge would be 0.33 cfs (148 gpm). Averaged throughout the entire year, the average rate of recharge would be 0.135 cfs (61 gpm).

The water offset quantity for the WRIA 15 Watershed Plan is preliminarily estimated to be up to 98 acre-feet per year. If suitable infiltration areas are identified, it is likely additional water would be available for recharge to groundwater.

Conceptual-level map and drawings of the project and location.
Figure 1 shows the locations of the potential infiltration facilities proposed for the project.

Description of the anticipated spatial distribution of likely benefits
Stormwater storage and infiltration could provide additional groundwater input and flows to the Minter and Burley Creek stream systems. Water infiltration could also enhance or restore wetlands associated with groundwater discharge areas. Depending on the location of the infiltration facility, there is approximately 5 miles of tributaries to Burley Creek and Burley Creek that could benefit from groundwater recharge, or approximately 4.5 miles of tributaries to Minter Creek and Minter Creek that could benefit.

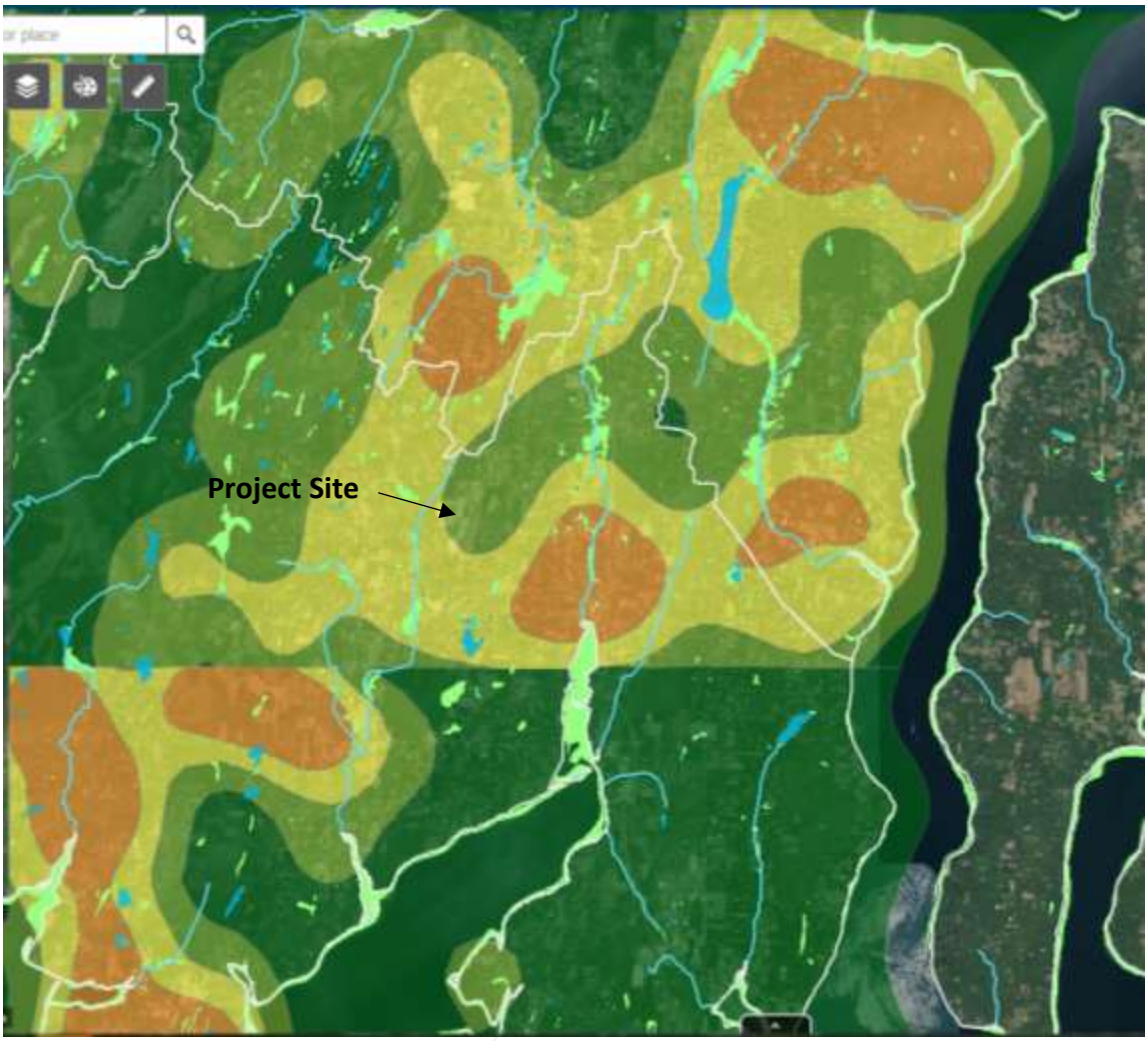
Location relative to future PE well demand

The forecast consumptive use for the South Sound subbasin using the irrigated area method and baseline growth assumptions is listed in Table 2.

Table 2. Forecast PE Consumptive Use Demand for South Sound Subbasin

Acre-feet per year	Gallons per minute	Cubic feet per second
213.8	132.5	0.2958

A copy of the PE growth heat map from the WRIA 15 webmap is shown in Figure 3. The project site is in an area predicted to have a lesser level of growth in PE wells, however higher levels of growth is predicted in both the Minter Creek and Burley Creek basins. The estimated water offset benefit of 98 acre-feet per year is 46 percent of the offset estimated for the South Sound subbasin.



Source: https://hdr.maps.arcgis.com/apps/webappviewer/index.html?id=d7d02dedb57241aa81dd7eb376c8625a

Figure 3. WRIA 15 PE Growth Heat Map

Performance goals and measures.

The performance goals are to increase groundwater recharge by 98 acre-feet per year to improve baseflow in Minter and Burley Creeks. The measures will be an increase in baseflow in summer in the creeks by about 0.13 cfs, assuming the water infiltrated discharges to creeks at a steady-state rate equal to the annual average recharge. The average flow in Burley Creek from July to September is 17 cfs, with low flows about 9 cfs. There is less streamflow data available for Minter Creek, however data reviewed indicates streamflow levels about the same as Burley Creek. The increased streamflow from recharge will be a very small increase in either stream but may benefit tributaries receiving increased groundwater discharge relatively more.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

Minter and Burley creeks support a variety of species and life stages including the Endangered Species Act-listed Puget Sound winter steelhead and its critical habitat (NOAA 2016). Tributaries of the East Kitsap Peninsula are part of the Central and South Puget Sound Demographically Independent Population (DIP; NOAA 2019). Other anadromous salmonid species found in the watershed that would benefit from this project include Coho, coastal cutthroat trout, fall and summer chum, and fall Chinook salmon (WDFW 2020).

The salmonids and other aquatic species in the Burly/Minter watershed are subject to degraded ecosystem function due to limiting factors present at the site. In the Puget Sound Salmon Recovery Plan, NOAA identifies the alteration of natural stream hydrology as a high priority limiting factor in WRIA 15 (NOAA 2007), and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions. Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve the survival of juveniles. Addressing the streamflow limiting factor and improving habitat conditions would help support salmonids at various life stages and increase presence, recruitment, and survival in the area of the project. Along with the habitat restoration actions and regional planning efforts already undertaken in the Minter/Burly watersheds, addressing increasing base streamflow could contribute to the VSP parameters of abundance, productivity, spatial structure, and diversity for the ESA-listed Distinct Population Segment of Puget Sound winter steelhead.

Identification of anticipated support and barriers to completion.

The project was proposed by members of the Watershed Restoration and Enhancement Committee as a potential project that would fit the goals of the committee. There is not currently a sponsor. The primary barrier would be the availability of funding for the construction and operations and maintenance (O&M) costs. Other barriers include the feasibility of infiltration and whether the timing of development and subsequent project matches the time frame for water offsets. Owners of the airport also have not been contacted to ascertain their interest in a project.

It is anticipated that the project would be supported by both the Minter Creek Watershed Strategies Group, the Puget Sound Partnership, and the West Sound Watersheds Council (the lead entity in this region of WRIA 15). The Minter Creek Watershed Strategies Group (MCWSG) conducted a regional planning effort for the Minter/Burley Creek basin. The goals of this project to increase base streamflows and reduce temperatures in the basin align with the priorities for land use identified in the MCWSG's 2014 report, Minter Creek Watershed Strategies: A Coordinated Approach to Land Use Planning in the Watershed (MCWSG 2014). Section 8 of the same plan identifies intersections with the Puget Sound Partnership's Action Agenda, with which this project also aligns. West Sound Watersheds Council aligns salmon strategies with Puget Sound Salmon Recovery Plans and

implements the Puget Sound Partnership's Action Agenda in coordination with the West Central Local Integrating Organization. The West Central Local Integrating Organization's 2016 Ecosystem Recovery Plan identifies actions in the basin to implement salmon recovery actions. Two theories of change identified in this plan are directly addressed by the proposed project: "7.2 Decrease water withdrawal, diversion, per capital water use," and "10.3 Fix problems caused by development" (WCLIO 2016). Minter and Burley creeks are not directly identified in the plan, but the project fits into general strategies for improving streamflow and habitat conditions for salmonids in WRIA 15. The project also addresses strategies identified in NOAA's Recovery Plan for Puget Sound Steelhead (NOAA 2019). Recovery Strategy 3.3.2 specifically identifies improving hydrologic conditions and restoring groundwater recharge areas as important to improving survival for steelhead in South Puget Sound.

Potential budget and O&M costs.

The construction costs of an infiltration facility separate from stormwater facilities constructed for future development at the airport is estimated to be around $400,000. An additional 35 percent would be added for design, construction services and administrative costs, for a total of $540,000. The annual O&M cost is estimated to be $30,000. All costs are based upon a conceptual level of understanding of the project and will change once additional feasibility studies are completed. The size of the infiltration facility will have the largest effect on construction costs. No entity that will pay the annual O&M costs has been identified. It is assumed project costs would be covered through grants.

Anticipated durability and resiliency.

The project would have lasting benefits. The source of water (stormwater runoff) will vary from year to year due to climate factors, however the project benefits were described assuming a conservative amount of stormwater is captured and infiltrated.

Project sponsor(s) (if identified) and readiness to proceed/implement.

Washington Water Trust is willing to explore sponsorship for a limited number of MAR sites. The project is also in a very conceptual level of detail and additional studies will be needed to determine its feasibility or arrangement.

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Belfair Wastewater Reclamation Facility – South Sound Subbasin

Description

A potential project was identified that would use recycled water from the Belfair Wastewater and Water Reclamation Facility and infiltrate the water to provide an offset. Research into the operations of the current treatment facility is summarized below.

The Belfair Wastewater and Water Reclamation Facility is authorized to distribute Class A reclaimed water to public and private entities for commercial and industrial uses, to apply reclaimed water to land for irrigation at agronomic rates, and/or for groundwater recharge by surface percolation at locations listed in the permit. Current authorized uses are shown in the following table.

Customer	Use	Location	Average Monthly Flow
Mason County – Forest Irrigation Field	Irrigation and groundwater recharge	39-acre irrigation site just east of reclamation plant	0.125 MGD
Mason County – Belfair Reclamation Plant	Supply to hose bibs, equipment wash, toilet flushing, plant processes, fire flow, and irrigation	25200 NE State Route 3	

The irrigation site is in the West Fork Coulter Creek basin. Currently, the plant is at about ½ capacity and treats/irrigates about 70 acre-feet per year.

Issues

Potential issues with this project are:

- The irrigation site is already in operation and has capacity to treat the remainder of the plant capacity.

Johnson Farm Springbrook Creek Managed Aquifer Recharge Project – Bainbridge Island Subbasin

Description

The Johnson Farm property has an existing storage pond that is used to supply irrigation water to the farm during the summer. The property has a surface water right to withdraw 0.2 cfs and 40 acre-feet to irrigate 20 acres. The period of use is June 1 to September 30.

The Johnson Farm site has the potential for additional surface water storage, for infiltration of stored water and for transfer of an existing surface water source to a groundwater source. For this project description, only the potential for infiltration and groundwater recharge, along with a source switch, is described as they have the potential for providing water offsets to fit the goals of the Watershed Restoration and Enhancement Committee**. This project is currently not feasible due to legal restrictions.**

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by diverting water from an existing storage pond to an area on the farm for infiltration during the winter and early spring season (November to March). During the summer months, groundwater would be used in lieu of surface water for irrigation. There will be a benefit to groundwater from infiltration and benefit to surface water during summer by allowing surface water to flow through or around the pond instead of being used for irrigation. The project would require reconfiguration of the existing pond to allow water to be routed around the pond in summer and to provide a source of water by gravity or pumping to an infiltration basin. Figure 1 provides a conceptual plan view for the project and Figures 2-4 provide geologic maps prepared to review the initial feasibility of an infiltration project. The initial geologic review indicated there is potential for groundwater recharge. A more detailed geotechnical evaluation would be required to confirm the site suitability and provide recommendations on the design of the infiltration facility.

To estimate the volume of stormwater runoff that may be available for recharge, streamflow data on Springbrook Creek from the City of Bainbridge Island (Berg 2020) was used. Average monthly flows in Springbrook Creek were multiplied by the ratio of the pond drainage area to the Springbrook Creek drainage area. Table 1 summarizes the anticipated average monthly yield at the project site based on the area-discharge relationship from Springbrook Creek.

Table 1
Estimated Average Monthly Yield at Johnson Farm (acre-feet)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
28	51	42	25	15	7	4	4	4	17	38	23

Two assumptions were made in estimating the potential groundwater recharge. The first is the infiltration facility would operate in the winter and early spring (November to March) and the second is 50 percent of the runoff could be infiltrated. The quantity that can be infiltrated will not be known until more detailed hydrologic and geotechnical investigations are completed. With those assumptions, up to 91 acre-feet per year could be recharged. The average rate of recharge would be 0.31 cfs (138 gpm). Averaged throughout the entire year, the average rate of recharge would be 0.126 cfs (57 gpm). It is not known at this time whether it is feasible to infiltrate at that rate.

In addition to groundwater recharge, removing the surface water discharge would improve streamflow by up to 0.2 cfs during summer. High temperatures and low dissolved oxygen have been measured at the existing pond discharge during warmer months. If the existing pond were bypassed during summer, the project would also improve instream water quality by reducing stream temperatures and increasing dissolved oxygen.

The water offset quantity for the WRIA 15 Watershed Plan is preliminarily estimated to be up to 91 acre-feet per year.

Conceptual-level map and drawings of the project and location.

Figure 1 shows a conceptual plan view of the project.

DRAFT

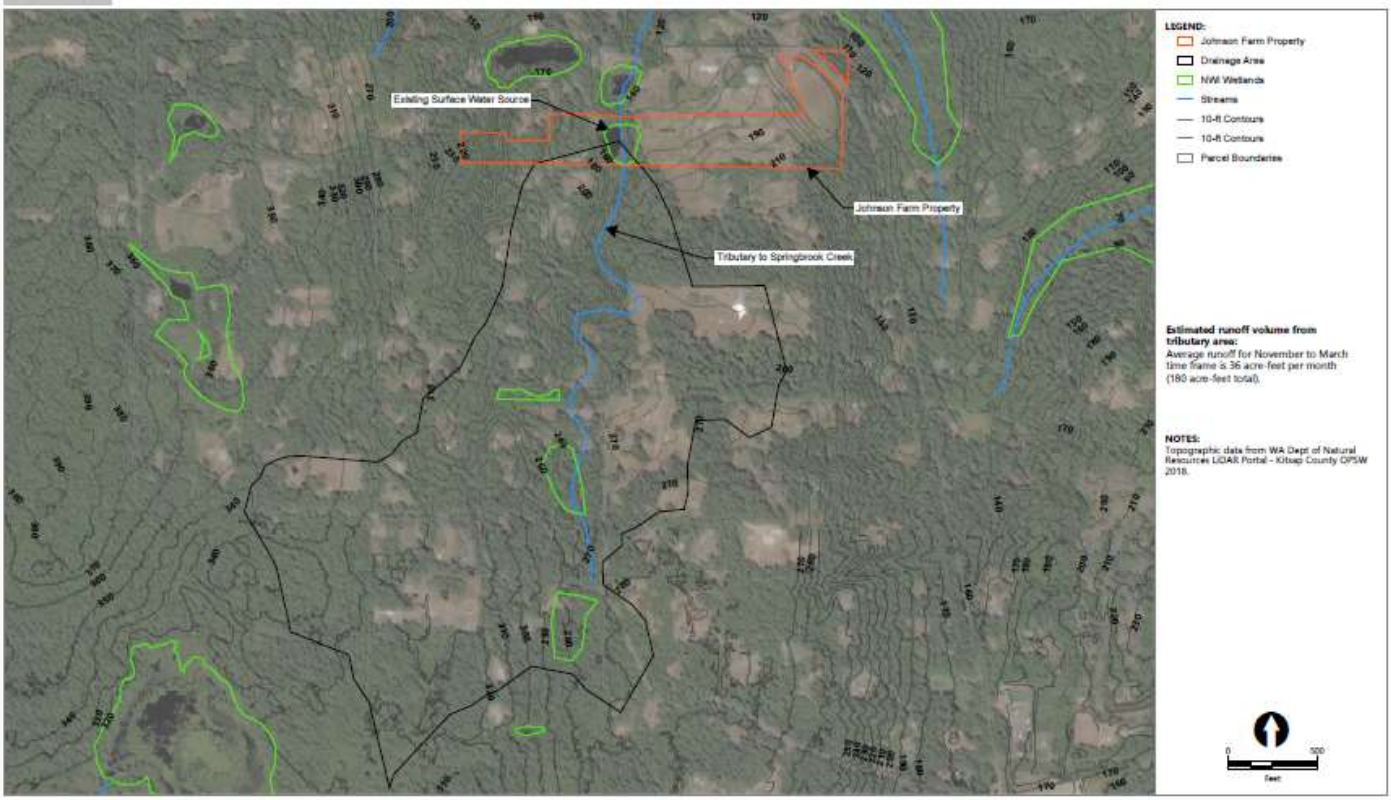


Figure 1
Johnson Farm, Springbrook Creek - Stormwater Infiltration
WRIA 15
Watershed Restoration and Enhancement

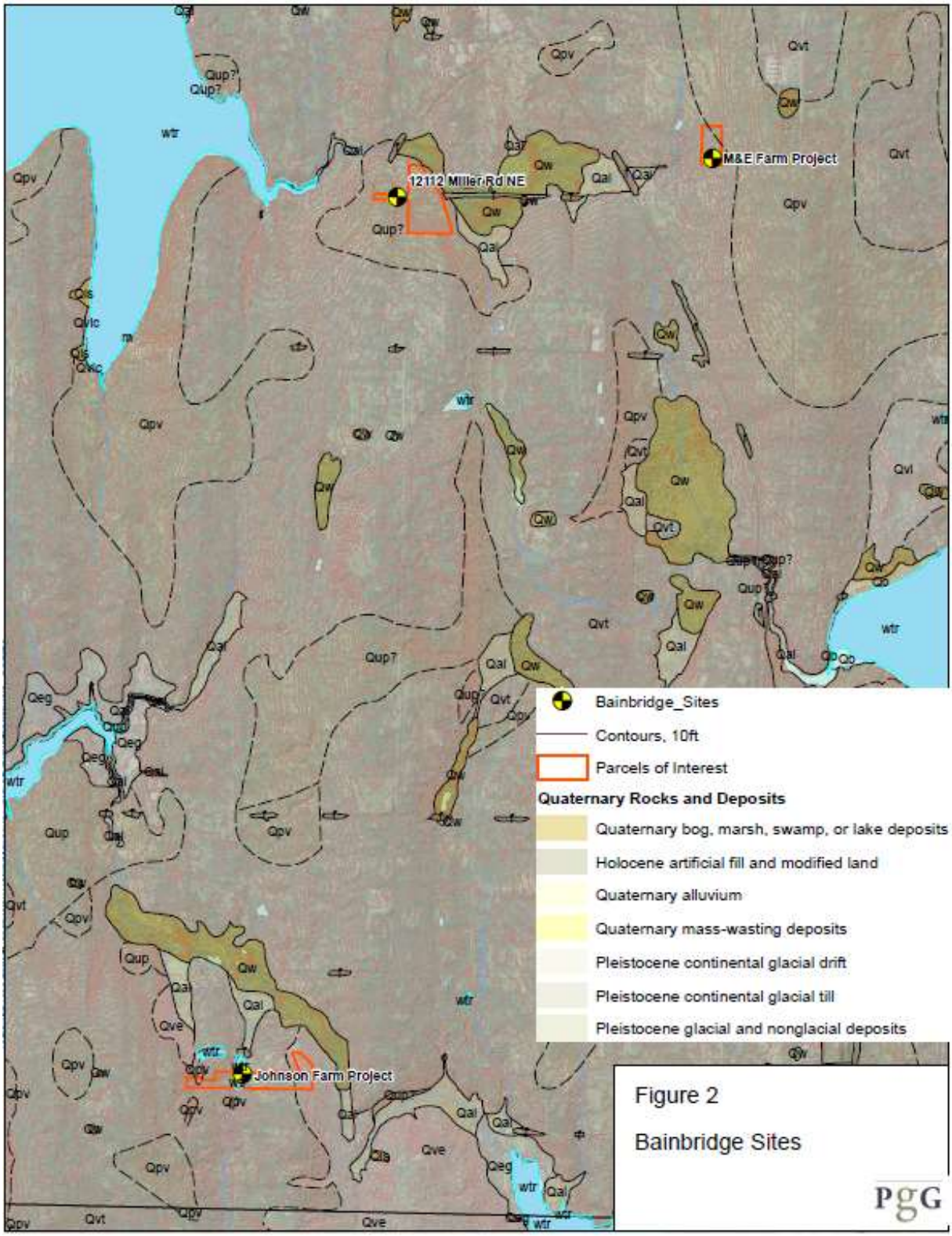


Figure 2

Bainbridge Sites

PgG

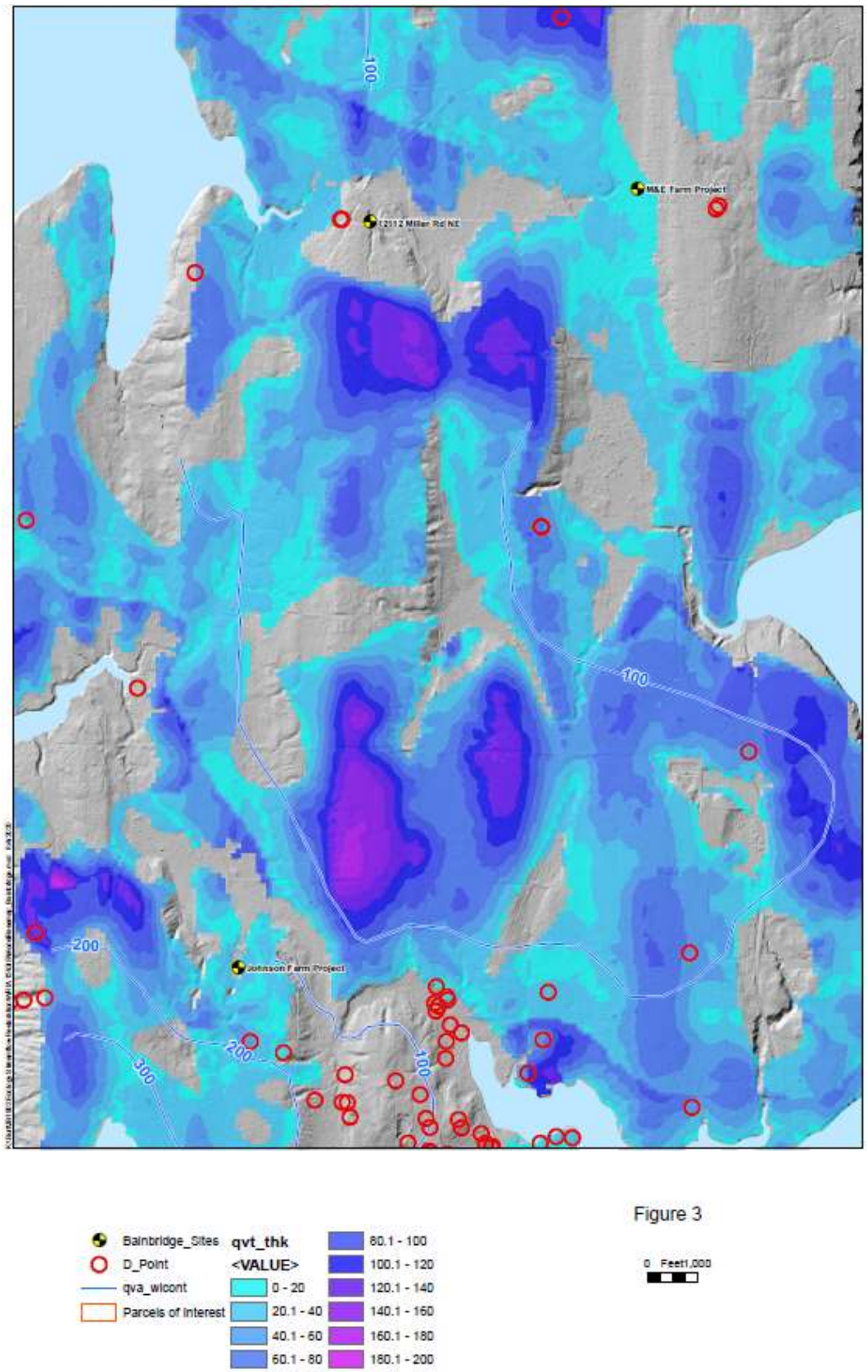

100
M&E Farm Project
12112 Miller Rd NE
100
200
Johnson Farm Project
200
100
300
Bainbridge_Sites
D_Point
qva_wlcont
Parcels of interest
qvt_thk
<VALUE>
0 - 20
20.1 - 40
40.1 - 60
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80.1 - 100
100.1 - 120
120.1 - 140
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Figure 3

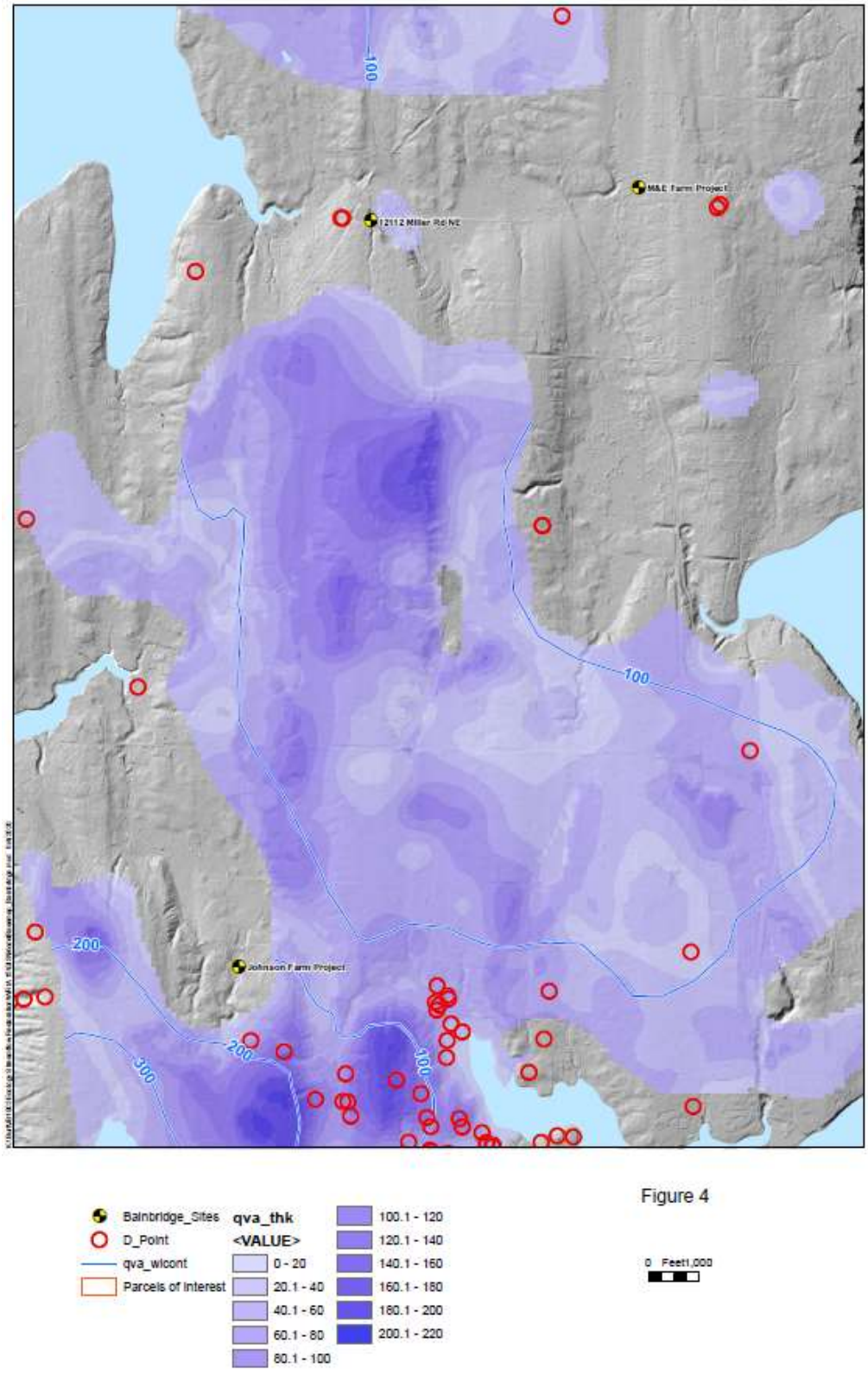


Figure 4

Description of the anticipated spatial distribution of likely benefits

Replacement of the surface water source with a new groundwater source at Johnson Farm could improve water quality in Springbrook Creek and its tributary that runs through the property. Water storage and infiltration at the Johnson Farm Property could increase groundwater levels in the headwaters of Johnson Creek and provide increased groundwater inputs and flows into Springbrook Creek. The length of stream potentially benefitting is 1.4 miles (from the site to the mouth of Springbrook Creek). Detailed groundwater evaluations would be required to estimate how much benefit to Springbrook Creek would occur. Water infiltration could also enhance wetlands associated with groundwater discharge areas.

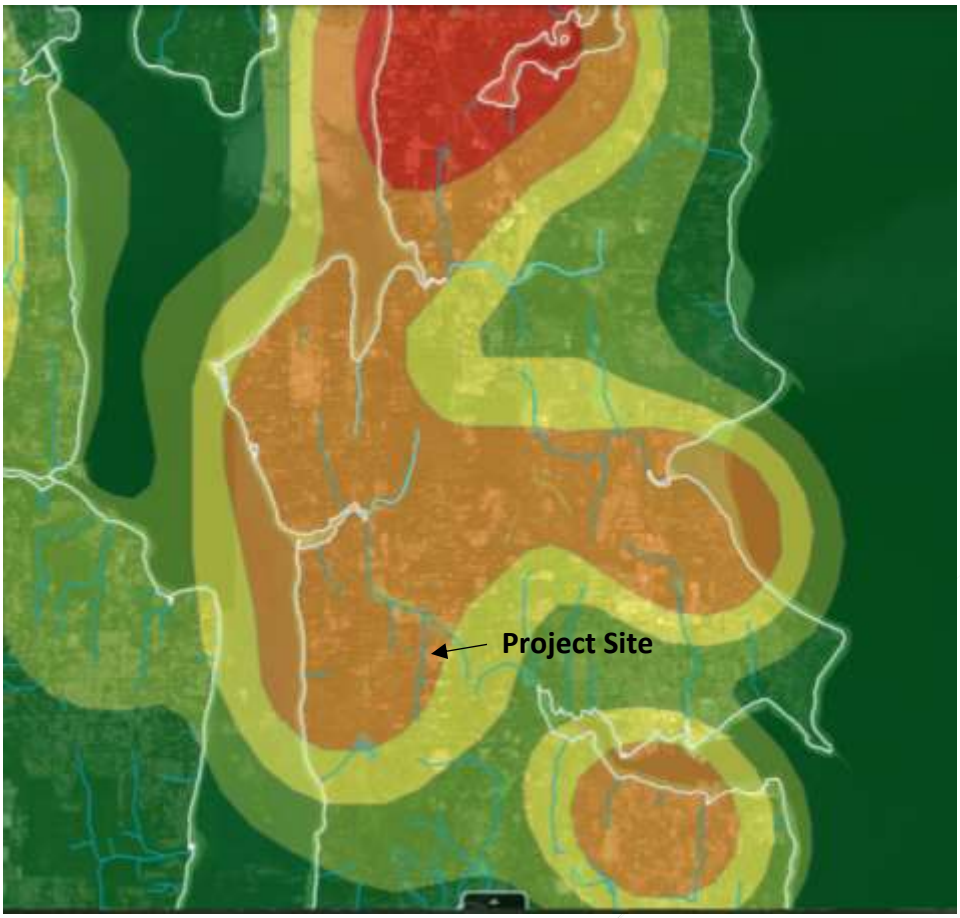
Location relative to future PE well demand

The forecast consumptive use for the Bainbridge Island subbasin using the irrigated area method and medium growth assumptions is listed in Table 1.

