



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, MAY 11, 2021**

REMOTE MEETING ON ZOOM

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

AGENDA

1. **CALL TO ORDER/ROLL CALL - 6:00 PM**
2. **EXECUTIVE SESSION**
 - 2.A **(6:05 PM) Pursuant RCW 42.30.110(1)(f), to receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge.**
45 Minutes
3. **APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:50 PM**
4. **PUBLIC COMMENT**
 - 4.A **(6:55 PM) Instructions for Providing Public Comment - City Clerk, 15 Minutes**
[Instructions for Providing Public Comment at Remote Meetings.docx](#)
5. **CITY MANAGER'S REPORT - 7:10 PM**
6. **CONSENT AGENDA**
 - 6.A **(7:15 PM) Agenda Bill for Consent Agenda, 5 Minutes**
 - 6.B **Accounts Payable and Payroll,**
[AP Report to Council of Cash Disbursements 05-12-21.pdf](#)

Council Payroll Report.pdf

- 6.C **City Council Meeting Minutes,**
City Council Study Session Minutes, April 20, 2021.pdf
City Council Regular Business Meeting Minutes, April 27, 2021.pdf
- 6.D **Buoy Repair and Maintenance Contract - Public Works,**
Unit Price Contract - Buoy Maintenance.docx
Bid Form Buoy RM Unit Priced Contract.doc
- 6.E **2021 Ford Cargo Van Procurement for Utilities - Public Works,**
Ford Cargo Van Quote.pdf
- 6.F **Accept Donations for Officer Enget's Memorial Service - Finance,** 5 Minutes

7. FUTURE COUNCIL AGENDAS

- 7.A **(7:20 PM) Future Council Agendas,** 10 Minutes
May 18 City Council Study Session.pdf
May 25 City Council Regular Business Meeting.pdf
May 26 Special Joint City Council and Ethics Board Meeting.pdf
June 1 City Council Study Session.pdf
June 8 City Council Regular Business Meeting.pdf
2021 List of Proposed Future Council Topics.docx

8. PRESENTATION(S)

- 8.A **(7:30 PM) Annual Proclamation Declaring May 9-15, 2021 as "Bainbridge Island Police Week" - Mayor Nassar,** 5 Minutes
Bainbridge Island Police Week 2021.docx
- 8.B **(7:35 PM) Annual Proclamation Declaring May 16 - May 22, 2021 as "Public Works Week" - Mayor Nassar,** 5 Minutes
Public Works Week 2021.docx

9. UNFINISHED BUSINESS

- 9.A **(7:40 PM) Consider Resolution 2021-09 and Set Public Hearing for Multifamily Tax Exemption (MFTE) Designation Areas - Planning,** 10 Minutes
Resolution No. 2021-09 Intent to Designate MFTE Eligible Areas
Resolution No. 2021-09 Exhibits A and B

10. NEW BUSINESS

- 10.A **(7:50 PM) Dry Fire Sprinkler System Replacement Contract Award and Budget Amendment - Public Works,** 5 Minutes
BID FORM.docx

10.B (7:55 PM) Ordinance No. 2021-15 Relating to 2021 1st Quarter Budget and Updated Capital Improvement Plan Amendments - Finance, 10 Minutes

2021 1st QTR BUA Transmittal Memo.docx

ORD 2021-15 2021 1st QTR Budget and CIP Amendments - Final.docx

Ord 2021-15 Attachment A - Q1 Budget Amendments.pdf

10.C (8:05 PM) Resolution No. 2021-08 Updating the Governance Manual - Executive, 10 Minutes

Resolution No. 2021-08 Updating the Governance Manual.docx

10.D (8:15 PM) Ordinance No. 2021-16 Updating the City Advisory Board, Commission, Committee, and Task Force Member Appointment and Confirmation Process - Executive, 15 Minutes

Ordinance No. 2021-16.docx

11. COMMITTEE REPORTS - 8:30 PM

12. FOR THE GOOD OF THE ORDER - 8:35 PM

13. ADJOURNMENT - 8:45 PM

GUIDING PRINCIPLES

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

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

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

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

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: May 11, 2021

ESTIMATED TIME: 45 Minutes

AGENDA ITEM: (6:05 PM) Pursuant RCW 42.30.110(1)(f), to receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge.

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: May 11, 2021

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (6:55 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

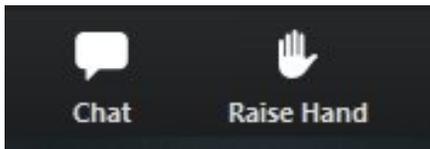
OFFICE OF THE CITY CLERK

SEPTEMBER, 2020

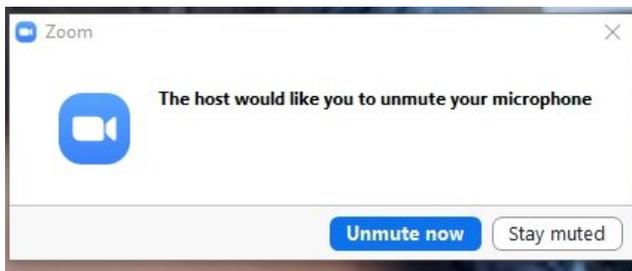
Members of the public are encouraged to submit written public comment to the City Council at any time by emailing Council at council@bainbridgewa.gov or the City Clerk at cityclerk@bainbridgewa.gov. Members of the public who wish to provide public comment during the remote meeting should follow the instructions 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: May 11, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:15 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. Buoy Repair and Maintenance Contract;
- E. 2021 Ford Cargo Van Procurement for Utilities;
- F. Accept Donations for Officer Enget's Memorial Service

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: May 11, 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 05-12-21.pdf](#)

[Council Payroll Report.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: April 26, 2021 - May 10, 2021

CITY COUNCIL: April 27, 2021 - May 11, 2021

Last check from previous run: 356203 dated 04/28/2021 issued to WA DOL for \$30.00.

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
EFT	4/23/21	433	WA State DOR/Excise taxes - March 2021	9,918.72
ACH	4/23/21	434	COBI/Utility billing - April 2021	2,490.28
ACH	4/23/21	435	WA State DOL/Firearm permits - April 2021	111.00
VOID	11/25/20	355038	UB/Scala, Dilva & AI/Stale check returned in mail - reissue	N/A
Manual	4/23/21	356204	ENG/APWA/Accreditation dues extension fee	1,875.00
Manual	4/23/21	356205	ENG/Stephen Best/Geotech fee partial refund - BLD25112	1,817.49
Manual	4/23/21	356206	WA State L&I/Volunteer hours - Q1 2020	387.15
Manual	4/28/21	356207	POL,IT/AT&T Mobility/Wireless charges	1,631.62
Manual	4/28/21	356208	FIN/AFTS/Phone & web payment services	1,071.00
Manual	4/28/21	356209	ENG/Vimly Benefit Solutions/Cobra premiums: Michael	1,353.98
Manual	4/28/21	356210	CenturyLink/Weaver PRV water telemetry - April 2021	58.32
Manual	4/28/21	356211	Puget Sound Energy/Green Power - April 2021	812.00
Manual	4/28/21	356212	Visit Bainbridge/Multi-media destination market	12,949.29
Manual	5/5/21	356213	Allstream/Citywide phone services - May 2021	786.30
Manual	5/5/21	356214	CenturyLink/Citywide telemetry & fax services - April 2021	3,414.49
Manual	5/5/21	356215	PW/City of BI/Permits: PLN51897, BLD25405	7,456.79
Manual	5/5/21	356216	ENG/Krazan & Associates/Materials testing & on-call services	1,389.00
Manual	5/5/21	356217	US Bank/LID 22 bond payment, principal & interest - 2021	42,451.32
Manual	5/5/21	356218	WA Water Service/Decant facility water - April 2021	144.35
Manual	5/5/21	356219	McClain Landscape Services/B&O overpayment refund - 2019	6,142.09
Manual	5/5/21	356220	UB/Scala, Dilva & AI/Reissue stale check	22.36

Total Manual Checks and Electronic Disbursements	96,282.55
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Regular Run	5/12/21	356221-356297	Total Regular Check Run	340,737.17
Total Disbursements				437,019.72

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

Prepared and Reviewed by  Carrie Freitas, Senior Accounting Technician

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim is a just, due, and unpaid obligation against the City of Bainbridge Island, and that I am authorized to authenticate and certify to said claim.


Karl R. Shaw, Accounting Manager

5/5/2021
Date



04/23/2021 12:59
 cfreitas

CITY OF BAINBRIDGE ISLAND
 A/P CASH DISBURSEMENTS JOURNAL

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

						INVOICE DTL DESC				
433	04/23/2021	MANL	124 WA ST DEPT OF REVENU	247688	MAR21	03/31/2021		EFT-0321	9,918.72	
	Invoice: MAR21									
				560.61	91411341	553000	MAR 2021 EXCISE			
				618.53	91421351	553000	FINANCE - WATER EXTRNL TAXES			
				6,090.81	91421351	553000	FINANCE - SEWER - EXTRNL TAXES			
				2,495.64	91431383	553000	FINANCE - SEWER - EXTRNL TAXES			
				4,035.44	91411341	553000	FINANCE - SSWM - EXTRNL TAXES			
				-4,035.44	91411341	553000	FINANCE - WATER EXTRNL TAXES			
				624.38	91421351	553000	FINANCE - WATER EXTRNL TAXES			
				-624.38	91421351	553000	FINANCE - SEWER - EXTRNL TAXES			
				113.04	73011757	531100	FINANCE - SEWER - EXTRNL TAXES			
				31.53	73011757	531100	O&M-C/E-MARINA-SUPPLIES			
				8.39	63470586	544000	O&M-C/E-MARINA-SUPPLIES			
				.17	63470586	544000	CUR-DEV-ZONING-ADV			
							CUR-DEV-ZONING-ADV			

CHECK 433 TOTAL: 9,918.72

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 9,918.72

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	9,918.72

*** GRAND TOTAL *** 9,918.72

04/23/2021 12:59
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: cfreitas

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	4	307									
APP	401-213000		04/23/2021	EFT-0321	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		560.61	
APP	635-111100		04/23/2021	EFT-0321	EXCISE			CASH AP CASH DISBURSEMENTS JOURNAL			9,918.72
APP	402-213000		04/23/2021	EFT-0321	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		6,709.34	
APP	403-213000		04/23/2021	EFT-0321	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		2,495.64	
APP	001-213000		04/23/2021	EFT-0321	EXCISE			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		144.57	
APP	407-213000		04/23/2021	EFT-0321	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		8.56	
GENERAL LEDGER TOTAL										9,918.72	9,918.72
APP	631-130000		04/23/2021	EFT-0321	EXCISE			DUE TO/FROM CLEARING		9,918.72	
APP	401-130000		04/23/2021	EFT-0321	EXCISE			DUE TO/FROM CLEARING			560.61
APP	402-130000		04/23/2021	EFT-0321	EXCISE			DUE TO/FROM CLEARING			6,709.34
APP	403-130000		04/23/2021	EFT-0321	EXCISE			DUE TO/FROM CLEARING			2,495.64
APP	001-130000		04/23/2021	EFT-0321	EXCISE			GENERAL - DUE TO/FROM CLEARING			144.57
APP	407-130000		04/23/2021	EFT-0321	EXCISE			DUE TO/FROM CLEARING			8.56
SYSTEM GENERATED ENTRIES TOTAL										9,918.72	9,918.72
JOURNAL 2021/04/307 TOTAL										19,837.44	19,837.44

04/23/2021 12:59
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021	4	307	04/23/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	144.57	144.57
					FUND TOTAL	144.57	144.57
401 WATER OPERATING FUND 401-130000 401-213000	2021	4	307	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	560.61	560.61
					FUND TOTAL	560.61	560.61
402 SEWER OPERATING FUND 402-130000 402-213000	2021	4	307	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	6,709.34	6,709.34
					FUND TOTAL	6,709.34	6,709.34
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2021	4	307	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	2,495.64	2,495.64
					FUND TOTAL	2,495.64	2,495.64
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2021	4	307	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	8.56	8.56
					FUND TOTAL	8.56	8.56
631 CLEARING FUND 631-130000 635-111100	2021	4	307	04/23/2021	DUE TO/FROM CLEARING CASH	9,918.72	9,918.72
					FUND TOTAL	9,918.72	9,918.72

04/23/2021 12:59
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		144.57
401	WATER OPERATING FUND		560.61
402	SEWER OPERATING FUND		6,709.34
403	STORM & SURFACE WATER FUND		2,495.64
407	BUILDING & DEVELOPMENT FUND		8.56
631	CLEARING FUND		
		9,918.72	
	TOTAL	9,918.72	9,918.72

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



04/23/2021 13:00
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
434	04/23/2021	MANL	103 CITY OF BAINBRIDGE I	247689	10717APR21			
	Invoice: 10717APR21					04/01/2021	ACH-UB04	8.04
				8.04	91011722	547500	1270 MADISON GG-C/E-LIBRARY-COBI WTR/SWR	
	Invoice: 10727APR21			247690	10727APR21			
						04/01/2021	ACH-UB04	501.15
				501.15	91011722	547500	1270 MADISON GG-C/E-LIBRARY-COBI WTR/SWR	
	Invoice: 11015APR21			247691	11015APR21			
						04/01/2021	ACH-UB04	389.27
				389.27	91425358	547500	1220 DONALD PL GG-WWTP-WATER/SEWER	
	Invoice: 11122APR21			247692	11122APR21			
						04/01/2021	ACH-UB04	376.71
				376.71	91011215	547500	625 WINSLOW WAY GG-C/E-PD-COBI WTR/SWR	
	Invoice: 11762APR21			247693	11762APR21			
						04/01/2021	ACH-UB04	24.48
				24.48	91011768	547500	WINSLOW WAY DRINKING FNTN GG-C/E-PARKS-WTR/SWR	
	Invoice: 11805APR21			247694	11805APR21			
						04/01/2021	ACH-UB04	10.58
				10.58	91011768	547500	HIGH SCHOOL & MADISON GG-C/E-PARKS-WTR/SWR	
	Invoice: 11806APR21			247695	11806APR21			
						04/01/2021	ACH-UB04	8.04
				8.04	91011768	547500	MADISON & HIGH SCHOOL GG-C/E-PARKS-WTR/SWR	
	Invoice: 11982APR21			247696	11982APR21			
						04/01/2021	ACH-UB04	626.99
				626.99	91011189	547500	280 MADISON AVE N GG-C/E-CITY HALL-COBI WTR/SWR	
	Invoice: 11983APR21			247697	11983APR21			
						04/01/2021	ACH-UB04	31.66
				31.66	91011189	547500	280 MADISON AVE N GG-C/E-CITY HALL-COBI WTR/SWR	
	Invoice: 12754APR21			247698	12754APR21			
						04/01/2021	ACH-UB04	8.04
				8.04	91011768	547500	WINSLOW WAY E GG-C/E-PARKS-WTR/SWR	
	Invoice: 12893APR21			247699	12893APR21			
						04/01/2021	ACH-UB04	471.89
				471.89	71011183	54750000724	8804 MADISON AVE N PD/COURT BLDG NON CAP-WTR/SWR	
	Invoice: 12894APR21			247700	12894APR21			
						04/01/2021	ACH-UB04	10.58
				10.58	71011183	54750000724	8804 MADISON AVE N PD/COURT BLDG NON CAP-WTR/SWR	
	Invoice: 13145APR21			247701	13145APR21			
						04/01/2021	ACH-UB04	8.04
				8.04	91111262	547500	HWY 305-STO GG-STREETS-TRAILS-CITY WTR/SWR	

04/23/2021 13:00
cfreitas

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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apcshdsb

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

VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
247702	13227APR21	04/01/2021		ACH-UB04	14.81
14.81	91111262 547500	OLYMPIC DR SE		GG-STREETS-TRAILS-CITY WTR/SWR	
		CHECK		434 TOTAL:	2,490.28
NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***			2,490.28
		COUNT	AMOUNT		
TOTAL MANUAL CHECKS		1	2,490.28		
		*** GRAND TOTAL ***			2,490.28

04/23/2021 13:00
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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

P 3
apcshdsb

CLERK: cfreitas

YEAR	PER	JNL	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	4	308										
APP	001-213000			04/23/2021	ACH-UB04	UB			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		2,078.16	
APP	635-111100			04/23/2021	ACH-UB04	UB			CASH AP CASH DISBURSEMENTS JOURNAL			2,490.28
APP	402-213000			04/23/2021	ACH-UB04	UB			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		389.27	
APP	101-213000			04/23/2021	ACH-UB04	UB			STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		22.85	
GENERAL LEDGER TOTAL											2,490.28	2,490.28
APP	631-130000			04/23/2021	ACH-UB04	UB			DUE TO/FROM CLEARING		2,490.28	
APP	001-130000			04/23/2021	ACH-UB04	UB			GENERAL - DUE TO/FROM CLEARING			2,078.16
APP	402-130000			04/23/2021	ACH-UB04	UB			DUE TO/FROM CLEARING			389.27
APP	101-130000			04/23/2021	ACH-UB04	UB			STREETS - DUE TO/FROM CLEARING			22.85
SYSTEM GENERATED ENTRIES TOTAL											2,490.28	2,490.28
JOURNAL 2021/04/308 TOTAL											4,980.56	4,980.56

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021 4	308	04/23/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	2,078.16	2,078.16
				FUND TOTAL	2,078.16	2,078.16
101 STREET FUND 101-130000 101-213000	2021 4	308	04/23/2021	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	22.85	22.85
				FUND TOTAL	22.85	22.85
402 SEWER OPERATING FUND 402-130000 402-213000	2021 4	308	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	389.27	389.27
				FUND TOTAL	389.27	389.27
631 CLEARING FUND 631-130000 635-111100	2021 4	308	04/23/2021	DUE TO/FROM CLEARING CASH	2,490.28	2,490.28
				FUND TOTAL	2,490.28	2,490.28

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CITY OF BAINBRIDGE ISLAND
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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		2,078.16
101	STREET FUND		22.85
402	SEWER OPERATING FUND		389.27
631	CLEARING FUND	2,490.28	
TOTAL		2,490.28	2,490.28

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME					
INVOICE DTL DESC								
435	04/23/2021	MANL	969 DEPARTMENT OF LICENS	247703	APR21 FA		ACH-FA04	111.00
Invoice: APR21 FA				111.00	41654860 586000			
							APRIL 2021 CPL GUN PERMIT OUT	
							CHECK	435 TOTAL: 111.00
							NUMBER OF CHECKS	1 *** CASH ACCOUNT TOTAL *** 111.00
							COUNT	AMOUNT
							TOTAL MANUAL CHECKS	1 111.00
							*** GRAND TOTAL ***	111.00

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	4	309									
APP	650-213000		04/23/2021	ACH-FA04	UB			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		111.00	
APP	635-111100		04/23/2021	ACH-FA04	UB			CASH AP CASH DISBURSEMENTS JOURNAL			111.00
GENERAL LEDGER TOTAL										111.00	111.00
APP	631-130000		04/23/2021	ACH-FA04	UB			DUE TO/FROM CLEARING		111.00	
APP	650-130000		04/23/2021	ACH-FA04	UB			DUE TO/FROM CLEARING			111.00
SYSTEM GENERATED ENTRIES TOTAL										111.00	111.00
JOURNAL 2021/04/309 TOTAL										222.00	222.00

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
631	CLEARING FUND	2021	4	309	04/23/2021			
	631-130000					DUE TO/FROM CLEARING	111.00	
	635-111100					CASH		111.00
						FUND TOTAL	111.00	111.00
650	AGENCY FUND	2021	4	309	04/23/2021			
	650-130000					DUE TO/FROM CLEARING		111.00
	650-213000					ACCOUNTS PAYABLE	111.00	
						FUND TOTAL	111.00	111.00

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

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FUND		DUE TO	DUE FROM
631	CLEARING FUND	111.00	
650	AGENCY FUND		111.00
	TOTAL	111.00	111.00

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VOID
5/5/2021



Paul R. Shaw



5/5/2021

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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

INVOICE DTL DESC

355038	11/25/2020	VOID	9587 SCALA, DILVA & AL	243894	89786	11/04/2020			-22.36
	Invoice: 89786					UB 11447 6348	MITCHELL LANE NE		
				-22.36	411	122100	WATER ACCOUNTS RECEIVABLE		

Check returned in the mail twice,
followed up w/ UB to get correct address.
Because of the age of the check, voiding for
reissue instead of putting in mail as will be
stale as of 5/24 and will be mailing to
Hawaii.

	CHECK	355038	TOTAL:	-22.36
NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***		-22.36
	COUNT	AMOUNT		
TOTAL VOIDED CHECKS	1	22.36		

*** GRAND TOTAL *** -22.36

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	5	36									
APP	401-213000		05/05/2021	355038	VOID			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL			22.36
APP	635-111100		05/05/2021	355038	VOID			CASH AP CASH DISBURSEMENTS JOURNAL		22.36	
GENERAL LEDGER TOTAL										22.36	22.36
APP	631-130000		05/05/2021	11/22/20	VOID			DUE TO/FROM CLEARING			22.36
APP	401-130000		05/05/2021	11/22/20	VOID			DUE TO/FROM CLEARING		22.36	
SYSTEM GENERATED ENTRIES TOTAL										22.36	22.36
JOURNAL 2021/05/36 TOTAL										44.72	44.72

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
401 WATER OPERATING FUND 401-130000 401-213000	2021 5	36	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	22.36	22.36
				FUND TOTAL	22.36	22.36
631 CLEARING FUND 631-130000 635-111100	2021 5	36	05/05/2021	DUE TO/FROM CLEARING CASH	22.36	22.36
				FUND TOTAL	22.36	22.36

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
401	WATER OPERATING FUND		22.36
631	CLEARING FUND	22.36	
TOTAL		22.36	22.36

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
356204	04/23/2021	PRTD	1513 AMERICAN PUBLIC WORK	247704	EXT FEE 2021	04/22/2021	M042321	1,875.00
			Invoice: EXT FEE 2021					
				375.00	72011321	54910000899	ENG/ACCRED. EXTENTSION FEE	
				375.00	72111431	54910000899	APWA ACCREDITATION-DUES/MEMBER	
				375.00	72411341	54910000899	APWA ACCREDITATION-DUES/MEMBER	
				375.00	72421351	54910000899	APWA ACCREDITATION-DUES/MEMBER	
				375.00	72431831	54910000899	APWA ACCREDITATION-DUES/MEMBER	
							CHECK 356204 TOTAL:	1,875.00
356205	04/23/2021	PRTD	9691 STEPHEN W BEST	247705	BLD25112	04/22/2021	M042321	1,817.49
			Invoice: BLD25112					
				1,817.49	72655860	58600000370	BLD25112 GEOTECH FEE PARTIAL REFUND	
							GEO TECCH-3RD PARTY REVIEWS	
							CHECK 356205 TOTAL:	1,817.49
356206	04/23/2021	PRTD	176 WA ST DEPT OF LABOR	247706	2021-Q1	03/31/2021	M042321	387.15
			Invoice: 2021-Q1					
				379.08	31011256	520000	Q1 2021 VOLUNTEER HOURS	
				8.42	55011757	520000	EX-GF-EMERG PREP-BEN	
				-.35	91011176	520000	PD-HARBORMASTER-BENEFITS	
							GG-C/E-WORKERS COMP SVC-ADMIN	
							CHECK 356206 TOTAL:	387.15
							NUMBER OF CHECKS 3	
							*** CASH ACCOUNT TOTAL ***	4,079.64
							COUNT	AMOUNT
							TOTAL PRINTED CHECKS 3	4,079.64
							*** GRAND TOTAL ***	4,079.64

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

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YEAR PER	JNL	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	4	306									
APP	001-213000		04/23/2021	M042321	042321			GENERAL - ACCOUNTS PAYABLE		762.15	
								AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100		04/23/2021	M042321	042321			CASH			4,079.64
								AP CASH DISBURSEMENTS JOURNAL			
APP	101-213000		04/23/2021	M042321	042321			STREETS - ACCOUNTS PAYABLE		375.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	401-213000		04/23/2021	M042321	042321			ACCOUNTS PAYABLE		375.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	402-213000		04/23/2021	M042321	042321			ACCOUNTS PAYABLE		375.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	403-213000		04/23/2021	M042321	042321			ACCOUNTS PAYABLE		375.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP	650-213000		04/23/2021	M042321	042321			ACCOUNTS PAYABLE		1,817.49	
								AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										4,079.64	4,079.64
APP	631-130000		04/23/2021	M042321	042321			DUE TO/FROM CLEARING		4,079.64	
APP	001-130000		04/23/2021	M042321	042321			GENERAL - DUE TO/FROM CLEARING			762.15
APP	101-130000		04/23/2021	M042321	042321			STREETS - DUE TO/FROM CLEARING			375.00
APP	401-130000		04/23/2021	M042321	042321			DUE TO/FROM CLEARING			375.00
APP	402-130000		04/23/2021	M042321	042321			DUE TO/FROM CLEARING			375.00
APP	403-130000		04/23/2021	M042321	042321			DUE TO/FROM CLEARING			375.00
APP	650-130000		04/23/2021	M042321	042321			DUE TO/FROM CLEARING			1,817.49
SYSTEM GENERATED ENTRIES TOTAL										4,079.64	4,079.64
JOURNAL 2021/04/306 TOTAL										8,159.28	8,159.28

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021	4	306	04/23/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	762.15	762.15
					FUND TOTAL	762.15	762.15
101 STREET FUND 101-130000 101-213000	2021	4	306	04/23/2021	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	375.00	375.00
					FUND TOTAL	375.00	375.00
401 WATER OPERATING FUND 401-130000 401-213000	2021	4	306	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	375.00	375.00
					FUND TOTAL	375.00	375.00
402 SEWER OPERATING FUND 402-130000 402-213000	2021	4	306	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	375.00	375.00
					FUND TOTAL	375.00	375.00
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2021	4	306	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	375.00	375.00
					FUND TOTAL	375.00	375.00
631 CLEARING FUND 631-130000 635-111100	2021	4	306	04/23/2021	DUE TO/FROM CLEARING CASH	4,079.64	4,079.64
					FUND TOTAL	4,079.64	4,079.64
650 AGENCY FUND 650-130000 650-213000	2021	4	306	04/23/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,817.49	1,817.49
					FUND TOTAL	1,817.49	1,817.49

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		762.15
101 STREET FUND		375.00
401 WATER OPERATING FUND		375.00
402 SEWER OPERATING FUND		375.00
403 STORM & SURFACE WATER FUND		375.00
631 CLEARING FUND	4,079.64	
650 AGENCY FUND		1,817.49
	4,079.64	1,817.49
TOTAL	4,079.64	4,079.64

