CITY OF
BAINBRIDGE ISLAND

CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, AUGUST 14, 2018

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

AGENDA

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

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

3. **PUBLIC COMMENT**

4. **MAYOR'S REPORT**

5. **CITY MANAGER'S REPORT**

6. **PRESENTATION(S)**

   6.A 6:05 PM Presentation by Puget Sound Energy (PSE) on Green Direct Program, 20 Minutes
   Green Direct Overview CC 14Aug2018
   PSE Green Direct Cost Model-Aug 2018
   PSE - Renewable Energy Services Agreement
   PSE Customer Cover Letter (Legal) - Example

7. **PUBLIC HEARING(S)**

   7.A 6:25 PM Ordinance No. 2018-25 Relating to Landmark Tree Preservation - Planning, 20 Minutes
   Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618

   7.B 6:45 PM Ordinance No. 2018-28 Relating to 2018 Federal Emergency Management Agency Floodplain Code Amendment – Planning,
   10 Minutes
   Ordinance No. 2018-28 - FEMA Floodplain Code Update

8. **UNFINISHED BUSINESS**

8.A 6:55 PM 2018 Midyear Report on Citywide Workplan Priorities - Executive, 15 Minutes
2018 Workplan-Midyear Report

8.B 7:10 PM Resolution No. 2018-17 Stating the Council's Intention to Approve an Ordinance Creating the Powers of Initiative and Referendum - Councilmember Peltier, 30 Minutes
Resolution No. 2018-17 Relating to Initiative and Referendum Powers
Draft Ordinance - BI Initiative Referendum Powers
MRSC Initiative and Referendum Guide

9. NEW BUSINESS

9.A 7:40 PM Ordinance No. 2018-19 Modifying BIMC Chapter 16.18 Land Clearing and BIMC Section 18.15.010 with Consideration for "Landmark Tree" Regulations - Planning, 30 Minutes
CC Staff Memo
Ordinance No. 2018-19 Tree Regulations
Exhibit A 2018-19 Ch 16.18
Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618.pdf

9.B 8:10 PM Waterfront Park Bridge Repair Project - Public Works, 10 Minutes
2013 KPFF Waterfront Park Bridge Assessment Final Report

9.C 8:20 PM 2018 Midyear Report - Finance, 20 Minutes
2018 Midyear Financial Report
Attachments A - G Budgetary Reports
Attachment H Surplus Property Report - 2018
Attachment I Project Status Jul 18 2018
Mid Year Report CC 081418 Powerpoint Slides

9.D 8:40 PM Ordinance No. 2018-29 Relating to 2018 Midyear Budget Amendments - Finance, 10 Minutes
Ordinance No. 2018-29 Relating to 2018 2nd QTR Budget Adjustments
2nd QTR BUA CC 081418 Powerpoint Slides

9.E 8:50 PM Ordinance No. 2018-30, Establishing a Fee-In-Lieu Option for Certain Lots with Affordable Housing Restrictions - Executive, 15 Minutes
Draft - Ordinance No 2018-30 - Establishing a Fee-In-Lieu Option for Certain Lots with Affordable Housing Restrictions
HRB Calculations for Affordable Selling Price for a Residential Building Lot

9.F 9:05 PM Commercial/Residential Ratio for Mixed Use Development in Central Winslow - Planning, 15 Minutes
BIMC Table 18.12.020-3
Central Winslow Zoning Map

9.G 9:20 PM Appointment of Bainbridge Island Representative to Bremerton Kitsap Access Television's Public Access Citizens Advisory Committee - Mayor Medina, 5 Minutes
BTAK - Crittenden (Redacted).pdf

9.H 9:25 PM City Manager Search Process - Executive, 10 Minutes

9.I 9:35 PM Consider Removal of Committee Member - Mayor Medina, 10 Minutes

10. CONSENT AGENDA

10.A 9:45 PM Agenda Bill for Consent Agenda, 5 Minutes

10.B Accounts Payable and Payroll
Report to Council of Cash Disbursements 08-15-18
Payroll

10.C Special City Council Meeting Minutes, July 17, 2018
Special City Council Meeting Minutes, July 17, 2018

10.D City Council Study Session Minutes, July 17, 2018
City Council Study Session Meeting Minutes, July 17 2018

10.E Special City Council Meeting Minutes, July 24, 2018
Special City Council Meeting Minutes July 24 2018

11. COMMITTEE REPORTS - 9:50 PM

12. FOR THE GOOD OF THE ORDER - 9:55 PM

13. ADJOURNMENT - 10:05 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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

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

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 20 Minutes

AGENDA ITEM: 6:05 PM Presentation by Puget Sound Energy (PSE) on Green Direct Program,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation **PROPOSED BY:** Executive

RECOMMENDED MOTION:
I move to forward for approval as part of the August 28, 2018, Council Business meeting the Green Direct service agreement with Puget Sound Energy, with a contract term of (10, 15 or 18) years and with participation from (all City accounts, or all non-utility City accounts).

SUMMARY:
Puget Sound Energy's ("PSE's") Customer Renewables Manager, Heather Mulligan, will provide an overview of PSE's Green Direct program. Green Direct allows municipal customers to partner with PSE to add renewable generation capacity to the grid via long-term dedicated contracts. Ms. Mulligan will walk through the program and take questions from Councilmembers.

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	No

BACKGROUND: The Green Direct program is a capacity-limited subscription product. This is the second time the Green Direct program has been presented to the Council. After the first presentation in 2017, the first phase of the product was fully subscribed quickly, so the City of Bainbridge Island did not have the opportunity to enter. This presentation has been scheduled to allow time for the Council to make an informed decision, prior to the opening of phase 2.

PSE will open phase 2 of the program on August 31st at 1:00pm. In order to participate, the City will need to have executed the long-term service agreement (attached) prior to August 31.

As part of the service agreement, the City will need to identify which electricity accounts (facilities) will be included in the program, and will need to select a preferred contract term (10, 15, or 18 years). Slightly lower rates are provided in return for longer term contracts.

Based on current City consumption and rates, the City's cost to participate in Green Direct would be comparable to current costs and perhaps somewhat (roughly 3%) lower.

Included as one of the attachments to this item is an example of the cover letter that PSE has provided to customers who requested further legal clarification regarding the Green Direct program. The letter provides additional background information about the program and regarding the scope and deliverables that are part of the service agreement.

ATTACHMENTS:

Green Direct Overview CC 14Aug2018

PSE Green Direct Cost Model-Aug 2018

PSE - Renewable Energy Services Agreement

PSE Customer Cover Letter (Legal) - Example

FISCAL DETAILS:

Fund Name(s):

Coding:

Voluntary Renewable Energy Option – Green Direct

PUGET SOUND ENERGY

June, 2018

Green Direct – A New Renewable Energy Option

Green Options

GREEN POWER
SCH 135, 136

- PNW REC purchases
- 40,000+ customers
- Residential, commercial, municipal

SOLAR CHOICE
SCH 135

- Solar RECs WA and ID
- Launched 2017
- Residential and small commercial

CARBON BALANCE
SCH 137

- NW Carbon Offsets
- Reduce emissions related to natural gas usage
- Residential, commercial, municipal

GREEN DIRECT
SCH 139

- Long-term partnership with PSE for dedicated energy resources
- Launched 2017
- Large commercial, municipal

Customer Generation

NET METERING
SCH 150

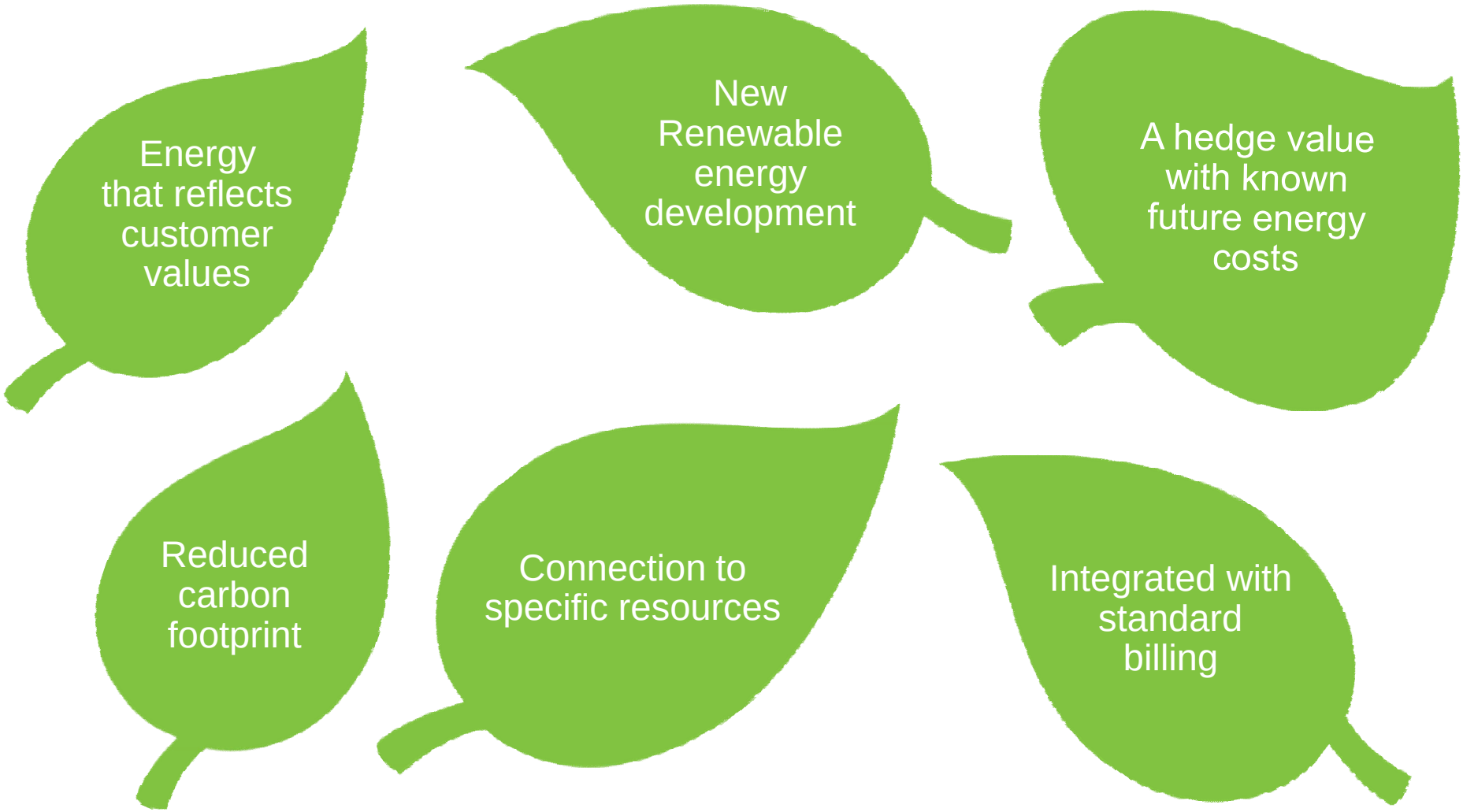
- Up to 100 kW
- Full retail compensation
- ~6,000 customers
- Residential, commercial, municipal, community solar

SMALL POWER PRODUCERS
SCH 91, 152

- 100 kW – 5 MW
- 15 year pricing based on avoided cost
- Small developers

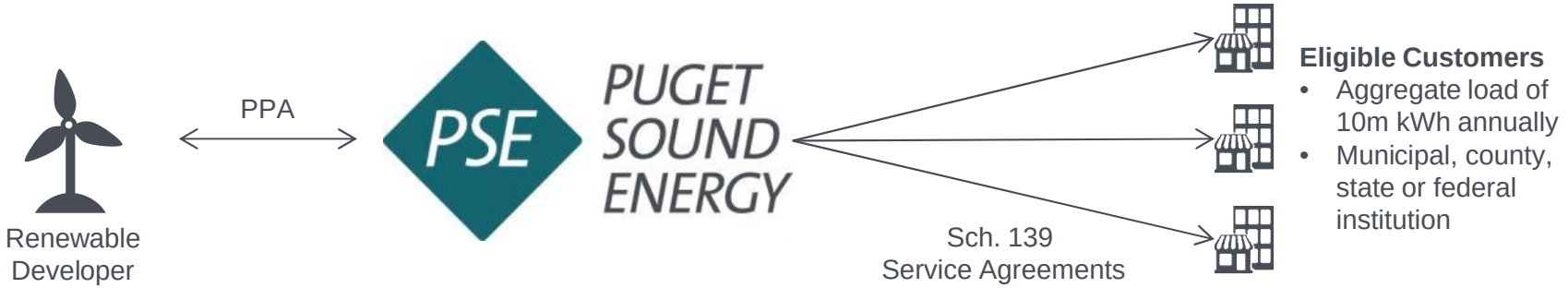
PSE PUGET SOUND ENERGY

Why Green Direct



PUGET SOUND ENERGY

How it works



Credits

Updated during GRC, power-cost only rate cases, and other power-related filings

Standard Energy-Related Power Costs

Not Included:
Demand-Related Power Costs
Transmission & Distribution
Billing, Meters, Meter Reading, Customer Accounting and Services

Charges

Tariff includes price strips for 10, 15, and 18 year service agreements

Cost of Renewable Energy (with RECs)

Losses and Taxes

Billing system updates

Annual reporting of renewable energy certificates, etc

PSE PUGET SOUND ENERGY

Green Direct Cost Comparison

City of Bainbridge Island

Current future cost estimate	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Electricity + RECs through Green Power program	$ 394,317	$ 402,003	$ 409,843	$ 417,840	$ 425,996	$ 434,316	$ 442,802	$ 451,458	$ 460,287	$ 469,293								
Green Direct 10-year contract cost estimate	$ 380,542	$ 388,167	$ 395,920	$ 403,830	$ 411,900	$ 420,161	$ 428,558	$ 437,120	$ 445,880	$ 454,781								
Savings over current future cost estimate	$ 13,775	$ 13,836	$ 13,923	$ 14,010	$ 14,096	$ 14,155	$ 14,245	$ 14,338	$ 14,407	$ 14,511								
Percent savings	3.584%	3.530%	3.482%	3.435%	338.900%	3.336%	3.291%	3.248%	3.200%	3.160%								
Green Direct 18-year contract cost estimate	$ 379,513	$ 387,081	$ 394,822	$ 402,719	$ 410,773	$ 418,989	$ 427,368	$ 435,916	$ 444,634	$ 453,527	$ 462,597	$ 471,849	$ 481,286	$ 490,912	$ 500,730	$ 510,745	$ 520,960	$ 531,379
Savings over current future cost estimate	$ 14,804	$ 14,922	$ 15,021	$ 15,121	$ 15,223	$ 15,327	$ 15,434	$ 15,542	$ 15,653	$ 15,766	$ 15,881	$ 15,999	$ 16,118	$ 16,241	$ 16,365	$ 16,493	$ 16,622	$ 16,754
Percent savings	3.852%	3.807%	3.757%	3.708%	3.660%	3.612%	3.566%	3.521%	3.476%	3.433%	3.390%	3.348%	3.307%	3.267%	3.227%	3.189%	3.151%	3.113%

*Power delivery for Green Direct, phase 2 is scheduled to begin in 2021, following construction of the solar project

Snapshot: 2021			
		Per kwh	Total
	Current plan electricity	$ 0.1180	$ 315,978.00
	Current plan RECs	$ 0.0035	$ 9,379.00
	Total	$ 0.1215	$ 325,357.00
	Electricity	$ 0.1200	$ 315,978.00
	Green Direct price:	$ 0.0468	$ 125,281.00
	Green Direct credit:	$ (0.0481)	$ (128,812.00)
	Total	$ 0.1187	$ 312,447.00

Numbers are for illustrative purposes only and not final
**Green Direct price escalates at 2% annually*
***Green Direct credits are subject to change with any Washington Utilities and Transportation Commission approved rate adjustment*

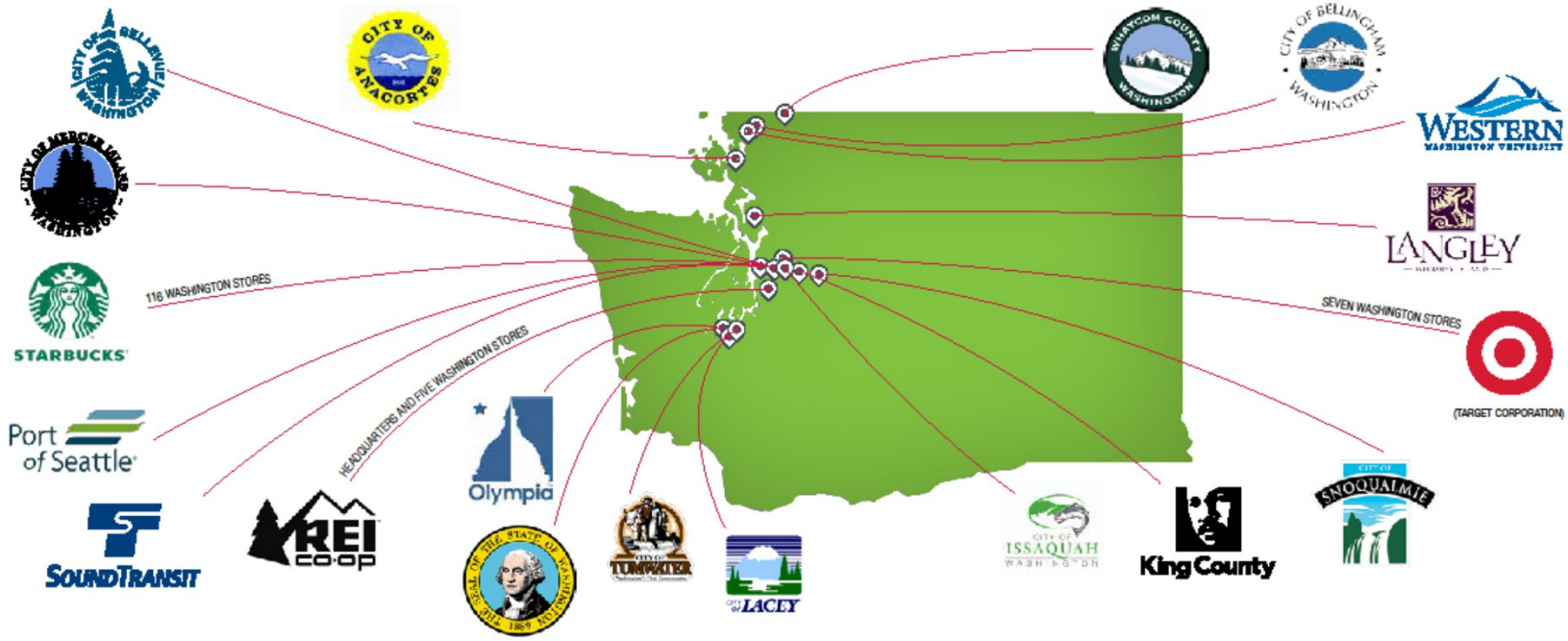
PUGET SOUND ENERGY

Green Direct -- Phase 1

Innovative. Groundbreaking. Pioneering. Green Direct.

We believe in partnerships. Together, with cities, governments and major commercial customers like Target, Starbucks, REI, King County and Sound Transit, we've created Green Direct, an industry-leading renewable energy program that ensures our customers have safe, reliable and affordable energy service for years to come.

PUGET SOUND ENERGY



"PSE's Green Direct project is entirely consistent with our climate goals to take bold steps that will cut our climate footprint and benefit generations to come."

—Dow Constantine, King County Executive

"PSE's Green Direct tariff directly benefits Washington, is a pioneering model for utilities nationwide, and supports REI's success in continuing to operate 100 percent on renewable electricity."

—Vik Sahney, REI Divisional Vice President of Sustainability

"Puget Sound Energy has shown national leadership in this green tariff–the scale of the program and the breadth of the customers served are both groundbreaking."

—Letha Tawney, Director of Utility Innovation at World Resources Institute

Renewable Energy Charge – Phase 2

e. Solar & Wind: 15 Year (13903SW15) Fuel Mix: Solar 36%; Wind 64%

Calendar Year	2021	2022	2023	2024	2025
Rate per kWh	$0.04666	$0.04759	$0.04854	$0.04951	$0.05050

Calendar Year	2026	2027	2028	2029	2030
Rate per kWh	$0.05151	$0.05254	$0.05359	$0.05466	$0.05576

Calendar Year	2031	2032	2033	2034	2035
Rate per kWh	$0.05687	$0.05801	$0.05917	$0.06035	$0.06156

Not available for meters located at service address already under contract for Renewable Energy and enrolled under this tariff schedule from the previous Open Season.

PUGET SOUND ENERGY

Green Direct Summary

Green Direct creates a new partnership between PSE and Customers

Participants are driving the development of new resources -- Additionality

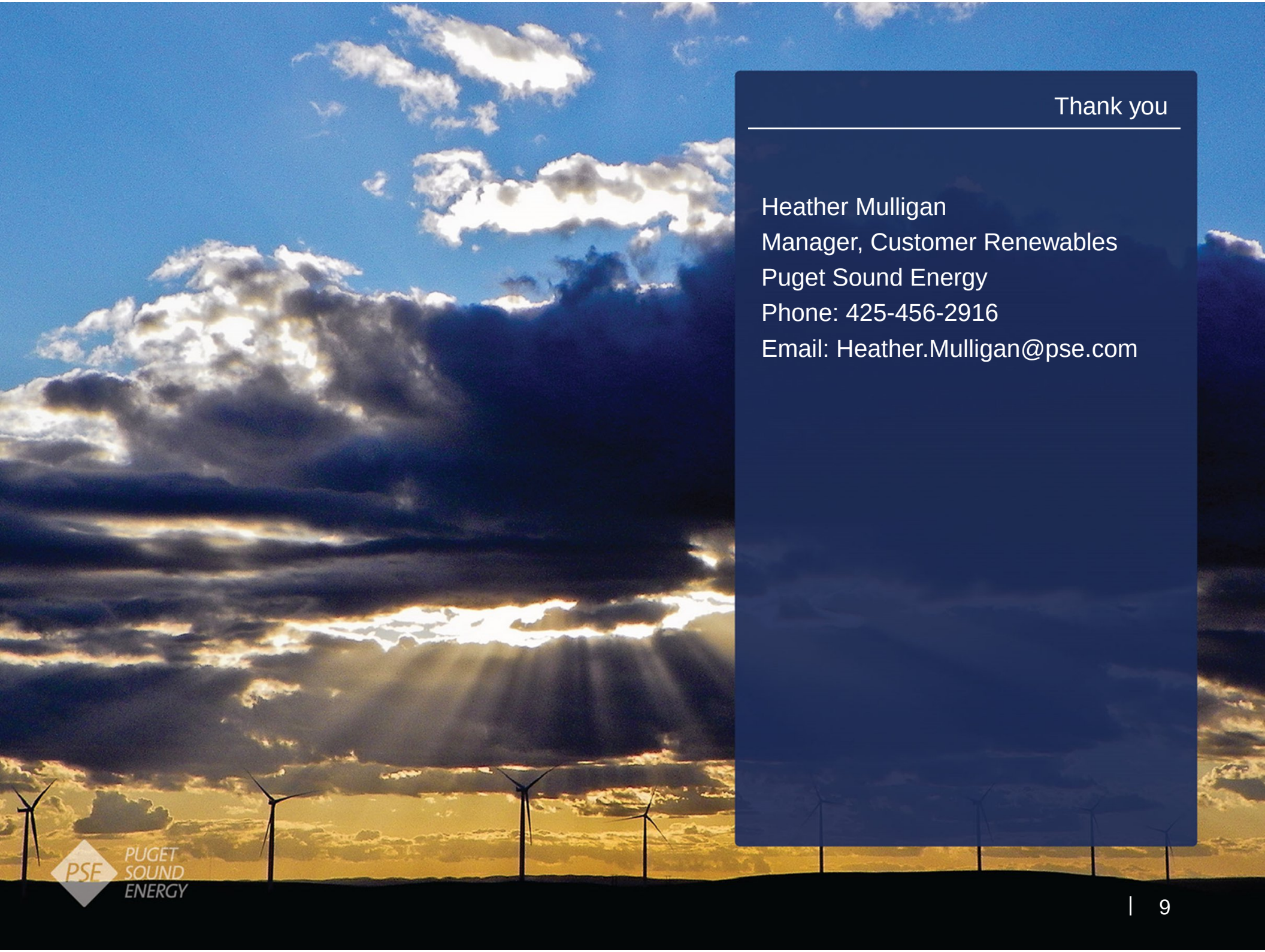
Phase 2 is a blend of wind and solar, beginning in 2021

Customers can sign a 10, 15 or 18 year agreement (with option to renew)

No penalty for reducing loads through EE or onsite generation

Open Enrollment will begin on August 31, 2018 at 1:00pm

PUGET SOUND ENERGY



Thank you

Heather Mulligan
Manager, Customer Renewables
Puget Sound Energy
Phone: 425-456-2916
Email: Heather.Mulligan@pse.com

PUGET SOUND ENERGY

COBI Eligible Meters	44	
2017		
Total Electricity	2,859,609	kWh
Annual Cost	$ 355,042	
Green Direct[1]	2,859,317	kWh

Assumptions	Rate	
Load Growth[2]	0.0%	Annual
Elec Cost[3]	2.0%	Annual
Green Direct	2.0%	Annual
REC Price[4] (2017-18)	$3.50	per MWh
2018 GRC "Credit"[5]	$0.047	per KWh

Scenario Tester

Change the assumptions in the orange cells to compare future cases for electric rates and RECs.

Green Direct Charge[6] $/kWh										10 Year
2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
$ 0.04675	$ 0.04769	$ 0.04864	$ 0.04961	$ 0.05060	$ 0.05162	$ 0.05265	$ 0.05370	$ 0.05478	$ 0.05587	
Credit[5]										
$ (0.0481)	$ (0.0490)	$ (0.0500)	$ (0.0510)	$ (0.0520)	$ (0.0531)	$ (0.0541)	$ (0.0552)	$ (0.0563)	$ (0.0574)	

Baseline Case	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Electricity	$ 355,042	$ 362,143	$ 369,386	$ 376,774	$ 384,309	$ 391,995	$ 399,835	$ 407,832	$ 415,989	$ 424,308	$ 432,795	$ 441,450	$ 450,280	$ 459,285
RECs	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008
Total	$ 365,050	$ 372,151	$ 379,394	$ 386,781	$ 394,317	$ 402,003	$ 409,843	$ 417,840	$ 425,996	$ 434,316	$ 442,802	$ 451,458	$ 460,287	$ 469,293

Green Direct	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
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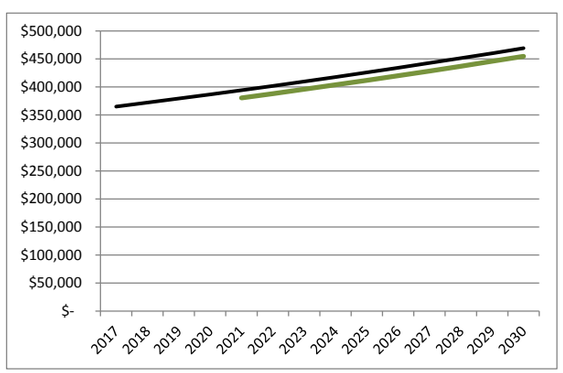
Credit[5]					$ (137,440)	$ (140,189)	$ (142,993)	$ (145,853)	$ (148,770)	$ (151,745)	$ (154,780)	$ (157,876)	$ (161,033)	$ (164,254)
Charge[6]					$ 133,673	$ 136,361	$ 139,077	$ 141,851	$ 144,681	$ 147,598	$ 150,543	$ 153,545	$ 156,633	$ 159,750
Total					$ 380,542	$ 388,167	$ 395,920	$ 403,830	$ 411,900	$ 420,161	$ 428,558	$ 437,120	$ 445,880	$ 454,781
				Delta (Savings)	$ (13,775)	$ (13,836)	$ (13,923)	$ (14,010)	$ (14,096)	$ (14,155)	$ (14,245)	$ (14,338)	$ (14,407)	$ (14,511)
				Percent Change	-3.584%	-3.530%	-3.482%	-3.435%	-3.389%	-3.336%	-3.291%	-3.248%	-3.200%	-3.160%

Notes

1. Green Direct -- not all accounts are eligible to participate, such as Schedule 7 and 8.
2. Load Growth -- future load growth is offset by energy efficiency improvements on average
3. Electric Costs -- 3% is assumed by Northwest Power and Conservation Council.
4. REC Price -- $1.50 reflects current price for national RECs. Local RECs are priced significantly higher. There is no long-term market for RECs so assume price stability.
5. Credit --Energy-Related Power Costs of PSE portfolio of energy supplies
6. Charge -- Cost of Wind power purchase agreement, pluse losses and taxes, and administration



COBI Eligible Meters 44

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Scenario Tester

Change the assumptions in the orange cells to compare future cases for electric rates and RECs.

Green Direct Charge[6] $/kWh	20 Year																	
2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
$ 0.04639	$ 0.04731	$ 0.04826	$ 0.04922	$ 0.05021	$ 0.05121	$ 0.05223	$ 0.05328	$ 0.05434	$ 0.05543	$ 0.05654	$ 0.05767	$ 0.05882	$ 0.06000	$ 0.06120	$ 0.06242	$ 0.06367	$ 0.06495
Credit[5]																	
$ (0.0481)	$ (0.0490)	$ (0.0500)	$ (0.0510)	$ (0.0520)	$ (0.0531)	$ (0.0541)	$ (0.0552)	$ (0.0563)	$ (0.0574)	$ (0.0586)	$ (0.0598)	$ (0.0610)	$ (0.0622)	$ (0.0634)	$ (0.0647)	$ (0.0660)	$ (0.0673)

Baseline Case	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Electricity	$ 355,042	$ 362,143	$ 369,386	$ 376,774	$ 384,309	$ 391,995	$ 399,835	$ 407,832	$ 415,989	$ 424,308	$ 432,795	$ 441,450	$ 450,280	$ 459,285	$ 468,471	$ 477,840	$ 487,397	$ 497,145	$ 507,088	$ 517,230	$ 527,574	$ 538,126
RECs		$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008	$ 10,008
Total	$ 355,042	$ 372,151	$ 379,394	$ 386,781	$ 394,317	$ 402,003	$ 409,843	$ 417,840	$ 425,996	$ 434,316	$ 442,802	$ 451,458	$ 460,287	$ 469,293	$ 478,478	$ 487,848	$ 497,405	$ 507,153	$ 517,095	$ 527,237	$ 537,582	$ 548,133

Green Direct	2017	2018	2018	2018	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
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Credit[5]					$ (137,440)	$ (140,189)	$ (142,993)	$ (145,853)	$ (148,770)	$ (151,745)	$ (154,780)	$ (157,876)	$ (161,033)	$ (164,254)	$ (167,539)	$ (170,890)	$ (174,307)	$ (177,794)	$ (181,349)	$ (184,976)	$ (188,676)	$ (192,449)
Charge[6]					$ 132,644	$ 135,274	$ 137,980	$ 140,739	$ 143,554	$ 146,425	$ 149,354	$ 152,341	$ 155,388	$ 158,495	$ 161,665	$ 164,899	$ 168,197	$ 171,561	$ 174,992	$ 178,492	$ 182,061	$ 185,703
Total					$ 379,513	$ 387,081	$ 394,822	$ 402,719	$ 410,773	$ 418,989	$ 427,368	$ 435,916	$ 444,634	$ 453,527	$ 462,597	$ 471,849	$ 481,286	$ 490,912	$ 500,730	$ 510,745	$ 520,960	$ 531,379
Delta (Savings)					$ (14,804)	$ (14,922)	$ (15,021)	$ (15,121)	$ (15,223)	$ (15,327)	$ (15,434)	$ (15,542)	$ (15,653)	$ (15,766)	$ (15,881)	$ (15,999)	$ (16,118)	$ (16,241)	$ (16,365)	$ (16,493)	$ (16,622)	$ (16,754)
Percent Change					-3.852%	-3.807%	-3.757%	-3.708%	-3.660%	-3.612%	-3.566%	-3.521%	-3.476%	-3.433%	-3.390%	-3.348%	-3.307%	-3.267%	-3.227%	-3.189%	-3.151%	-3.113%

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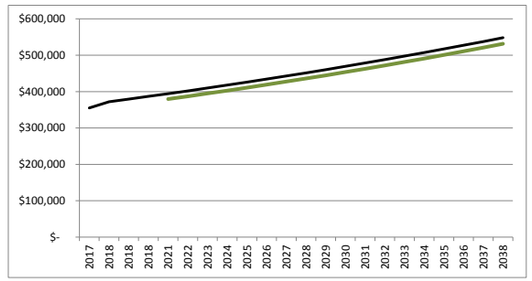

PUGET SOUND ENERGY

SCHEDULE 139
VOLUNTARY LONG TERM RENEWABLE ENERGY SERVICE AGREEMENT

Attachment "A" – Service Agreement

THIS SCHEDULE 139 VOLUNTARY LONG TERM RENEWABLE ENERGY SERVICE AGREEMENT ("Service Agreement"), dated as of the _____, is made and entered into by and between _____ (the "Customer") and PUGET SOUND ENERGY, a Washington Corporation, (the "Company"), for service under the Company's Electric Tariff G Schedule 139. Terms defined in Schedule 139 and in the General Rules and Provisions (Schedule 80) of the Company's tariff for electric service shall have the same meanings where used in this Agreement.

RECITALS

A. The Company is a public service company engaged in the sale and delivery of electric energy pursuant to its Electric Tariff G.

B. Customer is receiving Electric Service under the Company's Electric Tariff G, Schedule 24, 25, 26, 31, 40, 43, 46 or 49, and desires to participate in the Company's Voluntary Long Term Renewable Energy program offered under Schedule 139.

C. The Company and the Customer have worked jointly to encourage the development of Renewable Energy projects that (i) could provide clean energy to customers at a long-term contracted rate, (ii) support the local economy, and (iii) could be publicized and leveraged for external benefit. The Parties agree that the _____ (the "Resource Option") should meet these criteria, and the Parties thus now agree to enter into this Service Agreement with each other, for mutual benefit.

D. The Company will sell and the Customer will purchase from the Company Renewable Energy Credits (RECs), where applicable, and Renewable Energy at a volume equal to 100% of the actual load of all meters located at each subscribed service address as listed in Section 5, with such amount to be allocated from Renewable Energy generated by the Resource Option, pursuant to one of the contracted rates described.

AGREEMENT

1. **Request and Acknowledgement.** The Customer requests service under Schedule 139 and acknowledges that Schedule 139 requires a minimum term. Service under Schedule 139 will be billed on the Customer's existing statement. The Resource Option Energy Charge is fixed as shown in Section 7. The Energy Charge Credit will be updated with each general rate case, power cost only rate case or other power-related filings.

2. **Resource.** Under this Service Agreement the Company will receive Renewable Energy into its Balancing Authority Area from where it can serve the Customer.

3. **Renewable Energy Credits.** The Company will acquire the RECs that are created with the electricity production, where applicable. The Company will transfer the RECs to the Customer

which must be retired in WREGIS. Alternatively, at the Customer's request, the Company will retire the RECs in WREGIS. As the Customer is receiving a retail product, the RECs may not be resold or transferred to another party.

4. **Resource Option.**
Number: _____
Description: _____

5. **Customer Service Address and Account Numbers.** The Customer requests service under this Service Agreement for the service addresses, account numbers and meter numbers listed in Attachment B.

6. **Term.** The term of this Service Agreement shall commence in the year _____, on the first day of the Customer's normal billing cycle, in the first month following the commencement of commercial operation of the Resource Option, and delivery therefrom of energy to the Company sufficient to satisfy the obligations set forth in this Service Agreement. This Service Agreement terminates in the year _____ after _____ billing cycles.

7. **Rates**. Schedule 139 rates are in addition to all charges under the Customer's existing Electric Service schedule. Rates include a charge per kWh for the contracted energy as outlined in Table 1 and a credit for the energy-related power cost component of the Energy Charge set forth in Schedule 24, 25, 26, 31, 40, 43, 46 or 49 of the Electric Tariff WN U-60 under which the Customer is taking Electric Service. The Energy Charge Credit will be updated with each general rate case, power cost only rate case, or other power-related filings, while the Resource Option Energy Charge will remain fixed as outlined in the Table 1. below.

Table 1

Calendar Year	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Rate per kWh										
Calendar Year	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Rate per kWh										

8. **Early Exit Fee**. Customers may elect to terminate this Service Agreement prior to the Termination Date with 60 days' notice to the Company. Customers who choose to discontinue their service under this Schedule will be charged for the net cost of the remaining Renewable Energy that was to be delivered to the Customer under the remaining term of the Service Agreement. This amount will be based on: 1) the remaining term of the Service Agreement, 2) the amount of estimated annual Renewable Energy needs of each of the discontinued Customer' locations as listed in Section 5 of the Service Agreement, 3) the estimated output of the Resource, 4) the contracted energy rates agreed to in Section 7 of the Service Agreement, and 5) a credit for PSE's then-current avoided costs (filed consistent with WAC 480-107-055).

PUGET SOUND ENERGY

Termination of service under this Schedule will follow receipt and processing of the termination request by the Company.

9. **Resource Option Inadequacy**. If the Resource Option will not be available at the start of the commencement year, the Customer's agreement will be delayed to align with the Resource Option. If the Renewable Energy produced by the Resource Option and purchased by the Company is insufficient in any calendar year to satisfy the full requirements of the Customer, the Company will work with the Customer to source and retire for the Customer RECs from alternative resources, with costs for the RECs limited to the net amount to be collected under Schedule 139 from the Customer for the remainder of the calendar year. If, at the Company's determination, the Resource Option will not be adequate to meet the full requirements of the Customer, then this Service Agreement will be terminated with no liability to the Customer or to the Company. If a replacement project can be sourced and mutually agreed upon, a new Service Agreement will be created.

10. **Credit**. Customer authorizes that the Company may run a credit report on Customer and/or request audited financial statements for the purpose of determining the Customer's creditworthiness for this service.