Table 1. Forecast PE Consumptive Use Demand for Bainbridge Island Subbasin

Acre-feet per year	Gallons per minute	Cubic feet per second
67.6	41.9	0.0935

A copy of the PE growth heat map from the WRIA 15 webmap is shown in Figure 5. The project site is located in an area predicted to have a moderate amount of PE well growth compared to other areas in Kitsap County. Much of the Springbrook Creek watershed is in an area predicted to have a moderate amount of PE well growth so this project would provide a water offset where additional consumptive use is predicted. The estimated water offset benefit of 91 acre-feet per year exceeds the total offset estimated for the Bainbridge Island subbasin using the irrigated area method and medium growth prediction.



Source:
https://hdr.maps.arcgis.com/apps/webappviewer/index.html?id=d7d02dedb57241aa81dd7eb376c8625a

Figure 5. WRIA 15 PE Growth Heat Map

Performance goals and measures.

The performance goals are to reduce surface water use by up to 40 acre-feet per year during summer by switching the source of supply to a new onsite groundwater source and to increase infiltration by up to 91 acre-feet per year to improve baseflow in Springbrook Creek. The measures will be an increase in baseflow in summer in Springbrook Creek by about 0.3 cfs, assuming the water infiltrated discharges to Springbrook Creek at a steady-state rate equal to the annual average recharge. The flow in Springbrook Creek in July-September averages about 0.5 cfs with annual low flows of less than 0.4 cfs (Berg 2020). The groundwater recharge could increase baseflows by 75 percent. Increased baseflow and bypass of the existing pond during summer could also slightly reduce water temperatures in the stream.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

Springbrook Creek is one of the most productive fish-bearing streams on Bainbridge Island. It supports cutthroat trout, coho salmon, chum salmon, sculpin, lamprey, and historically supported ESA-listed Puget Sound winter steelhead (BILT 2018). Springbrook Creek also contains one of two reaches on Bainbridge Island that are designated as critical habitat for Puget Sound steelhead (BILT 2018).

The salmonids and other aquatic species in Springbrook Creek are subject to degraded ecosystem function due to limiting factors present at the site. In the Puget Sound Salmon Recovery Plan, NOAA identifies the alteration of natural stream hydrology as a high priority limiting factor in WRIA 15 (NOAA 2007), and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions. Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve the survival of juveniles. Addressing the streamflow limiting factor and improving habitat conditions would help support salmonids at various life stages and increase presence, recruitment, and survival in the area of the project.

Identification of anticipated support and barriers to completion.

The project was proposed by the City of Bainbridge Island as a potential project that would fit the goals of the Watershed Restoration and Enhancement Committee. Friends of the Farms is the land manager and could be the project sponsor. Either the City or Friends of the Farm could construct, operate and maintain the pond and infiltration facilities as they own the property. Even though the City does not operate the farm, they are the water resources manager for Bainbridge Island and would have the resources to manage the project. The primary barrier would be the availability of funding for the construction and operations and maintenance (O&M) costs. Other barriers include the feasibility of infiltration. Feasibility issues would need to be studied and addressed during a feasibility study phase.

Potential budget and O&M costs.

The total construction costs of the pond reconfiguration, piping and infiltration facility is estimated to be around $400,000. An additional 35 percent would be added for design, construction services and administrative costs, for a total of $540,000. The annual O&M cost is estimated to be $30,000. All costs are based upon a conceptual level of understanding of the project and may change once additional feasibility studies are completed. The costs would also change if the project is scaled back.

Anticipated durability and resiliency.

The project would have lasting benefits as it would be actively managed by the City of Bainbridge Island with O&M funded by the City using existing staff. The source of water could vary substantially

from year to year due to climate factors, however the project benefits were described assuming a conservative amount of stormwater is captured and infiltrated.

Project sponsor(s) (if identified) and readiness to proceed/implement.

The City of Bainbridge Island is the most suitable project sponsor but has not committed to assuming the project sponsor role yet. The project is also in a very conceptual level of detail and additional hydrologic and geotechnical studies will be needed to determine its feasibility or arrangement.

References

Bainbridge Island Land Trust, 2018. Springbrook Creek Watershed Assessment, Final Report December 26, 2018. SRFB Project #14-1517. Available from: https://www.bi-landtrust.org/wp-content/uploads/2019/02/Springbrook-Creek-Assessment-Report-Narrative-1.pdf

Berg, Christian, 2020. Personal Communication, June 24, 2020

NOAA (National Oceanic and Atmospheric Administration, National Marine Fisheries Service), 2007. Puget Sound Salmon Recovery Plan. Volume I. Adopted by the National Marine Fisheries Service, January 19, 2007.

WDF (Washington Department of Fisheries), 1975. "A Catalog of Washington Streams and Salmon Utilization, WRIA 15." Accessed at: https://www.streamnetlibrary.org/?page_id=95.

WDFW (Washington Department of Fish and Wildlife), 2020. Salmonscape mapping of fish distribution. Available at: http://apps.wdfw.wa.gov/salmonscape/

Winslow WasteWater Treatment Plant Reclaimed Water

Description

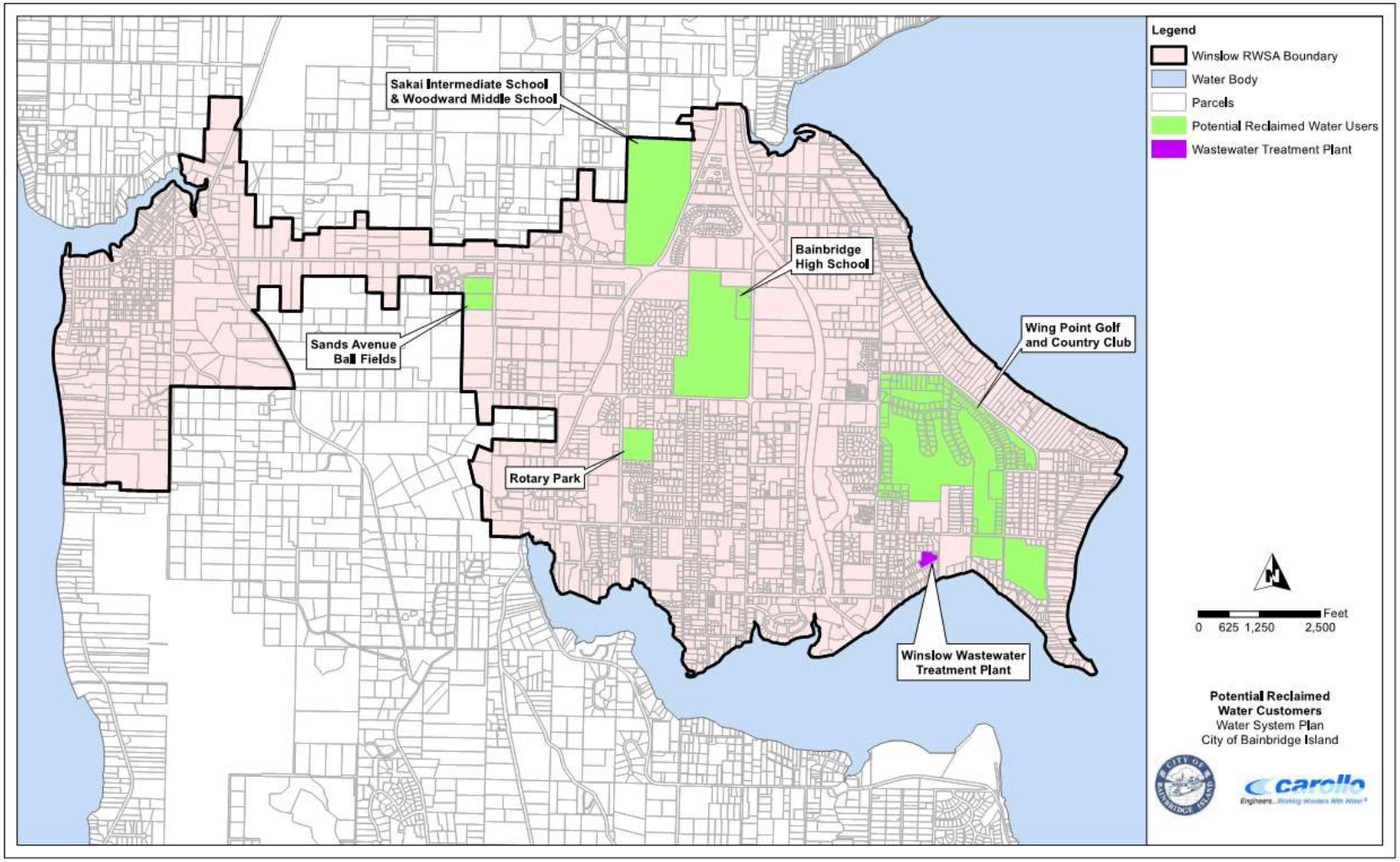
Currently the Winslow wastewater treatment plant (WWTP) produces an average of 0.5 MGD of effluent that goes unused and ends up in the Puget Sound. With a tertiary treatment system this effluent could be reclaimed and brought up to a quality that will make the water useable as irrigation in nearby sports areas. By replacing water from the City of Bainbridge Island Water utility with reclaimed water from the WWTP less water will be taken out of the shallow aquifer and more water will be available for streamflow.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by diverting water from the outfall of the WWTP in the irrigation season (May-October). During the summer months, reclaimed water would be used in-lieu of municipal water for irrigation. There will be a benefit to surface water during summer by replacing some of the shallow groundwater extraction from the well field near Cooper Creek. Figure 1 provides a conceptual plan view of some of the likely areas where reclaimed water could be used for irrigation. Figures 2 provide a map of Cooper creek (salmon bearing) and associated shallow well field, known as Head of the Bay.

To estimate the volume of water that could be offset a rough, conservative calculation was made of the irrigated sports turf (schools and golf course) within the Winslow service area at 45 acres. If irrigation was applied at a rate of 1 inch per week for 12 weeks, an offset of 45 acre-feet/year could be achieved.

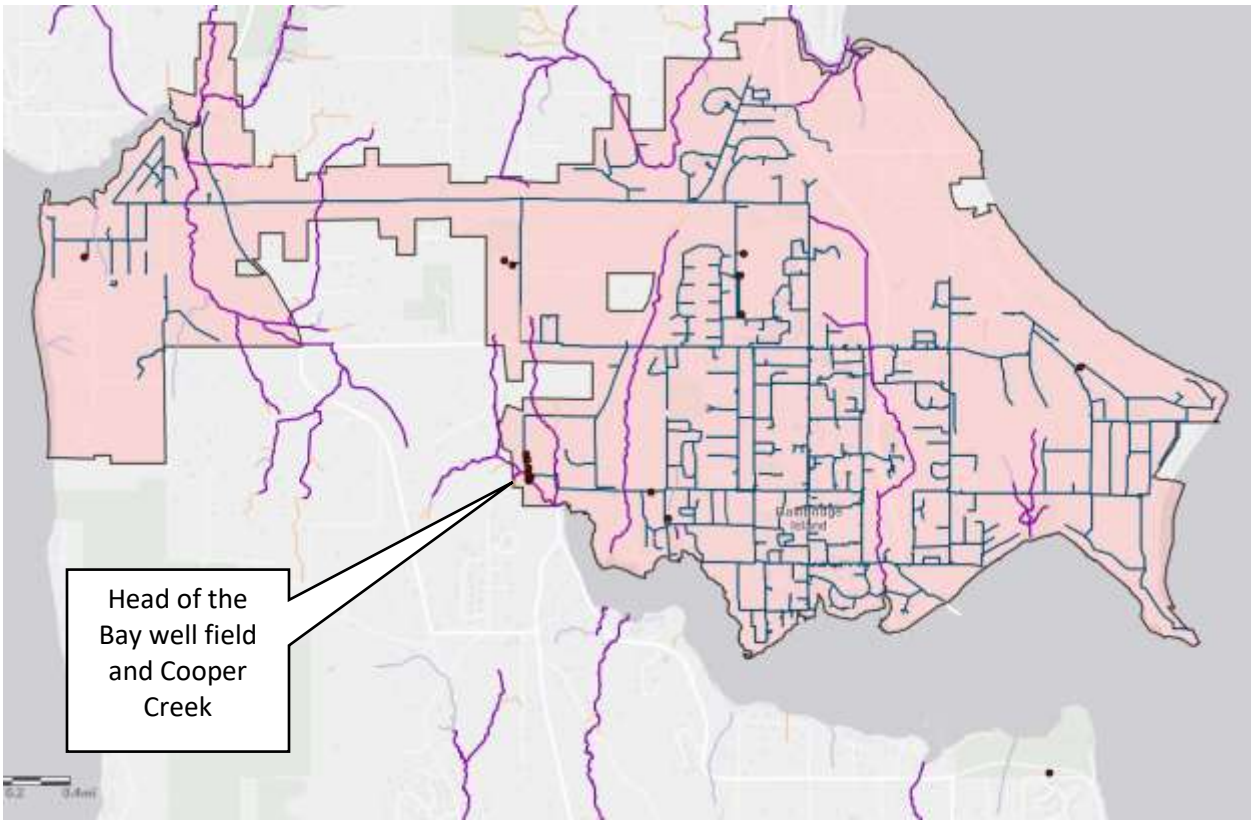
Figure 1 Map of potential application sites



Description of the anticipated spatial distribution of likely benefits

Replacement of the groundwater extraction from the Head of the Bay well field will allow more interflow from the shallow aquifers (Vashon and Sea Level) to supply baseflow to Cooper creek that runs through the well field.

Figure 2 Map of well field and associated stream.



Location relative to future PE well demand

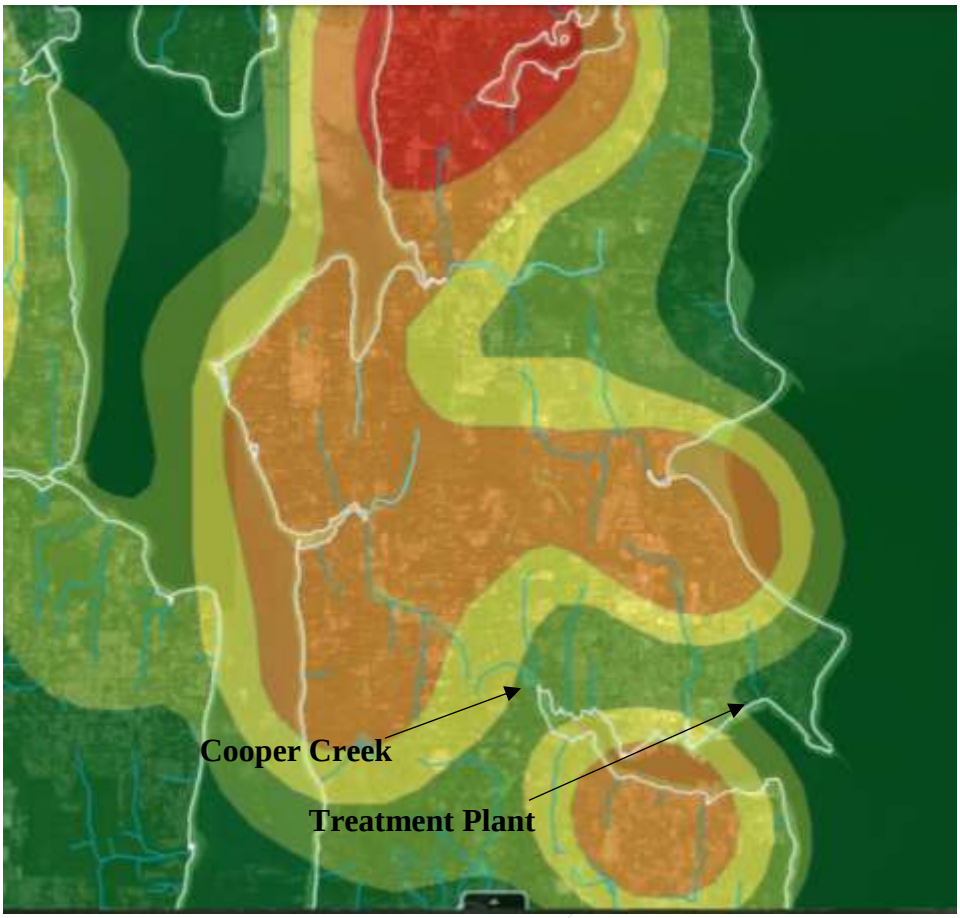
The forecast consumptive use for the Bainbridge Island subbasin using the irrigated area method and medium growth assumptions is listed in Table 1.

Table 1. Forecast PE Consumptive Use Demand for Bainbridge Island Subbasin

Acre-feet per year	Gallons per minute	Cubic feet per second
67.6	41.9	0.0935

A copy of the PE growth heat map from the WRIA 15 webmap is shown in Figure 3. While the site of the treatment plant is not located in an area expected to receive many new PE wells the area of groundwater extraction and expected streamflow benefit is located in an area predicted to have low to moderate amount of PE well growth compared to other areas in Kitsap County.

Figure 3. WRIA 15 PE Growth Heat Map



Source: https://hdr.maps.arcgis.com/apps/webappviewer/index.html?id=d7d02dedb57241aa81dd7eb376c8625a

Performance goals and measures.

The performance goals are to reduce surface water use by up to 45 acre-feet per year during summer by switching the source of supply from existing groundwater withdrawal to reclaimed water from the Winslow WWTP to improve baseflow in Cooper Creek. The measures will be an increase in baseflow in summer in Cooper Creek by about 0.06 cfs.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

Cooper Creek is one of the purest fish-bearing streams on Bainbridge Island consistently providing cool, clear, oxygen-rich water. It supports cutthroat trout and coho salmon, (WDFW, 2021). Also, Cooper Creek is slated to receive its second major fish-passage barrier correction project in 2023.

The salmonids and other aquatic species in Cooper Creek are subject to degraded ecosystem function due to limiting factors present at the site. In the Puget Sound Salmon Recovery Plan, NOAA identifies the alteration of natural stream hydrology as a high priority limiting factor in WRIA 15 (NOAA 2007), and streamflow is important for supporting riparian vegetation and wetlands that provide shading, wildfire breaks, food web support, and flood and sediment attenuation functions. Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer

stream rearing habitat. This would improve the survival of juveniles. Addressing the streamflow limiting factor and improving habitat conditions would help support salmonids at various life stages and increase presence, recruitment, and survival in the area of the project.

Identification of anticipated support and barriers to completion.

The project was proposed by the City of Bainbridge Island as a potential project that would fit the goals of the Watershed Restoration and Enhancement Committee. The primary barrier would be the availability of funding for the construction and operations and maintenance (O&M) costs. Other barriers include the feasibility of adding distribution facilities to transfer the reclaimed water from the treatment plant to the application sites. Feasibility issues would need to be studied and addressed during a feasibility study phase. Currently there is a study underway to characterize the effluent of the WWTP and propose applicable treatment options.

Potential budget and O&M costs.

The total construction costs of the plant reconfiguration, piping and new treatment facility is estimated to be around $5,000,000.00 An additional 30% would be added for design, construction services and administrative costs, for a total of $6,500,000.00. The annual O&M cost is estimated to be $100,000.00. All costs are based upon a conceptual level of understanding of the project and may change once additional feasibility studies are completed. The costs would also change if the project is scaled back.

Anticipated durability and resiliency.

The project would have lasting benefits as it would be actively managed by the City of Bainbridge with O&M funded by the City using existing and new staff.

Project sponsor(s) (if identified) and readiness to proceed/implement.

The City of Bainbridge Island is the most suitable project sponsor but has not committed to assuming the project sponsor role yet. The project is also in a very conceptual level of detail and additional hydrologic and geotechnical studies will be needed to determine its feasibility or arrangement.

References

NOAA (National Oceanic and Atmospheric Administration, National Marine Fisheries Service), 2007. Puget Sound Salmon Recovery Plan. Volume I. Adopted by the National Marine Fisheries Service, January 19, 2007.

WDF (Washington Department of Fisheries), 1975. “A Catalog of Washington Streams and Salmon Utilization, WRIA 15.” Accessed at: https://www.streamnetlibrary.org/?page_id=95.

WDFW (Washington Department of Fish and Wildlife), 2021. Salmonscape mapping of fish distribution. Available at: http://apps.wdfw.wa.gov/salmonscape/

Rocky Creek Tributary Managed Aquifer Recharge

Description

This project is a potential MAR project on a tributary to Rocky Creek, south of Trophy Lake Golf Course. The tributary has a watershed area of approximately 1,200 acres upstream of its confluence with Rocky Creek. Preliminary geologic maps from the WRIA 15 indicate a zone of recessional outwash in the project area. Properties that are candidate for MAR sites are owned by Alpine Evergreen, a forestry management company and Selig Real Estate, a development company.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by diverting flows from the tributary during winter and conveying it to an infiltration facility. Water quality treatment of the stormwater would also be required before infiltration to settle out fine particles which may plug an infiltration facility. Rocky Creek has minimum flows per WAC 173-515 and is closed to further consumptive use from mid-June through October. Salmonscape does not show presence of salmonids in the tributary. Approximately 1200 acres is the tributary area that would contribute runoff to the potential recharge area

To estimate the volume of runoff that may be available for recharge, streamflow data on Burley Creek from Kitsap PUD was used (Kitsap Public Utility District 2020). Average monthly flows in Burley Creek were multiplied by the ratio of the drainage area at the point of diversion to the Burley Creek drainage area. Table 1 summarizes the anticipated average monthly yield at the project site based on the area-discharge relationship from Burley Creek.

Table 1
Estimated Average Monthly Yield at Rocky Creek Tributary (acre-feet)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
510	406	439	356	273	219	196	188	189	287	443	465

The assumptions made in estimating the potential volume of groundwater recharge were the infiltration facility would operate in the winter and early spring (November to March) and the infiltration rate would be 1 cfs (approximately 60 acre-feet/month). That infiltration volume is assumed based upon a soil infiltration rate of 2 feet/day (1 inch/hour) and an infiltration basin size of one acre. It is also assumed that the facility would operate 50% of the time to account for periods that minimum flows are not met in Rocky Creek. With those assumptions, up to 150 acre-feet per year could be recharged. Averaged throughout the entire year, the rate of recharge would be 0.21 cfs (92 gpm). The quantity that can be infiltrated will not be known until more detailed hydrological and

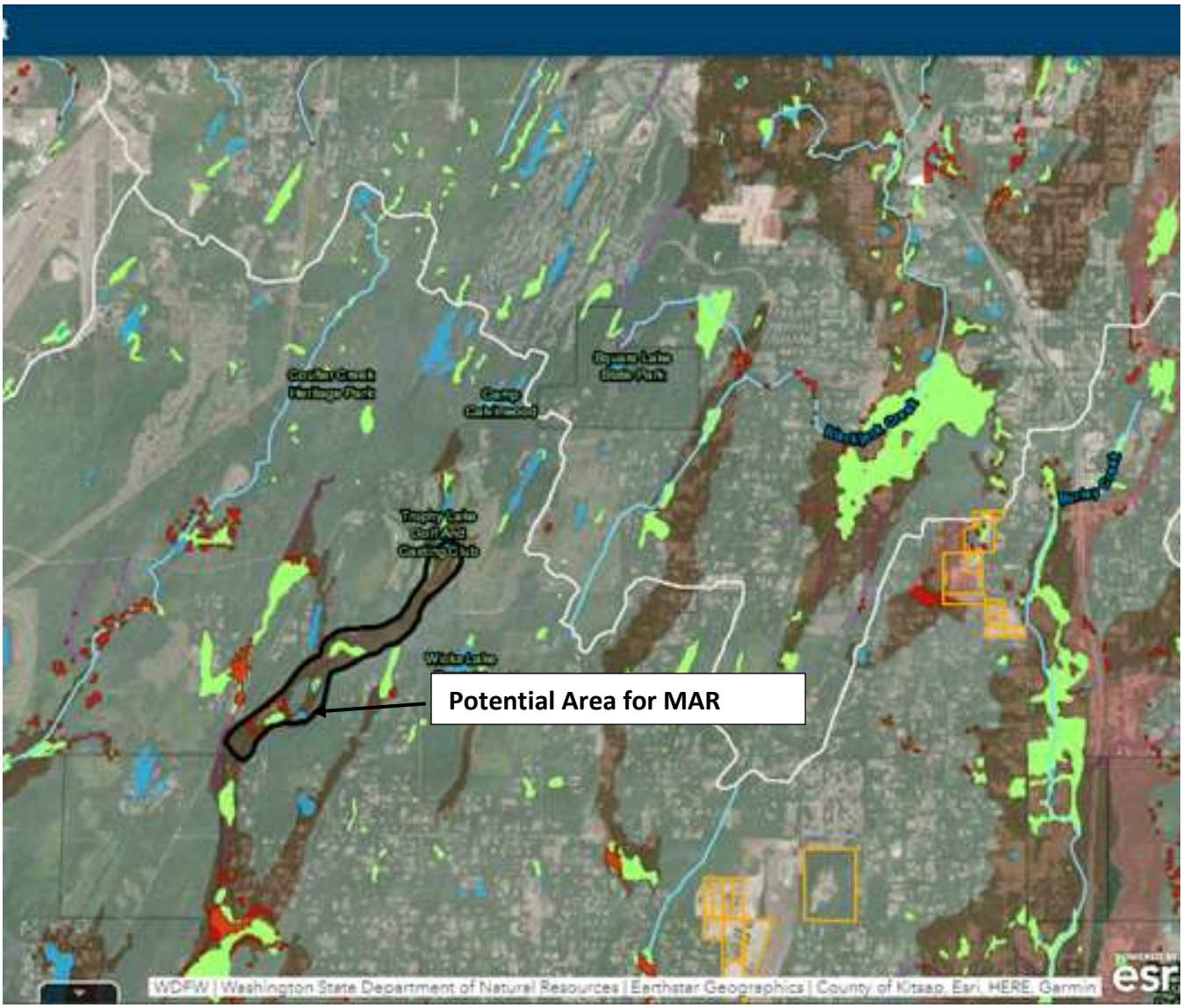
geotechnical investigations are completed as well as determining which property would be available for a project. With redundancy and the need for a settling basin, the overall size of the infiltration facility would be 2-3 acres.

The water offset quantity for the WRIA 15 Watershed Plan is preliminarily estimated to be up to 150 acre-feet per year. If suitable infiltration areas are identified and are available, it is likely additional water would be available for recharge to groundwater.

Conceptual-level map and drawings of the project and location.

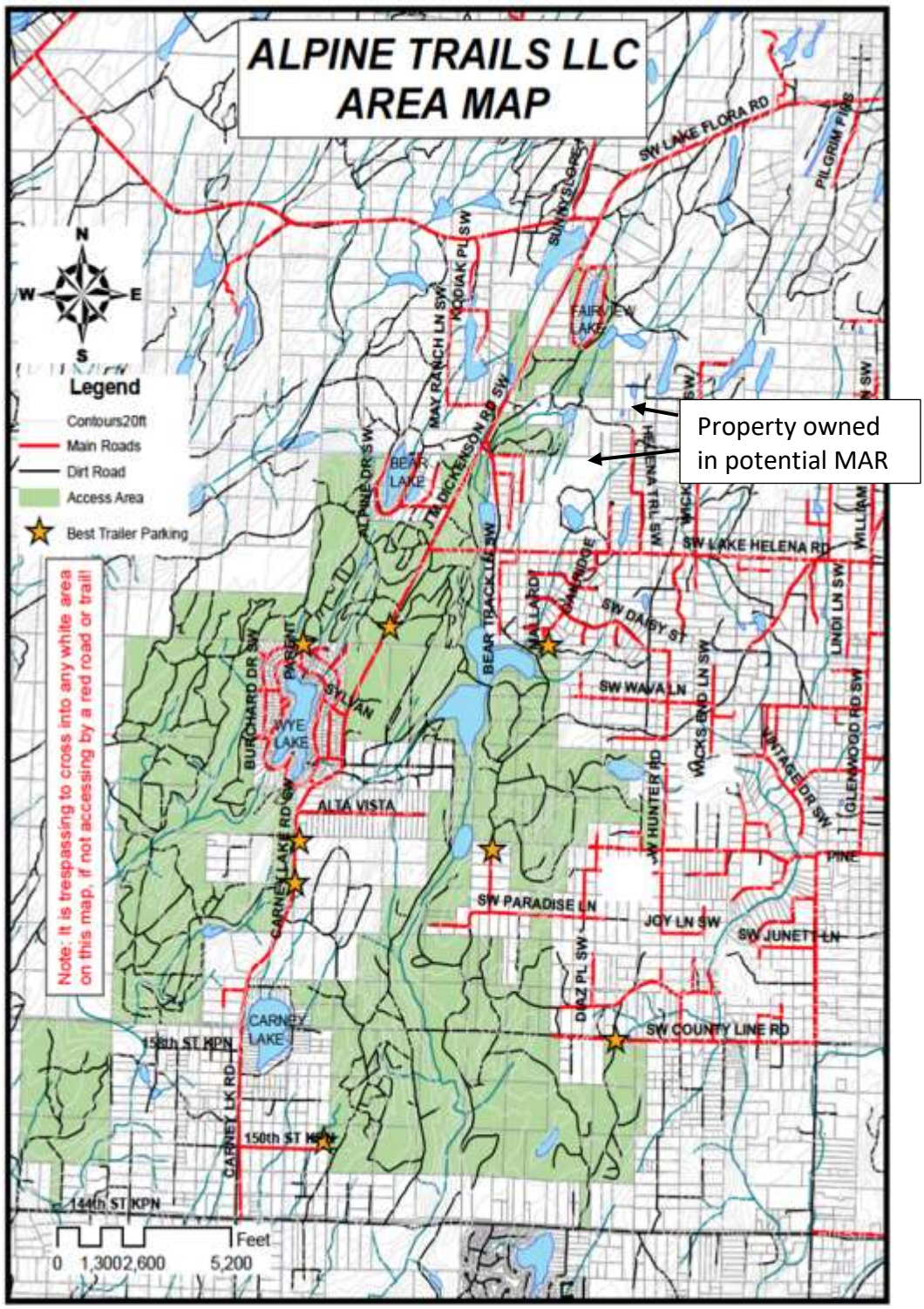
Figure 1 shows the area that could be used for MAR.