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
356207	04/28/2021	PRTD	6420 AT&T MOBILITY	247720	287287004732X041921	04/11/2021	M042821	1,631.62
	Invoice: 287287004732X041921					POL, IT/WIRELESS CHARGES		
				62.22	91011189	542100		
				1,569.40	91011215	542100		
						GG-C/E-CITY HALL-PHONE		
						GG-C/E-PD-PHONE		
						CHECK	356207 TOTAL:	1,631.62
356208	04/28/2021	PRTD	4365 AUTOMATIC FUNDS TRAN	247717	BAIN2007983	07/31/2020	M042821	323.00
	Invoice: BAIN2007983					FIN/PHONE & WEB PMT SVCS JUL 2020		
				161.50	43411341	541100		
				161.50	43421351	541100		
						FIN - WATER ADMIN PROF SERVICE		
						FIN - SEWER ADMIN PROF SERVICE		
				247718	BAIN2009983	09/30/2020	M042821	369.00
	Invoice: BAIN2009983					FIN/PHN & WEB PMT SVCS SEP 2020		
				184.50	43411341	541100		
				184.50	43421351	541100		
						FIN - WATER ADMIN PROF SERVICE		
						FIN - SEWER ADMIN PROF SERVICE		
				247719	BAIN2011983	11/30/2020	M042821	379.00
	Invoice: BAIN2011983					FIN/PHN & WEB PMT SVCS NOV 2020		
				189.50	43411341	541100		
				189.50	43421351	541100		
						FIN - WATER ADMIN PROF SERVICE		
						FIN - SEWER ADMIN PROF SERVICE		
						CHECK	356208 TOTAL:	1,071.00
356209	04/28/2021	PRTD	37 VIMLY BENEFIT SOLUTI	247716	MAY21-MICHAEL	04/23/2021	M042821	1,353.98
	Invoice: MAY21-MICHAEL					MAY COBRA PREMIUM - M.MICHAEL		
				1,353.98	72011321	520000		
						ENG - C/E ADMIN BENEFITS		
						CHECK	356209 TOTAL:	1,353.98
356210	04/28/2021	PRTD	551 CENTURYLINK	247713	6124APR21	04/16/2021	M042821	58.32
	Invoice: 6124APR21					WEAVER PRV WATER TELEM		
				58.32	91411891	542100		
						GG-WTR-FAC-PHONE		
						CHECK	356210 TOTAL:	58.32
356211	04/28/2021	PRTD	1205 PUGET SOUND ENERGY	247714	220001136	04/19/2021	M042821	812.00
	Invoice: 220001136					APR 2021 GREEN POWER		
				812.00	91011189	547101		
						ELECTRIC-GREEN POWER		
						CHECK	356211 TOTAL:	812.00
356212	04/28/2021	PRTD	9373 VISIT BAINBRIDGE	247715	104	03/31/2021	M042821	12,949.29
	Invoice: 104					MULTI-MEDIA DESTINATION MARKET		
				12,949.29	91140573	541100		
						GG-TOUR-PROF SERVICES		

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		CHECK	356212	TOTAL:	12,949.29
NUMBER OF CHECKS	6	*** CASH ACCOUNT TOTAL ***			17,876.21
			<u>COUNT</u>	<u>AMOUNT</u>	
TOTAL PRINTED CHECKS			6	17,876.21	
		*** GRAND TOTAL ***			17,876.21

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A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	4	334									
APP	001-213000		04/28/2021	M042821	042821			GENERAL - ACCOUNTS PAYABLE		3,797.60	
APP	635-111100		04/28/2021	M042821	042821			AP CASH DISBURSEMENTS JOURNAL CASH			17,876.21
APP	401-213000		04/28/2021	M042821	042821			AP CASH DISBURSEMENTS JOURNAL ACCOUNTS PAYABLE		593.82	
APP	402-213000		04/28/2021	M042821	042821			AP CASH DISBURSEMENTS JOURNAL ACCOUNTS PAYABLE		535.50	
APP	104-213000		04/28/2021	M042821	042821			AP CASH DISBURSEMENTS JOURNAL CIVIC IMPR - ACCOUNTS PAYABLE		12,949.29	
			04/28/2021	M042821	042821			AP CASH DISBURSEMENTS JOURNAL			
								GENERAL LEDGER TOTAL		17,876.21	17,876.21
APP	631-130000		04/28/2021	M042821	042821			DUE TO/FROM CLEARING		17,876.21	
APP	001-130000		04/28/2021	M042821	042821			GENERAL - DUE TO/FROM CLEARING			3,797.60
APP	401-130000		04/28/2021	M042821	042821			DUE TO/FROM CLEARING			593.82
APP	402-130000		04/28/2021	M042821	042821			DUE TO/FROM CLEARING			535.50
APP	104-130000		04/28/2021	M042821	042821			CIVIC IMPR DUE TO/FROM CLEAR'G			12,949.29
			04/28/2021	M042821	042821						
								SYSTEM GENERATED ENTRIES TOTAL		17,876.21	17,876.21
								JOURNAL 2021/04/334 TOTAL		35,752.42	35,752.42

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021 4	334	04/28/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	3,797.60	3,797.60
				FUND TOTAL	3,797.60	3,797.60
104 CIVIC IMPROVEMENT FUND 104-130000 104-213000	2021 4	334	04/28/2021	CIVIC IMPR DUE TO/FROM CLEAR'G CIVIC IMPR - ACCOUNTS PAYABLE	12,949.29	12,949.29
				FUND TOTAL	12,949.29	12,949.29
401 WATER OPERATING FUND 401-130000 401-213000	2021 4	334	04/28/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	593.82	593.82
				FUND TOTAL	593.82	593.82
402 SEWER OPERATING FUND 402-130000 402-213000	2021 4	334	04/28/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	535.50	535.50
				FUND TOTAL	535.50	535.50
631 CLEARING FUND 631-130000 635-111100	2021 4	334	04/28/2021	DUE TO/FROM CLEARING CASH	17,876.21	17,876.21
				FUND TOTAL	17,876.21	17,876.21

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		3,797.60
104	CIVIC IMPROVEMENT FUND		12,949.29
401	WATER OPERATING FUND		593.82
402	SEWER OPERATING FUND		535.50
631	CLEARING FUND	17,876.21	
	TOTAL	17,876.21	17,876.21

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
356213	05/05/2021	PRTD	8672 ALLSTREAM	247810	17469886	05/01/2021	M050521	786.30
	Invoice: 17469886			786.30	41637891	542100	CITYWIDE PHN SVCS MAY 2021 FIN - ALLOC TELEPHONE	
							CHECK 356213 TOTAL:	786.30
356214	05/05/2021	PRTD	551 CENTURYLINK	247866	0399APR21	04/23/2021	M050521	3,414.49
	Invoice: 0399APR21			1,564.96	91425358	542100	CITYWIDE TELEMETRY & FAX	
				1,226.99	91411891	542100	GG-WWTP-TELEPHONE/FAX	
				79.34	91011755	542100	GG-WTR-FAC-PHONE	
				162.44	91011189	542100	GG-C/E-COMMONS-PHONE	
				239.34	91011897	542100	GG-C/E-CITY HALL-PHONE	
				77.02	91011255	542100	GG-C/E-O&M YARD FAC-PHONE	
				64.40	91011215	542100	GG-C/E-COURT BLDG-PHONE GG-C/E-PD-PHONE	
							CHECK 356214 TOTAL:	3,414.49
356215	05/05/2021	PRTD	634 CITY OF BAINBRIDGE I	247811	PLN51897	01/19/2021	M050521	1,908.00
	Invoice: PLN51897			1,908.00	73011757	54980001157	PERMIT: PLN51897 BLAKELY HARBOR BUOYS-PERMITS	
				247872	BLD25405			
	Invoice: BLD25405			5,548.79	73414434	64980000987	03/10/2021 PW/PERMIT BLD25405 CHLORINE GEN UPGRADE-PERMITS	5,548.79
							CHECK 356215 TOTAL:	7,456.79
356216	05/05/2021	PRTD	1851 KRAZAN & ASSOCIATES	247812	J602324-5873-A	03/30/2021	M050521	1,197.00
	Invoice: J602324-5873-A			1,197.00	72321951	64110000708	WYATT WAY MATERIALS TESTING WYATT-MAD TO LOVELL-ENG/DESIGN	
				247831	J602324-5873-B			
	Invoice: J602324-5873-B			192.00	72321951	64110000708	03/31/2021 ONCALL SERVICES CONTRACT FOR T WYATT-MAD TO LOVELL-ENG/DESIGN	192.00
							CHECK 356216 TOTAL:	1,389.00
356217	05/05/2021	PRTD	7522 US BANK	247871	2110016819	04/25/2021	M050521	42,451.32
	Invoice: 2110016819			37,363.64	91221135	77300000325	2021 LID 22 BOND: P&I GG-LID22 WW-PRIN REDEMPTION	
				5,087.68	91221235	78300000325	GG-LID22 WW-INTEREST EXPENSE	
							CHECK 356217 TOTAL:	42,451.32

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
356218	05/05/2021	PRTD	5271 WASHINGTON WATER SER	247832	4815979187-APR21	04/19/2021	M050521	144.35
	Invoice: 4815979187-APR21					DECANT FACILITY WATER		
				144.35	91435838 547500	GG-DECANT-WATER/SEWER		
						CHECK	356218 TOTAL:	144.35
				NUMBER OF CHECKS	6	*** CASH ACCOUNT TOTAL ***		55,642.25
						COUNT	AMOUNT	
				TOTAL PRINTED CHECKS		6	55,642.25	
							*** GRAND TOTAL ***	55,642.25

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	5	34									
APP	631-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		786.30	
APP	635-111100		05/05/2021	M050521	050521			CASH AP CASH DISBURSEMENTS JOURNAL			55,642.25
APP	402-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		1,564.96	
APP	401-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		6,775.78	
APP	001-213000		05/05/2021	M050521	050521			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		2,530.54	
APP	301-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		1,389.00	
APP	203-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		42,451.32	
APP	403-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		144.35	
GENERAL LEDGER TOTAL										55,642.25	55,642.25
APP	631-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING		54,855.95	
APP	402-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING			1,564.96
APP	401-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING			6,775.78
APP	001-130000		05/05/2021	M050521	050521			GENERAL - DUE TO/FROM CLEARING			2,530.54
APP	301-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING			1,389.00
APP	203-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING			42,451.32
APP	403-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING			144.35
SYSTEM GENERATED ENTRIES TOTAL										54,855.95	54,855.95
JOURNAL 2021/05/34 TOTAL										110,498.20	110,498.20

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021 5	34	05/05/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	2,530.54	2,530.54
				FUND TOTAL	2,530.54	2,530.54
203 LID BOND FUND 203-130000 203-213000	2021 5	34	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	42,451.32	42,451.32
				FUND TOTAL	42,451.32	42,451.32
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2021 5	34	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,389.00	1,389.00
				FUND TOTAL	1,389.00	1,389.00
401 WATER OPERATING FUND 401-130000 401-213000	2021 5	34	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	6,775.78	6,775.78
				FUND TOTAL	6,775.78	6,775.78
402 SEWER OPERATING FUND 402-130000 402-213000	2021 5	34	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	1,564.96	1,564.96
				FUND TOTAL	1,564.96	1,564.96
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2021 5	34	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	144.35	144.35
				FUND TOTAL	144.35	144.35
631 CLEARING FUND 631-130000 631-213000 635-111100	2021 5	34	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH	54,855.95 786.30	55,642.25
				FUND TOTAL	55,642.25	55,642.25

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		2,530.54
203	LID BOND FUND		42,451.32
301	CAPITAL CONSTRUCTION FUND		1,389.00
401	WATER OPERATING FUND		6,775.78
402	SEWER OPERATING FUND		1,564.96
403	STORM & SURFACE WATER FUND		144.35
631	CLEARING FUND		
		54,855.95	
	TOTAL	54,855.95	54,855.95

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
356219	05/05/2021	PRTD	9698 MCCLAIN LANDSCAPE SE	247879	602202040-2019	05/05/2021	M050521	6,142.09
	Invoice: 602202040-2019			6,142.09	01131	316100	2019 B&O RETURN OVRPMT REFUND B&O TAX	
							CHECK 356219 TOTAL:	6,142.09
356220	05/05/2021	PRTD	9587 SCALA, DILVA & AL	243894	89786	11/04/2020	M050521	22.36
	Invoice: 89786			22.36	411	122100	UB 11447 6348 MITCHELL LANE NE WATER ACCOUNTS RECEIVABLE	
							CHECK 356220 TOTAL:	22.36
				NUMBER OF CHECKS	2	*** CASH ACCOUNT TOTAL ***		6,164.45
						COUNT	AMOUNT	
				TOTAL PRINTED CHECKS		2	6,164.45	
				*** GRAND TOTAL ***				6,164.45

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YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2021	5	39									
APP	001-213000		05/05/2021	M050521	050521			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		6,142.09	
APP	635-111100		05/05/2021	M050521	050521			CASH AP CASH DISBURSEMENTS JOURNAL			6,164.45
APP	401-213000		05/05/2021	M050521	050521			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		22.36	
GENERAL LEDGER TOTAL										6,164.45	6,164.45
APP	631-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING		6,164.45	
APP	001-130000		05/05/2021	M050521	050521			GENERAL - DUE TO/FROM CLEARING			6,142.09
APP	401-130000		05/05/2021	M050521	050521			DUE TO/FROM CLEARING			22.36
SYSTEM GENERATED ENTRIES TOTAL										6,164.45	6,164.45
JOURNAL 2021/05/39 TOTAL										12,328.90	12,328.90

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021 5	39	05/05/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	6,142.09	6,142.09
				FUND TOTAL	6,142.09	6,142.09
401 WATER OPERATING FUND 401-130000 401-213000	2021 5	39	05/05/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	22.36	22.36
				FUND TOTAL	22.36	22.36
631 CLEARING FUND 631-130000 635-111100	2021 5	39	05/05/2021	DUE TO/FROM CLEARING CASH	6,164.45	6,164.45
				FUND TOTAL	6,164.45	6,164.45

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		6,142.09
401	WATER OPERATING FUND		22.36
631	CLEARING FUND	6,164.45	
TOTAL		6,164.45	6,164.45

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC			
356221	05/12/2021	PRTD	5 ACE HARDWARE	247775	48556/1		04/16/2021	05/09/21	67.62
			Invoice: 48556/1				PW/PLUMBING SUPPLIES		
				67.62	73011897	531100	O&M-C/E-PWY FAC-SUPPLIES		
			Invoice: 48560/1	247776	48560/1		04/16/2021	05/09/21	12.60
				12.60	73011897	531100	PW/PLUMBING SUPPLIES		
							O&M-C/E-PWY FAC-SUPPLIES		
			Invoice: 48571/1	247777	48571/1		04/20/2021	05/09/21	33.75
				33.75	73411345	531100	PW/FILES, VALVE		
							OFFICE SUPPLIES		
			Invoice: 48575/1	247778	48575/1		04/21/2021	05/09/21	23.39
				23.39	73411345	531100	PW/FUSES		
							OFFICE SUPPLIES		
			Invoice: 48594/1	247779	48594/1		04/23/2021	05/09/21	16.33
				16.33	73111264	531100	PW/CAPS		
							O&M-STREET-TRAF CONTROL-SUPPLY		
			Invoice: 48605/1	247780	48605/1		04/26/2021	05/09/21	13.06
				13.06	73111427	531100	PW/SPRAY PAINT		
							OFFICE SUPPLIES		
							CHECK	356221 TOTAL:	166.75
356222	05/12/2021	PRTD	7726 AIR MANAGEMENT SOLUT	247723	0001134886		04/21/2021	05/09/21	7,513.41
			Invoice: 0001134886				PW/CH HVAC REPAIR		
				7,513.41	73011183	54810000707	CH HVAC-REPAIRS		
			Invoice: 0001134888	247724	0001134888		04/21/2021	05/09/21	1,964.55
				1,964.55	73011897	54810000707	PW/PW HVAC REPAIR		
							PWY HVAC-REPAIRS		
			Invoice: 0001134890	247725	0001134890		04/20/2021	05/09/21	623.43
				623.43	73011755	54810000707	PW/COMMONS HVAC REPAIR		
							COMMONS HVAC-REPAIRS		
			Invoice: 0001134891	247726	0001134891		04/20/2021	05/09/21	632.20
				632.20	73425358	54810000707	PW/WWTP HVAC REPAIR		
							WWTP HVAC-REPAIRS		
			Invoice: 0001134892	247727	0001134892		04/21/2021	05/09/21	632.20
				632.20	73011255	54810000707	PW/CRT HVAC REPAIR		
							COURT HVAC-REPAIRS		
			Invoice: 0001135110	247729	0001135110		04/20/2021	05/09/21	3,503.94
				3,503.94	73011183	54810000707	PW/CH HVAC REPAIR		
							CH HVAC-REPAIRS		

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
					CHECK	356222	TOTAL:	14,869.73
356223	05/12/2021	PRTD	9635 ALEXANDER, JEANETTE	247730 5804	04/21/2021		05/09/21	720.00
	Invoice: 5804			720.00 31011256 541100	EX/THANK YOU GRAPHICS			
					EX-GF-EMERG PREP-PROF SVCS			
					CHECK	356223	TOTAL:	720.00
356224	05/12/2021	PRTD	7994 PENINSULA SERVICES	247756 97122	03/31/2021		05/09/21	64.00
	Invoice: 97122			64.00 51011211 541100	POL/MOBILE SHREDDING			
					PD-C/E-ADM-PROF SVCS			
					CHECK	356224	TOTAL:	64.00
356225	05/12/2021	PRTD	8991 ALLIANCE 2020, INC	247814 582258	04/30/2021		05/09/21	212.62
	Invoice: 582258			212.62 33011161 541100	HR/BACKGROUND CHECKS			
					HR-C/E-PROF SVCS			
					CHECK	356225	TOTAL:	212.62
356226	05/12/2021	PRTD	4365 AUTOMATIC FUNDS TRAN	247731 BAIN2101028	01/29/2021		05/09/21	505.80
	Invoice: BAIN2101028			486.00 41011141 541100	FIN/B&O JAN 2021			
				19.80 41011141 542500	FIN - C/E ADMIN PROF SERVICES			
					FIN-C/E-ADM-POSTAGE/SHIPPING			
					CHECK	356226	TOTAL:	505.80
356227	05/12/2021	PRTD	55 SOUND PUBLISHING, IN	247732 BIR919421	02/12/2021		05/09/21	846.00
	Invoice: BIR919421			846.00 72334562 64400001077	ENG/EAGLE HARBOR PH2			
					C40-EAGLE HARBOR PH2-ADV			
	Invoice: BIR919780			247733 BIR919780	02/19/2021		05/09/21	91.20
				91.20 72311473 64400001050	ENG/COBI SENIOR CENTER			
					SCC RENOVATIONS-ADV			
	Invoice: BIR924556			247734 BIR924556	04/16/2021		05/09/21	84.00
				84.00 11011113 544000	CC/ORD 2021-14			
					COUNCIL - LEGAL NOTICES			
	Invoice: BIR924559			247735 BIR924559	04/16/2021		05/09/21	48.00
				48.00 11011113 544000	CC/ORD 2021-03			
					COUNCIL - LEGAL NOTICES			
	Invoice: BIR924647			247757 BIR924647	04/16/2021		05/09/21	101.00
				101.00 55011757 54400000159	POL/LEGAL: NOI ZADAR			
					PD-DERELICT VES-ADVERTISING			

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
Invoice: BIR923437				247816	BIR923437	04/02/2021	05/09/21	241.20
				241.20	72334561 64400001088	PW/MADISON AVE SIDEWALKS MAD AVE SIDEWALK IMPR-ADV		
						CHECK	356227 TOTAL:	1,411.40
356228	05/12/2021	PRTD	7179 BAINBRIDGE YOUTH SER	247736	Q1 2021	04/15/2021	05/09/21	12,813.00
	Invoice: Q1 2021			12,813.00	31017526 54110000297	2021 COMMUNITY SERVICES CONTRA EX-BYS-YOUTH COUNS & JOB OPP		
						CHECK	356228 TOTAL:	12,813.00
356229	05/12/2021	PRTD	5412 BENEFIT ADMINISTRATI	247737	2104509	04/26/2021	05/09/21	236.50
	Invoice: 2104509			22.52	21011125 520000	HSA/FSA CARD SERVICES APR 2021		
				33.79	31011131 520000	COURT - BENEFITS		
				33.79	41011141 520000	EX-GF-BEN		
				22.52	51011211 520000	FIN - C/E ADMIN BENEFITS		
				33.79	61011581 520000	PD-C/E ADMIN-BENEFITS		
				78.83	71011321 520000	PCD - C/E ADMIN BENEFITS		
				11.26	81011881 520000	PW - C/E BENEFITS		
						IT - C/E ADMIN BENEFITS		
						CHECK	356229 TOTAL:	236.50
356230	05/12/2021	PRTD	45 BAINBRIDGE ISLAND CH	247817	Q1-2021	04/30/2021	05/09/21	6,792.18
	Invoice: Q1-2021			6,792.18	91140573 541100	2020 LTAC (TOURISM MARKETING) GG-TOUR-PROF SERVICES		
						CHECK	356230 TOTAL:	6,792.18
356231	05/12/2021	PRTD	7178 BAINBRIDGE ISL CHILD	247739	Q1 2021	03/31/2021	05/09/21	2,500.00
	Invoice: Q1 2021			2,500.00	31017670 54110000297	2021 COMMUNITY SERVICES CONTRA EX-BI CHILD CARE/B&G CLUB		
						CHECK	356231 TOTAL:	2,500.00
356232	05/12/2021	PRTD	971 BAINBRIDGE ISLAND HI	247833	974	04/05/2021	05/09/21	3,750.00
	Invoice: 974			3,750.00	91140573 541100	OPERATIONAL SUPPORT (TOURISM R GG-TOUR-PROF SERVICES		
						CHECK	356232 TOTAL:	3,750.00
356233	05/12/2021	PRTD	64 BAINBRIDGE ISLAND AR	247740	2035	04/05/2021	05/09/21	523.56
	Invoice: 2035			48.56	31024759 54110001132	EX/SOMETHING NEW PH III & IV SOMETHING NEW PH3-PROF SVCS		
				475.00	31024759 54110001155	SOMETHING NEW PH4-PROF SVCS		

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
					CHECK	356233	TOTAL:	523.56
356234	05/12/2021	PRTD	9262 BOULDER PARK INC	247781 3568	04/15/2021	05/09/21		11,662.85
	Invoice: 3568			11,662.85 73425358 54790100551	BOIDLIDS MANAGEMENT/DISPOSAL BIOSOLIDS WASTE DISPOSAL			
					CHECK	356234	TOTAL:	11,662.85
356235	05/12/2021	PRTD	9449 CASCADE COLUMBIA DIS	247782 804661	04/15/2021	05/09/21		1,504.37
	Invoice: 804661			1,504.37 73411345 531100	PW/SODIUM FLOURIDE OFFICE SUPPLIES			
					CHECK	356235	TOTAL:	1,504.37
356236	05/12/2021	PRTD	8979 CHARGEPOINT, INC.	247741 IN100539	04/22/2021	05/09/21		1,938.04
	Invoice: IN100539			1,938.04 73011318 54860000735	PW/SVC AGRMNT: 2021-2024 CAR CHARGING STATION-SOFTMAINT			
					CHECK	356236	TOTAL:	1,938.04
356237	05/12/2021	PRTD	103 CITY OF BAINBRIDGE I	247834 23000269	05/03/2021	05/09/21		210.66
	Invoice: 23000269			99.59 73111290 547500 74.04 73421355 547500 37.03 73431835 547500	APRIL 2021 WELL BILLING O&M-STREET-ADM OH-CITY WTR/SWR O&M-SWR-CITY WATER/SEWER BILL O&M-SSWM MAINT-CITY WTR/SWR			
					CHECK	356237	TOTAL:	210.66
356238	05/12/2021	PRTD	104 CITY OF BREMERTON	247742 BPD0002686	04/14/2021	05/09/21		400.00
	Invoice: BPD0002686			400.00 53011212 545000	POL/RANGE RENTAL POLICE - C/E PATROL RENTS			
					CHECK	356238	TOTAL:	400.00
356239	05/12/2021	PRTD	6920 COMCAST	247744 MAY21	04/20/2021	05/09/21		11.23
	Invoice: MAY21			11.23 51011211 545000	POL/HD CONVERTER BOX PD-C/E-ADMIN RENTS/LEASE			
					CHECK	356239	TOTAL:	11.23
356240	05/12/2021	PRTD	142 COPIERS NORTHWEST IN	247743 INV2290735	04/22/2021	05/09/21		445.52
	Invoice: INV2290735			222.76 31011131 545000 222.76 41011141 545000	EX,FIN/COPIER OVERAGES EX-GF-RENTS & LEASES FIN - C/E ADMIN RENTS & LEASES			

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
Invoice: INV2291385				247745	INV2291385	04/23/2021	05/09/21	241.00
				120.50	61011581 545000	PCD,ENG/OCE PLOTTER SUPPLIES		
				120.50	72011321 545000	PCD - C/E ADMIN RENTS & LEASES		
						ENG - C/E ADMIN RENTS & LEASES		
						CHECK	356240 TOTAL:	686.52
356241	05/12/2021	PRTD	9697 CORYELL, SCOTT	247870	93680	05/04/2021	05/09/21	30.77
	Invoice: 93680			30.77	411 122100	UB 11700 8344 NEW HOLLAND COURT NE		
						WATER ACCOUNTS RECEIVABLE		
						CHECK	356241 TOTAL:	30.77
356242	05/12/2021	PRTD	9274 DOUGLAS CRIST	247783	4.7.21	04/07/2021	05/09/21	50.00
	Invoice: 4.7.21			50.00	31321953 64245000708	EX/WYATT WAY PHOTO SUPPORT		
						WYATT-MAD TO LOVELL-OUTREACH		
						CHECK	356242 TOTAL:	50.00
356243	05/12/2021	PRTD	6101 E & S BRYAN INC	247747	2976	04/30/2021	05/09/21	330.00
	Invoice: 2976			330.00	41011141 541100	FIN/CAFR REPORTING CHANGES		
						FIN - C/E ADMIN PROF SERVICES		
						CHECK	356243 TOTAL:	330.00
356244	05/12/2021	PRTD	152 DAILY JOURNAL OF COM	247819	3367106	04/14/2021	05/09/21	361.20
	Invoice: 3367106			361.20	72334561 64400001088	PW/MADISON AVE SIDEWALKS		
						MAD AVE SIDEWALK IMPR-ADV		
						CHECK	356244 TOTAL:	361.20
356245	05/12/2021	PRTD	672 DSC INC	247784	101161	04/21/2021	05/09/21	45.92
	Invoice: 101161			45.92	73011897 531100	PW/GAUGES		
						O&M-C/E-PWY FAC-SUPPLIES		
						CHECK	356245 TOTAL:	45.92
356246	05/12/2021	PRTD	7144 DTMICRO, INC	247748	5545	04/15/2021	05/09/21	136.25
	Invoice: 5545			136.25	91011215 542100	IT/POL CONNECT TO KC		
						GG-C/E-PD-PHONE		
						CHECK	356246 TOTAL:	136.25

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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											
356247	05/12/2021	PRTD	4745 EFFICIENCY INC	247749	2731	04/19/2021		05/09/21	1,733.10		
	Invoice: 2731					IT/COURT FTR RECORDING EQUIP					
				1,733.10	81011881 535500	IT - C/E COMPUTER PARTS & EQ					
						CHECK	356247	TOTAL:	1,733.10		
356248	05/12/2021	PRTD	7510 EXPERIAN	247820	CD2201001850	04/30/2021		05/09/21	92.65		
	Invoice: CD2201001850					POL/INFO SERVICES					
				92.65	52011212 549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH					
						CHECK	356248	TOTAL:	92.65		
356249	05/12/2021	PRTD	5781 EXTERMINATION SERVIC	247785	38020	04/12/2021		05/09/21	93.74		
	Invoice: 38020					PW/EXTERMINATION SVCS PD					
				93.74	73011215 548100	O&M-C/E-POLICE FAC-REPAIRS					
						CHECK	356249	TOTAL:	93.74		
356250	05/12/2021	PRTD	1953 FERGUSON ENTERPRISES	247750	0918816-1-A	03/12/2021		05/09/21	7.54		
	Invoice: 0918816-1-A					PW/SHORT PD INV 0918816-1					
				7.54	73425358 531100	O&M-WWTP-SUPPLIES					
						CHECK	356250	TOTAL:	7.54		
356251	05/12/2021	PRTD	9509 FIREWALLS.COM INC	247821	2021-122737	05/01/2021		05/09/21	200.00		
	Invoice: 2021-122737					IT/MONTHLY FIREWALL MX					
				200.00	81011881 541100	IT - C/E PROF SERVICES					
						CHECK	356251	TOTAL:	200.00		
356252	05/12/2021	PRTD	5062 FRIENDS OF THE FARMS	247751	Q1 2021	04/12/2021		05/09/21	16,250.00		
	Invoice: Q1 2021					EX/Q1 2021 FOF SUPPORT PAYMENT					
				16,250.00	31011557 54110001019	FOTF-FARM MNGT SVCS					
						CHECK	356252	TOTAL:	16,250.00		
356253	05/12/2021	PRTD	1517 GUARDIAN SECURITY SY	247822	1128206	05/01/2021		05/09/21	47.96		
	Invoice: 1128206					POL/ALARM MONIT					
				47.96	51011215 541100	POLICE - C/E FACIL PROF SVCS					
						CHECK	356253	TOTAL:	47.96		