11. **Energy Efficiency Services**. The Customer and the Company will continue to partner on mutually beneficial energy efficiency projects which will reduce energy demand on an annual basis. These services will have no bearing on the cost of energy as proposed in Table 1.

12. **Electrical Work**. In order to ensure continued qualification for service under Schedule 139, the Customer must contact the Company through their business account services representative when any electrical work is being conducted.

13. **Governing Law**. This Service Agreement will be governed by and interpreted, construed and enforced in accordance with the laws of the State of Washington.

IN WITNESS WHEREOF, the Parties, by their duly authorized representatives, have executed this Agreement as of the date first written above.

PUGET SOUND ENERGY

By_____

Its_____

CUSTOMER

_____

By_____

Its_____

November 30, 2016

Dear Customer,

Thank you for your recent Enrollment Request for *Green Direct*, PSE's Voluntary Long Term Renewable Energy Schedule. We are writing now to provide you with the requisite Schedule 139 Service Agreement that will, once executed by each of us, represent your commitment to purchase this renewable energy product. We ask that you execute and return to us the Service Agreement at your earliest possible convenience.

We have identified a new Resource Option that meets the needs of this service and have negotiated the terms of an agreement between PSE and the owner of that resource. PSE will sign a contract and commit to purchase the power from that resource only in the event that PSE has received from customers executed service agreements in an aggregate amount matching the supply available. The new wind Resource Option is expected to be online by January 1, 2019.

As this product was developed to help PSE's customers meet their carbon goals at a long-term, cost-competitive price, there are future states of interest to many customers:

- Customers may continue to take advantage of energy efficiency services provided by PSE as there is no penalty for load reduction due to conservation. Similarly, customers may self-generate on site with no penalty.
- If a participating customer location is shut down, the contract may be transferred to another location.
- If two customer locations are merged the resulting customer location will go forward on Schedule 139 for the remaining term of the contract.
- Future open seasons, based on resource availability, will allow existing customers to expand or extend their initial commitments, including the initial Resource Option at the UTC-approved prices.
- If the Resource Option underperforms over a year then PSE will work with customers to identify and procure alternative RECs that meet customers' renewable energy goals.
- If the Resource Option will not be adequate to meet the full requirements of the customer(s) on an ongoing basis, then PSE may terminate the service agreement with no liability to the Customer or to PSE. If a replacement resource can be mutually agreed upon, a new Service Agreement will be created.
- Attachment B to the Service Agreement may be amended to correct errors without incurring any penalties or early exit fees.

Once PSE has received signed Service Agreements under Schedule 139 that in aggregate match the capacity of the renewable energy supplier's resource we will countersign and return to you the Service Agreement between us, which will then be effective and binding on each of us. Because demand for this program is strong, we anticipate obtaining the requisite number of executed service agreements However, in the event that we have not received the necessary volume of signed agreements we will inform you of such fact and at your discretion either return to you unsigned by us the Service Agreement or extend the period during which we may continue to solicit a sufficient number of participants necessary to trigger the Renewable Subscription Resource Option within PSE's Schedule 139, *Green Direct* product. If the Resource Option is not available for any reason, there is zero financial risk for the customer.

If you have any questions please contact Sam Osborne, Tom MacLean or your PSE representative.
Sincerely,

Samuel S. Osborne
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Thomas.maclean@pse.com

5/16/17

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 20 Minutes

AGENDA ITEM: 6:25 PM Ordinance No. 2018-25 Relating to Landmark Tree Preservation - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

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

RECOMMENDED MOTION:
Conduct public hearing on Ordinance No. 2018-25.

SUMMARY:
Conduct public hearing on Ordinance No. 2018-25, described in the title of the ordinance as:

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; imposing an interim official control in the form of a new chapter to Title 16 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; specifying criteria for identification of Landmark Trees; stating the effect on vested rights; recognizing that a public hearing will be held within 60 days; authorizing interpretative authority; providing for severability; declaring an emergency; and establishing an immediate effective date.

FISCAL IMPACT:

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

BACKGROUND: On June 26, 2018, the City Council adopted Ordinance No. 2018-25, imposing an interim official control related to the preservation, protection, and retention of Landmark Trees on Bainbridge Island. As provided for in the ordinance and under state law, the City Council is required to hold a public hearing within 60 days of the effective date of the ordinance.

ATTACHMENTS:

Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-25

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; imposing an interim official control in the form of a new chapter to Title 16 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; specifying criteria for identification of Landmark Trees; stating the effect on vested rights; recognizing that a public hearing will be held within 60 days; authorizing interpretative authority; providing for severability; declaring an emergency; and establishing an immediate effective date.

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim official controls related to land uses; and

WHEREAS, the City Council of the City of Bainbridge Island ("City") updated the City's Comprehensive Plan in February of 2017; and

WHEREAS, the City Council has significant concerns about development and growth in the City under current regulations in the context of the vision and goals of the City's Comprehensive Plan, is discussing how to best accommodate growth and development in both general and specific ways, and finds that unless the City acts immediately to preserve the status quo, there are likely to be adverse impacts on the City and its citizens; and

WHEREAS, land clearing and development activities have resulted in the removal and loss of Landmark Trees on Bainbridge Island; and

WHEREAS, Landmark Trees, because of their age, size, and condition are recognized as having exceptional value in contributing to the character of the community; and

WHEREAS, the City has received numerous public comments expressing concern regarding the loss of Landmark Trees on Bainbridge Island; and

WHEREAS, the Planning Commission, Design Review Board, and the Ad Hoc Tree/LID Committee have expressed concern regarding the loss of trees on Bainbridge Island; and

WHEREAS, the preservation of trees is a community value supported by the policies and goals of the City's Comprehensive Plan; and

WHEREAS, based on these and related concerns, the City Council requires additional time to review the regulations and policies at issue to ensure that the vision and goals of the City's Comprehensive Plan are being met to the Council's satisfaction; and

WHEREAS, the City possesses land use jurisdiction and regulatory authority over the City's incorporated lands; and

WHEREAS, the interim official control imposed herein promotes the public good and is necessary for the protection of public health, property, safety, and welfare. A public emergency exists requiring that the City's interim official control to become effective immediately upon adoption.

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the interim official control established by this ordinance. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 4 below.

Section 2. Interim Official Control Imposed. A new Chapter 16.32 is added to Title 16 of the Bainbridge Island Municipal Code, to read as follows:

Chapter 16.32 Protection of Landmark Trees

16.32.010 Definitions

A. "City Attorney" means the city attorney of the City of Bainbridge Island, or their designee.
B. "Diameter Breast Height" means the diameter of a tree measured at 4.5 feet above the ground on the uphill side of the tree.
C. "Landmark Trees" means trees, located on Bainbridge Island, that are unique because of their age, size, species, historical significance, or aesthetic quality and meet the criteria established by this chapter.
D. "Planning Director" means the director of the Planning and Community Development Department of the City of Bainbridge Island, or their designee.
E. "Replacement Tree" means a tree that is of a species native and indigenous to the site where a Landmark Tree was removed and is a minimum size of six feet in height measured from top of the root flare, with a minimum trunk diameter of one inch measured at four inches above the top of the root flare for both evergreen and deciduous trees.
F. "Size" means the Diameter Breast Height of a tree.

16.32.020 Landmark Tree Criteria.

Landmark Trees are trees that meet the following criteria for their species:

Species	Size (Greater than or equal to)
Birch *(Betula papyrifera)*	30"
Beech (*Fagus grandifolia)*	36"
Catalpa (*Catalpa speciosa*)	36"
American Elm (*Ulmus americana)*	30"
Douglas Fir *(Pseudotsuga menzesii)*	40"
Grand Fir (*Abies grandis)*	40"
Horsechestnut (*Aesculus hippocastanum*)	40"
Western Hemlock (*Tsuga heterophylla)*	30"
Black locust (*Robinia pseudoacacia)*	30"
Lombardy poplar (*Populus nigra)*	38"
Pacific Madrone (*Arbutus menzesii)*	24"
Bigleaf Maple (*Acer macrophylum)*	36"
Silver maple (*Acer saccharinum)*	36"
Monkey Puzzle tree *(Araucaria araucana*)	36"
Monterey pine (*Pinus radiata)*	30"
Oregon White Oak *(Quercus garryana)*	30"
Pin Oak (*Quercus palustris)*	30"
Red Oak (*Quercus rubra)*	38"
Ponderosa pine (*Pinus ponderosa)*	30"
Western White pine (*Pinus monticola)*	30"
Sitka Spruce (*Picea sitchensis)*	36"
Sycamore (*Platanus occidentalis)*	36"
English walnut (*Juglans regia)*	30"
Western Red Cedar (*Thuja plicata*)	30"

Coast Redwood (*Sequoia sempervirens*)	30"
Japanese Laceleaf Maple	12"

16.32.030 Landmark Tree Retention.

A. Except as otherwise allowed under this chapter, no person, corporation, or other legal entity shall remove a Landmark Tree without having obtained approval from the City Council.

B. Prior to the removal of a Landmark Tree, any person, corporation, or other legal entity seeking to remove a Landmark Tree must submit an Application for Removal of a Landmark Tree to the Planning Director.

C. Upon receipt of an Application for Removal of a Landmark Tree, the Planning Director will prepare a written recommendation on the removal for the City Council.

D. Within sixty (60) days following the receipt by the Planning Director of an Application for Removal of a Landmark Tree, the City Council will hold a public hearing on the proposed removal.

E. Following the public hearing and receipt of the Planning Director's recommendation, the City Council shall approve the removal, deny the removal, or request additional information. The City Council shall only approve the removal of a Landmark Tree upon a finding that at least one of the following criteria is met:

1. The removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible; or
2. The removal is necessary to maintain utilities, access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter; or
3. The tree is diseased, dead, or otherwise determined to be a hazardous tree as determined by a qualified professional pursuant to BIMC 18.15.010.C.1.c.

F. If the City Council grants an application for removal of a Landmark Tree upon a finding that the removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible, then the property owner that submitted the application shall be required to provide mitigation through the

planting of Replacement Trees on the property from which the Landmark Tree was removed in accordance with the following:

1. The quantity of Replacement Trees is calculated by multiplying the Diameter Breast Height of the subject Landmark Tree by fifty percent (50%) to establish the number of replacement inches; and
2. The total number of Replacement Trees is determined by the total caliper inches of Replacement Trees equaling or exceeding the required tree replacement inches established in subsection (F)(1) of this section.

G. In lieu of planting the Replacement Trees prescribed in subsection (F) of this section, an applicant may satisfy the tree replacement requirements by:

1. Planting at least three Replacement Trees on the property from which the Landmark Tree was removed; and
2. Contributing to the Bainbridge Island Tree Fund at a rate of $500.00 per each replacement inch not accounted for in the planting of Replacement Trees; and
3. The sum of the tree replacement inches accounted for by contributing to the Bainbridge Island Tree Fund and the total caliper inches of the Replacement Trees planted shall not be less than the total replacement inches calculated in subsection (F) of this section.

16.32.040 Emergencies.

A. In emergency situations involving immediate danger to life or real property, removal of a Landmark Tree is permitted without first obtaining approval from the City Council; Provided, that the following conditions are satisfied:

1. The person, corporation, or other legal entity that removed the Landmark Tree submits an Application for Removal of a Landmark Tree under this chapter within fourteen (14) days after the emergency situation is stabilized; and
2. The person, corporation, or other legal entity that removed the Landmark Tree provides, within fourteen (14) days after the emergency situation is stabilized, the city with documentation establishing the existence of the emergency situation, with such documentation including at least four high resolution photographs evidencing the existence of the emergency situation; and
3. The City Council subsequently approves the removal pursuant to this chapter.

B. If the conditions of subsection (A) of this section are not satisfied, the person, corporation, or other legal entity that removed the Landmark Tree without first obtaining approval from the City Council will be in violation of this chapter.

16.32.050 Appeals.

A. The City Council's decision on an application for removal of a Landmark Tree may be appealed to the Kitsap County Superior Court in accordance with Chapter 36.70C RCW.
B. All appeals must be filed within twenty-one (21) days following the issuance of the City Council's decision on the application.

16.32.060 Violations and Penalties.

A. This chapter shall be enforced, and penalties for violations of this chapter will be imposed, pursuant to Chapter 1.26 BIMC, except that no Notice of Infraction may be issued under Chapter 1.26 BIMC for a violation of this chapter. In addition to Notices of Violation issued under BIMC 1.26.050 or BIMC 1.26.060, BIMC 1.26.070 will also govern the review and appeal of any Notice of Violation issued under Chapter 1.26 BIMC for a violation of this chapter.
B. In addition to the civil penalties imposed under BIMC 1.26.090, an additional civil penalty will be imposed on any person, corporation, or other legal entity that removes a Landmark Tree without prior approval of the City Council. This additional civil penalty will be in the amount of $25,000 for each Landmark Tree removed. The City Attorney will take appropriate action to collect this additional civil penalty.
C. In the event of a conflict between the requirements of this chapter and any other requirement of the Bainbridge Island Municipal Code, this chapter will govern and control.

Section 3. Effect on Vested Rights. The interim official control imposed under Section 2 of this ordinance shall apply prospectively only. Nothing in this ordinance shall be construed to extinguish, limit, or otherwise infringe on any permit applicant's vested development rights as defined by state law and City of Bainbridge Island regulations, provided that such a permit applicant has filed a complete permit application before the effective date of this ordinance.

Section 4. Public Hearing. Pursuant to RCW 36.70A.390, the City Council shall hold a public hearing at a City Council meeting within 60 days of adoption of this ordinance in order to take public testimony and to consider adopting further findings of fact.

Section 5. Interpretive Authority. The City of Bainbridge Island Director of Planning and Community Development, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance.

Section 6. 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 7. Declaration of Emergency; Effective Date; Duration. This ordinance, as a public emergency ordinance necessary for the protection of the public health, public safety, public property, and public peace, shall take effect and be in full force immediately upon its adoption. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration are included in the "Whereas" clauses above, all of which are adopted by reference as findings of fact as if fully set forth herein. This interim official control shall take effect immediately, and shall remain effective for six (6) months, unless terminated earlier by the City Council. Provided, that the Council may, at its sole discretion, renew the interim official control for one or more six month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED BY THE CITY COUNCIL this 26th day of June, 2018.

APPROVED BY THE MAYOR this 26th day of June, 2018.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Kelly E Johnson, DEPUTY CITY CLERK FOR CHRISTINE BROWN

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	June 22, 2018
PASSED BY THE CITY COUNCIL:	June 26, 2018
PUBLISHED:	June 29, 2018
EFFECTIVE DATE:	June 26, 2018
ORDINANCE NUMBER:	2018-25

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: 6:45 PM Ordinance No. 2018-28 Relating to 2018 Federal Emergency Management Agency Floodplain Code Amendment – Planning,

STRATEGIC PRIORITY: Safe City

PRIORITY BASED BUDGETING PROGRAM:

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

RECOMMENDED MOTION:
I move to approve Ordinance No. 2018-28 relating to the 2018 FEMA floodplain code amendment.

SUMMARY:
Conduct public hearing on Ordinance No. 2018-28 relating to flood damage prevention and amending Section 15.16.050 of the Bainbridge Island Municipal Code, and thereafter consider approval of the ordinance.

FISCAL IMPACT:

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

BACKGROUND: The flood hazard areas of the City are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare. The City regulates flood hazard areas through Chapter 15.16 of the Bainbridge Island Municipal Code ("BIMC").

The City participates in the National Flood Insurance Program ("NFIP"). The NFIP aims to reduce the impact of flooding on private and public structures. It does so by providing affordable insurance to property owners, renters, and businesses and by encouraging communities to adopt and enforce floodplain management regulations. These efforts help mitigate the effects of flooding on new and improved structures. Overall, the

program reduces the socioeconomic impact of disasters by promoting the purchase and retention of general risk insurance, but also of flood insurance specifically.

To ensure the continued availability of the NFIP to property owners on Bainbridge Island, the City is required to administer and enforce the floodplain regulations contained in Chapter 15.16 BIMC. The Washington State Department of Ecology ("Ecology") assists local governments with the NFIP by providing technical assistance, flood ordinance reviews, and community assistance visits.

David Radabaugh, Floodplain Management Specialist for Ecology, met with City staff for a community assistance visit to review the City's procedures for administrating and enforcing Chapter 15.16 BIMC. That community assistance visit resulted in a suggestion from Ecology to amend Chapter 15.16 BIMC in order to ensure City compliance with NFIP and state floodplain regulations. Ecology's specific recommendation is a discrete amendment that would make clear that certain survey work must be completed by a licensed surveyor, rather than by an engineer.

Ordinance No. 2018-28 proposes to adopt Ecology's recommended amendment to Chapter 15.16 BIMC, which will enable the City to continue to participate in the NFIP, allowing eligible property owners on Bainbridge Island to continue to purchase flood insurance through the NFIP.

This agenda item is to conduct the public hearing related to Ordinance No. 2018-28 and to allow the Council to thereafter consider adoption of the ordinance.

ATTACHMENTS:

Ordinance No. 2018-28 - FEMA Floodplain Code Update

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-28

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to flood damage prevention and amending Section 15.16.050 of the Bainbridge Island Municipal Code.

WHEREAS, the City's Comprehensive Plan establishes goals and policies for flood damage prevention; and

WHEREAS, under Chapter 36.70A RCW, the Growth Management Act, development regulations must be adopted that implement the City's Comprehensive Plan; and

WHEREAS, Chapter 15.16 of the Bainbridge Island Municipal Code ("BIMC") implements the goals and policies of the City's Comprehensive Plan related to flood damage prevention; and

WHEREAS, the Federal Emergency Management Agency ("FEMA") manages the National Flood Insurance Program ("NFIP"), which aims to reduce the impact of flooding on public and private structures by providing affordable flood insurance to property owners and by encouraging local governments to adopt and enforce floodplain management regulations; and

WHEREAS, to ensure the continued availability of the NFIP to property owners on Bainbridge Island, the City is required to administer and enforce the floodplain regulations contained in Chapter 15.16 BIMC; and

WHEREAS, the Washington State Department of Ecology ("Ecology") assists local governments with the NFIP by providing technical assistance, flood ordinance reviews, and community assistance visits; and

WHEREAS, David Radabaugh, Floodplain Management Specialist for Ecology, met with City staff for a community assistance visit to review the City's procedures for administrating and enforcing Chapter 15.16 BIMC; and

WHEREAS, that community assistance visit resulted in a suggestion from Ecology to amend Chapter 15.16 BIMC in order to ensure the City's compliance with NFIP and state floodplain regulations; and

WHEREAS, on August 14, 2018, the City Council held a public hearing on Ecology's recommended amendment to Chapter 15.16 BIMC.

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

Section 1. Section 15.16.050.L.2 of the Bainbridge Island Municipal Code is amended to read as follows:

> A registered professional ~~engineer or~~ surveyor shall obtain and certify the elevation (in relation to mean sea level) of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures in Zones V1-30, VE, and V on the community's FIRM and whether or not such structures contain a basement. The local administrator shall maintain a record of all such information.

Section 2. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this ___ day of _____, 2018.

APPROVED BY THE MAYOR this ___ day of _____, 2018.

_____

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

_____

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	July 20, 2018
PASSED BY THE CITY COUNCIL:	2018
PUBLISHED:	2018
EFFECTIVE DATE:	2018
ORDINANCE NUMBER:	2018-28

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 15 Minutes

AGENDA ITEM: 6:55 PM 2018 Midyear Report on Citywide Workplan Priorities - Executive,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion **PROPOSED BY:** Executive

RECOMMENDED MOTION:
Discussion

SUMMARY:
Submission of a midyear report providing the status, as of June 30, 2018, of the 2018 citywide work plan priorities.

FISCAL IMPACT:

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

BACKGROUND: In January 2018, City staff and the City Council identified a work plan for the year that highlighted key activities, projects, and initiatives. The attached Midyear Report provides the status, as of June 30, 2018, of these 2018 citywide work plan priorities.

At year-end, the City will also provide a complete review of these items, as well as full-year data on the City's performance metrics, by department.

ATTACHMENTS:

2018 Workplan-Midyear Report

FISCAL DETAILS:

Fund Name(s):

Coding:

2018 Workplan Priorities

Status as of MidYear

(June 30, 2018)

INTRODUCTION

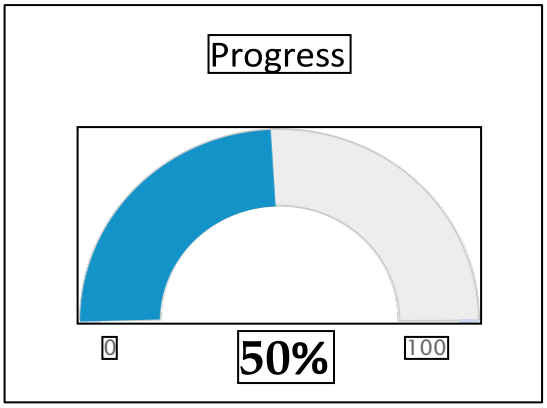
This report provides an update on Citywide workplan priorities as of mid-year (June 30, 2018). In January of 2018, the City Council and City staff worked together to identify key tasks and initiatives for the coming year. These workplan items are grouped by department, and represent areas of additional focus, new activities, or particular community significance. In many cases, these items have a multi-year planning horizon, and so it is helpful to track progress and next steps, and to also identify unexpected challenges or capacity issues.

Priority. Each item is assigned a level of priority: 1 = High, 2 = Medium, and 3 = Best Management Practice(BMP).

The priority level for each item is shown as an icon:

Progress. The report indicates progress, or degree of completeness, for each task as of midyear.

Overall progress is determined by the summation of each individual items' level of completion. For example, if one half of the items are 25% complete and one half are 75% complete, the overall progress result would be 50%. This high-level indicator is shown as a Progress arch at the start of each department section, and for the City overall.



Status. The report indicates status for each task as of midyear.

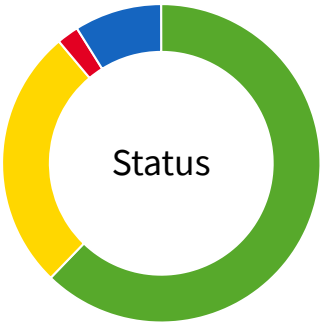
If an item is moving forward without impediment, on roughly the timeline anticipated in January, it is shown as "on track." If it is moving forward without impediment, but on a slower pace than anticipated in January, it is shown as "some disruption." In only a few cases citywide, there are items that are deferred to 2019 or will not complete at all. These are shown as "major disruption."

90
Work Plan Item

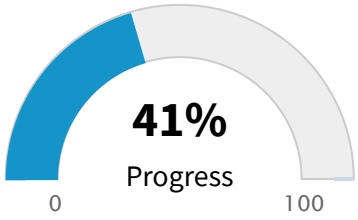
Citywide

Overall Summary

Total Work Plan Items: 90



	%	#
On Track	62.22	56
Some Disruption	26.67	24
Major Disruption	2.22	2
Completed	8.89	8



RESULTS

Across the organization, results at midyear indicate that a majority of the City's 2018 workplan priorities are on track or continuing with a manageable level of disruption/delay. A significant number of items have experienced some degree of timing delay ("Some Disruption") but are continuing towards completion. Only a very few isolated tasks have been deferred due to capacity or other issues ("Major Disruption").

REPORTING FRAMEWORK

The City has incorporated the Priority Based Budgeting (PBB) framework into reporting on workplan priorities and metrics. Each task and metric is associated with one or more PBB Result (Safe City, Reliable Infrastructure, etc.). This provides the ability to evaluate how City efforts align with identified high-level community and governance results.

In 2018, the City implemented the use of Enviso software to capture workplan status and data on citywide metrics. The 2018 Midyear Report represents the first roll-out of this new reporting and planning tool. For 2018 year-end reports, City users will incorporate information on department metrics in addition to workplan progress and status. The City also plans to integrate Envisio functionality with OpenGov options, and to provide public access to this information via the City's website.

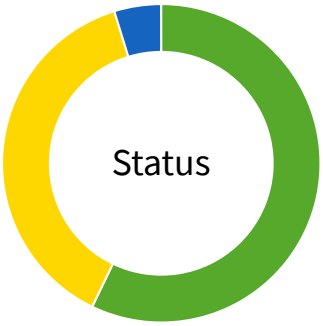
Executive

21
Work Plan Item

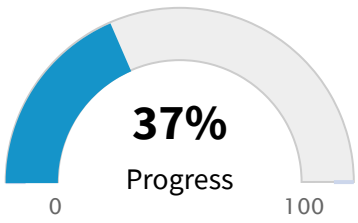
Executive

Overall Summary

Total Work Plan Items: 21



	%	#
On Track	57.14	12
Some Disruption	38.1	8
Completed	4.76	1



Priority: 1

Work Plan Item 2.1.1 1 Completed Progress 100%

Provide briefing to City Council on legal issues for ADU's / condominiums.

Cloned as Work Plan Item 5.5.4 and Work Plan Item 2.6.4

Update provided by Morgan Smith on Aug 06, 2018 15:25:36

Complete. Update provided to Council in Q1.

Work Plan Item 1.2.1 1 On Track Progress 50%

SR 305 Planning

Support SR 305 / regional transportation planning.

Cloned as Work Plan Item 4.4.2, Work Plan Item 3.6.2, and Work Plan Item 3.1.5

Update provided by Morgan Smith on Aug 02, 2018 23:01:36

In progress. City Council received briefing from WSDOT in July.

Work Plan Item 2.6.1 1 On Track Progress 50%

Affordable Housing Initiatives

Support Council consideration of affordable housing initiatives, and recommendations from Affordable Housing Task Force.

Cloned as Work Plan Item 5.5.5 and Work Plan Item 4.6.3

Update provided by Morgan Smith on Aug 02, 2018 23:08:04

City Council has received recommendations from the Affordable Housing Task Force. In Q3, City Council will consider specific next steps and response.

Work Plan Item 3.5.1 1 On Track Progress 50%

Downtown Parking Options

Continue work to assess Downtown parking options.

Cloned as Work Plan Item 5.3.1 and Work Plan Item 4.4.1

Update provided by Morgan Smith on Aug 02, 2018 23:11:48

Staff continue to support work led by Infrastructure Ballot Measure Task Force Subcommittee, including updates to previous studies. Recommendations to City Council are anticipated in Q3/Q4.

Work Plan Item 6.2.1 1 On Track Progress 50%

Workplan for Comp Plan Implementation Items

Lead citywide efforts to complete multi-year implementation of identified Items from Comprehensive Plan Update.

Update provided by Morgan Smith on Aug 02, 2018 23:21:42

In progress. City has retained BERK Inc. to facilitate project to identified consistency items, coordinate with other identified Code initiatives, and develop an adopted multi-year workplan. City Council workshops were held in Q1 and Q2. Project will complete with City Council adoption of complete workplan in Q3 or Q4.

Work Plan Item 6.2.2 1 On Track Progress 50%

Support Council consideration of potential bond measure to support capital projects, and recommendations from Infrastructure Ballot Measure Task Force.

Cloned as Work Plan Item 6.3.4

Update provided by Morgan Smith on Aug 02, 2018 23:23:03

In progress. City Council received recommendations from task force in Q2 and approved ballot measure for November, 2018 ballot. Staff support for communication and community information will continue in Q3 and Q4.

Work Plan Item 1.3.1 1 Some Disruption Progress 25%

Support for Police / Court Building

Support planning process for Police and Municipal Court Building Project.

Cloned as Work Plan Item 6.3.3 and Work Plan Item 3.5.2

Update provided by Morgan Smith on Aug 02, 2018 23:03:13

In progress. City Council reviewed two site options in Q1. Staff and design team provided more detailed analysis and cost estimates for existing building opportunity in Q2. Work to negotiate potential purchase will continue in Q3/Q4 per City Council direction.

Work Plan Item 1.3.2 1 Some Disruption Progress 25%

Emergency Preparedness Initiatives

Emergency Preparedness Initiatives: Adopt new EOP; Complete EOC upgrades; Complete planning for neighborhood hubs; Complete development of comprehensive portfolio of regularly scheduled training for City staff and community members.

Cloned as Work Plan Item 6.4.7, Work Plan Item 6.1.6, Work Plan Item 3.4.4, and Work Plan Item 1.5.2

Update provided by Morgan Smith on Aug 02, 2018 23:05:02

Some activities planned for 2018 are delayed due to the Emergency Coordinator vacancy in mid-year. More detailed status on short and long-term tasks will be provided at year-end, once the vacancy is filled.

Work Plan Item 3.4.2 1 On Track Progress 25%

Improve Cellular Service Coverage

Continue to investigate options to improve community cellular service coverage.

Cloned as Work Plan Item 5.3.3 and Work Plan Item 4.4.4

Update provided by Morgan Smith on Aug 09, 2018 15:20:57

The City has been working with Verizon to upgrade equipment. The Legal Department is in ongoing negotiations with Verizon regarding lease, licensing, and franchise agreements and expects to complete an agreement or agreements by Q4. The Legal Department is researching and analyzing issues related to franchise agreements more generally and is considering engaging a consultant in that effort.

Work Plan Item 4.6.1 1 Some Disruption Progress 25%

Support for Suzuki Property Planning

Support Council consideration of proposals for Suzuki property.

Cloned as Work Plan Item 5.5.3

Update provided by Morgan Smith on Aug 02, 2018 23:19:54

In progress. In July, City Council approved an 18-month agreement for property development services with Olympic Property Group.

Work Plan Item 3.4.1 1 On Track Progress 10%

Increase Broadband / Fiber Services

Continue to investigate community options to increase broadband coverage and fiber services.

Cloned as Work Plan Item 5.3.2 and Work Plan Item 4.4.3

Update provided by Morgan Smith on Aug 06, 2018 21:00:24

Provided presentation to City Council in Q1. Council requested further evaluation and a recommendation. Met with UAC in Q2 and will follow up with them in August. Demonstration project is being planned.

Priority: 2

Work Plan Item 2.2.1 2 On Track Progress 50%

Support Climate Change Advisory Committee

Cloned as Work Plan Item 3.6.4 and Work Plan Item 2.3.1

Update provided by Morgan Smith on Aug 02, 2018 23:07:07

Staff worked with CAC members in Q2 to develop and issue an RFP for a Green House Gas Inventory. Proposals will be reviewed in Q3 in order to select a consultant. Staff will continue to meet with CAC members to help identify key aspects of the CAC workplan and opportunities for staff assistance and feedback.

Work Plan Item 2.5.1 2 On Track Progress 50%

Ferry District Planning

Long-range planning for Ferry District.

Cloned as Work Plan Item 6.3.7, Work Plan Item 5.3.4, Work Plan Item 4.7.1, Work Plan Item 4.4.5, Work Plan Item 3.6.3, and Work Plan Item 3.1.6

Update provided by Morgan Smith on Aug 06, 2018 21:02:57

City staff continue to monitor WSF long-range strategic planning process.

Work Plan Item 6.2.4 2 Some Disruption Progress 50%

Implement Envisio Software

Implement Envisio software for project tracking / performance metrics: Implement 2018 projects and data; Establish standard reports; User training.

Cloned as Work Plan Item 6.3.5

Update provided by Morgan Smith on Aug 02, 2018 23:25:23

In progress. In Q1, staff worked with Envisio representatives to identify and implement significant changes to software reporting functions and user interface. Envisio release updated functionality in Q2. Staff will use Envisio to produce midyear reporting in order to test software changes. If successful, will rollout to other City users in Q3 and complete implementation by end of Q4 for use in year-end reporting on workplan and metrics.

Work Plan Item 4.2.1 2 Some Disruption Progress 25%

Support-Code Enforcement Initiatives

Code Enforcement – support consideration of enforcement options.

Update provided by Morgan Smith on Aug 06, 2018 15:26:33

Research and analysis is ongoing. Briefing to the Council is expected in Q3 or early Q4 2018.

Work Plan Item 4.3.1 2 On Track Progress 25%

Support for Sign Ordinance Review

Review sign ordinance.

Update provided by Morgan Smith on Aug 06, 2018 15:26:53

Research and analysis are ongoing. Sign code regulations for Council review are expected in Q4 2018.

Work Plan Item 6.2.3 2 On Track Progress 25%

Establish Franchise Agreements

Establish franchise agreements with Bainbridge Disposal and utilities located in City right-of-way.

Update provided by Morgan Smith on Aug 09, 2018 15:22:09

Research and analysis are ongoing, and negotiations are occurring with some utilities. The Legal Department is working with staff to prioritize franchise negotiation efforts and to evaluate possible improvements to the BIMC related to franchised utilities. It is expected that a determination related to such prioritization will be complete by Q4.

Work Plan Item 6.2.5 2 Some Disruption Progress 25%

Surplus Property Disposition

Continue to effectuate and pursue disposition of designated surplus property (Pritchard, Islandwood Easement, Manitou, Head-of-the-Bay).

Update provided by Morgan Smith on Aug 06, 2018 15:30:56

- The sale of the applicable portion of the upland Manitou property is complete. The transfers of the other Manitou properties are in process.
- The City and the Bainbridge Island Metropolitan Park and Recreation District have signed the transfer agreement regarding Pritchard Park and are awaiting approval from NOAA.
- Research regarding options for Head-of-the-Bay is ongoing.

Priority: 3

Work Plan Item 6.1.1 3 Some Disruption Progress 25%

Human Resources Initiatives

Human Resources: Implement new mission, vision, values statements for City staff; Utilize new performance management software; Develop citywide plan for completion of online risk management training.

Cloned as Work Plan Item 6.6.2

Update provided by Morgan Smith on Aug 06, 2018 21:06:57

- Presented new staff-focused mission, vision, values statements to all work groups in the City in Q1. In Q2, incorporated new MVV into website, job descriptions and performance evaluations. Staff provided opportunities to recognize each other for "Living Our Values." Will continue to seek other methods of sharing these statements with staff and also the public.
- Online performance management program in place. Initial user training has occurred, along with some testing of the evaluation process. Full implementation is delayed due to other, more time-sensitive matters. Will revisit capacity in Q3-Q4 to assess approach to 2018 annual reviews.
- Deferred to 2019 due to need to respond to a high number of staff vacancies.

Work Plan Item 6.4.1 3 On Track Progress 25%

Expand Code Enforcement Officer Jurisdiction

Update provided by Morgan Smith on Aug 06, 2018 15:31:30

Research and analysis is ongoing as part of the larger effort to consider options and improvements to the City's code enforcement regulations.

Work Plan Item 6.4.2 3 Some Disruption Progress 25%

Code Changes for Animal Control

Amend animal control code per hearing examiner findings.

Update provided by Morgan Smith on Aug 06, 2018 15:32:02

The City Attorney and Deputy City Attorney have met with and are engaged in ongoing communications with the Animal Control Officer regarding options for improvements and updates to the Animal Control Code, and proposed amendments to those regulations will be brought to the Council for consideration.

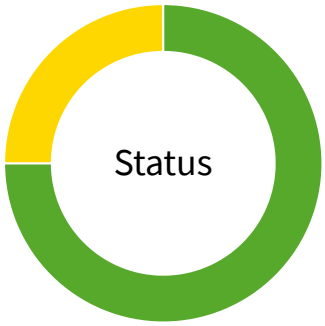
Finance and Administrative Services

12
Work Plan Item

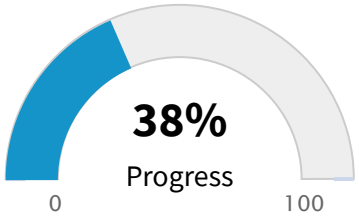
Finance & Administrative Services

Overall Summary

Total Work Plan Items: 12



	%	#
On Track	75.0	9
Some Disruption	25.0	3



Priority: 1

Work Plan Item 3.1.1 1 On Track Progress 50%

Support for TBF Options

Transportation Benefit Fund (TBF): Identify spending priorities for existing TBF funds; Support Council consideration of potential rate increase.

Cloned as Work Plan Item 6.3.11 and Work Plan Item 3.2.1

Update provided by Morgan Smith on Aug 02, 2018 16:40:34

In progress.

TBD funding was discussed with the Infrastructure Task Force as part of their review of non-motorized transportation funding options. TBD funding will be considered as part of 2019-2020 biennial budget process.

Work Plan Item 3.3.1 1 On Track Progress 50%

Support Sewer Utility Rate Study

Support rate study for Sewer Utility and Water Utility.

Cloned as Work Plan Item 6.3.14

Update provided by Morgan Smith on Aug 02, 2018 16:42:03

In progress. Consultant has provided initial information and reviewed with Utility Advisory Committee. Ongoing work in Q3 and Q4.

Work Plan Item 6.3.1 1 On Track Progress 50%

Financing Support for Major Capital Initiatives

Provide financing support for major capital initiatives: Police and municipal court building; Infrastructure / trails; Credit rating; Potential long-term debt or levy lift.

Update provided by Morgan Smith on Aug 02, 2018 16:51:21

Developed initial review of total revenues and expenditures and supporting analysis of future revenue scenarios.

Supported Infrastructure Task Force in review of financing options for non-motorized transportation project package.

Participated in levy lid lift legislative process.

Work Plan Item 6.1.2 1 On Track Progress 30%

Conduct Biennial Budget Process

Biennial budget process: Financial policy update; Operating budget; Capital budget.

Cloned as Work Plan Item 6.2.10

Update provided by Morgan Smith on Aug 02, 2018 16:43:37

Ongoing.

Q1/Q2 deliverables:

- Financial policy update
- Cost allocation methodology and manual

Biennial budget proposal will be delivered in Q3.

Work Plan Item 5.5.1 1 Some Disruption Progress 25%

Business License Initiatives

Business license program: Transition to State program; Improve compliance; Develop code enforcement mechanism; Vacation rental properties.

Cloned as Work Plan Item 6.4.10 and Work Plan Item 6.2.13

Update provided by Morgan Smith on Aug 06, 2018 21:43:31

- City transitioned to State BLS system in Q2. Model code will be adopted in Q3, per state law.
- Code enforcement of business licenses has been deferred due to the ongoing efforts at the City related to code enforcement, as well as the Q3 transition to the State Business License System. The City will be adopting model BL code in Q3, and we will resume the enforcement efforts when the system is in place.
- Vacation rental properties - this task has been deferred due to other priority projects, primarily the transition to the State BLS, but also other priority projects which have drawn IT focus such as Granicus and ExecuTime.