Figure 1. Rocky Creek Tributary MAR Area



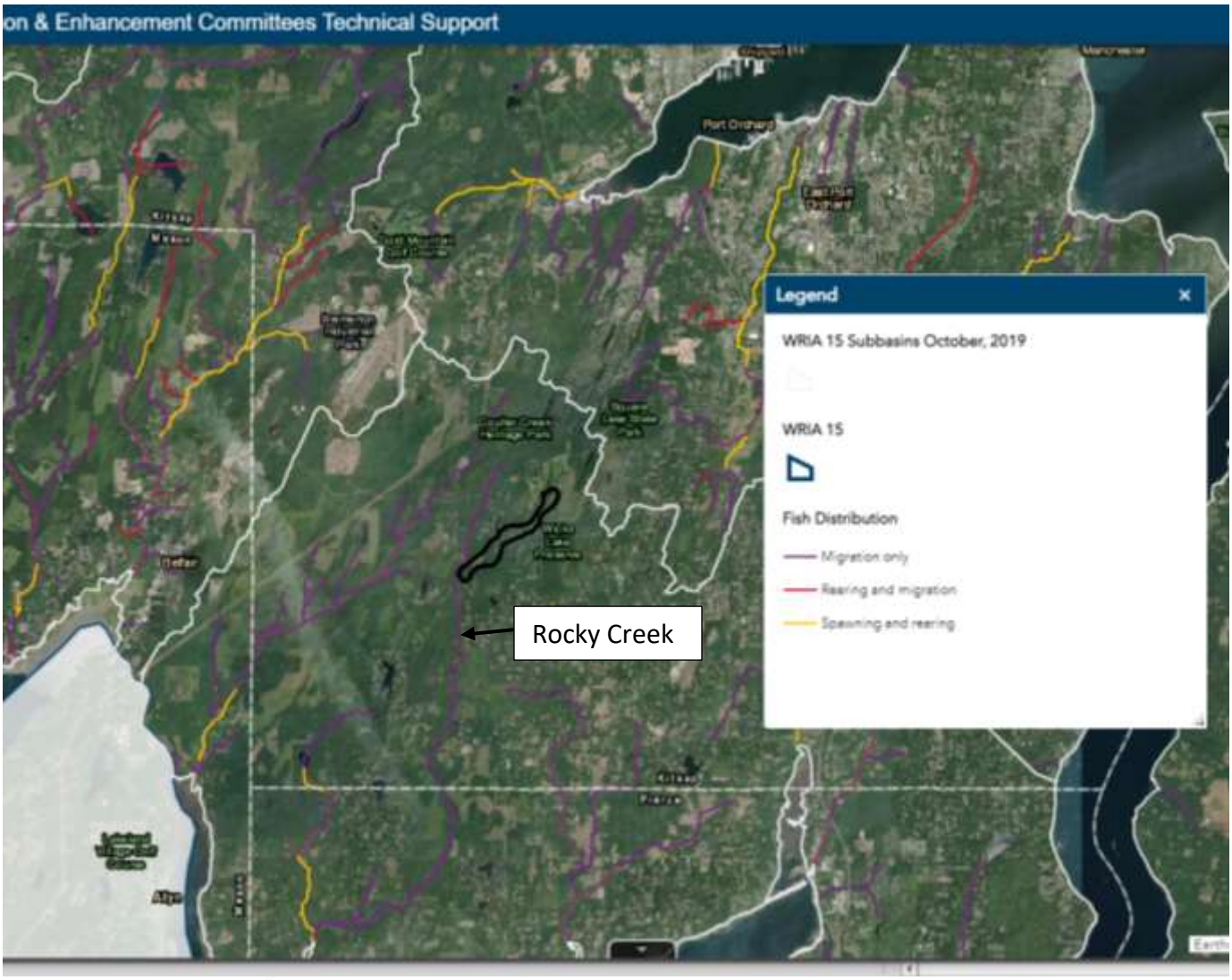
Alpine Evergreen is one of the owners, they own a large area zoned for forestry. Figure 2 shows their ownership in green.

Figure 2. Ownership by forestry company in MAR area



Fish Distribution from Salmonscape is provided in figure 3.

Figure 3. Fish distribution near MAR area



Oak Lake Storage and Potential Managed Aquifer Recharge

Description

This project is a potential surface water storage and MAR project at a small lake that feeds a tributary to the Dewatto River in the South Hood Canal subbasin. The site is reported to be an old gravel pit and geologic maps indicate the presence of recessional outwash, which could be a suitable material for MAR. The lake has only one owner (Manke Timber Company).

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project could capture and infiltrate water from a tributary area of 230 acres. The Dewatto River has minimum flows per WAC 173-515 and is closed to further consumptive use from mid-June through October. No streamflow or lake level data is available. The lake varies in surface area during the year; an aerial photo from July 2018 showed three visible ponds with a combined surface area of 4.2 acres. An aerial photo from February 2015 showed a single lake with a surface area of about 25 acres. It's not known if the water in the lake discharges to a stream or infiltrates into the ground.

The project would entail placing a control structure at the lake outlet which would either maintain lake levels at a higher elevation later in the year or raise the level of the lake to store more water. Maintaining lake levels 2 feet higher or raising the lake by 2 feet and infiltrating that water to time streamflow benefit could provide 50 acre-feet of streamflow benefit in summer. Maintaining or raising by 3 feet would provide 75 acre-feet. Typically lakes can be raised or held a few feet without extensive costs. An infiltration basin could be constructed in the footprint of the lake or adjacent to the lake.

An estimate of runoff was prepared using stream gage records from the Dewatto River (USGS 12068500 Dewatto River Near Dewatto, WA) and adjusting the basin yield by area. The tributary area to the lake has much more runoff than the potential storage increase of 50-75 acre-feet. The Dewatto River has minimum flows per WAC 173-515 and is closed to further consumptive use from mid-June through October. Although the Dewatto River stream gage records are old (period of record 1947-1974) flows in the November to March time period appear to exceed the minimum flows for greater than 50% of the time, indicating additional flow could be stored in the lake.

Salmonscape data does not show salmonid use in the stream draining the lake.

The water offset quantity for the WRIA 15 Watershed Plan is preliminarily estimated to be up to 75 acre-feet per year. Hydrologic and geologic studies are required to prepare a better estimate of the potential offset.

Conceptual-level map and drawings of the project and location.

Figure 1 shows the site location, figure 2 show the geology and tributary area, Figure 3 shows the Salmonscape layer and Figure 4 a parcel map.

Figure 1. Location map



Figure 2. Geology Map and Tributary Area

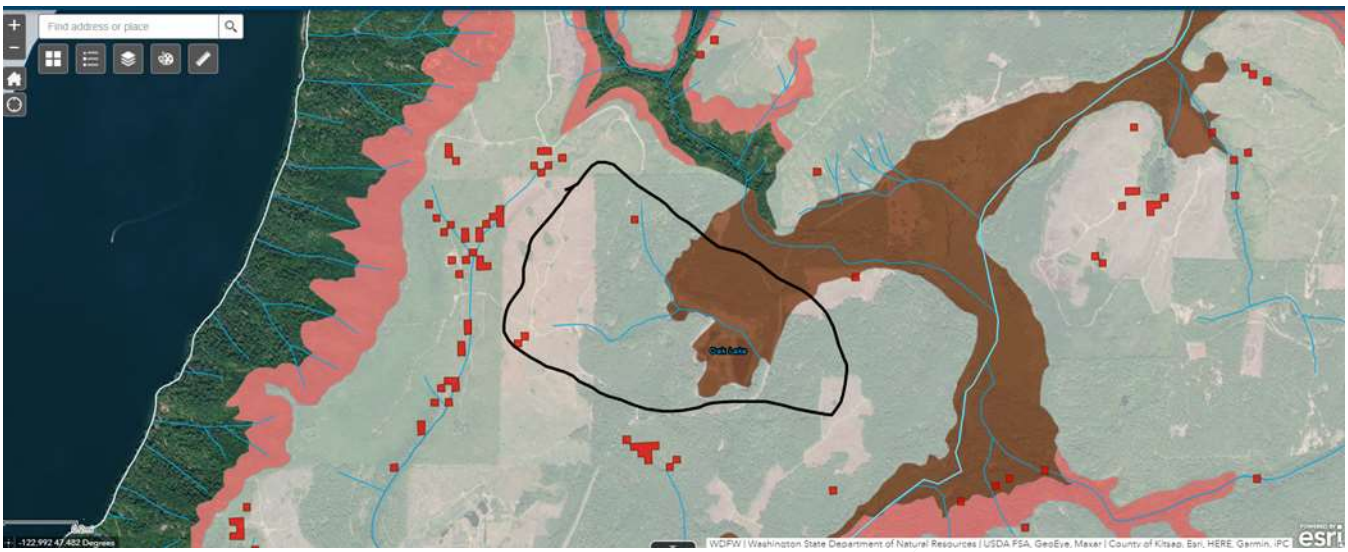


Figure 3. Salmonscape Layers

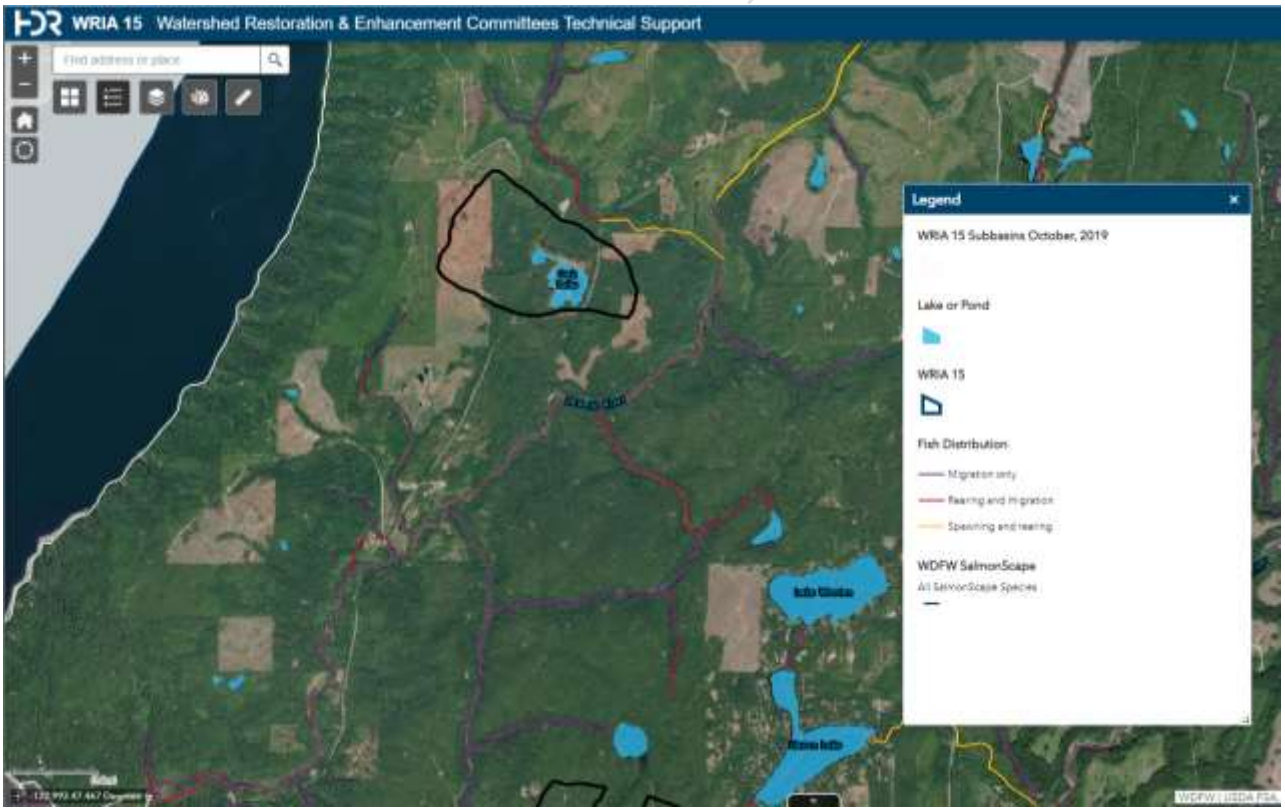
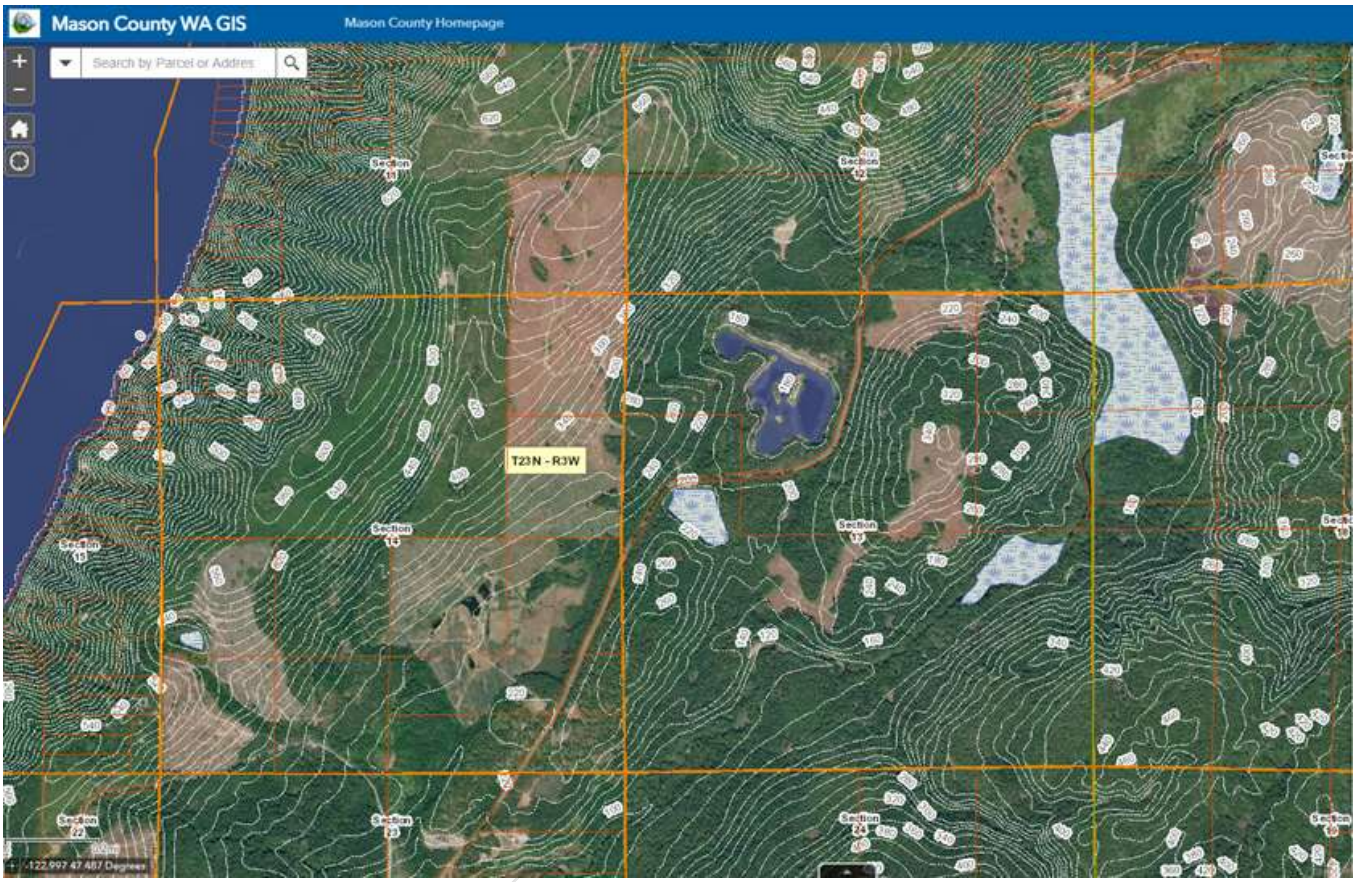


Figure 4. Parcel Map at Oak Lake



Shoe Lake Storage and Potential Managed Aquifer Recharge

Description

This project is a potential surface water storage project at a small lake that feeds a tributary to the Dewatto River in the South Hood Canal subbasin. A MAR component would be preferred but preliminary geologic maps don't indicate a suitable formation is close by. Additional research into the potential for MAR is needed if that component of the project is desired. The lake is a candidate as there are only 2 owners – the south 1/2 is owned by DNR and the north ½ by a private group. There is only one house near the lake on the north side, and it appears to be higher in elevation than the lake so additional storage may not impact that house. The project would increase storage in winter and release it throughout summer at a controlled rate that is higher than natural streamflow, especially in summer. If a suitable MAR site is nearby, the releases could be timed to maximize streamflow benefit by using the time lag from infiltration to streamflow benefit. It would also reduce the potential for water quality impacts from surface water releases in summer, which would likely be warm.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by placing a control structure at the lake outlet which would either maintain lake levels at a higher elevation later in the year or raise the level of the lake to store more water. The tributary area to the lake is estimated to be 224 acres and the lake surface area is 21 acres. Maintaining lake levels 2 feet higher or raising the lake by 2 feet would provide 42 acre-feet of streamflow benefit in summer. Maintaining or raising by 3 feet would provide 62 acre-feet. Typically, lakes can be raised or held a few feet higher without extensive costs.

No streamflow or lake level data is available. An estimate of runoff was prepared using stream gage records from the Dewatto River (USGS 12068500 Dewatto River Near Dewatto, WA) and adjusting the basin yield by area. The tributary area to the lake has much more runoff than the potential storage increase of 42-62 acre-feet. The Dewatto River has minimum flows per WAC 173-515 and is closed to further consumptive use from mid-June through October. Although the Dewatto River stream gage records are old (period of record 1947-1974) flows in the November to March time period appear to exceed the minimum flows for greater than 50% of the time, indicating additional flow could be stored in the lake.

Salmonscape data does not show salmonid use in the stream draining the lake.

The water offset quantity for the WRIA 15 Watershed Plan is preliminarily estimated to be up to 62 acre-feet per year. Hydrologic and geologic studies are required to prepare a better estimate of the potential offset.

Figure 1 shows the site location. Figure 2 shows the geology and tributary area. Figure 3 shows Salmonscape layers in the project vicinity and Figure 4 shows parcels at the site.

Figure 1. Location map

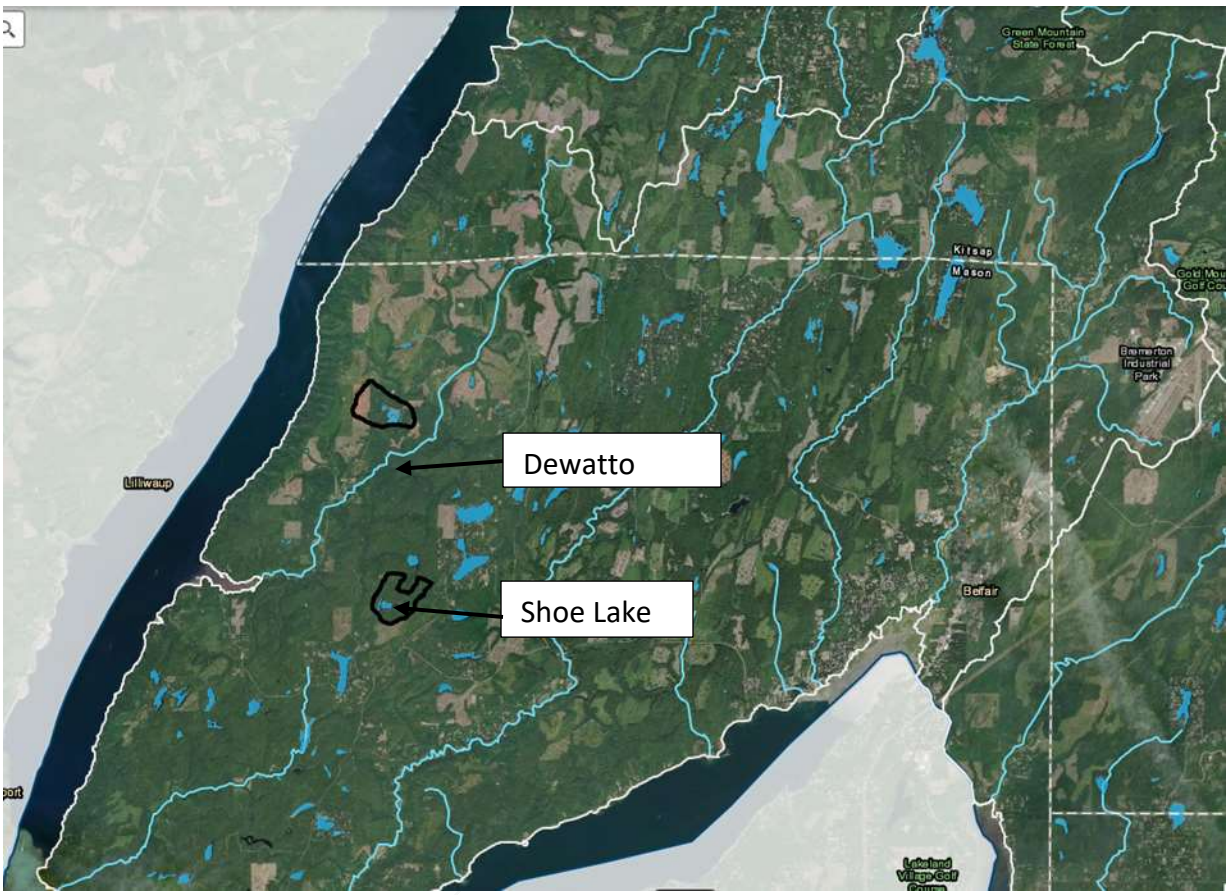


Figure 2. Geology and Tributary area



Figure 3. Salmonscape layers

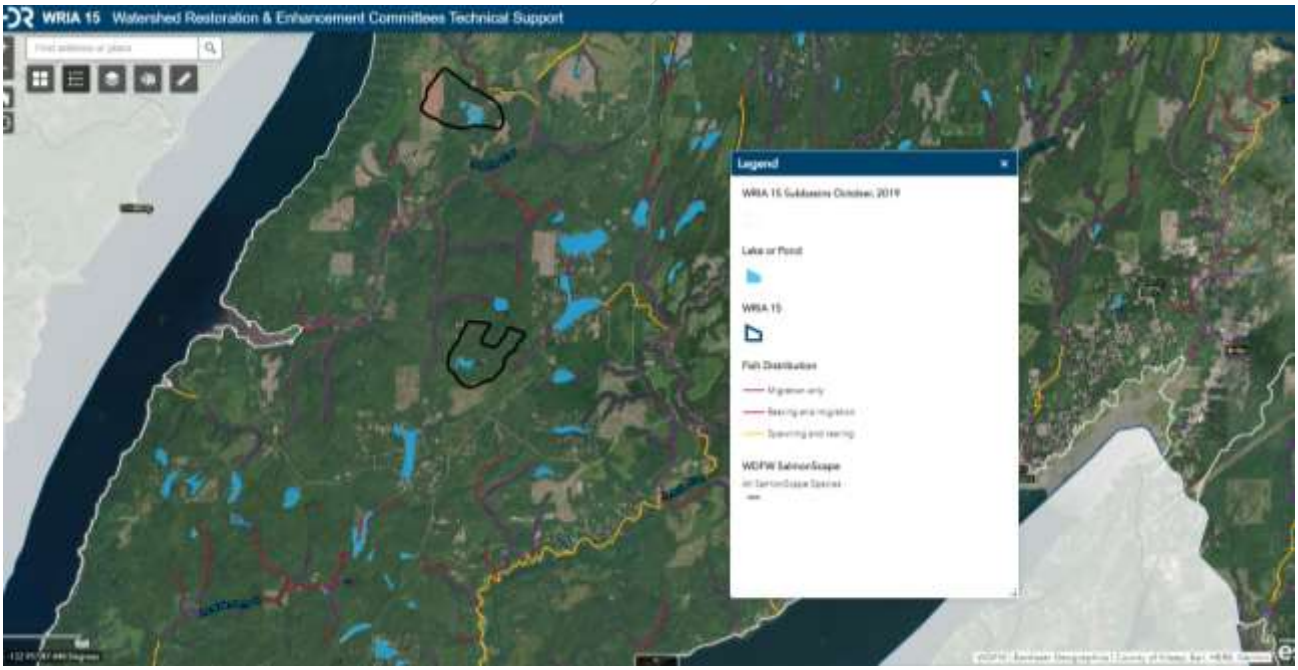


Figure 4. Parcel map



M&E Farm Manzanita Creek Infiltration Project-Bainbridge Island

Description

The proposed project at the historic M&E Tree Farm site would collect stormwater runoff from an adjacent residential area for infiltration and groundwater recharge in a constructed infiltration facility. The project is located in the Manzanita Creek watershed on Bainbridge Island in the Bainbridge Island subbasin.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by collecting stormwater from an adjacent area and directing it to a city-owned parcel (historic M&E Tree Farm) near the upper reaches of Manzanita Creek. An infiltration facility would be constructed on that site to recharge groundwater. A stormwater pond may be required for flow equalization and settling out fine particles which may plug an infiltration facility. Figure 1 provides a conceptual plan view for the project and Figures 2-4 provide geologic maps prepared to review the initial feasibility of an infiltration project. The initial geologic review indicated there is potential for groundwater recharge. A more detailed geotechnical evaluation would be required to confirm the site suitability and provide recommendations on the design of the infiltration facility.

To estimate the volume of stormwater runoff that may be available for recharge, streamflow data on Manzanita Creek from Kitsap PUD was used. Average monthly flows in Manzanita Creek were multiplied by the ratio of the stormwater collection area to the Manzanita Creek drainage area. Table 1 summarizes the anticipated average monthly yield at the project site based on the area-discharge relationship from Manzanita Creek.

Table 1
Estimated Average Monthly Yield at M&E Tree Farm Site (acre-feet)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
13	6.4	3.3	3.9	1.4	0.9	0.6	0.5	0.6	1.4	4.3	8.3

Two assumptions were made in estimating the potential groundwater recharge. The first is the infiltration facility would operate in the winter and early spring (November to March) and the second is 50 percent of the runoff could be infiltrated. The quantity that can be infiltrated will not be known until more detailed geotechnical investigations are completed. With those assumptions, up to 17.6 acre-feet per year could be recharged. The average rate of recharge would be 0.06 cfs (27 gpm). Averaged throughout the entire year, the average rate of recharge would be 0.024 cfs (11 gpm).

The water offset quantity for the WRIA 15 Watershed Plan is preliminarily estimated to be up to 17.6 acre-feet per year.

Conceptual-level map and drawings of the project and location.

Figure 1 shows a conceptual plan view of the project.

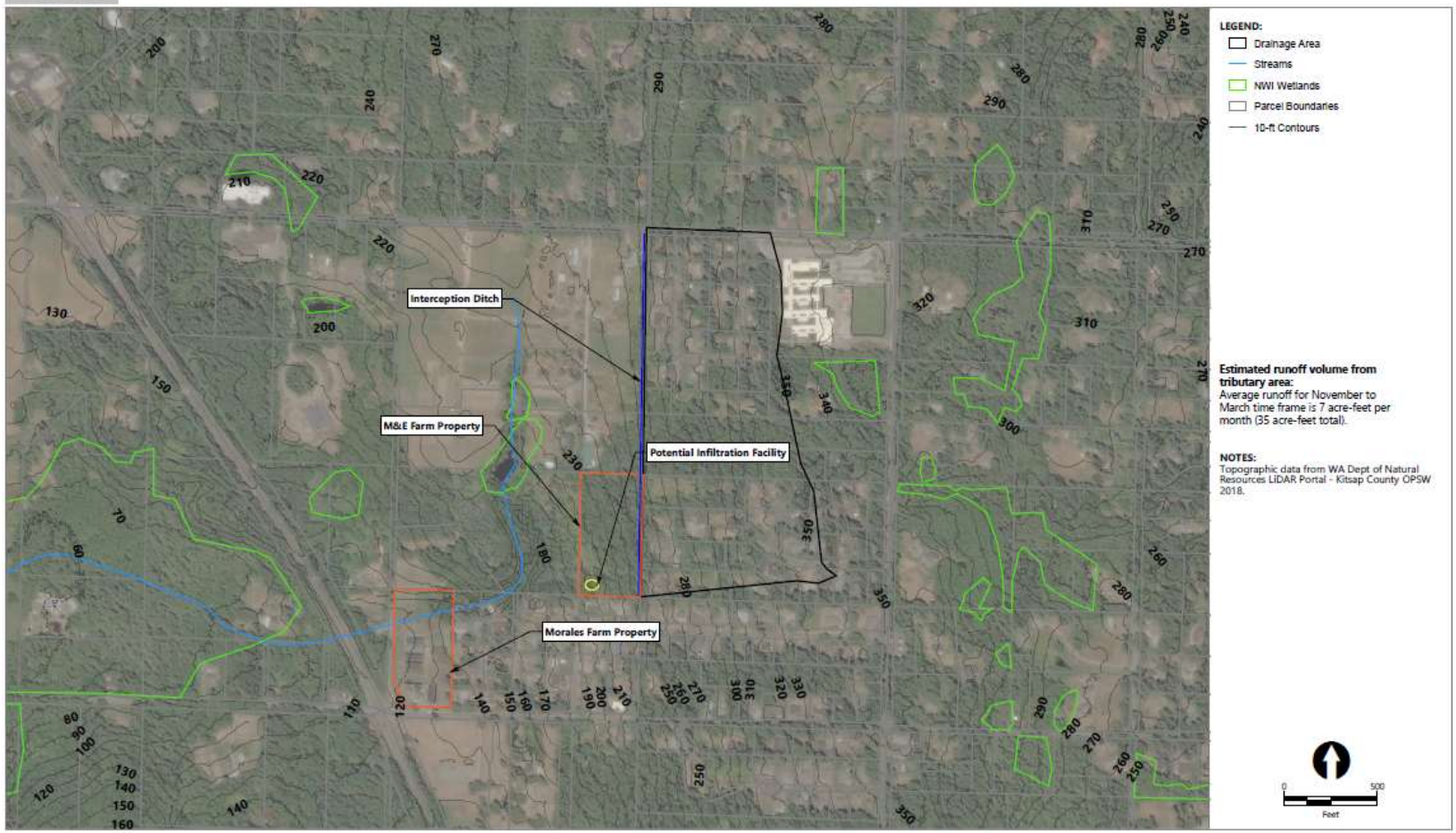


Figure 1
M&E Farm, Manzanita Creek - Stormwater Infiltration
WRIA 15
Watershed Restoration and Enhancement