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CASH ACCOUNT: 635		111100	CASH		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
CHECK NO	CHK DATE	TYPE	VENDOR NAME								
INVOICE DTL DESC											
356254	05/12/2021	PRTD	4850 HOME DEPOT CREDIT SE	247786	3010233	04/09/2021		05/09/21		32.44	
	Invoice: 3010233										
				32.44	73011897 531100						
				247787	3094339	04/09/2021		05/09/21		-29.73	
	Invoice: 3094339										
				-29.73	73011897 531100						
				247788	4010211	04/08/2021		05/09/21		193.24	
	Invoice: 4010211										
				193.24	73011897 531100						
				247789	4094327	04/08/2021		05/09/21		-140.83	
	Invoice: 4094327										
				-140.83	73011897 531100						
				247790	8150865	04/14/2021		05/09/21		207.49	
	Invoice: 8150865										
				207.49	73111264 531100						
									CHECK	356254 TOTAL:	262.61
356255	05/12/2021	PRTD	9567 SARAH LANE	247752	042521	04/25/2021		05/09/21		1,505.00	
	Invoice: 042521										
				1,505.00	31011572 54110001015						
										EX/COBI CONNECTS SUPPORT NEWSLETTER-PROF SVCS	
									CHECK	356255 TOTAL:	1,505.00
356256	05/12/2021	PRTD	333 KITSAP COUNTY AUDITO	247753	545924	03/05/2021		05/09/21		111.50	
	Invoice: 545924										
				111.50	72011768 541100						
										ENG/PED ACCESS EASEMENT ENG-GF-PARKS & OS-PROF SVCS	
									CHECK	356256 TOTAL:	111.50
356257	05/12/2021	PRTD	9565 KATHERINE L KIRKLAND	247791	011	04/28/2021		05/09/21		2,040.00	
	Invoice: 011										
				2,040.00	31011572 54110001015						
										EX/COBI CONNECTS NEWSLETTER-PROF SVCS	
									CHECK	356257 TOTAL:	2,040.00
356258	05/12/2021	PRTD	6531 SURE SERVICES, INC.	247792	8342	02/25/2021		05/09/21		60.00	
	Invoice: 8342										
				60.00	73425358 541100						
				247793	8356	04/01/2021		05/09/21		300.00	
	Invoice: 8356										
				300.00	73425358 541100						
										PW/COURIER SVCS O&M-WWTP-PROF SVCS	
										PW/COURIER SERVICES O&M-WWTP-PROF SVCS	

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
					CHECK	356258	TOTAL:	360.00
356259	05/12/2021	PRTD	8546 KITSAP 911 PUBLIC AU	247755	BIPD2021-05	04/15/2021	05/09/21	11,656.17
			Invoice: BIPD2021-05			POL/CALL CENTER SERVICES		
				8,159.32	53011286	551000	POLICE - C/E PATROL CENCOM	
				3,496.85	52011286	551000	POLICE - C/E - INVEST CENCOM	
					CHECK	356259	TOTAL:	11,656.17
356260	05/12/2021	PRTD	315 KITSAP HUMANE SOCIET	247874	2020	05/01/2021	05/09/21	6,233.33
			Invoice: 2020			ANIMAL CONTROL (2021-2023)		
				6,233.33	91011393	541100	FIN - C/E ANIMAL CONTROL FEES	
					CHECK	356260	TOTAL:	6,233.33
356261	05/12/2021	PRTD	8727 KNOWBE4, INC.	247759	INV129762	04/29/2021	05/09/21	2,207.25
			Invoice: INV129762			IT/CYBERSECURITY TRAINING		
				2,207.25	81011881	443410	IT - C/E TRAINING	
					CHECK	356261	TOTAL:	2,207.25
356262	05/12/2021	PRTD	1851 KRAZAN & ASSOCIATES	247761	j602317-5873	03/31/2021	05/09/21	1,510.00
			Invoice: j602317-5873			ONCALL SERVICES CONTRACT FOR T		
				1,510.00	72011322	54110000202	GEO TECH SVCS-PRO SVCS	
					CHECK	356262	TOTAL:	1,510.00
356263	05/12/2021	PRTD	9696 THE LAWSON DESIGN ST	247762	PLN51907 PRE	04/19/2021	05/09/21	320.00
			Invoice: PLN51907 PRE			PCD/CANCELLED APPT FEE REFUND		
				320.00	47047	345810	ZONING & SUBDIVISION FE	
					CHECK	356263	TOTAL:	320.00
356264	05/12/2021	PRTD	5262 LIDEN LAND DEV & EXC	247763	PAYREQ4-815	04/05/2021	05/09/21	34,335.00
			Invoice: PAYREQ4-815			ROCKAWAY INTERTIE PROJECT		
				34,335.00	72413434	66300000815	ROCKAWAY INTERTIE-CONSTR	
					CHECK	356264	TOTAL:	34,335.00
356265	05/12/2021	PRTD	9695 CASEY T. & SUSAN G.	247764	PLN51943	04/19/2021	05/09/21	180.00
			Invoice: PLN51943			PCD/CANCELLED APPT FEE REFUND		
				180.00	47047	345810	ZONING & SUBDIVISION FE	

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC			
					CHECK	356265	TOTAL:	180.00	
356266	05/12/2021	PRTD	9693 STUART & PAUL MERSHO	247765	NLD24700	R-SFR	04/23/2021	05/09/21	1,091.78
			Invoice: NLD24700 R-SFR				PCD/PERMIT CHANGE FEE REFUND		
				1,070.37	17334	345840	TIF FUND-TRANSP IMPACT FEE		
				21.41	47047	345891	TRANSP IMPACT ADM FEE		
					CHECK	356266	TOTAL:	1,091.78	
356267	05/12/2021	PRTD	853 KATHRYN E MEYERS	247875	5/3/2021		05/03/2021	05/09/21	420.00
			Invoice: 5/3/2021				CRT/7 HR PRO TEMP APR-MAY		
				420.00	21011125	541210	COURT - JUDGE PRO TEMPORE SVCS		
					CHECK	356267	TOTAL:	420.00	
356268	05/12/2021	PRTD	8375 MOORE IACOFANO GOLTS	247766	69255		04/27/2021	05/09/21	427.50
			Invoice: 69255				DESIGN OF WYATT WAY RECONSTRUC		
				427.50	72321951	64110000708	WYATT-MAD TO LOVELL-ENG/DESIGN		
					CHECK	356268	TOTAL:	427.50	
356269	05/12/2021	PRTD	9397 MILLENNIAL BUILDERS	247867	93679		05/04/2021	05/09/21	765.44
			Invoice: 93679				UB 13179 134 DUANE LANE NW		
				618.80	411	122100	WATER ACCOUNTS RECEIVABLE		
				98.44	411	122100	WATER ACCOUNTS RECEIVABLE		
				48.20	411	122100	WATER ACCOUNTS RECEIVABLE		
					CHECK	356269	TOTAL:	765.44	
356270	05/12/2021	PRTD	9263 BELLEVUE PRINTING LL	247824	52984		04/30/2021	05/09/21	7,780.39
			Invoice: 52984				EX/COBI CONNECTS PRINTING		
				2,181.78	31011572	54250001015	NEWSLETTER-POSTAGE		
				5,598.61	31011572	54950001015	NEWSLETTER-PRINTING		
					CHECK	356270	TOTAL:	7,780.39	
356271	05/12/2021	PRTD	7038 MOON SECURITY SERVIC	247876	1082893		04/30/2021	05/09/21	96.00
			Invoice: 1082893				CRT/APR HOUSE ARREST MONIT		
				96.00	21011232	545000	COURT-ELECT HOME DET'N-EQ RENT		
					CHECK	356271	TOTAL:	96.00	
356272	05/12/2021	PRTD	2275 NATIONAL BAND & TAG	247767	114115		04/27/2021	05/09/21	62.79
			Invoice: 114115				POL/ANIMAL LIC TAGS		
				62.79	51011211	531100	PD-C/E-ADM-SUPPLIES		

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
					CHECK	356272	TOTAL:	62.79
356273	05/12/2021	PRTD	2011 NEW PIG CORPORATION	247796	4919434-00-A	12/21/2020	05/09/21	456.98
			Invoice: 4919434-00-A			PW/INV 4919434-00	SHORT PMT	
				456.98	73431835	531100	OFFICE SUPPLIES	
					CHECK	356273	TOTAL:	456.98
356274	05/12/2021	PRTD	2430 OGDEN MURPHY WALLACE	247768	849530	04/19/2021	05/09/21	33,070.42
			Invoice: 849530			LEGAL/MARCH 2021	SERVICES	
				94.50	32470152	54111100844	LIT-CLARK ADMIN APPEAL(SUP CT)	
				787.50	32470152	54111100892	LIT-CAINION SUP CT WRIT	
				9,919.14	32011152	54111101156	LIT-NEAL PRA SUIT	
				5,913.00	32011152	54111001046	LGL-PSE FRANCHISE	
				1,282.60	32011152	54111001131	ETHICS BOARD LEGAL ADVISOR	
				13,467.18	32011152	541110	LGL-GF-LEGAL ADVICE	
				1,039.50	91011211	541110	GG-C/E-CIVIL SVC-LEGAL ADVICE	
				567.00	32470152	54111100897	PRES RESP SHORE(CT OF APPEALS)	
					CHECK	356274	TOTAL:	33,070.42
356275	05/12/2021	PRTD	7925 OMNIPARK, INC	247825	122941	05/01/2021	05/09/21	379.32
			Invoice: 122941			POL/PARKING SYST SUPPORT		
				379.32	51011217	548500	PD-C/E-PARKING ENF-COMP SUPPOR	
					CHECK	356275	TOTAL:	379.32
356276	05/12/2021	PRTD	8286 SUPERINTENDENT OF P	247769	16566	04/22/2021	05/09/21	90.50
			Invoice: 16566			POL/FINGERPRINTING		
				90.50	65438	386110	AGENCY-FINGERPRINT REV TO SPI	
					CHECK	356276	TOTAL:	90.50
356277	05/12/2021	PRTD	1754 OTIS ELEVATOR COMPAN	247797	ST16732001	02/18/2021	05/09/21	2,691.94
			Invoice: ST16732001			PW/CH ELEVATOR MX		
				2,691.94	73011183	54810000888	CH ELEVATOR MAINT-REPAIRS	
					CHECK	356277	TOTAL:	2,691.94
356278	05/12/2021	PRTD	7803 PINTO, MICHELLE	247826	407	04/30/2021	05/09/21	360.00
			Invoice: 407			CRT/INTERPRETER SVCS		
				360.00	21011125	541230	COURT - INTERPRETER	

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
						CHECK	356278 TOTAL:	360.00
356279	05/12/2021	PRTD	8229 PIPER THORNBURGH	247771 042121	04/21/2021		05/09/21	60.00
	Invoice: 042121			60.00 21011125 541210	CRT/1 HR PRO TEMP			
					COURT - JUDGE PRO TEMPORE SVCS			
	Invoice: 042721			247772 042721	04/27/2021		05/09/21	180.00
				180.00 21011125 541210	CRT/3 HRS PRO TEMP			
					COURT - JUDGE PRO TEMPORE SVCS			
						CHECK	356279 TOTAL:	240.00
356280	05/12/2021	PRTD	644 US POSTAL SERVICE	247827 151-2021	04/30/2021		05/09/21	134.00
	Invoice: 151-2021			134.00 21011125 545000	CRT/BOX 151 ANNUAL PAYMENT			
					COURT - RENTS & LEASES - OPER			
						CHECK	356280 TOTAL:	134.00
356281	05/12/2021	PRTD	7435 RANDY KAN PORTABLE R	247798 1925618	04/22/2021		05/09/21	180.00
	Invoice: 1925618			180.00 73011768 545000	PW/EAGLE HARBOR CANS			
					O&M-C/E-PARKS-OP LEASES			
	Invoice: 1925619			247799 1925619	04/22/2021		05/09/21	90.00
				90.00 73011768 545000	PW/CREOSOTE CAN			
					O&M-C/E-PARKS-OP LEASES			
	Invoice: 1925620			247800 1925620	04/22/2021		05/09/21	90.00
				90.00 73435838 545000	PW/VINCENT RD CAN			
					O&M-DECANT-RENTS			
	Invoice: 1925621			247801 1925621	04/22/2021		05/09/21	90.00
				90.00 73011897 545000	PW/HIDDEN COVE CAN			
					O&M-C/E-PWYD FAC-RENTS			
						CHECK	356281 TOTAL:	450.00
356282	05/12/2021	PRTD	408 ROLLING BAY COMMERCIAL	247774 885567	04/27/2021		05/09/21	4,281.25
	Invoice: 885567			4,281.25 21011125 545000	CRT/MAY RENT			
					COURT - RENTS & LEASES - OPER			
						CHECK	356282 TOTAL:	4,281.25
356283	05/12/2021	PRTD	8058 RWC INTERNATIONAL GR	247828 VA103000088	04/29/2021	20200042	05/09/21	98,907.04
	Invoice: VA103000088				CAB & CHASSIS			
				49,453.52 73111944 66400000976	2019 DUMP TRUCK-EQ REPLACEMENT			
				49,453.52 73434438 66400000976	2019 DUMP TRUCK-EQ REPLACEMENT			

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
						CHECK	356283 TOTAL:	98,907.04
356284	05/12/2021	PRTD	617 S & B INC	247802	25837A	04/21/2021	05/09/21	1,573.96
			Invoice: 25837A	1,573.96	73411345 531100	PW/CAVE AVE PRESSURE TRANSMITTER OFFICE SUPPLIES		
			Invoice: 25666D	247835	25666D	04/30/2021	05/09/21	1,354.70
				1,354.70	72413434 64110000708	WYATT WAY RECONSTRUCTION- PRV R WYATT-MAD TO LOVELL-WTR-ENG		
						CHECK	356284 TOTAL:	2,928.66
356285	05/12/2021	PRTD	7385 CHARLES P. SHANE	247803	002896	04/28/2021	05/09/21	60.00
			Invoice: 002896	60.00	32011281 541113	CRT/PUB DEF: 23330301 LGL-PUBLIC DEFENDER		
						CHECK	356285 TOTAL:	60.00
356286	05/12/2021	PRTD	601 SOUND REPROGRAPHICS	247804	83083	03/19/2021	05/09/21	501.04
			Invoice: 83083	501.04	73637946 531100	PW/UTILITY PRINT JOB ALLOC-1/3 TO EACH UTIL-SUPPLY		
			Invoice: 83612	247808	83612	04/16/2021	05/09/21	615.85
				615.85	61011581 541100	PCD/SECOND CART OF SCANS PCD - C/E ADMIN PROF SVCS		
						CHECK	356286 TOTAL:	1,116.89
356287	05/12/2021	PRTD	9065 SOUNDWEST ENGINEERIN	245695	05-01-24-CR	12/22/2020	05/09/21	-1,512.25
			Invoice: 05-01-24-CR	-1,512.25	72111425 54110000781	OVERPAYMENT ON INV 05-01-24 CO CLUB RD BULKHEAD R&M-PRO SV		
			Invoice: 05-01-26-A	247145	05-01-26-A	03/10/2021	05/09/21	623.75
				623.75	72321955 64110001116	COUNTRY CLUB BULKHEAD SPOT REP CC BULKHEAD SPOT RPR-PRF SVCS		
			Invoice: 05-01-26-B	247146	05-01-26-B	03/10/2021	05/09/21	290.00
				290.00	72111425 54110000781	COUNTRY CLUB BULKHEAD & CULVER CO CLUB RD BULKHEAD R&M-PRO SV		
			Invoice: 2021-011	247809	2021-011	04/15/2021	05/09/21	5,865.00
				5,865.00	72321955 64110001116	COUNTRY CLUB BULKHEAD SPOT REP CC BULKHEAD SPOT RPR-PRF SVCS		
						CHECK	356287 TOTAL:	5,266.50

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
356288	05/12/2021	PRTD	8132 SPECTRA LABORATORIES	247829	21-02845	04/23/2021	05/09/21	114.00
						PW/BOD TESTING		
				114.00	73425358	54110000391 LAB & TESTING SVCS-WWTP		
				247830	21-02887	04/23/2021	05/09/21	21.16
						PW/ECOLI TESTING: PW SINK		
				21.16	73011897	54110000391 LAB SVCS-PWY FAC		
				247836	21-02888	04/23/2021	05/09/21	21.16
						PW/ROCKAWAY ECOLI TESTING		
				21.16	73415345	54110000391 LAB SVCS-WATER ROCKAWAY		
				247837	21-02889	04/23/2021	05/09/21	211.60
						PW/E-COLI TESTING		
				211.60	73411345	54110000391 LAB SVCS-WATER		
						CHECK	356288 TOTAL:	367.92
356289	05/12/2021	PRTD	2467 STAPLES	247838	8061438864-A	02/27/2021	05/09/21	-67.81
						OVERPAYMENT INV 8061438864		
				-67.81	72011321	531100 ENG - C/E ADMIN SUPPLIES		
				247839	8062148955	05/01/2021	05/09/21	250.83
						POL/OFFICE SUPPLIES		
				23.95	51011211	531100 PD-C/E-ADM-SUPPLIES		
				105.79	51011211	531100 PD-C/E-ADM-SUPPLIES		
				42.31	52011212	531100 POLICE - C/E INVEST SUPPLIES		
				63.47	53011212	531100 PD-C/E-PATROL SUPPLIES		
				15.31	51011211	531100 PD-C/E-ADM-SUPPLIES		
						CHECK	356289 TOTAL:	183.02
356290	05/12/2021	PRTD	8244 THE HOME DEPOT PRO	247840	609843008	04/06/2021	05/09/21	1,946.52
						PW/MX SUPPLIES		
				1,946.52	73637948	531100 O&M ALLOC-CITY WIDE SUPPLIES		
						CHECK	356290 TOTAL:	1,946.52
356291	05/12/2021	PRTD	565 TACOMA SCREW PRODUCT	247841	14402031-A	03/10/2021	05/09/21	12.50
						INV 14402031 SHORT PMT		
				12.50	73111252	531100 O&M-STREET-DIS RESPON-SUPPLIES		
						CHECK	356291 TOTAL:	12.50
356292	05/12/2021	PRTD	8183 JOHN A. GREEN	247842	15792	03/11/2021	05/09/21	1,347.92
						EX/WELCOMING SIGNS		
				1,347.92	31011572	54245001064 RETF-COMMUNITY OUTREACH		

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME		INVOICE DTL	DESC		
					CHECK	356292	TOTAL:	1,347.92
356293	05/12/2021	PRTD	4520 WA ST DEPT OF NATURA	247844	4900/0100150564/2021	04/01/2021	05/09/21	27,025.78
			Invoice: 4900/0100150564/2021			EX/MARINA RENT		
				27,025.78	31011757	545000	EX-GF-OWM-LEASE	
					CHECK	356293	TOTAL:	27,025.78
356294	05/12/2021	PRTD	2175 WEST SOUND WILDLIFE	247877	Q1-2021	03/31/2021	05/09/21	2,137.50
			Invoice: Q1-2021			Q1 2020 WILDLIFE CONTR SVCS		
				2,137.50	91011393	541100	FIN - C/E ANIMAL CONTROL FEES	
					CHECK	356294	TOTAL:	2,137.50
356295	05/12/2021	PRTD	522 WA ST DEPT OF TRANSP	247843	RE-313-ATB10413157	04/13/2021	05/09/21	127.02
			Invoice: RE-313-ATB10413157			WSDOT ADMIN FEES FOR HS ROAD S		
				127.02	72321953	64110000966	HS ROAD SAFETY IMPR-PROF SVCS	
					CHECK	356295	TOTAL:	127.02
356296	05/12/2021	PRTD	650 YWCA-KITSAP COUNTY	247878	3208	03/31/2021	05/09/21	5,035.71
			Invoice: 3208			2021 COMMUNITY SERVICES CONTRA		
				5,035.71	31017219	54110000297	EX-YWCA-ALIVE/DOM VIOLENCE	
					CHECK	356296	TOTAL:	5,035.71
356297	05/12/2021	PRTD	2607 ZEE MEDICAL SERVICE	247845	68416776	04/27/2021	05/09/21	333.61
			Invoice: 68416776			PW/PWY FIRST AID RESTOCK		
				333.61	73637891	531100	OFFICE SUPPLIES	
				247846	68416784	04/28/2021	05/09/21	63.07
			Invoice: 68416784			CITY HALL FIRST AID RESTOCK		
				63.07	91011183	531100	GG-C/E-CH CLEANING-SUPPLIES	
					CHECK	356297	TOTAL:	396.68

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NUMBER OF CHECKS 77 *** CASH ACCOUNT TOTAL *** 340,737.17

	<u>COUNT</u>	<u>AMOUNT</u>
TOTAL PRINTED CHECKS	77	340,737.17

*** GRAND TOTAL *** 340,737.17

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

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CLERK: cfreitas

YEAR PER	JNL						ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2021 5 40										
APP 001-213000	05/12/2021	05/09/21	051221			GENERAL - ACCOUNTS PAYABLE			164,327.13	
APP 635-111100	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000	05/12/2021	05/09/21	051221			CASH				340,737.17
APP 101-213000	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			39,854.14	
APP 301-213000	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
APP 104-213000	05/12/2021	05/09/21	051221			STREETS - ACCOUNTS PAYABLE			48,580.24	
APP 403-213000	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			12,850.63	
APP 173-213000	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
APP 650-213000	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			8,632.87	
APP 631-213000	05/12/2021	05/09/21	051221			CIVIC IMPR - ACCOUNTS PAYABLE			10,542.18	
	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			50,037.53	
	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			1,970.41	
	05/12/2021	05/09/21	051221			TIF FUND-ACCOUNTS PAYABLE			1,070.37	
	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			90.50	
	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
	05/12/2021	05/09/21	051221			ACCOUNTS PAYABLE			2,781.17	
	05/12/2021	05/09/21	051221			AP CASH DISBURSEMENTS JOURNAL				
						GENERAL LEDGER TOTAL			340,737.17	340,737.17
APP 631-130000	05/12/2021	05/09/21	051221			DUE TO/FROM CLEARING			337,956.00	
APP 001-130000	05/12/2021	05/09/21	051221			GENERAL - DUE TO/FROM CLEARING				164,327.13
APP 401-130000	05/12/2021	05/09/21	051221			DUE TO/FROM CLEARING				39,854.14
APP 101-130000	05/12/2021	05/09/21	051221			STREETS - DUE TO/FROM CLEARING				48,580.24
APP 402-130000	05/12/2021	05/09/21	051221			DUE TO/FROM CLEARING				12,850.63
APP 301-130000	05/12/2021	05/09/21	051221			DUE TO/FROM CLEARING				8,632.87
APP 104-130000	05/12/2021	05/09/21	051221			CIVIC IMPR DUE TO/FROM CLEAR'G				10,542.18
APP 403-130000	05/12/2021	05/09/21	051221			DUE TO/FROM CLEARING				50,037.53
APP 407-130000	05/12/2021	05/09/21	051221			DUE TO/FROM CLEARING				1,970.41
APP 173-130000	05/12/2021	05/09/21	051221			TIF FUND-DUE TO/FROM CLEARING				1,070.37

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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	
	05/12/2021	05/09/21	051221							
APP 650-130000						DUE TO/FROM CLEARING			90.50	
	05/12/2021	05/09/21	051221							
						SYSTEM GENERATED ENTRIES TOTAL		337,956.00	337,956.00	
						JOURNAL 2021/05/40 TOTAL		678,693.17	678,693.17	

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2021 5	40	05/12/2021	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	164,327.13	164,327.13
				FUND TOTAL	164,327.13	164,327.13
101 STREET FUND 101-130000 101-213000	2021 5	40	05/12/2021	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	48,580.24	48,580.24
				FUND TOTAL	48,580.24	48,580.24
104 CIVIC IMPROVEMENT FUND 104-130000 104-213000	2021 5	40	05/12/2021	CIVIC IMPR DUE TO/FROM CLEAR'G CIVIC IMPR - ACCOUNTS PAYABLE	10,542.18	10,542.18
				FUND TOTAL	10,542.18	10,542.18
173 TRANSPORTATION IMPACT FEE FUND 173-130000 173-213000	2021 5	40	05/12/2021	TIF FUND-DUE TO/FROM CLEARING TIF FUND-ACCOUNTS PAYABLE	1,070.37	1,070.37
				FUND TOTAL	1,070.37	1,070.37
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2021 5	40	05/12/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	8,632.87	8,632.87
				FUND TOTAL	8,632.87	8,632.87
401 WATER OPERATING FUND 401-130000 401-213000	2021 5	40	05/12/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	39,854.14	39,854.14
				FUND TOTAL	39,854.14	39,854.14
402 SEWER OPERATING FUND 402-130000 402-213000	2021 5	40	05/12/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	12,850.63	12,850.63
				FUND TOTAL	12,850.63	12,850.63
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2021 5	40	05/12/2021	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	50,037.53	50,037.53
				FUND TOTAL	50,037.53	50,037.53
407 BUILDING & DEVELOPMENT FUND	2021 5	40	05/12/2021			

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
407-130000				DUE TO/FROM CLEARING		1,970.41
407-213000				ACCOUNTS PAYABLE	1,970.41	
				FUND TOTAL	1,970.41	1,970.41
631 CLEARING FUND	2021 5	40	05/12/2021			
631-130000				DUE TO/FROM CLEARING	337,956.00	
631-213000				ACCOUNTS PAYABLE	2,781.17	
635-111100				CASH		340,737.17
				FUND TOTAL	340,737.17	340,737.17
650 AGENCY FUND	2021 5	40	05/12/2021			
650-130000				DUE TO/FROM CLEARING		90.50
650-213000				ACCOUNTS PAYABLE	90.50	
				FUND TOTAL	90.50	90.50

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		164,327.13
101	STREET FUND		48,580.24
104	CIVIC IMPROVEMENT FUND		10,542.18
173	TRANSPORTATION IMPACT FEE FUND		1,070.37
301	CAPITAL CONSTRUCTION FUND		8,632.87
401	WATER OPERATING FUND		39,854.14
402	SEWER OPERATING FUND		12,850.63
403	STORM & SURFACE WATER FUND		50,037.53
407	BUILDING & DEVELOPMENT FUND		1,970.41
631	CLEARING FUND	337,956.00	
650	AGENCY FUND		90.50
	TOTAL	337,956.00	337,956.00

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

PAYROLL

PAYROLL CHECK RUN: 5 - 05 - 2021

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	5/5/2021	50866 - 50992	Regular check run (Direct Dep)	310,682.49
Normal	5/5/2021	109596	Regular check run (Paper Checks)	2,076.36
Vendor	5/5/2021	109597 - 109605	Vendor check run (Paper Checks)	317,788.94
EFTPS	5/5/2021	N/A	Federal Tax Electronic Transfer	114,535.20
			TOTAL:	745,082.99

Prepared and Reviewed by: Brenda Landolt Date 05/05/2021
 Brenda Landolt, Payroll Specialist

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Bainbridge Island, and that I am authorized to authenticate and certify to said claim.