Work Plan Item 6.3.2 1 On Track Progress 0%

Prepare PBB Review for 2019 Council Advance

Prepare for PBB visioning and review with City Council at January 2019 Advance.

Update provided by Morgan Smith on Aug 02, 2018 16:48:43

Scheduled for Q4

Priority: 2

Work Plan Item 3.1.2 2 On Track Progress 50%

Improve Capital Projects Reporting

Provide regular capital and operating project status in conjunction with Public Works.

Cloned as Work Plan Item 6.2.11, Work Plan Item 3.5.4, and Work Plan Item 3.3.6

Update provided by Morgan Smith on Aug 02, 2018 16:41:27

Ongoing. Capital reporting included in citywide quarterly reports.

Work Plan Item 6.2.7 2 On Track Progress 50%

Priority Base Budgeting Initiatives

Priority Based Budgeting: Consider options for including this information in ongoing accounting; Update program inventory approach; Include in 2019-2020 biennial budgeting.

Cloned as Work Plan Item 6.3.6

Update provided by Morgan Smith on Aug 02, 2018 16:47:40

Ongoing.

Work Plan Item 6.2.6 2 Some Disruption Progress 25%

Payroll System Initiatives

Implement payroll initiatives: Move to online timesheets; Increase use of project coding.

Update provided by Morgan Smith on Aug 02, 2018 16:47:04

Ongoing effort. Pilot testing phase in Q3.

Work Plan Item 6.4.3 2 Some Disruption Progress 25%

Support ePlan Check/SmartGov Initiatives

Support implementation of ePlan Check initiative.

Update provided by Morgan Smith on Aug 02, 2018 16:49:34

Hardware installed. Data integration support later in implementation process.

Priority: 3

Work Plan Item 6.1.3 3 On Track Progress 50%

GIS Initiatives

Support initiatives to expand use of GIS for City asset management.

Update provided by Morgan Smith on Aug 02, 2018 16:44:11

Ongoing. Mobile Technology Initiative implementation of field mapping and pavement condition assessment.

Work Plan Item 6.4.4 3 On Track Progress 50%

Support for Citizen Advisory Committees

Support citizen advisory committees: Utility Advisory Committee, Multi-Modal Transportation Advisory Committee, Island Center Subarea Planning, Infrastructure Ballot Measure Task Force.

Update provided by Morgan Smith on Aug 02, 2018 16:50:39

Support provided as requested.

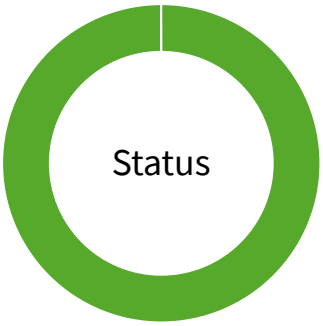
Municipal Court

2
Work Plan Item

Municipal Court

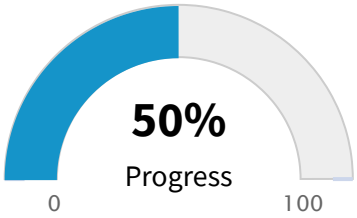
Overall Summary

Total Work Plan Items: 2



On Track

%	#
100.0	2



Priority: 2

Work Plan Item 3.4.3 2 On Track Progress 50%

Expand Outreach for Passport Services

Passport processing: Continue offering passport service three times per week by appointment; Additional outreach / advertising efforts to raise community awareness of the service being offered.

Update provided by Morgan Smith on Aug 02, 2018 19:18:13

Bainbridge Is. Municipal Court continues to process passports by appointment Wednesday through Friday. Additional advertising and outreach has been done through the City Communications Coordinator. The City plans to again participate in the fall Passport Saturday event that is encouraged by the Federal Passport Agency.

Work Plan Item 4.6.2 2 On Track Progress 50%

Explore Options for Mental Health Partnerships

Mental health support: Explore options for partnerships with Helpline House, Kitsap Mental Health, and other organizations to provide support for mentally ill defendants with criminal charges.

Cloned as Work Plan Item 4.7.2

Update provided by Morgan Smith on Aug 02, 2018 19:18:46

The Judge and Probation officer have met with the new Executive Director of Helpline House to discuss services and coordination. The new Mental Health Navigator grant out of the City of Poulsbo will take cases referred by Bainbridge Island law enforcement. The current Mental Health Navigator, Kelsey Lynch, has been present in Court on Bainbridge Island many times and has successfully assisted several seriously mentally ill defendants in connecting with services.

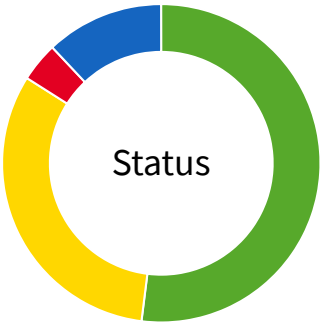
Planning and Community Development

25
Work Plan Item

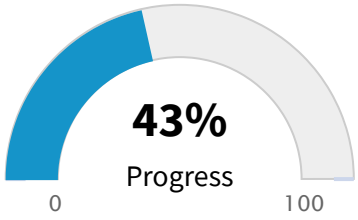
Planning & Community Development

Overall Summary

Total Work Plan Items: 25



	%	#
On Track	52.0	13
Some Disruption	32.0	8
Major Disruption	4.0	1
Completed	12.0	3



Priority: 1

Work Plan Item 1.4.1 1 Completed Progress 100%

Update Critical Areas Ordinance

Update Critical Areas Ordinance (CAO) to comply with Growth Management Act requirements.

Cloned as Work Plan Item 4.2.5, Work Plan Item 2.2.6, and Work Plan Item 2.1.8

Update provided by Morgan Smith on Aug 02, 2018 20:42:16

Completed. City Council adopted CAO Ordinance 2018-01 on February 27, 2018. The ordinance became effective April 23, 2018.

Work Plan Item 2.1.3 1 Completed Progress 100%

Business / Industrial Zoning BIMC Update

Update business / industrial zoning district: Update BIMC to address appropriate uses the regulations.

Cloned as Work Plan Item 5.3.7

Update provided by Morgan Smith on Aug 02, 2018 20:49:30

Completed. City Council adopted Ordinance 2018-13 on June 12, 2018.

Work Plan Item 2.1.4 1 Completed Progress 100%

Support for LID Initiatives

Support low impact development (LID) implementation (led by Public Works): Address and implement storm water regulations consistent with Federal and State requirements; Phase 2 LID administration and code changes.

Cloned as Work Plan Item 2.3.2

Update provided by Morgan Smith on Aug 02, 2018 20:50:05

Completed. The Site Assessment Review (SAR) application form was condensed and improved to be more user-friendly. Process improvements are still being considered.

Work Plan Item 1.2.2 1 On Track Progress 50%

Comp Plan - Island Center Subarea Plan

Island Center subarea plan: Citizen Advisory Steering Committee to address land use, traffic circulation, utilities / infrastructure, and neighborhood planning issues. COMP PLAN

Cloned as Work Plan Item 6.5.2, Work Plan Item 3.6.5, Work Plan Item 3.3.5, Work Plan Item 2.6.5, and Work Plan Item 2.1.7

Update provided by Morgan Smith on Aug 02, 2018 20:06:01

In Process. A citizen advisory steering committee was established in fall 2017. Committee meetings are held bi-monthly. A consultant was hired in Q1. Subarea planning scope of work, budget and timeline (12-15 month process) have been established. A widely-advertised public community meeting was held in March 2018. A Vision statement has been drafted, and subarea plan issues identified. A subarea plan community survey was conducted. Existing conditions have been analyzed and alternatives will be developed.

Work Plan Item 1.4.2 1 On Track Progress 50%

Amend SMP for Consistency

Adopt Shoreline Master Plan (SMP) Amendments: Phase 1 - amend SMP to be consistent with CAO, Growth Management Act, and Shoreline Management Act.

Cloned as Work Plan Item 4.2.6, Work Plan Item 2.2.7, and Work Plan Item 2.1.9

Update provided by Morgan Smith on Aug 06, 2018 21:39:01

In Process. Initiated in the fall of 2017, the Planning Commission continued their discussions (Q1-Q2) on the SMP amendment to integrate the CAO. On May 24, 2018, a public hearing was held on the SMP/CAO integration. The Planning Commission recommended that the SMP/CAO integration amendment be addressed concurrently with amendments to the nonconforming chapter.

On Sept 11, 2018, the City Council will hold a public hearing on SEPA/CAO integration and non-conforming issue. In November, 2018, the SMP Amendment will be transmitted to Ecology for review. In January, 2019, Ecology is expected to issue an initial determination. The City Council will review and take action in March, 2019. Ecology will then review City Council's action and issue a determination in May, 2019.

Work Plan Item 1.4.5 1 On Track Progress 50%

Support for Land Use Litigation Cases

Coordinate and support City Attorney in land use litigation cases.

Cloned as Work Plan Item 6.4.9 and Work Plan Item 2.1.11

Update provided by Morgan Smith on Aug 02, 2018 20:46:35

Ongoing.

Work Plan Item 2.1.2 1 On Track Progress 50%

Develop CAO / SMP Monitoring Plan

Develop Critical Areas / Shoreline Master Plan monitoring plan: Capture and track permit activity; Ensure compliance.

Cloned as Work Plan Item 4.2.9, Work Plan Item 2.4.4, and Work Plan Item 2.2.10

Update provided by Morgan Smith on Aug 02, 2018 20:48:56

In Process. An intern was hired in Q2 and a monitoring program is being developed, largely based on permit tracking and compliance efforts.

Work Plan Item 2.1.5 1 On Track Progress 50%

Comp Plan - Consistency Updates to BIMC

Update Bainbridge Island Municipal Code. COMP PLAN

Cloned as Work Plan Item 2.6.6, Work Plan Item 2.5.9, Work Plan Item 2.4.5, Work Plan Item 2.3.3, and Work Plan Item 2.2.11

Update provided by Morgan Smith on Aug 02, 2018 20:52:22

In Process. BERK Consulting, in partnership with the Watershed Company, is under contract to undertake a review of the BIMC and Comprehensive Plan to identify a docket of potential changes, develop and apply a prioritization tool to the items identified in the docket, and create a prioritized workplan to guide implementation. A project kick-off meeting was held with the City Council on April 24, and the Planning Commission on May 10, 2018. Project to develop and adopt a workplan will complete in Q3/Q4.

Work Plan Item 2.2.2 1 Some Disruption Progress 50%

Comp Plan - Vegetation / Low Impact Development

Tree / Low Impact Development Ad Hoc (in collaboration with Public Works): Update Municipal Code to address land clearing, vegetative management, critical area trees / vegetation, and native vegetation protection areas. COMP PLAN

Cloned as Work Plan Item 4.2.2

Update provided by Morgan Smith on Aug 02, 2018 20:55:14

In Process. The Tree/Low Impact Development Ad Hoc committee has completed its work. Recommendations to BIMC 16.18 and 18.15.010 have been transmitted to the Planning Commission for review and recommendations, and the Planning Commission expects to complete their work August 9, 2018.

On April 24, 2018, the City Council repealed BIMC 16.22, Vegetation Management.

Work Plan Item 5.5.2 1 On Track Progress 50%

Comp Plan - Improve Development Review Process

Improve development review process. COMP PLAN

Cloned as Work Plan Item 6.4.11 and Work Plan Item 6.2.14

Update provided by Morgan Smith on Aug 02, 2018 22:27:24

In Process. Progress and implementation is captured via other specific workplan tasks.

Work Plan Item 6.1.4 1 On Track Progress 50%

Expand Use of SmartGov Development Review

Utilize and expand SmartGov development review software features.

Update provided by Morgan Smith on Aug 02, 2018 22:28:16

In Process. Created Initial Level of Service (iLOS) standards for development review, developed weekly cross-team prioritization and SmartGov development review due dates, and worked on reducing “backlog aging” projects and establishing priority workflow procedures.

Work Plan Item 6.2.8 1 On Track Progress 50%

Administrative Initiatives

Improve department administrative functions: PCD section of City website; Development review process; Utilization of SmartGov functionality; Standard operation procedures and policies.

Cloned as Work Plan Item 6.6.1

Update provided by Morgan Smith on Aug 02, 2018 22:30:37

In Process. City website refreshed and updated in Q2 (April). Implemented Latimore recommendations, improved SmartGov functionality, initiated process performance improvement days, established new operational standards, procedures and policies. Created “consultation meeting” development review process and “zoning verification letter,” established internal “development review committee” (DRC), initiated single comprehensive intra-department development review letter for revisions and request for additional information, transitioned to HEX administrative clerk duty responsibilities, and developed “new” post card public notice standards. Researching options for electronic communications with the public to increase staff accessibility.

Work Plan Item 6.2.9 1 Some Disruption Progress 50%

Comp Plan - Development Moratorium

Building Permit and Land Use Application Moratorium: Administer and develop work plan. COMP PLAN

Update provided by Morgan Smith on Aug 02, 2018 22:31:24

In Process. On January 9, 2018, the City Council passed Ordinance 2018-02 declaring a temporary six-month moratorium on the acceptance of certain development applications, with specified exclusions. The ordinance was amended 4 times (January – April) for clarifications and on June 26, 2018, the ordinance was extended for 90 days. Work continues on integrating the SMP and CAO, revisions to subdivision design standards, design guidelines (related to Site Plan and Design Review and Conditional Use Permits), affordable housing, and the review process for land use permits.

Work Plan Item 1.2.11 1 On Track Progress 25%

Comp Plan - Winslow Subarea Parking Study

Winslow subarea parking study (in collaboration with Public Works): Understand efficiency of parking system use, identify system capacity, and identify solutions for system improvement; Study parking system interaction with traffic circulation, public transportation, and non-motorized transportation. COMP PLAN

Cloned as Work Plan Item 6.3.8, Work Plan Item 5.3.5, Work Plan Item 4.4.6, Work Plan Item 3.5.3, Work Plan Item 3.1.7, and Work Plan Item 2.5.2

Update provided by Morgan Smith on Aug 02, 2018 20:07:13

In Process. Coordinating near term implementing actions with the downtown association. Parking study recommendations are being reviewed and prioritized.

Work Plan Item 1.4.3 1 Some Disruption Progress 25%

General SMP Amendments

Adopt Shoreline Master Plan (SMP) Amendments: Phase 2 - amend SMP to address general issues.

Cloned as Work Plan Item 4.2.7, Work Plan Item 2.2.8, and Work Plan Item 2.1.10

Update provided by Morgan Smith on Aug 02, 2018 20:45:10

In Process. In January 2018, the Planning Commission began its review of the SMP Amendment Phase 2 and developed a list of 10 “guiding themes” or topics. “Nonconforming” was addressed first. On April 12, 2018, the Planning Commission completed its review of “nonconforming.” Additional amendments will be considered throughout 2018.

Work Plan Item 1.4.6 1 Some Disruption Progress 25%

Support-Code Enforcement Initiatives

Rewrite / update code enforcement regulations (in collaboration with City Attorney).

Cloned as Work Plan Item 4.2.8

Update provided by Morgan Smith on Aug 02, 2018 20:48:00

In Process. Conducting legal review and code enforcement regulation research.

Work Plan Item 2.1.6 1 Some Disruption Progress 25%

Comp Plan - TDR / PDR Program Review

Transfer of Development Rights (TDR) / Purchase of Development Rights (PDR) Program Review: Determine reasons the City’s PDR and TDR programs have been unsuccessful and explore ways to improve them; Integrate with other planning initiatives (subarea planning, affordable housing). COMP PLAN

Cloned as Work Plan Item 6.2.15 and Work Plan Item 5.3.8

Update provided by Morgan Smith on Aug 02, 2018 20:53:23

In Process. On June 12, 2018, City Council approved a contract with ECONorthwest, in partnership with Forterra, to conduct an economic market analysis and feasibility study regarding a new inclusionary zoning program and updates to the City’s Transfer of Development Rights Program. On June 19, 2018, ECONorthwest and Forterra presented the project methodology to the City Council.

Work Plan Item 2.2.3 1 On Track Progress 25%

Comp Plan - Green Building Certificate Program

Green Building Certification program. COMP PLAN

Cloned as Work Plan Item 2.4.3

Update provided by Morgan Smith on Aug 02, 2018 20:55:45

In Process. On July 17, 2018, the City Council was presented information on a 2018 Green Building Incentive Program, including the description of green building principles and sustainable building programs, and various policy options.

Work Plan Item 2.6.2 1 On Track Progress 25%

Support for Suzuki Property Planning

Support Suzuki property planning: Conduct project development review consistent with the development agreement and Municipal Code.

Cloned as Work Plan Item 4.6.4

Update provided by Morgan Smith on Aug 02, 2018 20:57:42

In Process. On June 12, 2018, the City Council approved a professional services agreement for Suzuki Property Entitlement Services.

Work Plan Item 2.6.3 1 On Track Progress 25%

Comp Plan - Affordable Housing Initiatives

Affordable housing: Update Municipal Code to address affordable housing regulations and standards; Affordable Housing Task Force to identify programs, policies, regulations, and incentives. COMP PLAN

Cloned as Work Plan Item 5.5.6 and Work Plan Item 4.6.5

Update provided by Morgan Smith on Aug 02, 2018 20:58:42

In Process. On June 12, 2018, City Council approved a contract with ECONorthwest, in partnership with Forterra, to conduct an economic market analysis and feasibility study regarding a new inclusionary zoning program and updates to the City's Transfer of Development Rights Program. On June 19, 2018, ECONorthwest and Forterra presented the project methodology to the City Council.

Work Plan Item 4.3.2 1 Some Disruption Progress 25%

Support for Sign Ordinance Review

Review / update sign regulations (in collaboration with City Attorney).

Update provided by Morgan Smith on Aug 02, 2018 20:59:18

In Process. Conducting legal review and sign regulation research.

Work Plan Item 6.1.5 1 Some Disruption Progress 25%

Implement SmartGov ePlan Check

Implement SmartGov e-Plan Check electronic on-line permit submittal and review process.

Update provided by Morgan Smith on Aug 02, 2018 22:29:53

In Process. Preparing for electronic submittal and plan review. Visited Kitsap County to learn about the software program opportunities and constraints. Project is delayed, pending program review and assessment with contractor (Paladin).

Work Plan Item 1.4.4 1 Major Disruption Progress 0%

Amend SEPA Ordinance

Amend State Environmental Policy Act (SEPA) Ordinance to reflect updates approved by State in 2014.

Cloned as Work Plan Item 6.4.8 and Work Plan Item 2.2.9

Update provided by Morgan Smith on Aug 06, 2018 21:39:43

Delayed until 2019 due to other tasks and priorities.

Work Plan Item 2.4.1 1 Some Disruption Progress 0%

Comp Plan - ARL Designation

Agricultural Resource Land (ARL) designation: Collaborate with regional agencies, organizations, and stakeholders to potentially create a new ARL designation; Consider designating City-owned farmland as ARL; Integrate with other planning initiatives (TDR/PDR program, subarea planning, affordable housing). COMP PLAN

Cloned as Work Plan Item 4.7.3 and Work Plan Item 4.3.3

Update provided by Morgan Smith on Aug 02, 2018 20:56:58

Delayed due to other tasks and priorities.

Priority: 3

Work Plan Item 6.5.1 3 On Track Progress 50%

Support for Citizen Advisory Committees

Support citizen advisory committees: Planning Commission, Design Review Board, Historic Preservation Commission, Environmental Technical Advisory Committee, Ad Hoc Tree LID Committee, Affordable Housing Task Force, Island Center Subarea Plan Steering Committee.

Update provided by Morgan Smith on Aug 02, 2018 22:32:31

Ongoing. Department staff provide support for monthly or bi-monthly meetings.

NOTE: Ad Hoc Tree LID Committee and Affordable Housing Task Force have stopped meeting regularly, and may meet only intermittently through the end of 2018.

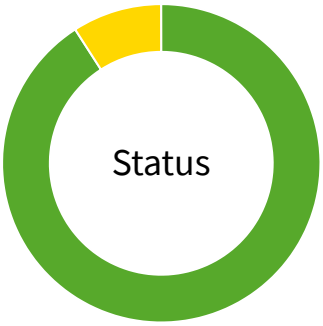
Public Safety

11
Work Plan Item

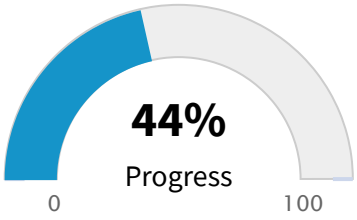
Public Safety

Overall Summary

Total Work Plan Items: 11



	%	#
On Track	90.91	10
Some Disruption	9.09	1



Priority: 1

Work Plan Item 1.1.1 1 On Track Progress 75%

Continue hiring initiative to fill remaining vacancies.

Cloned as Work Plan Item 6.6.3

Update provided by Morgan Smith on Aug 02, 2018 17:35:26

One vacancy remaining. A conditional offer has been made and another candidate is on the list.

Work Plan Item 1.1.3 1 On Track Progress 65%

Crisis Intervention Training (CIT).

Cloned as Work Plan Item 6.1.7, Work Plan Item 4.6.6, and Work Plan Item 1.3.6

Update provided by Morgan Smith on Aug 02, 2018 17:38:17

Two members of the BIPD attended the 40-hour course. One officer will be attending training in the fall. All officers are required to complete the online training offered by the Washington State Criminal Justice Training Commission.

Work Plan Item 6.1.9 1 On Track Progress 65%

Implement rank of Corporal to replace Relief Supervisor designation.

Update provided by Morgan Smith on Aug 02, 2018 17:42:57

New rank was submitted for City Council consideration and approval in July. Next steps will be to complete Civil Service process.

Work Plan Item 1.3.3 1 Some Disruption Progress 50%

Continue supporting Council on the Police Station replacement project.

Cloned as Work Plan Item 6.3.17 and Work Plan Item 3.5.7

Update provided by Morgan Smith on Aug 02, 2018 17:39:54

Ongoing.

Work Plan Item 1.5.1 1 On Track Progress 50%

Continue department support of the Public Safety Committee.

Cloned as Work Plan Item 6.2.16

Update provided by Morgan Smith on Aug 02, 2018 17:40:26

Attended quarterly meetings for Q1 and Q2.

Work Plan Item 6.4.5 1 On Track Progress 50%

WASPC Accreditation Maintenance

Maintain proofs for Washington Association of Sheriffs and Police Chiefs (WASPC) department accreditation.

Update provided by Morgan Smith on Aug 02, 2018 22:42:18

WASPC requires certain proofs be completed for each year between formal accreditation. This task is current and on-time.

Work Plan Item 6.4.12 1 On Track Progress 50%

Implement new body-worn camera policy.

Update provided by Morgan Smith on Aug 02, 2018 17:45:00

Program was submitted for City Council consideration and approved in July. Implementation will complete in Q3/Q4.

Work Plan Item 1.1.2 1 On Track Progress 25%

Develop a five-year strategic plan.

Cloned as Work Plan Item 5.3.10 and Work Plan Item 1.3.5

Update provided by Morgan Smith on Aug 02, 2018 17:35:49

Ongoing.

Work Plan Item 6.1.10 1 On Track Progress 0%

Guild contract negotiation.

Cloned as Work Plan Item 6.6.4 and Work Plan Item 6.5.4

Update provided by Morgan Smith on Aug 02, 2018 17:43:33

Negotiations are expected to start in Q3.

Priority: 2

Work Plan Item 1.1.4 2 On Track Progress 0%

Implement K9 program.

Cloned as Work Plan Item 6.1.8

Update provided by Morgan Smith on Aug 02, 2018 17:39:11

Staff training completed in 2017. Department is waiting on K9 availability from the Bloodhound provider.

Priority: 3

Work Plan Item 3.4.5 3 On Track Progress 50%

Continue to improve and add new content to the BIPD website.

Cloned as Work Plan Item 6.5.5 and Work Plan Item 6.1.11

Update provided by Morgan Smith on Aug 07, 2018 20:28:02

Continued progress on adding new items as needed. Different events are included on the website and deleted upon completion. Additional content will be updated during Q3.

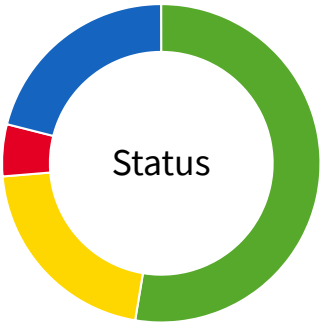
Public Works

19
Work Plan Item

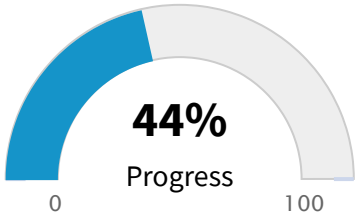
Public Works

Overall Summary

Total Work Plan Items: 19



	%	#
On Track	52.63	10
Some Disruption	21.05	4
Major Disruption	5.26	1
Completed	21.05	4



Priority: 1

Work Plan Item 1.2.3 1 Completed Progress 100%

Sound-to-Olympics Project Phase 2 and 4

Complete construction for Phases 2 and 4 of Sound-to-Olympics (STO) Trail Project.

Cloned as Work Plan Item 4.4.8, Work Plan Item 4.1.2, Work Plan Item 3.1.9, and Work Plan Item 2.5.4

Update provided by Morgan Smith on Aug 02, 2018 17:13:55

Completed Q1.

Work Plan Item 1.2.4 1 Completed Progress 100%

Sound-to-Olympics Project Phase 3

Complete design for STO Phase 3.

Cloned as Work Plan Item 4.4.7, Work Plan Item 4.1.1, Work Plan Item 3.1.8, and Work Plan Item 2.5.3

Update provided by Morgan Smith on Aug 02, 2018 17:14:44

Project cancelled per Council direction in Q2.

Work Plan Item 1.2.8 1 Completed Progress 100%

Support STO Project Reivew

Support City Council review of complete STO project.

Cloned as Work Plan Item 6.3.10, Work Plan Item 3.1.12, and Work Plan Item 2.5.7

Update provided by Morgan Smith on Aug 02, 2018 17:18:36

Overview presented to City Council Q2.

Work Plan Item 2.4.2 1 Completed Progress 100%

City Dock Replacement Project

Complete construction for City Dock replacement

Cloned as Work Plan Item 5.3.9, Work Plan Item 4.1.4, and Work Plan Item 3.5.6

Update provided by Morgan Smith on Aug 02, 2018 17:25:38

Completed in Q1.

Work Plan Item 3.1.3 1 On Track Progress 50%

Support for TBD Options

Identify uses for Transportation Benefit District (TBD) funds.

Cloned as Work Plan Item 6.3.12 and Work Plan Item 3.2.2

Update provided by Morgan Smith on Aug 02, 2018 17:26:23

In progress. Public Works is coordinating with Finance Department.

Work Plan Item 3.6.1 1 On Track Progress 50%

SR 305 Planning

Support SR 305 / regional transportation planning.

Cloned as Work Plan Item 6.3.16

Update provided by Morgan Smith on Aug 02, 2018 17:30:40

Ongoing. WSDOT presented preliminary plans to City Council Q3.

Work Plan Item 3.3.2 1 On Track Progress 30%

Support Sewer Utility Rate Study

Complete rate study for sewer utility.

Cloned as Work Plan Item 6.3.15

Update provided by Morgan Smith on Aug 02, 2018 17:28:11

In progress. Anticipate to complete on schedule in Q3.

Work Plan Item 1.2.5 1 Some Disruption Progress 25%

Sound-to-Olympics Project Phase 1

Complete re-design and construction for Phase 1 - Olympic Dr. of Sound-to-Olympics (STO) Trail Project.

Cloned as Work Plan Item 4.4.9, Work Plan Item 4.1.3, Work Plan Item 3.1.10, and Work Plan Item 2.5.5

Update provided by Morgan Smith on Aug 02, 2018 17:15:43

Design underway. Will complete design and re-bid project for construction Q3

Work Plan Item 1.2.6 1 On Track Progress 25%

Miller and Fletcher Roads Shoulder Improvements

Complete construction of Miller and Fletcher Roads shoulder improvements.

Cloned as Work Plan Item 5.3.6, Work Plan Item 4.4.10, Work Plan Item 3.1.11, and Work Plan Item 2.5.6

Update provided by Morgan Smith on Aug 02, 2018 17:16:13

On schedule for completion in Q4.

Work Plan Item 1.3.4 1 Some Disruption Progress 25%

Police and Municipal Court Building Project: Site selection; Funding plan; Initiate project design.

Cloned as Work Plan Item 6.3.18 and Work Plan Item 3.5.8

Update provided by Morgan Smith on Aug 02, 2018 17:20:26

Site selection in progress. Anticipate City Council decision on property acquisition Q3.

Work Plan Item 6.4.6 1 On Track Progress 25%

APWA Accreditation

Pursue agency accreditation through APWA.

Update provided by Morgan Smith on Aug 02, 2018 17:31:44

Mulit-year accreditation process underway. Expect to complete by Q4 2019

Work Plan Item 1.2.7 1 Some Disruption Progress 0%

Support Traffic Concurrency / Traffic Study Review

Support City Council review of traffic concurrency / traffic study methodology.

Cloned as Work Plan Item 6.3.9

Update provided by Morgan Smith on Aug 02, 2018 17:17:46

Deferred due to higher priority work. Plan to procure consultant for Q4.

Work Plan Item 2.2.4 1 On Track Progress 0%

Groundwater Management Plan

Provide workplan for development of Groundwater Management Plan following City Council direction.

Cloned as Work Plan Item 3.3.4

Update provided by Morgan Smith on Aug 02, 2018 17:25:18

This item is pending City Council direction on ETAC recommendation.

Priority: 2

Work Plan Item 1.2.9 2 On Track Progress 50%

Wyatt Way Project Phase 1

Complete Wyatt Way – Phase 1 design.

Cloned as Work Plan Item 4.4.11, Work Plan Item 3.1.13, and Work Plan Item 2.5.8

Update provided by Morgan Smith on Aug 02, 2018 17:19:01

On schedule to complete in Q3.

Work Plan Item 1.4.7 2 Some Disruption Progress 0%

Ordinance for Fats Oils and Grease

Adopt ordinance to regulate Fats, Oil and Grease (FOG).

Cloned as Work Plan Item 4.2.3 and Work Plan Item 3.3.8

Update provided by Morgan Smith on Aug 02, 2018 17:23:43

In consideration as part of Code Consistency project. Timing to be determined by adopted workplan in Q3.

Work Plan Item 1.4.8 2 Major Disruption Progress 0%

State of the Island's Waters Report

Complete 2nd Edition of State of the Island’s Waters Report.

Cloned as Work Plan Item 4.2.4, Work Plan Item 2.2.5, and Work Plan Item 1.5.4

Update provided by Morgan Smith on Aug 02, 2018 17:24:10

Deferred due to staff availability.

Priority: 3

Work Plan Item 1.2.10 3 On Track Progress 50%

Support for Citizen Advisory Committees

Support citizen advisory committees: Utility Advisory Committee, Multi-Modal Transportation Advisory Committee, Island Center Subarea Planning, Infrastructure Ballot Measure Task Force.

Cloned as Work Plan Item 6.5.3 and Work Plan Item 1.5.3

Update provided by Morgan Smith on Aug 02, 2018 17:19:38

Ongoing.

Work Plan Item 3.1.4 3 On Track Progress 50%

Improve Capital Projects Reporting

Develop improved internal reporting with Finance to monitor capital project status.

Cloned as Work Plan Item 6.3.13, Work Plan Item 3.5.5, and Work Plan Item 3.3.7

Update provided by Morgan Smith on Aug 02, 2018 17:27:10

In progress. Public Works is coordinating with Finance Department.

Work Plan Item 3.3.3 3 On Track Progress 50%

GIS Initiatives

Support initiatives to expand use of GIS for City asset management.

Cloned as Work Plan Item 6.2.12

Update provided by Morgan Smith on Aug 06, 2018 21:14:11

In progress. Current project include the use of mobile technology to complete the stormwater system mapping, and the Development Engineering Inspector has completed field testing of different technologies to support documentation of new system assets constructed through development.

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 30 Minutes

AGENDA ITEM: 7:10 PM Resolution No. 2018-17 Stating the Council's Intention to Approve an Ordinance Creating the Powers of Initiative and Referendum - Councilmember Peltier,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

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

RECOMMENDED MOTION:
Possible Motion Options:

(1) I move to forward Resolution No. 2018-17 to the [Consent Agenda] [or] [Unfinished Business] portion of the agenda for the Council's August 28, 2018 business meeting.

or

(2) I move to approve Resolution No. 2018-17.

SUMMARY:
A resolution of the City Council of Bainbridge Island, Washington, declaring the intent of the City Council to adopt the right of initiative and referendum for the registered voters of the City; providing for publication of this resolution; and providing that upon the expiration of the ninetieth day after the date of publication that an ordinance adopting the initiative and referendum process for the registered voters of the City shall be presented unless a timely and sufficient referendum petition has been filed referring the question to the registered voters of the City for approval or rejection.

FISCAL IMPACT:

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

BACKGROUND: Attached to this agenda bill are materials that explain the powers of initiative and referendum and draft materials that the City Council could adopt to start and complete the process of authorizing the powers of initiative and referendum in the City of Bainbridge Island.

Briefly, the powers of initiative and referendum for Washington cities allow registered voters in the city at issue to directly enact or repeal certain types of legislation. For cities that have adopted the powers of initiative and referendum, the starting point for a proponent of an initiative or referendum is to obtain signatures on a petition equal in number to 15% of the total number of registered voters within the city as of the date of the last preceding city general election.

Initiatives allow voters in a city to enact legislation directly through an ordinance. The power of referendum allows voters in a city to have an ordinance that has been enacted by the city council to be submitted to the voters for approval or disapproval before it becomes effective. An initiative or referendum prevails if it receives a simple majority of votes in a general or special election.

Generally, a topic subject to initiative and referendum must be legislative in nature (as opposed to administrative), and that topic must pertain to the powers granted to the city as a corporate entity (as opposed to a power that has been granted specifically to the city council). The following are a few topics that may be subject to initiative and referendum:

Power to Establish Solid Waste Handling System

Power to Establish Sewers, Drainage and Water Supplies

Power to Regulate Sidewalks

Authority to Assist Development of Low Income Housing

Authority to Acquire/Construct Multi-Purpose Community Center

Authority to Construct Sidewalks, Gutters, Curbs

Authority to Regulate and License Bicycles

Authority to Provide Off-Street Parking Facilities

Authority to Acquire and Operate Municipal Utilities Generally

Authority to Require Conversion to Underground Utilities

Authority for Local Regulatory Option on Sale of Liquor

Authority to Acquire Recreational Facilities

Authority to Regulate Food and Drugs

Authority to Regulate Health and Safety

Authority to Provide for the General Welfare

Power to Acquire, Use, and Manage Property and Materials

Authority to Provide Public Utilities

Authority to Regulate Harbors and Navigation

Regarding specific examples of topics that are not subject to initiative and referendum powers, such topics include the power to annex property, as well as adopting or amending the zoning code or regulations related to or adopted pursuant to the Growth Management Act. Additionally, RCW 35A.11.090 lists several types of ordinances that are not subject to referendum, as follows:

(1) Ordinances initiated by petition;

(2) Ordinances necessary for immediate preservation of public peace, health, and safety or for the support of city government and its existing public institutions which contain a statement of urgency and are passed by unanimous vote of the council;

(3) Ordinances providing for local improvement districts;

(4) Ordinances appropriating money;

(5) Ordinances providing for or approving collective bargaining;

(6) Ordinances providing for the compensation of or working conditions of city employees; and

(7) Ordinances authorizing or repealing the levy of taxes; which excepted ordinances shall go into effect as provided by the general law or by applicable sections of Title 35A RCW as now or hereafter amended.

As a code city, the City of Bainbridge Island ("City") does not automatically have the powers of initiative and referendum for its electorate. To obtain such powers, the City must formally adopt the powers of initiative and referendum. Of the 197 code cities in Washington state, approximately 46 (or 23%) of such cities have formally adopted these powers.

There are two methods by which the City can adopt such powers. One method is initiated by a resolution enacted by a majority of the City Council. The other method is by voter petition (via a petition containing signatures equal in number to 50% of the votes cast at the last general municipal election). Creation of the powers of initiative and referendum is typically done by the city council in code cities.

First Step: A Resolution

The first step in creating the powers of initiative and referendum by the legislative body is for the City Council to adopt a resolution declaring the intention to provide for initiative and referendum powers. If adopted, such a resolution must be published in a newspaper of general circulation within the city not more than 10 days after its passage.

If no referendum petition is filed within 90 days after publication of the resolution, then the City Council would be obligated to enact an ordinance formally adopting the powers of initiative and referendum.

If a referendum petition is filed within the 90 days after publication of the resolution, and the resolution is signed by qualified electors of the city equal to not less than 10 percent of the votes cast at the last general municipal

election, an election must be held on the issue of whether to adopt these powers for the City. The vote would be held at the next general municipal election if there is one within 180 days or otherwise at a special election called for that purpose pursuant to RCW 29A.04.330.

Attached is a proposed resolution which would declare the City Council's intent to adopt the powers of initiative and referendum for the City. As described above, if the proposed resolution is enacted, the powers of initiative and referendum would be adopted for the City unless a timely and sufficient referendum petition is filed referring the question to the registered voters of the City.

Also attached is a proposed draft ordinance. If the City Council adopts Resolution No. 2018-17 and no referendum petition is filed within 90 days after publication of the resolution, then the City Council would be obligated to enact an ordinance. The City Attorney's Office anticipates that such ordinance would be in substantially the form of the proposed draft ordinance, pending additional legal review.

For additional background and guidance, also attached is MRSC's "Initiative and Referendum Guide," which provides detailed information on this topic, including related to the types of topics and actions that are and are not subject to the powers of initiative and referendum.

The Council considered this item at its May 15, 2018 study session and at its May 22, 2018 business meeting. As part of that Council meeting, a Council request was made for additional information related to arguments for and against adopting the powers of initiative and referendum. In response to that request, note that Page 2 of MRSC's Initiative and Referendum Guide contains a page-long description of arguments for and against the initiative and referendum powers.