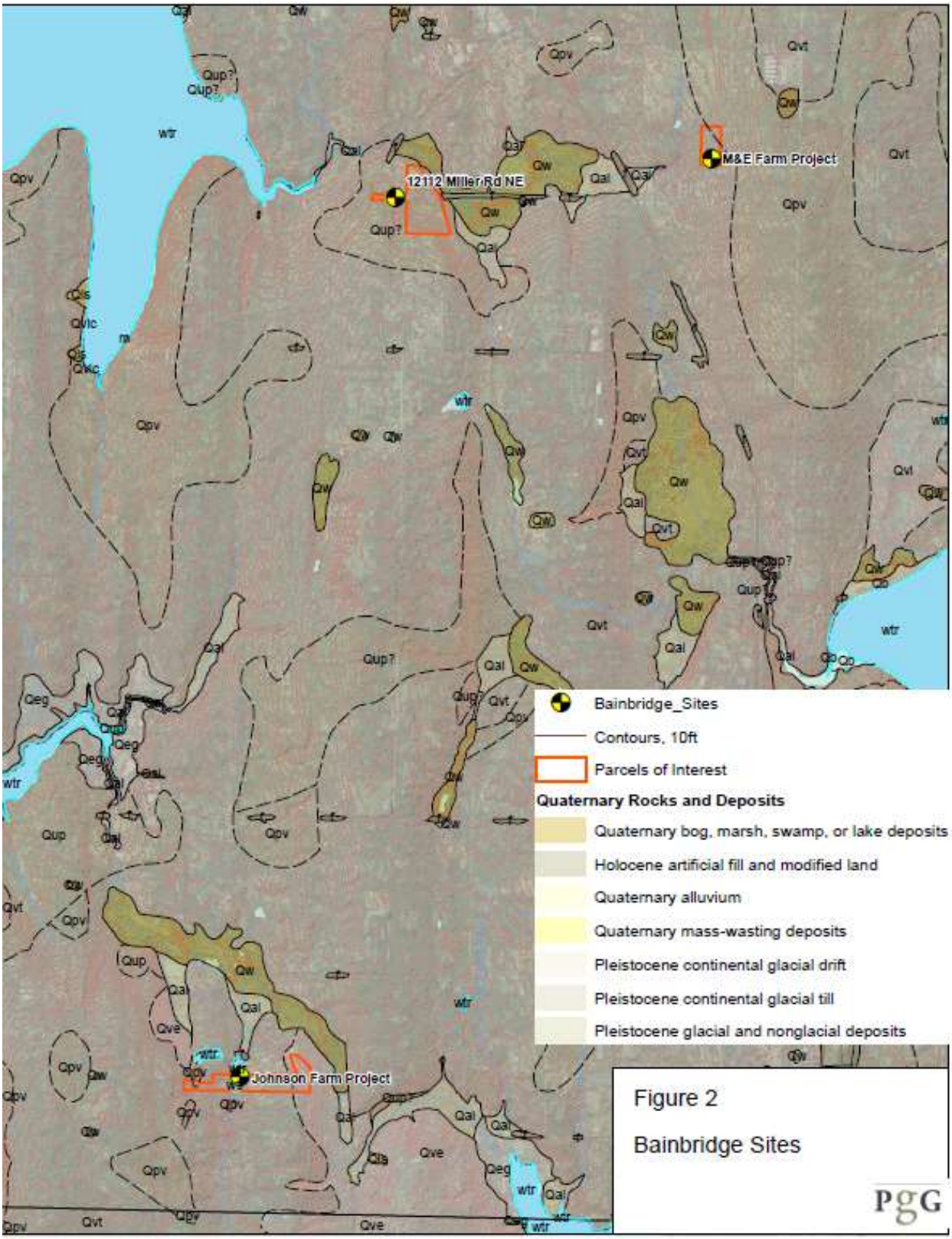


Figure 2

Bainbridge Sites

PgG

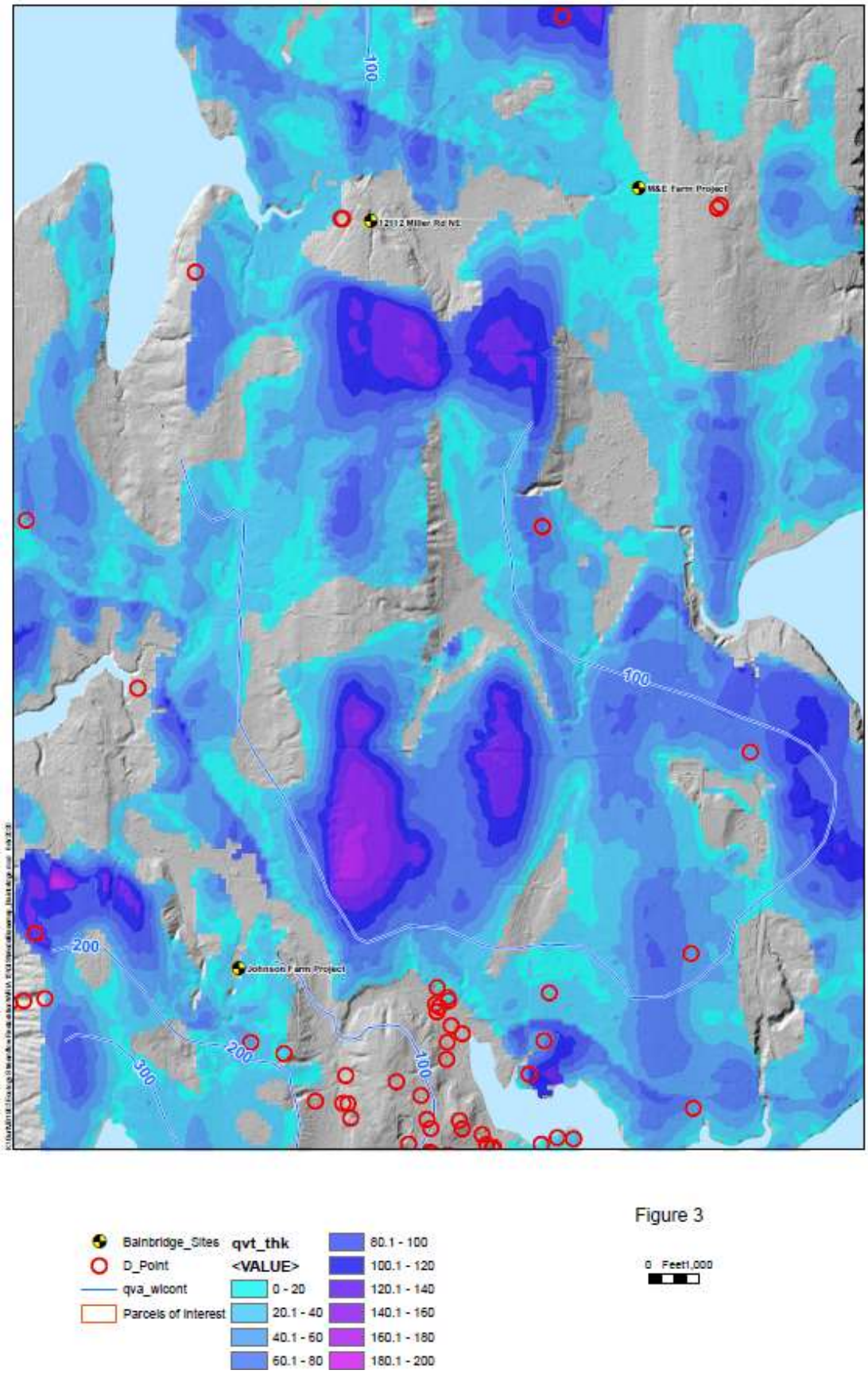

100
M&E Farm Project
12312 Miller Rd NE
100
200
Johnson Farm Project
200
300
100
Bainbridge_Sites
D_Point
qva_wlcont
Parcels of Interest
qvt_thk
<VALUE>
0 - 20
20.1 - 40
40.1 - 60
60.1 - 80
80.1 - 100
100.1 - 120
120.1 - 140
140.1 - 160
160.1 - 180
180.1 - 200
0 Feet1,000

Figure 3

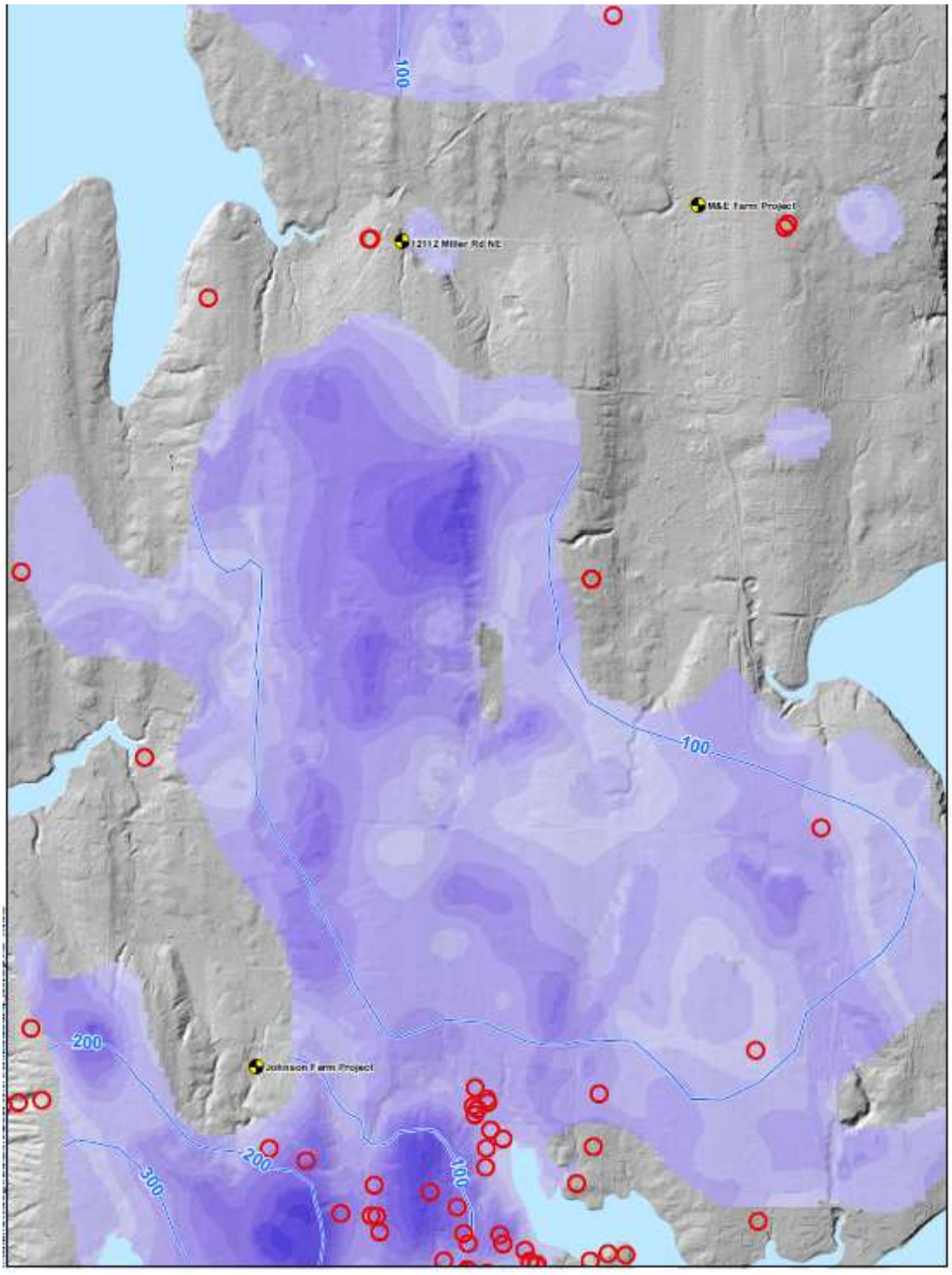

100
M&E Farm Project
12112 Miller Rd NE
100
200
Johnson Farm Project
200
300
100
Bainbridge_Sites
D_Point
qva_wlcont
Parcels of Interest
qva_thk
<VALUE>
0 - 20
20.1 - 40
40.1 - 60
60.1 - 80
80.1 - 100
100.1 - 120
120.1 - 140
140.1 - 160
160.1 - 180
180.1 - 200
200.1 - 220
0 Feet1,000

Figure 4

Description of the anticipated spatial distribution of likely benefits

Water storage and infiltration at the historic M&E Tree Farm Property could increase groundwater levels in the headwaters of Manzanita Creek and provide increased groundwater inputs and flows into Manzanita Creek. Detailed groundwater evaluations would be required to estimate how much benefit to Manzanita Creek would occur. Water infiltration could also enhance wetlands associated with groundwater discharge areas.

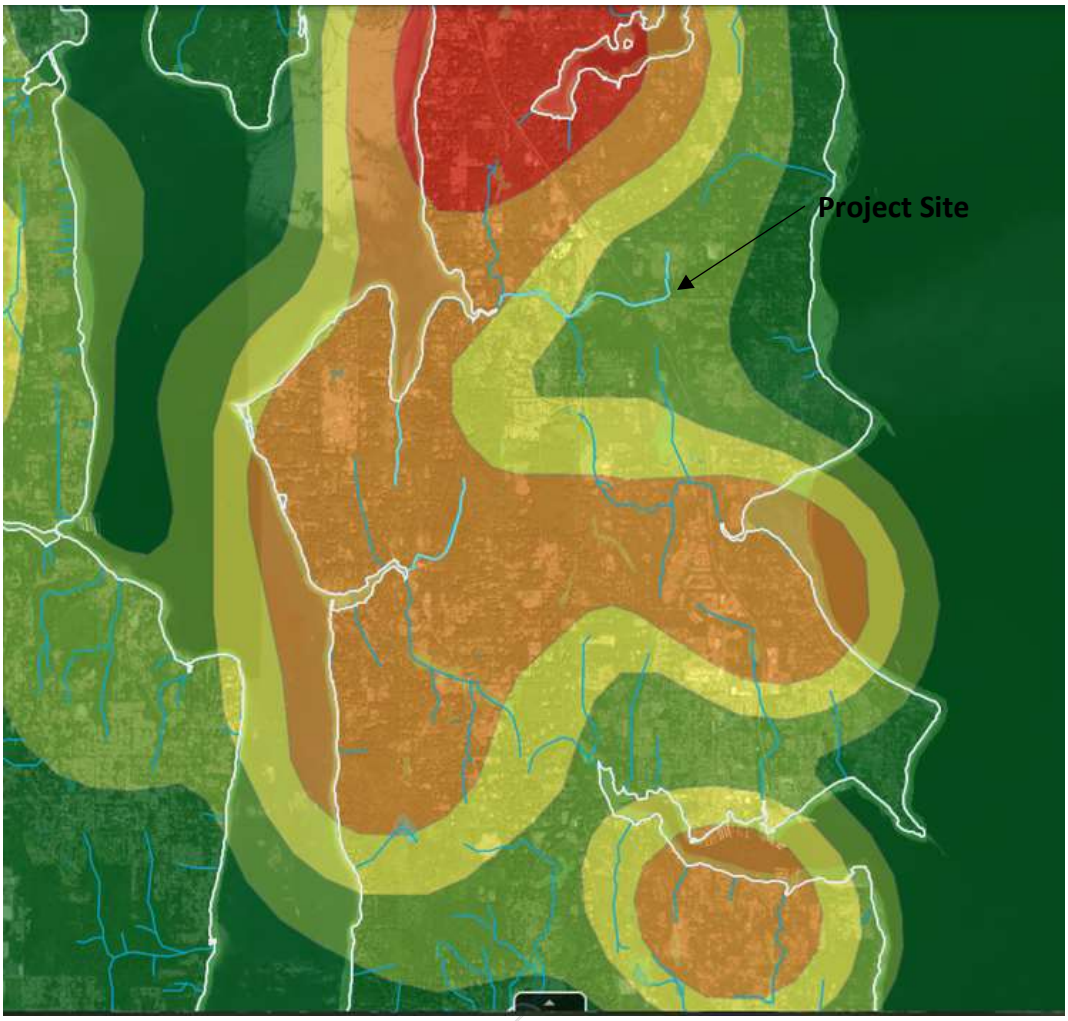
Location relative to future PE well demand

The forecast consumptive use for the Bainbridge Island subbasin using the irrigated area method and baseline growth assumptions is listed in Table 1.

Table 1. Forecast PE Consumptive Use Demand for Bainbridge Island Subbasin

Acre-feet per year	Gallons per minute	Cubic feet per second
67.6	41.9	0.0935

A copy of the PE growth heat map from the WRIA 15 webmap is shown in Figure 5. The project site is located in an area predicted to have less growth in PE wells, however more growth is predicted northwest of the site in the Manzanita Creek watershed along the North Fork Manzanita Creek. The estimated water offset benefit of 17.6 acre-feet per year is 26 percent of the offset estimated for the Bainbridge Island subbasin.



Source: https://hdr.maps.arcgis.com/apps/webappviewer/index.html?id=d7d02dedb57241aa81dd7eb376c8625a

Figure 5. WRIA 15 PE Growth Heat Map

Performance goals and measures.

The performance goals are to increase groundwater recharge by 17.6 acre-feet per year to improve baseflow in Manzanita Creek. The measures will be an increase in baseflow in summer in Manzanita Creek by about 0.02 cfs, assuming the water infiltrated discharges to Manzanita Creek at a steady-state rate equal to the annual average recharge. The flow in Manzanita Creek in July-September averages about 0.3 cfs with annual low flows of 0.11 to 0.18 cfs (Kitsap Public Utility District 2020). The groundwater recharge could increase baseflows by 8-20 percent. Increased baseflow could also slightly reduce water temperatures in the stream.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

The Washington Department of Fish and Wildlife (WDFW 2020) has identified that coho salmon are present in both Manzanita Creek and the SF Manzanita Creek; the Endangered Species Act (ESA) listed Puget Sound winter steelhead are present in Manzanita Creek (although Manzanita Creek is not listed as critical habitat); and chum salmon are present at the mouth of Manzanita Creek below the fish hatchery weir/dam operated by the Suquamish Tribe near Miller Bay Road (barrier ID: 930696), for Manzanita Creek Hatchery. The Washington Stream Catalog (WDF 1975) indicates that both coho and chum salmon were historically present in Manzanita Creek. These North Kitsap streams were noted in the Stream Catalog (WDF 1975) as having good steady base flows at the time (likely due to the glacial outwash soils and infiltration of water).

The salmonids and other aquatic species in Manzanita Creek are subject to degraded ecosystem function due to limiting factors present at the site. In the Puget Sound Salmon Recovery Plan, NOAA identifies the alteration of natural stream hydrology as a high priority limiting factor in WRIA 15 (NOAA 2007), and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions. Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve both productivity and survival of juveniles. The alteration of natural stream hydrology has been identified as a high priority limiting factor in WRIA 15 (NOAA 2007) and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions. Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve the survival of juveniles. Addressing the streamflow limiting factor and improving habitat conditions would help support salmonids at various life stages and increase presence, recruitment, and survival in the area of the project. Addressing increased base streamflow could contribute to the VSP parameters of abundance, productivity, spatial structure, and diversity for the ESA-listed Distinct Population Segment of Puget Sound winter steelhead.

Identification of anticipated support and barriers to completion.

The project was proposed by the City of Bainbridge Island as a potential project that would fit the goals of the Watershed Restoration and Enhancement Committee. Friends of the Farms is the land manager and could be the project sponsor. The City would likely construct, operate and maintain the stormwater collection and infiltration facilities. The primary barrier would be the availability of funding for the construction and operations and maintenance (O&M) costs. Other barriers include the feasibility of infiltration. Feasibility issues would need to be studied and addressed during a feasibility study phase.

It is anticipated that the project would be supported by the Puget Sound Partnership, the West Sound Watersheds Council (the lead entity in this region of WRIA 15), and other local partners. The West Sound Watersheds Council aligns salmon strategies with Puget Sound Salmon Recovery Plans and implements the Puget Sound Partnership's Action Agenda in coordination with the West Central Local Integrating Organization. One of the Near-Term Actions in the Action Agenda is a planning and design project to conduct the following:

> "Watershed-scale planning in two highest priority salmon-habitat basins on Bainbridge Island, working in collaboration with stakeholders through the Bainbridge Island Natural Resources Management Team (City departments of planning and public works, Kitsap County planning, WDFW, local Land Trust, local Watershed Council, Puget Sound Restoration Fund, Mid Sound Fisheries Enhancement Group, Metro Parks and Recreation, Suquamish Tribe, Kitsap Conservation District, and Kitsap Public Health District)" (PSP 2020).

The proposed project could fit into this watershed-scale planning effort which would include Manzanita Creek. The West Central Local Integrating Organization's 2016 Ecosystem Recovery Plan also identifies actions in the basin to implement salmon recovery actions. Two theories of change identified in this plan are directly addressed by the proposed project: "7.2 Decrease water withdrawal, diversion, per capital water use," and "10.3 Fix problems caused by development" (WCLIO 2016). Manzanita Creek is not directly identified in the plan, but the project fits into general strategies for improving streamflow and habitat conditions for salmonids in WRIA 15. The project also addresses strategies identified in NOAA's Recovery Plan for Puget Sound Steelhead (NOAA 2019). Recovery Strategy 3.3.2 specifically identifies improving hydrologic conditions and restoring groundwater recharge areas as important to improving survival for steelhead in South Puget Sound.

Potential budget and O&M costs.

The total construction costs of an interceptor ditch, stormwater pond and infiltration facility is estimated to be around $200,000. An additional 35 percent would be added for design, construction services and administrative costs, for a total of $270,000. The annual O&M cost is estimated to be $20,000. All costs are based upon a conceptual level of understanding of the project and may change once additional feasibility studies are completed.

Anticipated durability and resiliency.

The project would have lasting benefits as it would be actively managed by the City of Bainbridge Island with O&M funded by the City using existing staff. The source of water could vary substantially from year to year due to climate factors, however the project benefits were described assuming a conservative amount of stormwater is captured and infiltrated.

Project sponsor(s) (if identified) and readiness to proceed/implement.

The City of Bainbridge Island is the most suitable project sponsor but has not committed to assuming the project sponsor role yet. The project is also in a very conceptual level of detail and additional geotechnical studies will be needed to determine its feasibility or arrangement.

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Gig Harbor Golf Club Project-South Sound Subbasin

Description

The proposed project would replace a surface water diversion on Artondale Creek with a new groundwater well to provide irrigation water for Gig Harbor Golf Club and restore habitat over a 600-foot reach of Artondale Creek. A portion of Artondale Creek and approximately 2 acres of the floodplain would be restored by replacing two existing bridges to open up the floodplain and plantings to increase shade, improve instream habitat, reduce stream temperature, and improve riparian buffers and upland habitat conditions. The restoration project may also be extended downstream if needed to improve fish passage to the project site. The project is located in the South Sound subbasin of WRIA 15 on the Gig Harbor Peninsula. **This project is not currently feasible due to legal restrictions.**

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The project would function by removing a surface water diversion and constructing a new well to replace the water supply for the golf course. The golf club has a Certificate of Surface Water Right of 0.27 cfs and 70 acre-feet per year to irrigate 35 acres. The priority date is May 7, 1958. The period of use is April 15 to October 1. By switching to a groundwater source, there would be an immediate surface water increase in Artondale Creek of up to 0.27 cfs during the April 15 – October 1 time frame. The average increase (70 acre-feet/165 days) would be 0.21 cfs. There would be a corresponding increase in groundwater use and a new well would need to withdraw from a deep aquifer to minimize the potential effect on surface water. However, since the golf club is on a peninsula and close to Wollochet Bay, the impact to surface water is likely minimal. Groundwater analyses are required to design a new well to minimize surface water impacts.

Stream restoration elements and the removal of two bridges would increase floodplain connection and improve riparian habitat conditions, providing beneficial habitat impacts to fish and other aquatic species.

Conceptual-level map and drawings of the project and location.

Figure 1 shows the location of the stream restoration elements and new groundwater well source for irrigation water.



Figure 1. Conceptual Project Description.

Description of the anticipated spatial distribution of likely benefits

The project could result in an increased streamflow of up to 0.27 cfs and up to 70 acre-feet during the late Spring to early fall period in Artondale Creek. The increased streamflow would benefit 0.6 miles of Artondale Creek between the golf course and the head of Wollochet Bay.

Location relative to future PEW demand

The estimated consumptive use for future PE wells for the South Sound subbasin is 213.8 acre-feet, assuming the median growth estimate and use of the irrigated area method.

The project site is located in an area of relative moderate amount of predicted PE well growth. A copy of the PE well growth heat map from the WRIA 15 webmap is shown in Figure 2.



Figure 2. WRIA 15 PE Growth Heat Map

Performance goals and measures.

The performance goals are to decrease surface water use by up to 0.27 cfs and 70 acre-feet per year to improve streamflow in Artondale Creek and improve instream and floodplain habitat conditions. The increased streamflow and increased shade from riparian plantings should also reduce water temperatures in the stream.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

Artondale Creek supports a variety of species and life stages, similar to the other small streams within the Gig Harbor Peninsula area. The primary anadromous species found in Artondale Creek are coho and chum salmon, and cutthroat trout have also been observed. Specifically, Artondale Creek

and its east branch support runs of coho salmon and cutthroat trout and Artondale Creek supports a run of chum salmon (Pierce County 2015). The salmonids and other aquatic species in Artondale Creek are subject to degraded ecosystem function due to limiting factors present at the site. In the Puget Sound Salmon Recovery Plan, NOAA identifies the alteration of natural stream hydrology as a high priority limiting factor in WRIA 15 (NOAA 2007), and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions. Increased base streamflow and reduced water temperatures would primarily benefit juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve the survival of juveniles. Addressing the streamflow limiting factor and improving habitat conditions would help support salmonids at various life stages and increase presence, recruitment, and survival in the area of the project.

Identification of anticipated support and barriers to completion.

A preliminary meeting was held with Board members of the Gig Harbor Golf Club and they were receptive of the project. Input from WDFW, tribes, Pierce County and other stakeholders is needed before developing the project any further. If support is obtained from those stakeholders, the main barrier to completion would be obtaining funding.

The West Sound Watersheds Council, which is the Lead Entity in this region of WRIA 15, aligns salmon strategies with Puget Sound Salmon Recovery Plans and implements the Puget Sound Partnership's Action Agenda in coordination with the West Central Local Integrating Organization. The West Central Local Integrating Organization's 2016 Ecosystem Recovery Plan identifies actions in the Gig Harbor basin to implement salmon recovery actions. Two theories of change identified in this plan are directly addressed by the proposed project: "7.2 Decrease water withdrawal, diversion, per capital water use," and "10.3 Fix problems caused by development" (WCLIO 2016). Artondale Creek is not directly identified in the plan, but the project fits into general strategies for improving streamflow and habitat conditions for salmonids in WRIA 15.

The Gig Harbor Basin Plan, which was written by Pierce County Public Works and Utilities and adopted in 2005, is a comprehensive guide to surface water management in the Gig Harbor Basin (Pierce County 2005). It identifies surface water management issues in the basin and recommends actions to reduce flood hazards, improve water quality, improve fish passage, and improve riparian habitat in the Gig Harbor Basin. Artondale Creek is described in this plan as having more than 50 percent fair or poor fish habitat in addition to problem areas such as fish passage barriers. The reach of Artondale Creek which extends through the project area has the least valuable habitat for fish and wildlife than any other reach in Artondale Creek due to channelization and removal of riparian vegetation. The proposed project directly addresses this degraded habitat and aligns with the Gig Harbor Basin Plan.

Potential budget and O&M costs.

No detailed estimate of implementation costs has been prepared but a conceptual level cost of about $500,000 is estimated. That includes costs of drilling, testing and permitting a new well, restoration of 2 acres of floodplain and stream, construction of a traffic bridge at the entrance to the golf club and a lighter duty bridge to cross the stream near a tee box, engineering and permitting. A contingency of 25 percent was added because of the conceptual level of detail available at this stage. The O&M costs of the well and bridges would likely be paid for by the golf course as part of their maintenance activities.

Anticipated durability and resiliency.

The project would have lasting benefits as it would be actively managed by Gig Harbor Golf Club with O&M likely performed by existing golf course maintenance and grounds staff. The new groundwater well source for irrigation should provide more reliability and less variability from year to year due to climate factors.

Project sponsor(s) (if identified) and readiness to proceed/implement.

A project sponsor has not yet been identified but could be the Gig Harbor Golf Club, Pierce County, a tribe, the lead entity or another restoration organization in Pierce County and WRIA 15.

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Community Forest Projects Portfolio in WRIA 15

Summary

This streamflow restoration action is the acquisition of forest lands or change in forest management practices to preserve stands or emphasize a longer harvest interval. Preserving or maintaining forests with stand ages more than 40 years can increase dry-season low flows. A portfolio of projects is presented along with an estimate of the potential increase in streamflow. To date, 20 projects have been identified and streamflow increases of over 1,000 acre-feet/ year are estimated assuming the forest stands are more than 40 years old and subject to harvest. Potential streamflow benefits were estimated using average values of streamflow increase per acre estimated from the VELMA hydrologic model for similar projects in the Nisqually Watershed (WRIA 11). As projects move forward for funding considerations, further hydrologic modeling would need to be performed for WRIA 15 Community Forest projects to estimate potential increases in streamflow.

Description of Community Forest Projects

Hydrologic modeling performed for Community Forest Projects in the Nisqually Watershed show that forest management practices that emphasize longer harvest intervals (>80 years), forest thinning and robust riparian buffers can significantly increase dry-season low flows. The hydrologic modeling was performed using the VELMA model and the results are consistent with available observed long-term monitoring data in the Pacific Northwest region (Perry and Jones 2016, Segura et al. 2020). Recent empirical studies in western Oregon have established that young, rapidly growing forests can transpire over three times more water than mature forests. These studies were conducted at relatively small scales, ranging from individual trees and stands of trees (Moore et al. 2004) to small headwater catchments (Perry and Jones 2016).

An estimate of the potential streamflow increase with implementation of Community Forest projects was prepared using information contained in the Nisqually Watershed Response to the 2018 Streamflow Restoration Act (Nisqually Watershed Planning Unit 2019). In that plan, the average streamflow benefit is 0.14 acre-feet per year per acre of Community Forest acquired. That assumes the forest stands acquired have an average age of 40 years. The value for WRIA 15 may differ because of differing hydrologic conditions and would need to be modeled to select an appropriate value. In some cases for WRIA 15, the value may be higher because of permanent protection.

Maintaining mature forest cover also provides significant habitat benefits that grow with stand complexity and age. Older trees provide a wider range of niche habitats and create long-term habitat benefits of snags and large woody debris.

The estimated consumptive use for future PE wells in WRIA 15 is 766.4 acre-feet per year, with a higher goal of 1218 acre feet per year. Table 1 presents the acreage of potential community forest projects identified by sponsors by subbasin, as well as a target acreage in each subbasin that will provide water offsets to help meet the Watershed Plan goal of offsetting future PE well demand within each subbasin. The total target acreage is 1,723 acres, which will provide an estimated 241 acre-feet of water offset. The projects identified by sponsors need further confirmation to determine whether the projects would meet the criteria of having forest stands

greater than 40 years old and subject to harvest. In some cases, thinning is expected to occur on the properties.

The cost of acquiring community forest is likely in the range of $10,000 - $15,000 per acre.[49] The total acquisition cost for 1,723 acres would likely be in the range of $17.2 – $25.8 million. This does not include restoration costs.

Additional information about Community Forest type projects was prepared by Paul Pickett of the Squaxin Tribe and is located on Box at https://app.box.com/file/690715571320?s=98rgsj14yxzhakbmkl7y1j4euminkp0b

References

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[49] Current costs in North Hood Canal per acre are approximately $9000. The larger range takes into account variations across the WRIA and future pricing. This estimate is only for the acquisition and does not include any potential restoration work that may occur on some properties.

Table 1. Portfolio of Community Forest Type Projects in WRIA 15

Subbasin	Project Name (Sponsor, if known)	Description	Acreage	Potential Streamflow Restoration Increase (Acre-feet/year)
Bainbridge Island	Springbrook Creek Protection and Restoration (Bainbridge Island Land Trust)	Purchase of 22.85 acres of intact stream, wetland, riparian and forest habitat and removal of fish passage barrier culvert in high priority protection site as identified in Springbrook Creek Watershed Assessment (2018) and Department of Ecology Watershed Characterization.	22.85	3.2
North Hood Canal	Community Forest Projects, including: • Crabapple Creek Habitat Acquisition and Restoration • Little Anderson Creek Habitat Protection • Divide Block Habitat Acquisition and Restoration • West Port Gamble Block Habitat Protection • Port Gamble Heritage Park Timber Rights Acquisition[1] • Gamble Creek Parcel • Boyce Anderson DNR Parcel • Seabeck DNR Parcel • Grovers Creek Mainstem protection and restoration (Sponsors may be Great Peninsula Conservancy, Kitsap County and Port Gamble S'Klallam Tribe)	Community forest projects will protect forested land from development or change timber harvest practices and restore streams, riparian areas, wetlands	Approx. 2,100 acres has been identified as potential projects by sponsors, target for Community Forest in this subbasin is 500 acres	70

Subbasin	Project Name (Sponsor, if known)	Description	Acreage	Potential Streamflow Restoration Increase (Acre-feet/year)
South Hood Canal	Community Forest Projects, including: • Bear Creek Protection • Tahuya Headwaters (Sponsors may be Great Peninsula Conservancy and others)	Community forest projects will protect forested land from development or change timber harvest practices and restore streams, riparian areas, wetlands	Target is 500 acres in South Hood Canal Subbasin	70
South Sound	Community Forest Projects, including: • Rocky Creek Preserve • Coulter Creek Overton Lands • Key Peninsula Forest Lands (Sponsors may be Great Peninsula Conservancy and others)	Community forest projects will protect forested land from development or change timber harvest practices and restore streams, riparian areas, wetlands	Target is 500 acres in South Sound Subbasin	70
Vashon Maury	Community Forest Projects, including: • Judd Creek Headwaters • Shinglemill Creek Headwaters • Mileta Creek Headwaters • Christiansen Creek Headwaters • Fisher Creek Headwaters • Tahlequah Creek Headwaters (Sponsors may be Vashon-Maury Island Land Trust or King County)	Community forest projects will protect forested land from development or change timber harvest practices and restore streams, riparian areas, wetlands	Target is 100 acres in Vashon Maury Subbasin	14
West Sound	Community Forest Projects, including: • East Branch Ostrich Bay Creek along Skylark Drive W. • Strawberry and L. Anderson Creek Parcel (Sponsors may be Great Peninsula Conservancy and others)	Community forest projects will protect forested land from development or change timber harvest practices and restore streams, riparian areas, wetlands	Target is 50 acres in West Sound Subbasin	7

Subbasin	Project Name (Sponsor, if known)	Description	Acreage	Potential Streamflow Restoration Increase (Acre-feet/year)
South Sound Islands	Anderson Island Community Forest Projects • Near Idie Ulsh Park (40 acres total) (Sponsors may include Anderson Island Parks and Recreation District, Great Peninsula Conservancy, Nisqually Land Trust, Forterra)	Community forest projects will protect forested land from development or change timber harvest practices and restore streams, riparian areas, wetlands	Target is 50 acres in South Sound Islands Subbasin	7
Totals			Overall Target is 1,723 acres	241

[1] Subject to existing agreements.