Kim Dunscombe Date 5/5/2021
 Kim Dunscombe, Budget Manager



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME:

AGENDA ITEM: City Council Meeting Minutes,

SUMMARY: Consider approval of meeting minutes

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Consider approval of meeting minutes

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[City Council Study Session Minutes, April 20, 2021.pdf](#)

[City Council Regular Business Meeting Minutes, April 27, 2021.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION
TUESDAY, APRIL 20, 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, Pollock and Schneider were present.

2) [APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE](#)

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

3) [FUTURE COUNCIL AGENDAS](#)

3.A [Future Council Agendas](#)

[Cover Page](#)
[April 27 City Council Regular Business Meeting.pdf](#)
[May 4 City Council Study Session.pdf](#)
[May 11 City Council Regular Business Meeting.pdf](#)
[May 18 City Council Study Session.pdf](#)
[2021 List of Proposed Future Council Topics.docx](#)

Interim City Manager Schroer reviewed future Council agendas.

Councilmember Schneider asked to remove the electric shuttle item from next week's agenda and schedule it on May 18, 2021.

Councilmember Deets asked to add a discussion of TDRs (Transfer of Development Rights) to a future agenda.

4) [PRESENTATIONS](#)

4.A [Proclamation Declaring April 18-24 as "National Volunteer Week on Bainbridge Island" - Executive](#)

[Cover Page](#)
[National Volunteer Week Proclamation 2021.pdf](#)

Councilmember Deets read the proclamation.

Emergency Management Coordinator LeSage thanked the volunteers for their support. Dr. David Cowan thanked Council for the proclamation.

4.B Discussion of County Planning Policies - Councilmember Deets

[Cover Page](#)
[CPP Roadshow Slides.pdf](#)
[Working Draft Kitsap CPPs.docx](#)

Councilmember Deets introduced the agenda item. Sophie Glass and Clay White from Kitsap Regional Coordinating Council provided a presentation on the policies and addressed Council's questions.

5) NEW BUSINESS

5.A Eagle Harbor Phase I Non-Motorized Improvements Project Scope Discussion - Public Works

[Cover Page](#)
[EH PH I Options FINAL.pdf](#)

Public Works Director Wierzbicki provided a presentation on options and addressed Council's questions.

The discussion will be continued at a future Council meeting.

5.B Consider Funding for the Kitsap Small Business Development Center - Councilmember Schneider

[Cover Page](#)
[WWU Kitsap SBDC PRESENTATION FOR BICC.pdf](#)

Councilmember Schneider introduced the agenda item. Jaime Forsyth and CJ Seitz provided a presentation on the Small Business Development Center.

MOTION: I move to direct the City Manager to prepare a contract with the Kitsap Small Business Development Center in the amount of \$10,000 for Council consideration at a future business meeting.

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

Mayor Nassar asked for information on economic development spending when this item returns for consideration.

6) COUNCIL DISCUSSION

6.A Recommendations for Development of Affordable Housing Plan - Affordable Housing Ad Hoc Committee

[Cover Page](#)
[20210416 AH Ad Hoc Committee Recommendations.docx](#)

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

MOTION: I move to direct the City Manager to prepare a consulting scope of work for developing a Housing Action Plan.

Deets/Schneider: The motion carried 4 – 3.

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

MOTION: I move to direct the City Manager to prepare a cost estimate for a housing needs assessment and a housing inventory.

Deets/Schneider: The motion carried 5 – 2.

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

6.B Workplan Discussion - City Council

[Cover Page](#)

[Workplan Presentation for 04202021](#)

[2021 Workplan Memo and Attachment for CC 04202021 final for packet](#)

This item was deferred to a future meeting due to the time.

7) FOR THE GOOD OF THE ORDER

Councilmember Deets mentioned a biodigester visit with Climate Change Advisory Committee members, and a Race Equity Advisory Committee (REAC) vigil and march. Councilmember Fantroy-Johnson also commented on the REAC events.

8) ADJOURNMENT

Deputy Mayor Hytopoulos adjourned the meeting at 9:33 p.m.

Rasham Nassar, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, APRIL 27, 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, Deputy Mayor Hytopoulos, and Councilmembers Carr, Deets, Fantroy-Johnson, Pollock, and Schneider were present.

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 6:01 p.m. pursuant to RCW 42.30.110(1)(i). At 6:45, Council extended the executive session by ten minutes. At 6:59 p.m., Council extended the executive session by five minutes. At 7:06 p.m., Council extended the executive session by five minutes. At 7:10 p.m., Council extended the executive session by an additional five minutes. Council returned from executive session at 7:13 p.m., and Mayor Nassar reconvened the meeting.

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

Councilmember Pollock moved and Councilmember Fantroy-Johnson seconded to remove item 11.A., the Ethics Board appointments, and add it to next week's agenda. The motion carried unanimously, 7-0.

Councilmember Hytopoulos moved and Councilmember Deets seconded to add a brief five-minute discussion about the Salary Commission's determination regarding Councilmember salaries to the agenda under Council Discussion. The motion carried unanimously, 7-0.

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

4) **PUBLIC COMMENT**

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

Brandon Capps from Puget Sound Energy spoke about their proposed project.

Eleanor Weinel spoke in favor of Coates Design for the Senior Center project.

5) CITY MANAGER'S REPORT

Interim City Manager Schroer mentioned the vaccine clinic, the COBI Connects newsletter, filing for elected office, and the Farmer's Market.

6) CONSENT AGENDA

6.A Agenda Bill for Consent Agenda

[Cover Page](#)

6.B Accounts Payable and Payroll

[Cover Page](#)

[Council PR Report 4-20-21.pdf](#)

[AP Report to Council of Cash Disbursements 04-28-21.pdf](#)

Accounts Payable: Check numbers 356092, 356167, and 356190 VOID; Manual check numbers 356076-356087 = \$86,406.49; Regular run check numbers 356088-356203 = \$302,461.95. Total disbursements = \$388,868.44.

Payroll: Normal run check numbers (direct deposit) 50738-50864 = \$328,811.83; check number 109587 = \$2,356.71; Vendor check numbers 109588-109594 = \$129,255.02; Federal Tax Electronic Transfer = \$123,129.88; Retro check (direct deposit) = \$4,917.46; Retro Vendor check number 109595 = \$1,591.00; Retro Federal Tax Electronic Transfer = \$2,429.56; Total disbursements = \$592,491.46.

6.C City Council Meeting Minutes

[Cover Page](#)

[City Council Study Session Minutes, April 6, 2021.pdf](#)

[City Council Regular Business Meeting Minutes, April 13, 2021.pdf](#)

6.D Interlocal Agreement for Special Assault Investigation and Victim's Resources Work Group (SAIVS) - Police

[Cover Page](#)

[SAIVS Revised ILA \(2021\) - 3.26.21.docx](#)

6.E Amendment No. 3 to the Master Lease Agreement between the City of Bainbridge Island and Friends of the Farms - Executive

[Cover Page](#)

[FOTF-Master Lease Amendment 3-210414.pdf](#)

6.F Arts and Humanities Bainbridge Program Management Payment Authorization Adjustment

[Cover Page](#)

6.G Sustainable Transportation Plan Amendment No. 2 to Professional Services Agreement with Budget Amendment - Public Works

[Cover Page](#)

[Amendment_No_2_to_PSA_Nelson_Nygaard_2021-04-13.docx](#)

[Amend2_ExhibitA_NN Memo_Additional Budget Request_20210325.docx](#)

[STP_Original_PSA_011620.pdf](#)

[STP Amendment No. 1.pdf](#)

6.H Proclamation and Recognition Policy Council Ad Hoc Committee

[Cover Page](#)

[Proclamation and Recognition Policy Council Ad Hoc Committee.docx](#)

6.I 2021 Road Striping Contract Award - Public Works

[Cover Page](#)

[Road Striping 2021 - Final - CONTRACT.docx](#)

[2021 Road Striping Bid Form.docx](#)

[Attachment D Road List.pdf](#)

MOTION: I move to approve the Consent Agenda.

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

7) FUTURE COUNCIL AGENDAS

7.A Future Council Agendas

[Cover Page](#)

[May 4 Special City Council Study Session.pdf](#)

[May 11 City Council Regular Business Meeting.pdf](#)

[May 18 City Council Study Session.pdf](#)

[May 25 City Council Regular Business Meeting.pdf](#)

[May 26 Special Joint City Council and Ethics Board Meeting.pdf](#)

[2021 List of Proposed Future Council Topics.docx](#)

Interim City Manager Schroer reviewed future Council agendas.

Councilmember Fantroy-Johnson asked to add an agenda item to update the Governance Manual regarding public comment, and Council concurred.

8) PRESENTATION(S)

8.A Environmental Technical Advisory Committee (ETAC) Presentation of Groundwater Fact Sheet

[Cover Page](#)

[GW Fact Sheet](#)

ETAC Chair Kratzer provided a presentation on the Groundwater Management Plan Fact Sheet.

ETAC member Keenan joined the discussion with Council.

9) PUBLIC HEARING(S)

9.A Public Hearing on Ordinance No. 2021-14, Extending Small Wireless Facilities Design Standards Interim Official Control - Planning

Cover Page
Ordinance No. 2021-14 Extending Interim Control - Small Wireless Facilities
[For Background] Ordinance No. 2020-22 Extending Interim Official Control SWFs

Mayor Nassar opened the public hearing at 8:18 p.m. There was no public comment. Mayor Nassar closed the public hearing at 8:18 p.m.

MOTION: I move to approve Ordinance No. 2021-14.

Fantroy-Johnson/ Pollock The motion carried unanimously, 7-0.

10) UNFINISHED BUSINESS

10.A Ordinance No. 2021-07, Amending the Tree and Vegetation Chapters of the Municipal Code, per the Landmark Tree Ordinance Work Plan - Planning

Cover Page

Staff Memo re ORD 2021-07 - 04222021.docx

Ordinance No. 2021-07

Exhibit A to ORD 2021-07 - Chapter 16.18 BIMC (Tree Removal Forest Stewardship and Vegetation Maintenance) - 04222021.docx

Exhibit B to ORD 2021-07 - Chapter 16.32 BIMC (Protection of Landmark Trees) -04222021.docx

Exhibit C to ORD 2021-07 - BIMC 18.15.010 (Landscaping screening and tree retention protection and replacement) - 04222021.docx

Exhibit D to ORD 2021-07 - BIMC 16.20.100 (Aquifer Recharge Areas) - 04222021.docx

Exhibit E to ORD 2021-07 (Community Forest Best Management Practices Manual)
04222021.docx

[For Background] 12-17-2020 Planning Commission Public Hearing 2021-07 (2020-28)- submitted written comments and staff response

[For Background] 12-17-2020 Planning Commission Public Hearing meeting minutes.pdf

[For Background] 12-17-2020 Planning Commission Recorded Motion Ordinance No. 2020-28.pdf

Arborist Snyder provided a presentation on the ordinance, and Council discussed the ordinance.

Councilmember Carr will provide her comments to staff, and further discussion will be scheduled for a future meeting.

10.B Proclamation Condemning Hate, Racism, and Intolerance against Asians and Pacific Islanders - Councilmember Deets

Cover Page

Proclamation Condemning Hate Racism Intolerance Against AAPI People - Final Partially Signed.pdf

Councilmember Deets introduced the agenda item and read the proclamation.

MOTION: I move to approve the proclamation condemning hate, racism, and intolerance against Asians and Pacific Islanders.

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

Mayor Nassar adjourned the meeting for a 5-minute break at 8:59 p.m. and reconvened the meeting at 9:05 pm.

10.C Bainbridge Island Senior Community Center Renovation Project Professional Services Agreement for Architectural Design Services – Public Works

[Cover Page](#)
[Professional_Services_Agreement_Coates_2021-04-19.docx](#)

Public Works Director Wierzbicki introduced the agenda item.

MOTION: I move to approve the Bainbridge Island Senior Community Center Renovation Project Professional Services Agreement for Architectural Design Services.

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

11) NEW BUSINESS

11.A Appointments to the Ethics Board - Mayor Nassar

[Cover Page](#)
[Bonker - Ethics Board \(Redacted\).pdf](#)
[Davison - Ethics Board \(Redacted\).pdf](#)
[Godwin - Ethics Board \(Redacted\).pdf](#)
[McFadden - Ethics Board \(Redacted\).pdf](#)
[Neal - Ethics Board \(Redacted\).pdf](#)
[Hollinger - Ethics Board \(Redacted\).pdf](#)
[Mallon - Ethics Board \(Redacted\).pdf](#)

This item was removed from the agenda.

11.B Salary Commission Determination [Added]

Deputy Mayor Hytopoulos introduced the agenda item and provided information on the referendum process. She asked for publication of the Salary Commission meeting minutes on the City's web site.

Councilmember Deets moved and Councilmember Pollock seconded to have the City Attorney look into legal options regarding the Salary Commission's determination. Councilmember Deets withdrew his motion following discussion.

Council agreed that the topic will be scheduled for further discussion at a future date. Staff will publish the determination and information on the opportunity for referendum.

12) COUNCIL DISCUSSION

12.A Ordinance Relating to Procedures for Processing Conduct Complaints Among City Councilmembers and Citizen Committee Members - Mayor Nassar

[Cover Page](#)
[Procedures for Processing Conduct Complaints Among City Councilmembers and Citizen Committee Members.docx](#)

Mayor Nassar said that she would bring back to Council a revised process for handling conduct complaints among Councilmembers at a future meeting.

12.B City Advisory Group Selection Committees - Mayor Nassar

[Cover Page](#)
[2021 Citizen Advisory Committees.docx](#)

Mayor Nassar introduced the agenda item, and Council selected the following Council members for the City advisory group selection committees.

Design Review Board: Schneider and Pollock

Environmental Technical Advisory Committee: Carr and Fantroy-Johnson

Historic Preservation Commission: Hytopoulos and Nassar

Lodging Tax Advisory Committee: Hytopoulos and Deets

Planning Commission: Carr, Pollock, and Schneider

Utility Advisory Committee: Nassar and Pollock

Race Equity Advisory Committee: Fantroy-Johnson and Nassar

Councilmember Deets will replace Councilmember Carr on the Lodging Tax Advisory Committee.

13) COMMITTEE REPORTS

Councilmember Deets reported on the biodigester visit on Vashon Island with Climate Change Advisory Committee members.

14) FOR THE GOOD OF THE ORDER

Councilmember Schneider asked for another Council member to join the second half of next week's Design Review Board meeting. Councilmember Pollock volunteered.

Councilmember Schneider mentioned the ECO City World Summit in September.

Councilmember Deets mentioned his office hours on Saturday.

15) ADJOURNMENT

Mayor Nassar adjourned the meeting at 9:46 p.m.

Rasham Nassar, Mayor

Christine Brown, CMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME:

AGENDA ITEM: Buoy Repair and Maintenance Contract - Public Works,

SUMMARY: This is a 3-year unit price contract for mooring and regulatory buoy repair and maintenance services in the waters surrounding Bainbridge Island.

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION: Approve with the Consent Agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

Amount:	\$111,507.00 - as needed over 3 years
Ongoing Cost:	
One-Time Cost:	\$111,507.00 - as needed over 3 years
Included in Current Budget?	Yes

BACKGROUND: This 3-year unit price contract is for the maintenance, inspection, repair, and/or removal of buoy components on an as-needed basis in accordance with the Scope of Work outlined in Attachment A. The City owns and maintains a total of twenty-eight buoys in waters surrounding Bainbridge Island that include:

- Dave Ullin Open Water Marina (Eagle Harbor)-16 mooring buoys,
- Eagle Harbor-5 regulatory buoys,
- Manzanita-4 regulatory buoys,
- Port Madison-1 regulatory buoy, and
- Blakely Harbor-2 regulatory buoys (estimated to be installed 5/2021).

Bids were solicited through the Municipal Research Services Center (MRSC) Small Works Roster process and the City received five bids. See attached bid form.

City staff reviewed the bid results and the contractor's qualifications and recommends that City Council award the Buoy Repair and Maintenance Contract to the apparent low bidder, Crux Diving, Inc., in an amount not to exceed \$111,507.00. Public Works will manage the contract and budget for this unit priced contract as not to exceed \$111,507.00 over the three-year period.

ATTACHMENTS:

[Unit Price Contract - Buoy Maintenance.docx](#)

[Bid Form Buoy RM Unit Priced Contract.doc](#)

FISCAL DETAILS: There is sufficient budget in repair in maintenance budget in the general fund to cover this expense.

Fund Name(s): General Fund

Coding:

**CITY OF BAINBRIDGE ISLAND
UNIT PRICE CONTRACT**

THIS UNIT PRICE CONTRACT (“Contract”) is entered into between the **City of Bainbridge Island**, a Washington State municipal corporation (“City”) and **Crux Diving, Inc.**, a Washington State corporation (“Contractor”). In consideration of the terms and conditions set forth in this Contract, the City and the Contractor (the “Parties”) agree as follows:

1. Contractor Services. This Contract is a Unit Price Contract, within the meaning of RCW 35.23.352(13), for Buoy Repair & Maintenance. Upon issuance of a Task Order by the City, the Contractor shall furnish at its own cost and expense all labor, tools, materials, and equipment required to construct and complete in a good workmanlike manner, and to the satisfaction of the City, the work specified in the Task Order. The categories of work which may be included in a Task Order are specified in **Attachment A** to this Contract. The following documents govern the performance of work under this Contract and are attached hereto and incorporated herein by this reference:

- Scope of Work (**Attachment A**)
- Insurance Requirements (**Attachment B**)
- Sample Task Order (**Attachment C**)
- Retainage Bond (**Attachment D**)
- Payment and Performance Bonds (**Attachment E**)
- Certification of Compliance with Wage Payment Statutes (**Attachment F**)
- Schedule of Prevailing Wages (see <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>)

2. Task Order; Time of Completion. When the City desires that the Contractor perform work under this Contract, the City shall issue a written Task Order to the Contractor. A sample Task Order is included in this Contract as **Attachment C**. The City reserves the right to modify the form of the Task Order at any point during the term of this Contract. Each Task Order will specify the work to be completed, the time that work shall be commenced, and the time for completion of the work to be performed. The time of beginning, rate of progress, and time of completion are essential conditions of this Contract.

3. Payment.

3.1 Payment amount and procedures. The City shall pay the Contractor the relevant unit price specified in **Attachment A** for each unit of work performed under this Contract, but not to exceed a total of **One Hundred Eleven Thousand, Five Hundred Seven Dollars and no/cents (\$111,507.00)**, which amount includes all applicable sales tax. The payment amount shall exclude approved change orders. The Contractor shall submit, in a format acceptable to the City, monthly invoices for work and services performed in a previous calendar month. The City shall pay for the portion of the work described in the invoice that has been completed by the Contractor and approved by the City. The City’s payment shall not constitute a waiver of the City’s right to final inspection and acceptance of the work.

3.2 Defective or Unauthorized Work. If, during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract or in an issued Task Order, the Contractor shall correct or modify the required work to comply with the requirements of the Contract or Task Order. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract or Task Order. If the Contractor is unable, for any reason, to satisfactorily complete any portion of the work, the City may complete the work by contract or otherwise, and the Contractor shall be liable to the City for any additional costs incurred by the City. “Additional costs” means all reasonable costs incurred by the City, including legal costs and attorneys’ fees, beyond the maximum contract price under this Contract. The City further reserves the right to deduct the cost to complete the work, including any additional costs, from any amounts due or to become due to the Contractor.

3.3 Final Payment; Waiver of Claim. Thirty (30) days after completion and final acceptance of work specified in a Task Order by the City as complying with the terms of this Contract and the Task Order, the City shall pay to the Contractor all sums due under this Contract for that Task Order, except those required to be withheld by law or agreed to in special contract provisions. **THE CONTRACTOR’S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY THE CONTRACTOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.**

3.4 Retainage. In executing this Contract, the Contractor hereby elect to tender a retainage bond, in accordance with RCW 60.28.011(6), in the amount of 5% of the maximum amount payable under this Contract specified in Section 3.1. Such bond shall be issued by a surety accepted for business in Washington State by the Washington Insurance Commissioner and with an A.M. Best rating of at least B plus and otherwise acceptable by the City. The retainage bond shall be in a form approved by the City Attorney’s Office. The City shall hold the retainage for a period of sixty (60) days after the date of final acceptance of all work under the Contract, or until receipt of all necessary releases from the State Department of Revenue, the Employment Security Department, and the State Department of Labor and Industries, and until settlement of any liens filed under chapter 60.28 RCW, whichever is later.

4. Prevailing Wage. The Contractor shall comply with and pay prevailing wages as required by chapter 39.12 RCW. No worker, laborer, or mechanic employed in the performance of any part of this Contract shall be paid less than the prevailing rate of wage as determined by the Industrial Statistician of the Department of Labor and Industries for the State of Washington.

In accordance with RCW 35.23.352(13), prevailing wages for all work performed pursuant to each Task Order issued under this Contract must be the prevailing wage rates in effect at the beginning date of each contract year that this Contract remains in effect. Prevailing wage rates shall be updated annually.

Prior to making any payment under this Contract, the Contractor shall submit to the City an approved copy of the “Statement of Intent to Pay Prevailing Wages” from the Department of Labor and Industries. It is the Contractor’s responsibility to obtain and file the Statement. The Contractor shall be responsible for all filing fees. Notice from the Contractor and all subcontractors of intent to pay prevailing wages and prevailing wage rates for the Project must be posted for the benefit of the workers. Each invoice shall include a signed statement that prevailing wages have been paid by the Contractor and all subcontractors. At the beginning of each contract year, the Contractor shall file a new “Statement of Intent to Pay Prevailing Wages” and submit an approved Copy to the City.

At the end of each contract year, the Contractor shall file an “Affidavit of Wages Paid” with the Department of Labor and Industries for all work completed within that contract year. The Contractor shall submit an approved Affidavit to the City.

In case any dispute arises regarding the prevailing rates of wages for work of a similar nature, and such dispute cannot be resolved by the parties of interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries of the State of Washington, and his/her decision therein shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060, as it may be amended in the future.

5. Indemnification and Hold Harmless.

5.1 Defense, Indemnification, and Hold Harmless. The Contractor shall defend, indemnify, and hold harmless the City, its officers, officials, employees, and volunteers from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

5.2 Liability for Damages Caused by Concurrent Negligence. Should a court of competent jurisdiction determine that this Contract 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 Contractor and the City, its officers, officials, employees, and volunteers, the Contractor’s liability hereunder shall be only to the extent of the Contractor’s negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor’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 Contract.

5.3 Inspection and Acceptance. The City’s inspection or acceptance of any of the Contractor’s work when completed shall not be grounds to void, nullify, and/or invalidate any of these covenants of indemnification.

5.4 No Third Party Right of Indemnification. Nothing contained in this Contract shall be construed to create a liability or a right of indemnification in any third party.

6. Nondiscrimination and Compliance with Laws.

6.1 Nondiscrimination. The Contractor agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Contract 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.

6.2 Compliance with Laws. The Contractor shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Contract.

6.3 Violation of this Section. Violation of this Section 6 shall be a material breach of this Contract 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. Job Safety.

7.1 Work Site Safety. The Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state, and local regulations, ordinances, and codes. The Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

7.2 Trench Safety. All trenches shall be provided with adequate safety systems as required by chapter 49.17 RCW and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

8. Utility Location. The Contractor is solely responsible for locating any underground utilities affected by the work and is deemed to be an “excavator” for the purposes of chapter 19.122 RCW. The Contractor shall be responsible for compliance with chapter 19.122 RCW including utilization of the “one call” locator system, before commencing any excavation activities.

9. Warranty and Guarantee. The Contractor shall warrant and guarantee the materials and work completed under each Task Order to be free of defects for a period of two (2) years after the City’s final acceptance of the work completed under that Task Order. The Contractor shall be liable for any costs, losses, expenses, or damages, including consequential damages, suffered by the City resulting from defects in the Contractor’s work including, but not limited to, the cost of materials and labor expended by the City in making emergency repairs and the cost of engineering, inspection, and supervision by the City. The Contractor shall hold the City harmless from any and all claims, which may be made against the City as a result of any defective work, and the Contractor shall defend any claims at its own expense. Where materials or procedures are not specified in the Contract, the City will rely on the professional judgment of the Contractor to make the appropriate selections. The provisions of this section shall survive the expiration or

termination of this Contract. Upon completion of work on each Task Order, the City may, at its sole discretion, require the Contractor to execute and notarize a Guarantee Form containing the information, terms, and guarantee described in this section.

10. Correction of Defects. The Contractor shall be responsible for correcting all defects in workmanship and/or materials discovered after the acceptance of work under a Task Order. When corrections of defects are made, the Contractor shall be responsible for correcting all defects in workmanship and/or materials in the corrected work for two years after the acceptance of the corrections of the City. The Contractor shall start work to remedy such defects within seven (7) days of the City's mailed notice of discovery, and shall complete such work within a reasonable time agreed to by both parties. In emergencies where damage may result from delay or where loss of service may result, such corrections may be made by the City, in which case the Contractor shall pay all costs incurred by the City to perform the correction. In the event the Contractor does not accomplish corrections within the time specified, the correction work will be otherwise accomplished by the City and all costs of same shall be paid by the Contractor.

11. Change Order/Contract Modification.

11.1 Amendments. This Contract, together with attachments and/or other addenda, represents the entire and integrated Contract between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended, modified, or added to only by written change order properly signed by both parties.

11.2 Change Orders. The City may issue a written change order for any change in the work during the performance of this Contract. If the Contractor determines, for any reason, that a change order is necessary, the Contractor must submit a written change order request to the City within fourteen (14) calendar days of the date the Contractor knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Contractor's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Contractor on all equitable adjustments. If the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Contractor shall proceed with the change order work upon receiving the written change order. If the Contractor fails to require a change order within the time frame allowed, the Contractor waives its right to make any claim or submit subsequent change order requests for that portion of the work. If the Contractor disagrees with the equitable adjustment, the Contractor must complete the change order work; however, the Contractor may elect to protest the adjustment as provided below.

11.3 Procedure and Protest by Contractor. If the Contractor disagrees with anything required by a change order, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Contractor shall, within fourteen (14) calendar days, provide a signed written notice of protest to the City that states the date of the notice of the protest, the nature and circumstances that caused the protest, the provisions of the Contract that support the protest, the estimated dollar cost, if any, of the protested work and how the estimate was determined, and an analysis of the progress schedule showing the schedule change or disruption, if applicable. The Contractor shall keep complete

records of extra costs and time incurred as a result of the protested work. The City shall have access to any of the Contractor's records needed to evaluate the protest. If the City determines that a protest is valid, the City will adjust the payment for work or time by an equitable adjustment.

11.4 Failure to Protest or Follow Procedures Constitutes Waiver. By not protesting or failing to follow procedures as this section provides, the Contractor waives any additional entitlement or claims for protested work and accepts from the City any written or oral order (including directions, instructions, interpretations, and determinations).

11.5 Contractor's Duty to Complete Protested Work. Regardless of any protest, the Contractor shall proceed to promptly complete work that the City has ordered.

11.6 Contractor's Acceptance of Changes. The Contractor accepts all requirements of a change order by: (1) endorsing the change order; (2) writing a separate acceptance; or (3) not protesting in the manner this section provides. A change order that is accepted by the Contractor as provided herein shall constitute full payment and final settlement of all claims for contract time and for direct, indirect, and consequential costs, including costs of delays related to any work, either covered or affected by the change.

12. Claims. The Contractor shall give written notice to the City of all claims, other than change orders, within thirty (30) days of the occurrence of events giving rise to the claim, but in no event later than the time of approval by the City for final payment. Any claim for damages, additional payment for any reason, or extension of time shall be conclusively deemed to have been waived by Contractor, unless a timely written claim is made in strict accordance with the applicable provisions of this Contract. At a minimum, a Contractor's written claim must include the information required in Section 11.3 regarding protests.

FAILURE TO PROVIDE A COMPLETE AND WRITTEN NOTIFICATION OF CLAIM IN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM.