Note, too, that Appendix A to the initiative and referendum guide contains a list of the cities and counties that have adopted the powers of initiative and referendum. The list was recently updated in April, 2018. MRSC's Initiative and Referendum webpage also contains a list of cities that have adopted the powers of initiative and referendum.

ATTACHMENTS:

Resolution No. 2018-17 Relating to Initiative and Referendum Powers

Draft Ordinance - BI Initiative Referendum Powers

MRSC Initiative and Referendum Guide

FISCAL DETAILS:

Fund Name(s):

Coding:

RESOLUTION NO. 2018-17

A RESOLUTION of the City Council of Bainbridge Island, Washington, declaring the intent of the City Council to adopt the right of initiative and referendum for the registered voters of the City; providing for publication of this resolution; and providing that upon the expiration of the ninetieth day after the date of publication that an ordinance adopting the initiative and referendum process for the registered voters of the City shall be presented unless a timely and sufficient referendum petition has been filed referring the question to the registered voters of the City for approval or rejection.

WHEREAS, in 1990 the citizens of Bainbridge Island voted to incorporate all of Bainbridge Island as a city through a successful campaign referred to as "Home Rule;" and

WHEREAS, Bainbridge Islanders to this day remain keenly interested in self governance and how it impacts the community; and

WHEREAS, the Bainbridge Island City Council has confidence in the collective good judgment of the Island's citizens; and

WHEREAS, the City Council wishes to provide voters with a measure of direct democracy through the powers of initiative and referendum; and

WHEREAS, the City Council considered this matter at its regular study session on May 15, 2018, and

WHEREAS, the City Council considered this matter further at its regular business meeting on May 22, 2018.

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

Section 1. Pursuant to RCW 35A.11.080, which permits the legislative body of a noncharter code city, such as the City of Bainbridge Island, Washington, to provide for the exercise in the city of the powers of initiative and referendum in accordance with the provisions of state law set forth in RCW 35A.02.020 and other provisions, the City Council of the City of Bainbridge Island hereby declares its intention to adopt for the City the powers of initiative and referendum.

Section 2. Within ten (10) days following the passage of this resolution, the City Clerk is instructed to cause this resolution to be published at least once in a newspaper of general circulation within the City.

Section 3. Notice is given that upon the expiration of the ninetieth (90^{th}) day after the date of first publication of this resolution, but excluding the date of first publication of the resolution, if no timely and sufficient referendum petition is filed pursuant to RCW 35A.02.035, as determined

by RCW 35A.29.170, the intent expressed in this resolution shall, at the next regular meeting of the City Council, be made effective by an ordinance adopting for the City the powers of initiative and referendum.

PASSED by the City Council this ____ day of _____, 2018.

APPROVED by the Mayor this ____ day of _____, 2018.

By: _____
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

By: _____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: May 11, 2018
PASSED BY THE CITY COUNCIL:
RESOLUTION NO. 2018-17

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ORDINANCE NO. 2018-

AN ORDINANCE OF THE CITY OF BAINBRIDGE ISLAND, WASHINGTON, ESTABLISHING A NEW BAINBRIDGE ISLAND MUNICIPAL CODE CHAPTER 4.15 RELATING TO THE POWERS OF INITIATIVE AND REFERENDUM; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council has chosen to extend the powers of initiative and referendum to the voters of the City of Bainbridge Island.

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

Section 1. New BIMC Chapter 4.15 Established. A new Bainbridge Island Municipal Code Chapter 4.15 ("Initiative and Referendum") is hereby established and adopted to read as follows:

Chapter 4.15
INITIATIVE AND REFERENDUM

Sections:

4.15.010 Purpose.
4.15.020 Ordinances not subject to initiative and referendum.
4.15.030 Initiative – Procedures.
4.15.040 Initiative – Sufficiency of the petition – Determination.
4.15.050 Initiative – City council action – Calling election.
4.15.060 Initiative – Ballot title – Ballot statement.
4.15.070 Initiative – Effective date – Recording.
4.15.080 Initiative – Appeal to court.
4.15.090 Initiative – Repeal or amendment.
4.15.100 Referendum – Procedures.
4.15.110 Referendum – Filing suspends ordinance – City council action.
4.15.120 Referendum – Effective date – Record.
4.15.130 Referendum – Other initiative provisions to apply.
4.15.140 Restriction or abandonment of powers.
4.15.150 Ordinances restricting or abandoning powers – Effective date.

4.15.010 Purpose.

The purpose of this chapter is to provide to the qualified electors of the City of Bainbridge Island the powers of initiative and referendum in accordance with Chapters 35.17 and 35A.11 RCW.

4.15.020 Ordinances not subject to initiative and referendum.

Ordinances of the City of Bainbridge Island which shall not be subject to the powers of initiative and referendum and which shall become effective five days following their passage and legal publication, or as otherwise provided by the general law or by applicable sections of RCW Title 35A, as now or hereafter amended, are as follows:

1. Ordinances initiated by petition;

2. Ordinances necessary for immediate preservation of public peace, health, and safety or for the support of city government and its existing public institutions which contain a statement of urgency and are passed by unanimous vote of the city council;

3. Ordinances providing for local improvement districts;

4. Ordinances appropriating money;

5. Ordinances providing for or approving collective bargaining matters;

6. Ordinances providing for the compensation of or working conditions of city employees;

7. Ordinances authorizing or repealing the levy of taxes;

8. Any other ordinance or subject matter exempted now or hereafter by state law from initiative and referendum processes; and

9. Ordinances enacted under authority delegated exclusively to the legislative body of the city by the state.

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4.15.030 Initiative – Procedures.

Ordinances may be initiated by petition of electors of the city of Bainbridge Island only in accordance with the provisions of this chapter:

1. Recommended Filing. Persons or groups desiring to initiate an ordinance by petition are strongly encouraged to submit to the city clerk copies of the petition and proposed ordinance by initiative prior to seeking or obtaining signatures. Upon receipt of any such petitions or ordinances, the city clerk shall forward the same to the city attorney. Within 15 business days of receipt of the petition and proposed ordinance by initiative, the city attorney shall determine and report to the city council whether the proposed ordinance by petition is subject to the initiative process, and, if so, shall thereafter formulate an initiative statement, as described in subsection (2)(b) of this section, and shall transmit the initiative statement to the city clerk, city council, city manager, and the petitioner.

2. Initiative Petition – Requirements – Form. All initiative petitions submitted to the city clerk for validation shall contain the following:

   a) Title of the Proposed Ordinance. The petition shall indicate the title of the proposed ordinance. The title shall be subject to change by the city as may be necessary to comply with state law or city code.

   b) Initiative Statement. Every petition page shall contain an initiative statement, not exceeding 100 words, phrased in the form of a question that can be answered only with an affirmative or negative response. The initiative statement may be distinct from the petitioner's title of the measure, and shall express and give an impartial statement of the purpose of the measure.

3. Petition Page(s). An initiative petition may include any number of pages; provided, that each page shall contain the initiative statement defined in subsection (2)(b) of this section.

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4. A copy of the proposed ordinance shall be attached to the petition and shall be made available to every person signing a petition.

5. Signature Lines. Every petition page shall contain consecutively numbered lines for signatures and shall include space for the printed name of the person signing, his or her address, and the date of signing. Signature lines shall be in substantially the following format:

	Petitioner's Signature	Petitioner's Printed Name	Address	Date
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

6. Warning. Every petition page shall contain the following warning directly above the signature lines:

WARNING

Any person who signs this petition with a name other than his/her true and legal name, or who knowingly signs more than one petition page, or who signs a petition when he/she is not a qualified elector of Bainbridge Island, or who signs a petition when he/she is otherwise not qualified to sign, or who otherwise makes herein any false statement, shall be guilty of a misdemeanor.

4.15.040 Initiative – Sufficiency of the petition – Determination.

1. Signatures. To be sufficient, an initiative petition submitted for validation to the city clerk must contain valid signatures of not less than 15 percent of the number of persons registered to vote at the last preceding general city election.

2. Determination of Sufficiency. Within 10 business days, or such additional time as may reasonably be necessary, from the filing of the

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petition for validation, the city clerk or the city clerk's designee shall determine the sufficiency of the signatures and shall either accept the petition and issue a certificate of sufficiency, or reject the petition for insufficiency and issue a certificate of insufficiency. For purposes of this section, the city clerk or designee shall use the registration records and returns of the preceding general city election.

3. Basis for Determination of Sufficiency. The following bases shall apply to determinations of sufficiency:

   a) There shall be signatures of not less than 15 percent of the number of persons registered to vote in the last, preceding general city election;

   b) Variations in signatures between the petition and the voter's permanent registration caused by a substitution of initials instead of the voter's first or middle name, or both, shall not invalidate the signature if it is otherwise valid;

   c) Signatures, excluding the first time, of any person who has signed a petition two or more times shall be stricken; and

   d) Petitions shall also include the printed name of the person signing, his or her address, and the date signed.

4.15.050 Initiative – City council action – Calling election.

1. If the petition accompanying the proposed ordinance is determined to be sufficient by the city clerk, the city council shall, within 20 days after the city clerk's certification of sufficiency, pass the proposed ordinance without alteration, or reject the proposed ordinance.

2. The city council may, after rejection of any initiative measure, propose and pass an alternative ordinance dealing with the same subject; provided, that if the city council rejects any initiative measure, or fails to pass an initiative measure without alteration within 20 days of certification of sufficiency, or passes a different measure dealing with the same subject, then the initiative measure without alteration and the council's alternative measure, if any, shall be submitted to the qualified electors of the city for approval or rejection.

3. If the initiative and/or any alternative council measure are to be submitted to the voters, the city council shall call an election to be held pursuant to state law.

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4.15.060 Initiative – Ballot title – Ballot statement.

1. When any initiative petition is determined to be sufficient by the city clerk and is to be submitted to the voters, the city clerk shall forward the initiative statement and summary to the city attorney.

2. The city attorney shall prepare, within 10 business days of receipt of the initiative statement and summary:

    a) A ballot title to permit the voters readily to identify the proposition and distinguish it from other propositions on the ballot; and

    b) A ballot statement, not to exceed 100 words, containing the essential features of the initiative as expressed in the initiative statement and summary. The ballot statement shall accompany the ballot title on the ballot.

4.15.070 Initiative – Effective date – Recording.

1. If a majority of the number of votes cast in an election on an initiative favor the initiative, it shall become effective and shall be made a part of the record of ordinances of the city.

2. In case the city council, after rejection of the initiative measure, has passed an alternative measure, the alternative measure shall be submitted at the same election with the initiative measure. If both the initiative and the council's alternative measure are approved by a majority vote, and if they are conflicting in any substantive manner, then the measure receiving the highest number of affirmative votes shall thereby be adopted, and the other shall be deemed rejected.

4.15.080 Initiative – Appeal to court.

If the city clerk finds the initiative petition insufficient or if the city council refuses either to pass an initiative ordinance or to order an election thereon, any aggrieved person may commence an action in the superior court against the city seeking to order an election to be held in the city for the purpose of voting upon the proposed ordinance. Any such action shall be filed with the court within 10 calendar days of such refusal by the city council or finding of insufficiency by the city clerk.

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4.15.090 Initiative – Repeal or amendment.

1. Upon the adoption of an ordinance by initiative, the city clerk shall write on the margin of the record thereof "Ordinance by Petition No._____" or "Ordinance by Vote of the People."

2. The city council may, by ordinance, submit to a vote of the people at any general election a proposition for the repeal or amendment of an ordinance initiated by a petition. If a majority of the votes cast upon the proposition favor it, the ordinance by petition shall be repealed or amended accordingly. Propositions for repeal or amendment of an ordinance by petition shall meet the notice, publication and voting requirement of initiatives.

3. Upon the adoption of a proposition to repeal or amend an ordinance by petition, the city clerk shall write upon the margin of the record of the ordinance "Repealed (or Amended) by Ordinance No._____" or "Repealed (or Amended) by Vote of the People."

4.15.100 Referendum – Procedures.

1. A petition for referendum may be timely filed with the city clerk within 30 days from the adoption of an ordinance by the city council, petitioning the council to reconsider an ordinance which is subject to referendum, or to submit the same to a vote of the people for their approval.

2. Referendum Petition – Requirements – Form. All referendum petitions submitted to the city clerk for validation shall contain the following:

   a) Referendum Statement. The petition for referendum shall contain a referendum statement that shall be phrased substantially in the following language:

      Should City of Bainbridge Island Ordinance No. _____ relating to_____, enacted by the Bainbridge Island City Council on _____, be repealed in its entirety? Your signature on this petition indicates your vote in favor of repeal of the attached ordinance in its entirety.

   b) A copy of the challenged ordinance in the form adopted by the city council shall be attached to each referendum petition for the information of the parties requested to sign such petition and shall be made available to every person signing a petition.

   c) Petition Pages. A referendum petition may contain any number of pages; provided, that each page contains the referendum

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statement described in subsection (1)(b) of this section.

d) Signature Lines. Every petition page shall contain consecutively numbered lines for signatures, and shall include space for the printed name of the person signing, his or her address and the date of signing. Signature lines shall be in substantially the following format:

	Petitioner's Signature	Petitioner's Printed Name	Address	Date
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

e) Warning. Every petition page shall contain the following warning directly above the signature lines:

WARNING

Any person who signs this petition with a name other than his/her true and legal name, or who knowingly signs more than one petition page, or who signs a petition when he/she is not a qualified elector of Bainbridge Island, or who signs a petition when he/she is otherwise not qualified to sign, or who otherwise makes herein any false statement, shall be guilty of a misdemeanor.

4.15.110 Referendum – Filing suspends ordinance – City council action.

Upon the timely filing of a referendum petition determined to be sufficient by the city clerk, the city council shall reconsider the challenged ordinance and upon reconsideration shall defeat it in its entirety or shall submit it to a vote of the people. The operation of an ordinance timely challenged by referendum shall be suspended from the time a referendum petition is submitted for validation until the referendum petition is finally found insufficient or until the ordinance challenged has received a majority of the votes cast thereon at the election held for the purposes of the referendum.

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4.15.120 Referendum – Effective date – Record.

If a majority of the number of votes cast thereon oppose the ordinance subject to the referendum, such ordinance shall be deemed repealed immediately.

4.15.130 Referendum – Other initiative provisions to apply.

The following provisions of this chapter relating to initiatives shall also apply to every referendum:

1. Sufficiency of the petition (BIMC 4.15.040);

2. Ballot title and ballot statement (BIMC 4.15.060); and

3. Appeal to court (BIMC 4.15.080).

4.15.140 Restriction or abandonment of powers.

The exercise of the initiative and referendum powers governed by this chapter may be restricted or abandoned upon passage of a resolution by the city council declaring the council's intent to put a vote to the people calling for restriction or abandonment of the initiative and referendum powers, or by the filing of a petition meeting the sufficiency requirements of BIMC 4.15.040, and seeking the abandonment or restriction of the initiative and referendum powers. The council resolution or the petition shall be submitted to the voters at the next general municipal election if one is to be held within 180 days from the date of filing of the petition or passage of the resolution, or at a special election to be called for that purpose not less than 90 days nor more than 180 days after the passage of the resolution or the certification of sufficiency of the petition. The ballot title and ballot statement of the proposition shall be prepared by the city attorney as provided in BIMC 4.15.060.

4.15.150 Ordinances restricting or abandoning powers – Effective date.

If a majority of votes cast at the election favor restriction or abandonment, such powers of initiative or referendum shall be deemed so restricted or abandoned.

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Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section sentence, clause or phase of this ordinance.

Section 3. Effective Date. This ordinance is subject to referendum as provided by law and shall take effect and be in full force ninety (90) days after publication of the enabling Resolution which will be _____, 2018.

PASSED by the City Council this __ day of _____, 2018.

APPROVED by the Mayor this ___ day of _____, 2018.

_____
Kol Medina, Mayor

ATTEST / AUTHENTICATE:

_____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: _____, 2018
PASSED BY THE CITY COUNCIL: _____, 2018
PUBLISHED: _____, 2018
EFFECTIVE DATE: _____, 2018
ORDINANCE NO: 2018-1

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Initiative and Referendum Guide

for Washington Cities and Charter Counties

MRSC

Last Updated:
April 2018

Please note, our publications are updated frequently. To ensure you have the most accurate information, download the latest version of this publication from our website: www.mrsc.org/publications/publications.aspx.

Revision History

April 2018

- **Appendix A – Added Black Diamond, La Center, Lakewood, Sammamish, and Spokane Valley to the list of code cities that have adopted powers of referendum and initiative, and removed Raymond.**

February 2018

- **Appendix A – Removed Shelton as commission city, and as a code city that has adopted powers of initiative and referendum; added Clark County to list of charter counties.**

Initiative and Referendum Guide for Washington Cities and Charter Counties
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Preface

There is increasing interest in the power of the people at both the state and local level to directly exercise authority to enact and repeal laws. This authority is exercised through the powers of initiative and referendum. This publication provides an overview of these powers as they may be exercised at the local level - in the cities and charter counties of the state of Washington.

Most cities and counties in Washington do not have these powers available at this time. Of the 281 incorporated cities in the state, less than 50 have adopted the powers of initiative and referendum. Of the 39 counties in the state, only the seven counties that have adopted local charters have available the powers of initiative and referendum. These statistics may, however, be somewhat misleading. The more populated cities and counties have adopted these powers either in their charters or by city council action, so the powers are available to the many Washington citizens at the local level who live in these larger jurisdictions.

This publication provides an overview of the powers of initiative and referendum in local government. It reviews which cities and counties have the powers available and, when legally permitted, how the powers may be adopted in cities and counties that have not already done so. It also reviews in some detail which types of actions are subject to the initiative and referendum process, since there are limitations on the exercise of the power even when it is available.

We hope this publication will be helpful to officials in cities and counties that already have the powers of initiative and referendum, as well as to officials in cities and counties that are considering adopting the powers.

Special acknowledgment is given to Patrick Mason, Senior Legal Consultant, who prepared the original publication and to Bob Meinig, Legal Consultant, who prepared this revision. Thanks is also given to Holly Stewart, Desktop Publishing Specialist, for her excellent work in preparing this guide for publication.

Periodic updates have been provided by Legal Consultant Paul Sullivan, and Graphic Designer Marissa Roesijadi.

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Initiative and Referendum Powers

Basically, the power of initiative as applied to municipalities refers to the authority of the voters of a city or charter county to directly initiate and enact legislation (hereafter the term "municipality" will include cities, towns, and counties). The process involves an initial petition containing a specified number of signatures that proposes an ordinance for adoption. If the proper form and the number of signatures is sufficient, the issue must either be adopted by the city or charter county council or submitted to the entire electorate of the city or charter county for adoption or rejection at an election.

The power of referendum in a municipality is the right of the people to have an ordinance that has been enacted by the city or charter county council submitted to the voters for their approval or rejection. The process also includes the filing of a petition, with a required minimum number of registered voters, prior to the effective date of the ordinance. If the required number of signatures in the proper form are obtained on the petition, the ordinance is suspended from becoming effective until it has either been repealed by the city or charter county council or is submitted to the voters for approval or rejection at an election.

Briefly, the power of initiative is used to propose new legislation and the power of referendum is used to review previously adopted legislation. These powers exist at the state level also, but this publication deals exclusively with the powers as applied to government at the local level, specifically to cities and charter counties.

Arguments for and against

The use of initiative is direct democracy at its most fundamental level. It is favored by those who value widespread voter participation both in choosing candidates and in drafting and deciding upon legislation. It is an attempt to enlarge the role of the electorate while at the same time diminishing the power of the elected representatives, in this case the city or charter county councilmembers.

The classic arguments for initiative powers have changed little since the initiative and referendum process was introduced in its present form in this country in the early twentieth century. Proponents argued that the initiative process would neutralize special interest groups, curtail corruption, provide a vehicle for civic education, and put pressure on public officials to act in the public interest. Supporters claimed that the initiative process was the culmination of the steady advance of the broadened franchise and direct democracy in this century.

Those opposed to the use of initiative power are basically supporters of representative democracy. They stress the need for knowledge and deliberation in the drafting of legislation and the daily business of governing. While those favoring this position are often accused of being undemocratic and lacking faith in the people, they assert that the most important democratic act is the selection of representatives.

Critics of the initiative process argue that it is a dangerous device that undercuts representative government by taking lawmaking out of the hands of the legislators elected to do the job. Complex issues are reduced to fast "yes" or "no" decisions by voters who may be swayed by misleading television or other commercials paid for by special interest groups. Initiatives may be crudely drafted and no allowance made for the usual give and take of the legislative process, which often results in the kind of compromises that make laws more workable.

Both sides agree that most of the business of governing cannot be decided directly by the people but must be decided by elected representatives. Therefore, the power of initiative is always recognized as a supplement to the normal legislative process.

The same basic philosophical arguments apply to the power of referendum as apply to the initiative power.

Municipalities that have the powers of initiative and referendum available

The powers of initiative and referendum are not available to all classes of municipalities. These powers are not automatically included in the powers granted to cities, towns, or counties. The authority for use of these powers is found either in the state constitution or in enabling legislation adopted by the state legislature, or both.

In Washington, the only cities that have been granted the powers of initiative and referendum are the first class cities, code cities that have formally adopted these powers, and cities with the commission form of government.

The only counties that may exercise these powers are counties that have formally adopted them by charter. Of the 39 counties in Washington, 33 retain the commission structure as outlined in Title 36 RCW; six counties have established themselves as charter counties by drafting a charter and submitting it to a vote of the people. Counties that have not taken steps to become charter counties are hereafter referred to as "commission counties."

First class cities

The state constitution specifically grants the authority to adopt a charter to first class cities, and RCW 35.22.200 specifically provides that a first class city charter may provide for direct legislation by the people through the initiative and referendum process. All of the ten first class cities in Washington have adopted the powers of initiative and referendum, and the procedures for exercising these powers are set out in the city charter of each city. (A brief review of the procedures exercised in each city is contained in Appendix M.)

Second class cities and towns

Second class cities and towns do not have the authority to establish initiative and referendum powers; consequently, voters in these two classes of municipalities may not exercise either power. In second class cities and towns, the council may submit an issue to the voters on an advisory ballot basis. This means that the voters may vote on an issue or an ordinance, but the results of the vote are not legally binding. While a city or town council may consider the vote of the people in an advisory ballot in deciding whether to enact or repeal an ordinance, the council is not bound to follow the majority vote.

Commission cities

A city that has the commission form of government automatically has the powers of initiative and referendum. These powers are set out in the enabling authority for commission cities in RCW 35.17.220 - 35.17.360.

Code cities

While initiative and referendum powers are available to code cities, they are not automatic powers either at the time of incorporation or reclassification as a code city. Code cities must formally adopt these powers. The procedures for adoption are outlined on pages 11-12 of this publication. As of February 2014, approximately 46

code cities in Washington have formally adopted these powers. (See Appendix A for a list of these code cities.) Citizens in other code cities do not have these powers available. All code cities have authority to submit issues to the public on an advisory basis, but the results of an advisory election are not binding on the city council.

Commission counties

Commission counties are granted their authority under the state constitution and Title 36 RCW. If a county does not go through the charter process, then it remains a commission form of government. Counties with the commission form of government do not have the powers of initiative and referendum available to them.

Charter counties

The state constitution grants counties the option of adopting a charter for their own form of government, and that charter may provide for direct legislation by the people through the initiative and referendum process. Seven counties have adopted a charter: Clallam, Clark, King, Pierce, San Juan, Snohomish, and Whatcom. Each has adopted the powers of initiative and referendum. Procedures for the exercise of these powers are set out in the charter of each county. (A brief review of the procedures as exercised in each charter county is contained in Appendix N.)

Types of legislation subject to the initiative and referendum process

Even if the citizens of a city or county have the powers of initiative and referendum available to them, this does not mean that every type of legislation is subject to these powers. There are a number of statutory limitations on these powers, at least in code cities, and additional limitations have been imposed by the courts. First class city and charter county charters also contain restrictions, and these can differ from city to city and county to county (the specific charter for each jurisdiction must be checked). This section will review the various limitations on the types of legislation which are subject to the initiative and referendum powers.

Only ordinances may be enacted by initiative or repealed by referendum. The powers of initiative and referendum are not applicable to any other type of legislative enactment by a city or county council, such as a motion, order, or resolution.

Statutory limitations placed on a code city

The statutes granting the power of referendum to code cities contain a list of the types of ordinances that are not subject to that power. This means that the 30-day waiting period for ordinances to go into effect, which applies in code cities that have adopted the powers of initiative and referendum, does not apply to these ordinances, since they are not subject to referendum. The list of exempt ordinances contained in RCW 35A.11.090 is as follows:

1. Ordinances initiated by petition;
2. Emergency ordinances necessary for the immediate preservation of public peace, health and safety or for the support of the city government and its existing public institutions which contain a statement of urgency and are passed by unanimous vote of the council;
3. Ordinances providing for local improvement districts;
4. Ordinances appropriating money;
5. Ordinances providing for or approving collective bargaining;
6. Ordinances providing for the compensation of or working conditions of city employees;
7. Ordinances authorizing or repealing the levy of taxes.

These types of ordinances take effect as provided in general law - five days after publication, unless a later date is specified in the ordinance.

Statutory limitations placed on a commission city

The statutes that grant the power of referendum to commission cities also contain a limitation on the exercise of that power. RCW 35.17.240 indicates that most ordinances adopted in a commission city do not take effect for 30 days after adoption to allow the citizens an opportunity to file

a referendum petition. However, under RCW 35.17.230, the following types of ordinances are not subject to the 30-day waiting period or the referendum process:

1. Ordinances initiated by initiative;

2. Ordinances necessary for the immediate preservation of public peace, health and safety which contain a statement of urgency and are passed by unanimous vote of all the commissioners;

3. Ordinances providing for local improvement districts.

Other limitations

In addition to the above statutory limitations, the courts in Washington have recognized other limitations on the use of the powers of initiative and referendum. Basically, the courts have recognized two tests to determine if an ordinance is beyond the scope of direct legislation by the people either through the exercise of the initiative power or the referendum power.

The first test is whether the underlying action is legislative or administrative in nature. If the action is administrative, then it is not subject to the power of initiative or referendum. If it is legislative, then it may be subject to initiative and referendum, depending upon the outcome of the second test.

The second test is whether the power is one that has been granted by the legislature to the legislative authority of a city or county or whether it is a power that has been granted to the corporate entity as a whole. If it is a power that has been granted to the legislative authority (city or county council), then it is not subject to the powers of initiative and referendum. If it is a power that has been granted to the city as a corporate entity, then it may be subject to initiative and referendum.

Both of these powers will be explained in more detail, but it is important to note that the action must pass both tests to be subject to initiative or referendum. If the action is administrative in nature or if the subject of the proposed legislation is a power that has been granted by the state legislature to the city or county council, it is ***not*** subject to the power of initiative and referendum. Citizens may exercise these powers only if the action is legislative in nature and the subject of the legislation is not one that has been granted to the city or county council.

Administrative/legislative distinction

The courts in this state have noted that the power of direct legislation by citizens is not an inherent power of the people. The right did not exist until granted by the state constitution in 1912. There is an inherent limitation on this right in that it only extends to matters legislative in character, as compared to administrative matters. Therefore, the scope of the powers of initiative or referendum is restricted to ordinances adopting legislative policy and is not extended to ordinances effecting administrative actions.

This, of course, raises the question of what is an administrative action and what is a legislative action. The courts have applied two tests in making this determination. First, actions relating to subjects of a permanent and general character are usually regarded as legislative matters, and actions taken on subjects of a temporary and special character are usually regarded as administrative matters. Second, the power

to be exercised is legislative in nature if it prescribes a new policy or plan, whereas it is administrative in its nature if it merely pursues a plan already adopted by the legislative body or some power superior to it.

Even with these tests as guides, it may not always be clear whether a matter is legislative, and subject to initiative and referendum, or administrative. One way to help understand this test is to review some court cases in which the courts have characterized various actions as being either legislative or administrative in nature. The following cases provide some guidance:

1. The decision to fluoridate the city water supply is administrative in nature. *City of Port Angeles v. Our Water-Our Choice!*, 170 Wn.2d 1 (2010).

2. An ordinance amending a comprehensive street name ordinance is administrative in nature since it is enacted pursuant to a plan already adopted by the legislative body. *Heider v. Seattle*, 100 Wn.2d 874 (1984).

3. The enactment of a business and occupation tax is legislative in nature. *Citizens for Financially Responsible Government v. Spokane*, 99 Wn.2d 339 (1983).

4. Implementation of a punch card ballot system is legislative in nature. *Ballasiotes v. Gardner*, 97 Wn.2d 191 (1982).

5. The setting of rates is a legislative act. *Earle M. Jorgensen Co. v. Seattle*, 99 Wn.2d 861 (1983), and *Scott Paper Company v. Anacortes*, 90 Wn.2d 19 (1978).

6. A site specific rezone amendment is administrative in nature since it implements the zoning code or comprehensive plan already enacted. *Leonard v. Bothell*, 87 Wn.2d 847 (1976)

7. The selection of a contractor and the numerous other conditions incident to a building contract are administrative in nature. *Ruano v. Spellman*, 81 Wn.2d 820 (1973).

8. The granting of an unclassified use permit is administrative. *Durocher v. King County*, 80 Wn.2d 139 (1972).

9. A decision concerning where to locate a multipurpose stadium is legislative in nature. *Paget v. Logan*, 78 Wn.2d 349 (1970).

Limitations on initiative and referendum: corporate entity vs. legislative body distinction

The other test used by the courts to determine if an issue is subject to initiative or referendum is the distinction between a grant of authority by the state legislature to the city or county as a corporate entity or to its legislative authority (the city or county council). If the statutory grant of authority is to the city or county as a corporate entity, direct legislation by the people is permissible in the form of initiative or referendum. On the other hand, if the grant of power is to the legislative authority of the city or county, then initiative and referendum are prohibited.

When applying this test, it is necessary to determine the statutory grant of authority underlying the action involved. Appendix H contains a list of examples of specific statutory grants of authority to a city council (legislative authority). Presumably, these actions are not subject to initiative and referendum. Appendix I contains a list of examples of specific statutory grants to the city corporate entity. These may be subject to initiative and referendum, although it is necessary to review the other limitations on these powers to make that determination. And finally, Appendix J contains a selected list of specific grants of authority to county legislative authorities.

As an example of how this determination is made, consider the issue of whether citizens may pass an initiative rezoning an area of a city. It is first necessary to determine if there is a specific statutory grant of power to rezone property to either the legislative body or to the city as a whole. There is such a grant of authority for code cities in RCW 35A.63.100 and for other classes of cities in RCW 35.63.080. These statutes provide the legislative body with the authority to divide the city into zones. Therefore, this power is not subject to the power of initiative. This is also the holding of the Washington State Supreme Court, as noted below.

Another example of this determination is the question of whether the initiative process applies to a decision of whether a city should acquire and operate a water utility. Again, the first step is to determine if there is a specific statute that contains a grant of authority to the city as a whole or to the city council to operate a water utility. In this case, there is such a statutory grant in RCW 35.92.010. That statute indicates that a city or town may acquire and operate a water utility system. Therefore, the grant of authority is not limited to the city council but is a grant to the city as an entity. This issue then, because it is also not an administrative matter, would be subject to the initiative power.

Similarly, this analysis would apply to charter counties as well. An example would be a zoning regulation adopted pursuant to the Planning Enabling Act, chapter 36.70 RCW. Under this statute, the legislature clearly granted the authority to adopt zoning ordinances ("official controls") and a comprehensive plan to the county legislative authority and not the county as a whole. This effectively invalidates any attempts to use initiative or referendum powers for county comprehensive plans or zoning regulations.

There have been a number of court decisions examining specific issues to determine if the underlying action is subject to initiative and referendum based on this test. A brief summary of the holdings in some of these cases may also help illustrate how this test is applied:

1. In RCW 46.63.170(1), the legislature granted to local legislative bodies the exclusive power to legislate on the subject of the use and operation of automated traffic safety cameras. Therefore, an initiative to expressly restrict the authority of a city's legislative body to enact red light cameras by requiring a two-thirds vote of the electorate for approval and by limiting the amount of traffic fines is invalid. *Mukilteo Citizens for Simple Gov't v. City of Mukilteo*, 174 Wn.2d 41 (2012).

2. An initiative that would restrict or limit the authority of a city to issue revenue bonds under chapter 35.41 RCW, the Municipal Revenue Bond Act, exceeds the initiative power and is invalid. The legislature unambiguously granted the legislative body of the city the authority over revenue bonds under multiple provisions in chapter 35.41 RCW. *City of Sequim v. Malkasian*, 157 Wn.2d 251 (2006).

3. The power to amend the county charter was not exclusively delegated to the legislative authority of the county by either article 11 of the state constitution or the King County Charter. Under article 11, amending a county charter is no different than proposing an ordinance. Therefore, an amendment to a county charter may be subject to the powers of initiative and referendum, but repealing a charter is beyond the powers of initiative granted to the people under article 11. *Maleng v. King County Corrections Guild*, 150 Wn.2d 325 (2003).

4. An ordinance adopting a zoning regulation under chapter 36.70 RCW, the Planning Enabling Act, is not subject to the initiative or referendum power because that power has been specifically delegated to the county legislative authority. *Save Our State Park v. County Commissioners*, 74 Wn. App. 637 (1994).

5. An ordinance extending the business and occupation tax is subject to a referendum in a first class city because neither the constitution nor the state legislature restricted that taxing power to the city council. *Citizens for Financially Responsible Government v. Spokane*, 99 Wn.2d 339 (1983).

6. An initiative that amended the city zoning code was invalid because the zoning power has been granted by the state legislature to the city council and not to the city as a corporate entity. *Lince v. Bremerton*, 25 Wn. App. 309 (1980).

7. The legislature granted to the city council the authority to adopt and modify the zoning code. Therefore, a referendum challenging a rezone was not allowed by the court. *Leonard v. Bothell*, 87 Wn.2d 847 (1976).

8. An ordinance providing for annexation is not subject to a referendum because the powers of annexation have been granted by the legislature to the mayor and city council. *State ex rel. Bowen v. Kruegel*, 67 Wn.2d 673 (1965).

9. An ordinance setting utility rates for a municipal-owned water system, which is being financed by revenue bonds, is not subject to referendum because the authority to set utility rates has been given to the city council when revenue bonds are utilized. *State ex rel. Haas v. Pomeroy*, 50 Wn.2d 23 (1957).

Legislative body distinction and the Growth Management Act

The power to enact regulations under the Growth Management Act (GMA), chapter 36.70A RCW, is specifically granted to the

legislative authority of cities and counties. As summarized in the following cases, the courts have addressed the use of initiative and referendum when related to the GMA in a number of cases and have found that the powers are invalid when pertaining to a regulation adopted under the Act:

1. The GMA places considerable power and responsibility in local hands, but it is still a state power that is being exercised to further state mandates. It is for the legislature, not the courts, to amend GMA procedures to provide for local referenda. Until such an amendment is enacted, the court will continue to hold that ordinances such as these that designate and protect critical areas are not subject to local referenda. *1000 Friends of Wash. v. McFarland*, 159 Wn.2d 165 (2006).

2. A citizen's initiative to require development restrictions and creek restoration activities was held invalid because development regulations were adopted under the GMA and the authority to adopt them is specifically granted to the city legislative authority. *City of Seattle v. Yes for Seattle*, 122 Wn. App. 382 (2004), *review denied*, 153 Wn.2d 1020 (2005).

3. A critical areas ordinance adopted under the GMA was not subject to the referendum power of the citizens of Whatcom County even though the power of referendum was granted to the people in the Whatcom County Charter. The power to enact critical areas ordinances under the GMA is specifically granted to the legislative authority of a city or county. *Whatcom County v. Brisbane*, 125 Wn.2d 345 (1994).

4. An ordinance that adopted a county-wide planning policy under the requirements of the Growth Management Act was held beyond the power of referendum even though that power was specifically granted to the citizens of Snohomish County in the Snohomish County Charter. The adoption of a county-wide planning policy under the GMA is specifically granted to the legislative authority of a city or county. *Snohomish County v. Anderson*, 123 Wn.2d 151, and 124 Wn.2d 834 (1994).

As these cases make clear, the powers of initiative and referendum do not apply to ordinances adopted pursuant to the Growth Management Act.

Summary of legislation subject to the process

A multistep approach is necessary in order to determine if a specific ordinance can be subject to the powers of initiative or referendum. First, it must be determined if the ordinance is an administrative or legislative act of the city or charter county. Second, it must be determined if the underlying issue, which is the subject of the initiative or referendum petition, has been granted by the legislature to the city or charter county as a corporate entity or to the legislative authority of the city or charter county. Finally, for a referendum in a code city, the statutory exceptions from the referendum process in RCW 35A.11.090 must be checked.

How the powers are acquired by a code city

As previously indicated, not all code cities have the powers of initiative and referendum. These powers must be formally adopted to be available in a code city.

Two methods exist by which a code city may adopt the powers of initiative and referendum:

1. **Petition Method.** The adoption of the powers of initiative and referendum may be initiated by registered voters of the city filing a petition with the city requesting their adoption. To be valid, the petition must contain signatures equal in number to 50 percent of the votes cast at the last general municipal election. The petitions with signatures must then be transmitted by the city to the county auditor for verification of the signatures.

   If the petition is found to be sufficient by the county auditor, the city council must adopt a resolution declaring the intention of the city to adopt the powers of initiative and referendum. The city must publish the resolution in a newspaper of general circulation within the city not more than 10 days after passage of the resolution.

   If no referendum petition is filed within 90 days after publication of the resolution, the city council must enact an ordinance formally adopting the powers of initiative and referendum.

   If a referendum petition is filed within the 90 days after publication of the resolution that is signed by qualified electors of the city equal to not less than 10 percent of the votes cast at the last general municipal election, an election must be held on the issue of whether to adopt these powers for the city. The vote will be held at the next general municipal election if there is one within 180 days of the filing of the petition. Otherwise, the vote will be at a special election called for that purpose pursuant to RCW 29A.04.330.