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Conservation District Rain Garden and Low Impact Development Programs

Description

Rain gardens and Green Stormwater Infrastructure (GSI) retrofit projects could be applied to existing homes and driveways, roadways, parking lots and other impervious areas that generate stormwater. The techniques include rain gardens, planter boxes, bio-infiltration swales, permeable pavement and reducing the footprint of roadways and replacing with GSI (green streets).

Rain gardens are small stormwater facilities that collect, store, and filter rainwater and stormwater runoff from lawns, rooftops, sidewalks, driveways and other impervious surfaces. Designed as shallow, sunken planting beds with rain garden soil, runoff flows into them from nearby hard surfaces and connected downspouts. The rain gardens can also be designed to infiltrate water.

Planter boxes are urban rain gardens with vertical walls and either open or closed bottoms. They collect and absorb runoff from sidewalks, parking lots, and streets and are ideal for space-limited sites in dense urban areas and as a streetscaping element.

Bioswales are vegetated, mulched, or xeriscaped channels that provide treatment and retention as they move stormwater from one place to another. Vegetated swales slow, infiltrate, and filter stormwater flows. As linear features, they are particularly well suited to being placed along streets and parking lots. Bio-infiltration swales are specifically designed to infiltrate stormwater.

Permeable pavements infiltrate, treat, and/or store rainwater where it falls. They can be made of pervious concrete, porous asphalt, or permeable interlocking pavers. Permeable pavements can be installed in sections of a parking lot and rain gardens and bioswales can be included in medians and along the parking lot perimeter.

Green streets are created by integrating green infrastructure elements into their design to store, infiltrate, and evapotranspire stormwater. Permeable pavement, bioswales, planter boxes, and trees are among the elements that can be woven into street or alley design.

Low impact development encompasses the practices listed above and focuses on ways that human-constructed landscapes can be adapted to reduce harmful impacts on natural resources and the environment.

The Rain Garden and Low Impact Development (LID) Program at the Kitsap Conservation District (KCD) works cooperatively with county services, landowners, and local communities to expand knowledge and use of LID practices throughout Kitsap County. With funding from Clean Water Kitsap, the KCD helps landowners to protect local water resources by providing information,

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technical assistance, and financial incentives toward the installation and maintenance of rain gardens and other LID solutions. Within this program, the KCD offers free site visits to any landowner in unincorporated Kitsap County to assess and discuss what LID projects are feasible for their property.

Since 2010, the KCD Rain Garden and LID cost-share program has helped landowners fund and install 320 rain gardens (KCD 2020; KCD, Pers. Comm., September 29, 2020).[50] In 2014, the program expanded to include a number of new LID options in addition to rain gardens, such as rain barrels, lawn modification, soakage trenches, and native plants. 163 of these practices have been installed (KCD 2020, Appendix A).

Based on 10 years of data, the KCD Rain Garden and Low Impact Development Program has cumulatively put 257 acre-feet of water back into the ground. The KCD estimates that they will continue to implement 50 practices (40 RG plus 10 other practices) per year (KCD, Pers. Comm., September 29, 2020). Appendix A provides figures showing the location of rain garden and LID projects that have been implemented by KCD.

Pierce Conservation District and Mason Conservation District also partner with landowners in the design and construction of low impact development projects, although not at the same scale as KCD, which has more funding for that purpose.

The goal of this project would be to support the implementation of rain garden and LID projects across WRIA 15, with an emphasis on subbasins that will experience the most growth and/or contain priority streams, as defined by the WRIA 15 Committee. In Kitsap County, the area that is currently served is the unincorporated area within the county (see Figure A-1) as they are funded by a grant from Kitsap County. With additional funding from sources other than Kitsap County (such as Streamflow Restoration Grants through Washington Department of Ecology) projects could be implemented in all areas within the county. With funding, Pierce Conservation District and Mason Conservation Districts can implement projects within their respective counties.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

The average rain garden or LID project is estimated to put 0.15 acre-feet of water into the ground on an annual basis (see Appendix B). KCD intends to implement 50 practices (40 rain gardens plus 10 other practices) per year, while we are assuming Pierce and Mason Conservation Districts will implement 10 projects per year in their respective counties. The average annual offset in 2038 is

[50] Installations include projects within the cities of Poulsbo, Bremerton and Bainbridge Island.

estimated to be 189 acre-feet. The targeted percentage and number of projects per subbasin is presented in Table 1. The total offset in 2038 per subbasin is also listed in Table 1. Note that there will be 18 years of projects assuming the program begins in 2021.

Table1. Target Percent of Projects per Subbasin per Year

Subbasin	Targeted Number of Projects per year	Target % of Projects	Total Amount of Potential Offset Benefit by 2038 (18 years of projects), acre-feet/year
North Hood Canal	10	14%	27
West Sound	20	29%	54
Bainbridge Island	5	7%	13.5
South Sound	25	36%	67.5
South Hood Canal	10	14%	27
Totals	**70**		**189**

Description of the anticipated spatial distribution of likely benefits

The spatial distribution of likely benefits from this project would occur throughout WRIA 15 with priority towards critical streams in which permit exempt wells are projected to be high which are identified by orange and red in Figure 1.

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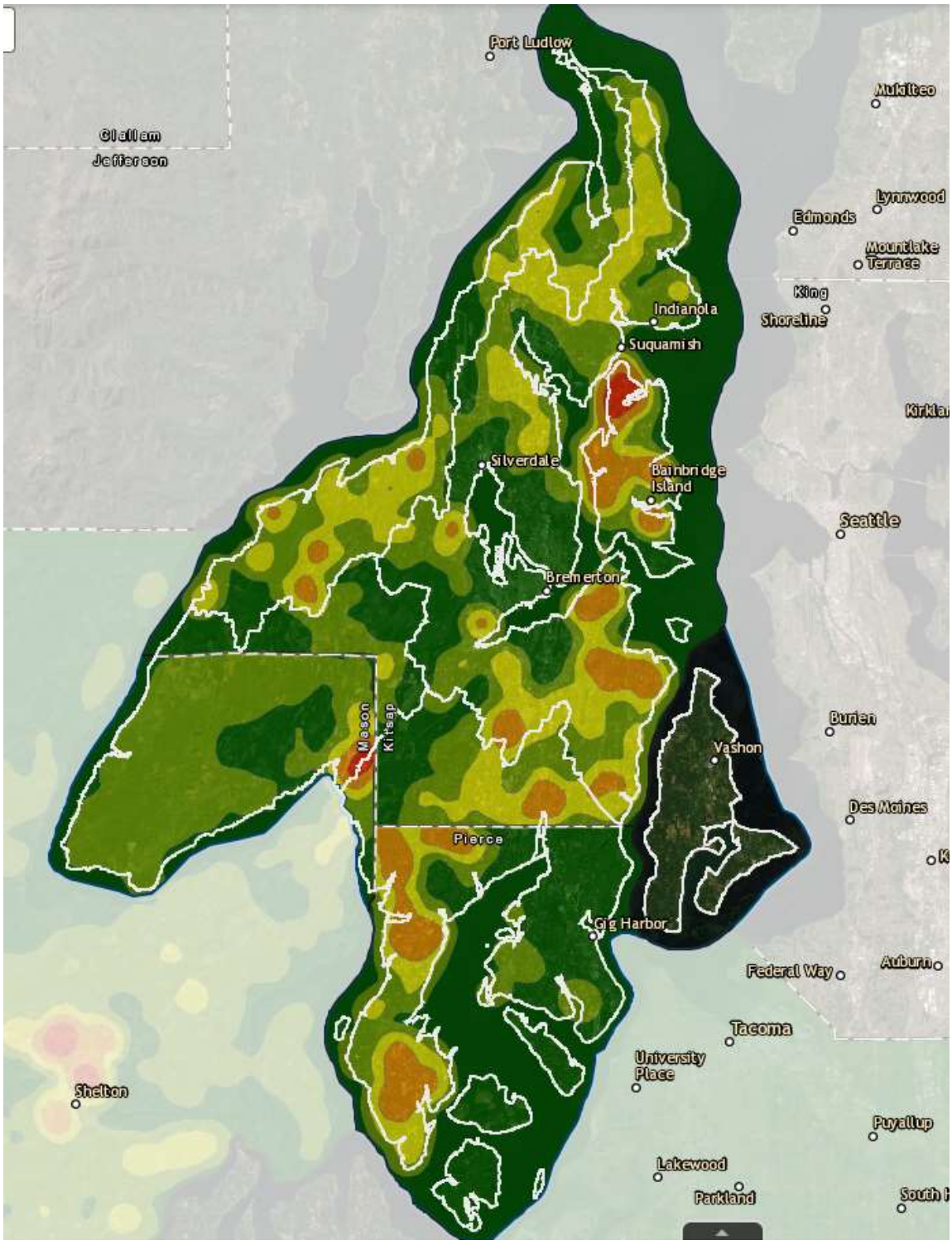


Figure 1. WRIA 15 permit exempt connections potential growth. Red shading indicates high future projected growth and green shading indicates low future projected growth.

Performance goals and measures.

This project would be measured by the number of functional rain gardens and LIDs installed within WRIA 15.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

The Washington Department of Fish and Wildlife has identified that Fall Chinook, Coho Salmon, Summer Chum, Fall Chum, Winter steelhead, and Pink Salmon are present in WRIA 15 (WDFW 2020). Increased base streamflow and reduced water temperatures would benefit both adult migrants to spawning grounds and juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve survival of adults and both productivity and survival of juveniles. The alteration of natural stream hydrology has been identified as a high priority limiting factor in WRIA 15 (NOAA 2007) and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions.

Identification of anticipated support and barriers to completion.

The three conservation districts would be the project sponsors who will coordinate the design and construction of the rain gardens and LIDs infiltration/augmentation sites. The districts will collect, compile, share and report data.

The primary barrier is the availability of funding for the construction of rain gardens and LIDs. Other barriers include private landowner willingness and partnerships with the county and cities to focus in particular areas.

Potential budget and O&M costs.

A review of KCD data indicates an average rain garden infiltration area of about 200 square feet. The average construction cost for a rain garden or LID is ~$10-15 per square foot if using a landscape contractor for installation. (Costs can be much higher if the whole project is done by a contractor as opposed to conservation district employees.) It is assumed that the landowner would be responsible for the O&M costs. For larger commercial site applications, using a general contractor, the estimated cost per square foot would be $20-35. Additional costs would be incurred by the conservation districts for administrative, design and construction inspection.

Anticipated durability and resiliency.

The project would have lasting benefits. The KCD will manage the implementation of RGs and LIDs in partnership with the landowner.

Project sponsor(s) (if identified) and readiness to proceed/implement.

The conservation districts are willing project sponsors and are ready to proceed immediately. KCD will construct the most projects (50 per year) and has been successfully installing rain garden and LIDs since 2010 with increased complexity beginning in 2014 (KCD 2020). If funding is increased, the primary barrier would be private landowner willingness as well as partnerships with the county and cities to focus in particular areas.

Sources of Information

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Kitsap Conservation District (KCD). 2020. 2010-18 KCD RG Program Practices – South, North, and Central Districts. https://kitsapcd.org/programs/raingarden-lid. Accessed September 28, 2020.

WDF (Washington Department of Fisheries), 1975. "A Catalog of Washington Streams and Salmon Utilization, WRIA 15." Accessed at: https://www.streamnetlibrary.org/?page_id=95.

WDFW (Washington Department of Fish and Wildlife), 2020. Salmonscape mapping of fish distribution. Available at: http://apps.wdfw.wa.gov/salmonscape/

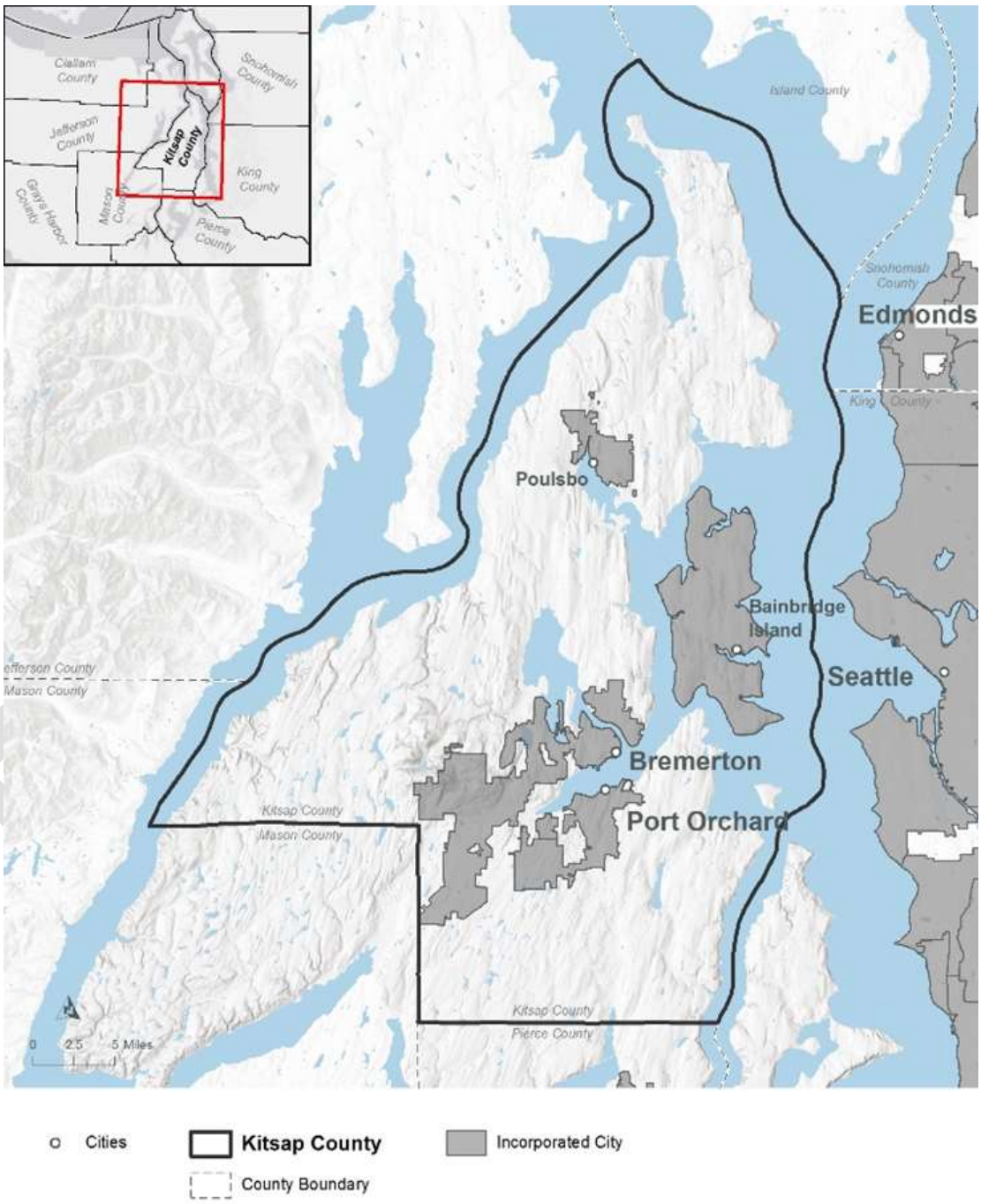
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Raingarden and LID Project
Appendix A

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Kitsap Conservation District Rain Garden and LID Project Locations

Figure A-1. Current KCD service area for rain garden and LID projects



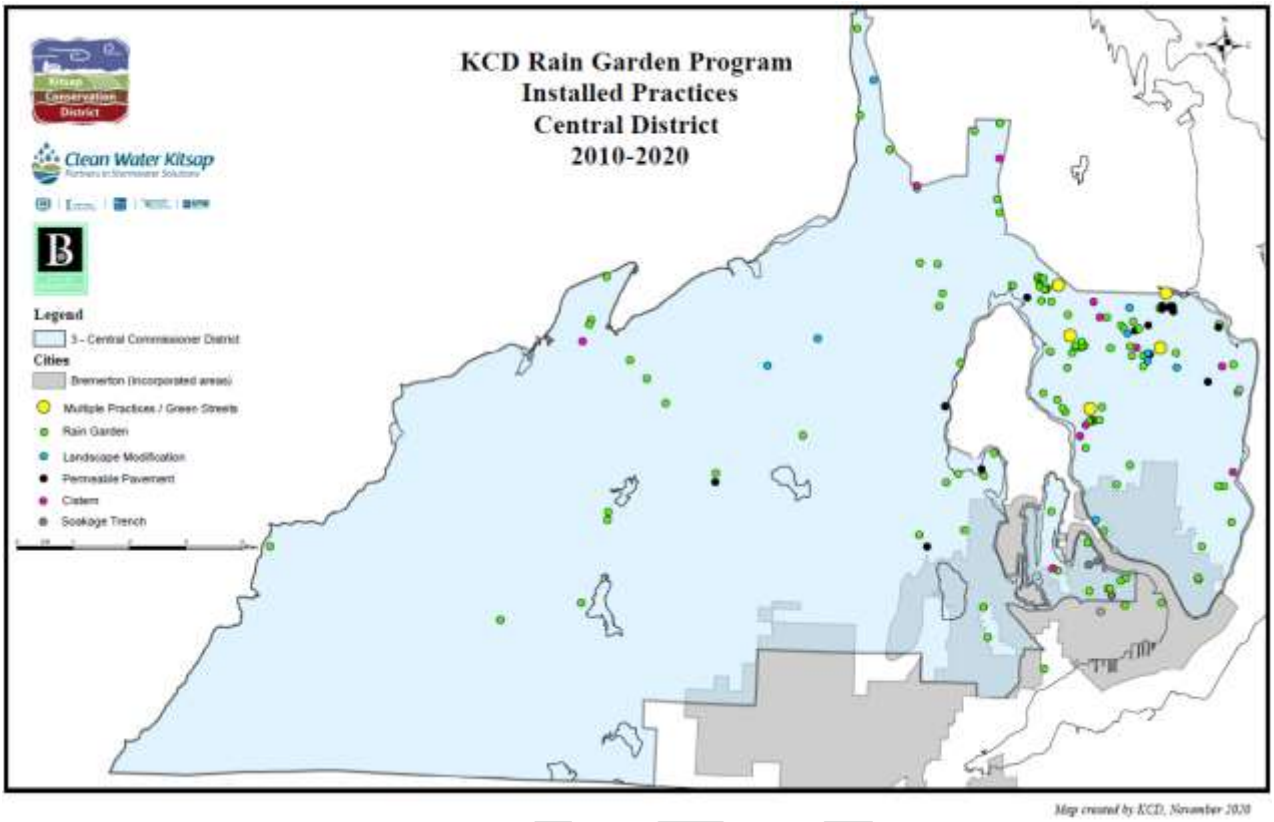


Figure A-2. KCD Rain Garden program installed practices in Central District (2010-2020).

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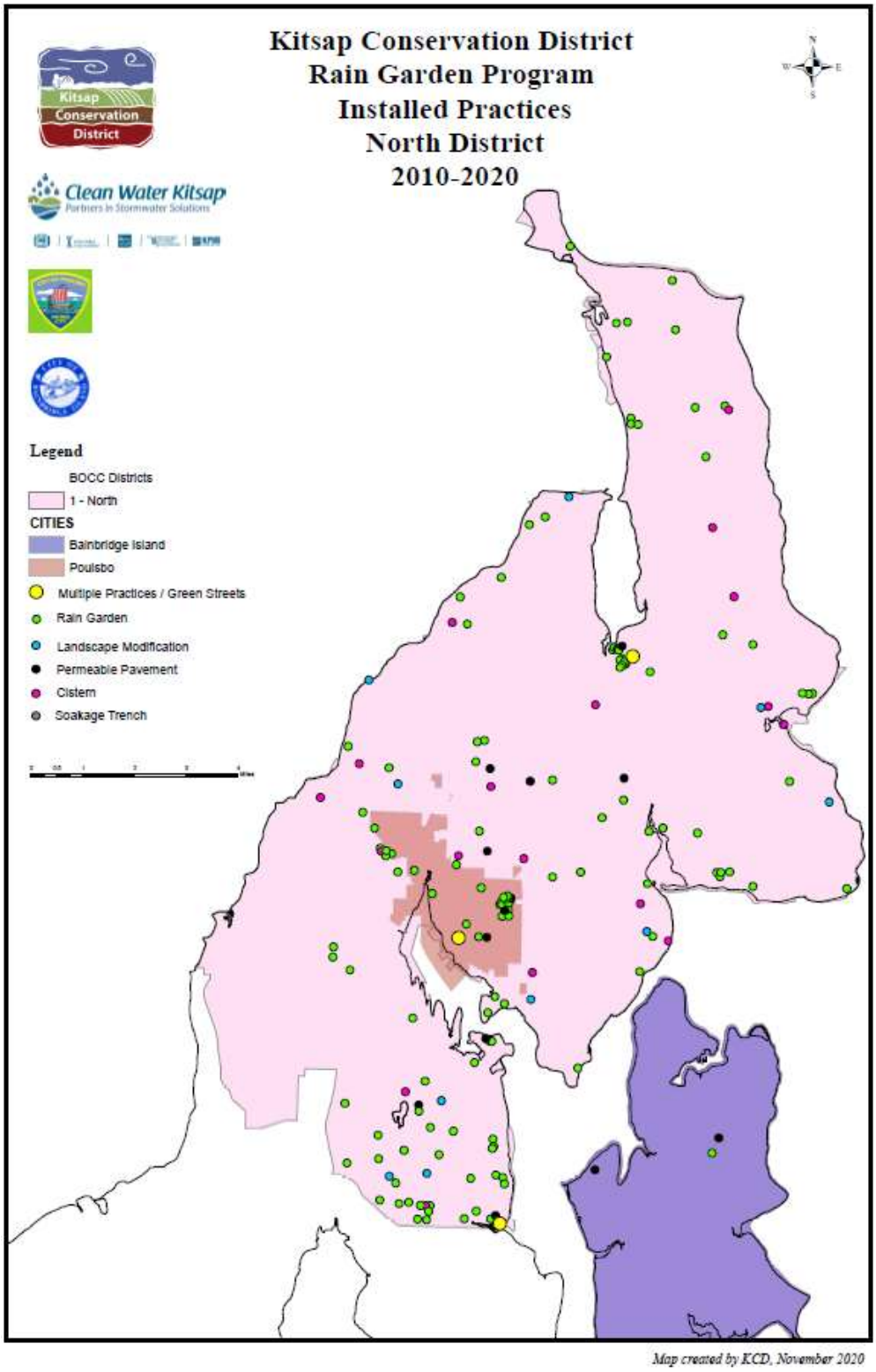


Figure A-3. KCD Rain Garden program installed practices in North District (2010-2020).

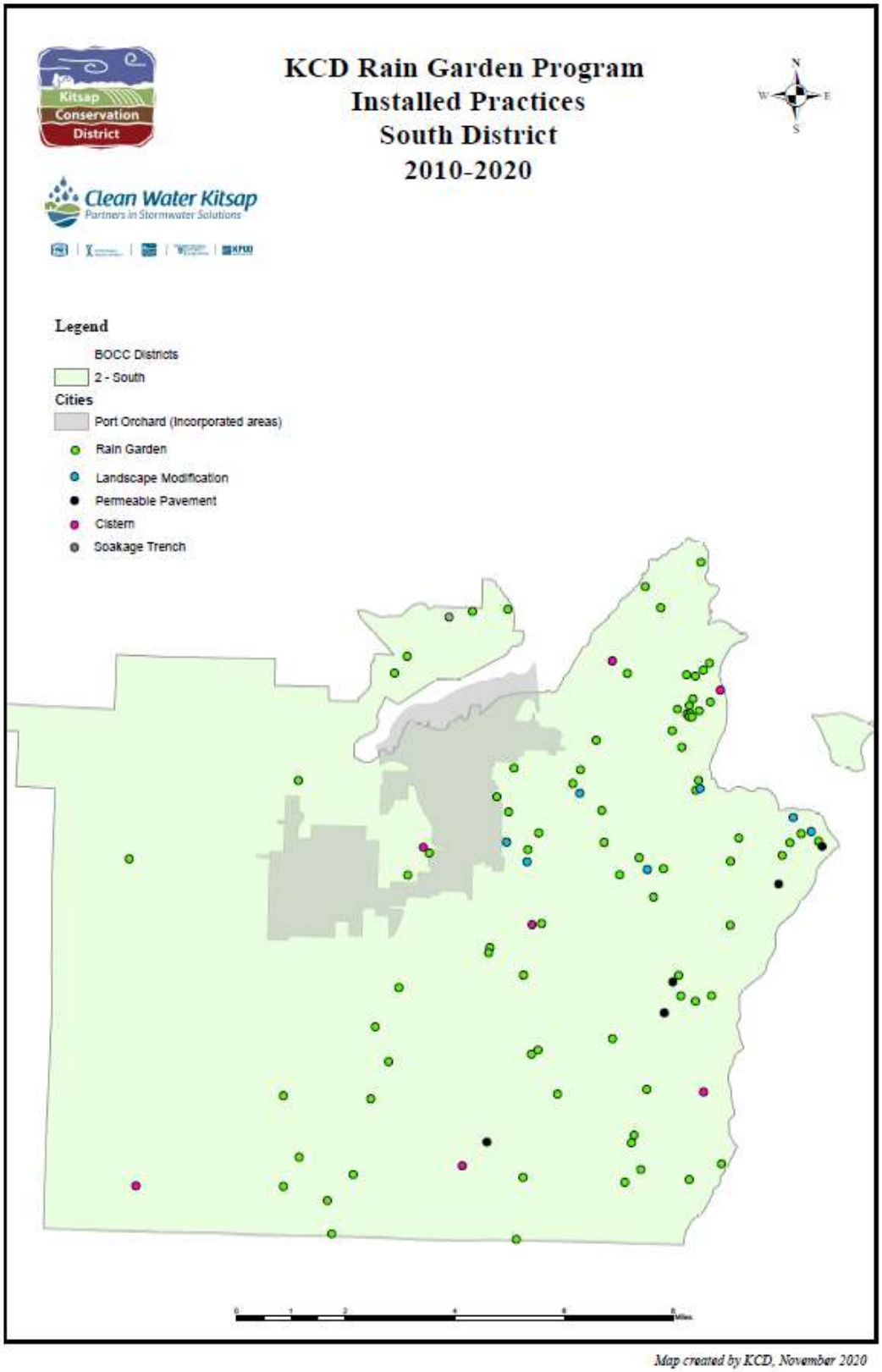


Figure A-4. KCD Rain Garden program installed practices in South District (2010-2020).

Raingarden and LID Appendix B

Rain Garden Water Offset Calculations

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Proposed Water Offset for Typical Kitsap Conservation District Raingarden

Introduction

The purpose of this document is to estimate the average annual recharge for future rain garden projects in WRIA 15 using Kitsap Conservation District data on average size of rain garden and LID projects they have installed since 2010. Annual recharge calculations are based upon hydrologic modeling performed by HDR for the Mason County Rooftop Infiltration Project (HDR, 2020). For these calculations it was assumed rain gardens will be installed on houses that are currently connected to a storm drainage system, so that the entire infiltration volume will be counted as a water offset. A lesser infiltration volume and water offset would be realized for houses that are not currently connected to a storm drainage system as roof downspouts may splash onto the ground and partially or totally infiltrate.

Calculations

Calculations are provided using a range of potential rain garden sizes. KCD data shows the average rain garden they have constructed since 2010 has an infiltration trench area of 200 square feet (sf) and captures 1,900 sf of impervious surface. Infiltration volumes are calculated using rain garden sizes of 100, 150, and 200 sf, as well as impervious surfaces of 1,600, 2,000 and 2,800 sf. The Mason County Rooftop Infiltration Project assumed 2,800 sf as the impervious surface that would be captured, based upon an average roof and driveway size. The infiltration rate used in the calculations corresponds to Group B soils as rain gardens use amended soils which are similar to Group B. The infiltration rate used for Group B soils is 2 inches/hour.

HDR's hydrologic modeling estimated the average annual recharge for an infiltration trench that is 80 sf to be 0.14 acre-feet/year. That was part of their calculation of baseline conditions assuming a minimum trench size of 80 sf under current regulations. The modeling was performed using an annual average of 70 inches precipitation, which occurs in Mason County. The average annual recharge equates to 26 inches per year over the 2,800-sf impervious surface.

A larger infiltration trench will infiltrate more water; there is a proportional relationship between infiltration area and infiltration capacity. There is also a proportional relationship to the amount of runoff to the impervious area, assuming all the runoff is captured. A limit to the amount of infiltration is the volume of annual precipitation minus potential losses due to evaporation. To estimate the amount of water that will be infiltrated in a KCD rain garden the HDR results were proportionally scaled up by the amount of infiltration area (100 – 200 sf) and scaled down by the amount of impervious area (1,600 – 2,800 sf). Those calculations are summarized in Table 1.

Table 1. Percentage Change in Infiltration Capacity and Corresponding Infiltration Volume

Impervious Surface Captured, sf	Infiltration Trench Size, sf/Infiltration Volume, acre-feet							
	80 (Mason County Study)		100		150		200	
	%	Volume	%	Volume	%	Volume	%	Volume
1,600	64%	0.090	80%	0.113	121%	0.169	161%	0.225
2,000	71%	0.100	89%	0.125	134%	0.188	179%	0.250
2,800	100%	0.140	125%	0.175	188%	0.263	250%	0.350

The equivalent values in terms of rainfall infiltrated is provided in Table 2.

Table 2. Volume of Rainfall Potentially Infiltrated

Infiltration Trench Size, sf			
80 (Mason County Study)	100	150	200
26 inches	32.7 inches	49.0 inches	65.3 inches

The calculations indicate that the rain gardens KCD is installing have, on average, the capacity to infiltrate 65.3 inches of precipitation, or 0.25 acre-ft per installation per year. The infiltration capacity is not limited by the amount of precipitation that occurs in most areas of Kitsap County. Table 3 provides infiltration volumes for varying precipitation volumes and the average impervious area captured in a KCD project. To be conservative, 10% loss due to evaporation or other losses are assumed.

Table 3. Estimate of Annual Volume Infiltrated for KCD Rain Garden Projects

Average Annual Precipitation, inches	Annual Volume Infiltrated, Inches	Annual Volume Infiltrated, acre-feet
40	36	0.138
50	45	0.172
60	54	0.207
70	63	0.241

These volumes can be used as estimates of the water offset quantity for WRIA 15 rain garden projects. The actual values will need to be tracked during implementation, but the quantities shown in Table 3 provide a planning-level estimate of water offsets from rain garden projects that capture 2,000 sf of impervious area and are constructed using a 200 sf infiltration trench in Group B soils. It is recommended that the average of the volume infiltrated between 40- and 50-inches annual precipitation be used for estimating water offsets in WRIA 15. That equals 0.15 acre-feet per rain garden.