The Contractor must, in any event, file any claim or bring any suit arising from or connected to this Contract within 120 calendar days from the date the work is completed. The Contractor, upon making application for the final payment, shall be deemed to have waived its right to claim for any other damages for which application has not been made, unless such claim for final payment includes notice of additional claim and fully describes such claim.

13. Contractor's Risk of Loss. It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that it/he/she has familiarized itself/himself/herself with all existing conditions and other contingencies likely to affect the work, and has made its/his/her bid accordingly, and that Contractor shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

- 14. Insurance.** The Contractor shall maintain insurance described in **Attachment B**.
- 15. Payment and Performance Bonds.** The Contractor shall provide Payment and Performance bonds to the City in the amount of 100% of the Contract price and no less. The bonds must be accepted by the City prior to the execution of the Contract and shall be in a form approved by the City. The bonds shall be released thirty (30) days after the date of final acceptance of the work performed under this Contract and receipt of all necessary releases from the Department of Revenue and the Department of Labor and Industries in settlement of any liens filed under chapter 60.28 RCW, whichever is later.
- 16. Attorney's Fees and Costs.** If any legal proceeding is brought related to the enforcement of this Contract, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Contract, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.
- 17. General Administration.** The Project Manager of the City shall have primary responsibility for the City under this Contract to oversee and approve all work performed as well as all financial invoices.
- 18. Ownership of Documents.** On payment to the Contractor by the City of all compensation due under this Contract, all finished or unfinished documents and material prepared by the Contractor with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City upon its request. Any records, reports, information, data, or other documents or materials given to or prepared or assembled by the Contractor under this Contract shall be kept confidential and shall not be made available to any individual or organization by the Contractor without prior written approval of the City or by court order.
- 19. Subletting or Assigning of Contracts.** Neither the City nor the Contractor shall assign, transfer, or encumber any rights, duties, or interests accruing from this Contract without the prior written consent of the other. If subcontract work is needed, prior to approval by the City, the Contractor must verify that its first-tier subcontractors meet the bidder responsibility criteria as provided in RCW 39.04.350.
- 20. Relationship of Parties.** The parties intend that an independent contractor relationship will be created by this Contract. As the Contractor is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative, or subcontractor of the Contractor shall be or shall be deemed to be the employee, agent, representative, or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance, and unemployment insurance, are available from the City to the Contractor or its employees, agents, representatives, or subcontractors. The Contractor shall be solely and entirely responsible for its acts and for the acts of Contractor's agents, employees, representatives, and subcontractors during the performance of this Contract. The City may, during the term of this Contract, engage

other independent contractors to perform the same or similar work that the Contractor performs hereunder.

21. Nonwaiver of Breach. The failure of the City to insist upon strict performance of any of the terms and rights contained in this Contract, or to exercise any option contained in this Contract in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and such terms and rights shall remain in full force and effect.

22. Written Notice. All communications regarding this Contract shall be sent to the Parties at the addresses listed below in the Contact information, unless otherwise notified. Any written notice shall become effective on delivery, but in any event on the date three (3) calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract.

23. Term. This Contract shall become effective upon execution by both parties and shall continue in full force and effect for three years from its effective date, unless terminated as provided in Section 24 of this Contract. Following the initial three-year term of this Contract, the parties may mutually agree to extend the Contract term for an additional one-year term.

24. Termination. This Contract shall terminate upon satisfactory completion of the work described in the Scope of Work (**Attachment A**) and final payment by the City. The City may terminate this Contract as allowed under Section 1-8.10 of the edition of the WSDOT Standard Specifications in effect on the effective date of this Contract, except that "Project Manager" shall be substituted in for "Engineer" as that term is used in Section 1-8.10.

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

CRUX DIVING, INC.

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Ellen Schroer, Interim City Manager

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

CITY CONTACT:

Aaron Claiborne
City of Bainbridge Island
280 Madison Ave N
Bainbridge Island, WA 98110
Phone: 206.571.9853
Fax:

CONTRACTOR CONTACT:

Patricia Cleary
Crux Diving, Inc.
6805 NE 175th Street
Kenmore, WA 98028
Phone: 206.697.1009
Fax: N/A
Contractor License #: CRUXDDI847NS

ATTACHMENT A
PROJECT – SCOPE OF WORK
BUOY REPAIR AND MAINTENANCE

[The work performed shall consist of furnishing all labor, materials, and equipment; and performing all work necessary to accomplish unforeseen repair, maintenance, and/or removal of all buoy components for surrounding waters of Bainbridge Island. When work is to be performed, the City Project Manager will issue a task order to the contractor (see attachment “C”). The Contractor shall coordinate all activities and work with the City Project Manager on an ongoing basis and shall meet as needed. The Contractor is responsible for conforming to all City, State and Federal permits. The City shall secure all necessary permits and provide a copy to the Contractor prior to approval of task orders. The City will pay all permit fees associated with the work.

At the end of each contract year the City will submit to the Contractor a memo for signature, which summarizes all task orders that the Contractor has completed.

Bid Item 1: Year-1 Buoy Labor

Minor repair, maintenance, replacement or installation of Buoy system components and equipment including but not limited buoy, chain, shackle, rope, thimble, and helical screw. In addition, the Contractor shall perform removal of buoy components as directed by the City.

The Contractor shall follow all State (WAC 296-37) and Federal commercial diving regulations. The hourly labor rate shall be all inclusive and include but not limited to: all employees onsite working on the task order, boat expenses, commercial scuba diving equipment, video equipment, overhead costs, travel time, Labor & Industries Intent & Affidavit filing, applicable taxes and all other work necessary to complete the task.

Deliverable: Acceptance of the completion of the scope of work within task order by the City Project Manager.

Payment: “Year-1 Buoy Labor” \$498.75 per Hour. The Contractor shall submit the completed Task Order form that references the task order number and all hours worked.

Bid Item 2: Year-2 Buoy Labor

Minor repair, maintenance, replacement or installation of Buoy system components and equipment including but not limited buoy, chain, shackle, rope, thimble, and helical screw. In addition, the Contractor shall perform removal of buoy components as directed by the City

The Contractor shall follow all State (WAC 296-37) and Federal commercial diving regulations. The hourly labor rate shall be all inclusive and include but not limited to: all employees onsite working on the task order, boat expenses, commercial scuba diving equipment, video equipment, overhead costs, travel time, Labor & Industries Intent & Affidavit filing, applicable taxes and all other work necessary to complete the task.

Deliverable: Acceptance of the completion of the scope of work within task order by the City Project Manager.

Payment: “Year-1 Buoy Labor” \$498.75 per Hour. The Contractor shall submit the completed Task Order form that references the task order number and all hours worked.

Bid Item 3: Year-3 Buoy Labor

Minor repair, maintenance, replacement or installation of Buoy system components and equipment including but not limited buoy, chain, shackle, rope, thimble, and helical screw. In addition, the Contractor shall perform removal of buoy components as directed by the City

The Contractor shall follow all State (WAC 296-37) and Federal commercial diving regulations. The hourly labor rate shall be all inclusive and include but not limited to: all employees onsite working on the task order, boat expenses, commercial scuba diving equipment, video equipment, overhead costs, travel time, Labor & Industries Intent & Affidavit filing, Labor & Industries, applicable taxes and all other work necessary to complete the task.

Deliverable: Acceptance of the completion of the scope of work within task order by the City Project Manager.

Payment: “Year-3 Buoy Labor” \$498.75 per Hour. The Contractor shall submit the completed Task Order form that references the task order number and all hours worked.

Bid Item 4: Year 1-3 Material Mark Up

Materials required to complete the task order plus percent markup. All materials and replacement items shall be submitted to the City Contact for approval prior to ordering. Submittals shall include manufacturer cut sheets showing the make, model and size of the equipment. The Contractor shall provide receipts of the Contractors material costs attached to the task order.

Deliverable: Completion of task order with attached material receipts and total materials used. The Contractor is responsible for saving all receipts and/or invoices for material’s purchased and return the task order to the City Project Manager when the task order has been completed.

Payment: “Year 1-3 Materials Mark Up” 5% Percent. The Contractor shall provide the Task Order with the total cost for materials used and a copy of each materials receipt or invoice used for the work.

ATTACHMENT B INSURANCE REQUIREMENTS

A. Insurance Term

The Contractor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the Contract and for thirty (30) days after the physical completion date, unless otherwise indicated herein.

B. No Limitation

The Contractor's maintenance of insurance, its scope of coverage, and limits as required herein shall not be construed to limit the liability of the Contractor 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 Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01. Pollution Liability coverage at least as broad as that provided under ISO Pollution Liability-Broadened Coverage for Covered Autos Endorsement CA 99 48 shall be provided, and the Motor Carrier Act Endorsement (MCS 90) shall be attached.
2. Commercial General Liability insurance shall be as least at broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an endorsement providing at least as broad coverage.. There shall be no exclusion for liability arising from explosion, collapse, or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Contractors Pollution Liability insurance covering losses caused by pollution conditions that arise from the operations of the Contractor. Contractors Pollution Liability insurance shall be written in an amount of at least \$2,000,000 per loss, with an annual aggregate of at least \$2,000,000. Contractors Pollution Liability shall cover bodily injury, property damage, cleanup costs, and defense, including costs and expenses incurred in the investigation, defense, or settlement of claims.

If the Contractors Pollution Liability insurance is written on a claims-made basis, the Contractor warrants that any retroactive date applicable to coverage under the policy precedes the effective date of this Contract; and that continuous coverage will be maintained or an extended discovery period will be exercised for a period of three (3) years beginning from the time that work under the Contract is completed.

The City shall be named by endorsement as an additional insured on the Contractors Pollution Liability insurance policy.

5. Working On, Over, or Near Navigable Waters. This Contract involves work on or adjacent to and/or work contributing to commerce on Navigable Waters of the United States, as defined by the U.S. Code of Federal Regulations. The Contractor therefore shall provide proof of insurance coverage in compliance with the statutory requirements of the U.S. Longshore and Harbor Workers' Compensation Act.

If the Contractor is working from barges or any other watercraft, owned or non-owned, the Contractor must maintain Protection and Indemnity (P&I) insurance providing coverage for actions of the crew to third parties in the amount of \$1,000,000 each occurrence or accident. The City shall be named by endorsement as an additional insured on the Contractor's Protection and Indemnity insurance policy. The Contractor must also provide proof of insurance coverage in compliance with the statutory requirements of the Merchant Marine Act of 1920 (Jones Act).

D. Minimum Amounts of Insurance

The Contractor 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 limit.

E. City Full Availability of Contractor Limits

If the Contractor 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 Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Contractor.

F. Other Insurance Provision

The Contractor'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 the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

G. Acceptability of Insurers

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

H. Contractor's Insurance for Other Losses

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee-owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers, contractors or subcontractors as well as to any temporary structures, scaffolding, and protective fences.

I. Waiver of Subrogation

The Contractor and the City waive all rights against each other, any of their Subcontractors, Sub-subcontractors, agents, and employees, each of the other, for damages caused by fire or other perils to the extent covered by property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

J. Verification of Coverage

The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

K. Subcontractors' Insurance

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

L. Notice of Cancellation

The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

M. Failure to Maintain Insurance

Failure on the part of the Contractor 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 Contractor to correct the breach, immediately terminate the contract 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 Contractor from the City.

**ATTACHMENT C
SAMPLE TASK ORDER FORM**

Task Order No. ____

Contractor: _____ Contract No: _____

Modification No: _____ Date Prepared: _____ L&I Intent # _____

Location(s) where work is to be performed (include address): _____

Amount not to exceed \$0000.00, unless otherwise approved by the City's Project Manager through a modification to this Task Order.

WORK TO BE PERFORMED BY THE CONTRACTOR:

Deliverables:

Total Hours:

Total Materials:

Review and Approval of Satisfactory Completion of Task Order

The signatures below indicate that the services required within this Task Order No: ____ have been completed in a satisfactory manner and meet the requirements of this Task Order.
(Note: All invoices and receipts for materials used must be attached to this Task Order).

Contractor: _____

Date: _____

Project Manager: _____

Date: _____

Department Manager: _____

Date: _____

Public Works Director: _____

Date: _____

**ATTACHMENT D
RETAINAGE BOND**

[Included Below]

Retainage Bond

KNOW ALL PEOPLE BY THESE PRESENTS: **BOND NO.:** _____

That we, _____, the CONTRACTOR, herein referred to as PRINCIPAL, and _____, as SURETY, are held and firmly bound unto the City of Bainbridge Island, Washington, the beneficiaries of the trust fund created by Chapter 60.28 RCW, and to their heirs, executors, administrators, successors, and assigns, in the full sum of _____ dollars (\$ _____) for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, and administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, this obligation is entered into pursuant to the statutes of the State of Washington and the ordinances, rules, and regulations of the City of Bainbridge Island, Washington.

NOW, THEREFORE, the conditions of this obligation evidenced by this Bond are:

1. On Insert Month Day, Year, the PRINCIPAL executed a Unit Price Contract with the City of Bainbridge Island for Buoy Repair & Maintenance; and
2. That the City of Bainbridge Island is required to withhold a percentage of the funds earned by the PRINCIPAL as retainage; and
3. That the PRINCIPAL, pursuant to RCW 60.28.011, has submitted this Bond for 5% of the final contract cost in lieu of the City of Bainbridge Island withholding retainage as otherwise would be required under Chapter 60.28 RCW; and
4. If the PRINCIPAL shall well and timely satisfy the claims of any person having a claim under Chapter 60.28 RCW, then this obligation shall be null and void; otherwise it shall remain in full force and effect and this Bond and any proceeds therefrom shall be made subject to all claims and liens in the same manner and priority as set forth for retained percentages of Chapter 60.28 RCW.

IT IS FURTHER DECLARED AND AGREED that the SURETY hereby further stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract, the work to be performed under the Contract, or to the Contract Documents shall in any way affect its obligation on this Bond, and the SURETY hereby waives notice of any change, extension of time, alteration, or addition to the terms of the Contract, the work to be performed, or to the Contract Documents. SURETY agrees that modifications or changes to the terms or conditions of the Contract that increase the total amount to be paid the PRINCIPAL shall automatically increase the obligation of SURETY on this bond and that notice to SURETY is not required for such increased obligation. SURETY hereby attaches an original Power of Attorney verifying the authority of the person(s) executing this Bond on behalf of the SURETY.

Sealed and dated this _____ day of _____, 20__.

PRINCIPAL:

By: _____
(Print Name)

Signature: _____

Title: _____

SURETY:

By: _____
(Print Name)

Signature: _____

Title: _____

Address: _____

Attachments: Original Surety Power of Attorney

ATTACHMENT E
PAYMENT AND PERFORMANCE BONDS

[Included Below]

Payment Bond

KNOW ALL PEOPLE BY THESE PRESENTS:

BOND NO.: _____

That we, _____, the CONTRACTOR, herein referred to as PRINCIPAL, and _____, as SURETY, are held and firmly bound unto THE CITY OF BAINBRIDGE ISLAND (hereinafter the "OWNER") in the full sum of _____ dollars (\$ _____), lawful money of the United States, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, and administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS of this obligation are such that, whereas, the PRINCIPAL has entered into a written unit price contract with the OWNER, dated _____, 20__, for [insert summary of work], according to the terms, conditions, and covenants specified in any Task Order issued under the Contract as well as in the Contract itself including all of the Contract Documents therein referred to, which are hereby referred to and made a part hereof as fully and completely as though set forth in detail herein; and

WHEREAS, it is understood and made a part of the consideration for this obligation that the OWNER shall have the right, in accordance with Chapter 39.08 RCW, to sue on this bond in its own name to recover, from the SURETY, for any loss, injury, damage, or liability whatsoever sustained or incurred by it by reason of the PRINCIPAL's: (1) failure to pay all laborers, mechanics, subcontractors, and material suppliers, and all persons who shall supply such person, persons, or subcontractors with provisions and supplies for work performed; (2) failure to pay taxes, increases, or penalties incurred under Titles 50, 51, or 82 RCW; or both (1) and (2).

NOW, THEREFORE, if the PRINCIPAL shall well, truly, and faithfully perform, for the full term of the Contract as may be extended, all of the provisions and fulfill all of the undertakings, covenants, terms, conditions, and agreements for: (1) the payment of all laborers, mechanics, subcontractors, and material suppliers and all persons who supplied such laborers, mechanics, subcontractors, and material suppliers with provisions and supplies for the work performed; (2) the payment of all taxes, increases, or penalties incurred under Titles 50, 51, or 82 RCW; and (3) indemnifies and holds harmless OWNER from all costs and damages by reason of the PRINCIPAL's default or failure to do (1), (2) or both (1) and (2), then this obligation shall be null and void. Otherwise, this obligation shall remain in full force and effect and SURETY will be obligated to pay such laborers, mechanics, subcontractors, material suppliers, persons, taxes, increases, and penalties as required by Chapter 39.08 RCW.

IT IS FURTHER DECLARED AND AGREED that the SURETY hereby further stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract, the work to be performed under the Contract, or to the Contract Documents shall in any way affect its obligation on this Bond, and the SURETY hereby waives notice of any change, extension of time, alteration, or addition to the terms of the Contract, the work to be performed, or to the Contract Documents. SURETY agrees that modifications or changes to the terms or conditions of the Contract that increase the total amount to be paid the PRINCIPAL shall automatically increase the obligation of SURETY on this bond and that notice to SURETY is not required for such increased obligation. SURETY hereby attaches an original Power of Attorney verifying the authority of the person(s) executing this Bond on behalf of the SURETY.

Sealed and dated this _____ day of _____, 20__.

PRINCIPAL:

By: _____
(Print Name)

Signature: _____

Title: _____

SURETY:

By: _____
(Print Name)

Signature: _____

Title: _____

Address: _____

Attachments: Original Surety Power of Attorney

Performance Bond

KNOW ALL PEOPLE BY THESE PRESENTS: **BOND NO.:** _____

That we, _____, the CONTRACTOR, herein referred to as PRINCIPAL, and _____, as SURETY, are held and firmly bound unto THE CITY OF BAINBRIDGE ISLAND (hereinafter the "OWNER") in the full sum of _____ dollars (\$ _____), lawful money of the United States, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, and administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS of this obligation are such that, whereas, the PRINCIPAL has entered into a written unit price contract with the OWNER, dated _____, 20__, for [insert summary of work], according to the terms, conditions, and covenants specified in any Task Order issued under the Contract as well as in the Contract itself including all of the Contract Documents therein referred to, which are hereby referred to and made a part hereof as fully and completely as though set forth in detail herein; and

WHEREAS, it is understood and made a part of the consideration for this obligation that the OWNER shall have the right, in accordance with Chapter 39.08 RCW, to sue on this bond in its own name to recover, from the SURETY, for any loss, injury, damage, or liability whatsoever sustained or incurred by it by reason of the PRINCIPAL's: (1) failure to perform all requirements and obligations under the Contract, including the Contract Documents and any Task Order issued under the Contract; (2) failure to pay taxes, increases, or penalties incurred under Titles 50, 51, or 82 RCW; or both (1) and (2).

NOW, THEREFORE, if the PRINCIPAL shall well, truly, and faithfully perform, for the full term of the Contract as may be extended: (1) all of Principal's obligations under the Contract; (2) pays all taxes, increases, or penalties incurred under Titles 50, 51, or 82 RCW; and (3) indemnifies and holds harmless OWNER from all costs and damages by reason of the PRINCIPAL's default or failure to do (1), (2), or both (1) and (2), then this obligation shall be null and void. Otherwise, this obligation shall remain in full force and effect and SURETY will be obligated to perform or pay to have performed any and all such obligations not performed by the PRINCIPAL in accord with the Contract in the same manner and to the same extent as the PRINCIPAL.

IT IS FURTHER DECLARED AND AGREED that the SURETY hereby further stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract, the Work to be performed thereunder, or other Contract Documents shall in any way affect its obligation on this Bond, and the SURETY hereby waives notice of any change, extension of time, alteration, or addition to the terms of the Contract, the Work, or other Contract Documents. SURETY agrees that modifications or changes to the terms or conditions of the Contract that increase the total amount to be paid the PRINCIPAL shall automatically increase the obligation of SURETY on this bond and that notice to SURETY is not required for such increased obligation. SURETY hereby attaches an original Power of Attorney verifying the authority of the person(s) executing this Bond on behalf of the SURETY.

Sealed and dated this _____ day of _____, 20__.

PRINCIPAL:

By: _____
(Print Name)

Signature: _____

Title: _____

SURETY:

By: _____
(Print Name)

Signature: _____

Title: _____

Address: _____

Attachments: Original Surety Power of Attorney

ATTACHMENT F
CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUTES

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date for the Buoy Repair & Maintenance Project, the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Bidder’s Business Name

Signature of Authorized Official*

Printed Name

Title

Date

City

State

Check One:

Sole Proprietorship Partnership Joint Venture Corporation

State of Incorporation, or if not a corporation, State where business entity was formed:

If a co-partnership, give firm name under which business is transacted:

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

City of Bainbridge Island
Public Works Department

Project: 00247 – Buoy R/M Unit Priced Contract

Bid Opening Date: Bids Due March 30, 2021, @ 10:00am

Note: Bids Are Opened in Order Received. Bids Solicited by: Advertisement X Small Works Roster The Engineers Estimate is: \$(18,000-35,000/Year) or (\$54,000-105,000 3Years)	Bidder #1 Aqua Dive Services	Bidder #2 Blackwater Marine.	Bidder #3 Crux Diving	Bidder #4 Global Diving & Salvage	Bidder #5 Norwest Marine
Proposal – Items of Work & Materials, Estimated Quantities, Units of Measurement.	X	X	X	X	X
Proposal Signature Page	X	X	X	X	X
Addenda Acknowledged - (1)	X	X	X	X	X
Statement of Bidders Qualifications	X	X	X	X	X
Subtotal	\$115,600.00	\$131,600.00	\$102,300.00	\$106,00.00	\$107,800.00
Sales Tax 9.0%	\$10,404.00	\$11,844.00	\$9,207.00	\$9,576.00	\$9,702.00
Total Bid	\$126,004.00	\$143,444.00	\$111,507.00	\$115,976.00	\$117,502.00

A total of five bids were received for the Buoy R/M Unit Priced contract, Aaron Claiborne, Operations Project Manager, has reviewed all the bids and recommends that the Public Works Director award the contract to the apparent low bidder, Crux Diving in the amount not to exceed \$111,507.00.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME:

AGENDA ITEM: 2021 Ford Cargo Van Procurement for Utilities - Public Works,

SUMMARY: Procurement of a 2021 Ford Cargo Van for maintaining the City's utilities.

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION: Approve with the consent agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

Amount:	\$54,160.98
Ongoing Cost:	
One-Time Cost:	\$54,160.98
Included in Current Budget?	Yes

BACKGROUND: Public Works has a need for a Ford Cargo Van for the maintenance of City utilities. This proposed purchase will replace an existing utilities van, #47 (2003 vehicle with 91,000 miles) which was listed on the 2020 CIP for replacement and carried over into the 2021 equipment fund. Public Works vehicles typically follow a ten-year replacement schedule or 100,000 miles, depending on the amount of service and type of use.

The Public Works Department utilizes the State of Washington State bid program to purchase new vehicles whenever possible, making use of volume pricing discounts.

Public Works staff has worked with Bud Clary Ford Hyundai using the Washington State Department of Enterprise Services for the purchase of a 2021 Ford Cargo Van in the amount of \$54,160.98 including sales tax. Additional funds will be used for licensing, unfitting, etc.

Public Works staff are requesting that the City Council approve an exemption from RCW 43.19.648 pertaining to using 100% electrical or biodiesel fuel for this vehicle purchase pursuant to RCW 43.19.648(c)(i), as this

proposed utility vehicle will be used for emergency response purposes. Also, there are no biodiesel compatible motors available for this type of utility cargo van, and no other suitable vehicles will serve the intended purpose.

Upon City Council approval, Public Works Operations & Maintenance staff will move forward with a purchase order to acquire approved equipment purchase.

ATTACHMENTS:

[Ford Cargo Van Quote.pdf](#)

FISCAL DETAILS: 2020 Equipment CIP Carry Over @ \$61k. Remaining budget will be used for additional upfit the vehicle.

Funds: Water @ \$49,000 and Sewer @ \$12,000.