2. **Resolution Method.** The second method for acquiring these powers is for a majority of the city council to initiate the process by enacting a resolution declaring the intention to provide for initiative and referendum powers. This resolution must be published in a newspaper of general circulation within the city not more than 10 days after passage of the resolution.

   If no referendum petition is filed within 90 days after publication of the resolution, then the city council must enact an ordinance formally adopting the powers of initiative and referendum.

   If a referendum petition is filed within the 90 days after publication of the resolution and is signed by qualified electors of the city equal to

not less than 10 percent of the votes cast at the last general municipal election, an election must be held on the issue of whether to adopt these powers for the city. The vote will be held at the next general municipal election if there is one within 180 days or otherwise at a special election called for that purpose pursuant to RCW 29A.04.330.

How the powers are exercised

Powers exercised in a noncharter code city

As indicated, the power of initiative is only available in those code cities that have formally adopted that power. If a code city adopts this power, it is exercised primarily in the same manner as established for the commission form of government in RCW 35.17.240 - 35.17.360. When the Optional Municipal Code was adopted in 1969, rather than set out a new and different procedure for the initiative and referendum powers, the drafters merely provided that code cities use the same basic procedure that already existed for commission cities. The one exception is in the number of signatures required for a successful petition for code cities, as specified by RCW 35A.11.100.

Only ordinances may be adopted by initiative. It is not possible to adopt resolutions by initiative. Restrictions on the types of ordinances that may be adopted by initiative have been imposed by the legislature and the courts and are reviewed on pages 5-10 of this publication.

Assuming that a code city has formally adopted the power of initiative and that the subject of an ordinance is an appropriate one for an initiative, the initiative process is basically as follows:

1. The proponent of the initiative must obtain signatures on the petition equal in number to 15 percent of the total number of registered voters within the city as of the date of the last preceding city general election. RCW 35A.11.100.

2. Everyone who signs the initiative petition must add to their signature his or her place of residence, giving the street and the number. Petitions must also be printed in the form required by RCW 35A.01.040. These requirements are outlined in detail in Appendix K.

3. The signed petition must be filed with the officer designated to receive the petition (usually the city clerk), who then has three working days to transmit it to the county auditor who will review and determine the validity and adequacy of the signatures on the petition. After review, the county auditor must attach a certificate to the petition indicating whether or not it has been signed by a sufficient number of registered voters. This written certificate is then transmitted to the city officer with whom the petition was originally filed.

4. If the number of signatures is found to be insufficient, the petitioners have 10 additional days to amend the petition by supplying additional signatures. The amended petition is then resubmitted to the receiving officer who retransmits the petition to the county auditor. If the county auditor finds the number of signatures insufficient a second time, then the petition is returned to the person filing it. Any taxpayer then has the option of filing an action in

superior court to determine if the petition is sufficient.

5. If the county auditor determines that the number of signatures is sufficient, then the city council has two options. The first is for the city council to pass the proposed ordinance, without alteration, within 20 days after the county auditor's certificate of sufficiency has been received by the council. The second is to submit the measure to a vote of the people.

6. The ballot title of any initiative is to be composed of three elements: (a) an identification of the enacting legislative body and a statement of the subject matter; (b) a concise description of the measure; (c) a question asking the voters whether the enactment should be approved or rejected by the voters. The concise statement must be prepared by the city attorney and may not exceed 75 words. RCW 29A.36.071.

7. Once the ballot title is filed, the county auditor will notify the proponents of the initiative of the exact language of the ballot title. If the persons filing the initiative are dissatisfied with the ballot title formulated by the city attorney, they may file an appeal within 10 days to the superior court of the county where the issue is to appear on the ballot. They must indicate their objections and ask for amendment. The court will hold a hearing and render a decision certifying the correct ballot title. The decision of the superior court is final. RCW 29A.36.090.

8. The election will be held by special election not less than 45 days after the certificate of sufficiency is received by the council. The special election dates are listed in RCW 29A.04.330. (See Appendix L.) If a general election is scheduled within 90 days, the election on the initiative will take place on that date instead of on the next special election date (assuming that the general election date is at least 45 days after sufficiency of the petitions is certified).

9. The city clerk must cause the ordinance that will be submitted to the voters at an election to be published at least once in each of the daily newspapers in the city between five and 20 days before the election. If there are no daily newspapers, then publication must be in each of the weekly newspapers.

10. If a majority of the number of votes cast favor the proposed measure, it is adopted and will become effective upon certification of the election results.

An ordinance that has been adopted by means of the initiative process after an election of the people may be repealed or amended only by a vote of the people. This means that the city council may not merely amend or repeal such an ordinance, as is usually the case. However, the city council may initiate the amendment or repeal of the ordinance and then submit the proposition to a vote of the people.

Powers exercised in a noncharter code city

The objective of the referendum process is to submit an ordinance that has been

formally adopted by the city council to a vote of the people. The process is mainly the same as set out in RCW 35.17.240 - 35.17.360 for the exercise of the referendum power in commission cities.

The referendum power may be exercised only in regard to ordinances. Restrictions as to which types of ordinances are subject to the referendum are reviewed on pages 5-10 of this publication.

An ordinance that is subject to the referendum process does not go into effect for 30 days after enactment so that the citizens will have an opportunity to petition for referendum. (Ordinances that are not subject to referendum are usually effective five days after publication.)

Assuming that a code city has formally adopted the power of referendum and that the ordinance is one of the types that is subject to the referendum power, then the following basic procedures apply to exercise of the referendum power:

1. The proponent of the initiative must submit a petition with attached signatures equal to 15 percent of the number of persons listed as registered voters within the city on the day of the last preceding city general election.

2. Everyone who signs the referendum petition must add to their signature his or her place of residence, giving the street and number. The petitions must also be in the form required by RCW 35A.01.040. These requirements are outlined in detail in Appendix K.

3. The petition must be filed with the officer designated to receive the petition (usually the city clerk). That officer has three working days after the filing of a petition to transmit it to the county auditor, who determines the validity and adequacy of the signatures on the petition. The county auditor must attach a certificate to the petition indicating whether or not it has been signed by a sufficient number of registered voters and transmit the written certificate back to the city officer with whom the petition was originally filed.

4. If the number of signatures is insufficient, then the petitioners have 10 additional days to amend the petition by supplying additional signatures. The amended petition is then resubmitted to the receiving officer who retransmits the petition to the county auditor. If the county auditor finds the number of signatures insufficient a second time, then the petition is returned to the person filing it. Any taxpayer then has the option of filing an action in superior court to determine if the petition is sufficient.

5. If the county auditor determines that the number of signatures is sufficient, then the city council has two options. The first option is to reconsider the ordinance within 20 days and repeal it in its entirety. The second option is to submit the measure for approval or disapproval to a vote of the people.

6. The ballot title of any referendum is to be composed of three elements:

(a) an identification of the enacting legislative body and a statement of the subject matter; (b) a concise description of the measure; (c) a question asking the voters whether the enactment should be approved or rejected by the voters. The concise statement must be prepared by the city attorney and may not exceed 75 words. RCW 29A.36.071.

7. Once the ballot title is filed, the county auditor will notify the persons proposing the referendum of the exact language of the concise statement. If the proponents are not satisfied with the concise statement formulated by the city attorney, they may file an appeal within 10 days to the superior court of the county where the question will appear on the ballot. They must indicate their objections and ask for an amendment. After a hearing, the superior court will certify the final ballot title. The decision of the superior court on the wording is final. RCW 29A.36.090.

8. The election will be at a special election to be held not less than 45 days after the certificate of sufficiency is received by the council. The special election dates are listed in RCW 29A.04.330. (See Appendix L.) If there is a general election being held within 90 days, the election on the referendum will take place on that date instead of on the next special election date (assuming that the general election date is at least 45 days after sufficiency of the petitions is certified).

9. The city clerk must cause the ordinance that will be submitted to the voters to be published at least once in each of the daily newspapers in the city between five and 20 days before the election. If there are no daily newspapers, then publication must be once in each of the weekly newspapers.

10. If a majority of the number of votes cast is in favor of the repeal of the proposed ordinance, then the ordinance is deemed repealed and does not become effective.

If a timely referendum petition is filed, the effective date of the ordinance is suspended until the referendum petition is found to be insufficient or the ordinance is approved by the voters at the election. This means that the ordinance does not take effect until the referendum process is complete, in one way or the other.

Powers exercised in a commission city

Basically, the same procedures apply to the exercise of the powers of initiative and referendum in a commission city as apply in a code city, since the code city drafters utilized the statutory procedures which already existed for initiative and referendum in the commission statutes, RCW 35.17.240 - 35.17.360.

However, there is one significant difference. In a commission city, for an initiative or referendum petition to be sufficient, the petition must be signed by registered voters in the city equal in number to 25 percent of the votes cast for all candidates for mayor at the last preceding city election. This number applies to both initiative and referendum petitions. It is significantly

higher than the signature requirement for code cities.

Other than this difference in the number of signatures for a successful petition, the procedure previously outlined for code cities applies.

Powers exercised in a first class city

All of the first class cities have adopted the powers of initiative and referendum in their charters. The exact procedure for the exercise of these powers is outlined in each city charter and varies from city to city. See Appendix M for a short summary of initiative and referendum procedures in each of these cities.

Powers exercised in a charter county

All of the charter counties have adopted the powers of initiative and referendum in their charters. The exact procedure for the exercise of these powers is outlined in each county charter and varies from county to county. See Appendix N for a short summary of initiative and referendum procedures in each of these counties.

How the powers are abandoned

Code cities, first class cities, and charter counties that have acquired the powers of initiative and referendum may repeal or abandon those powers. It is not possible for a commission city to abandon those powers unless the city changes to another plan of government.

All first class cities and charter counties in Washington have adopted the powers of initiative and referendum in their respective charters. If a first class city or charter county desires to relinquish or abandon its initiative and referendum powers, it must amend its charter. This is accomplished in the same manner as any other charter amendment, which requires a vote of the citizens. No first class city or charter county has ever attempted to repeal charter provisions that contain initiative and referendum powers.

State statutes do provide for the repeal or abandonment of the powers of initiative and referendum in a noncharter code city. However, those powers may not be repealed until at least six years has elapsed since they were adopted. To date, no code city that has acquired initiative and referendum powers has ever repealed them or attempted to do so.

The procedure for a code city desiring to abandon or repeal initiative and referendum powers is the same procedure as is provided for abandonment of a plan of government by a code city. RCW 35A.11.080. A summary of the procedure is as follows:

1. Two ways exist to initiate the repeal of initiative and referendum powers. The first is for the city council to pass a resolution of intention, proposing abandonment of initiative and referendum powers. The second is for the citizens to petition for abandonment of the powers. The petition must be signed by qualified electors equal in number to not less than 10 percent of the votes cast at the last general municipal election.

2. Once the petition has been determined to be sufficient by the county auditor or the resolution of intention has been approved by the council, an election must be held at the next general election in accordance with RCW 29A.04.330.

3. If a majority of the voters voting at the election vote to repeal the powers of initiative and referendum, then they are repealed.

Process and requirements for petition signature gatherers

The U.S. Supreme Court held unconstitutional a Colorado law that prohibited the payment of individuals who solicit petition signatures because it was a burden on political expression that the state could not justify. *Meyer v. Grant*, 486 U.S. 414 (1988). In response, the Washington State Legislature in 1993 enacted a law that was more limited than Colorado's and that prohibited paying a signature gatherer only on the basis of how many signatures the gatherer obtains. Paying on the basis of how many signatures are obtained may be considered an incentive for fraud in the signature-gathering process.

In 1994, the U.S. District Court for the Western District of Washington found the Washington law to be an unconstitutional restriction on the First Amendment rights of citizens by limiting payment to gatherers on a per signature basis, absent a legislative finding based on "actual evidence" of fraud. *LIMIT v. Maleng*, 874 F.Supp. 1138 (1994).

Although the Washington law (RCW 29A.84.250 and RCW 29A.84.280) has not been repealed, it is no longer enforceable, based on *LIMIT v. Maleng*. (It remains to be seen, however, if the law would be enforceable if a finding based on actual evidence of fraud is made.) In sum, a county or city may not prohibit signature gatherers from being paid, either by a flat rate or per signature gathered.

Appendix A

Cities and counties that have powers of initiative and referendum

The following cities and counties in Washington State possess the powers of initiative and referendum:

First Class Cities
All ten first class cities have the powers of initiative and referendum.

Aberdeen	Bremerton	Richland	Spokane	Vancouver
Bellingham	Everett	Seattle	Tacoma	Yakima

Code Cities
The following code cities have adopted the powers of initiative and referendum.

Battle Ground	Clarkston	Kent	Ocean Shores	Sequim
Bellevue	Des Moines	La Center	Olympia	Shoreline
Black Diamond	Edgewood	Lakewood	Port Angeles	Spokane Valley
Blaine	Edmonds	Lake Forest Park	Puyallup	Tukwila
Bonney Lake	Ellensburg	Longview	Rainier	Tumwater
Bothell	Federal Way	Lynnwood	Redmond	Walla Walla
Brier	Ferndale	Mercer Island	Renton	Wenatchee
Burien	Goldendale	Mill Creek	Ridgefield	Woodinville
Camas	Issaquah	Monroe	Sammamish	
Chelan	Kelso	Mountlake Terrace	SeaTac	
Cheney		Mukilteo		
		North Bend		

Charter Counties
All seven charter counties have adopted the powers of initiative and referendum.

Clallam	King	San Juan	Whatcom
Clark	Pierce	Snohomish	

Appendix B

Sample resolution declaring intent of code city to adopt powers of initiative and referendum

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF _____, WASHINGTON, DECLARING THE INTENT OF THE CITY COUNCIL TO ADOPT THE RIGHT OF INITIATIVE AND REFERENDUM FOR THE REGISTERED VOTERS OF THE CITY; PROVIDING FOR PUBLICATION OF THIS RESOLUTION; AND PROVIDING THAT UPON THE EXPIRATION OF THE NINETIETH DAY AFTER THE DATE OF PUBLICATION THAT AN ORDINANCE ADOPTING THE INITIATIVE AND REFERENDUM PROCESS FOR THE REGISTERED VOTERS OF THE CITY SHALL BE PRESENTED UNLESS A TIMELY AND SUFFICIENT REFERENDUM PETITION HAS BEEN FILED REFERRING THE QUESTION TO THE REGISTERED VOTERS OF THE CITY FOR APPROVAL OR REJECTION.

The CITY COUNCIL OF THE CITY OF _____, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Pursuant to RCW 35A.11.080, which permits the legislative body of a noncharter code city, such as the City of _____, to provide for the exercise in the City of the powers of initiative and referendum in accordance with the provisions of state law set forth in RCW 35A.02.020 et seq, the City Council of the City of _____, Washington, a noncharter optional municipal code city, hereby declares its intention to adopt for the City the powers of initiative and referendum.

Section 2. Within ten (10) days following the passage of this resolution the City clerk is instructed to cause this resolution to be published at least once in a newspaper of general circulation within the City to wit: (NEWSPAPER TITLE).

Section 3. Notice is given that upon the expiration of the ninetieth day after the date of first publication of this resolution, but excluding the date of first publication of the resolution, if no timely and sufficient referendum petition is filed pursuant to RCW 35A.02.035, as determined by RCW 35A.29.170, the intent expressed in this resolution shall, at the next regular meeting of the City Council, be effected by an ordinance adopting for the City the powers of initiative and referendum.

RESOLVED this _____ day of (month/year).

CITY OF _____

_____
MAYOR, (name)

ATTEST/AUTHENTICATED:

_____
CITY CLERK, (name)

FILED WITH THE CITY CLERK: (date)
PASSED: (date)
PUBLISHED: Published in the (newspaper) on (date).

Appendix C

Sample ordinance of code city adopting powers of initiative and referendum

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF _____, WASHINGTON, ADOPTING A POWER OF INITIATIVE AND REFERENDUM FOR THE REGISTERED VOTERS OF THE CITY.

WHEREAS, the City Council of the City of _____, Washington, passed Resolution No. ____ on (date), stating its intent to adopt the powers of initiative and referendum for the registered voters of the City as provided in RCW Chapter 35A.11, now, therefore,

THE CITY COUNCIL OF THE CITY OF _____, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. A new Chapter 1.12 entitled "Initiative and Referendum" is hereby added to the _____ Municipal Code to read as follows:

Section 1.12.010 Power of Initiative and Referendum Adopted

The City of _____ hereby adopts the power of initiative and referendum for the registered voters of the city as provided pursuant to RCW 35A.11.080 through 35A.11.100. Such powers are to be exercised as provided in the above referenced sections of the Revised Code of Washington as they now exist or may be amended from time to time and said sections are hereby incorporated in full by this reference.

Section 2. This ordinance will be in full force and effect five days after passage and publication by posting as provided by law.

CITY OF _____

_____
MAYOR, (name)

ATTEST/AUTHENTICATED:

_____
CITY CLERK, (name)

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY

FILED WITH THE CITY CLERK:(date)
PASSED BY THE CITY COUNCIL: (date)
SIGNED BY THE MAYOR: (date)

POSTED: (date)
EFFECTIVE DATE: (date)

Appendix D

Sample initiative petition format for code cities

WARNING

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

INITIATIVE PETITION FOR SUBMISSION TO THE _____ CITY COUNCIL

TO: The City Council of the City of _____:

We, the undersigned registered voters of the City of _____, State of Washington, residing at the addresses set forth opposite our respective names, being equal to fifteen percent (15%) of the total number of names of persons listed as registered voters within the City on the day of the last preceding City general election, respectfully request that the following ordinance be enacted by the City Council or, if not so enacted, be submitted to a vote of the residents of the City. The title of the said ordinance is as follows:

(Here insert the title, ensuring that the proposed ordinance does not contain more than one subject and that the subject is clearly expressed in the title, and then insert one of the two sentences shown below.)

(The full text of the ordinance is as follows:] or (A full, true and correct copy of the ordinance is attached to this Petition.)

Each of us for himself or herself says:

I have personally signed this petition; I am a registered voter of the City of _____, State of Washington; and my residence address is correctly stated.

Signature Printed Name Street and Number City Date

1. _____

20. _____

Appendix E

Sample referendum petition format for code cities

WARNING

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

PETITION FOR REFERENDUM

TO: The City Council of the City of _____:

We, the undersigned registered voters of the City of _____, State of Washington, residing at the addresses set forth opposite our respective names, being equal to fifteen percent (15%) of the total number of names of persons listed as registered voters within the City on the day of the last preceding City general election, respectfully request that Ordinance No. _____ enacted by the City Council on the _____ day of _____, 20_____, be repealed by the Council or, if not so repealed, be referred to a vote of the residents of the City for their approval or rejection. The title of the said ordinance is as follows:

(Here insert the title of the Ordinance as enacted, and then insert one of the two sentences shown below.)

(The full text of the ordinance, as enacted by the City Council, is as follows:) or (A full, true and correct copy of the ordinance as enacted by the City Council is attached to this Petition.)

Each of us for himself or herself says:

I have personally signed this petition; I am a registered voter of the City of _____, State of Washington; and my residence address is correctly stated.

Signature Printed Name Street and Number City Date

1. _____

20. _____

Appendix F

Some common questions relating to initiative and referendum powers

1. **What is the power of initiative?**
   The power of initiative is the ability of the voters of the city or charter county to initiate and enact legislation directly, with or without the consent of their elected representatives, the city or county legislative authority.

2. **What is the power of referendum?**
   The power of referendum is the ability of the citizens of the city or charter county to have an ordinance that has been enacted by the city or county legislative authority submitted to the voters for approval or disapproval before it becomes effective.

3. **Have all first class cities adopted the powers of initiative and referendum?**
   Yes. All ten first class cities have adopted these powers in their charters. The exact procedures vary for each city as provided in their charter (See Appendix M).

4. **Do all counties have the powers of initiative and referendum?**
   No. Only the six counties that have adopted a charter have the ability to adopt the powers of initiative and referendum. Each of those counties has adopted the powers of initiative and referendum in their charters. The exact procedures vary for each county as provided in their charters (See Appendix N).

5. **Do all code cities have the powers of initiative and referendum?**
   No. The powers of initiative and referendum are available to all code cities, but they must be specifically adopted. Most of the code cities in the state have not adopted these powers.

6. **Do second class cities or towns have these powers available?**
   No. A statutory grant of authority from the state legislature is necessary for the powers of initiative and referendum to be available. There is no such grant of authority for second class cities or towns to adopt these powers.

7. **May the legislative authority of a city or county that does not have the powers of initiative and referendum available submit an issue to the voters in an advisory ballot?**
   Yes. All cities and counties in the state have the ability to submit an issue to the public on an advisory basis at an election. However, the results of the election are not binding on the city or county legislative authority, as they are for an initiative or referendum; they merely serve to reflect the mood of the electorate.

8. **How may a code city adopt the powers of initiative and referendum?**
   There are two methods by which a code city may adopt these powers. One method is initiated by a resolution of the city council and the other by a voter petition. The exact procedure for each of these methods is outlined in on pages 11-12 of this publication.

9. **How many signatures are required to initiate a referendum or initiative in a code city?**
   For an initiative or referendum petition to be valid in a code city, the petition must contain the signatures of registered voters consisting of at least 15 percent of the total number of persons listed as registered voters within the city on the day of the last preceding city general election.

10. **Does the referendum power apply to resolutions of the city or county legislative authority?**
    No. The power of referendum only applies to ordinances adopted by the city or county legislative authority. Resolutions are not subject to the referendum power and the initiative process may not be applied to a resolution.

11. **Are all types of ordinances subject to the initiative and referendum process?**
    No. There are a number of limitations on the exercise of initiative and referendum powers. Some of these limitations arise out of the state statutes that grant the right of initiative and referendum. Other limitations arise from court decisions concerning the extent of these powers.

12. **What statutory limitations are placed on the right of referendum in code cities?**
    RCW 35A.11.090 contains a list of types of ordinances that are not subject to the power of referendum in a code city. This list includes emergency ordinances, ordinances providing for local improvement districts, ordinances appropriating money, ordinances providing for collective bargaining, ordinances for compensation or other working conditions of city employees, and ordinances authorizing or repealing the levy of taxes.

13. **What other limitations are placed on the exercise of the powers of initiative and referendum?**
    The courts in Washington have imposed two tests to determine if a specific ordinance is subject to the powers of initiative and referendum. The first test is whether the underlying action is administrative or legislative. Only legislative actions are subject to initiative and referendum; administrative actions are not. The second test is to determine if the power is one that has been granted to the legislative authority of the city or county or whether it is a power that has been granted to the corporate entity as a whole. If it is a power that has been granted to the legislative authority or city council specifically, then it is not subject to initiative and referendum.

14. **What is an administrative action and what is a legislative action for purposes of determining if an action is subject to initiative and referendum?**
    The courts have established two tests to determine this. Actions relating to subjects of a permanent and general character are usually regarded as legislative in nature, and actions relating to subjects of a temporary and special character are usually regarded as administrative in nature. Secondly, the power to be exercised is legislative in nature if it prescribes a new policy or plan, while it is administrative in nature if it merely pursues a policy or plan already adopted by the city or county council.

15. **Is a rezone ordinance subject to the referendum process in a code city?**
No. This specific issue was the subject of a court case, *Leornard v. Bothell*, 87 Wn.2d 847 (1976). Although the court considered a site-specific rezone to be an administrative action, it held that the authority to adopt and modify the zoning code in a code city had been given by the state legislature to the city council, and so a site-specific rezone is not subject to the power of referendum.

16. **Is the power to annex property subject to the initiative or referendum process?**
No. The power to annex property has been granted by the state legislature specifically to the city council and so it is not subject to the initiative process. This is the holding in *State ex rel. Bowen v. Kruegel*, 67 Wn.2d 673 (1965).

17. **May the powers of initiative and referendum be abandoned once they have been adopted?**
Yes, first class cities, code cities, and charter counties may abandon these powers after they have been adopted. First class cities and charter counties must amend their charters to abandon these powers. A code city may abandon these powers so long as at least six years have elapsed since their adoption. The process is described on page 18 of this publication. Only commission cities have no authority to abandon these powers since they are a part of the commission form of government and are contained in the state enabling legislation for that form of government.

18. **Can petition signature gatherers be paid?**
Yes, petition signature gatherers can be paid either a flat fee or on a per signature gathered basis. Cities and counties do not have the authority to ban signature gatherers from being paid on either basis.

19. **Are ordinances enacted pursuant to the Growth Management Act (GMA) subject to the power of referendum?**
No. Any ordinance adopted pursuant to the GMA is not subject to the power of referendum, because the legislature specifically delegated the power to act under GMA to the legislative authority of a city or county and not to the corporate entity.

20. **Can ordinances that pertain to the Growth Management Act be enacted by initiative?**
No. Any ordinance related to the GMA is not subject to the powers of initiative as well, because the legislature specifically delegated the power to act under GMA to the legislative authority of a city or county and not to the corporate entity.

Appendix G

Selected Washington cases that relate to initiative and referendum powers of cities and counties

Most of the case law authority in Washington regarding initiative and referendum powers relate to whether a particular issue is subject to those powers or not. The following are some of the leading cases on this issue:

***Mukilteo Citizens for Simple Gov't v. City of Mukilteo*, 174 Wn.2d 41 (2012)**
The legislature granted to local legislative bodies the exclusive power to legislate on the subject of the use and operation of automated traffic safety cameras. Therefore, an initiative to expressly restrict the authority of a city's legislative body to enact red light cameras by requiring a two-thirds vote of the electorate for approval and by limiting the amount of traffic fines is invalid.

***City of Port Angeles v. Our Water-Our Choice!*, 170 Wn.2d 1 (2010)**
The decision to fluoridate the city water supply is administrative in nature, and so is beyond the scope of the local initiative power and is subject to preelection challenge.

***1000 Friends of Wash. v. McFarland*, 159 Wn.2d 165 (2006)**
Ordinances enacted under the GMA that designate and protect critical areas are not subject to local referenda.

***City of Sequim v. Malkasian*, 157 Wn.2d 251 (2006)**
An initiative that would restrict or limit the authority of a city to issue revenue bonds under chapter 35.41 RCW, the Municipal Revenue Bond Act, exceeds the initiative power and is invalid. The legislature unambiguously granted the legislative body of the city the authority over revenue bonds under multiple provisions in chapter 35.41 RCW.

***City of Seattle v. Yes for Seattle*, 122 Wn. App. 382 (2004), *review denied*, 153 Wn.2d 1020 (2005)**
A local initiative that related to development restrictions over creeks or their buffers and required certain creek restoration activities was invalid because the initiative concerned a development regulation under the Growth Management Act and the statutory grant of power to enact such regulations is to the legislative authority of the city.

***King County v. Taxpayers of King County*, 133 Wn.2d 584 (1997)**
An ordinance authorizing the issuance of bonds to build a new baseball stadium as permitted under the Stadium Act (RCW 82.14.0485) was not subject to initiative.

***Bidwell v. Bellevue*, 65 Wn. App. 43, *review denied*, 119 Wn.2d 1023 (1992)**
An initiative that restricted the authority of the Bellevue Convention Center Authority to issue negotiable bonds or notes to finance construction of the convention center without prior voter approval was not appropriate because the initiative dealt with administrative matters and would

have unconstitutionally impaired contract rights.

***Heider v. Seattle*, 100 Wn.2d 874 (1984)**
Changing the name of a street is an administrative action not subject to the initiative process.

***Citizens for Financially Responsible Government v. Spokane*, 99 Wn.2d 339 (1983)**
The enactment by a first class city of a business and occupation tax is subject to referendum because it is legislative in nature and the power to enact such taxes is shared with the electorate because of provisions in the Spokane city charter.

***Seattle Building and Construction Trades Council v. Seattle*, 94 Wn.2d 740 (1980)**
A proposed initiative that would have prohibited further work on the I-90 construction project across Lake Washington was held invalid because the actions of the city were administrative in nature and not subject to the initiative process.

***Lince v. Bremerton*, 25 Wn. App. 309 (1980)**
An initiative is not an appropriate measure to amend the zoning code of a first class city because that is a power that has been given to the legislative body of the city.

***Leornard v. Bothell*, 87 Wn.2d 847 (1976)**
A site-specific rezone ordinance is not subject to the referendum power because it is administrative in nature and also because the power to amend the zoning code has been granted to the legislative body of the city.

***Ruano v. Spellman*, 81 Wn.2d 820 (1973)**
An attempt to prevent construction of the Kingdome by repealing the resolution authorizing the project and the bonds to finance it and to prohibit spending of funds for further development was improper because the decisions remaining were held to be administrative in nature and the passage of the initiative would also result in the impairment of existing contract rights.

***State ex rel. Guthrie v. Richland*, 80 Wn.2d 382 (1972)**
Initiative and referendum powers can only be invoked at the local level if their exercise is not in conflict with state law. In this case, an ordinance providing for extensions to the municipally-owned waterworks, financed by revenue bonds, was held not subject to a referendum.

***Durocher v. King County*, 80 Wn.2d 139 (1972)**
Action by the county in granting an "unclassified use permit" was not subject to referendum because it is administrative in nature.

***Ford v. Logan*, 79 Wn.2d 147 (1971)**
The repeal of a county home rule charter is not within the initiative powers granted to the voters of a county.

***Paget v. Logan*, 78 Wn.2d 349 (1970)**
An initiative that prohibited location of a multipurpose stadium at the Seattle Center was held to be appropriate because the issue was legislative and the power was one that had been granted to the county as a corporate entity.

***State ex rel. Bowen v. Kruegel*, 67 Wn.2d 673 (1965)**

An annexation ordinance is not subject to referendum power because the authority to annex property has been given to the city council.

***State ex rel. Haas v. Pomeroy*, 50 Wn.2d 23 (1957)**
The action of a city council in setting water utility rates, where the system is financed by revenue bonds, is not subject to referendum because the grant of power to set rates when revenue bonds have been used to create the utility is to the city council.

Cases that relate to other aspects of the local initiative and referendum process:

***Eyman v. McGehee*, 173 Wn. App. 684 (2013)**
The city clerk had a mandatory duty under RCW 35A.01.040(4) and RCW 35A.29.170 to transfer to the county auditor the initiative petition to prohibit the city's using automatic ticketing cameras, but the issuance of writ of mandamus the issuance of a writ would have been improper as a vain and useless act, because the initiative exceeded the local initiative power.

***City of Sequim v. Malkasian*, 157 Wn.2d 251 (2006)**
The city had standing to bring a postelection challenge to an initiative approved by the voters. The question of whether the initiative was beyond the scope of the initiative power was not mooted by the election because the election did not alter or expand the scope of the initiative power. The sponsor of a local initiative can be the proper defendant in a preelection declaratory action to determine whether the initiative exceeds the initiative power of the people.

***Maleng v. King County Corrections Guild*, 150 Wn.2d 325 (2003)**
A county initiative changing the number of councilmembers was valid. The state supreme court held that the initiative was not beyond the initiative powers under the state constitution or the King County Charter because amending a charter is no different that proposing an ordinance.

***Priorities First v. City of Spokane*, 93 Wn. App. 406 (1998), *review denied*, 137 Wn.2d 1035 (1999)**
An action against the city for refusing to put an initiative on the ballot that sought voter approval before it created a public development authority (PDA) to provide off-street parking facilities was invalid. The court of appeals ruled that the city was correct in declaring the initiative invalid because it conflicted with a state statute (chapter 35.41 RCW) in which the legislature has delegated authority to the city council.

***CLEAN v. City of Spokane*, 133 Wn.2d 455 (1997)**
A referendum challenging an ordinance to support an off-street parking garage for a private retail development under the emergency clause of the Spokane City Charter was invalid. The court ruled that the city had an interest in preventing economic loss to the downtown area.

***Whatcom County v. Brisbane*, 125 Wn.2d 345 (1994)**
A critical areas ordinance enacted under the Growth Management Act was not subject to the referendum power. The court stated that where a statutory grant of authority is given to the legislative body of a city or county then that grant of authority supersedes the county or city charter.

***Snohomish County v. Anderson*, 123 Wn.2d 151 (1994), also 124 Wn.2d 834 (1994)**
A citizen's referendum to the county council adopting a county-wide planning policy ordinance as required under the Growth Management Act (GMA) was invalid. The court ruled that the GMA requires the legislative authority of counties to adopt a county-wide planning policy and a referendum regarding that policy is beyond the referendum power of the citizens.

***Save Our State Park v. County Commissioners*, 74 Wn. App. 637 (1994)**
An initiative to repeal a zoning regulation adopted by the county commissioners pursuant to the Planning Enabling Act, chapter 36.70 RCW, was invalid. The court of appeals ruled that the legislature has clearly delegated the authority to approve a comprehensive plan, adopt official controls, and engage in zoning under chapter 36.70 RCW to the county legislative authority.

***LIMIT v. Maleng*, 874 F.Supp. 1138 (1994)**
The U.S. District Court found that, based on the U.S. Supreme Court's interpretation, the Washington law that made it a gross misdemeanor to pay signature gatherers per signature was an unconstitutional prohibition on freedom of political speech guaranteed by the First Amendment.

***State ex rel. Uhlman v. Melton*, 66 Wn.2d 157 (1965)**
Petitions for referendums in municipalities must strictly comply with procedural requirements, such as the time for filing petitions, since these requirements are mandatory and jurisdictional.

***State ex. rel. O'Connell v. Meyers*, 51 Wn.2d 454 (1957)**
The presumption in favor of constitutionality of legislation also applies to statutes enacted by initiative.

Appendix H

Examples of specific statutory grants of power to municipal legislative authority

These topics are not likely to be subject to initiative and referendum powers.

Statutory Grants	RCW
Consolidation/Annexation of One City to Another	Ch.35.10
Annexation of Unincorporated Areas to City	Ch.35.13
Assumption of Water-Sewer Districts	35.13A.020
Power to Acquire Auditoriums, Art Museums, Swimming Pools, etc.	35.21.020
Power to Create Special Funds: Payroll & Claims	35.21.085
Authority to Designate Streets as Parkways Transfer of Maintenance Responsibilities	35.21.190
Power to Establish Residency Qualifications for Appointed Officials/ Preference in Employment	35.21.200
Power to Purchase Liability and Workman's Compensation Insurance	35.21.209
Power to Establish Transportation Benefit Districts	35.21.225
Power to Participate in Economic Opportunity Act Programs	35.21.680
Authority to Promote Tourism	35.21.700
Authority to Establish Public Ambulance Utility	35.21.766
Authority to Establish B & O Tax on Ambulance Businesses	35.21.768
Authority to Revise Corporate Boundary Street Center Lines	35.21.790
Authority to Create Park Board Commissioners	35.23.170
Authority to Create Special Funds, Sell Revenue Bonds, Warrants & Set Rates Municipal Bond Revenue Act	Ch.35.41
Authority to Order Local Improvements	35.43.040
Authority to Create Utility Local Improvement Districts (ULID)	35.43.042
Authority to Issue LID Bonds	35.45.010
Authority to Create Pedestrian Malls	35.71.030
Authority to Contract for Street Projects	35.72.010
Authority to Create Comprehensive (6-year) Street Plan	35.77.010
Authority to Classify Streets	35.78.010
Authority to Vacate Streets	35.79.030
Authority to Regulate Unfit Dwellings, Buildings, Structures	35.80.030
Authority to Enable Local Housing Authority	35.82.030

Statutory Grants	RCW
Authority to Acquire, Construct, Maintain, etc., Out-of-State Property, Plant and Equipment for Municipal Utilities	35.92.014
Authority to Appropriate Funds, Levy Tax for Transportation System	35.95.030
Authority to Annex Property Code Cities	35A.14.015
Authority to Establish a Planning Agency	35A.63.020
Authority to Approve Comprehensive Plan	35A.63.072 35.63.100
Authority to Adopt Land Use Regulations (Zoning Code)	35A.63.100 35.63.110
Authority to Establish Short Plat/Subdivision Regulations	58.17.060
Authority to Approve Plats	58.17.100 58.17.110 58.17.170

Appendix I

Examples of specific statutory grants of power to municipal corporate entity

These topics may be subject to initiative and referendum powers if the other statutory and judicial limitations on the powers are satisfied.

Statutory Grants	RCW
Petition for Reduction of City Limits	35.16.010
Power to Provide Auxiliary Water System for Fire Protection	35.21.030
Power to Create Equipment Fund	35.21.088
Power to Establish, Construct and Maintain Dikes and Levees	35.21.090
Power to Accept Donations of Property	35.21.100
Authorization to Construct, Acquire and Maintain Ferries	35.21.110
Power to Establish Solid Waste Handling System	35.21.120
Power to Establish Sewers, Drainage and Water Supplies	35.21.210
Power to Regulate Sidewalks	35.21.220
Authority to Require Removal of Debris/Plants	35.21.310
Authority to Establish Lake Management Districts	35.21.403
Authority to Establish Youth Agencies	35.21.630
Authority to Assist Development of Low Income Housing	35.21.685
Authority to Own/Operate Professional Sports Franchise	35.21.695
Authority to Acquire/Construct Multi-Purpose Community Center	35.59.030
Authority to Participate in World Fairs and Expositions	35.60.030
Authority to Construct Sidewalks, Gutters, Curbs, etc.	35.68.010
Authority to Erect/Maintain Draw Bridges	
Authority to Regulate and License Bicycles	35.75.010
Authority to Provide Off-Street Parking Facilities	35.86.010
Authority to Acquire and Operate Municipal Utilities Generally	35.92.010
Authority to Require Conversion to Underground Utilities	35.96.030
Authority to Establish Heating Systems	35.97.020
Power to Adopt Code City Status	35A.02.010
Power to Adopt Charter Code City Status	35A.07.010
Authority for Library, Museum and Historical Activities	35A.27.010
Authority for Joint Acquisition of Land for Schools	35A.28.010
Authority for Joint Facilities and Agreements Intergovernmental Relations Civic Center, Jails, Armories	35A.35.010

Statutory Grants	RCW
Authority for Emergency Services Participation	35A.38.010
Authority for Granting of Property for Highways and Streets	35A.47.010
Authority for Local Regulatory Option on Sale of Liquor	Ch.35A.66
Authority to Acquire Recreational Facilities	Ch.35A.67
Authority to Acquire Cemeteries/Morgues	Ch.35A.68
Authority to Regulate Food and Drugs	Ch.35A.69
Authority to Regulate Health and Safety	Ch.35A.70
Authority to Provide for the General Welfare	Ch.35A.74
Power to Acquire, Use and Manage Property and Materials	Ch.35A.79
Authority to Provide Public Utilities	Ch.35A.80
Authority to Regulate Harbors and Navigation	Ch.35A.88

Appendix J

Examples of specific statutory grants of power to the county legislative authority

Under RCW 36.32.120, the legislature has granted specific powers to the legislative authority of counties. Specifically those powers are:

1. The erection and repairing of public buildings for use by the county.

2. Laying out, discontinuing, or altering county roads or highways within the county.

3. License and fix rates of ferriage.

4. Fix the amount of taxes to be assessed.

5. Allow all accounts legally chargeable and audit, manage, collect and disburse any money belonging to the county or appropriated to its benefit.