References

HDR, 2020. Spreadsheet: WRIA14-Projects-Supplemental Data-RooftopRunoff_MGSFlood Results.xlsx. Accessed through Box at https://app.box.com/s/c2858d6mjdtoo41i4ahxqj55hz66mbzf

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Vashon-Maury Island Land Conservation And Water Rights Acquisition Project

Description

One set of potential projects being evaluated by the Watershed Restoration & Enhancement Committee (Committee) for Water Resources Inventory Area (WRIA) 15 is the acquisition (fee and conservation easements) of sensitive habitats and water rights in the Vashon-Maury Island sub-basin with the intent of enhancing instream flows and mitigating out of stream uses (i.e., reductions in flows associated with permit-exempt wells). Assuming property acquisition is coupled with water right acquisition, associated habitat benefits could include removal of structures and impervious surfaces, wetland and riparian protection and restoration, and decommissioning permit exempt wells (PEWs).

To support identification of potential water right acquisition projects, the Department of Ecology (Ecology) queried their Water Rights Tracking System (WRTS) database and provided tables and associated GIS data of all active water rights within WRIA 15 to the Committee. Inactive water rights (e.g., previously approved changes, cancelled or withdrawn applications) were excluded from the data provided by Ecology. The tables of active water rights included over 8,500 water right files within WRIA 15. As an initial screening, water rights under consideration were limited to certificates and permits that included commercial and Industrial (CI), stockwater (ST), or irrigation (IR) uses. The list of active water right permits and certificates was further reduced by removing any with a priority date later than the July 24, 1981 adoption date of Chapter 173-515 WAC, the instream flow rule for WRIA 15. Over 1,000 water rights in WRIA 15 met these screening criteria, including 86 water rights (70 surface water and 16 groundwater) in the Vashon-Maury Island sub-basin.

The Committee identified priority streams in the Vashon-Maury Island sub-basin for land conservation and restoration activities, including water right acquisition. Going generally north to south, priority streams include Shinglemill, Beall, Judd, Fisher, Christiansen, and Tahlequah creeks on Vashon Island and Mileta Creek on Maury Island (Figure 1). These stream basins are priority due to their flows and salmon use, but additional water rights and may occur on smaller tributaries. The water right list was then reviewed to identify water rights with points of diversion or withdrawal within the drainages of the priority streams, with a focus on water rights located near the headwaters of the streams. Based on the Committee's review, and specifically review by the King County representative, selected water rights excluded from the initial screening (e.g., claims and rights with purposes of use other than CI, ST, and IR) were added back to the list of water rights for further evaluation. Twenty-seven water rights were identified in the priority stream drainages. Twenty-six of the water rights authorize surface water diversions and one authorizes a groundwater withdrawal. This list of rights represents the set of potential water right acquisition projects in the Vashon-Maury Island sub-basin. Table 1 provides a summary of the number of selected water

rights per priority stream sub-basin and the dominant purpose of use[51].

Table 1. Summary of Selected Water Rights in Priority Stream Sub-Basins

Stream Sub-Basin	Number of Rights by Dominant Purpose of Use		
	IR	DG/DM/DS	ST
Beall	1	0	0
Christiansen	2	1	0
Fisher	3	1	0
Judd	3	3	0
Mileta	2	0	0
Shinglemill	3	3	1
Tahlequah	2	2	0
Total	16	10	1

Notes:

IR – Irrigation

DG/DM/Ds – Domestic General, Domestic Multiple, Domestic Single

ST - Stockwater

These rights authorize a combined instantaneous diversion rate (Qi) of 1.569 cubic feet per second (cfs). Only 13 of the 27 selected water rights list the annual authorized quantity (Qa). The stockwater right does not list an annual quantity. Three of the ten domestic water rights list the Qa, with quantities of 1 to 2 acre-feet per year (afy). Ten of the 16 irrigation water rights list the Qa, with a combined quantity of 184 afy for irrigation of 89.5 acres, or approximately 2 afy per acre. The remining 6 irrigation water rights list a combined acreage of 50 acres. Assuming a water use of 2 afy per acre, similar to the other irrigation water rights in the sub-basin, 50 acres would equate to an additional annual irrigation use of 100 afy. .

Benefits to instream flow would be realized by acquiring all or a portion of a given water right and placing it into the state Trust Water Right Program (TWRP) for instream flow purposes. Quantitative benefits to instream flow would depend on the purpose of use and the manner in which the right is currently used. For example, a domestic water right that diverts from a stream for indoor uses only may have a consumptive use of about 10 percent of total use. If the septic return flows from this use return to the same stream from which the water was diverted, placing this water right into the

[51] Water rights may include more than one purpose of use. For this summary, water rights with an irrigation component among the authorized uses are included in the IR column; rights with a stockwater component and no irrigation use are included in the ST column; and rights with domestic uses and no stock or irrigation uses are included in the DG/DM/DS column.

TWRP would have only limited benefit to instream flows. Conversely, an IR water right may have a consumptive use of about 80 percent of total use (assuming reasonably efficient irrigation practices) and placing this water right into the TWRP would result in greater benefits. The period of use, or seasonality, will also affect when instream flow benefits would occur.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

Direct benefits to instream flow in a priority stream would be realized through nonuse of the acquired water rights. Depending on the specific opportunity, nonuse would be achieved through fallowing of irrigated fields, reduced hay harvest, changing to an alternate crop that does not require irrigation, removal of livestock, or provision of an alternate source of supply. The acquired water right would be placed into the state TWRP and dedicated to instream flow purposes. By placing it into the TWRP, increases in instream flows realized by a project would be protected from future appropriation or use.

The potential instream flow offset realized by a project would be limited to the consumptive impact on instream flows under the existing water right uses. A general discussion of the potential consumptive use associated with irrigation, stockwater, and domestic uses is provided in the following paragraphs. More detailed evaluation would be required once a specific project or projects are selected to accurately quantify consumptive uses and assess the timing and location of instream flow offsets associated with placing a right into the TWRP.

The timing and location of instream flow offsets will depend on several factors, including:

- The period of use of the water right (seasonal or continuous). A seasonal diversion may only affect stream flows for part of the year, while a continuous diversion (e.g., for domestic uses) would likely affect stream flows year-round.
- Whether the right is for surface water or groundwater. The effect of groundwater withdrawals on surface water flows tend to lag behind the pumping period, such that the effects of seasonal pumping persist for weeks or months after pumping ceases. The location of effects on surface water flows may also be more dispersed and the peak impact lower with groundwater pumping. Conversely a surface water diversion will affect stream flow instantaneously and directly.
- Hydrogeologic conditions and the location of the place of use. Only a portion of water diverted for use is consumed, the remaining quantity that recharges groundwater and/or discharges back to surface water is termed the return flow. The timing and location of where return flows would return to an affected stream depend on the location where water is used, how water is managed (e.g., domestic septic systems versus sewer systems), and hydrogeologic conditions between the place of use and the surface water.

For an irrigation water right, annual consumptive use can be estimated based on the State of Washington Irrigation Guide (WIG) and Ecology Water Resources Program Guidance 1210 – Determining Irrigation Efficiency and Consumptive Use (Ecology 2005). The WIG lists the crop irrigation requirement (CIR) for a variety of crops at stations throughout the state. The CIR is the amount of water needed from irrigation to support crop growth that is not provided by precipitation or stored soil moisture. Using the Bremerton station, CIRs in WRIA 15 range from about 4.51 inches (0.375 feet) for strawberries to 22.3 inches (1.86 feet) for raspberries. The CIR for grass/pasture, the most likely crop grown, is 16.8 inches (1.4 feet).

Guidance 1210 provides typical irrigation application efficiencies (Ea) and percent consumptive use (%CU) associated with different irrigation methods. The CIR divided by the application efficiency provides the total irrigation water requirement (TIR). Multiplying the TIR by the %CU provides the consumptive use. Assuming sprinkler irrigation with an average Ea of 75 percent, TIRs per acre in WRIA 15 could range from about 0.5 feet to 2.5 feet, with a likely amount of 1.9 feet. Assuming a %CU of 80 percent if the TIR, consumptive use per acre could range from 0.4 to 2 feet per acre of irrigated land, with a likely value of 1.5 feet. The total consumptive use for a water right can then be estimated as the irrigated acreage times the consumptive use per acre.

Table 2 provides a summary of irrigated acreage and the potential range of associated consumptive use, based on the consumptive use per acre described above and the authorized irrigated acreage listed in the water rights. Site-specific evaluations of crop type, irrigation methods, and irrigated acreage would be needed to determine the potential consumptive use that could be available to support instream flows by placing a given water right into the TWRP.

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Table 2. Summary of Authorized Irrigated Acreage and Consumptive Use by Priority Stream Sub-Basins

Stream Sub-Basin	Authorized Acreage	Low-End CU in AFY	High-End CU in AFY	Likely CU in AFY
Beall	8	3.2	16	12
Christiansen	19	7.6	38	28.5
Fisher	42	16.8	84	63
Judd	30	12	60	45
Mileta	7	2.8	14	10.5
Shinglemill	11.5	4.6	23	17.3
Tahlequah	22	8.8	44	33
Total	139.5	55.8	279	209.3

The period over which consumptive use impacts occur would generally be the irrigation season, or about May through September, although as discussed above accounting for the lag associated with groundwater pumping impacts and the timing of return flows would affect this period. As an example, retiring about 3 acre-feet of consumptive use would equate to an average instream flow benefit of about 0.01 cfs during the irrigation season.

Typical indoor domestic uses are expected to be about ten percent consumptive. The domestic water rights in the property drainages authorize use of less than 2 afy each, such that annual benefits to instream flow would be less than 0.2 afy per domestic water right. Acquiring domestic water rights would likely require providing an alternate source of supply (e.g., hookup to a public water system) or acquisition of the residential properties served by the water right. For ST rights the benefits would depend on the specific stock operation, including water uses and management and discharge of effluent. Although more limited in the potential amount of water that could be realized by retiring these water rights, domestic and ST water rights are expected to provide opportunities for year-round instream flow benefits not presented by the IR water rights.

Map of the project and location.

Figure 1 (attached) shows the location of priority streams within the Vashon-Maury Island sub-basin.

Description of the anticipated spatial distribution of likely benefits

Water right acquisition would be focused on stream headwaters or above known areas of fish habitat. By acquiring a water right, discontinuing uses, and placing the right into the TWRP historical consumptive use associated with the right would be allowed to remain instream. The

instream flow represented by the water right in the TWRP would be protected from future appropriation or use by others allowed to remain instream from the historic point of diversion to the point of discharge to marine waters, benefiting aquatic habitat through the entire downstream reach.

Performance goals and measures.

The range of potential offset benefit from the water right acquisition opportunities on Vashon Maury is approximately 56 to 279 acre feet per year. We recommend counting 10 percent of the total potentially available water rights as the offset benefit presented in the WRIA 15 plan, or 27.9 acre-feet per year (10 percent was applied for the water right acquisition opportunities in the Nisqually plan).

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

The Washington Department of Fish and Wildlife (WDFW 2020a; WDFW 2020b) has identified that coho and chum salmon are present in Judd and Shinglemill creeks, and the Endangered Species Act (ESA) listed Puget Sound fall Chinook are present in Judd Creek, the ESA-listed Puget Sound winter steelhead are present in Judd, Christensen, and Shinglemill creeks, and cutthroat trout are likely present in all Vashon and Maury Island creeks that have perennial flow (noted as present in Fisher, Tahlequah, Shinglemill, Christensen, and Mileta creeks). The Washington Stream Catalog (WDF 1975) indicates that both coho and chum salmon were historically present in Judd Creek and other creeks on Vashon Island, although there had been limited surveys of fish populations at that time. East Kitsap creeks were generally noted in the Stream Catalog (WDF 1975) as having substantial low flow problems, lack of riparian cover, and fine sediment inputs from forestry and agricultural land uses. An impassable fish barrier culvert is present at about rivermile 1 on Judd Creek and an impassable dam is present on Beall Creek (WDFW 2020a).

Judd and Fisher creeks are listed as Category 5 for high water temperatures on Ecology's 303(d) list of impaired waterbodies; Judd and Shinglemill creeks are listed as Category 5 and Christensen Creek is listed as a Category 2 for bioassessment (poor quality based on macroinvertebrate sampling); and Shinglemill and Tahlequah creeks are listed as Category 1 for water temperature (Ecology 2020).

Increased base streamflow and riparian and wetland restoration would contribute to reducing water temperatures that would benefit both adult migrants to spawning grounds and juvenile salmonid rearing habitats by providing increased area and quality of summer stream rearing habitat. This would improve survival of adults and both productivity and survival of juveniles. The alteration of natural stream hydrology has been identified as a high priority limiting factor in WRIA 15 (NOAA 2007) and streamflow is important for supporting riparian vegetation and wetlands that provide shading, food web support, and flood and sediment attenuation functions.

The headwaters of Judd, Fisher, and Shinglemill creeks include numerous wetland areas that could also benefit from increased groundwater levels, further supporting cold water volumes to the creeks.

Land conservation and restoration activities may provide habitat benefits in addition to streamflow restoration. Those habitat benefits would derive from removal of structures and impervious surfaces, decommission of PE wells, wetland and riparian protection and restoration.

Identification of anticipated support and barriers to completion.

The primary barrier is the willingness of water right holders to sell their water rights and land. A secondary barrier is the availability of funding for water right acquisition and permitting.

Potential budget and O&M costs.

Water right acquisition costs are location and market specific. As a planning-level assumption, costs per consumptive acre-foot of irrigation water or stockwater could be in the $1,000 to $5,000 range. As discussed above, consumptive use per acre could range from about 0.4 to 2.0 acre-feet. Costs for acquisition of domestic water rights are likely to be strongly affected by the costs of providing an alternate water supply. These costs could be highly variable, depending on the availability and location of an alternate supply. Following water right acquisition and permitting there are expected to be no ongoing O&M costs associated with water right acquisition.

Budgets and O&M costs for property acquisition and associated habitat benefits through removal of structures and impervious surfaces, wetland and riparian protection and restoration, and decommissioning of PEWs will depend on the specific project opportunities and are not included in here.

Anticipated durability and resiliency.

Water right acquisition projects would have long-lasting benefits and would require minimal future management once permitting is complete. The durability and resiliency of other habitat improvement projects associated with property acquisition will depend on the specific projects and are not included in here.

Project sponsor(s) (if identified) and readiness to proceed/implement.

King County and Vashon-Maury Island Land Trust are potential sponsors of the projects. Both entities have extensive experience with implementing similar projects and would be ready to proceed once funding is secured.

Sources of Information

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WDFW (Washington Department of Fish and Wildlife), 2020a. Salmonscape. Available at: http://apps.wdfw.wa.gov/salmonscape/map.html

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Beall Creek Bypass Flow Improvement

Description

Beall Creek is a first order stream along the eastern shore of Vashon Island in King County with a drainage basin of 211 acres (Figure 1). Historically, Beall Creek likely had a fish community that included Cutthroat Trout, Coho Salmon, and steelhead trout. Juvenile coastal cutthroat have been observed utilizing Beall Creek (Salmonscape 2020). The focus of this project for the WRIA 15 watershed plan is to more accurately measure the Water District 19 water requirements at the Water District 19 (District) diversion. To accomplish that the existing diversion, which is a fish passage barrier, will be replaced. This project will improve bypass flow at the diversion, resulting in flow improvements to Beall Creek at a rate of an estimated 26 acre feet per year.

Fish Barriers on Beall Creek

A plastic sheet pile dam across Beall Creek impounds water for the District's irrigation diversion at river mile (RM) 0.30 (Figure 2). The District withdraws as much as 350 gallons per minute from the spring-fed creek (a type-two water supply) for community water supply. There are no fish passage facilities at the District's irrigation diversion which results in a complete barrier to upstream fish passage at this location (Kerwin and Nelson 2000, Salmonscape 2020). The Washington Department of Fish and Wildlife (WDFW) identified the District's irrigation diversion as a complete fish passage barrier in June 2017 (Salmonscape 2020). A partial fish passage at Beall Creek RM 0.02 was also identified in June 2017. There are currently no plans to address the partial barrier at RM 0.02.

Previous Project Development

In May 2018, a Preliminary Design Report for the Beall Creek Fish Passage project was completed for the District's upstream irrigation diversion at RM 0.30 (Fisheries Engineers 2018). The report included a number of proposed modifications to the District's Beall Creek diversion including:

- A new concrete dam to be built flush with the existing stream channel;
- A proposed roughened channel for upstream fish passage;
- A means to measure and control the water supply diversion and release of bypass flow;
- A new vertical plate fish screen installed within the existing water intake basin to physically exclude fish from the pumped water intake;
- A sand and silt sluicing system to facilitate the District's maintenance of the water supply intake; and
- A new water delivery system to Water Treatment Plant 1 (Fisheries Engineers 2018).

Some members of the WRIA 15 Committee do not support including offset benefits from fish barrier removal projects. Therefore, the streamflow benefit considered for this project are

modifications to the diversion to improve flow in Beall Creek.

Quantitative or qualitative assessment of how the project will function, including anticipated offset benefits, if applicable. Show how offset volume(s) were estimated.

If this Beall Creek Bypass Flow Improvement project were completed, the improved measuring capabilities would ensure a minimum flow in the stream of 48 gallons per minute and a more accurate diversion of water supply requirements thereby bypassing more flow than they currently do. The estimated offset benefit would be the minimum flow during the dry season when water demands and diversions by the District is highest. Assuming a 4-month dry season (June-September), the offset quantity would be 26 acre-feet.

Map of the project and location.



Figure 1. Location of Vashon Island and Beall Creek (red circle).



Figure 2. Beall Creek with a partial fish passage barrier at river mile 0.02 (yellow) and a complete fish passage barrier at river mile 0.30 (red). Both locations are associated with Water District 19. This project is focused on flow improvements at river mile 0.30.

Description of the anticipated spatial distribution of likely benefits

This project would put more water in the last 0.3 miles of Beall Creek to support aquatic life downstream. The fish barrier removal component of the project would open up ~0.6 miles of stream habitat for migratory fishes in Beall Creek, upstream of the District's irrigation diversion (Figure 2). However, a partial fish passage at Beall Creek RM 0.02 remains unaddressed so fish distribution throughout Beall Creek may remain limited even if the project is completed.

Performance goals and measures.

The project will be measured by the presence of a minimum 48 gallons per minute bypass flow to allow fish passage through the roughened channel and preserve aquatic life downstream of the diversion.

Descriptions of the species, life stages and specific ecosystem structure, composition, or function addressed.

WDFW has identified that resident Coastal Cutthroat trout are present in Beall Creek (Salmonscape 2020). The proposed roughened channel would allow for upstream fish passage and the new vertical plate fish screen installed within the existing water intake basin would physically exclude fish from the pumped water intake, reducing or eliminating fish mortality. As a whole, this project supports all life stages of the resident Coastal Cutthroat trout.

Identification of anticipated support and barriers to completion.

Water District 19 is the primary stakeholder for the bypass flow improvement project. The District will collect, compile, share and report project data. The project is supported by the Washington Department of Fish and Wildlife, the Washington Department of Ecology, and the Puyallup Tribes of Indians.

The primary barrier is the availability of funding for project construction and operations. The preliminary design and cost estimate was developed in 2018 (Fisheries Engineers 2018) however the District has been unable to obtain funds for the project.

Potential budget.

As of October 2019, the estimated costs for both the barrier removal and the flow improvements was $110,000 (Fisheries Engineers 2018, Water District 19 2019). This cost estimate includes $82,000 for construction, $8,000 for Final Project Design, $6,000 for Project Permits, and $14,000 for Construction Management (Fisheries Engineers 2018).

Anticipated durability and resiliency.

The project would have lasting benefits. The project would likely improve the District's maintenance capabilities for the water diversion system integrated with the fish passage facilitates (Fisheries Engineers 2018) providing a more reliable bypass flow.

Project sponsor(s) (if identified) and readiness to proceed/implement.

The District would sponsor the project. Funding for the project will also need to be secured.

Sources of Information

Kerwin, John and Nelson, Tom S. (Eds.). December 2000. Habitat Limiting Factors and Reconnaissance Assessment Report, Green/Duwamish and Central Puget Sound Watersheds (WRIA 9 and Vashon Island). Washington Conservation Commission and the King County Department of Natural Resources.

Fisheries Engineers. 2018. Beall Creek Fish Passage Project Preliminary Design Report. Prepared for Water District 19. June 2018.

Water District 19. 2019. Water District 19 meeting minutes from October 8, 2019. http://www.water19.com/wp-content/uploads/2019/12/Comm-Meeting-100819-FINAL.pdf

WDFW (Washington Department of Fish and Wildlife), 2020. Salmonscape mapping of fish distribution. Available at: http://apps.wdfw.wa.gov/salmonscape/

Technical Memorandum

To: Department of Ecology WRIA 15 Watershed Restoration and Enhancement Committee

From: Burt Clothier, LHG

Joe Morrice, LHG

Re: Water Right Screening Methodology

Date: December 21, 2020

This technical memorandum documents the methodology used to screen and select water rights for potential use to support watershed restoration and enhancement projects in Water Resources Inventory Area (WRIA) 15, Kitsap. This work was completed by Pacific Groundwater Group (PGG) on behalf of the WRIA 15 Watershed Restoration and Enhancement (WRE) Committee (the Committee) and the Department of Ecology (Ecology). This work was performed under Ecology Contract Number C1700029, Work Assignment PGG104.

Under RCW 90.94.030, Ecology has the responsibility to convene WRE committees and prepare WRE plans for eight WRIAs in the Puget Sound and Hood Canal areas. The general purpose of the plans is to document and offset projected depletion of instream flows resulting from new, permit-exempt domestic well uses in the WRIAs over the next 20 years.

To support development of the WRE plan for WRIA 15, PGG assisted the Committee in selecting a focused set of water rights for further review to assess potential benefits and suitability in offsetting impacts from permit-exempt wells on instream flows. This memorandum outlines the methodology used to develop the focused list of water rights.

PROCEDURE

Ecology staff queried their Water Rights Tracking System (WRTS) database and provided tables and associated GIS data of all active water rights within WRIA 15. Inactive water rights (e.g., previously approved changes, cancelled or withdrawn applications) were excluded from the data provided by Ecology. Water right claims and pending applications for new water rights or water right changes were also excluded.

The GIS data included the mapped place of use and point(s) of diversion or withdrawal locations, where available. Where Ecology does not have detailed location information for points of diversion or withdrawal, or such has not yet been added to their dataset, the default location is typically the nearest quarter or quarter-quarter section, based on the water right file information.

The Committee's desire was to identify classes or groups of water rights that could potentially be converted, purchased, or retired as mitigation water. The hope being that rights in key sub-basins could be found that, if applicable and available, could be use to off-set the projected impacts of future permit exempt wells and/or provide an environmental benefit to local surface water bodies. Such mitigation projects require the combination of available water (legally and physically), willing seller and buyers, and methods to apply the water to the proposed mitigation purpose. This ranges from simply retiring the right back to the State where no further action is assumed and the water simply ceases to be used for its prior purpose up to more complex efforts where a right is changed to a new use or a new location (or both) and directly applied to the mitigation project (e.g. streamflow augmentation or groundwater recharge).

The tables of active water rights included over 8,500 water right files within WRIA 15. Following consultation with the Committee, PGG limited the water rights under consideration to certificates and permits[52] that included commercial and Industrial (CI), stockwater (S), or irrigation (IR) uses. Municipal and domestic (or multiple domestic) categories were excluded based on the expectation that these rights would not be available for conversion into sources of mitigation water. Irrigation rights were also classified based on the reported irrigated acreage.

The list of active water right permits and certificates was further reduced by removing any with a priority date later than the July 24, 1981 adoption date of Chapter 173-515 WAC, the instream flow rule for WRIA 15.

The list of active permits and certificates with CI, IR, and/or ST uses was reduced again based on authorized instantaneous (Qi) and annual (Qa) quantities. Water rights with both a Qi of less than 0.1 cfs (45 gpm) and a Qa of less than 10 acre-feet per year were excluded from further consideration. This was an arbitrary cut-off intended to focus on high-value possibilities over smaller ones and provide for more manageably sized lists.

The resulting data was subdivided by the priority subbasins identified by the Committee. The result was a suggested list for each subbasin of between six and 31 water rights. From these, a set of 13 rights were selected as example potential projects. Each of the rights were further researched and described in one- to two-page summaries for Committee review.

The Committee was tasked with review of both the subbasin lists and the 13 suggested water rights. Several committee members and Ecology staff provided comments during review and nine of the selected summaries were eliminated from further consideration. The remaining four were refined for use in the draft report planning. Follow-on conversations with Kitsap Conservation District (KCD) were also held to discuss the possibility that KCD may take on the future project of further organizing and utilizing the water rights lists to find and negotiate purchase or transfer of water rights as mitigation off-sets.

[52] This includes certificates, certificates of change, permits, and superseding permits.

Appendix K – Proposed Improvements to the Department of Ecology's Well Reporting Processes

The "Upgrade Well Reporting" Proposal

Developed by the Squaxin Island Tribe in consultation with Ecology's Well Construction and Licensing Office

Contributors: Ecology - Joe Witczak, Scott Malone, and Tara Roberts
Squaxin Island Tribe - Erica Marbet

Final Draft May 28, 2020

Purpose:
Accurate well data is critical for all parties to make water management decisions that are protective of the environment and beneficial to communities. The quality of well data in Washington State can be improved with changes to how the State collects information from drillers. These improvements are essential for monitoring and management of shared water resources in the State of Washington.

Background:
In 2018, at the request of the Squaxin Island Tribe, Ecology assigned staff to assess the accuracy of water well location reporting in Mason County. The project checked 187 water well reports (2.1% of the 8,910 water well reports from the county). Ecology uses the Public Land Survey system (PLS) to record well locations by township, range, section, quarter and quarter-quarter. Currently wells are mapped by 40-acre quarter-quarter centroids on the State Well Report Viewer. The results showed that 79% of well locations could be verified with the information on the report. Of those that could be verified, 33% had incorrectly reported PLS locations. Ecology performed a similar, statewide assessment of well location data and found a 24% error rate for all types of regulated wells.

As Tribes utilize Ecology's well report database frequently, tribal staff would benefit by improving well location data management and processes. In discussions between Ecology, Squaxin, and Mason County, all agreed that improvements to Ecology's well reporting processes could help reduce the error in water well location reporting.

Ecology is eager to expand their web-based well reporting options. In 2019, Ecology surveyed well drillers to determine their preferences regarding format and features. Of 133 respondents, 63% placed a high importance on a new well location mapping tool that would use recent aerial imagery to determine a well's PLS location and coordinates. Only 6% responded that this effort

would be of low importance. These results showed drillers preferred to submit well reports from a web form in the current well report format.

We propose the following changes to Ecology's well data processes:

1. **New well location mapping tool for drillers**
   An interactive web-based mapping tool that provides an intuitive means of determining PLS location has been implemented in Oregon recently. Ecology is interested in developing their own web tool which provides the PLS and coordinates location (latitude/longitude) for a new well automatically. The Notice of Intent web form would shell into a new GIS application utilizing recent aerial imagery, a parcel overlay, and a tool that updates the quarter-quarter and coordinates on the NOI. The well driller need only click on the interactive map to generate a well location. When a driller finishes a well report, they can utilize the same tool to refine their coordinates and PLS location.

2. **Require coordinates on well reports**
   Coordinates can perfectly describe a well location within a parcel. Adding latitude and longitude on well reports will serve to verify a well's location on the ground accurately and easily. Ecology intends to require well coordinates on reports, though a WAC change may eventually be needed.

3. **New web-based well reporting application**

- Ecology is determining the best approach for implementing a new web-based well reporting application. According to a recent survey of drillers and their support staff, a web-form mimicking the current well report forms that uploads directly to Ecology's database is desired. The benefits of using a web-based well reporting process are numerous:
-
    - Less backlog of scanning and data entry - more time for Ecology staff to vet well reports
    - Legible text, fewer written responses
    - Digitizing all well report data, not just the fields that were captured by Ecology staff during the scanning process
    - A smart form format can eliminate out-of-range entries
    -
- By capturing digitized well location data, it would be feasible in the future to automate the process of verifying well locations and water right information. Tracking well location and permit-exempt wells is a need of users who download geospatial datasets from Ecology's GIS data page (https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Data)

The Well Construction and Licensing Office at Ecology needs more capacity to vet well reports. Automation from web-based reporting would free up staff to do more vetting, because the

office's staff would not have to do as much scanning of paper documents and manual entry of data fields for each report. They need more automation, not FTEs.

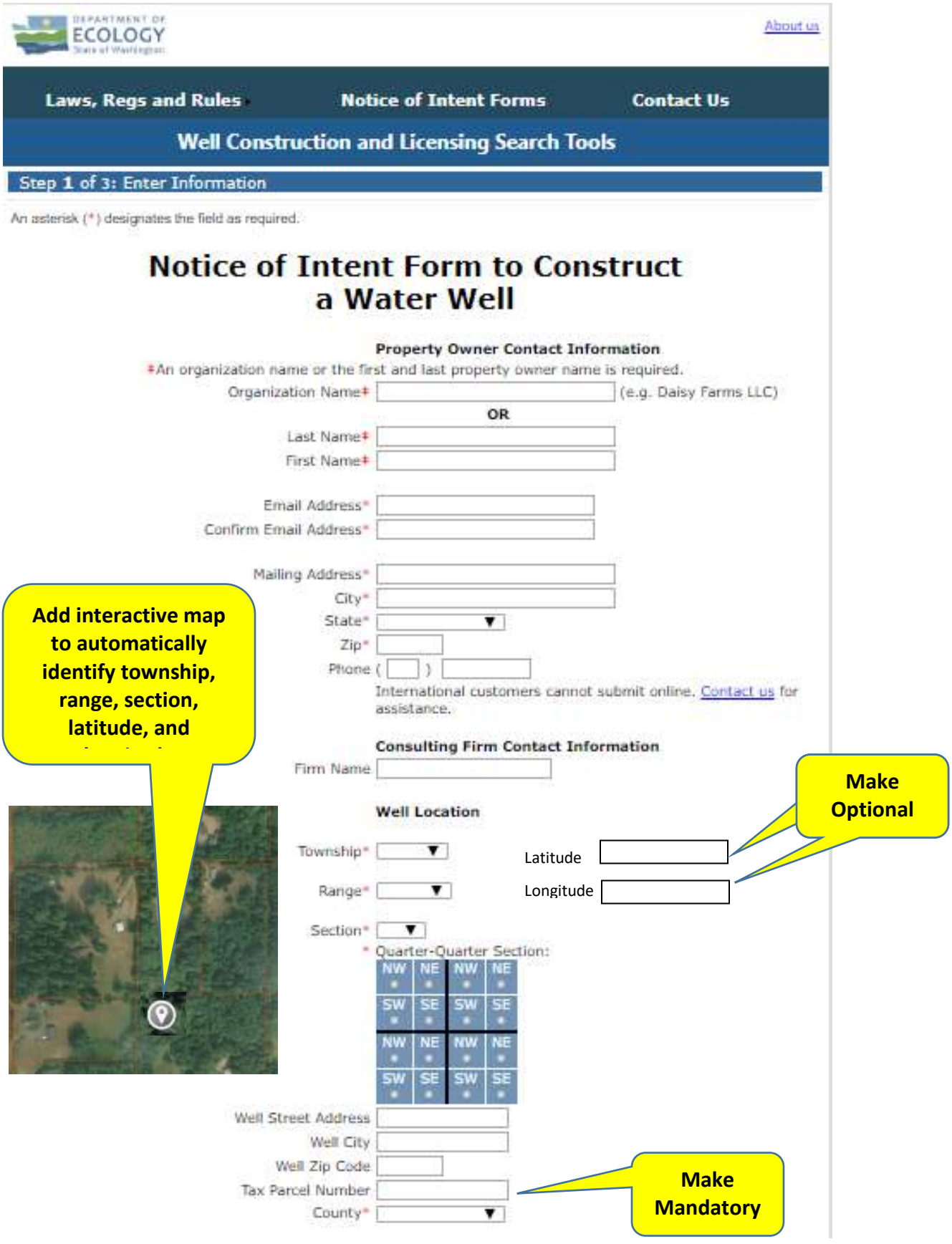
Please share this proposal with your RCW 90.94 watershed planning committees ask members to support it. This would include adding it as a proposed action in a watershed plan.