Fund Name(s): Water Fund

Coding:

Contract Automobile Request System (CARS) Washington State Department of Enterprise Services

Organization Purchase Request Details

Organization Information

[Return to Org Requests](#)

Contract #: 05916 - Motor Vehicles	Quote #: 2021-3-556
Status: Submitted To Dealer	Submit Date: 03-24-2021
Organization: 21804 - BAINBRIDGE ISLAND, CITY OF - 21804	Order Date:
Order Contact: Joel Goodwin	Expected Delivery Date:
Contact Phone: 206 730 5164	Delivery Date:
Contact Email: jgoodwin@bainbridgewa.gov	Cancel Date:
Dealer: Bud Clary Ford Hyundai (formerly Columbia Ford) - W403	Organization Reference #: City of Bainbridge Island
Dealer Address: 700 7th Avenue / PO Box 127 Longview WA 98632	Organization PO #:
Internal Notes:	Dealer Contact: Marie Tellinghiusen
Comments To Dealer:	Dealer Phone: (360) 423-4321 Ext: 7187
Dealer Reference #: 21-0465 N876	Dealer Email: ford.orders@budclary.com
Dealer Please send a copy of your PO. 03/25/21 Revised to add #002, #003, #011 - info only, add #097	
Comments: Cruise Control (60C) \$311.00, delete # 112 Large Center Console w/ Integrated Shifter (67E) \$187.00	

Color Options

Color Name	Quantity
Oxford White (YZ)	1

Tax Exempt: N

Vehicle Options

Order Code	Order Code Description	Qty	Unit Price	Ext. Price

2021-0418-001	2021 Ford Transit Full-Size Cargo Van	1	\$25,424.00	\$25,424.00
2021-0418-002	INFORMATION ONLY: Columbia Ford offers a \$300 prompt payment discount if payment is made within 20 days of vehicle delivery.	1	\$0.00	\$0.00
2021-0418-003	INFORMATION ONLY: Columbia Ford CARS Cancellation Fees: NO fee to cancel order if vehicle has not been scheduled for production and is able to be cancelled at factory. \$500 cancellation fee if vehicle has been serialized and is locked in for production by manufacturer. \$750 cancellation fee if vehicle has been delivered to customer and must be picked up by dealer and re-stocked into inventory. Absolutely NO cancellation if customer has licensed/registered vehicle. Upfits/Equipment ordered for vans, trucks, chassis cabs and police/fire vehicles will have a 10-30% re-stocking fee; custom bodies cannot be cancelled.	1	\$0.00	\$0.00
2021-0418-011	A1: LOW ROOF T15, 8670# GVWR, Regular Length, 130 inch Wheelbase, 220 inch Overall Length, 83.6 inch Overall Height, 3.5L PFDI V6 Engine, 10-speed Automatic Transmission, 235/65R16C BSW Tires, 3.73 RAR, (E1Y/101A/998/44U/130WB/TC8/X73/86F) - THIS IS THE BASE VEHICLE, please view Vehicle Standard Specifications for complete description.	1	\$0.00	\$0.00
2021-0418-032	B3: MEDIUM ROOF T35, 9,500# GVWR, Regular Length, 130in WB, 220in OL, 100.8in OH (W9C/101A/130WB)	1	\$5,536.00	\$5,536.00
2021-0418-035	B3: All-Wheel Drive (AWD) Upgrade (Includes 3.73 Limited Slip #X7L) (W2C, CVA/W2D)	1	\$4,459.00	\$4,459.00
2021-0418-080	Alternative Engine, 3.5L V6 EcoBoost (Includes Auto Start-Stop Technology , 10-Speed Automatic Overdrive Transmission w/ SelectShift and Auxiliary Transmission Oil Cooler, Single AGM Battery 70 amp-hr) (320 HP) (99G/44U)	1	\$1,697.00	\$1,697.00
2021-0418-090	Daytime Running Lights (942)	1	\$43.00	\$43.00
2021-0418-097	Cruise Control (Includes Adjustable Speed Limiting Device - ASLD) (60C)	1	\$311.00	\$311.00
2021-0418-107	NEW: Full Rear Compartment Lighting (Includes cargo area LED lights at C-Pillar, D-Pillar and mid-ship (extended length only) (Rear compartment LED switch is included) (C-Pillar LED lights are not included w/ crew van seating) (15F)	1	\$73.00	\$73.00
2021-0418-116	Trailer Tow Package (Includes Tow/Haul Mode w/ Trailer Wiring Provisions #53D, 4/7-pin connector assembly and rear jumper, relay system for back-up/B+/running lights, frame-mounted hitch receiver) (deletes Rear Recovery Hook) (Does not include Trailer Brake Controller, must be ordered separately if desired) (53B)	1	\$465.00	\$465.00
2021-0418-117	Trailer Brake Controller (Must also order Trailer Tow Package #53B or Tow/Haul Mode #53D)(67D)	1	\$387.00	\$387.00
2021-0418-123	Power Outlet - 110V/400W (High-power outlets deliver up to 400 watts of power, allowing drivers to easily charge smaller corded tools, battery chargers or mobile devices on-site) (Includes Dual AGM Batteries #63E) (Not compatible with Crew Van Seating, Push Down Manual Parking Brake #90G, Programmable Battery Guard/Enhanced Cut-off Relay #59C or Front/Rear Aux A/C and Heater #57G) (90D)	1	\$455.00	\$455.00
2021-0418-125	Upfitter Package: Includes High-Capacity Upfitter Switches, Large Center	1	\$583.00	\$583.00

	Console w/ integrated Shifter #67E and Auxiliary Fuse Panel w/ High Spec interface Connector #87E, Dual AGM Batteries #63E and Modified Vehicle Wiring System #53K) (67C)			
2021-0418-132	Limited Slip Rear Axle (3.31, 3.73, 4.10 RAR) (call dealer for availability) (X3L/X7L/X4L)	1	\$311.00	\$311.00
2021-0418-133	HD Front Axle (41E)	1	\$300.00	\$300.00
2021-0418-153	Seats: Vinyl (Dark Palazzo Grey), 2-way manual (fore/aft/recline) driver and passenger with inboard armrests (includes driver/passenger front and thorax airbags, plus front curtain airbags) -- this option adds front passenger inboard armrest (base vehicle includes driver side armrest only (21P)	1	\$43.00	\$43.00
2021-0418-167	HD Cargo Flooring (130WB, Regular Length) (also includes HD Rear Scuff Plate Kit #85B to be installed by dealer/upfitter) (Not available w/ Auxiliary Air-Conditioning/Heat #57G or Dual Rear Wheel DRW models) (60B)	1	\$755.00	\$755.00
2021-0418-203	Service Manual, CD (DLR)	1	\$221.00	\$221.00
2021-0418-204	Service Manual, Wiring Diagram, Paper (DLR)	1	\$87.00	\$87.00
2021-0418-205	Fire Extinguisher (DLR)	1	\$40.00	\$40.00
2021-0418-206	Flare Kit (DLR)	1	\$54.00	\$54.00
2021-0418-207	Floor mats, HD rubber molded, Front (WeatherTech) (DLR)	1	\$155.00	\$155.00
2021-0418-340	Adrian Steel Locksmith Package (Fits Medium Roof Van Only) (ADR 5274TM) (ABW340)	1	\$6,376.00	\$6,376.00
2021-0418-451	Lighting - Federal Signal surface mounted Micropulse Ultra amber warning lights installed 2 in the front and two in the rear (total of 4) wired to one lighted switch on the dash (ALL FED MPS1200U) (ABW451)	1	\$1,482.00	\$1,482.00
2021-0418-455	Lighting - Two (2) High (1500) Lumen LED Cargo Lights installed on ceiling wired to toggle switch installed on partition (must be ordered with partition) (ALL FDT-LEDCLPKG) (ABW455)	1	\$707.00	\$707.00

Request Totals

Total Vehicles:	1
Sub Total:	\$49,964.00
8.4 % Sales Tax:	\$4,196.98
Request Total:	\$54,160.98





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Accept Donations for Officer Enget's Memorial Service - Finance,

SUMMARY: Community members and other organizations have donated funds to help pay for Officer Enget's memorial service and for his family. Pursuant to RCW 35A.11.040, the City Council has the authority to accept any gift or grant for any public purpose, including the donation at issue here. Total receipts were \$6,050. Total costs associated with the funeral were \$3,801. The remaining difference of \$2,249 will be disbursed back to the Behind the Badge nonprofit organization for disbursement to the family.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION: To accept and approve with the Consent Agenda the donations for Officer Enget's memorial service as described with this agenda item, which donations constitute a public purpose.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

Amount:	\$6,050.00
Ongoing Cost:	None
One-Time Cost:	\$3,801.00
Included in Current Budget?	Yes

BACKGROUND: Bainbridge Police Officer Kurt Enget passed away on April 10, 2020 as the result of complications from contracting COVID-19 while on duty. Due to State restrictions, funeral or memorial services precluded a celebration of life for Officer Enget.

In March 2021, the nonprofit Behind the Badge approached the City to organize Officer Enget's memorial service. As part of their effort, they donated \$5,000 to cover memorial service expenses. They also encouraged community members and local businesses to donate funds to be used to pay for funeral costs with any remaining amounts to be distributed to the Enget family. The memorial service was held on April 10, 2021.

RCW 35A.11.040 provides that the City Council has the authority to accept any gift or grant for any public purpose, including the donations at issue here.

ATTACHMENTS:

FISCAL DETAILS: Community members and organizations have donated a total of \$6,050 while City costs for the memorial were \$3,801. The \$2,249 excess of donations over the expenses will be disbursed back to Behind the Badge for distribution to Officer Enget's family. No City out-of-pocket expenses were incurred.

Fund Name(s): General Fund

Coding: Project 01162



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:20 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:

[May 18 City Council Study Session.pdf](#)

[May 25 City Council Regular Business Meeting.pdf](#)

[May 26 Special Joint City Council and Ethics Board Meeting.pdf](#)

[June 1 City Council Study Session.pdf](#)

[June 8 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, MAY 18, 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. **WELCOME TO NEW CITY MANAGER BLAIR KING**
3. **EXECUTIVE SESSION**
 - 3.A **(x PM) 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, 30 Minutes**
4. **APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE**
5. **FUTURE COUNCIL AGENDAS**
 - 5.A **(x PM) Future Council Agendas, 10 Minutes**
6. **PRESENTATIONS**
7. **UNFINISHED BUSINESS**
 - 7.A **(x PM) Workplan Discussion - City Council, 30 Minutes**
Workplan Presentation for 04202021
2021 Workplan Memo and Attachment for CC 04202021 final for packet
8. **NEW BUSINESS**
9. **COUNCIL DISCUSSION**

9.A (x PM) Discussion of Electric Shuttle Proposal - Councilmember Schneider, 10 Minutes

9.B Plastics Ordinance - Councilmember Carr, 10 Minutes

9.C Process for Council Complaints - Mayor Nassar, 20 Minutes

10. FOR THE GOOD OF THE ORDER

11. 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 REGULAR BUSINESS MEETING
TUESDAY, MAY 25, 2021**

REMOTE MEETING ON ZOOM

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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. **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 **Winslow Water Tank Replacement Professional Services Agreement Amendment No. 3 - Public Works,**

6.E **Grinder Pump Replacement Contract - Public Works,**

7. **FUTURE COUNCIL AGENDAS**

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

8. **PRESENTATION(S)**

8.A **(x PM) Proclamation Declaring June 2021 as Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning (LGBTQ) Pride Month - Mayor Nassar,** 5 Minutes
LGBTQ Pride Month Proclamation 2020.docx

8.B **(x PM) COVID-19 Update - Community Based Test Site and Vaccine Distribution Efforts - Executive,**
10 Minutes

9. **PUBLIC HEARING(S)**

10. **UNFINISHED BUSINESS**

10.A **Update on Small Business Grants - Finance,** 20 Minutes

11. **NEW BUSINESS**

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

**SPECIAL CITY COUNCIL MEETING
WEDNESDAY, MAY 26, 2021**

SPECIAL JOINT CITY COUNCIL AND ETHICS BOARD MEETING

REMOTE MEETING ON ZOOM

AGENDA

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF THE AGENDA/CONFLICT OF INTEREST**
3. **UNFINISHED BUSINESS**
 - 3.A **(X PM) Review of Pending Motions to Amend Ethics Board Operating Rules, 2 Hours**
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
4. **FOR GOOD OF THE ORDER**
5. **ADJOURNMENT**

GUIDING PRINCIPLES

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CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL STUDY SESSION
TUESDAY, JUNE 01, 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. **FUTURE COUNCIL AGENDAS**
 - 4.A **(x PM) Future Council Agendas**, 10 Minutes
5. **PRESENTATIONS**
6. **UNFINISHED BUSINESS**
7. **NEW BUSINESS**
 - 7.A **Winslow Wastewater Treatment Plant Influent/Effluent Study Results**
45 Minutes
8. **COUNCIL DISCUSSION**
9. **FOR THE GOOD OF THE ORDER**
10. **ADJOURNMENT**

GUIDING PRINCIPLES

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CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, JUNE 08, 2021**

REMOTE MEETING ON ZOOM

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AGENDA

1. **CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - 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)
 - 8.A (x PM) Proclamation Declaring June 19, 2021 as the "Day to Celebrate Juneteenth 2021" - Mayor Nassar, 5 Minutes
[Juneteenth_Proclamation_2020.docx](#)
9. PUBLIC HEARING(S)
10. UNFINISHED BUSINESS
 - 10.A Consider Purchase of Islander Mobile Home Park Floor Area Ratio - Planning, 20 Minutes
11. NEW BUSINESS
 - 11.A Consider Policy for City Co-Sponsorship of Events - Executive, 15 Minutes
12. COUNCIL DISCUSSION
13. COMMITTEE REPORTS
14. FOR THE GOOD OF THE ORDER
15. ADJOURNMENT

GUIDING PRINCIPLES

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Memorandum

Date: May 11, 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
- Transfer of Development Rights (TDR) Program
- Update from Farmland Ad Hoc Committee (possibly June 1, 2021 study session)
- Proposal regarding Ethics Program
- Consideration of No Parking signs



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:30 PM) Annual Proclamation Declaring May 9-15, 2021 as "Bainbridge Island Police Week" - Mayor Nassar,

SUMMARY: The attached proclamation declares the week of May 9-15, 2021 as "Bainbridge Island Police Week." It is one of the annual proclamations that may be signed by the Mayor without further Council action.

AGENDA CATEGORY: Proclamation

PROPOSED BY: Police

RECOMMENDED MOTION: Presentation only.

STRATEGIC PRIORITY: Safe City

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Bainbridge Island Police Week 2021.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring the week of May 9-15, 2021, as “Bainbridge Island Police Week.”

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

WHEREAS, there are more than 900,000 law enforcement officers currently serving in communities across the United States and according to the National Law Enforcement Officers’ Memorial Fund, there have been over 22,611 law enforcement officers killed in the line of duty since the first recorded police death in 1786, whose names are engraved on the walls of the National Law Enforcement Officers Memorial; and

WHEREAS, the Bainbridge Island City Council wishes to honor the service and sacrifice of law enforcement officers killed in the line of duty by formally designating May 9-15, 2021 as Police Week in Bainbridge Island, WA, to publicly salute the service of law enforcement officers in our community and in communities across the nation.

NOW THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, Washington, on behalf of the City Council, do hereby proclaim May 9-15, 2021, as

BAINBRIDGE ISLAND POLICE WEEK

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

SIGNED this 11th day of May, 2021.

Rasham Nassar, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:35 PM) Annual Proclamation Declaring May 16 - May 22, 2021 as "Public Works Week" - Mayor Nassar,

SUMMARY: The attached proclamation declares the week of May 16 through May 22, 2021 as "Public Works Week." It is one of the annual proclamations that may be signed by the Mayor without further Council action.

AGENDA CATEGORY: Proclamation

PROPOSED BY: Public Works

RECOMMENDED MOTION: Presentation only.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Public Works Week 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 the week of May 16 through May 22, 2021 as “Public Works Week.”

WHEREAS, Public Works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of City of Bainbridge Island; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of Public Works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens and civic leaders of the City of Bainbridge Island to gain knowledge of, and to maintain interest and understanding of, the importance of Public Works and Public Works programs in their respective communities; and

WHEREAS, the year 2021 marks the 61st Annual National Public Works Week sponsored by the American Public Works Association;

NOW, THEREFORE, I, Rasham Nassar, Mayor of the City of Bainbridge Island, Washington, on behalf of the City Council, do hereby proclaim the week of May 16 – 22, 2021, as

NATIONAL PUBLIC WORKS WEEK

in the City of Bainbridge Island, and I urge all citizens to join with representatives of the American Public Works Association and government agencies in recognizing the substantial contributions they make to protecting our national health, safety, and quality of life.

SIGNED, this 11th day of May, 2021

Rasham Nassar, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:40 PM) Consider Resolution 2021-09 and Set Public Hearing for Multifamily Tax Exemption (MFTE) Designation Areas - Planning,

SUMMARY: On May 4, 2021, the City Council considered the Planning Commission's policy recommendations on a 12-year MFTE program and the taxing implications of adopting a MFTE program. At that briefing, the Council confirmed that the City should move forward with developing both a 12 and 20-year MFTE program.

RCW 84.14.040 requires a public hearing on an area proposed as designation area(s), where properties would be eligible to apply to a future MFTE program. The City Council directed staff to move forward with scheduling a public hearing on the same areas that the Planning Commission recommended for a future City MFTE program, which are:

The Winslow Master Plan Study Area;
The Winslow Sewer System Service Area; and
Within the Lynwood Center area: properties which have zoning of Neighborhood Center (NC), NC/R-12, and R-5.

See area maps in Exhibits A and B to Resolution 2021-09 (attached).

After holding a public hearing on proposed MFTE designation areas, the City Council would consider a new ordinance to create a MFTE program at future City Council meetings, which will require another public hearing on an ordinance.

RCW 84.14.040(2) authorizes the City Council to adopt a resolution of intention to designate MFTE program areas and to notify the public about details for the public hearing on the designation areas. Resolution No. 2021-09 is included with this agenda item to so state that intention to adopt the areas described above, and to provide details about a June 8, 2021 public hearing.

AGENDA CATEGORY: Resolution

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: I move to schedule a public hearing on June 8, 2021 related to the proposed MFTE designation areas, and to direct the City Manager to begin public outreach for the hearing, such that the eligible areas to be considered at the hearing are: the Winslow Master Plan Study Area, the Winslow Sewer System Service Area, and within the Lynwood Center area, the Neighborhood Center (NC), NC/R-12, and R-5 zones.

I move to forward Resolution No. 2021-09 for consideration of approval with the Consent Agenda at the May 25, 2021 City Council meeting.

STRATEGIC PRIORITY: Vibrant Economy	
FISCAL IMPACT:	
Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: Washington state statutory law allows local governments to adopt a MFTE program as described in Chapter RCW 84.14 RCW. The purpose of this program is to encourage the development and redevelopment of multifamily and affordable housing by granting a property tax exemption for qualifying projects for a period of 8, 12, or 20 years. The exemption is a partial property tax exemption on the value of residential improvements for qualifying MFTE housing developments, and does not apply to the value of land or any non-residential development.

A Joint City Council/Planning Commission land use subcommittee met in the Summer and Fall of 2020 and presented a list of recommended priority code changes to the Council on October 13, 2020, including adoption of a 12-year MFTE Program. The Council endorsed the priority code changes and recommended the work be forwarded to the Planning Commission for immediate legislative work.

After the Council direction to the Planning Commission, the Commission's Affordable Housing Subcommittee (Commissioners Quitslund, Blossom, and Paar) met to discuss what MFTE program elements to recommend to the full Planning Commission, and drafted a transmittal memo for the Commission to include with their eventual recommendation to the City Council.

At their meetings on January 14 and 28, 2021, the Planning Commission discussed the following MFTE program elements:

1. Potential MFTE designation or eligibility areas - where should the program be available to properties?
2. MFTE project threshold - what is the minimum number of multifamily units that will be required in order to enroll in a future MFTE program? The state minimum project eligibility threshold is four multifamily residences.
3. Should a City MFTE program be available to both rental and homeownership projects, as allowed under state law?

At the January 28, 2021 meeting, the Planning Commission came to the preliminary recommendations on these program elements, and in general, the consensus was to make a MFTE program as widely available as possible (see motion included with this item). The Commission's Affordable Housing Subcommittee submitted a memo for review by the full Planning Commission at the January 28 meeting. The memo would support the Planning Commission policy recommendations to the City Council. At that meeting, Commissioners requested revisions to the memo prior to finalizing their policy recommendations.

On February 11, 2021, the Planning Commission finalized their transmittal memo to the City Council (see attached) and unanimously passed the motion below related to recommended MFTE program elements.

Motion: I move to forward the following policy recommendations and attached supporting memo to the City Council related to adopting a Multifamily Property Tax Exemption program:

1. That the following areas be considered for the MFTE designation/eligibility areas:

All properties either within the Winslow Master Plan Study Area, or the Winslow Sewer System Service Area, or both and within the Lynwood Center area, which have zoning of Neighborhood Center (NC), NC/R-12, and R-5.

2. That the project eligibility threshold be four multifamily residences.

3. That a future City MFTE program be applicable to both rental and ownership units.

ATTACHMENTS:

[Resolution No. 2021-09 Intent to Designate MFTE Eligible Areas](#)

[Resolution No. 2021-09 Exhibits A and B](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

RESOLUTION NO. 2021-09

A RESOLUTION of the City of Bainbridge Island, Washington, relating to stating the City’s intention to designate certain areas in which a City of Bainbridge Island Multifamily Property Tax Exemption program would apply, to include the Winslow Master Plan Study Area, Winslow Sewer Service Area, and in the Lynwood Center Area, the NC, NC/R-12, and R-5 zones.

WHEREAS, Washington State law authorizes the City Council to adopt a Multifamily Property Tax Exemption (“MFTE”) program as described in Chapter 84.14 RCW, and the purpose of this program is to encourage the development and redevelopment of multifamily and affordable housing by granting a property tax exemption; and

WHEREAS, adopting a MFTE program has been planned and was recommended in the 2017 Comprehensive Plan Housing Element and the 2018 Affordable Housing Task Force Final Report Recommendation; and

WHEREAS, a Joint City Council/Planning Commission land use subcommittee met in the Summer and Fall of 2020 and presented a list of recommended priority code changes to the Council on October 13, 2020 that included adopting a 12-year MFTE Program, and the City Council approved the list and recommended that it be forwarded to the Planning Commission for legislative work; and

WHEREAS, the Planning Commission discussed the MFTE program at their meetings on January 14 and 28, 2021, and at the February 11, 2021 meeting, the Planning Commission completed their recommendation on MFTE program elements to the City Council, including a recommendation on proposed designation areas in which a City MFTE program should apply; and

WHEREAS, at the City Council meeting on May 4, 2021, the Council received an overview of state law related to the MFTE program and the Planning Commission recommendation on program elements for a future MFTE program, including recommended MFTE designation areas (i.e., areas in which the program would apply);

WHEREAS, at the May 4, 2021 meeting, the City Council approved a motion to move forward with development of 12-year and 20-year MFTE program; and

WHEREAS, at the May 4, 2021 meeting, the City Council approved a motion to move forward with setting the date of a public hearing for June 8, 2021 for the designation areas recommended by the Planning Commission for a City of Bainbridge Island MFTE program, as required by RCW 84.14.040; and

WHEREAS, at its May 11, 2021 meeting, the City Council considered and adopted this resolution of intention to so designate MFTE designation areas, as authorized by RCW 84.14.040(2).

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

Section 1. The City Council will hold a public hearing on June 8, 2021 as part of the Council’s regular meeting that begins at 6:00 PM to receive public comment on the proposal to designate the following areas as designation areas in which a City of Bainbridge Island MFTE program would apply, such that development projects would be eligible to participate in such a MFTE program:

Winslow Master Plan Study Area;
Winslow Sewer Service Area; and
In the Lynwood Center Area, the NC, NC/R-12, and R-5 zones.

Section 2. Attached hereto and incorporated herein are Exhibits A and B, which are maps of the proposed designation areas.

Section 3. This resolution will take effect immediately upon passage.

PASSED by the City Council this _____ day of May 2021.

APPROVED by the Mayor this _____ day of May 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK: May 7, 2021
PASSED BY THE CITY COUNCIL: _____, 2021
RESOLUTION NO.: 2021-09

Attachments:

EXHIBIT A: Map of Winslow Master Plan Study Area and Winslow Sewer Service Area

EXHIBIT B: Map of the Lynwood Center Area, showing the NC, NC/R-12, and R-5 zones

EXHIBIT A to Resolution No. 2021-09

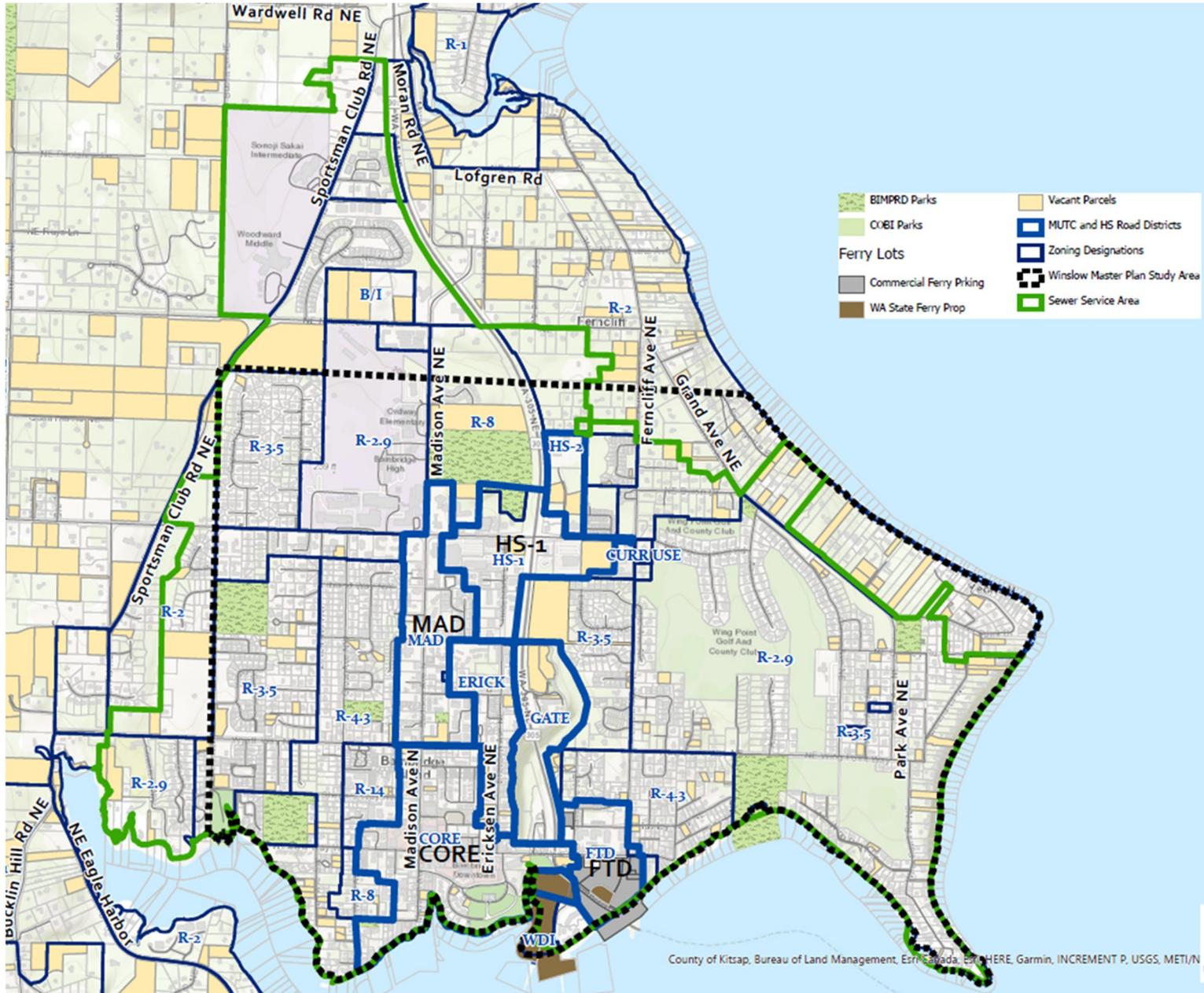
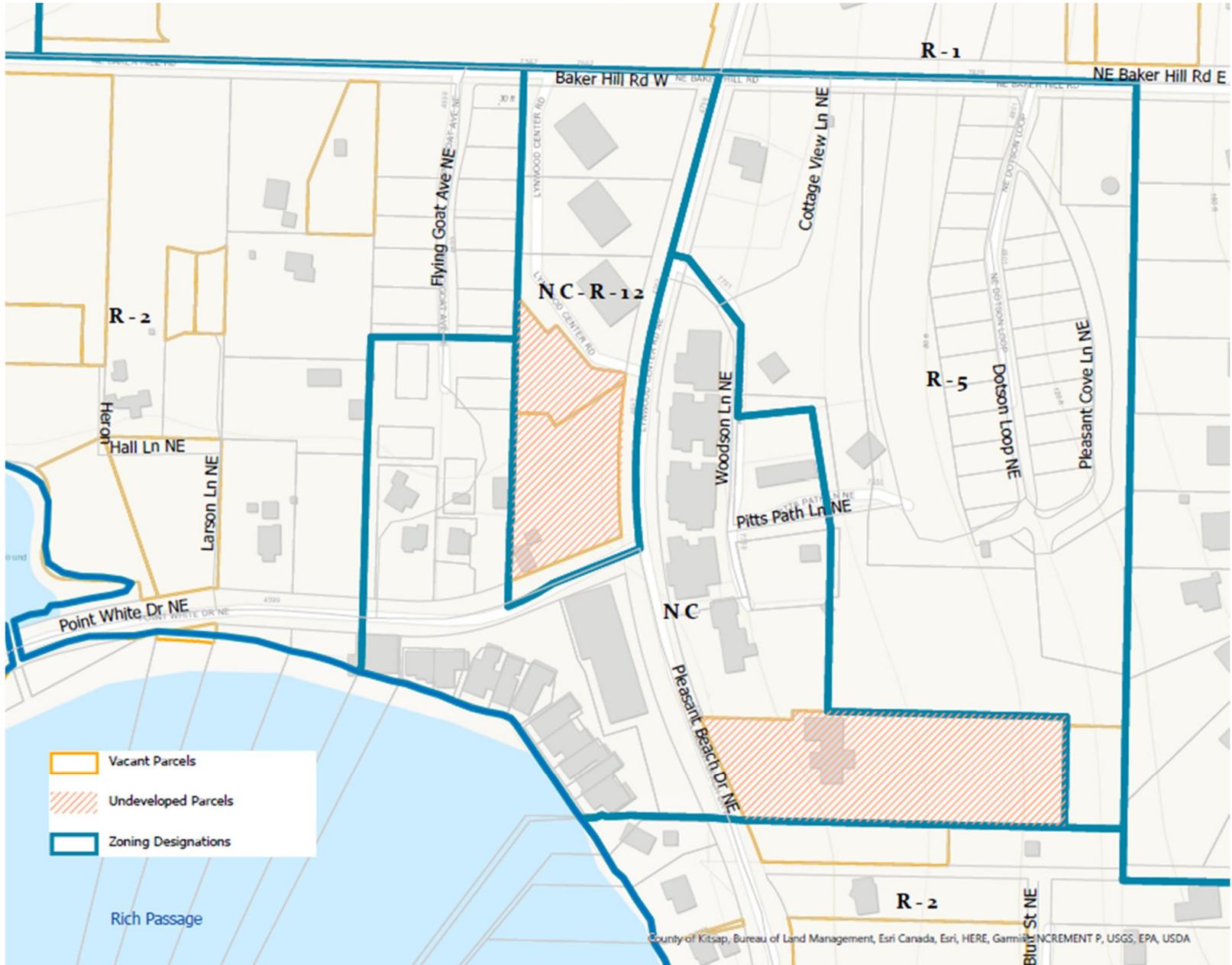


EXHIBIT B to Resolution No. 2021-09





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (7:50 PM) Dry Fire Sprinkler System Replacement Contract Award and Budget Amendment - Public Works,

SUMMARY: The Dry Fire Sprinkler System Replacement contract is for removal and replacement of approximately 1,900' of steel dry fire system pipe located under a steel canopy that houses the City's Operations & Maintenance equipment.