6. Care of the county property and management of the county funds and business as well as prosecute and defend all actions for and against the county.

7. Make and enforce all such police and sanitary regulations as are not in conflict with state law and may adopt building codes for unincorporated areas.

8. The power to compound or release in whole or part any debt due the county.

9. Administer oaths or affirmations necessary to discharge their duties and commit for contempt any witness refusing to testify.

10. The power to declare what shall be deemed a nuisance within the county.

Appendix K

Rules for petitions in cities

Specific statutory rules apply to petitions in cities, including referendum and initiative petitions. RCW 35.21.005, 35A.01.040. The most important of these rules relating to petitions signed by voters are as follows:

1. The petition may include any page or group of pages which contain an identical text intended by the circulators to be considered as one petition. The following are essential elements of the petition:

   a. The text of the petition must be a concise statement of the action or relief desired by the petitioners;

   b. All initiative and referendum petitions must contain an attached copy of the full ordinance;

   c. The petition must contain numbered lines for signatures with space provided beside each signature for the date of signing and the address of the signer;

   d. The warning statement that is outlined below must be contained on each page of the petition having a space for signatures;

   e. Any petition that seeks the annexation, incorporation, withdrawal or reduction of city limits must contain an accurate legal description of the area proposed for such action and a map if practical.

2. The petitions must be printed or typed on single sheets of white paper of good quality. Each sheet of petition paper that has a space of signatures must contain the text of the petition and the following warning language:

   WARNING

   Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

   Each signature must be signed in ink or indelible pencil and must be followed by the date of signing and the address of the signer.

3. In code cities, the petition must contain the valid signatures of 15 percent of the total number of names of persons listed as registered voters within the city on the day of the last preceding city general election. RCW 35A.11.100.

4. The signatures do not have to all be attached to one sheet of paper.

5. Petitions that contain the required number of signatures are to be ac-

cepted as valid until their invalidity has been proved.

6. A variation between the signature on the petition and that on the voter's permanent registration which is caused by use of initials instead of the first or middle names, or both, does not invalidate the signature on the petition if the last name and handwriting are the same.

7. Signatures that are followed by a date of signing that is more than six months prior to the date of filing the petition are also to be stricken. This means, in effect, that signatures are valid only for six months after the date of signing.

8. Within three working days after the filing of the petition with the city, the officer with whom the petition is filed shall transmit the petition to the county auditor, who must proceed with the determination of whether the signatures are sufficient. The office of the county auditor must notify the officer who received the petition of the date on which this determination was begun, and this date is to be known as the terminal date.

9. Any signer of a filed petition may withdraw his or her signature by filing a written request for withdrawal with the receiving officer prior to the terminal date. The name of the person seeking to withdraw must be signed exactly as the signature on the initial petition. After the filing of the request for withdrawal, the signature of the person seeking to withdraw is to be considered withdrawn.

10. Additional pages of one or more signatures may be added to the petition by filing with the receiving officer such pages prior to the terminal date.

11. The officer responsible for determining the sufficiency of the petition shall do so in writing and transmit the written certificate to the officer with whom the petition was originally filed.

Appendix L

Special election dates

Initiative and referendum elections may be held only on specific dates. These dates are set out in RCW 29A.04.330 and apply to all classes of cities and to all counties. The following are the dates on which an initiative or referendum election may be held:

1. The second Tuesday in February;

2. The fourth Tuesday in April;

3. The third Tuesday in May;

4. The day of the primary election as specified by RCW 29A.04.311;

5. The first Tuesday after the first Monday in November (this is the same date as the general election date in November).

If a sufficient initiative and referendum petition is filed, the election on the ordinance must be held on one of the above listed dates.

Appendix M

Brief review of initiative and referendum powers of first class cities as established in their charters

The following is a brief synopsis of the initiative and referendum powers of each of the first class cities. However, for complete details of the procedures and limitations on these powers, the specific charters of each of the cities must be carefully reviewed.

Aberdeen
Initiative – An ordinance may be initiated by a petition of 25 percent of the qualified registered voters of the city voting at the last preceding general municipal election. The proposed ordinance and initiative must be filed with the finance director at least 60 days before the next municipal general election. If the signatures are sufficient, the measure must be placed on the ballot at the next general municipal election.

Referendum – The citizens have 45 days after the final publication of an ordinance to circulate a petition and obtain the signatures of registered voters equal to at least 25 percent of the total number of persons voting at the last preceding regular municipal election. The election may be at a special election or a general municipal election. If the ordinance is repealed, the council may not reenact it for at least one year.

Bellingham
Initiative – An ordinance may be initiated on petition of a number of qualified voters equal to not less than 20 percent of the total number of votes cast for the office of mayor at the last preceding municipal general election. The initiative petition is to be filed with the finance director. The election will be at the next municipal general election, although the council may provide for a special election on the initiative.

Referendum – An ordinance may be referred to a referendum election if a petition is filed signed by qualified voters equal in number to not less than 8 percent of the total number of votes cast for the office of mayor at the last preceding municipal general election. The petition must be filed with the finance director at least 30 days following the effective date of such ordinance. Any ordinance initiated or referred and approved at an election may not be amended or repealed within two years after the effective date.

Bremerton
Initiative – An ordinance may be initiated on petition signed by registered voters equal in number to at least 20 percent of the votes cast at the last municipal general election for all candidates for the office of mayor. The initiative must be filed with the city clerk. The election may be at a special election. No ordinance initiated by this process and voted on favorably by the people may be amended or repealed by the city council unless submitted to the citizens for a vote.

Referendum – An ordinance may be referred to a referendum election if a petition is filed before the effective date of the ordinance signed by qualified electors of the city equal in number to not less than 25 percent of the votes cast at the last municipal general election for all candidates

for the office of mayor. The petition must be filed with the city clerk and the election may be at a special or general election.

Everett
Initiative – An ordinance may be initiated by a petition signed by qualified electors equal in number to at least 15 percent of the total number of votes cast at the last preceding municipal general election. The petition must be filed with the clerk and the election may be at a special or general election. No ordinance passed by this process may be amended or repealed except by popular vote of the people.

Referendum – An ordinance may be referred to a referendum election if a petition is filed before the effective date signed by qualified electors equal in number to 10 percent of the entire vote cast at the last preceding general municipal election. It must be filed with the clerk and the election may be at a general or special election.

Richland
Initiative – An ordinance may be initiated by a petition signed by a number of registered voters equal to at least 20 percent of the total vote cast at the last preceding regular general election. The petition must be filed with the city clerk and the election may be at a special or general election. An initiative ordinance may not be amended or repealed within one year of its enactment.

Referendum – An ordinance may be referred to a referendum election if a petition is filed within 30 days of first publication of the ordinance. The petition must be signed by a number of registered electors equal to at least 25 percent of the total votes cast at the last preceding regular general election. The petition must be filed with the clerk and the election may be at a general or special election. No ordinance repealed by such an election may be reenacted by the council within one year of the effective date of the repeal.

Seattle
Initiative – An ordinance may be initiated by a petition signed by a number of registered voters equal to not less than 10 percent of the total number of votes cast for the office of mayor at the last preceding municipal election. The petition must be filed with the city comptroller. The election may be at a special or general election.

Referendum – An ordinance may be referred to a referendum election if a petition is filed signed by a number of registered voters equal to not less than 8 percent of the total number of votes cast for the office of mayor at the last preceding municipal election. The petition must be filed with the city comptroller and the election may be at a special or general election. No ordinance so initiated or referred and approved by the voters may be amended or repealed by the council for at least a two-year period.

Spokane
Initiative – An ordinance may be initiated by a petition signed by registered and qualified electors equal in number to at least 15 percent of the total number of votes cast at the last preceding general municipal election. The petition must be filed with the clerk and submitted at the next available special or general election. No ordinance adopted by this process may be amended by the council within three years without a vote of the people. After three years, the council may amend or repeal the ordinance if passed by vote of a majority

plus one and the ordinance is subject to referendum.

Referendum – An ordinance may be referred to a referendum election if prior to its effective date a petition is filed signed by qualified electors equal in number to at least 10 percent of the total number of votes cast at the last preceding general municipal election. The petition must be filed with the clerk and voted upon at a general or special election.

Tacoma
Initiative – An ordinance may be initiated by a petition signed by registered voters equal in number to at least 10 percent of the total votes cast at the last preceding council-manic election. The petition must be filed with the city clerk and submitted to a vote at the next general municipal election or at a special election. No ordinance enacted in this manner may be amended or repealed by the council within two years unless the amendment or repeal is submitted to a vote of the people.

Referendum – An ordinance may be referred to a referendum election if prior to its effective date a petition is filed signed by qualified electors equal in number to at least 10 percent of the total vote cast in the last preceding council-manic election. The petition must be filed with the city clerk and submitted to a vote at the next general municipal election or at a special election.

Vancouver
Initiative – An ordinance may be initiated by a petition signed by registered voters equal in number to at least 15 percent of the number of votes cast at the last preceding municipal general election. The petition must be filed with the city clerk and submitted at a general or special election. No ordinance enacted by this process may be amended or repealed within one year by the city council.

Referendum – An ordinance may be referred to a referendum election if within 30 days after enactment a petition is filed signed by registered voters of the city equal in number to at least 10 percent of the number of votes cast at the last preceding municipal general election. The petition must be filed with the city clerk and may be submitted at a general or special election.

Yakima
Initiative – An ordinance may be initiated by a petition signed by qualified electors equal in number to 20 percent of the total number of votes cast at the last preceding general city election. The petition must be filed with the city clerk and the election may be at a special or general election.

Referendum – An ordinance may be referred to a referendum election if prior to its effective date a petition is filed signed by qualified electors equal in number to 10 percent of the entire vote cast at the last preceding general city election. It must be filed with the city clerk and submitted at a general or special election.

Appendix N

Brief review of initiative and referendum powers of charter counties as established in their charters

Clallam County

Initiative – A sponsor must submit the proposed ordinance to the county auditor for the petition to become registered. The sponsor has 90 days from the date of registration to collect the signatures of not less than 10 percent of the number of voters who voted in the last gubernatorial election. The county commissioners will call for a public hearing within 30 days after receipt of the proposed ordinance and, after the public hearing, the county commissioners have 30 days to adopt or reject the proposed ordinance. If rejected, then the commissioners must set a date for the election of the proposed ordinance and any possible substitute ordinance within 240 days of the rejection but not before 105 days after rejection.

Mini-Initiative – The process for a mini-initiative is the same set forth for an initiative but the sponsor need only get signatures of three percent of the number of those that voted in the last gubernatorial election in the county. The commissioners have 60 days to hold a public hearing on the proposed ordinance and have 30 days after the public hearing to adopt or reject the proposed ordinance in whole or in part.

Referendum – A sponsor may submit a petition for registration requesting the referral of an adopted ordinance to the people for acceptance or rejection in the form of a referendum proposal. The proposed petition for registration must be within 10 days of the adoption of the ordinance that is the subject of the proposed referendum. Once the petition is registered, the ordinance referred to in the petition is suspended without force. The format for signatures is the same as for initiative and mini-initiative but the time allowed to gather the signatures of 10 percent of those that voted in the last gubernatorial election is 60 days instead of 90. The commissioners will then place the proposed referendum on the ballot for the next election but not before 45 days has elapsed since the petitions were validated.

Referendum by the Commissioners – The commissioners may, by ordinance, refer any proposed or adopted ordinance to the voters for their approval or rejection in the next regular or special election. If a proposed ordinance is approved by the majority of voters then it shall become effective 10 days after the election results are certified.

Clark County

Initiative – Any registered county voter may file an initiative petition with the county auditor. Within 10 business days of the filing date, the prosecuting attorney must formulate a ballot title. The auditor then gives the proposed initiative an identifying number. Within 5 business days, the auditor must then confer with the initiative sponsor and establish the form and style of the initiative petition. The sponsor then has 120 days to collect valid signatures from registered county voters equaling no less than 10 percent of the number of votes cast in the county in the last gubernatorial election. The signatures must be submitted to the auditor no less

than 150 days before the date of the next general election. If a sufficient number of valid signatures has been submitted, the auditor then places the proposed initiative on the ballot for the next general election.

Mini-Initiative – An initiative proposal can be put directly to the county council if a sponsor gets the valid signatures of county voters totaling at least 3 percent of the number of votes cast in the county in the last gubernatorial election. The auditor has 30 business days to validate signatures. If a sufficient number of signatures is verified, the county council must hold a public hearing on the initiative petition within 60 days. After the hearing, the county council has 30 calendar days to enact, reject, or modify the proposed ordinance.

Referendum – Within 10 days after an ordinance is passed by the county council, a county voter may submit to the county auditor a referendum petition signed by 100 registered county voters against all or any portion of the ordinance. The auditor has 10 calendar days to verify the signatures. If 100 signatures are validated, the relevant portions of the ordinance are suspended. Within five business days, the auditor must confer with the referendum sponsor to review the proposal and give the referendum an identifying number. Within 10 business days, the prosecuting attorney must issue a title to the referendum. The sponsor then has 120 calendar days to collect valid signatures from county voters totaling no less than 10 percent of the total votes cast in the county in the last gubernatorial election. If the appropriate number of valid signatures was received by the auditor, the referendum is submitted to the voters at the next general election.

King County

Initiative – Proposed ordinances may be enacted by initiative of the people if petitions bearing not less than 10 percent of the voters of the county that voted in the last election for county executive are filed with the county council. If sufficient, the council has 90 days to adopt the ordinance as petitioned or place the proposed ordinance on the ballot not less than 135 days after the petitions were filed. The council may also reject the proposed ordinance and adopt a substitute ordinance. Both ordinances are then placed on the ballot and the voters are given the choice of rejecting both or choosing one over the other.

Referendum – An ordinance may be subject to referendum if the ordinance petitions have signatures of no less than eight percent of voters in the county that voted in the last election for county executive, and they are filed prior to the effective date of the ordinance. The full text of the ordinance to be referred must be on each petition. If sufficient, the referendum will be put on the ballot at the next special or general election occurring more than 45 days after the petitions are filed.

Institutional Initiative – Any city or town within the county boundaries may, after securing consent by motion or resolution of at least half of the cities within the county, petition the council directly with a proposed ordinance. The proposed ordinance must have county-wide significance and be of a subject matter not already prohibited by referendum.

Pierce County

Initiative – Any voter can propose an initiative to be filed with the filing officer. The filing officer must confer with the sponsor as to the form and style and the prosecuting attorney gives the initiative a ballot

title. The petitioner has 120 days to get the signatures of not less than 10 percent of the registered voters who voted in the last election for county executive. After the filing officer verifies the sufficiency of the signatures, the council can adopt the proposed ordinance without amendment or reject the ordinance and adopt a substitute ordinance. Both ordinances will then be put on the same ballot at the next general election not less than 120 days before validation.

Referendum – Any voter has 15 days after an ordinance is passed by the council to file a referendum proposal. The filing officer confers with the petitioner as to the style and form as well as give the referendum proposal a number. The prosecuting attorney then gives the referendum proposal a ballot title and petitioner has 120 days to gather signatures of at least eight percent of the registered voters in the last election for county executive. The filing officer verifies the sufficiency of the signatures and submits the measure to the people in the next general election not less than 120 days after validation.

Snohomish County

Initiative – An initiative proposal must be filed with the officer charged with holding elections. The prosecuting attorney then drafts the ballot title and the filing officer confers with the petitioner to review and establish the form and substance of the petitions. The petitioner has 90 days to collect the signatures of at least seven percent of the registered voters who voted in the last gubernatorial election. If the sufficiency of petitions is validated then the proposal will be submitted to the people not less than 60 days after validation. Or the council can adopt the proposed ordinance without change or adopt a substitute ordinance. If a substitute ordinance is adopted then both ordinances will be put on the ballot for the voters.

Mini-Initiative – An initiative proposal can be put directly to the council if a sponsor gets the signatures of at least three percent of the voters in the last gubernatorial election. The council then holds a public hearing on the proposed ordinance and can enact, reject, or modify the proposed ordinance within 30 days.

Referendum – Within 10 days after an ordinance is passed by the council, a voter may submit a referendum petition with at least 100 signatures of those that are opposed to the ordinance with the filing officer. After the form and style of the petitions is confirmed and the ballot title is issued, the petitioner has 45 days to get the signatures of at least five percent of the number of votes that voted in the last gubernatorial election. After validation of the petitions the measure is put to the voters in the next general election not less than 60 days from the time the petitions are validated.

San Juan County

Initiative – Any voter or organization of voters may file an initiative proposal with the county auditor. After the form and style of the petitions are reviewed and the initiative is given a ballot title by the prosecuting attorney, then the petitioner has 120 days to collect the signatures of at least 15 percent of the number of votes in the county from the last gubernatorial election. After the sufficiency of the petitions is verified the measure is to be put to the voters at the next general election not less than 120 days after validation of the petitions. The council can adopt the initiative measure without change or adopt a substi-

tute measure concerning the same subject matter and both will be put on the ballot.

Mini-Initiative – Any voter can propose an ordinance to the council if they collect at least 3 percent of the number of qualified voters who voted in the last gubernatorial election. The council will then hold a public hearing and has 60 days to enact or reject the proposed ordinance.

Referendum – Any voter has 45 days after an ordinance is passed by the council to file a referendum proposal. After the form and style of the petitions is reviewed by the auditor and the prosecuting attorney gives the proposal a ballot title, the petitioner has 120 days to collect the signatures of registered voters of the county not less than 15 percent of those that voted in the last gubernatorial election. If the sufficiency of the petitions is verified, the proposal will be submitted to the voters at the next general election not less than 120 days after verification.

Whatcom County

Initiative – Any voter may file an initiative proposal with the county auditor. After the form and style of the petitions are reviewed and the initiative is given a ballot title by the prosecuting attorney, then the petitioner has 120 days to collect the signatures of at least 15 percent of the number of votes in the county from the last general election. After the sufficiency of the petitions is verified the measure is to be put to the voters at the next general election not less than 120 days after validation of the petitions. The council can adopt the initiative measure without change or adopt a substitute measure concerning the same subject matter and both will be put on the ballot.

Mini-Initiative – Any voter can propose an ordinance to the council if they collect at least 3 percent of the number of qualified voters who voted in the last gubernatorial election. The council will then hold a public hearing and has 60 days to enact or reject the proposed ordinance.

Referendum – Any voter has 45 days after an ordinance is passed by the council to file a referendum proposal. After the form and style of the petitions is reviewed by the auditor and the prosecuting attorney gives the proposal a ballot title, the petitioner has 120 days to collect the signatures of registered voters of the county not less than 15 percent of those that voted in the last general election. If the sufficiency of the petitions is verified, the proposal will be submitted to the voters at the next general election not less than 120 days after verification.

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 30 Minutes

AGENDA ITEM: 7:40 PM Ordinance No. 2018-19 Modifying BIMC Chapter 16.18 Land Clearing and BIMC Section 18.15.010 with Consideration for "Landmark Tree" Regulations - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

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

RECOMMENDED MOTION:
Discussion. City Council to provide direction on next steps on Ordinance No. 2018-19. Consider scheduling for a future Council study session.

SUMMARY:
See attached memorandum

FISCAL IMPACT:

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

BACKGROUND: See attached memorandum.

ATTACHMENTS:

CC Staff Memo

Ordinance No. 2018-19 Tree Regulations

Exhibit A 2018-19 Ch 16.18

Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618.pdf

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF BAINBRIDGE ISLAND

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

MEMORANDUM

Date: August 14, 2018

To: City Council

From: Jennifer Sutton, AICP
Senior Planner

Subject: Revisions to BIMC Chapter 16.18 *Land Clearing* and Section 18.15.010 *Landscaping, screening, and tree retention, protection and replacement &*
Consider Integration of new *Ordinance No. 2018-25 Protection of Landmark Trees*

I. BACKGROUND

The Tree/LID Ad Hoc Committee is a temporary Council Ad Hoc committee created to comprised of three Councilmembers and two Planning Commissioners and has been meeting since February 2014 to review the City's tree and landscaping regulations. Currently, Ad Hoc Committee members are:

Councilmember Ron Peltier
Councilmember Sarah Blossom
Councilmember Rasham Nassar
Commissioner Jon Quitslund
Commissioner Mack Pearl

Realizing that reviewing the regulations in their entirety is a large task, the Ad Hoc Committee organized their work by first focusing on tree and landscaping regulations that apply to the Mixed Use Town Center (MUTC) /High School Road (HS) zoning districts (Ordinance 2015-04) and then regulations that applied to developments outside the Winslow Core (Ordinance 2016-01).

The last phase of the Tree/LID Ad Hoc Committee's work is to review tree regulations that apply to existing single-family development. Trees and vegetation on existing single-family properties are regulated by BIMC Chapters 16.12 *Shoreline Master Program* and 16.20 *Critical Areas* where applicable, and outside of those sensitive areas, tree removal and property maintenance type activity is regulated by BIMC Chapter 16.18 *Land Clearing*.

The Ad Hoc Committee also discussed whether to add single-family tree retention standards to both existing single-family properties, and existing undeveloped single-family properties. Outside of shoreline and critical area regulations, tree retention standard are located in BIMC Section 18.15.010.G. Currently, tree retention requirements only apply to commercial, mixed-use and multifamily developments. The tree retention requirements are in addition to any required perimeter or roadside buffer, which may be required for single-family subdivisions, commercial, mixed-use and multifamily developments, pursuant to BIMC Section 18.15.010.D & E. Open Space requirements for single-family subdivision (BIMC Chapter 17.12.030) round out the list of existing tree retention regulations.

The Planning Commission held a study session on this ordinance on June 7, a public hearing on June 14, and additional study sessions on July 26 and August 9.

II. Summary of Changes in Ordinance 2018-19

There is enough changes and reorganizing proposed to BIMC Chapter 16.18 *Land Clearing* that the chapter is proposed to be repealed and replaced in full (Exhibit A to Ordinance 2018-19). Substantive changes to BIMC Chapter 16.18 *Land Clearing* include:

- Chapter title changed to *Tree Removal, Forest Stewardship,* ***Exceptional Trees*** *and Vegetation Maintenance*
- Permit name changed from *Clearing Permit* to *Tree Removal/Vegetation Maintenance Permit*
- The purpose of the chapter is more explicit and expansive.
- All tree and vegetation activities within shoreline areas, critical areas or their buffers are subject to a minor shoreline or minor critical area permit instead of a permit under BIMC Chapter 16.18 (see page 3, BIMC 16.18.030).
- The time-period for limited tree removal without a permit lengthened from 12-months to 36-months (see page 3, BIMC 16.18.040.B).
- Currently, outside of the Mixed Use Town Center/High School Road Districts, a property owner may remove 6 significant trees without needing to get a permit. This regulation is proposed to be split by property size, with properties one acre or less in size only allowed to remove 3 significant trees without a permit (see page 3, BIMC 16.18.040.B).
- Integration of a new **"Exceptional tree"** category. This category is recommended by the Planning Commission to replace the recent "Landmark tree" designation created by Ordinance 2018-25 (see discussion below, and page 3 [16.18.030.C], page 4 [16.18.050.C], page 6 [16.18.070.A], page 8 [16.18.090.B] and page 11 [16.18.130]).

The most impactful change proposed to BIMC Section 18.15.010 *Landscaping, screening, and tree retention, protection and replacement* in Ordinance 2018-19 is new tree retention requirements for single-family properties, both developed and undeveloped. The new tree retention requirement is based upon tree units/acre in the R-2.9, R-3.5 and R-4.3 zones, described in BIMC Section 18.15.010.G.4 (see page 6 of Ordinance 2018-19, page 5 of Exhibit A BIMC 16.18.050.G) and by area in the R-0.4, R-1 and R-2 zones (see page 5 of Exhibit A BIMC 16.18.050.F).

III. Ordinance 2018-25 *Protection of Landmark Trees*

At their meeting on June 26, the City Council voted 6-1 to adopt a Landmark Tree Preservation Ordinance 2018-25. A summary of why the ordinance was adopted can be read on the City's website. The process for Landmark Tree Retention is summarized below (a full list of the process is described in the ordinance):

1. Anyone who wishes to remove a Landmark Tree must submit an Application for Removal of a Landmark Tree to the Planning Director.
2. Once the application is received, the Planning Director will prepare a written recommendation on the removal for the City Council.
3. Within 60 days following the receipt by the Planning Director of an application to remove a Landmark Tree, the City Council will hold a public hearing on the proposed removal.
4. If the City Council grants an application for removal of a Landmark Tree upon a finding that removal is necessary, then, depending on certain criteria, the property owner who submitted the application is required to provide mitigation.

At their July 10 meeting, the City Council held off on scheduling a public hearing on this interim ordinance until after hearing what the Planning Commission recommends on this topic. The public hearing for Ordinance 2018-25 is scheduled for August 14, 2018.

IV. Planning Commission Action

The Planning Commission completed their review of Ordinance 2018-19 at the August 9 meeting, integrating a new "exceptional tree" category as part of the recommendation to the City Council. The "exceptional tree" category and regulations are proposed to replace Ordinance 2018-25 *Protection of Landmark Trees.* See the Commission's motion below.

> **Motion:** The Planning Commission forwards to the City Council Ordinance 2018-19 as amended proposing amendments to BIMC Chapter 18.15, section 010, and the repeal and replacement of BIMC Chapter 16.18 included as Exhibit A in a DRAFT dated August 6, 2018 with amendments. Further, with reference to Ordinance 2018-25 (the "Landmark Tree Ordinance") we recommend repeal of the ordinance concurrent with the adoption of Ordinance 2018-19 recognizing that BIMC 16.18 will include provisions for designating and protecting specific "Exceptional" trees including "Landmark" trees.
> Quitslund/Pearl: Passed Unanimously

NOTE: The City Council will hold a public hearing on Ordinance 2018-25 on August 14.

ORDINANCE NO. 2018-19

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to tree removal permitting and tree and landscaping retention and maintenance requirements; repealing and replacing Bainbridge Island Municipal Code Chapter 16.18 and amending Section 18.15.010.

WHEREAS, in January 2014, the City Council convened an Ad Hoc Committee consisting of two Planning Commissioners and three Councilmembers to review and make recommendations on the City's tree regulations; and

WHEREAS, the Ad Hoc Committee organized their review by first focusing on regulations that apply to the Mixed Use Town Center and High School zoning districts (approved Ordinance No. 2015-04); and

WHEREAS, the Ad Hoc Committee then reviewed tree and landscaping regulations that apply to the rest of the island, outside of the Winslow commercial zoning districts (approved Ordinance 2016-01); and

WHEREAS, the last phase of the Tree/LID Ad Hoc Committee's work was to review tree regulations that apply to existing single-family development; and

WHEREAS, the Tree/LID Ad Hoc Committee discussed tree regulations that apply to existing single-family development during their meetings throughout 2017 and into 2018; and

WHEREAS, the Tree/LID Ad Hoc Committee completed their recommendations on tree regulations for single-family development in April 2018; and

WHEREAS, the Tree/LID Ad Hoc Committee recommendations have been integrated into Ordinance 2018-19; and

WHEREAS, the Planning Commission reviewed the draft Ordinance No. 2018-19 at a study session on June 7, 2018; and

WHEREAS, the Planning Commission conducted a public hearing on Ordinance No. 2018-19 on June 14, 2018 and continued to discuss the ordinance on July 26 and August 9; and

WHEREAS, the Planning Commission recommended approval of Ordinance No. 2018-19 on August 9 after integrating new regulations for "exceptional trees" intended to replace the "landmark tree" requirements of Ordinance 2018-25; and

WHEREAS, the City Council conducted a public hearing on Ordinance No. 2018-19 on XXXXX, 2018; and

WHEREAS, notice was given on June 11, 2018 to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106;

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

Section 1. Chapter 16.18 of the Bainbridge Island Municipal Code is hereby repealed and replaced as shown in Exhibit A.

Section 2. Section 18.15.010.A of the Bainbridge Island Municipal Code is amended to read as follows:

A. Purpose.

1. General. The purpose of this section is to preserve the landscape character of the community, link the Island's natural amenities with landscape greenbelts along roads, improve the aesthetic quality of the built environment, promote retention and protection of existing vegetation, reduce the impacts of development on wetlands, streams and the natural environment, enhance the value of current and future development and increase privacy for residential zones, and encourage preservation of significant ~~and heritage~~ trees by:

a. Retaining existing vegetation, tree stands and significant trees by incorporating them into the site design.
b. Incorporating native vegetation and drought resistant plant material into new landscape developments.
c. Providing vegetated screening between different intensities of residential uses, and between development and roads.
d. Providing visual relief of parking areas in the neighborhood centers, the Winslow Mixed Use Town Center, and the light manufacturing, (water-dependent) industrial, High School Road and urban multifamily districts.
e. Providing vegetated screening between residential and nonresidential areas.
f. Preserving, protecting, and enhancing critical areas.
g. Protecting the natural forested areas.

2. Specific Zone Districts. In addition to the regulations listed in subsection A.1 of this section:

a. <u>For single-family residential development and redevelopment in residential districts the intent is to preserve and enhance the City's physical and aesthetic character by retaining and maintaining trees within the residential landscape.</u>

Section 3. Section 18.15.010.B of the Bainbridge Island Municipal Code is amended to read as follows:

B. Applicability.

1. All new development, except single-family residential building permits in the R-0.4, R-1 and R-2 zones, shall be subject to the requirements of this section, except as modified by subsections B.2 and B.3 of this section.
2. Projects subject to the conditional use permit process may be required to exceed the requirements of this chapter.
3. Specific submittal requirements for landscaping plans (tree protection, retention and planting plans) are included in the city's administrative manual.
4. Specific landscape requirements applicable to development in each zone district are indicated with an "X" and summarized in the following Table 18.15.010-1.

Table 18.15.010-1: Landscape Requirements by Zone District

Landscape Requirements for Land Uses and Districts	~~Significant Tree and Tree Stand Retention~~ General Regulations	Perimeter Landscape	Roadside Buffer	Parking Lot Landscaping	Total Site Tree Unit (TU) Requirements 18.15.010.G	Planting Requirements	Irrigation	Maintenance
Single-family Residential properties in R-2.9, R-3.5 and R-4.3 zones	X				X	X	X	X

Section 4. Section 18.15.010.C of the Bainbridge Island Municipal Code is amended to read as follows:

C. General Regulations ~~Tree Retention, Protection and Replacement~~. Where Table 18.15.010-1 indicates that development must comply with the requirements of this subsection C, all development shall comply with the following requirements. These requirements are intended to supplement any regulations in Chapters 16.12 (Shoreline Master Program) and 16.20 (Critical Areas) BIMC, which remain the primary source of regulation for environmentally sensitive areas in Bainbridge Island. In the event , of any inconsistency between the requirements of this subsection C and the requirements of Chapters 16.12 and 16.20 BIMC, the requirements of Chapters 16.12 and 16.20 BIMC shall apply.

Section 5. Section 18.15.010.G of the Bainbridge Island Municipal Code is amended to read as follows:

G. Total Site Tree Unit Requirements.

1. Intent. The overall purpose of this section is to preserve the landscape character of the community through development standards by encouraging the retention of existing vegetation and significant trees by incorporating them into site design. The intent of this subsection G is to ensure that, to the degree practicable, (a) each development approval in the MUTC, HSR I and II, R-5, R-8, R-14, and NC zone districts, ~~and~~ (b) each development approval for nonresidential development property in the ~~R-5~~, R-4.3, R-3.5, R-2.9, R-2, R-1, and R-0.4 zone districts, and (c) single-family residential development in the R-2.9, R-3.5, R-4.3 zone districts leaves the development parcel with at least a specified minimum amount of tree coverage, measured in tree units per acre, that reflects the degree of tree coverage prior to development or redevelopment and that discourages avoidable site disturbances that would require tree removal.

2. Applicability. The regulations of this subsection G apply to ~~each~~ development applications involving (a) any modification to a ~~development~~ parcel located in the MUTC, HSR I and II, R-5, R-8, R-14, or NC districts, ~~or~~ (b) a permitted nonresidential development in the R-5, R-4.3, R-3.5, R-2.9, R-2, R-1, and R-0.4 zone districts, and (c) new and existing single-family residential development in the R-2.9, R-3.5 and R-4.3 zones. If a substantial ~~significant~~ portion of a significant tree trunk, dripline and/or critical root zone extends onto an adjacent property, both properties may use the tree units ~~for retaining the trees~~ to meet the requirements of subsection G.4 of this section, upon mutual agreement. These provisions shall not apply to projects involving only interior renovation of existing buildings.

3. Site Specific Evaluation of Total Impact on Tree Coverage.
   a. In order to show how the tree unit requirements of subsection G.4 of this section are being met, the applicant shall submit the following information as part of the landscaping plan information for a land use permit application:

      i. Identify and survey all existing trees to be retained as part of the proposed development;

ii. If opting to meet tree unit requirements pursuant to subsection G.4.a.iv.~~,iii~~ of this section, the applicant shall also identify the species and DBH of each tree to be removed;
iii. The applicant shall also submit valuation of all trees to be retained, using the valuation standards of the International Society of Arboriculture (see administrative manual for submittal requirements for landscaping plans).

b. In determining which trees will be retained on a property to meet the tree unit requirements of subsection G.4, an applicant shall attempt to retain trees greater than 15 inches, trees in tree stands and trees adjacent to tree stands on adjacent properties, unless such retention would prevent reasonable use of a property and no other alternative is feasible.

c. A Tree Removal/Vegetation Maintenance permit pursuant to BIMC Chapter 16.18 is required to request removal of any tree that is contributing to a property meeting the tree unit retention requirements of section G.4. Replanting may be required to ensure that the property continues to meet the retention requirements.

4. Requirements.
a. A development application covered by subsection G.2 of this section shall only be approved if it complies with the requirements of subsections C (General Regulations ~~Tree Retention, Protection, and Replacement~~), D (Perimeter Buffering and Screening), E (Street Frontage Landscaping), and F (Parking Lot Landscaping) of this section, and also complies with subsection G.4.a.i, ii or iii of this section.

i. In the MUTC central core and ferry terminal overlay districts, the development parcel shall have at least 30 tree units per acre following the proposed development or redevelopment.

ii. In the MUTC Ericksen Avenue, Madison Avenue, and gateway overlay districts, and each site in the R-5, R-8, R-14, HSR I and II, and NC districts, and for permitted nonresidential development in the ~~R-5,~~ R-4.3, R-3.5, R-2.9, R-2, R-1, and R-0.4 zone districts, the development parcel shall have at least 40 tree units per acre following the proposed development or redevelopment.

iii. In the R-4.3, R-3.5, R-2.9 zone districts, existing single-family residential development, developing single-family residences and vacant parcels shall have at least 30 tree units per acre following the proposed development or redevelopment.

iv. As an alternative to subsections G.4.a.i, ~~and~~ ii, and iii of this section, and at the applicant's option, the development parcel will contain at least the same number of tree units after the proposed development or redevelopment as it had before that development or redevelopment.

b. Existing and new trees in roadside, perimeter, and shoreline buffers and/or critical areas and their buffers do not count towards the tree unit requirements of this

section. If an applicant is choosing to meet their tree unit requirements using subsection G.4.a.iii of this section, the existing trees in those protected areas and buffers will not count towards the "pre-development" amount of tree units.

5. Calculation of Tree Units.
   a. Each tree preserved on a development parcel shall earn the number of tree units shown in Table 18.15.010-5, based on its diameter at breast height (DBH) as measured in inches. If the DBH measurement results in a fraction, the requirement shall be rounded to the nearest whole number (greater than or equal to 0.5 is rounded up; less than 0.5 is rounded down).

Table 18.15.010-5: Tree Unit Conversion Table for Preserved Trees [1]

DBH	Tree Units	DBH	Tree Units	DBH	Tree Units
3 – 5	1.0	24 – 26	6.2	39 – 40	10.8
6 – 10	1.2	27 – 28	7.0	41 – 42	11.4
11 – 12	1.4	29 – 30	7.8	43 – 44	12.0
13 – 15	2.0	30 – 31	8.4	45 – 46	12.6
16 – 18	3.2	32 – 33	9.0	47 – 48	13.2
19 – 20	3.8	34 – 36	9.6	49+	13.8
21 – 23	4.6	37 – 38	10.2		

[1] For multi-stemmed trees, measure the DBH of each trunk separately, multiply each of these measurements by itself, add up these amounts, and calculate the square root of that total to find the DBH for the tree as a whole.

~~b. Tree Retention Bonus.~~
   ~~i. If retained trees occur in a tree stand, they shall earn 1.2 times the tree unit value shown in Table 18.15.010-5.~~

   ~~ii. If the retained trees occur in a tree stand that is adjacent to a tree stand on an adjacent lot that is already protected as part of a land use permit or conservation easement, they shall earn one and one-half times the tree unit value shown in Table 18.15.010-5 instead of the bonus described in subsection G.5.b.i of this section.~~

~~iii. If the retained tree is one designated through the city's heritage tree program it shall earn two times the tree unit value shown in Table 18.15.010-5, and the tree shall not receive additional bonus in subsections G.5.b.i and ii of this section for location in a tree stand.~~

~~iv. If the retained tree is located within a designated wildlife corridor network, it shall earn one and one-half times the tree unit value shown in Table 18.15.010-5.~~

c. Each new or replacement tree planted shall earn one tree unit. New trees planted to meet the minimum parking lot landscaping requirements of subsection F of this section do not count towards meeting tree unit credits under this section. New trees planted in or around a parking lot that exceed the minimum requirements of subsection F of this section can be counted towards meeting required tree units.

d. If, after complying with subsections C, D, E, and F of this section, additional trees need to be planted to meet the minimum tree unit requirements in subsection G.4 of this section:

   i. In the MUTC central core and ferry terminal overlay districts, those trees may be planted either at ground level or above ground level (such as a patio, terrace, or rooftop); and

   ii. In the MUTC Ericksen Avenue, Madison Avenue, and gateway overlay districts, R-8, R-14, HSR I and II, NC districts, as well as for nonresidential developments within residential districts, those trees shall be planted at ground level.