Please contact Mary Verner, Manager of Ecology's Water Resources Program and Tyson Oreiro, Ecology's Tribal Liaison to express your support for the "Upgrade Well Reporting" proposal.

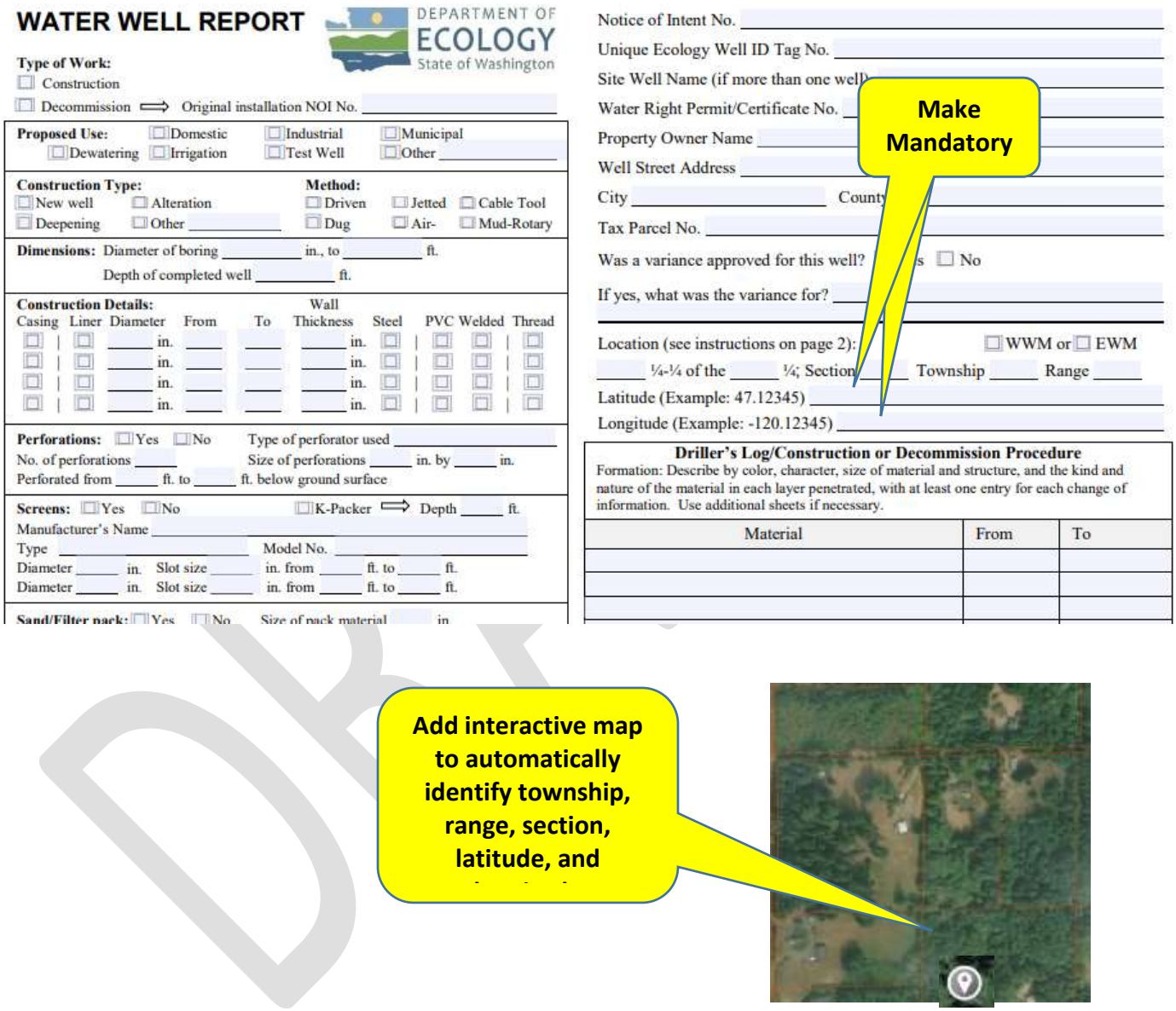
See next two pages for figures.

https://appswr.ecology.wa.gov/wellconstruction/Wells/NoticeOfIntentForm.aspx?form=noiwaterwellform

DRAFT


DEPARTMENT OF ECOLOGY
About us
Laws, Regs and Rules
Notice of Intent Forms
Contact Us
Well Construction and Licensing Search Tools
Step 1 of 3: Enter Information
An asterisk (*) designates the field as required.
Notice of Intent Form to Construct a Water Well
Property Owner Contact Information
*An organization name or the first and last property owner name is required.
Organization Name*
(e.g. Daisy Farms LLC)
OR
Last Name*
First Name*
Email Address*
Confirm Email Address*
Mailing Address*
City*
State*
Zip*
Phone ( )
International customers cannot submit online. Contact us for assistance.
Consulting Firm Contact Information
Firm Name
Well Location
Township*
Range*
Section*
Latitude
Longitude
* Quarter-Quarter Section:
NW NE NW NE
SW SE SW SE
NW NE NW NE
SW SE SW SE
Well Street Address
Well City
Well Zip Code
Tax Parcel Number
County*
Add interactive map to automatically identify township, range, section, latitude, and
Make Optional
Make Mandatory

https://fortress.wa.gov/ecy/publications/documents/ecy050120.pdf



Change this water well report into a web form.

CITY OF BAINBRIDGE ISLAND
PUBLIC WORKS ENGINEERING DEPARTMENT

April 13, 2021

WRIA 15 Committee
C/O Stacy Vynne McKinstry
Streamflow Restoration Regional Supervisor
WA State Department of Ecology
Via email: svyn461@ECY.WA.GOV

RE: WRIA 15 Watershed Restoration and Enhancement Plan

Dear Committee Members,

Thank you for the opportunity to submit this letter supplementing the City's approval of the WRIA 15 Watershed Restoration and Enhancement Plan. The intent of this letter is to express concerns held by City staff and advisory committees to the City regarding the projection of future permit exempt wells on the Island that is included in the plan. It is not meant to hold up the process of approving the plan but to convey some limitations of the plan and express our expectations regarding addressing this issue through the plan implementation and adaptive management process.

As previously expressed, the City's main concern is regarding the development of the permit exempt well estimate for Bainbridge Island, which is listed in the plan as 491 wells over a 20-year time horizon. This number appears to be significantly higher than the City's estimate of expected permit-exempt wells for that same period. Data obtained from the Kitsap Health District indicate that recent trends related to the number of new wells developed on Bainbridge Island are between 5-10 per year, which would result in a number of new potential wells that is closer to 100-200 over the next 20 years. Even this number of wells may be unrealistic as Bainbridge Island has only about 1400 active permit exempt wells presently.

Despite the best efforts on the part of City staff to determine and document the process that the was used to get to 491, the clearest understanding we have of the process at this time is as follows:

- Originally, only the county and no cities were included in the permit exempt well calculations. Currently, BI is the only city that has a PE well number in the plan.

- Because there is so much rural area on the Island, the group working on the calculations decided that Bainbridge should be assigned a well number, but the calculation that was performed for the county resulted in no potential future wells on the Island because the parcel size was too high to capture the need for future wells.

DRAFT

- Therefore, something along the lines of the following calculation was used:
    - Outside the areas served by water infrastructure, there are 961 properties on the island with PE well potential (properties >0.75 acres). Growth projections from Puget Sound Regional Council predict up to 1734 households on the Island over the next 20 years. If it assumed that 30% of those households will be outside of the infrastructure area, then the new wells needed would be about 500 (1734*.30= 520 not sure exactly how they got to 491). From the staff's perspective, both the number of future households (1734) and the percentage outside the area of infrastructure (30%) are both very high, which produced a high and unrealistic number (491) that is probably at least double the potential reality.

That said, we are confident that the plan includes a robust adaptive management section (6.2) that will be able to refine the number of PE wells on Bainbridge Island down if future observations indicate a lesser trend in well growth. During the annual reconvening of the implementation workgroup and during the 5-year review process we expect the PE well estimate to be revised down and with it the associated offset targets.

We appreciate the work of the group and are generally very supportive of the plan. We look forward to working towards achieving the intent of the legislation and preserving water resources for the next generation and the natural environment.

Sincerely,

Christopher Wierzbicki, PE
Public Works Director
WRIA 15 Committee Member

DRAFT



Streamflow Restoration Planning

DEPARTMENT OF ECOLOGY
State of Washington

Streamflow Restoration law RCW 90.94

- Clarifies how local governments can issue building permits for homes intending to use a permit-exempt well for their domestic water supply and offsets those impacts through a local watershed planning effort.

- Ecology chaired the WRIA 15 Committee, composed of tribes, counties, cities, WDFW, municipal water purveyor, irrigation district, and interest groups. The committee met over the last two years to develop the Watershed Restoration and Enhancement Plan.

Watershed Restoration and Enhancement Plan Components

Planning Horizon

2018 - 2038

WRIA Subbasin Delineation

Seven subbasins

Projected New Permit-Exempt Wells

5,568 projected new permit-exempt wells

Estimated Consumptive Use

766.4 acre-feet per year, with a higher goal of offsetting 1218 acre-feet per year through project implementation to benefit streams.

Projects and Actions

to offset estimated consumptive use and meet Net Ecological Benefit (NEB)

Presentation Outline

1. Background
2. Streamflow Restoration law
3. Role of the Committee
4. Elements of the Watershed Plan
5. Steps to complete plan

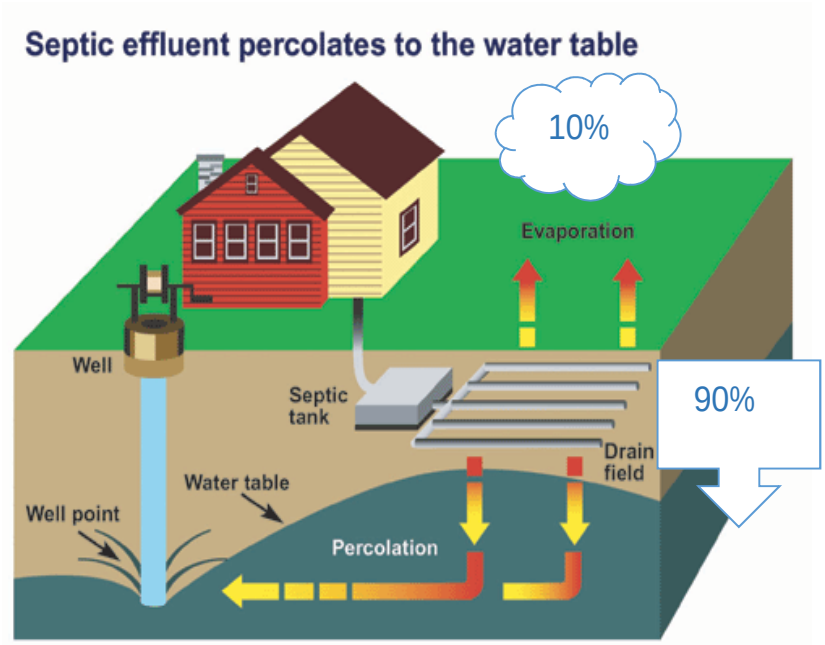
What is a permit-exempt domestic well?

- Serve single homes, small developments, irrigation of small lawns and gardens.
- Chapter 90.94 RCW establishes withdrawal limits for permit-exempt domestic well connections in this watershed.

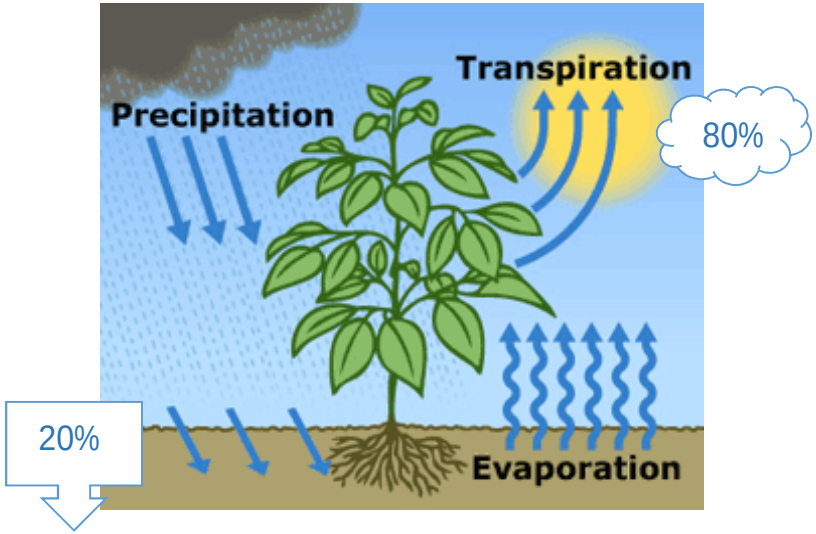
What is consumptive water use?

Water that is evaporated, transpired, consumed by humans, or otherwise removed from an immediate water environment due to the use of new permit-exempt domestic wells.

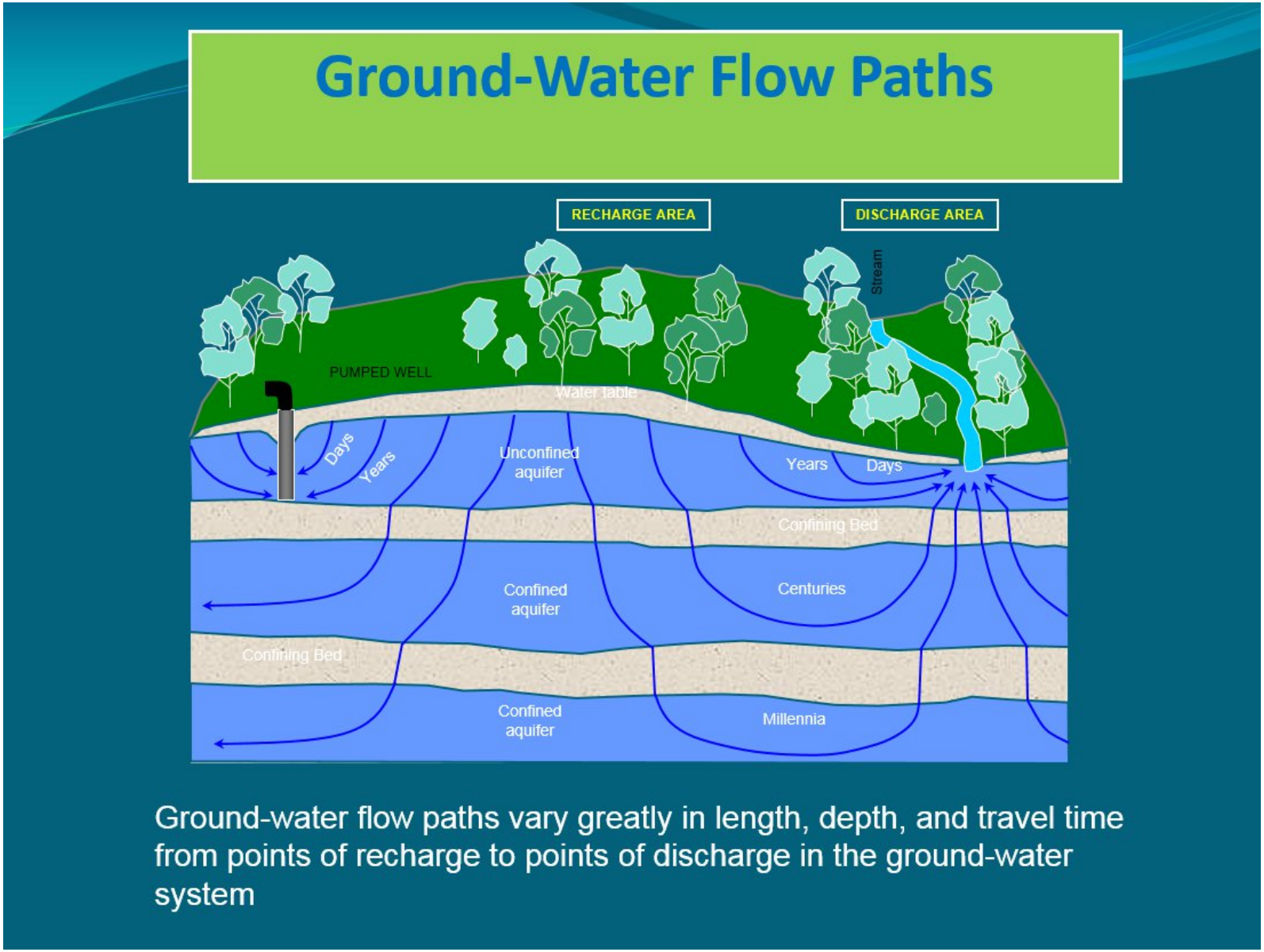
Indoor Consumptive Use



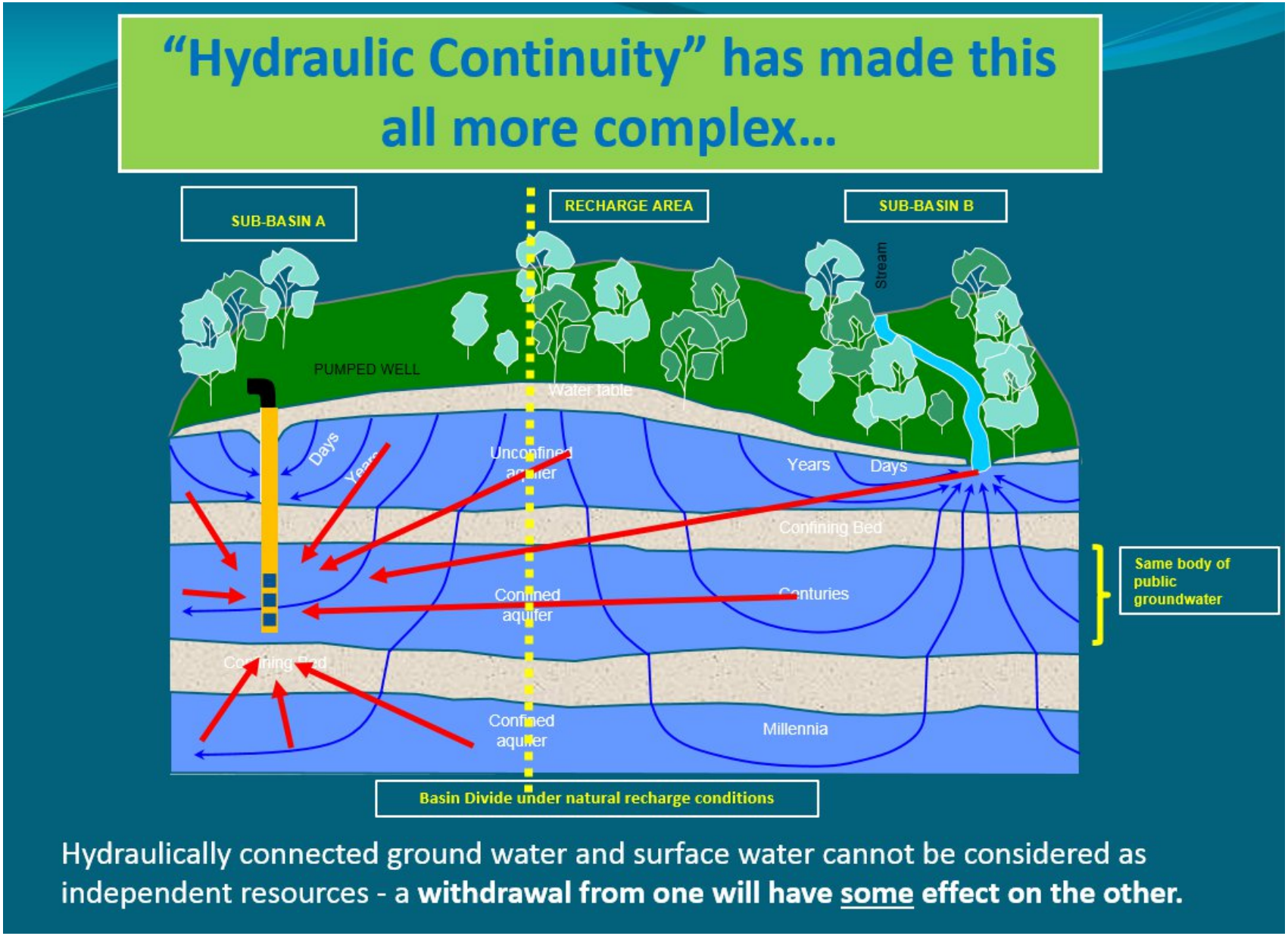
Outdoor Consumptive Use



How are groundwater and streamflows connected?



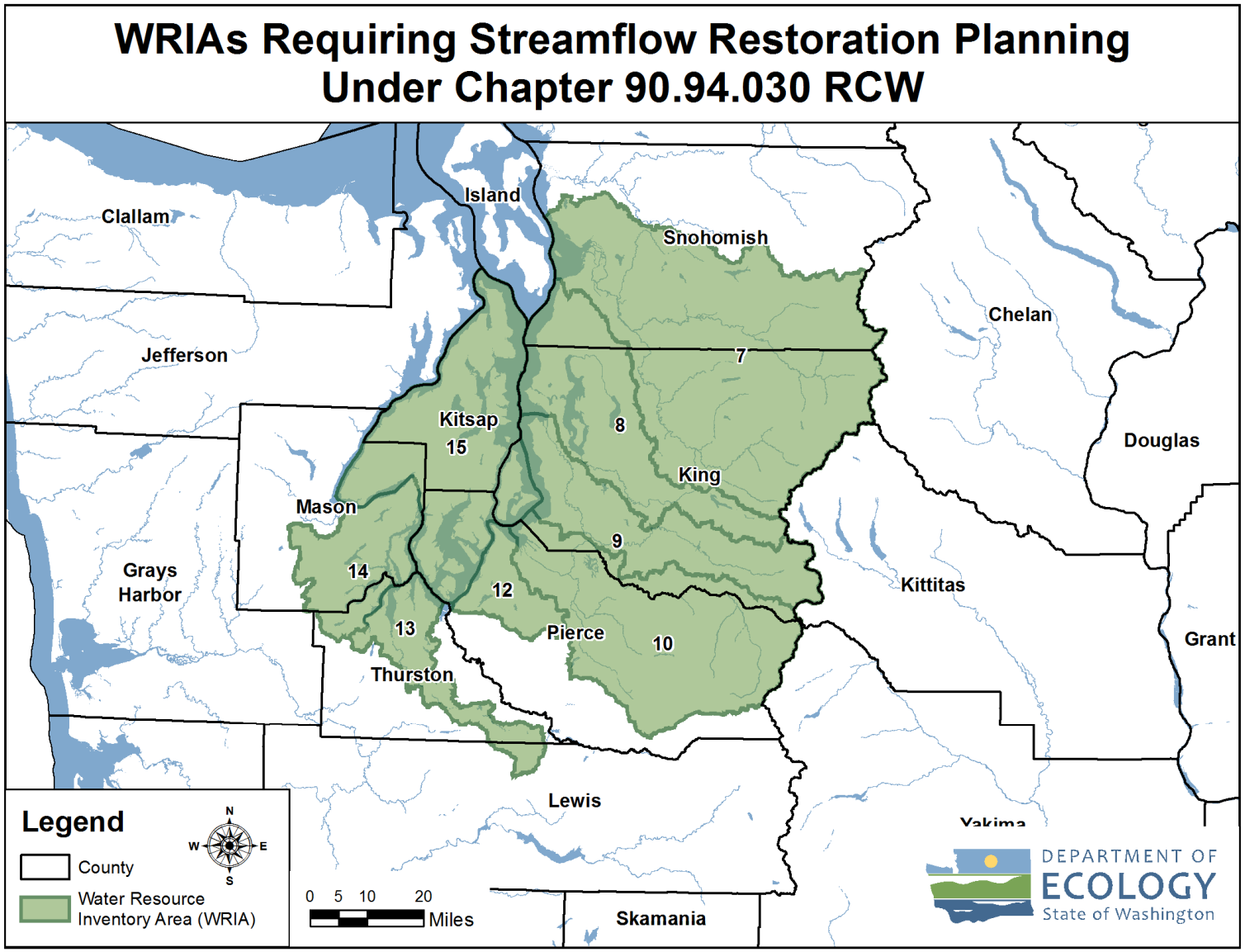
How do wells affect streamflows?



Streamflow Restoration law RCW 90.94

Clarifies how local governments can issue building permits for homes intending to use a permit-exempt well for their domestic water supply **and offsets those impacts through a local watershed planning effort**.

Streamflow Restoration Planning Map



Streamflow Restoration Funding Program Overview

15 Year Competitive Grant Program - $300 million

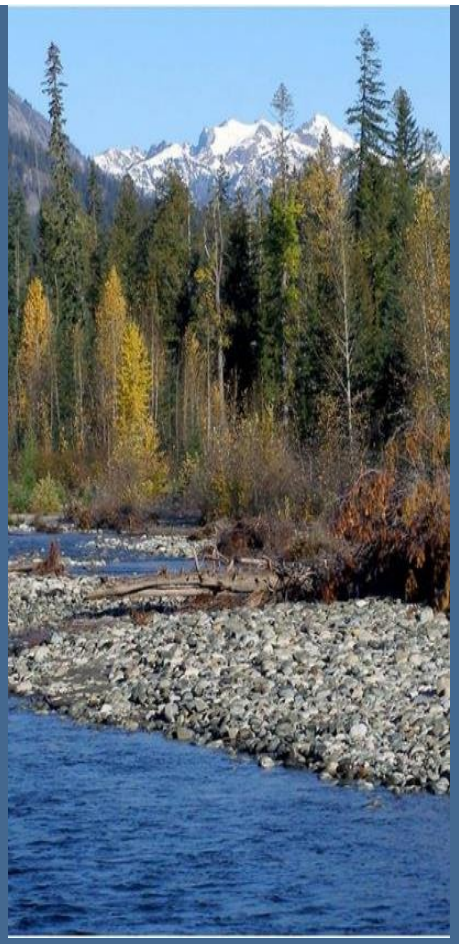
- Pilot Round (2018/2019)
- Current Round (2020)

Statewide

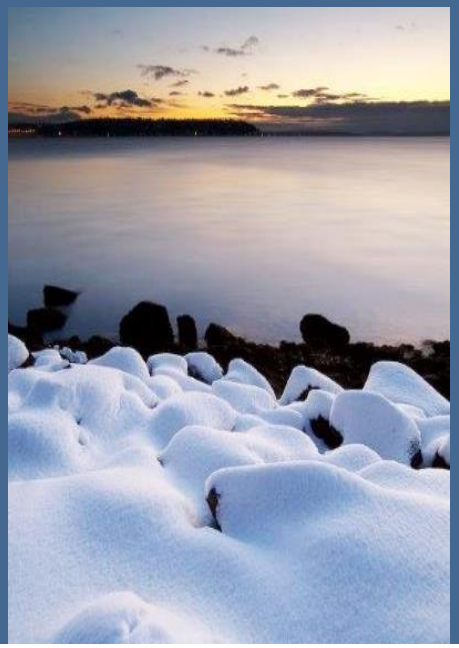
Funding Rule
Chapter 173-566 WAC

Funding Guidance
Publication 19-11-089









Overview of the Watershed Plan

1 QUANTIFY EXPECTED CONSUMPTIVE WATER USE OVER 20 YEARS



DEPARTMENT OF ECOLOGY
State of Washington

2 IDENTIFY WHERE IT IS POSSIBLE TO OFFSET

FIRST PRIORITY

for *in* *and*

SECOND PRIORITY

for ≠

and/or

for ≠

AND

3 ECOLOGY MUST EVALUATE:
DOES THIS PLAN HAVE A NET ECOLOGICAL BENEFIT?

Projects that enhance



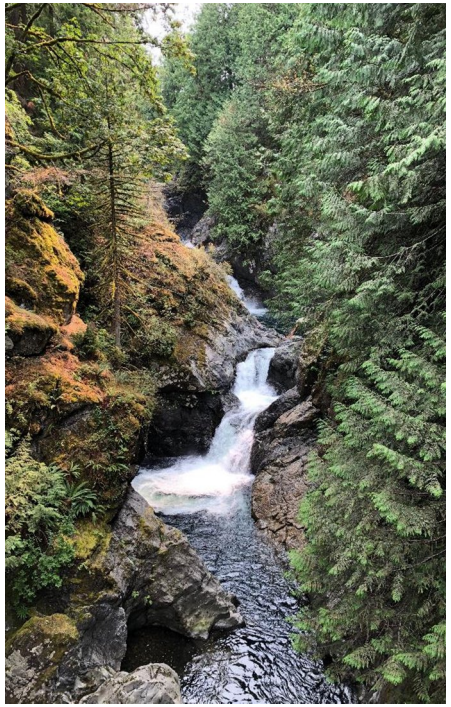
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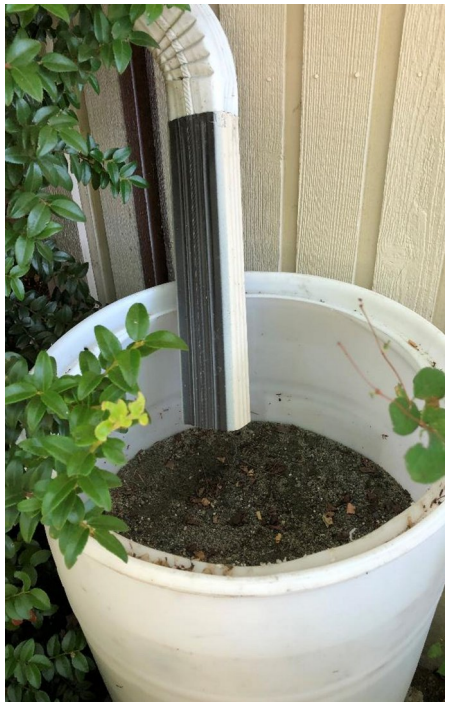


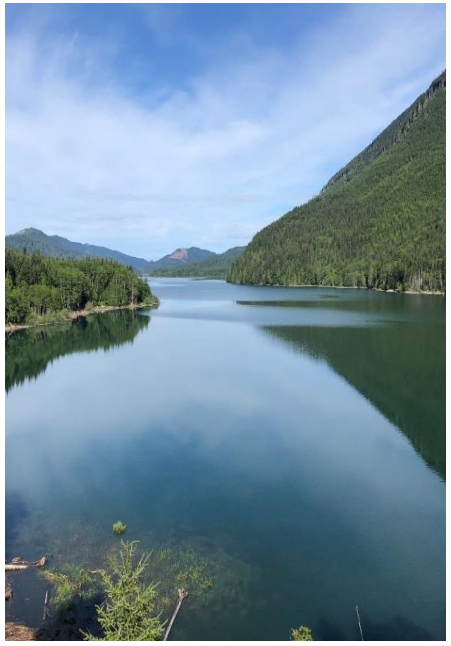
What is offset?

The anticipated ability of a project or action to counterbalance some amount of the new consumptive water use over the next 20 years (2018-2038).









What is Net Ecological Benefit (NEB)?



From Ecology's Final NEB Guidance

"...local planning groups are best situated, and will therefore determine the appropriate amount of benefits beyond the offsetting of projected impacts ..."

Watershed Restoration and Enhancement Committee

- Puyallup Tribe
- Skokomish Tribe
- Squaxin Island Tribe
- Suquamish Tribe
- Port Gamble S'Klallam Tribe
- City of Port Orchard
- City of Bremerton
- City of Gig Harbor
- City of Bainbridge
- City of Poulsbo*
- Washington Water Service - ex officio
- Kitsap County
- King County
- Mason County
- Pierce County
- Kitsap Public Utility District
- Department of Fish and Wildlife
- Department of Ecology
- Kitsap Building Association
- Kitsap Conservation District
- Great Peninsula Conservancy
- Mason-Kitsap Farm Bureau - ex officio

*Withdrew from Committee in October 2020

What is the Committee's role?

Committee

- Develops Watershed Plan
- Approves Plan

Ecology

- Determines NEB
- Adopts Plan

Watershed Restoration and Enhancement Plan Components

Planning Horizon

2018 - 2038

WRIA Subbasin Delineation

Seven subbasins

Projected New Permit-Exempt Wells

5,568 projected new permit-exempt wells

Estimated Consumptive Use

766.4 acre-feet per year, with a higher goal of offsetting 1218 acre-feet per year through project implementation to benefit streams.