This item will be added as a new project to the City's Capital Improvement Plan through separate legislative action.

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION: I move to forward the Dry Fire Sprinkler System Replacement Contract Award and Budget Amendment to the May 25, 2021 consent agenda.

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

FISCAL IMPACT:

Amount:	\$54,260.20
Ongoing Cost:	
One-Time Cost:	\$54,260.20
Included in Current Budget?	No

BACKGROUND: This work includes the Contractor to perform all labor and materials necessary to properly remove and replace approximately 1,900' of pipe, as well as replace fittings, hangers, and sprinkler heads, and install bird netting. The steel dry fire system pipe is located under a steel canopy that houses the city's Operations & Maintenance equipment.

The work is unplanned, as the system deficiencies were identified during other routine work on the facility late in 2020. Upon further inspection of the deficiencies, a significant amount of pipe deterioration was discovered, indicating that the system had reached its design life and needed to be replaced in its entirety. This work is being prioritized over other work due to the life and asset-safety nature of the facility. Upon approval of the proposed budget amendment, this item will be added to the next Capital Improvement Plan update.

Bids were solicited through the Municipal Research Services Center (MRSC) Small Works Roster process and the City received 3 bids. See attached bid form. City staff reviewed the bid results and the contractor's qualifications and recommends that City Council award the Dry Fire Sprinkler System Replacement contract to the apparent low bidder, Red Hawk Fire Protection, LLC in the amount of \$54,260.20.

ATTACHMENTS:

[BID FORM.docx](#)

[LPW Contract Dry Fire Sprinkler System.docx](#)

FISCAL DETAILS: A budget amendment of \$25,000.00 from the general fund will be needed to support the Dry Fire Sprinkler System Replacement project. A proposed budget amendment is included in the first quarter budget adjustment reporting for 2021.

The balance of the required funding (approximately \$35,000.00) is available in the Public Works Repair and Maintenance Budget due to deferral of the HVAC upgrade project, which will now move forward when staff resources and budget are available in 2022.

Fund Name(s): General Fund

Coding: MUNIS Project # 01163



City of Bainbridge Island
Public Works Department – Operations & Maintenance

DRY FIRE SPRINKLER SYSTEM REPLACEMENT

Bid Opening Date: April 15, 2021

Bids Open @ 10:00 a.m.

Note: Bids Are Opened in Order Received. Bids Solicited by: <input type="checkbox"/> Advertisement <input checked="" type="checkbox"/> Small Works Roster The Engineers Estimate is: \$45,000.00.	Red Hawk Fire Protection, LLC	Fox Fire Prevention, Inc.	McKinstry Co, LLC		
Proposal	√	√	√		
Signature Page – Addenda Acknowledged if applicable	√	√	√		
Non-Collusion Declaration	√	√	√		
Proposal Bond (5%)	√	√	√		
Statement of Bidders Qualifications	√	√	√		
Statement of Proposed Subcontractors	√	√	√		
TOTAL BASE BID AMOUNT	\$54,260.20	\$96,871.57	\$92,525.74		

A total of 3 bids were received for the DRY FIRE SPRINKLER SYSTEM REPLACEMENT. Project Manager, Joel Goodwin, has reviewed all bids and recommends that the City Council award the contract to the apparent low bidder, Red Hawk Fire Protection in the amount of \$54,260.20.

**CITY OF BAINBRIDGE ISLAND
LIMITED PUBLIC WORKS CONTRACT**

THIS LIMITED PUBLIC WORKS CONTRACT (“Contract”) is entered into between the City of Bainbridge Island, a Washington State municipal corporation (“City”) and Red Hawk Fire Protection, LLC, a Washington State limited liability corporation (“Contractor”).

In consideration of the terms and conditions set forth in this Contract, the City and the Contractor (each individually a “Party” and collectively the “Parties”) agree as follows:

1. **Contractor Services.** The Contractor shall furnish at its own cost and expense all labor, tools, materials, and equipment required to construct and complete, in accordance with this Contract and to the satisfaction of the City, the public works project known as the Dry Fire System Replacement (“Project”). The Project is detailed in the following documents, which are attached hereto and incorporated herein by reference:

- Insurance Requirements (**Attachment A**)
- Declaration of Retainage (**Attachment B**)
- Certification of Compliance with Wage Payment Statutes (**Attachment C**)
 - 1.Scope of Work (**Attachment D**)
 - 2.Schedule of Prevailing Wages
(see <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>)

2. **Notice to Proceed; Time of Completion.** This Contract shall become effective upon execution by both Parties. The Contractor shall commence work within seven (7) days after the City issues a written Notice to Proceed and shall complete the work within twenty-one (21) calendar days from the City’s issuance of the Notice to Proceed. The time of beginning, rate of progress, and time of completion are essential conditions of this Contract.

3. **Payment.**

3.1 Payment amount and procedures. The City shall pay the Contractor for all work and services covered by this Contract in an amount that shall not exceed Fifty-Four Thousand, Two Hundred Sixty Dollars and Twenty Cents (\$54,260.20), including applicable sales tax. The payment amount shall exclude approved change orders, in accordance with the quantity and unit prices shown on the attached bid proposal. The Contractor shall submit, in a format acceptable to the City, monthly invoices for work and services performed in a previous calendar month. The City shall pay for the portion of the work described in the invoice that has been completed by the Contractor and approved by the City. The City’s payment shall not constitute a waiver of the City’s right to final inspection and acceptance of the work.

3.2 Defective or Unauthorized Work. If during the course of the Contract the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract. If the Contractor is unable, for any reason, to satisfactorily complete any portion of the work, the City may complete the work by contract or otherwise, and the Contractor shall be liable to the City for any additional costs incurred by the City. "Additional costs" means all reasonable costs incurred by the City, including legal costs and attorneys' fees, beyond the maximum contract price under this Contract. The City further reserves the right to deduct the cost to complete the work, including any additional costs, from any amounts due or to become due to the Contractor.

3.3 Final Payment; Waiver of Claim. Thirty (30) days after completion and final acceptance of the Project by the City as complying with the terms of this Contract, the City shall pay to the Contractor all sums due as provided by this Contract, except those required to be withheld by law or agreed to in special contract provisions. THE CONTRACTOR'S ACCEPTANCE OF FINAL PAYMENT (EXCLUDING WITHHELD RETAINAGE) SHALL CONSTITUTE A WAIVER OF CLAIMS, EXCEPT THOSE PREVIOUSLY AND PROPERLY MADE AND IDENTIFIED BY THE CONTRACTOR AS UNSETTLED AT THE TIME REQUEST FOR FINAL PAYMENT IS MADE.

3.4 Retainage. The City shall hold back a retainage in the amount of five percent (5%) of any and all payments made to the Contractor for a period of sixty (60) days after the date of final acceptance, or until receipt of all necessary releases from the State Department of Revenue and the State Department of Labor and Industries, and until settlement of any liens filed under chapter 60.28 RCW, whichever is later. The Contractor shall complete **Attachment B** to this Contract.

4. Prevailing Wage. The Contractor shall comply with and pay prevailing wages as required by chapter 39.12 RCW, as well as paying prevailing wages related to public works and building service maintenance contracts funded in part or in whole with federal funds. Federal wage laws and regulations shall be applicable. No worker, laborer, or mechanic employed in the performance of any part of this Contract shall be paid less than the prevailing rate of wage as determined by the Industrial Statistician of the Department of Labor and Industries for the State of Washington.

Prior to making any payment under this Contract, the Contractor shall submit to the City an approved copy of the "Statement of Intent to Pay Prevailing Wages" from the Department of Labor and Industries. It is the Contractor's responsibility to obtain and file the Statement. The Contractor shall be responsible for all filing fees. Notice from the Contractor and all subcontractors of intent to pay prevailing wages and prevailing wage rates for the Project must be posted for the benefit of the workers. Each invoice shall include a signed statement that prevailing wages have been paid by the Contractor and all subcontractors.

In case any dispute arises regarding the prevailing rates of wages for work of a similar nature, and such dispute cannot be resolved by the parties of interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries of the State of Washington, and his/her decision therein shall be final and conclusive and binding on all parties involved in the dispute as provided for by RCW 39.12.060, as it may be amended in the future.

5. Indemnification and Hold Harmless.

5.1 Defense, Indemnification, and Hold Harmless. The Contractor shall defend, indemnify, and hold harmless the City, its officers, officials, employees, and volunteers from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or in connection with the performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

5.2 Liability for Damages Caused by Concurrent Negligence. Should a court of competent jurisdiction determine that this Contract 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 Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor'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 Contract.

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

5.4 No Third Party Right of Indemnification. Nothing contained in this Contract shall be construed to create a liability or a right of indemnification in any third party.

6. Nondiscrimination and Compliance with Laws.

6.1 Nondiscrimination. The Contractor agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Contract 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.

6.2 Compliance with Laws. The Contractor shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Contract. The Contractor shall complete **Attachment C** to this Contract.

6.3 Violation of this Section. Violation of this Section 6 shall be a material breach of this Contract 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. Job Safety.

7.1 Work Site Safety. The Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state, and local regulations, ordinances, and codes. The Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

7.2 Trench Safety. All trenches shall be provided with adequate safety systems as required by chapter 49.17 RCW and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

8. Utility Location. The Contractor is solely responsible for locating any underground utilities affected by the work and is deemed to be an “excavator” for the purposes of chapter 19.122 RCW. The Contractor shall be responsible for compliance with chapter 19.122 RCW including utilization of the “one call” locator system, before commencing any excavation activities.

9. Warranty and Guarantee. The Contractor shall warrant and guarantee the materials and work to be free of defects for a period of two (2) years after the City’s final acceptance of the entire Project. The Contractor shall be liable for any costs, losses, expenses, or damages, including consequential damages, suffered by the City resulting from defects in the Contractor’s work including, but not limited to, the cost of materials and labor expended by the City in making emergency repairs and the cost of engineering, inspection, and supervision by the City. The Contractor shall hold the City harmless from any and all claims, which may be made against the City as a result of any defective work, and the Contractor shall defend any claims at its own expense. Where materials or procedures are not specified in the Contract, the City will rely on the professional judgment of the Contractor to make the appropriate selections.

10. Correction of Defects. The Contractor shall be responsible for correcting all defects in performance of the work and/or related to materials discovered after the acceptance of this work. When corrections of defects are made, the Contractor shall be responsible for correcting all defects in the performance of the work and/or related to the materials in the corrected work for one year after the acceptance of the corrections of the City. The Contractor shall start work to remedy such defects within seven (7) days of the City’s mailed notice of discovery, and shall complete such work within a reasonable time agreed to by both parties. In emergencies where damage may result from delay or where loss of service may result, such corrections may be made by the City, in which case the Contractor shall pay all costs incurred by the City to perform the correction. In the event the Contractor does not accomplish corrections within the time specified,

the correction work will be otherwise accomplished by the City and all costs of same shall be paid by the Contractor.

11. Change Order/Contract Modification.

11.1 Amendments. This Contract, together with attachments and/or other addenda, represents the entire and integrated Contract between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may be amended, modified, or added to only by written change order properly signed by both parties.

11.2 Change Orders. The City may issue a written change order for any change in the work during the performance of this Contract. If the Contractor determines, for any reason, that a change order is necessary, the Contractor must submit a written change order request to the City within fourteen (14) calendar days of the date the Contractor knew or should have known of the facts and events giving rise to the requested change. If the City determines that the change increases or decreases the Contractor's costs or time for performance, the City will make an equitable adjustment. The City will attempt, in good faith, to reach agreement with the Contractor on all equitable adjustments. If the parties are unable to agree, the City will determine the equitable adjustment as it deems appropriate. The Contractor shall proceed with the change order work upon receiving the written change order. If the Contractor fails to require a change order within the time frame allowed, the Contractor waives its right to make any claim or submit subsequent change order requests for that portion of the work. If the Contractor disagrees with the equitable adjustment, the Contractor must complete the change order work; however, the Contractor may elect to protest the adjustment as provided below.

11.3 Procedure and Protest by Contractor. If the Contractor disagrees with anything required by a change order, another written order, or an oral order from the City, including any direction, instruction, interpretation, or determination by the City, the Contractor shall, within fourteen (14) calendar days, provide a signed written notice of protest to the City that states the date of the notice of the protest, the nature and circumstances that caused the protest, the provisions of the Contract that support the protest, the estimated dollar cost, if any, of the protested work and how the estimate was determined, and an analysis of the progress schedule showing the schedule change or disruption, if applicable. The Contractor shall keep complete records of extra costs and time incurred as a result of the protested work. The City shall have access to any of the Contractor's records needed to evaluate the protest. If the City determines that a protest is valid, the City will adjust the payment for work or time by an equitable adjustment.

11.4 Failure to Protest or Follow Procedures Constitutes Waiver. By not protesting or failing to follow procedures as this section provides, the Contractor waives any additional entitlement or claims for protested work, and accepts from the City any written or oral order (including directions, instructions, interpretations, and determinations).

11.5 Contractor's Duty to Complete Protested Work. Regardless of any protest, the Contractor shall proceed to promptly complete work that the City has ordered.

11.6 Contractor's Acceptance of Changes. The Contractor accepts all requirements of a change order by: (1) endorsing the change order; (2) writing a separate acceptance; or (3) not protesting in the manner this section provides. A change order that is accepted by the Contractor as provided herein shall constitute full payment and final settlement of all claims for contract time and for direct, indirect, and consequential costs, including costs of delays related to any work, either covered or affected by the change.

12. Claims. The Contractor shall give written notice to the City of all claims, other than change orders, within thirty (30) days of the occurrence of events giving rise to the claim, but in no event later than the time of approval by the City for final payment. Any claim for damages, additional payment for any reason, or extension of time shall be conclusively deemed to have been waived by Contractor, unless a timely written claim is made in strict accordance with the applicable provisions of this Contract. At a minimum, a Contractor's written claim must include the information required in Section 11.3 regarding protests.

FAILURE TO PROVIDE A COMPLETE AND WRITTEN NOTIFICATION OF CLAIM IN THE TIME ALLOWED SHALL BE AN ABSOLUTE WAIVER OF ANY CLAIMS ARISING IN ANY WAY FROM THE FACTS OR EVENTS SURROUNDING THAT CLAIM.

The Contractor must, in any event, file any claim or bring any suit arising from or connected to this Contract within 120 calendar days from the date the work is completed. The Contractor, upon making application for the final payment, shall be deemed to have waived its right to claim for any other damages for which application has not been made, unless such claim for final payment includes notice of additional claim and fully describes such claim.

13. Contractor's Risk of Loss. It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that it/he/she has familiarized itself/himself/herself with all existing conditions and other contingencies likely to affect the work, and has made its/his/her bid accordingly, and that Contractor shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

14. Insurance. The Contractor shall maintain the insurance described in **Attachment A:**

15. Payment and Performance Bonds. The City waives the payment and performance bond requirements of chapter 39.08 RCW for this Contract pursuant to RCW 39.04.155(3). Although the City is waiving these bond requirements for this Contract, the City retains its right of recovery against the Contractor for any payments made on the Contractor's behalf, as provided in RCW 39.04.155(3).

16. Termination. This Contract shall terminate upon satisfactory completion of the work described in the Scope of Work (**Attachment D**) and final payment by the City. The City may terminate the Contract and take possession of the premises and all materials thereon and finish the work by whatever methods it may deem expedient by giving ten (10) days' written notice to the Contractor.

In the event that this Contract is terminated by the City, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work (**Attachment D**) is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by reason of such refusal, neglect, failure, or discontinuance of employment, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, the Contractor and its surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all legal costs incurred by the City to protect the rights and interests of the City under the Contract, provided such legal costs shall be reasonable.

17. Attorney's Fees and Costs. If any legal proceeding is brought related to the enforcement of this Contract, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Contract, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.

18. General Administration. The Project Manager of the City shall have primary responsibility for the City under this Contract to oversee and approve all work performed as well as all financial invoices.

19. Ownership of Documents. On payment to the Contractor by the City of all compensation due under this Contract, all finished or unfinished documents and material prepared by the Contractor with funds paid by the City under this Contract shall become the property of the City and shall be forwarded to the City upon its request. Any records, reports, information, data, or other documents or materials given to or prepared or assembled by the Contractor under this Contract shall be kept confidential and shall not be made available to any individual or organization by the Contractor without prior written approval of the City or by court order.

20. Subletting or Assigning of Contracts. Neither the City nor the Contractor shall assign, transfer, or encumber any rights, duties, or interests accruing from this Contract without the prior written consent of the other. If subcontract work is needed, prior to approval by the City, the Contractor must verify that its first-tier subcontractors meet the bidder responsibility criteria as provided in RCW 39.04.350.

21. Relationship of Parties. The parties intend that an independent contractor relationship will be created by this Contract. As the Contractor is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative, or subcontractor of the Contractor shall be or shall be deemed to be the employee, agent, representative, or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance, and unemployment insurance, are available from the City to the Contractor or its employees, agents, representatives, or subcontractors. The Contractor shall be solely and entirely responsible

for its acts and for the acts of Contractor's agents, employees, representatives, and subcontractors during the performance of this Contract. The City may, during the term of this Contract, engage other independent contractors to perform the same or similar work that the Contractor performs hereunder.

22. Nonwaiver of Breach. The failure of the City to insist upon strict performance of any of the terms and rights contained in this Contract, or to exercise any option contained in this Contract in one or more instances, shall not be construed to be a waiver or relinquishment of those terms and rights and such terms and rights shall remain in full force and effect.

23. Written Notice. All communications regarding this Contract shall be sent to the Parties at the addresses listed below in the Contact information, unless otherwise notified. Any written notice shall become effective on delivery, but in any event on the date three (3) calendar days after the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Contract.

24. Term. This Contract shall be effective from the date of Contract execution through expiration of the warranty period as described in Section 9.

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

RED HAWK FIRE PROTECTION, LLC

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Ellen Schroer, Interim City Manager

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

CITY CONTACT:

Joel Goodwin
City of Bainbridge Island
280 Madison Ave N
Bainbridge Island, WA 98110
Phone: (206) 842-1212
Fax: (206) 780-5104

CONTRACTOR CONTACT:

Print Name: _____
Address: _____

Phone: _____
Fax: _____
Contractor License #: _____

**ATTACHMENT A
INSURANCE REQUIREMENTS**

A. Insurance Term

The Contractor shall procure and maintain insurance, as required in this Section, without interruption from commencement of the Contractor's work through the term of the Contract and for thirty (30) days after the physical completion date, unless otherwise indicated herein.

B. No Limitation

The Contractor's maintenance of insurance, its scope of coverage, and limits as required herein shall not be construed to limit the liability of the Contractor 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 Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01. Pollution Liability coverage at least as broad as that provided under ISO Pollution Liability-Broadened Coverage for Covered Autos Endorsement CA 99 48 shall be provided, and the Motor Carrier Act Endorsement (MCS 90) shall be attached.
2. Commercial General Liability insurance shall be as least at broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse, or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad coverage.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

The Contractor 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 \$2,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.

E. City Full Availability of Contractor Limits

If the Contractor 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 Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Contractor.

F. Other Insurance Provision

The Contractor'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 the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

G. Contractor's Insurance for Other Losses

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee-owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers, contractors or subcontractors as well as to any temporary structures, scaffolding, and protective fences.

H. Waiver of Subrogation

The Contractor and the City waive all rights against each other, any of their Subcontractors, Sub-subcontractors, agents, and employees, each of the other, for damages caused by fire or other perils to the extent covered by property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

I. Acceptability of Insurers

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

J. Verification of Coverage

The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsements, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

K. Subcontractors' Insurance

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO Additional Insured endorsement CG 20 38 04 13.

L. Notice of Cancellation

The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

M. Failure to Maintain Insurance

Failure on the part of the Contractor 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 Contractor to correct the breach, immediately terminate the contract 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 Contractor from the City.

ATTACHMENT B

Declaration of Option for Management of Statutory Retained Percentage Under Chapter 60.28 RCW

The Contractor shall declare an option for management of the statutory retained percentage for this Contract by affixing the Contractor’s signature and date to one of the following three options in accordance with RCW 60.28.011(4) and subject to the conditions of the Measurement and Payment Section. The Contractor may also have some or all of the retained percentage released by tendering a retainage bond acceptable to the Owner (City of Bainbridge Island) in accordance with RCW 60.28.011(6).

I hereby elect to have the retained percentage of this Contract **HELD IN A FUND** by the City of Bainbridge Island (“City”) in accordance with RCW 60.28.011(4)(a).

Date: _____ Signed: _____

I hereby elect to have the City deposit the retained percentage of this Contract in an **INTEREST BEARING ACCOUNT** in accordance with RCW 60.28.011(4)(b).

Date: _____ Signed: _____

I hereby elect to have the City **PLACE IN ESCROW** the retained percentage of this Contract in accordance with RCW 60.28.011(4)(c). If this option is chosen, the Contractor must designate a repository acceptable to Owner as follows:

I hereby designate _____ as the repository for the escrow of said funds. The terms of which are specified by a separate escrow agreement. The cost of the investment program and the risk thereof is to be borne entirely by the Contractor. All investments selected are subject to City approval. Prior to the City placing any monies in an escrow account, the Contractor shall provide an original signed escrow agreement from the repository with a letter stating their acceptance of the account, the account number, the nature of the investments to be made, and a statement that they will not release any funds until authorized in writing by the City. When the monies reserved are to be placed in escrow, the City will issue a check representing the sum of the monies reserved payable to the bank or trust company and the Contractor jointly. Such check shall be converted into bonds and securities chosen by the Contractor and approved by the City and the bonds and securities held in escrow.

Date: _____ Signed: _____

I hereby elect to tender a retainage bond for some or all of the retained percentage in accordance with RCW 60.28.011(6). Such bond shall be issued by a surety accepted for business in this state by the Washington Insurance Commissioner and with an A.M. Best rating of at least B plus and otherwise acceptable by the Owner (City).

Date: _____ Signed: _____

ATTACHMENT C
Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date April 1, 2021 the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Bidder’s Business Name

Signature of Authorized Official*

Printed Name

Title

Date

City

State

Check One:

Sole Proprietorship Partnership Joint Venture Corporation

State of Incorporation, or if not a corporation, State where business entity was formed:

If a co-partnership, give firm name under which business is transacted:

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

ATTACHMENT D
PROJECT – SCOPE OF WORK
DRY FIRE SYSTEM REPLACEMENT

The City is in need of a licensed contractor to perform the removal and installation of a new dry fire system at the City of Bainbridge Islands Operations and Maintenance Facility. The City has approximately 1900 feet of steel dry fire system pipe that has gone bad and needs replacement. The dry fire system is located under a steel canopy that houses the city's operations and maintenance equipment. The Contractor shall be responsible for performing all labor and materials (including any necessary permits) to properly remove and replace the existing dry fire system. The Contractor shall install the system per manufactures recommendation and to the city fire code. The contractor shall coordinate all work with the City contact.

Bid Item 1: Mobilization & Demobilization

Mobilization and demobilization consist of all pre and post construction expenses including any preparatory work, travel, and any other costs prior to or after the construction project.

Deliverable: All pre and post construction expenses.

Payment: "Mobilization & Demobilization" Lump Sum.

Bid Item 2: Remove Existing Dry Fire System

This bid item consists of removing the existing dry fire system. The contractor will be responsible for the removal and the disposal of approximately 1900 feet of deteriorated dry fire sprinkler pipe and all other related fittings, hangers, and sprinkler heads attached to the system.

Deliverable: Remove approximately 1900 feet of existing dry fire system pipe

Payment: "Remove Existing Dry Fire System" Lump Sum.

Bid Item 3: Install 420 Feet of 4" Galvanized Schedule 10 Dry Fire Sprinkler Pipe

This bid item consists of installing approximately 420 feet of 4" galvanized schedule 10 dry fire sprinkler main. The contractor will be responsible for all labor and materials including any fittings, hangers, and pipe. to complete the installation of the dry fire sprinkler main.

Deliverable: Install 420 Feet of 4" Galvanized Schedule 10 Dry Fire Sprinkler Pipe including any fittings, hangers and pipe

Payment: "Install 420 Feet of 4" Galvanized Schedule 10 Dry Fire Sprinkler Pipe" Lump Sum.

Bid Item 4: Install 1200 Feet of 1” Galvanized Schedule 10 Dry Fire Sprinkler Pipe

This bid item consists of installing approximately 1200 feet of 1” galvanized schedule 10 dry fire sprinkler branch line. The contractor will be responsible for all labor and materials including any fittings, hangers, and pipe to complete the installation of the dry fire sprinkler branch lines.

Deliverable: Install 1200 Feet of 1” Galvanized Schedule 10 Dry Fire Sprinkler Pipe including any fittings, hangers, and pipe

Payment: “Install 1200 Feet of 1” Galvanized Schedule 10 Dry Fire Sprinkler Pipe” Lump Sum.

Bid Item 5: Install 144 New Sprinkler Heads

This bid item consists of installing 144 new sprinkler heads. The contractor will be responsible for all labor and materials including any fittings, hangers, and pipe to complete the installation of the sprinkler heads.

Deliverable: Install 144 new sprinkler heads including any fittings, hangers, and pipe

Payment: “Install 144 New Sprinkler Heads” Lump Sum.

Bid Item 6: Remove and Replace 19,000 Square Feet of Bird Netting

This bid item consists of removing and replacing 19,000 square feet of bird netting located under the Operations and Maintenance steel canopy.

Deliverable: Remove and replace 19,000 square feet of bird netting.

Payment: “Remove and replace 19,000 square feet of bird netting” Lump Sum.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:55 PM) Ordinance No. 2021-15 Relating to 2021 1st Quarter Budget and Updated Capital Improvement Plan Amendments - Finance,

SUMMARY: This agenda item is for the City Council to consider amendments to the City's 2021 revised budget and corresponding updates to the Capital Improvement Plan. Included with this item is a consolidated Ordinance capturing decisions which have been made previously by the Council for the first quarter budget amendments.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION: I move to forward Ordinance No. 2021-15, amending the City's 2021 revised budget and the 2021 - 2026 update to the Capital Improvement Plan, for consideration of approval with the May 25, 2021 consent agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

Amount:	
Ongoing Cost:	\$200,000.00
One-Time Cost:	\$706,602.00
Included in Current Budget?	No

BACKGROUND: Please see the attached transmittal memo for a detailed overview of all requested items.

ATTACHMENTS:

[2021 1st QTR BUA Transmittal Memo.docx](#)

[ORD 2021-15 2021 1st QTR Budget and CIP Amendments - Final.docx](#)

[Ord 2021-15 Attachment A - Q1 Budget Amendments.pdf](#)

FISCAL DETAILS: General Fund total expenditure increase is \$520,602. Street Fund total expenditure increase is \$71,000. Transportation Benefit Fund total expenditure increase is \$130,000. Capital

Construction Fund total expenditure increase is \$40,000. Water Fund total expenditure increase is \$110,000. Stormwater Fund total expenditure increase is \$35,000.