Section 6. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this XX day of XXX, 2018.

APPROVED BY THE MAYOR this XX day of XXX, 2016.

_____
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

_____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: XXXX, 2018
PASSED BY THE CITY COUNCIL: _____

PUBLISHED: _____
EFFECTIVE DATE: _____
ORDINANCE NUMBER: 2018-19

BIMC Chapter 16.18
Tree Removal, Forest Stewardship, Exceptional Trees and Vegetation Maintenance

16.18.010 Overview.

A. The policies presented in this chapter rest on an assumption that in the care of trees and vegetation on their property, citizens will be guided by common sense and best practices, responsive to the Purposes stated in section 16.18.025 below. Sanctions shall be applied to activities that are found by the planning director to be reckless and destructive, and to any action or negligence that adversely affects a neighboring property, pursuant to the provisions of section 16.18.120 and other applicable provisions of the Code.

B. To a large extent, work carried out in landscaped yards and forested areas does not require a permit (see section 16.18.040 below). However, property owners who are considering major changes to the landscape and trees on their property should seek advice and professional services from a licensed arborist who is certified by the American Society of Consulting Arborists or the International Society of Arboriculture, or a landscape professional who is certified by the City.

C. This chapter is one of several in the Municipal Code that pertain to the care of trees, vegetation, and forested areas on Bainbridge Island. Its policies and non-regulatory provisions pertain especially to the plans and ongoing activities of Island residents, outside of their homes or places of business but on their own property, when the use and enjoyment of the property involves stewardship and maintenance of trees and vegetation.

16.18.020 Findings.

A. Forested areas and trees on individual lots are integral parts of Bainbridge Island's character; they enhance the City's appearance and livability, as well as providing significant environmental benefits and natural resource values.

B. Conserving and managing the Island's forested areas and native vegetation is a central goal of the Bainbridge Island *Comprehensive Plan*: see Guiding Principles 1 & 5 and related Policies; Goals LU-6, 12 & 13; EN-3, 4, 5, 18 & 19; WR-3 & 4; and Policies LU 4.10 & EN 15.3.

C. Trees are valued by homeowners and, when well cared for, enhance property values.

D. Removal of trees and understory vegetation, combined with extensive disturbance of soils, cause loss of habitat and wildlife, runoff and soil erosion, degradation of surface water and aquifer recharge, and adverse impacts on air quality, as well as loss of aesthetic appeal.

E. The community forest resources of the Island are best understood as a mosaic, with some large and many small pieces, on publicly owned and private properties. When clearing for

development further fragments the mosaic, both individual and community interests are affected.

F. On Bainbridge Island and elsewhere, examples exist to demonstrate that development for residential and other uses can be compatible with careful conservation of forest conditions and other natural features; and that such development can be cost-effective, attractive, energy-efficient, and well adapted to our climate.

16.18.025 Purposes.

This Chapter is adopted for the following purposes:

A. To promote the public health, safety, and general welfare of Bainbridge Island citizens without preventing the reasonable use of private property.

B. To preserve and enhance the City's physical and aesthetic character, to promote the healthy functioning of our Island's natural systems, and to provide economic benefits to the community, for the sake of present and future generations.

C. To implement the purposes of the State Growth Management Act relating to conservation of natural resources, pursuant to RCW 36.70A.

D. To implement goals and policies in the current *Comprehensive Plan*, the *Community Forest Management Plan* (2006), the *Bainbridge Island Open Space Study* (October 2008), and the *Bainbridge Island Community Wildfire Protection Plan* (2010), or subsequent updated versions.

E. To promote forest stewardship practices and carefully planned development that results in minimal disturbance to the prior conditions of a property and neighboring properties.

F. To implement a long-range policy of maintaining the Island's forest canopy cover while taking measures to prevent wildfires and protect structures in accordance with recommendations of the Bainbridge Island Fire Department.

G. To allow limited tree and vegetation removal to provide for solar access, agriculture and gardens.

H. To promote infiltration of stormwater and aquifer recharge; to minimize erosion and prevent pollution; to prevent landslides; to protect the waters of Puget Sound and the quality and quantity of water in wells.

I. To maintain in a healthy state significant trees, clusters of trees, and forested areas, allowing for thinning, pruning, removal of invasive and undesirable vegetation, selective harvest and replanting, developing and maintaining trails, and removal of dead, or dangerous trees.

16.18.030 Applicability.

Provisions of this chapter apply citywide to all properties where trees and naturally occurring vegetation are found, except where the following chapters of the Municipal Code apply:

A. This chapter does not apply to any portion of a property that is identified as critical area(s) pursuant to BIMC Chapter 16.20 *Critical Areas* (i.e., wetland, fish and wildlife conservation area, geologically hazardous areas, frequently flooded areas and a designated aquifer recharge protection area [ARPA]) or a prescribed critical area buffer zone. In these areas, including an ARPA if one has been designated pursuant to BIMC Section 16.20.100, the regulations of BIMC Chapter 16.20 *Critical Areas* apply. Additionally, the regulations of this chapter do not apply to any property with a designated and approved ARPA.

B. This chapter does not apply to the portion(s) of a shoreline property within 200 feet landward of an Ordinary High Water Mark, where the regulations of BIMC 16.12 (the *Shoreline Master Program*) apply.

C. Exceptional tree regulations of this section apply citywide, even in areas governed by the BIMC Chapters 16.20 *Critical Areas* or 16.12 *Shoreline Master Program*.

16.18.040 Activities Allowed without a Permit.

The following activities are allowed without a Tree Removal/Vegetation Maintenance Permit, subject to any other applicable City regulations.

A. Routine landscaping and maintenance of vegetation, such as pruning and planting, removal of invasive/exotic species, management of brush and seedling trees. Pruning should comply with ANSI A300 (Part 1 – 2017) Tree, Shrub and Other Woody Plant Management – Standard Practices to maintain long term health. This includes maintenance of trees and vegetation required to be retained or planted through a land use permit such as a subdivision, site plan review, or conditional use permit.

B. Outside of the Mixed Use Town Center and High School Road zoning districts, removal of some healthy significant trees (see section 16.18.130 Definitions, noting that **Exceptional** trees are a different category) is allowed without a permit, except for trees required to meet any tree retention provisions of this chapter or BIMC 18.15.010 (*Landscaping, Screening, and Tree Retention, Protection and Replacement*), BIMC 17.12 *(Subdivision Design Standards)* or other applicable provisions of the Code. On a lot that is larger than one acre, a property owner may remove no more than six significant trees in any 36-month period. On a lot one acre or less in size, removal of three significant trees in any 36-month period is allowed without a permit; after this limit has been reached, see sections 16.18.050, .060, and .070. NOTE: Removal of trees that have not grown to the significant dimension is allowed without a permit at the discretion of the property owner.

C. Removal of trees and ground cover in emergency situations involving immediate danger to life or structure or substantial fire hazards. If this activity would ordinarily require a tree

removal/vegetation maintenance, it shall be obtained as soon as possible after the emergency situation is stabilized.

D. Removal of dead, or fallen trees. The city encourages property owners to leave dead trees in place for ecological benefit such as wildlife snags or nurse logs where possible. If a standing dead tree poses a hazard, creating a shorter wildlife snag is recommended.

E. Routine maintenance activities in rights-of-way and required roadside buffers, including removal of hazard trees and invasive/exotic species, trimming of overgrown hedges, and planting to replace removed vegetation (see BIMC Chapter 12.04)

F. The installation and maintenance of fire hydrants, water meters, and pumping stations, and street furniture by the city or utility companies or their contractors.

G. Pruning and limbing of significant trees that are required to be retained, to remove dead or hazardous branches, and to improve the tree's form and long-term vitality, provided that such work is done by an ISA certified arborist.

16.18.050 Activities Requiring a Permit.

The following activities require an applicant to obtain a Tree Removal / Vegetation Maintenance Permit prior to commencing:

A. A permit is required for any tree removal or vegetation maintenance in an area required to be retained or planted, pursuant to BIMC 18.15.010, through a land use permit such as a subdivision, a site plan review, or a conditional use permit. Tree retention requirements for the single-family residential zones, R-0.4, R-1, R-2 (see below, section BIMC Section 16.18.050.F) and R-2.9, R-3.5 and R-4.3 zones (BIMC 16.18.050.G) also apply (see below).

B. For properties located outside of the Mixed Use Town Center and High School Road zoning districts, a tree removal permit is required for removing more than the number of significant trees allowed without a permit, pursuant to section 16.18.040.B above. The planting of a replacement tree or trees may be required.

C. A tree removal/vegetation permit is required for the removal of any tree that qualifies as an **Exceptional tree** (see section 16.18.030 Definitions). The applicant shall place a notice on the property at the time a permit application is submitted. A permit for removal shall be granted by the Director only after preparation of a report and recommendation by a qualified arborist (ISA certified, with TRAQ credentials) and a review of reasons for and against removal, guided by these specific criteria:

   1. The removal is necessary to enable construction on or reasonable use of the property, and no alternative is feasible; or

   2. The removal is necessary to maintain utilities, access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter; or

3. The tree is diseased, dead, or otherwise determined to be a hazardous tree, as determined by an International Society of Arboriculture (ISA) Tree Risk Assessment Qualified (TRAQ) arborist.

D. For developed properties located within the Mixed Use Town Center and High School Road zoning districts, a tree removal / vegetation maintenance permit is required for removing any tree eight inches in diameter or greater, measured 4.5 feet above grade. The applicant must demonstrate that the requested removal meets one of the following criteria:

1. The tree is dead, or determined to be hazardous, as certified by an International Society of Arboriculture (ISA) Tree Risk Assessment Qualified (TRAQ) arborist; or

2. The removal is necessary to allow reasonable use or enable permitted construction, and no alternative is feasible; or

3. The removal is necessary to maintain utilities, provide access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter.

E. For undeveloped properties within the Mixed Use Town Center and High School Road zoning districts, a tree removal / vegetation maintenance permit is required to remove any tree except trees that are hazardous, dead, fallen, or contributing to an emergency. The tree removal permit will be reviewed for consistency with any applicable provisions of BIMC 18.15.010 that would apply to future development permits.

F. For developed single-family residential properties in theR-0.4, R-1 and R-2 zones without an approved ARPA pursuant to Section 16.20.100, the following limits on vegetation removal apply:

1. Properties ≤ 40,000 square foot in size could clear up to 2,000 square feet of vegetation. Clearing between 2,001-6,999 square feet would be allowed with an approved ARPA stewardship plan (BIMC Section 16.20.180.H)

2. Developed Properties between 40,000 square foot in size and 100,000 square feet. in size could clear up to 4,000 square feet of vegetation. Clearing between 4,001-6,999 square feet would be allowed with an approved ARPA stewardship plan (BIMC Section 16.20.180.H)

3. Developed Properties > 100,000 square foot in size could clear up to 6,999 square feet of vegetation. (note: ARPA designation threshold 7,000 square feet; BIMC Section 16.20.100).

G. Pursuant to BIMC section 18.15.010.G, in the R-4.3, R-3.5 and R-2.9 zoning districts, existing single-family residential development, developing single-family residences and vacant parcels shall retain at least 30 tree units per acre, or at least as many tree units as the property had on (**INSERT DATE WHEN ORDINANCE 2018-19 TAKES EFFECT).** Replanting may be required as described in BIMC section 18.15.010.G.

16.18.060 General Regulations and Standards.

A. While non-native and invasive species should be kept under control and eradicated if possible, native understory vegetation shall be maintained and land disturbing activity shall be kept to a minimum. Stump pulling and use of heavy equipment is only allowed if the activity will not affect the health of adjacent trees.

B. An applicant shall protect any trees or landscaped area that must be retained during approved tree removal or vegetation maintenance work, pursuant to the protection provisions of BIMC 18.15.010.C.4.

C. Once a portion of a property is cleared, the property owner shall ensure that invasive species do not reestablish or expand into cleared areas.

D. Any tree or vegetation removal or maintenance undertaken without a permit pursuant to this section shall be done to ensure long-term health of the trees or vegetation. A property owner shall follow the ANSI A300 (Part 1 – 2017) Tree, Shrub and Other Woody Plant Management – Standard Practices (Pruning) or 60% live-crown ratio, whichever standards is more appropriate for the species.

E. A forest practice permit from the State Department of Natural Resources may be required pursuant to RCW 76.09. Failure to obtain a forest practice permit when applicable shall be grounds for denial of all applications for permits or approvals, including building permits and subdivision approvals, relating to non-forestry uses of the land for a period of six years, in accordance with RCW 76.09.060.

16.18.070 Tree Removal/Vegetation Maintenance Permit Administration and Review Process.

A. For activities requiring a permit, the process begins with submission of a complete permit application, usually after discussion of the proposed activity with a member of the Planning staff. A complete permit application for removal of an Exceptional tree must be accompanied by an ISA-certified arborist report that includes (1) checking any tree designated as diseased with a resistograph or tomograph to ascertain internal decay, (2) a laboratory report of the types of pathogens that may be infecting the roots, and (3) any control measures that are available.

   Notice of submission of an application to remove an Exceptional tree shall be posted by the applicant at a conspicuous location on the subject property. The notice shall describe the specific Exceptional tree that is the subject of the permit application and shall remain posted in said location until the permit has been issued or denied by the Planning Director and all appeals have been exhausted.

B. Tree removal and vegetation maintenance activities shall comply with this chapter's provisions for permits and related regulations. Permits for tree removal / vegetation maintenance may require the planting of replacement trees and/or other City permits such as a *Site Assessment Review* (BIMC Chapter 15.19).

C. The planning director shall grant a tree removal/ vegetation maintenance permit if the application meets the requirements of this chapter and is consistent with other relevant city codes, including but not limited to Chapters 15.19, 15.20, 16.12, 16.20, 17.12, 18.15.010 BIMC. If the tree removal permit application is denied, the decision may be appealed pursuant to BIMC 16.18.100.

D. No work authorized by a tree removal/ vegetation maintenance permit shall commence until a permit notice has been posted by the applicant at a conspicuous location on the subject property. The notice shall describe specific plans for tree removal and land disturbing activity and shall remain posted in said location until the authorized tree removal has been completed.

E. Any tree removal/ vegetation maintenance permit granted under this chapter shall expire one year from the date of issuance. Upon a showing of good cause, the permit may be extended for six months by the planning director. Approved tree removal permits shall not be amended without authorization of the planning director.

F. A tree removal / vegetation maintenance permit may be suspended or revoked by the planning director because of incorrect information supplied or any violation of the provisions of this chapter.

16.18.080 After-the-fact Tree Removal/Vegetation Maintenance Permit.

A. In response to a report that one or more trees have been removed improperly or vegetation maintenance activity did not comply with requirements of the BIMC, the City's Code Enforcement Officer shall investigate. If in fact the reported activity was legitimate without a permit, no action will be taken. If the reported activity would have been allowed if a permit had been applied for, an after-the-fact Tree Removal/Vegetation Maintenance Permit shall be issued. The person or persons responsible for unauthorized tree removal shall be made aware of all the conditions for approval and any applicable regulations and remedies. The fee for an after-the-fact permit shall be established by a resolution of the City Council.

B. If the reported activity would not have been permitted, entirely or in some particulars, the Code Enforcement Officer, in consultation with the planning director or the city attorney, shall follow the procedures for Enforcement and penalty in section 16.18.120 of this chapter.

C. If an Exceptional tree has been removed or altered in violation of this chapter, the Code Enforcement Officer, in consultation with the planning director or the city attorney, shall follow the procedures for Enforcement and penalty in 16.18.120 of this chapter, as established by the City Council by Resolution.

16.18.090 Mitigation and Restoration

A. For alterations to or removal of significant trees or vegetation that require a permit under this chapter, the following minimum performance standards for mitigation shall be met; provided, that if the applicant can demonstrate that greater functions or values can be obtained through the application of different standards, these standards may be modified:

   1. Historic structural and functional values shall be restored, including water quality and habitat functions;

   2. Historic soil types and configuration shall be replicated;

   3. The disturbed area shall be replanted with vegetation that replicates the vegetation historically found on the site in species types, sizes, and densities. The historic functions and values should be replicated at the location of the alteration;

   4. Any applicable tree retention or replanting requirements shall be met through restoration, if required.

B. For alterations to or removal of Exceptional trees, the following minimum performance standards shall be met for mitigation:

   1. The quantity of Replacement Trees is calculated by multiplying the Diameter Breast Height of the subject Exceptional tree by 50% to establish the number of replacement inches; and

   2. The total number of Replacement Trees is determined by the total caliper inches of Replacement Trees equaling or exceeding the required tree replacement inches established in Subsection B(1) of this section; or

   3. In lieu of planting Replacement Trees, an applicant may satisfy the tree replacement requirements by:

      a. Planting at least three Replacement Trees on the property from which the Exceptional tree was removed; and

      b. Contributing to the Bainbridge Island Tree Fund at a rate of $500.00 per each replacement inch not accounted for in the planting of Replacement Trees; and

      c. The sum of the tree replacement inches accounted for by contributing to the Bainbridge Island Tree Fund and the total caliper inches of the Replacement Trees planted shall not be less than the total replacement inches calculated in Subsection B(1) of this section.

C. Information demonstrating compliance with the requirements of this section shall be submitted to the director.

16.18.100 Performance assurance.

A. The planning director may require, as a condition for the granting of a permit, that the applicant furnish a performance assurance in a form approved by the planning director, in order to obligate the applicant, after the approved tree removal has been accomplished, to complete all required replanting, erosion control, and cleanup on the property. The surety device shall be in an amount equal to the estimated cost of such services, with surety and conditions satisfactory to the planning director.

B. In order to stay enforcement, the director may choose to enter into a voluntary correction agreement (VCA). This is a civil contract entered between the City and the applicant. The VCA will outline several performance items that will be required within an agreed-upon time frame.

16.18.110 Appeals.

Appeals of the planning director's decision on a tree removal/vegetation maintenance permit application shall be in accordance with the administrative decision procedures established in Chapter 2.16 BIMC.

16.18.120 Violations, Restoration and Enforcement

A. It is a violation of this chapter for any person to fail to comply with a requirement of this chapter. It is also a violation of this chapter for any person to:

   1. Initiate or maintain, or cause to be initiated or maintained, the removal of significant tree(s) or native vegetation within the city without first obtaining permits or authorizations required by this chapter, or in a manner that violates the terms or conditions of such permits or authorizations or this chapter;

   2. Misrepresent any material fact in any application, plans or other information submitted to obtain permits or authorizations under this chapter; or

   3. Remove or deface any sign, notice, complaint, or order required by or posted in accordance with this chapter.

B. When a significant tree or vegetation has been removed or altered in violation of this chapter, all ongoing development work shall stop, and the significant tree or vegetation shall be restored or replaced. The city shall have the authority to issue a stop work order to cease all ongoing development work, and order restoration, rehabilitation, or replacement measures at the owner's or other responsible party's expense to compensate for violation of provisions of this chapter.

C. Restoration Plan Required. All development work shall remain stopped until a restoration plan is prepared and approved by the director. Such a plan shall be prepared by a

qualified professional using the best available science and shall describe how the actions proposed meet the minimum requirements described in subsection 16.18.090 of this chapter. The director shall, at the violator's expense, seek expert advice in determining the adequacy of the plan. Inadequate plans shall be returned to the applicant or violator for revision and resubmittal.

D. Site Investigations. The director is authorized to make site inspections and take such actions as are necessary to enforce this chapter. The director shall present proper credentials and make a reasonable effort to contact any property owner before entering onto private property.

E. Penalties. Any development or activity carried out contrary to the provisions of this chapter shall constitute a public nuisance and may be enjoined as provided by the statutes of the state of Washington. Enforcement of this chapter and the imposition of penalties for violations of this chapter shall be as provided for in Chapter 1.26 BIMC; provided, that in addition to the civil penalties provided for in BIMC 1.26.090, an additional penalty shall be imposed on any person, party, firm, corporation, property owner, or other legal entity who fails to complete a required restoration plan, who conducts any disturbance (including cutting or removing trees or vegetation) in violation of this chapter, or who is otherwise in violation of this chapter.

   For such violations, the additional penalty shall be in the amount equal to 200 percent of the cost of restoration as approved under a restoration plan pursuant to subsections C and D of this section for a minor violation. For a major violation, the additional penalty shall be in the amount equal to 200 percent of the cost of restoration as approved under a restoration plan pursuant to subsections C and D of this section, or $2,500, whichever is greater. The director shall determine whether the disturbance is a minor or major violation. Any unlawful or damage to an exceptional tree is a major violation. Any person, party, firm, corporation, or other legal entity who knowingly and willfully refuses to complete a required restoration pursuant to subsections C and D of this section shall be guilty of a misdemeanor punishable by not more than 30 days in jail and/or not more than a $1,000 fine.

16.18.130 Definitions.

"Applicant" means a person, corporation, or organization that files an application for a land use or development permit with the city: either the owner of the land in question, or the authorized agent of such a person.

"Aquifer recharge protection area (ARPA)" means a portion of a development site comprised of native or equivalent vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the aquifer recharge of the total site area.

"Arborist" means an individual engaged in the profession of arboriculture who, through experience, education, and related training, possesses the competence to provide for or supervise the management of trees and other woody plants. Must be concurrently an International Society of Arboriculture (ISA) Certified Arborist to perform any role required of a Certified Arborist.

"Arborist, ISA Certified" means an arborist holding a current International Society of Arboriculture (ISA) Certified Arborist credential.

"Arborist, Tree Risk Assessment Qualified (TRAQ)" means an arborist who has successfully completed the International Society of Arboriculture (ISA) TRAQ training course and assessment and holds a valid ISA TRAQ credential.

"Clearing" means the destruction and removal of vegetation by manual, mechanical, or chemical methods.

"Exceptional tree" means a tree that constitutes an important asset to the community, on account of its species, age, unique historical, aesthetic, and /or ecological characteristics, such that its preservation is a matter of concern. Criteria for determining whether a tree is an Exceptional tree, to be considered by an ISA certified arborist and the director, shall include the following:

1. Whether the tree species is rare or common on Bainbridge Island, or listed as an endangered or threatened species
2. The size of the tree
3. Whether the tree is a Veteran Tree – older than European settlement of Bainbridge Island
4. Whether the tree is a Champion Tree – shown to be the largest of it species on Bainbridge Island or in the greater geographic area.
5. Whether the tree is a Historic Tree – associated with a famous person or a major event
6. Whether the tree is a Commemorative Tree – planted in dedication to someone or something known to the community.
7. Whether the tree is a Landmark Tree – visible from public space that stands out from others visually or remarkably, such as one that people see coming ashore from the ferry, at a major street intersection or at a park entrance.
8. Trees designated as Heritage Trees pursuant to the program established by Resolution 2006-11 as modified by Resolution 2014-19 become "Exceptional Trees" as of (**INSERT EFFECTIVE DATE OF ORDINANCE 2018-19).**

“Invasive / exotic species” means opportunistic plant species (either native or non-native) that colonize disturbed ecosystems and may come to dominate the plant community in ways that are seen by us as reducing the values provided by the previous plant community.

“Land disturbing activity” means any activity that results in a change in the existing soil cover (both vegetative and nonvegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to, clearing, grading, filling and excavation. Compaction that is associated with stabilization of structures and road construction shall also be considered a land disturbing activity. Vegetation maintenance practices are not considered land disturbing activity. Stormwater facility maintenance is not considered land disturbing activity if conducted according to established standards and procedures.

“Low impact development (LID)” means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.

“Low impact development best management practices (LID BMPs)” means distributed stormwater management practices, integrated into a project design, that emphasize pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to: bioretention, rain gardens, permeable pavements, roof downspout controls, dispersion, improvements to soil quality and depth, minimal excavation foundations, vegetated roofs, and water re-use.

“Significant tree” means a: (1) a live evergreen tree 10 inches in diameter or greater, measured four and one-half feet above existing grade; or (2) a live deciduous tree 12 inches in diameter or greater, measured 4.5 feet above existing grade; or (3) in the Mixed Use Town Center and High School Road zoning districts, any live tree eight inches in diameter or greater, measured 4.5 feet above existing grade; or (4) any live trees located within a required critical area or critical area buffer as defined in Chapter 16.20 BIMC.

“Vegetation” means plant matter, including trees, shrubs and ground cover.

ORDINANCE NO. 2018-25

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; imposing an interim official control in the form of a new chapter to Title 16 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; specifying criteria for identification of Landmark Trees; stating the effect on vested rights; recognizing that a public hearing will be held within 60 days; authorizing interpretative authority; providing for severability; declaring an emergency; and establishing an immediate effective date.

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim official controls related to land uses; and

WHEREAS, the City Council of the City of Bainbridge Island ("City") updated the City's Comprehensive Plan in February of 2017; and

WHEREAS, the City Council has significant concerns about development and growth in the City under current regulations in the context of the vision and goals of the City's Comprehensive Plan, is discussing how to best accommodate growth and development in both general and specific ways, and finds that unless the City acts immediately to preserve the status quo, there are likely to be adverse impacts on the City and its citizens; and

WHEREAS, land clearing and development activities have resulted in the removal and loss of Landmark Trees on Bainbridge Island; and

WHEREAS, Landmark Trees, because of their age, size, and condition are recognized as having exceptional value in contributing to the character of the community; and

WHEREAS, the City has received numerous public comments expressing concern regarding the loss of Landmark Trees on Bainbridge Island; and

WHEREAS, the Planning Commission, Design Review Board, and the Ad Hoc Tree/LID Committee have expressed concern regarding the loss of trees on Bainbridge Island; and

WHEREAS, the preservation of trees is a community value supported by the policies and goals of the City's Comprehensive Plan; and

WHEREAS, based on these and related concerns, the City Council requires additional time to review the regulations and policies at issue to ensure that the vision and goals of the City's Comprehensive Plan are being met to the Council's satisfaction; and

WHEREAS, the City possesses land use jurisdiction and regulatory authority over the City's incorporated lands; and

WHEREAS, the interim official control imposed herein promotes the public good and is necessary for the protection of public health, property, safety, and welfare. A public emergency exists requiring that the City's interim official control to become effective immediately upon adoption.

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the interim official control established by this ordinance. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 4 below.

Section 2. Interim Official Control Imposed. A new Chapter 16.32 is added to Title 16 of the Bainbridge Island Municipal Code, to read as follows:

Chapter 16.32 Protection of Landmark Trees

16.32.010 Definitions

A. "City Attorney" means the city attorney of the City of Bainbridge Island, or their designee.
B. "Diameter Breast Height" means the diameter of a tree measured at 4.5 feet above the ground on the uphill side of the tree.
C. "Landmark Trees" means trees, located on Bainbridge Island, that are unique because of their age, size, species, historical significance, or aesthetic quality and meet the criteria established by this chapter.
D. "Planning Director" means the director of the Planning and Community Development Department of the City of Bainbridge Island, or their designee.
E. "Replacement Tree" means a tree that is of a species native and indigenous to the site where a Landmark Tree was removed and is a minimum size of six feet in height measured from top of the root flare, with a minimum trunk diameter of one inch measured at four inches above the top of the root flare for both evergreen and deciduous trees.
F. "Size" means the Diameter Breast Height of a tree.

16.32.020 Landmark Tree Criteria.

Landmark Trees are trees that meet the following criteria for their species:

Species	Size (Greater than or equal to)
Birch *(Betula papyrifera)*	30"
Beech (*Fagus grandifolia)*	36"
Catalpa (*Catalpa speciosa*)	36"
American Elm (*Ulmus americana)*	30"
Douglas Fir *(Pseudotsuga menzesii)*	40"
Grand Fir (*Abies grandis)*	40"
Horsechestnut (*Aesculus hippocastanum*)	40"
Western Hemlock (*Tsuga heterophylla)*	30"
Black locust (*Robinia pseudoacacia)*	30"
Lombardy poplar (*Populus nigra)*	38"
Pacific Madrone (*Arbutus menzesii)*	24"
Bigleaf Maple (*Acer macrophylum)*	36"
Silver maple (*Acer saccharinum)*	36"
Monkey Puzzle tree *(Araucaria araucana*)	36"
Monterey pine (*Pinus radiata)*	30"
Oregon White Oak *(Quercus garryana)*	30"
Pin Oak (*Quercus palustris)*	30"
Red Oak (*Quercus rubra)*	38"
Ponderosa pine (*Pinus ponderosa)*	30"
Western White pine (*Pinus monticola)*	30"
Sitka Spruce (*Picea sitchensis)*	36"
Sycamore (*Platanus occidentalis)*	36"
English walnut (*Juglans regia)*	30"
Western Red Cedar (*Thuja plicata*)	30"

Coast Redwood (*Sequoia sempervirens*)	30"
Japanese Laceleaf Maple	12"

16.32.030 Landmark Tree Retention.

A. Except as otherwise allowed under this chapter, no person, corporation, or other legal entity shall remove a Landmark Tree without having obtained approval from the City Council.

B. Prior to the removal of a Landmark Tree, any person, corporation, or other legal entity seeking to remove a Landmark Tree must submit an Application for Removal of a Landmark Tree to the Planning Director.

C. Upon receipt of an Application for Removal of a Landmark Tree, the Planning Director will prepare a written recommendation on the removal for the City Council.

D. Within sixty (60) days following the receipt by the Planning Director of an Application for Removal of a Landmark Tree, the City Council will hold a public hearing on the proposed removal.

E. Following the public hearing and receipt of the Planning Director's recommendation, the City Council shall approve the removal, deny the removal, or request additional information. The City Council shall only approve the removal of a Landmark Tree upon a finding that at least one of the following criteria is met:

1. The removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible; or
2. The removal is necessary to maintain utilities, access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter; or
3. The tree is diseased, dead, or otherwise determined to be a hazardous tree as determined by a qualified professional pursuant to BIMC 18.15.010.C.1.c.

F. If the City Council grants an application for removal of a Landmark Tree upon a finding that the removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible, then the property owner that submitted the application shall be required to provide mitigation through the

planting of Replacement Trees on the property from which the Landmark Tree was removed in accordance with the following:

1. The quantity of Replacement Trees is calculated by multiplying the Diameter Breast Height of the subject Landmark Tree by fifty percent (50%) to establish the number of replacement inches; and
2. The total number of Replacement Trees is determined by the total caliper inches of Replacement Trees equaling or exceeding the required tree replacement inches established in subsection (F)(1) of this section.

G. In lieu of planting the Replacement Trees prescribed in subsection (F) of this section, an applicant may satisfy the tree replacement requirements by:

1. Planting at least three Replacement Trees on the property from which the Landmark Tree was removed; and
2. Contributing to the Bainbridge Island Tree Fund at a rate of $500.00 per each replacement inch not accounted for in the planting of Replacement Trees; and
3. The sum of the tree replacement inches accounted for by contributing to the Bainbridge Island Tree Fund and the total caliper inches of the Replacement Trees planted shall not be less than the total replacement inches calculated in subsection (F) of this section.

16.32.040 Emergencies.

A. In emergency situations involving immediate danger to life or real property, removal of a Landmark Tree is permitted without first obtaining approval from the City Council; Provided, that the following conditions are satisfied:

1. The person, corporation, or other legal entity that removed the Landmark Tree submits an Application for Removal of a Landmark Tree under this chapter within fourteen (14) days after the emergency situation is stabilized; and
2. The person, corporation, or other legal entity that removed the Landmark Tree provides, within fourteen (14) days after the emergency situation is stabilized, the city with documentation establishing the existence of the emergency situation, with such documentation including at least four high resolution photographs evidencing the existence of the emergency situation; and
3. The City Council subsequently approves the removal pursuant to this chapter.

B. If the conditions of subsection (A) of this section are not satisfied, the person, corporation, or other legal entity that removed the Landmark Tree without first obtaining approval from the City Council will be in violation of this chapter.

16.32.050 Appeals.

A. The City Council's decision on an application for removal of a Landmark Tree may be appealed to the Kitsap County Superior Court in accordance with Chapter 36.70C RCW.
B. All appeals must be filed within twenty-one (21) days following the issuance of the City Council's decision on the application.

16.32.060 Violations and Penalties.

A. This chapter shall be enforced, and penalties for violations of this chapter will be imposed, pursuant to Chapter 1.26 BIMC, except that no Notice of Infraction may be issued under Chapter 1.26 BIMC for a violation of this chapter. In addition to Notices of Violation issued under BIMC 1.26.050 or BIMC 1.26.060, BIMC 1.26.070 will also govern the review and appeal of any Notice of Violation issued under Chapter 1.26 BIMC for a violation of this chapter.
B. In addition to the civil penalties imposed under BIMC 1.26.090, an additional civil penalty will be imposed on any person, corporation, or other legal entity that removes a Landmark Tree without prior approval of the City Council. This additional civil penalty will be in the amount of $25,000 for each Landmark Tree removed. The City Attorney will take appropriate action to collect this additional civil penalty.
C. In the event of a conflict between the requirements of this chapter and any other requirement of the Bainbridge Island Municipal Code, this chapter will govern and control.

Section 3. Effect on Vested Rights. The interim official control imposed under Section 2 of this ordinance shall apply prospectively only. Nothing in this ordinance shall be construed to extinguish, limit, or otherwise infringe on any permit applicant's vested development rights as defined by state law and City of Bainbridge Island regulations, provided that such a permit applicant has filed a complete permit application before the effective date of this ordinance.

Section 4. Public Hearing. Pursuant to RCW 36.70A.390, the City Council shall hold a public hearing at a City Council meeting within 60 days of adoption of this ordinance in order to take public testimony and to consider adopting further findings of fact.

Section 5. Interpretive Authority. The City of Bainbridge Island Director of Planning and Community Development, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance.

Section 6. 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 7. Declaration of Emergency; Effective Date; Duration. This ordinance, as a public emergency ordinance necessary for the protection of the public health, public safety, public property, and public peace, shall take effect and be in full force immediately upon its adoption. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration are included in the "Whereas" clauses above, all of which are adopted by reference as findings of fact as if fully set forth herein. This interim official control shall take effect immediately, and shall remain effective for six (6) months, unless terminated earlier by the City Council. Provided, that the Council may, at its sole discretion, renew the interim official control for one or more six month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED BY THE CITY COUNCIL this 26th day of June, 2018.

APPROVED BY THE MAYOR this 26th day of June, 2018.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Kelly E Johnson, DEPUTY CITY CLERK FOR CHRISTINE BROWN

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	June 22, 2018
PASSED BY THE CITY COUNCIL:	June 26, 2018
PUBLISHED:	June 29, 2018
EFFECTIVE DATE:	June 26, 2018
ORDINANCE NUMBER:	2018-25

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: 8:10 PM Waterfront Park Bridge Repair Project - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM: Capital

AGENDA CATEGORY: Contract **PROPOSED BY:** Public Works

RECOMMENDED MOTION:
I move to forward the award of the Waterfront Park Bridge Repair Project to the September 11, 2018 unfinished business agenda.

SUMMARY:
Consider placement of the Waterfront Park Bridge Repair Project on the September 11, 2018 unfinished business agenda.

FISCAL IMPACT:

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

BACKGROUND: The Waterfront Park Bridge is located in the Winslow Ravine of Bainbridge Island's Eagle Harbor and links the Waterfront Park to the Washington State Ferry terminal. The three-span structure is approximately 130-feet in length and is supported by timber piles as it crosses the ravine. The bridge provides pedestrian access to the ferry terminal in addition to carrying important utilities, such as a water and sewer main, across the ravine.

Structural repairs were completed in 2015. The 2018 proposed work consists of replacing the decking, railings, and lights on the existing bridge. The proposed repairs were identified in the 2013 Bridge Condition Assessment Report prepared by KPFF Consulting Engineers (attached).

Staff solicited bids through the Municipal Research and Services Center (MRSC) Small Works Roster process and will forward the bid results to the September 11, 2018 unfinished business agenda, following the bid opening.

ATTACHMENTS:

2013 KPFF Waterfront Park Bridge Assessment Final Report

FISCAL DETAILS: Other - Repair & Maintenance

Fund Name(s): Other

Coding:

Waterfront Park Bridge

Bainbridge Island, WA

Bridge Condition Assessment

December 2013 | Final Report

kpff Consulting Engineers

Bridge Condition Assessment

December 2013

Final Report

Prepared for:
City of Bainbridge Island, WA

Prepared by:
KPFF Consulting Engineers
1601 Fifth Avenue, Suite 1600
Seattle, WA 98101
(206) 622-5822
KPFF Job No. 113401.10

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Appendix A – Bridge Drawings
Appendix B – Bridge Analysis Output
Appendix C – Bridge Inspection Photo Log

1. Introduction

This report presents preliminary findings for an inspection and structural analysis of the Waterfront Park Bridge. The purpose of this report is to summarize the findings of the structural analysis and inspection, establish a prioritized repair list, develop a planning level cost estimate, and establish a preventative maintenance plan.

The bridge is located in the Winslow Ravine of Bainbridge Island's Eagle Harbor, and links the Waterfront Park to the Washington State Ferry terminal. The three-span structure is approximately 130 feet long, and is supported by timber piles as it crosses the ravine. The date of construction is not known. The bridge provides pedestrian access to the ferry terminal, in addition to carrying important utilities, such as a water main and sewer main across the ravine.

No geotechnical analysis was conducted as part of this study, and foundation behavior below grade was not considered while developing the prioritized repair list, corresponding cost estimates, or the preventative maintenance plan.