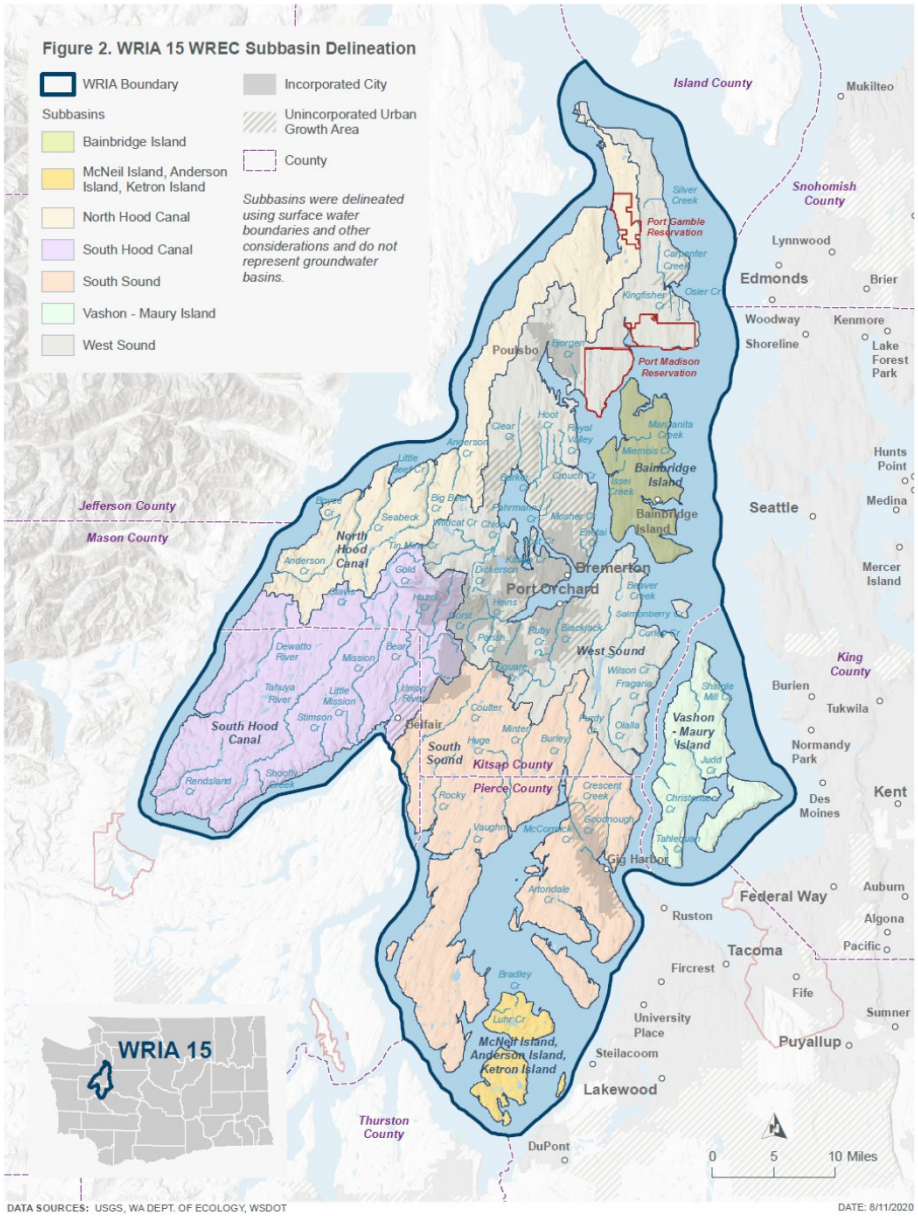
Projects and Actions

to offset estimated consumptive use and meet Net Ecological Benefit (NEB)

Delineate Subbasins

- The WRIA 15 Committee divided WRIA 15 into 7 suitably sized subbasins for the purposes of assessing consumptive use and project offsets.

Subbasin Delineation



Project New Permit-Exempt Wells

- The WRIA 15 Committee projects 5,568 PE wells over the planning horizon.

Projected New Permit-Exempt Wells

Subbasin	Medium Growth				
	Kitsap	Pierce	Mason	King	Total
West Sound	1,336				1,336
North Hood Canal	656				656
South Hood Canal	49		1,077		1126
Bainbridge Island	491				491
South Sound	389	940	224		1,553
Vashon-Maury Island				368	368
McNeil Island, Anderson Island, Ketron Island		38			38
Total	2,921	978	1,301	368	5,568

Estimate New Consumptive Water Use

- The WRIA 15 Committee used the 20-year projection of new PE wells for WRIA 15 (5,568) to estimate the consumptive water use that this watershed plan must address and offset.
- The WRIA 15 Committee estimates 766.4 acre-feet per year of new consumptive water use in WRIA 15.
- The WRIA 15 Committee set a higher offset goal of 1218 for project implementation to benefit streams.
- The WRIA 15 Committee set a goal of meeting the offset need by subbasin.

Estimated New Consumptive Water Use

Subbasin	Projected PE wells	Indoor CU (AF/yr)	Outdoor CU (AF/yr)	Total CU (AF/yr) in 2038
West Sound	1,336	22.4	161.4	183.9
North Hood Canal	656	11.0	79.3	90.3
South Hood Canal	1,126	18.9	136.1	155.0
Bainbridge Island	491	8.3	59.3	67.6
South Sound	1,553	26.1	187.7	213.8
Vashon-Maury Island	368	6.2	44.5	50.7
McNeil Island, Anderson Island, Ketron Island	38	0.6	4.6	5.2
Total	5,568	93.6	672.8	766.4

Types of Projects & Actions

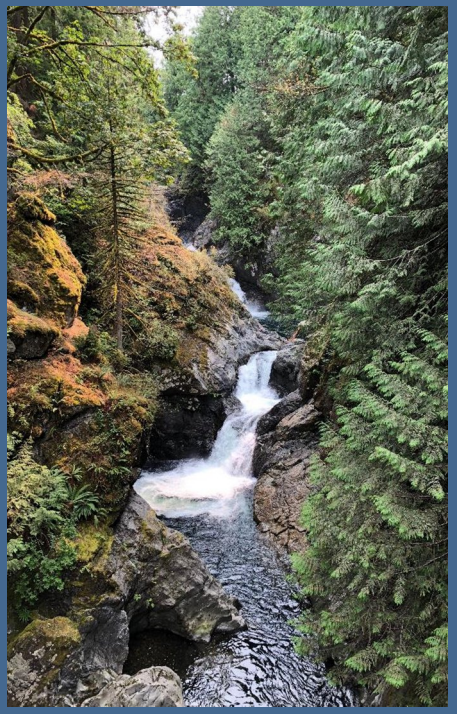
- Water Right Acquisition Offset Projects
- Non-Acquisition Water Offset Projects
- Habitat and Other Related Projects
- Other Recommendations

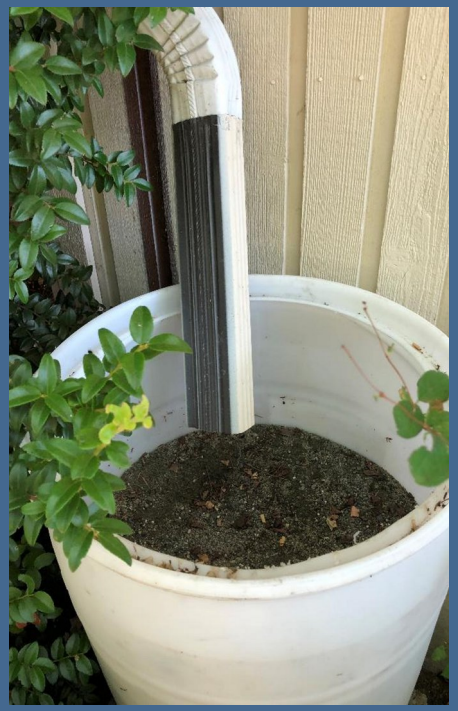


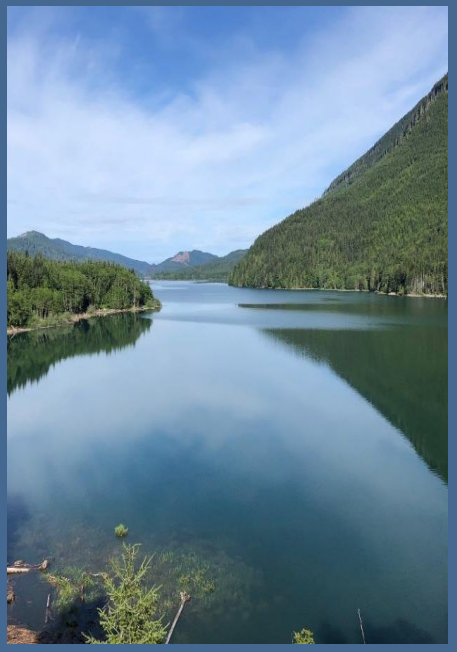
Projects Overview

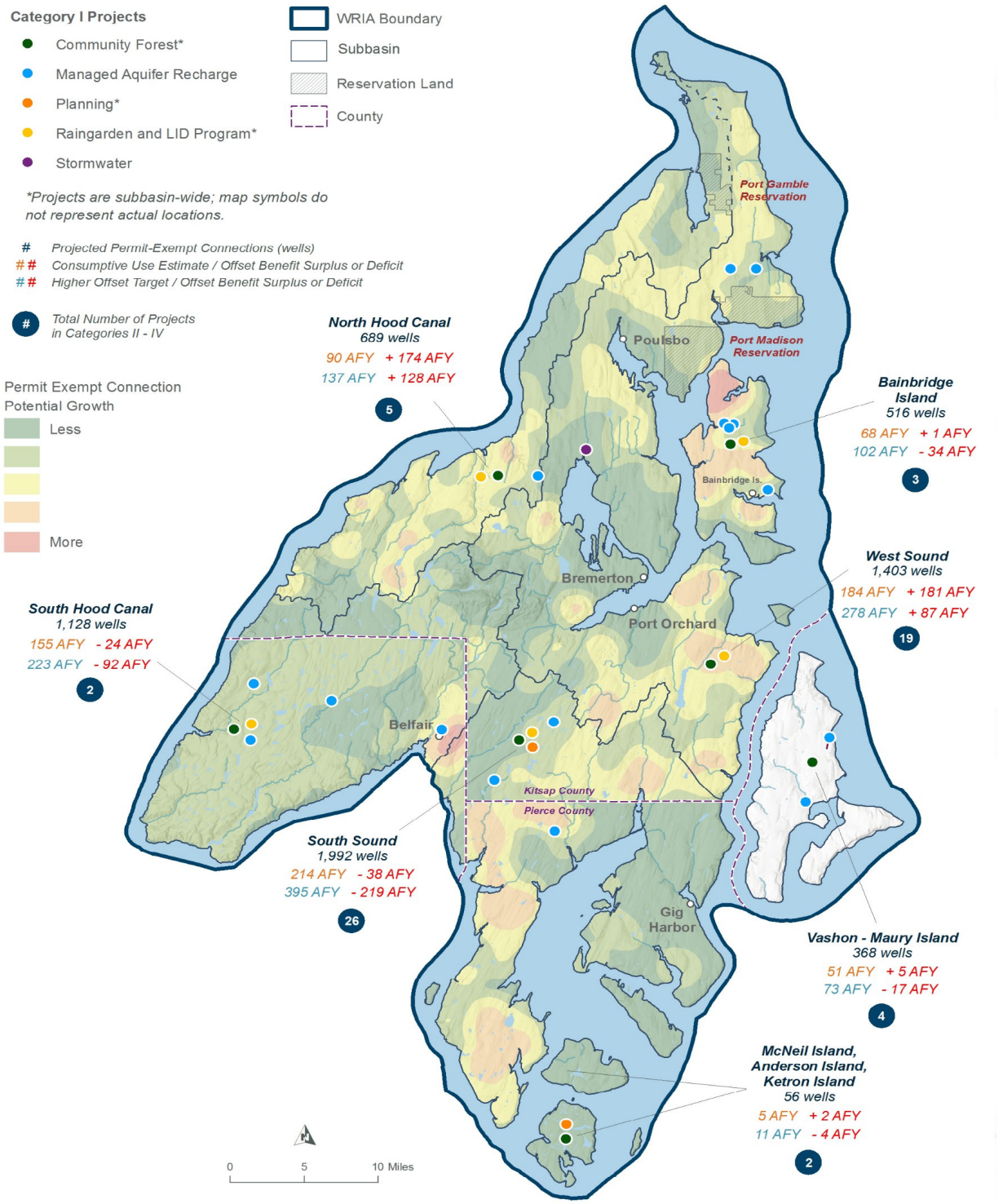
- Managed Aquifer Recharge
- Water Right Acquisitions
- Community Forest Protection
- Raingarden and Low Impact Development Applications
- Habitat Restoration and Protection Projects










Category I Projects
Community Forest*
Managed Aquifer Recharge
Planning*
Raingarden and LID Program*
Stormwater
*Projects are subbasin-wide; map symbols do not represent actual locations.
WRIA Boundary
Subbasin
Reservation Land
County
Projected Permit-Exempt Connections (wells)
Consumptive Use Estimate / Offset Benefit Surplus or Deficit
Higher Offset Target / Offset Benefit Surplus or Deficit
Total Number of Projects in Categories II - IV
Permit Exempt Connection Potential Growth
Less
More
North Hood Canal
689 wells
90 AFY + 174 AFY
137 AFY + 128 AFY
5
South Hood Canal
1,128 wells
155 AFY - 24 AFY
223 AFY - 92 AFY
2
South Sound
1,992 wells
214 AFY - 38 AFY
395 AFY - 219 AFY
26
Bainbridge Island
516 wells
68 AFY + 1 AFY
102 AFY - 34 AFY
3
West Sound
1,403 wells
184 AFY + 181 AFY
278 AFY + 87 AFY
19
Vashon - Maury Island
368 wells
51 AFY + 5 AFY
73 AFY - 17 AFY
4
McNeil Island, Anderson Island, Ketron Island
56 wells
5 AFY + 2 AFY
11 AFY - 4 AFY
2
Port Gamble Reservation
Port Madison Reservation
Poulsbo
Bainbridge Is.
Bremerton
Port Orchard
Belfair
Gig Harbor
Kitsap County
Pierce County
0
5
10 Miles

Subbasin	Offset Project Totals (AF/YR)	Consumptive Use Estimate (AF/YR)[1]	CU Estimate Surplus/ Deficit (AF/YR) [3]	Higher Offset Target (AF/YR) [2]	Higher Target Surplus/ Deficit (AF/YR)[3]	County
Bainbridge Island	68.2	67.6	+0.6	102.2	-34	Kitsap
South Sound Islands	7	5.2	+1.8	11.1	-4.1	Pierce
North Hood Canal	264	90.3	+173.7	136.5	+127.5	Kitsap
South Hood Canal	131	155.0	-24	223.4	-92.4	Kitsap and Mason
South Sound	175.5	213.8	-38.3	394.6	-219.1	Pierce and Kitsap
Vashon - Maury Island	56	50.7	+5.3	72.9	-16.9	King
West Sound	365	183.9	+181.1	277.9	87.1	Kitsap
WRIA 15 Total	1066.7	766.4	+300.3	1218.7	-152	

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Policy and Regulatory Recommendations



- As required by the NEB Guidance, the Committee prepared the watershed plan with implementation in mind. However, as articulated in the Streamflow Restoration Policy and Interpretive Statement (POL-2094), “RCW 90.94.020 and 90.94.030 do not create an obligation on any party to ensure that plans, or projects and actions in those plans or associated with rulemaking, are implemented."

Policy and Adaptive Management Recommendations



- The WRIA 15 Watershed Plan includes additional recommendations, including improvements to the well tracking database, outreach and education around beavers, monitoring, project implementation and adaptive management.
- Recommendation to have the Committee reconvene, voluntarily, to assess progress and for Ecology to generate reports annually and every five years.

Steps to complete plan

- Committee members meet (virtually) to vote on plan. Meeting anticipated in April 15th.

- If all members of the Committee **approve** the plan, the Committee chair will submit the plan to Ecology for review and NEB determination. The Director must adopt the plan by June 30, 2021.

- If the Committee **does not approve the plan**, Ecology will prepare the plan. Ecology will send the plan to the Salmon Recovery Funding Board for technical review. Ecology will then finalize the plan and the Director shall initiate rulemaking.

Your role to complete plan

- Review the plan.
- Provide direction to the committee representative on whether to approve the plan.

Post Plan Submission

- SEPA public comment period.
- No changes to plan after submission.
- Ecology will review plan.
- Ecology will determine action by June 30, 2021.
- If achieves NEB, adopt plan.

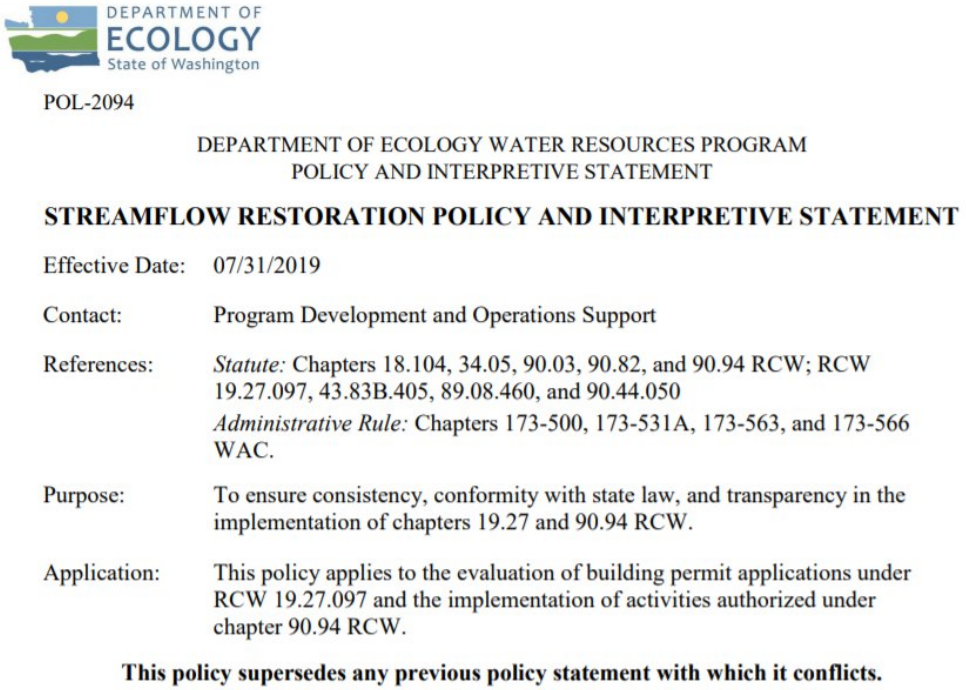
Thank you for your time!

Any questions?

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Ecology's Policy Interpretation

- More information on the Streamflow Restoration law can be found online



DEPARTMENT OF ECOLOGY
State of Washington

POL-2094

DEPARTMENT OF ECOLOGY WATER RESOURCES PROGRAM
POLICY AND INTERPRETIVE STATEMENT

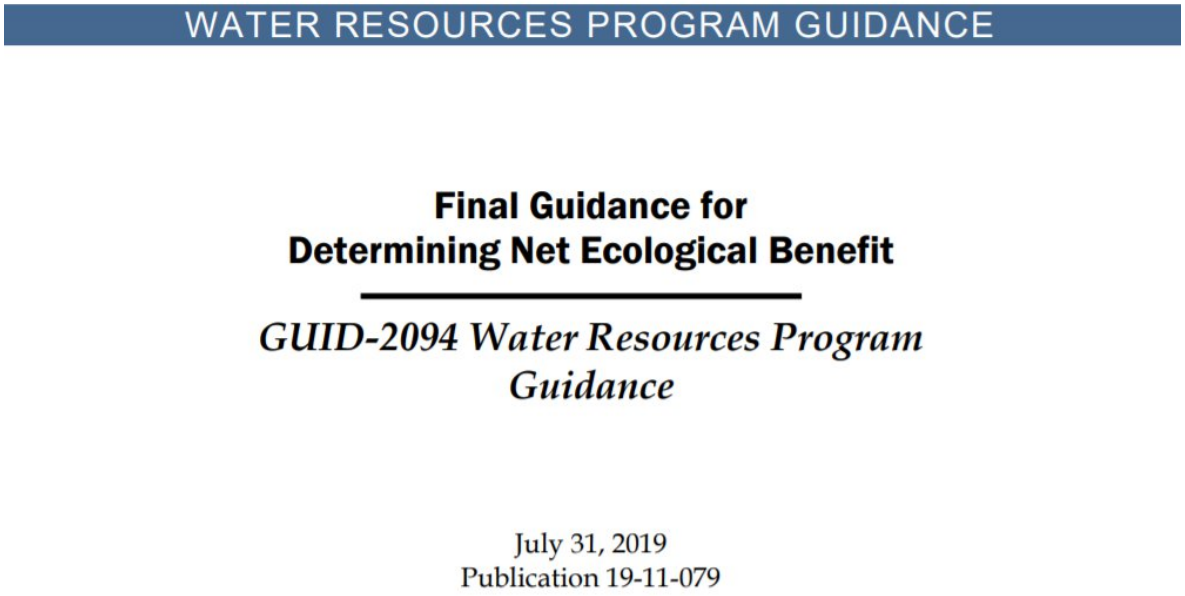
STREAMFLOW RESTORATION POLICY AND INTERPRETIVE STATEMENT

Effective Date:	07/31/2019
Contact:	Program Development and Operations Support
References:	*Statute:* Chapters 18.104, 34.05, 90.03, 90.82, and 90.94 RCW; RCW 19.27.097, 43.83B.405, 89.08.460, and 90.44.050 *Administrative Rule:* Chapters 173-500, 173-531A, 173-563, and 173-566 WAC.
Purpose:	To ensure consistency, conformity with state law, and transparency in the implementation of chapters 19.27 and 90.94 RCW.
Application:	This policy applies to the evaluation of building permit applications under RCW 19.27.097 and the implementation of activities authorized under chapter 90.94 RCW.

This policy supersedes any previous policy statement with which it conflicts.

Ecology's NEB Guidance

- More information on the Final Guidance for Determining Net Ecological Benefit can be found online


WATER RESOURCES PROGRAM GUIDANCE

Final Guidance for Determining Net Ecological Benefit

GUID-2094 Water Resources Program Guidance

July 31, 2019
Publication 19-11-079

WRIA 15 Committee Brochure

- More information on WRIA 15 Committee can be found online

Water Resources Program

DEPARTMENT OF ECOLOGY
State of Washington

WRIA 15 Kitsap Watershed Restoration and Enhancement Committee Overview



More information
Visit the Streamflow Restoration webpage[1].

Contact information
Stacy Vynne McKinstry
Committee Chair
Svyn461@ecy.wa.gov
425-649-7114

Background

In January 2018, the Legislature passed the Streamflow Restoration law to help restore streamflow levels. Its purpose is to support robust, healthy, and sustainable salmon populations while providing water for homes in rural Washington.

The law calls for local watershed planning and project implementation that improve streamflows. The Department of Ecology funds implementation through its competitive grant program[2].

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: April 13, 2021 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: (8:15 PM) Input on Scope of Work for Senior Natural Resources Planner Position - Executive,

SUMMARY: The City Council will discuss the proposed scope of work and primary areas of responsibility for the new Senior Natural Resources Planner. The draft job description is provided for reference. Feedback will be offered to staff prior to advertising the position.

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: During the budget process during the fall of 2020, a new position, Sr. Natural Resources Planner, was added to the Department of Planning and Community Development. This discussion is intended to clarify the policy areas to be supported by the new position.

ATTACHMENTS:

Senior Natural Resources Planner_draft.pdf

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

JOB DESCRIPTION

TITLE: Senior Natural Resources Planner	**JD:** 165
DEPARTMENT: Planning & Community Development	**EFFECTIVE DATE:** XXXX
REPORTS TO: Planning Manager	**FLSA STATUS:** Non-Exempt
SUPERVISES: N/A	**UNION STATUS:** Represented

JOB PURPOSE/SUMMARY

The Senior Natural Resources Planner performs a variety of highly complex and professional current and long-range planning duties, depending on assignment. Responsibilities may include project management of planning activities, preparation and/or administration of the Comprehensive Plan, public policy and development regulations, and implementation and administration and of state statutes. The Senior Natural Resources Planner works with a team of professional planners and support staff and drafts, reviews, processes and implements ordinances and a variety of planning policy documents. The individual in this position is assigned work with a high level of responsibility and independent judgment, and is expected to provide guidance and advice to Department staff.

ABOUT THE CITY OF BAINBRIDGE ISLAND

The City of Bainbridge Island is a vibrant community with small-town feel, 52 miles of scenic shoreline and densely forested areas. Our employees are the most important asset in preserving and enhancing the special character of the Island, and in responding to the community's needs. The City provides competitive salaries, outstanding benefits and professional growth opportunities.

CITY VISION

A healthy Bainbridge Island, now and for future generations.

CITY MISSION

Serve and respond with skill, trust, and care.

CITY VALUES

- Stewardship: We manage our resources with intention.
- Professionalism: We bring knowledge to our work and energy to new challenges.
- Connection: Respect and communication are central to our success.
- Balance: Personal well-being improves our work and makes our organization strong.

ESSENTIAL FUNCTIONS

Some essential functions are specific to an assignment area, and some are applicable to all areas.

- Functions as a member of the Planning and Community Development team, working closely with the Current Planning Manager, Department Director, and/or others to guide and help coordinate planning, complex projects, and day-to-day activities.
- Coordinates and performs technical planning functions, including meetings with development professionals on land use applications, environmental policies, codes, ordinances and regulations; ensures that projects and planning programs are administered in a manner consistent with the City and department goals, policies and regulations; prepares reports and recommendations.
- Develops and administers development regulations, including environmental (critical areas) and natural resources (forest practices and shorelines).

- Makes presentations to and/or participates in hearings before the City Council, Hearing Examiner, Planning Commission, Design Review Board and other advisory groups; attends public meetings and presents information on planning and zoning issues.
- Analyzes complex land use issues and develops multi-faceted solutions for review by management staff; assists in researching and developing code interpretations.
- Understands, explains and applies state policies and regulations.
- Communicates with others in person, by phone or by email.
- Performs and facilitates planning and land use enforcement functions such as day-to-day compliance activities with other City departments, Building Official and Code Compliance Officer.
- Coordinates project planning with local, tribal, state and federal agencies as appropriate.
- Assists in training and mentoring other staff.
- Maintains timely and regular attendance.
- Other duties as assigned.

Current Planning

- Provides comprehensive technical and professional planning services to the general public, development professionals, and City staff for all applicable codes, ordinances and regulations involved in the permit process, ensuring land use and development projects are in conformance with the City's environmental and shoreline-related goals, policies and regulations, as well as in compliance with state and federal regulations.
- Leads and coordinates land use applications for development and activities within critical areas and shoreline areas through review, recommendation, documentation, decision preparation, review by other departments and agencies, and permit issuance.
- Conducts site visits of land use and building permit applications.
- Reviews environmental reports submitted with permit applications, including critical area reports, shoreline impacts assessments and mitigation plans, FEMA habitat assessments, and habitat management plans; provides technical feedback on report adequacy.
- Reviews SEPA documents and issues SEPA determinations; imposes conditions to mitigate for unavoidable impacts that result from project actions.
- Performs activities related to monitoring of mitigation areas; reviews reports, administers performance and maintenance bonds, and develops of monitoring tracking systems.

Long Range Planning

- Maintains the City's Comprehensive Plan and land use development regulations through state-mandated and community driven updates, amendments and implementing actions.
- Researches, analyzes, develops and implements plans and studies, including mitigation plans, restoration plans, delineation reports and monitoring reports for shoreline, wetland and stream critical areas, and code revisions and amendments.
- Coordinates and conducts research projects for special programs, including environmental policy and conservation issues; provides professional evaluations and reports as appropriate; manages contracts as assigned.
- Identifies opportunities to advance the City's stewardship of natural resources, such as developing a mitigation banking program.

KNOWLEDGE OF:

- City organization, operations, policies and procedures.
- The concepts, principles and practices of urban planning and community development in current or long range planning with practice in natural resources management in related planning areas.
- Federal and state laws, including the State Environmental Policy Act, Growth Management Act, Platting and Subdivision Act, and Shoreline Management Act.
- Rules and regulations governing municipal planning, land use, code enforcement, zoning and building safety.
- Shoreline management policies and regulations, and permitting procedures.
- Green building initiatives and climate action planning.
- Best available science for the various environmentally sensitive areas on the Island, including wetlands, streams, and shorelines.

DRAFT

- Environmental review procedures, policies and regulations.
- Methods and techniques for community involvement and outreach; knowledge of development processes.
- Principles and practices of information technology, including geographic information systems.
- Project planning and management principles.

ABILITY TO:
- Review and analyze environmental reports, such as critical area reports submitted for wetlands and fish and wildlife habitat conservation areas (including streams).
- Review wetland delineations and ratings in accordance with the federal wetland delineation manual and applicable regional and state supplements (as updated).
- Make determinations regarding a proposal's ability to result in no net loss of critical area and shoreline area functions, values, and processes.
- Assess cumulative environmental impacts that result from project actions.
- Independently perform all technical plan review functions.
- Read, analyze and interpret complex codes and documents.
- Prepare well-written and technically accurate staff reports and related documents that explain the policy and regulatory basis for land use decisions.
- Effectively present complex technical concepts for the understanding of lay persons.
- Define problems, collect data, establish facts and draw valid conclusions to interpret an extensive variety of technical instructions in mathematical or diagram format.
- Understand abstract, quantitative, qualitative and concrete variables.
- Develop improved and standardized procedures.
- Read and interpret maps, plans, construction drawings, and property descriptions.
- Utilize architectural and/or engineering scales.
- Support and model the identified vision, values and behaviors of the organization.
- Establish and maintain effective working relationships.
- Use initiative and independent judgment within established procedural guidelines.
- Operate a personal computer utilizing a variety of standard and specialist software.
- Communicate effectively both orally and in writing.

PREFERRED QUALIFICATIONS

A bachelor's degree in planning, environmental science, environmental policy or other natural resource field and six (6) years of progressively responsible planning experience; OR any combination of experience, education and training that would provide the level of knowledge and ability required. A master's degree in planning, environmental science or environmental management or policy is preferred.

LICENSE AND CERTIFICATION REQUIREMENTS
- Valid Washington State driver's license is required.
- Successful completion of a pre-employment background check is required.
- Certification by American Institute of Certified Planners (AICP) is desirable.
- Professional Wetland Scientist or Wetland Professional in Training is desirable.

WORKING CONDITIONS

The regular work schedule is generally Monday through Friday, 8 am to 5 pm. Work is primarily performed in an office which is busy, oriented to public service and subject to occasional work interruptions. Noise level is moderate. Position frequently requires outdoor work which includes driving a vehicle. The outdoor environment can include uneven and unstable walking surfaces, tripping hazards and inclement weather conditions. Attendance at meetings before or after regular work hours is required.

PHYSICAL REQUIREMENTS

Continuous repetitive arm/hand movement is essential to performance. The incumbent in this position must be able to discern voice conversation, have the physical ability to perform essential job functions, and have hand-eye coordination sufficient to operate computers, do keyboarding and operate other office equipment. The incumbent must have the ability to produce legible handwritten documents and may need to push, pull, lift and carry up to 20 pounds.

DRAFT

The City of Bainbridge Island is an equal opportunity employer. All employees and candidates for employment will be recruited, selected, trained, promoted, compensated and, if necessary, disciplined or terminated without regard to sex/gender, race, national origin, religion, creed, color, marital status, veteran status, age, national origin, pregnancy, sexual orientation, gender identity, disability, genetic information or any other basis prohibited by law.

While requirements may be representative of minimum levels of knowledge, skills and abilities to perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty proficiently. This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.

DRAFT