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

Finance and Administrative Services Department

Memorandum

Date: May 11, 2021

To: City Council
Ellen Schroer, Interim City Manager

From: Kim Dunscombe, Budget Manager

Subject: 1st Quarter Budget Amendments

The Finance and Administrative Services Department brings budget adjustments to Council for consideration on a regular basis. Attached for Council's consideration is an ordinance with first quarter budget amendments. The proposed ordinance also includes an amendment to the 2021 – 2026 Capital Improvement Plan. The following 15 budget amendments are proposed:

Capital Requests – 3 items, Total of \$150,000

- Dry Fire Sprinkler Replacement – In December 2020, a leak developed in the dry fire protection sprinkler piping system for the vehicle storage area at the Public Works O&M Facility. An investigation revealed the piping system was beyond repair and in need of total replacement. Total project cost is \$60,000. Funding for part of this project will come from the deferral of City Hall HVAC repair which is \$35,000. This request is for the remaining \$25,000.
- Country Club Bulkhead Reconstruction Project – In the 2019-2020 Revised Budget this operating project was planned for construction in 2020. As work progressed, it became clear this qualified as a capital project. Through the 2021-2026 Capital Improvement Plan development, Council made a motion to postpone this project until 2023. Therefore, this project has no funding in 2021. However, since the project started in 2019, staff has spent a considerable amount of time and professional services for project design required to continue for the application of Army Corps of engineer permit. This \$15,000 request would allow design work that is almost complete to continue and be completed in 2021.
- Winslow Fire Flow Improvements – As part of the street and utility work planned for the east side of Wyatt Way in conjunction with the Wyatt Way Reconstruction Project and the Annual Drainage Projects, the staff have identified a critical water main replacement/upgrade that could be efficiently added to the scope of work. Construction

funding for this project is included in the CIP, but staff is requesting shifting budget of \$110,000 from 2022 to fund the project in the current year. Total project cost does not change.

Operating Request –11 items, \$756,602

- Business Grants – On February 23, 2021 Council authorized a budget amendment for a total of \$210,000 for the following items:
 - Establish a Bainbridge Island Small Business Relief Program in the amount of \$200,000.
 - An agreement with Kitsap Economic Development Alliance to administer the Bainbridge Island Small Business Relief Program in the amount of \$5,000.
 - An additional \$5,000 for outdoor venue purchases.
- Council Salary – In a letter from the Salary Commission to City Council dated April 19, 2021 the Salary Commission legally determined, effective immediately, all Members of City Council salary should be \$36,000 per year and each Council-elected Mayor shall receive \$48,000 per year. A budget amendment in the amount of \$200,000 is required to cover additional salaries and associated benefits.
- City Hall Repairs – On April 13, 2021 Council approved a budget amendment in the amount of \$20,602 for needed additional services related to roof repair design, submittal review, engineers' estimate, change order evaluation, and inspection. Also, on April 13th, Council approved a budget amendment in the amount of \$70,000 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.
- Council Chamber Broadcasting Upgrades – In the process of upgrading the audio-visual control room in the Chambers, staff discovered required upgrades to Extron equipment, which is a piece of hardware that tells the system what information is to feed the broadcasts. Staff also identified the need for new monitors on the dais. In addition, we added a new "Zoom hybrid" capability to the Chambers. This \$25,000 adjustment allows meeting participants to attend meetings from in the Chambers, or remotely via Zoom, with both types of attendees appearing on the meeting broadcasts/recordings. These upgrades are funded with Public, Education & Government (PEG) restricted cable fee revenue.
- BI Parks Interlocal Agreement – On January 26, 2021 Council authorized a budget amendment in the amount of \$20,000 to support activities associated with execution of the Interlocal Agreement (ILA) between the City and Bainbridge Island Parks District. The ILA is a partnership intended to share resources and create efficiencies in performing certain trail construction and maintenance, native planting and shoreline restoration, landscaping, mowing, weeding, and other similar operations and functions.
- Sustainable Transportation Plan – On April 27, 2021 Council authorized a budget amendment in the amount of \$38,500 for the design professional services agreement associated with the City's sustainable transportation plan. The amendment is needed for additional meetings with the Task Force and the Technical Advisory Committee, and to extend the timeframe of the contract through September 2021.

- Safer Routes to School – On January 26, 2021 Council approved a budget amendment in the amount of \$7,500 for a proposed plan that would ease congestion associated with the return-to-school plan. The proposed spending was from the Council Contingency budget within the General Fund. Spending for this project is transportation related, and therefore spent out of the Street Fund. This request increases Street Fund budget and reduction of the Council Contingency budget by \$7,500.
- Traffic Calming Solar Powered Speed Signs – On March 9, 2021 Council approved a budget amendment in the amount of \$70,000 for the purchase of 11 solar powered radar speed signs to reduce vehicle speeds in locations where speeding has been identified as a concern and there is a high presence of pedestrians and bicyclists.
- Grow Avenue Traffic Calming Design and Traffic Calming Handbook – On March 23, 2021 Council authorized a budget amendment in the amount of \$35,000 for the following three items;
 - \$15,000 for the development of an Island-specific traffic calming handbook for reference in the development of neighborhood traffic calming projects.
 - \$10,000 for community engagement and a preliminary analysis of traffic calming options for Grow Avenue.
 - \$10,000 for a preliminary analysis of traffic calming and safety enhancements at the Grand Forest Miller Road crossing
 - And formal solicitation of traffic calming requests from the community for evaluation later in the year.
- Madison Ave Non-motorized and Utility Project – On March 23, 2021 Council authorized a budget amendment in the amount \$25,000 for the evaluation of combining three priority projects (Madison Sidewalk, Village Basin Sewer Improvements, and Madison Reconstruction) into one project for cost efficiencies and to mitigate limitations on staff resources by focusing on a series of improvements along one corridor in a single project.
- Yeomalt Emergency Stormwater Repair – Resolution 2021-06 Proclaiming and Declaring an Emergency at NE Yeomalt Point Drive was approved by Council on February 9, 2021 for \$35,000. Winter storms accelerated the deterioration of existing drainage facilities in NE Yeomalt Point Drive and caused local flooding of the public road and adjacent property and homes. O&M crews provided 24-hour pumping operations.

Technical Request – 1 item, zero budget impact

- Electric Car Charging Station – This item was originally approved for funding during the 2020 Modified Budget process fall of 2019 and was recently approved to continue the project through the 2020 carryforward ordinance. Funding for this project was planned in the General Fund. After further discussion, Finance has determined the Street Fund is more appropriate for this type of project. This request moves spending authority from the General Fund to the Street Fund and does not increase over-all spending.

Thank you for your consideration of these requests.

ORDINANCE NO. 2021-15

AN ORDINANCE of the City of Bainbridge Island, Washington, amending the 2021-2022 biennial budget and associated provisions of the 2021-2026 Capital Improvement Plan and providing for uses not foreseen at the time the budget was adopted.

WHEREAS, on November 24, 2020, the City Council adopted the 2021-2022 biennial budget via Ordinance No. 2020-31; and

WHEREAS, on February 23, 2021, the City Council adopted funding for carryover items for work funded in 2020 but to be performed in 2021 via Ordinance No. 2021-08; and

WHEREAS, a number of situations have occurred during 2021 which require the City to expend money on items, projects, and categories not included in the 2021 budget and to adjust the 2021-2026 Capital Improvement Plan accordingly.

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

Section 1. Ordinance No. 2020-31 and the 2021 budget, as modified by Ordinance No. 2021-08, are amended as shown in the attached Exhibit A.

Section 2. In that some of the budget expenditures that are the subject of this ordinance directly relate to the City’s 2021-2026 Capital Improvement Plan, the 2021-2026 Capital Improvement Plan is hereby correspondingly amended as to the related expenditures that are the subject of this ordinance, as described and shown in the attached Exhibit A.

Section 3. The City’s Finance Director is authorized and directed by this ordinance to make the necessary changes to the 2021-2022 biennial budget and the 2021-2026 Capital Improvement Plan. The Finance Director is further directed to make sufficient interfund equity transfers from the appropriate funds to cover the added amounts authorized by this ordinance.

Section 4. 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 5. This ordinance shall take effect and be in force five (5) days from its passage and publication as required by law.

PASSED by the City Council this ___ day of _____ 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 30, 2021
PASSED BY THE CITY COUNCIL: ___ __, 2021
PUBLISHED: ___ __, 2021
EFFECTIVE DATE: ___ __, 2021
ORDINANCE NO: 2021-15

Attached: Exhibit A

Exhibit A to Ordinance No. 2021-15

2021 BUDGET AMENDMENTS

Presented to City Council

Approved on May _____, 2021

SUBJECT	DESCRIPTION	FUND / Department	Change amount requested	Change to Appropriation	On-going
Business grants	This item increases appropriation authority and amends the 2021 budget for local business grants approved by Council on February 23, 2021.	General Fund / Finance	\$ 210,000	Increase	No
Council salary Increase	This item increases appropriation authority and amends the 2021 budget for Salary Commission determination to increase Council salaries as stated in a letter from the Salary Commission to City Council dated April 19, 2021.	General fund / City Council	\$ 200,000	Increase	Yes
City Hall Repairs	This item increases appropriation authority and amends the 2021 budget for professional design services and additional car decking, plywood, and insulation for City Hall Repair project as approved by Council on April 13, 2021.	General Fund / Public Works	\$ 90,602	Increase	No
Council Chamber broadcasting upgrades	This item increases appropriation authority and amends the 2021 budget for activities related to the City's computer equipment and various other IT related needs for Council Chamber programming. This project is eligible for PEG funding.	General Fund / Information Tech	\$ 25,000	Increase	No
Interlocal agreement for trail maintenance	This item increases appropriation authority and amends the 2021 revised budget for City of Bainbridge Island and BI Metropolitan Parks & Recreation District for trail construction, maintenance and other activities related to the ILA approved by Council on January 26, 2021.	General Fund / Executive	\$ 20,000	Increase	No
Electric Car Charging Station	This item reduces the General Fund support for the purchase and installation of an electric car charging station. Overall project spending does not change.	General Fund / Public Works	\$ (25,000)	Decrease	No
TOTAL GENERAL FUND EXPENDITURE INCREASE			\$ 520,602		
Sustainable Transportation Plan	This item increases appropriation authority and amends the 2021 budget for amendment No.2 to the Nelson Nygaard design services contract as approved by Council on April 27, 2021.	Streets Fund / Public Works	\$ 38,500	Increase	No
Electric Car Charging Station	This item increases appropriation authority and amends the 2021 budget for the purchase and installation of an electric car charging station. This item was approved as a carry over request from 2020. Finance team has determined the operating expense more appropriately fits in the Streets Fund as opposed to the General Fund where the item was originally budgeted.	Streets Fund / Public Works	\$ 25,000	Increase	No

SUBJECT	DESCRIPTION	FUND / Department	Change amount requested	Change to Appropriation	On-going
Safe Routes to School	This item increases appropriation authority and amends the 2021 budget for the safer routes to school implementation as approved by Council on January 26, 2021. Project spending is in the Street Fund and project funding is from Council contingency budget.	Streets Fund / Public Works	\$ 7,500	Increase	No
	TOTAL STREET FUND EXPENDITURE INCREASE		\$ 71,000		
Traffic calming solar powered speed signs	This item increases appropriation authority and amends the 2021 budget for the purchase of eleven (11) solar powered radar speed signs as approved by Council on March 9, 2021.	Transportation Benefit Fund / Public Works	\$ 70,000	Increase	No
Grow Avenue design and traffic calming handbook	This item increases appropriation authority and amends the 2021 budget for the development of a City traffic calming policy handbook and an associated preliminary design for calming and safety projects on Grow Ave as approved by Council on March 23, 2021.	Transportation Benefit Fund / Public Works	\$ 35,000	Increase	No
Madison Avenue Non-Motorized / Utility project	This item increases appropriation authority and amends the 2021 budget for the concept design options and cost estimates for combining the Madison Ave non-motorized and utility projects as approved by Council on March 23, 2021.	Transportation Benefit Fund / Public Works	\$ 25,000	Increase	No
	TOTAL TRANSPORTATION BENEFIT FUND EXPENDITURE INCREASE		\$ 130,000		
Dry Fire Sprinkler Replacement	This item increases appropriation authority and amends the 2021-2026 CIP for the replacement of the dry fire sprinkler at the Public Works Yard.	Capital Construction Fund / Public Works	\$ 25,000	Increase	No
Country Club Bulkhead Reconstruction	This item increases appropriation authority and amends the 2021-2026 CIP for the permit fee associated with the Country Club Bulkhead Reconstruction project that was postponed to 2023.	Capital Construction Fund / Public Works	\$ 15,000	Increase	No
	TOTAL CAPITAL CONSTRUCTION FUND EXPENDITURE INCREASE		\$ 40,000		
Winslow Fire Flow Improvements	This item increases appropriation authority and amends the 2021-2026 Capital Improvement Plan for the Winslow Fire Flow Improvement capital project. This request moves project spending forward from 2022 to 2021. This request does not increase project spending in total.	Water Fund / Public Works	\$ 110,000	Increase	No
	TOTAL WATER FUND EXPENDITURE INCREASE		\$ 110,000		

SUBJECT	DESCRIPTION	FUND / Department	Change amount requested	Change to Appropriation	On-going
Yeomalt Emergency Repair	This item increases appropriation authority and amends the 2021 budget for the drainage pipe repair required on NE Yeomalt Point Drive. Resolution 2021-06 Proclaiming and Declaring an Emergency at NE Yeomalt Point Drive and Approving Emergency Work was approved by Council on February 9, 2021.	Stormwater Fund / Public Works	\$ 35,000	Increase	No
	TOTAL STORMWATER FUND EXPENDITURE INCREASE		\$ 35,000		
	TOTAL BUDGET AMENDMENTS		\$ 906,602		



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:05 PM) Resolution No. 2021-08 Updating the Governance Manual - Executive,

SUMMARY: The City Council will consider Resolution No. 2021-08, which would update the Governance Manual based on direction from the Council relating to Council meeting procedures and policies regarding disruptive conduct and speech.

AGENDA CATEGORY: Resolution

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to forward Resolution No. 2021-08 for approval with the May 25, 2021 Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Resolution No. 2021-08 Updating the Governance Manual.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

RESOLUTION NO. 2021-08

A RESOLUTION of the City of Bainbridge Island Amending the Manual of City Governance Policies, Procedures and Guidelines for the Council-Manager Form of Government.

WHEREAS, the City Council desires that the City’s government be transparent and accountable to the public; and

WHEREAS, written principles, policies, and procedures best assure an atmosphere conducive to principled, accountable, and transparent governance; and

WHEREAS, the City Council seeks to govern in a manner that is responsive to the community, in collaboration with City management, and in a business-like and professional manner; and

WHEREAS, on July 14, 2020, the City Council adopted Resolution No. 2020-15, adopting the most recent version of the “City of Bainbridge Island Manual of City Governance Policies, Procedures and Guidelines”; and

WHEREAS, constitutional law identifies certain speech or behavior as disruptive to City business; and

WHEREAS, in 2019, the Washington State Legislature found, among other findings set forth in RCW 9A.36.078, that crimes and threats against persons because of their race, color, religion, ancestry, national origin, gender, sexual orientation, gender expression or identity, or mental, physical, or sensory disabilities are serious and increasing; and

WHEREAS, disruptive speech or behavior discourages inclusion and participation of all members of the community at City Council meetings; and

WHEREAS, disruptive speech or behavior prevents the City Council from carrying out its duties to the members of the community of Bainbridge Island at City Council meetings; and

WHEREAS, disruptive speech or behavior is not relevant to good governance of the community of Bainbridge Island.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BAINBRIDGE ISLAND DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council hereby amends the “City of Bainbridge Island Manual of City Governance Policies, Procedures and Guidelines” as follows:

5.6 Respect and Decorum

It is the duty of the Presiding Officer and Councilmembers to maintain dignity and respect for their offices, City staff, and the public. While the Council is in session, the Councilmembers shall preserve civility, order, and decorum. No member of the public shall, by conversation or otherwise, delay, disrupt, or interrupt the proceedings of the Council, nor ~~disparage any person while speaking~~ engage in

any of the prohibited behavior described below. Councilmembers and the public shall obey the proper orders of the Presiding Officer of the meeting.

5.6.1. Orderly Behavior and Civility in Remarks

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

- (a) Speaking without being recognized by the Presiding Officer.
- (b) Continuing to speak after the allotted time has expired.
- (c) Speaking on an item at a time not designated for discussion by the public of that item, such as speaking on a quasi-judicial item at a time other than during a public hearing or closed record proceeding on the matter.
- (d) Throwing objects.
- (e) Speaking on an issue that is not within the jurisdiction of the City Council or is otherwise irrelevant to Council business.
- (f) Speaking in favor of or in opposition to a ballot proposition or a candidate for public office, provided, that public comment is allowed when the City Council is considering taking a collective position in favor of or in opposition to a ballot proposition as authorized in RCW 42.17A.555.
- (g) Impersonating a City Councilmember or a member of the City staff.
- (h) Shouting or otherwise engaging in loud or boisterous behavior.
- (i) Continuing to make repetitive remarks after being requested not to do so by the Presiding Officer or a majority of the City Council.
- (j) Attempting to engage the audience rather than the Council, e.g., asking audience members to stand, clap, boo or otherwise express collective support or opposition to any matter.
- (k) Booing, hissing, or otherwise disrupting the comments of another speaker.
- (l) Using racial slurs or other slurs directed at the color, creed, religion, ancestry, gender, sexual orientation, gender expression or identity, national origin, citizenship or immigration status, or mental, physical, or sensory disability of any individual or group, or any other words considered "fighting words" under constitutional law.
- (m) Refusing to modify conduct after being advised by the Presiding Officer that the conduct is disrupting the meeting or disobeying any other lawful order of the Presiding Officer or a majority of the City Council.

5.6.2. Permission Required to Address the Council

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

Section 2. This resolution shall take effect immediately upon its passage.

PASSED by the City Council this _____ day of May, 2021.

APPROVED by the Mayor this _____ day of May, 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK: May 6, 2021
PASSED BY THE CITY COUNCIL: _____, 2021
RESOLUTION NUMBER: 2021-08



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 11, 2021

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (8:15 PM) Ordinance No. 2021-16 Updating the City Advisory Board, Commission, Committee, and Task Force Member Appointment and Confirmation Process - Executive,

SUMMARY: The City Council will consider Ordinance No. 2021-16, which would update the appointment and confirmation process and make related changes to Chapter 2.01 and other chapters of the Bainbridge Island Municipal Code related to City advisory boards, commissions, committees, and task forces.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to forward Ordinance No. 2021-16 for approval with the May 25, 2021 Consent Agenda.

STRATEGIC PRIORITY: Good Governance

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Ordinance No. 2021-16.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2021-16

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Titles 2, 3, 16, and 18 of the Bainbridge Island Municipal Code to revise the member appointment and confirmation process for City Advisory Committees.

WHEREAS, the City Council has previously created various advisory boards, commissions, committees, and task forces, which are known collectively as “City Advisory Committees,” to provide recommendations to the Council and perform other functions for the City; and

WHEREAS, the City Council now desires to revise the member appointment and confirmation process for City Advisory Committees; and

WHEREAS, the City Council acknowledges that to revise the appointment and confirmation process for City Advisory Committees, a variety of provisions in the Bainbridge Island Municipal Code must be amended relating to that process.

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

Section 1. A new Section 2.01.015, Council Advisory Committee Member Appointment and Confirmation Process, is added to the Bainbridge Island Municipal Code as follows:

2.01.015 Council Advisory Committee Member Appointment and Confirmation Process

- A. Recommendations of appointments of members to City Advisory Committees shall be provided by a member selection panel composed of two or three Council members, including the Council liaison(s), with the chair from the subject advisory committees, if applicable, serving in an advisory role in the member selection process.
- B. The recommendations from the selection panel shall be forwarded to the City Council, and Council confirmation shall require a majority plus one vote of the entire membership of the Council.
- C. For City Advisory Committees in which state law requires appointment by the Mayor (e.g., Planning Commission), the selection panel shall first forward their recommendation to the Mayor, and if the Mayor consents with the panel’s recommendation, the Mayor shall then forward the recommendation to the Council.

Section 2. Section 2.14.020.C.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

The commission shall consist of seven members, ~~appointed by the mayor and confirmed by the city council~~ and the appointments and confirmations of those members shall be

governed by Chapter 2.01 BIMC. All seven members of the commission shall be residents of the city. The members shall not be employees or officers of the city or appointed to another city committee, board or commission, except for specialized committees or task forces of limited duration. The commission shall reflect the diverse perspectives, work experiences and backgrounds represented in the community. Each commissioner shall endeavor to understand and agree to uphold the city's adopted comprehensive plan.

Section 3. Section 2.14.040.A.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a design review board (board) for the city. The design review board shall consist of seven members, ~~who shall be appointed by the mayor and confirmed by the city council and the appointments and confirmations of those members shall be governed~~ by Chapter 2.01 BIMC. Board membership shall include at least one representative with expertise in the following disciplines and/or groups: landscape architecture; urban design; public art committee or local artist; developers; at-large community member; and at least two architects. The members of the design review board shall not be officers or employees of the city or appointed to another city committee, board or commission, except for specialized committees or task forces of limited duration.

Section 4. Section 2.16.210.E.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

Upon the city council's approval to commence the subarea planning process for a designated center or neighborhood, ~~the mayor, with confirmation by the city council, shall appoint~~ a subarea planning steering committee for that designated center or neighborhood ~~shall be appointed, and the appointments and confirmations of those~~ members shall be governed by Chapter 2.01 BIMC. The steering committee shall be comprised of an odd number of members, totaling no more than nine, with the total number of members to be determined by the city council. The majority of the committee shall be comprised of representatives from categories in subsections E.2.a. and E.2.b. of this section. The term of the steering committee members shall be until the completion of the subarea planning process under this chapter. The removal and resignation of members shall be governed by Chapter 2.01 BIMC. Demotion of the chairperson shall be governed by Chapter 2.01 BIMC.

Section 5. Section 2.32.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a multi-modal transportation advisory committee for the city, hereinafter called the committee. The committee shall consist of seven voting members, ~~who shall be appointed by the mayor and confirmed by vote of the city council and the appointments~~ and confirmations of those members shall be governed by Chapter 2.01 BIMC. The membership of the committee should reflect the many interests impacted by transportation decisions, including, without limitation, motorists, pedestrians, bicyclists,

and public transportation users. In addition, the Bainbridge Island Metropolitan Park and Recreation District and the Bainbridge Island School District have expressed a desire to provide liaisons to the committee. Liaisons will be nonvoting members and may be elected officials and/or staff members as selected by Bainbridge Island Metropolitan Park and Recreation District and Bainbridge Island School District, respectively.

Section 6. Section 2.33.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a utility advisory committee for the city, hereinafter referred to as the committee. The committee shall consist of seven voting members, ~~who shall be appointed by the mayor and confirmed by vote of the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC. The members shall not be officers or employees of the city and shall be residents of the city. The members shall not be appointed to another city committee, board or commission, except for specialized committees or task forces of limited duration. Additionally, at least one member of the city council shall serve as an ex officio, nonvoting member of the committee.

Section 7. Section 2.35.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a marine access committee for the city, hereinafter called “the committee.” The committee shall consist of seven voting members, ~~who shall be appointed by the mayor and confirmed by vote of the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC.

Section 8. Section 2.36.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created an environmental technical advisory committee for the city, hereinafter called the committee. The committee shall consist of nine members, ~~who shall be appointed by the mayor and confirmed by a vote of the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC.

Section 9. Section 2.37.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a climate change advisory committee for the city, hereinafter referred to as the committee. The committee shall consist of nine members, ~~who shall be appointed by the mayor and confirmed by a vote of the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC.

Section 10. Section 2.40.040.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

Elected Officials or Appointees. The members of the board of commissioners shall be the board of county commissioners of Kitsap County, the mayor of Port Orchard, Washington, the mayor of Poulsbo, Washington, and a city council member of Bainbridge Island or such persons as the elected officials from those jurisdictions may appoint to serve in their place. The city council of Bainbridge Island will designate one of its members to serve on the board, or the city council may appoint another individual to serve in place of one of the council members-, and the appointment and confirmation of that member shall be governed by Chapter 2.01 BIMC.

Section 11. Section 2.41.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a human services funding advisory task force for the city, hereinafter called the “task force.” The task force shall consist of seven voting members, ~~who shall be appointed by the mayor and confirmed by vote of the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC. Members of the task force shall serve for a single term, to be specified at the time of appointment, that coincides with the city’s work to review proposals for funding from community organizations. A member may be reappointed to a separate, subsequent term, but no member of the task force shall be appointed to more than three consecutive terms unless the city council determines that special expertise is required, or there are no other qualified applicants.

Section 12. Section 2.43.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a cultural funding advisory task force for the city, hereinafter called the “task force.” The task force shall consist of seven voting members, ~~who shall be appointed by the mayor and confirmed by vote of the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC. Members of the task force shall serve for a single term, to be specified at the time of appointment, that coincides with the city’s work to review proposals for funding from community organizations. A member may be reappointed to a separate, subsequent term, but no member of the task force shall be appointed to more than three consecutive terms unless the city council determines that special expertise is required, or there are no other qualified applicants.

Section 13. Section 2.72.030.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

The committee shall consist of a maximum of nine members, ~~who shall be appointed by the mayor and approved by the city council~~ and the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC.

Section 14. Section 2.74.010.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a salary commission for the city. The commission shall consist of seven members, ~~to be appointed by the mayor with the approval of the city council and the~~ appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC.

Section 15. Section 3.65.040 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

There is created a special fund in the treasury of the city, to be known as the “civic improvement fund.” All taxes collected under this chapter shall be placed in the fund and shall be used for purposes provided for in Chapter 67.28 RCW. Pursuant to Chapter 67.28 RCW, including RCW 67.28.1817, the city council shall appoint a lodging tax advisory committee to advise the city council on the use of the city’s civic improvement funds. The appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC.

Section 16. Section 16.24.060.A. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

A seven-member selection committee shall be appointed within 90 days following the effective date of this chapter. The appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC. The selection committee shall advise the city council in the selection of eligible lands offered for acquisition by their owners. Members shall be nominated by the mayor and approved by the city council.

Section 17. Section 18.24.020.B.1. of the Bainbridge Island Municipal Code is hereby amended to read as follows:

The historic preservation commission shall consist of seven members, ~~who shall be appointed by the mayor and approved by the city council in accordance with this chapter and~~ the appointments and confirmations of those members shall be governed by Chapter 2.01 BIMC. The historic preservation commission shall include at least three members who have experience in identifying, evaluating and protecting historic resources and who are selected from among the disciplines of history, architecture, landscape architecture, architectural history, historic preservation, planning, cultural anthropology, archaeology, biology, geography, cultural geography, American studies, law, and real estate, referred to in this chapter as the “professional positions.” An action taken by the historic preservation commission shall not be invalid due to the temporary vacancy of any or all of the professional positions, unless the certification agreement between the city and the State Historic Preservation Office (SHPO) provides otherwise.

Section 18. 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 19. This ordinance shall take effect and be in force five days from and after its passage, approval, and publication as required by law.

PASSED by the City Council this ____ day of _____, 2021.

APPROVED by the Mayor this ____ day of _____, 2021.

Rasham Nassar, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, CMC, City Clerk

FILED WITH THE CITY CLERK:	May 6, 2021
PASSED BY THE CITY COUNCIL:	_____, 2021
PUBLISHED:	_____, 2021
EFFECTIVE DATE:	_____, 2021
ORDINANCE NO.	2021-16