2. Analysis Criteria

DESIGN CODES

- American Association State Highway and Transportation Officials (AASHTO) LRFD Guide Specifications for the Design of Pedestrian Bridges (2009).
- AASHTO LRFD Bridge Design Specifications, Customary U.S. Units, 2012.
- Washington State Department of Transportation (WSDOT) Bridge Design Manual (BDM) with updates through August 2012.

STANDARDS AND REFERENCES

- AF&PA National Design Standards (NDS) for Wood Construction (2012)

DESIGN LOADING

- Dead Load
  - AASHTO LRFD Section 3.5
  - Timber Weight: 50 pcf
  - Steel Weight: 490 pcf
  - One 12-inch-diameter sewer pipe and one 8-1/2-inch-diameter water main located between the timber girders.
- Live Load
  - AASHTO Pedestrian Bridge Specs Section 3.1 and AASHTO LRFD Section 13.8
  - Pedestrian Loading: 90 pounds per square foot (psf)
  - Horizontal Live Loads on Railings: Per AASHTO LRFD Section 13.8.2
- Wind Load
  - AASHTO Pedestrian Bridge Specs Section 3.4
  - For Girders and Beams: 31.5 psf on projected area
  - Wind Loads on Live Load: Zero
- Earthquake
  - Due to the lack of geotechnical information, seismic loads have not been considered.

- Stream Flow
  - AASHTO LRFD Section 3.7
  - Assumed depth: 4 feet
  - Assumed Velocity: 6 feet per second (ft/sec)
- Thermal Movement
  - Given the simply-supported nature of the bridge, temperature loads are deemed inconsequential.
- Deflection Control
  - AASHTO Pedestrian Bridge Specs Section 5
  - Live Load vertical deflection < L/360
  - Wind Load lateral deflection < L/360
- Load Combinations
  - AASHTO Pedestrian Bridge Specs Section 3.7 and AASHTO LRFD Table 3.4.1-1

TIMBER MATERIAL ASSUMPTIONS

- Glulam Girders
  - 2,000 psi bending combination.
- Cap Beam
  - DF-Larch No. 1 (beams/stringers) per AASHTO LRFD
- Braces
  - DF-Larch No. 2 (2 inches and wider) per AASHTO LRFD
- Piles
  - Pacific Coast Doug Fir per AASHTO LRFD

3. Structural Assessment

A general condition assessment of the existing structure was conducted by KPFF, based on a bridge inspection performed by KPFF on September 18, 2013.

All of the field inspection done by KPFF was visual and conducted from points of access closest to the elements. The piles, pile caps, and girders were sounded for signs of decay using sounding hammers. Areas of suspected internal decay were drilled to confirm or deny the presence of decay. Where decay was discovered, the extent was documented in the bridge inspection photos in Appendix C. Where the structure was drilled, the resulting holes were plugged using wooden dowels of the appropriate size.

The KPFF field visit was performed such that:

- The size, type, and location of the structural components could be established and documented.
- Deterioration to the structural elements could be identified and documented.
- Sufficient information could be gathered to make conceptual level recommendations for needed repairs on the bridge.

Where the results from the field inspection affected the structural capacity of the bridge, they have been included in the analysis of structure's ability to carry loads and/or in the repair recommendations.

ELEMENT DESCRIPTIONS AND INSPECTION SUMMARY

KPFF performed a bridge inspection on September 18, 2013. Representing KPFF at the site were Paul Georgieff and Anne Streufert. The weather was sunny and 70 degrees.

- General Description:
  - The three-span pedestrian bridge is supported by timber glulam girders that are simply-supported on concrete abutments at the end piers and on timber pile bents at the intermediate piers. The bridge is responsible for carrying pedestrian and bicycle traffic as well as utilities. Loads on the bridge deck are transmitted by the decking directly to the girders. The girders transmit the loads into the concrete footings at the end piers and into the pile caps at the two intermediate piers. The pile caps span between the two timber piles and act to distribute the load into the piles, which take the loads to the ground. It is unknown how deep the timber piles extend into the ground. At the end piers, it is assumed that the concrete abutments are simple spread footings that transmit the loads into the soil through bearing and friction. The bridge is outfitted with timber railings and timber bollards at each end. The span lengths are 42 feet 3 inches, 45 feet 5 inches, and 42 feet 3 inches. Each span has four steel intermediate diaphragms, as well as end diaphragms that support the utilities and tie the girders together. The bridge walkway width is 7 feet 9 inches.

- Railings:
  - The railings consist of timber posts that extend below the bridge deck. The posts are connected to the timber curbs, the deck boards, and to the girders by through bolts and lag bolts. The curbs are attached to the deck by through bolts. Running the length of the bridge, timber rails span approximately 5 feet between the posts. The spacing between the rails is approximately 6 inches and the overall height of the railing is 39 inches above the deck surface.
  - The condition of the railings is poor. Many of the posts exhibit vertical cracks that run through the through bolt locations, as shown in Photo 1. Also, two of the railing connections are missing their through bolts at the bottom of the posts. In addition, the top rail shows signs of advanced rot in a number of locations (see Photo 2).
  - The height of the pedestrian railing falls short of the AASHTO LRFD requirement of 42 inches.

Photo 1: Vertical Cracks in Rail Posts

Photo 2: Missing Rail Post Bolts

- Deck:
  - The bridge deck is composed of 2 by 6 boards spanning between the girders.
  - The general condition of the decking is fair, exhibiting minor wear, along with some splits and cracks on the walking surface (see Photo 3). Some of the deck boards exhibit cracks and minor decay. The worn boards may create a tripping hazard.

Photo 3: Deteriorated Deck Boards

- Girders:
  - The bridge has six timber glulam girders, two per span, that are simply supported at each pier. The girders are bolted to their supports using steel angles.
  - The general condition of the girders is satisfactory.
- Diaphragms:
  - The bridge has galvanized steel intermediate and pier diaphragms that serve to connect the girders as well as support the water main and sewer line.

- The condition of the diaphragms is good.

- Utilities:
  - The bridge has three utilities: a PVC electrical conduit that runs electricity to the light post on the south side of the bridge, a water main, and a sewer line. The water and sewer run between the girders and are supported by the diaphragms.
  - An in-depth study of the utilities was not included in the project scope. However, it was noted that the sewer line was missing bolts at its splice points in two connections in Span 2. No leakage was observed.

- Pile Caps:
  - The pile caps tie the girders and the rest of the superstructure to the piles. These large timber members are bolted to the girders by steel angles. It is assumed that the pile caps are connected to the piles with drift pins.
  - The general condition of the pile caps is good. There is minor weathering that has taken place on the top faces of the caps where water collects. These locations were drilled in two places and revealed no internal deterioration of the members.

- Piles:
  - The bridge is supported by four timber piles, two at each of the intermediate piers. The embedment depth of the piles is not known. The below-grade condition of the piles was not assessed.
  - The condition of the Pier 3 piles and the south pile at Pier 2 is good, with no remarkable defects or deterioration observed. Severe deterioration and section loss was observed in the core of the north pile at Pier 2. The bottom 60 inches of the pile (from the mudline up) was drilled in order to determine the amount of sound wood remaining. The shell of sound wood was measured to be thinnest at the mudline, where it was measured to be 1/2-inch thick. See Photos 4 and 5.

Photo 4: Damaged North Pile at Pier 2

Photo 5: Measuring the Damage at North Pile at Pier 2

- Cross Bracing:
  - The piles at Pier 1 and Pier 2 have lateral cross bracing consisting of pressure treated 12 by 4 timbers bolted to the piles to form an X. The purpose of this bracing is to add lateral strength to the structural system.
  - The condition of all of the braces is critical. The bottoms of the braces, where they are exposed to water during higher tides, are severely deteriorated (see Photo 6). Since this deterioration occurs at the connection point to the pile, it means that the cross bracing is not attached in any meaningful sense, and is therefore not providing any structural benefit. It is important to note that the bracing is important for lateral loading, but is not required for the bridge to handle gravity loads.

Photo 6: Deterioration at the Cross Bracing Connection at Pier 2

- Concrete Abutments:
  - At Piers 1 and 4, the girders rest on concrete abutments. Since the inspection was limited to an above-ground assessment, the inspectors focused on the condition of the connections, the exposed concrete, and signs of movement at the abutments.
  - Pier 1 (West Abutment):
    - The concrete abutment is in good condition. However, there is a significant amount of dirt and plant matter build-up on the girder seat. Additionally, there is a 1-1/2-inch vertical discontinuity where the deck meets the abutment seat. This step-up may pose a tripping hazard.
  - Pier 2 (Abutment):
    - The concrete abutment is in good condition. However, there is a significant amount of dirt and plant matter build-up on the girder seat.

TREATMENT OF DEFICIENCIES IN ANALYSIS

The major deficiencies that were discovered in the inspection were the Pier 2 north pile, the cross bracing at both piers, and the missing bolts and splits in the rail posts. These deficiencies were treated in the following ways during analysis:

- The Pier 2 pile showed serious deterioration. However, because the bridge lacks the load path redundancy to function without this pile, no analysis was conducted for the bridge with the bad pile; it fails by inspection. Instead, the bridge was analyzed assuming that the pile is not damaged. The assumption is that the pile will be repaired or replaced, restoring the bridge to its original design capacity, and that analysis must be conducted to verify that this original capacity is adequate.
- The cross bracing between the piles exhibits severe deterioration at the lower connections. Since the bracing relies on its connections to the piles to function, the damaged bracing cannot be assumed to be of any benefit to the structure's ability to handle lateral loads. However, the bridge still caries gravity loads without the bracing. In our analysis, we considered two cases: one case without the bracing and one case in which the bracing has been replaced.
- The treatment of the bridge rail deficiencies was similar to that of the pile deficiencies. By inspection, the damaged rail elements would not be capable of handling the required design loads. Instead, the rail posts were checked as if they were in good condition.

ANALYSIS

- **Lateral Loads:** The bridge's ability to carry lateral loads was analyzed per the design codes listed in Section 2 above. The LRFD load combinations were used to consider the effects of wind and stream flow acting laterally along with vertical live and dead loads. Additionally, the railings were analyzed for lateral and vertical live loads. In this check, it is assumed that the posts and rails with significant deterioration have been replaced sound with members of the same size. The demand to capacity

ratios for the lateral strength checks of key members are included in Table 3-1. A demand/capacity value greater than 1 indicates that the member is over-stressed.

- **Deflection Checks:** In addition to the strength checks performed, the lateral deflection was also considered to ensure that the deflections did not exceed the L/360 criteria, where L is the span length. The mid-span lateral deflection of the Span 2 girder resulted in a span/deflection ratio of L/650, which is acceptable. This assumes the braces are present and acting to stiffen the piles. If the braces are not active (which is the current case), the ratio is L/226, which does not meet the L/360 criteria.
- **Vertical Loads:** Vertical load demands and capacities were checked. Load demands included dead loads and pedestrian live loads. Table 3-1 shows the key results of the analysis in the form of demand to capacity ratios for the members.

Table 3-1: Existing Timber Member Demand and Capacities

Member	Force	Demand	Capacity	Demand/ Capacity
Girders	Vertical Bending Strength I	188.9 k-ft	188.1 k-ft	1.00
	Vertical Shear Strength I	16.6 k	113.0 k	0.15
	Biaxial Bending Strength III	Interaction = 1.18	1	1.18
	Bearing on Cap Beam Strength I	16.6 k	27.4 k	0.6
	Lateral Connection to Cap Beam Strength III	1.0 k	1.8 k	0.54
Cap Beam	Bending Strength I	43.0 k-ft	61.0 k-ft	0.70
	Shear Strength I	32.0 k	50.0 k	0.64
Braces	Axial Strength III	Interaction = 0.15	1	0.15
	Connection to Piles	8.7 k	1.7 k	5.00
Piles (with Braces)	Axial Strength I	32.0 k	52.0 k	0.62
	Combined Bending and Axial Strength III	Interaction = 0.71	1	0.71
	Pile to Cap Connection Strength III	1.9 k	0.74 k	2.60
Piles (no Braces)	Combined Bending and Axial Strength III	Interaction = 1.16	1	1.16
Railings	Bending in Posts Strength I	2.6 k-ft	1.3 k-ft	2.00
	Bending in Top Rail Strength I	0.44 k-ft	1.18 k-ft	0.38
	Bending in Rails Strength I	0.44 k-ft	0.35 k-ft	1.25
Deck Boards	Deck Boards Bending Strength I	3.0 k-in	13.2 k-in	0.23

ANALYSIS CONCLUSIONS

- The majority of the analysis findings are comparable with other timber bridges of the same age. Although analysis with modern loads and factors exposed several deficiencies, none of these findings pose an imminent threat. Section 4 outlines a strategy for addressing these deficiencies.
- In general, the bridge superstructure (girders and deck) is adequate. The girders are in satisfactory condition and have sufficient capacity to carry the design pedestrian live loads. They are slightly over-stressed for the Strength III load combination, which adds a factored wind load to the factored live and dead loads. It is likely that the girders were originally designed for a lower pedestrian loading. The deck boards are worn and weathered, possibly creating a tripping hazard for pedestrians. Despite the deterioration to the walking surface, the boards have sufficient capacity.
- The cap beams have sufficient capacity to handle the design loads; however, the drift pins that are assumed to connect them to the piles are insufficient.
- If the cross bracing were not deteriorated, it would have sufficient capacity to handle the design loads; however, the connections to the piles are inadequate.
- The railing members were analyzed, assuming that they are in sound condition and the posts are overstressed by a factor of 2. Additionally, many of the rail posts are deteriorated and/or missing bolts and cannot be assumed to carry the loads required of them in their compromised state. The horizontal rails are also overstressed when subjected to design loads.
- If the deteriorated pile was replaced in kind, but the bracing members were not replaced with sound wood and upgraded connections, the piles would be overstressed under design lateral loads. This result shows the importance of replacing the bracing and the bracing connections.

4. Prioritized Repairs

In order to repair the existing structure, we recommend the following be conducted in the indicated time frames.

- Immediately:
  - Prior to reopening the bridge, repair the north pile at Pier 2. See Section 5 for more detail.
- Within 1 to 2 years:
  - Repair railings (unless the entire railing system is to be replaced):
    - Replace split railing posts
    - Replace split post braces
    - Replace missing bolts at railing connections
    - Replace rotten top rails
- Within 2 to 5 years:
  - Upgrade railing system so that it meets minimum height and load requirements of codes.
  - Replace cross bracing at Piers 2 and 3 and upgrade the connections to the piles so that they are capable of handling the load requirements of the codes.
  - Remove dirt and vegetation on girder seats at Piers 1 and 4 to prevent rot at bearings.
- Within 5 to 10 years:
  - Upgrade the pile-to-cap connections so that they are capable of handling the load requirements of codes.
  - Replace deteriorated deck boards. Consider putting together a schedule to replace a certain number of deck boards each year, if they cannot all be replaced at once. If it is possible to replace large sections at once, roofing felt or similar material should be placed between the decking and the girders to help prevent future girder rot.
  - Address the 1-1/2-inch step-up at Pier 1 that may act as a tripping hazard.
- Additional recommendations:
  - Publicly accessible roadway bridges are federally required to be inspected a minimum of every 24 months. Even though the Waterfront Park Bridge is not a roadway bridge, we suggest a similar inspection frequency.
  - In order to extend the life of the bridge elements, non-treated wood (railings and deck boards) should be painted. Future inspection findings will indicate when the paint system has deteriorated

sufficiently that it requires re-coating. The life span of a paint system varies by component and exposure. High-wear surfaces, such as the deck boards, will require more frequent re-coating.

5. Pile Replacement Options

KPFF considered a range of options for replacing the deficient pile. The factors considered included: structural performance, cost, longevity of repair, and site access. Options that included disassembling a substantial portion of the bridge were eliminated early on, due to their increased cost and complexity. Remaining viable options included removing the deficient section of pile and splicing on a new section of pile, and installing a new pile adjacent to the deficient pile and extending the existing cap beam to bear on the new pile. One variant of the splice option and two variants of the new pile option were examined. A discussion of these three variants follows:

- Pile Splice: The major advantage to the pile splice option is that it avoids driving a new pile. Since pile driving is expensive and difficult to obtain permits for, this is preferable.

  A typical timber pile splice consists of removing all of the deficient material on the existing pile and cutting it off square. The new section is butted up to the existing section and the two sections are attached. The nature of the connection between the old and new pile is critical to the success of this approach. We recommend jacketing the top of the sound portion of the existing pile in concrete to maximize moment continuity. The new pile section should be attached to the top of the concrete jacket using an assembly consisting of a base plate and through bolts. Since the piles in this bridge are subject to bending, the location of the cross bracing relative to the pile splice location is critical to the design of this repair.

  Conclusion: Since this option does not involve installing new piles, there are considerable cost and permitting benefits.

- Adjacent new pile: A new timber or steel pipe pile installed adjacent to the deficient pile. Given the absence of relevant geotechnical information, installation by impact hammering would likely be required. The installation would be observed by a geotechnical engineer to determine the pile's capacity based on the blow counts. The impact hammer would be mounted on a crane or excavator that would set up in the ravine. The cost estimate below is based on the driving rig being allowed to set up in the ravine.

  If setting up in the ravine is not allowed, then a much larger (100 tons or more) crane would be required to set up at the top of the embankment and "reach over" to the pile location. Due to the additional expense and set up area required, a cost estimate was not developed for the larger crane.

  Once the new pile is installed, the existing cap beam would be extended by connecting new timber or steel beams to both faces of the cap beam, and extending them over the new pile to allow the extension to bear on the new pile. This variant would require some shoring to allow installing the cap

beam extension in a slightly raised position, before lowering it to its final location on the new pile head.

This type of installation is the simplest variant and has been used many times in many locations with satisfactory results.

Conclusion: If the driving rig is allowed to set up in the ravine, then adjacent new pile installation is recommended.

- Micro pile foundation with column: A group of micro piles would be installed adjacent to the deficient pile and cut off near the mudline. The micro pile heads would be joined with a concrete pile cap and a steel column extended from the pile cap to the cap beam. The existing cap beam would be extended similar to the "adjacent new pile variant."

  The micro piles would be driven with a small driving rig that would be driven out onto the bridge to the pier with the deficient pile. Although much smaller than a typical driving rig, the bridge would require extensive shoring to ensure no damage to the bridge occurs during pile installation.

  This variant is the most complicated and would require additional design effort and geotechnical engineering.

  Conclusion Micro pile foundation with column is recommended if the driving rig is not permitted to set up in the ravine for the "adjacent new pile" variant.

6. Planing Level Cost Estimate

The repair costs have been divided into two tables. Table 6-1 shows the repairs to be conducted in 2013, including the pile repair, cross bracing replacement, and pile to cap connection upgrade. Table 6-2 tabulates the costs for the 2013 work, which includes the replacement of the railing system and painting the deck boards.

Since the pile splice option was chosen, the adjacent new pile option and micro pile option cost estimates have not been included in the report.

A cost estimate for replacing the deck boards has not been given as it would most likely be done on a board by board basis by a maintenance crew using relatively inexpensive off the shelf items.

The costs in Table 6-1 and Table 6-2 are in 2013 and 2014 dollars, respectively, and do not include sales tax, engineering, construction administration, or costs associated with permitting. The estimates assume that the trail can be closed during construction and that only one mobilization will be required to complete all of the contract work for each year.

Table 6-1: Estimated Cost for Pile Splice Option (with new cross bracing and pile connections)

Item	Quantity	Unit	Unit Cost	Total Cost
Force Account - Minor Changes	1	FA	$4,000	$4,000
Contractor Surveying Structure	1	LS	$1,500	$1,500
Remove Portion of Existing Bridge	1	LS	$2,450	$2,450
Contractor Designed Jacking Frame	1	LS	$10,120	$10,120
Concrete for Pile Cap	1	CY	$2,900	$2,900
Timber and Lumber (Treated)	0.46	MBM	$8,000	$3,680
Structural Metal	1	LS	$1,545	$1,545
			Subtotal:	$26,195
		Design Contingency =	0%	
		Mobilization =	20%	$5,239
			Estimated Project Construction Cost:	**$31,434**

Table 6-2: Estimated Cost for Repairs

Description	Quantity	Unit	Unit Cost	Total Cost
Remove and Dispose of Old Railing	260	LF	$5.50	$1,430
Furnish and Install New Railing	260	LF	$100	$26,000
Paint Bridge Deck	1,039	SF	$5	$5,197
			Subtotal:	$32,627
		Design Contingency =	10%	$3,263
		Mobilization =	10%	$3,263
			Estimated Project Construction Cost:	**$39,152**

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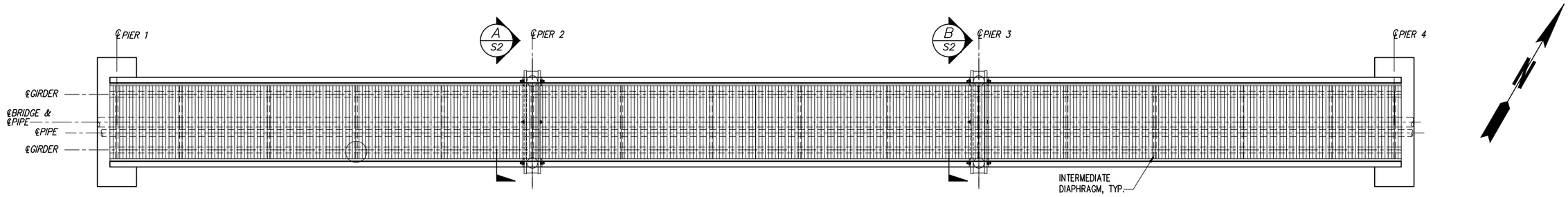
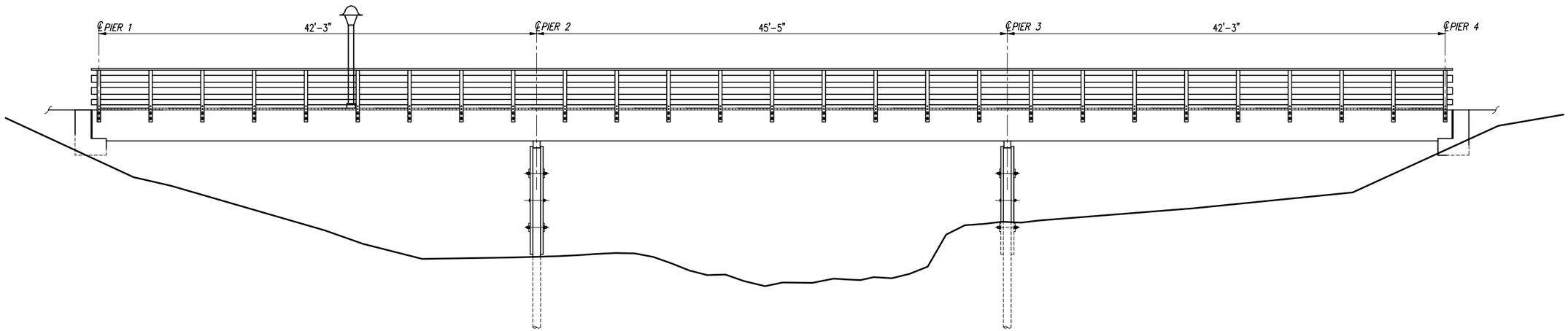
Appendix A

Bridge Drawings



PLAN



ELEVATION

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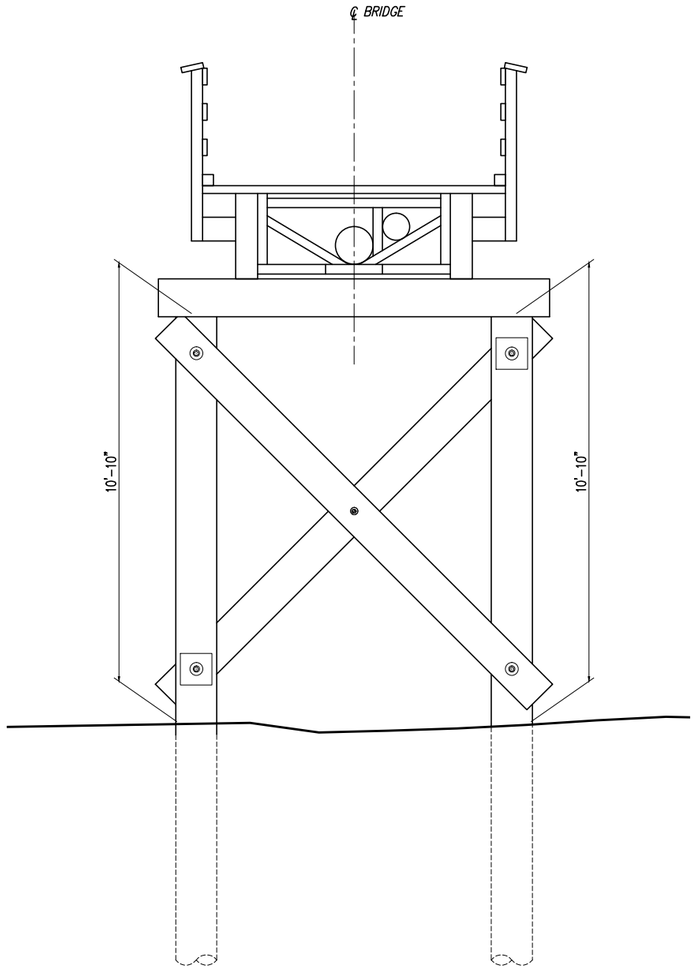
PLAN AND ELEVATION

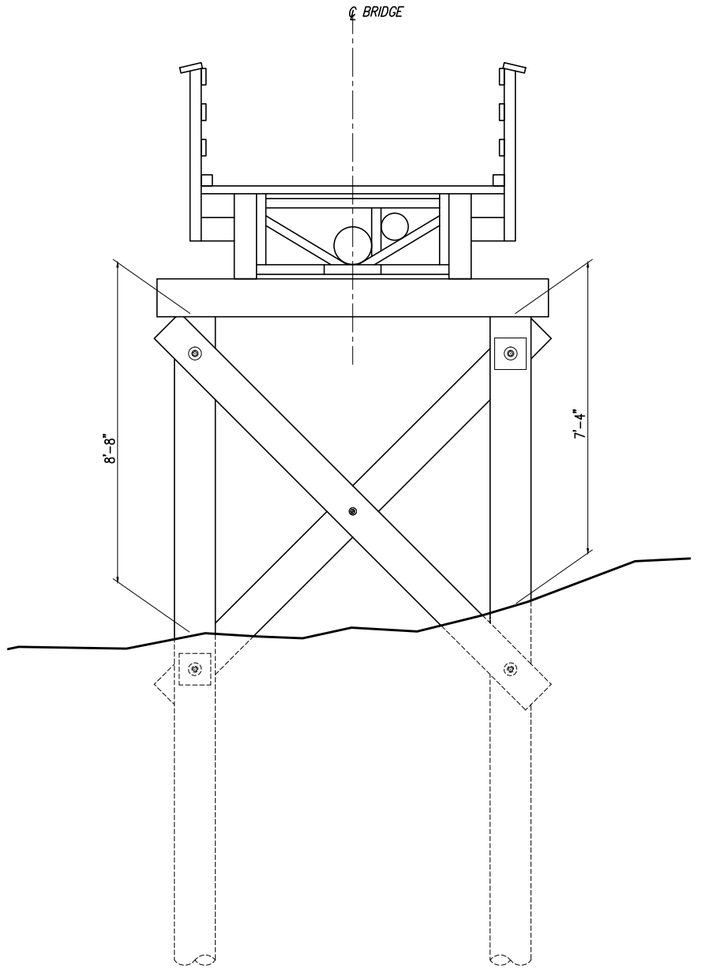
PROJ NO: 113401
DATE: 10/1/13
DRAWN BY: TLA

S1

Name: AnthonyS Date: Oct 01, 2013-04:48:43pm File: F:\Project Files\113401 (Bainbridge Waterfront Park Bridge Assessment)\04 CADD\BWPB-01.dwg



PIER 2 SECTION A S1



PIER 3 SECTION B S1

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BAINBRIDGE WATERFRONT PARK BRIDGE ASSESSMENT

PIER 2 SECTION

PROJ NO: 113401
DATE: 10/1/13
DRAWN BY: TLA

S2

Name: AnthonyS Date: Oct 01, 2013-05:09:07pm File: F:\Project Files\113401 (Bainbridge Waterfront Park Bridge Assessment)\04 CADD\BWPB-02.dwg

Appendix B

Bridge Analysis Output

Waterfront Park Pedestrian Bridge

Bainbridge Island, Washington

Structural Calculations
Bridge Assessment

CALCULATIONS INCLUDED:

Pages 0 through 51

These Calculations cover the structural analysis of the Waterfront Park Pedestrian Bridge

Prepared for: The City of Bainbridge Island, Washington

kpff Consulting Engineers

1601 Fifth Avenue, Suite 1600
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KPFF Project No. 113401.10

10/1/2013

Bainbridge Island Ped Bridge Study Summary
9/25/13

Material Assumptions

Girders

Assumed a 2000 psi bending combination.

Cap Beam

Assumed DF-Larch #1 (beams/stringers) per AASHTO

Braces

Assumed DF-Larch #2 (2" and wider) per AASHTO

Piles

Assumed Pacific Coast Doug Fir per AASHTO

Analysis Assumptions

Girders

Checked longest span which is the middle span of the 3. Results will be conservative and in the ballpark for outer spans given that the outer span lengths are shorter by 7 %.

Bents

Checked the bents based on the geometry of the taller of the two, the one with the most exposed length out of the mudline. Established the point of fixity of the piles by a simple approximation. This calculation is tied to the EI value of the pile. A test calculation showed that variation in the E value for the pile did not significantly affect the resulting point of fixity. It is unknown how deep the piles actually go.

Piles

Assumed a 12" average diameter for analysis purposes. Forces used to check combined bending and axial load assumed the braces to be present.

Braces

Assumed bolted connection at point where braces cross cuts compression brace unbraced length in half.

Results

Deflections:

GL girder

Vertical LL deflection: Span/Defl ratio of L/322 which is less than the required L/360. This was with a conservative value of E. It would pass with an E of 1678 ksi which would be ok for a 2400 psi combination.

Lateral Wind Deflection: Span/Defl ration of L/284 which is less than the required L/360 for simple span deflection of the middle span. It would pass with an E of 1772 ksi which would be possible for some 2400 psi combinations.

Cap Beam

Vertical Deflection : The deflection of the cap beam is negligible between the piles

Wind Lateral Deflection of Bridge

When the lateral deflections of the two bents are added to the mid-span lateral deflection of the middle girder, a span/defl ratio of L/650 is obtained. This assumes the braces are present and acting to stiffen the piles and it uses the entire bridge span for L. If the braces are not active, the ratio is L/226 which would not meet the L/360 criteria.

Strength

Member	Force	Demand	Capacity	Demand/ Capacity
Girders	Vertical Bending Strength I	188.9 k-ft	188.1 k-ft	1.00
	Vertical Shear Strength I	16.6 k	113.0 k	0.15
	Biaxial Bending Strength III	Interaction = 1.18	1	1.18
	Bearing on Cap Beam Strength I	16.6 k	27.4 k	0.6
	Latteral Connection to Cap Beam Strength III	1.0 k	1.8 k	0.54
Cap Beam	Bending Stength I	43.0 k-ft	61.0 k-ft	0.70
	Shear Stength I	32.0 k	50.0 k	0.64
Braces	Axial Stength III	Interaction = 0.15	1	0.15
	Connection to Piles	8.7 k	1.7 k	5.00
Piles (with Braces)	Axial Stength I	32.0 k	52.0 k	0.62
	Combined Bending and Axial Strength III	Interaction = 0.71	1	0.71
	Pile to Cap Connection Strengh III	1.9 k	0.74 k	2.60
Piles (no Braces)	Combined Bending and Axial Strength III	Interaction = 1.16	1	1.16
Railings	Bending in Posts Strength I	2.6 k-ft	1.3 k-ft	2.00
	Bending in Top Rail Strength I	0.44 k-ft	1.18 k-ft	0.38
	Bending in Rails Strength I	0.44 k-ft	0.35 k-ft	1.25
Deck Boards	Deck Boards Bending Strength I	3.0 k-in	13.2 k-in	0.23

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USE AASHTO LRFD GUIDE - DESIGN PEDESTRIAN BRIDGES 2009

LOAD CASES

AASHTO LRFD 3.4.1-1 (TABLE)
IGNORE STRENGTH II, STRENGTH IIX, STRENGTH V

STRENGTH I

$$\gamma_p (DD+DC) + 1.75(LL) + 1.0(WA)$$

STRENGTH III

$$\gamma_p (DD+DC) + 1.0(WA) + 1.4(WS)$$

} CAPACITY

SERICE I

$$1.0(DD+DC) + 1.0(WA) + .3(WS) + 1.0(LL)$$

↖ DEFLECTION GIRDER

SERVICE IV

$$1.0(DD+DC) + 1.0(WA) + .7(WS)$$

↖ DEFLECTION BENT

γ_p = 1.25 MAX, .90 MIN

LL = 90 PSF

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Assumed Leff

Per Navy Pile charts...

$T = \left(\frac{EI}{k}\right)^{1/5}$

Assume the soil has $k = 0.02$ pci (soft soil - conservative)

Stiffness model: $2+4T = 2+4\left(\frac{1500 \times 1017}{0.02}\right)^{1/5} \times \frac{1}{12} = 14.6$ ft

Shear & moment model: $2+2T = 8.3$ ft

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WIND LOAD

USE LRFD PED BRIDGE GUIDE + (AASHTO SPEC'S FOR SIGNS)

$$P_z = .00256 K_z G V^2 I_r C_d$$

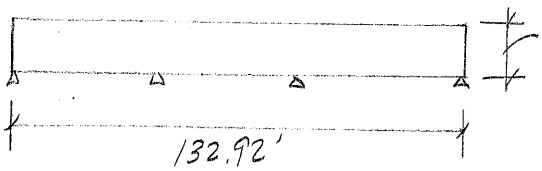
$I_r = 1.15$

$K_z = 1.0$

$G = 1.14$

$C_d = ?$ TABLE 3-6

$V = 85$ mph



5.5' = DEPTH OF RAIL + GIRDER

$L/W = 24$ USE $C_d = 1.30$

$P_z = 31.5$ psF

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DD + DC

$GL = \frac{(7)(27)}{144}(36\ pcf) = 47.25\ PLF$

$DECKING = \frac{(2\frac{1}{2}")(12")}{144}(36\ pcf) = 7.5\ psf$

$ANGLE\ DIAPH = (5\ PLF)\left(\frac{61" + 61 + 14 + 14 + 14 + 33 + 33 + 18}{12"/Ft}\right) = 103\ lb/FRAME$ @ ±9' oc

$12"\ PIPE = 50\ PLF + \frac{\pi(12)^2}{4}\left(\frac{62.4}{144}\right) = 163\ PLF$

$8\frac{1}{2}"\ PIPE = 29\ PLF + \frac{\pi(8)^2}{4}\left(\frac{62.4}{144}\right) = 79\ PLF$

$GUARDRAIL \approx (3\ psf)(4.67') = 14\ PLF$

GIRDER SERVICE LOADS

$DEADLOAD\ TO\ EA\ GL = 47.25 + 7.5(2.83) + \frac{103}{2(9)} + \frac{163}{2} + 79\left(\frac{3}{4}\right) + 14 = \boxed{229\ PLF}$

$LL\ TO\ GIRDER = (90\ psf)(2.83') = \boxed{255\ PLF}$

$WIND\ LOAD\ TO\ GIRDER = \left[\frac{27"}{12} + (3.33')(50\%)\right] 31.5\ psf = \boxed{123\ PLF}$

WATER ON PIER

$WATER = \frac{\left(6\frac{Ft}{sec}\right)^2(.70)}{1000} = .025\ KSF$ (AASHTO SECT 3.7)

(25 psf) SERVICE

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GL GIRDERS (ASSUME BEAMS BRACED FOR LATERAL TORS) FRAMES @ 9'∝ - CL≈1

$C_{KF} = \frac{2.5}{\phi} = 2.94\ F_b,\ 3.33\ F_v \qquad 2.33\ F_{cp}$ ($\frac{2.1}{\phi}$)

$C_m = .80\ F_b \quad .875\ F_v = .833\ E$

$C_V = \left[\left(\frac{12}{27}\right)\left(\frac{5.125}{7}\right)\left(\frac{21}{45.42}\right)\right]^{.10} = .83$

$C_\lambda = .80$ (STRENGTH I)
1.0 (STRENGTH III)

$F_{V_0} = 265$ psi
$F_{b_{ox}} = 2000$ psi
$F_{b_{oy}} = 1450$ psi

STRENGTH I

$M_u = \frac{[1.25(229) + 1.75(255)](45.42)^2}{8} = 188{,}891$ lb'

D/C

$S_x = \frac{1}{6}(7")(27")^2 = 850\ in^3$

REQ'D $F_b \geq \frac{(188{,}891\ lb')(12)\left(\frac{1}{.85}\right)}{850(2.94)(.80)(.83)(.80)} \geq$ **2007 psi**

$V_u = [(1.25)(229) + (1.75)(255)]\frac{45.42'}{2} = 16635$ lb

VERTICAL, UNIAXIAL PROBABLY OK

REQ'D $V_b \geq \frac{1.5(16635)\left(\frac{1}{.75}\right)}{(7)(26\frac{1}{2}")(3.33)(.875)(.80)} =$ **77 psi** OK

SHEAR AND BENDING OK ASSUMING A ± 2000 psi COMBINATION GL

BEND D/C = $\frac{188.89K'}{188.058\ K'} \doteq 1$

SHEAR D/C = $\frac{16.63\ K}{113K} = .15$

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CHECK GIRDER FOR STRENGTH III

ASSUME DIAPHRAGM DISTRIBUTES WIND LOAD EQUALLY BETWN WINDWARD + LEEWARD GL'S

WIND

ASSUME 50% SOLID ON GUARD RAIL

$$W = \frac{\left(\left(\frac{27''}{12}\right) + \frac{3.25'}{2}\right)(31.5\,psf)}{2} = 61\ lb/ft$$

$$W_u = 1.4(61) = 85\ lb/ft$$

$$M_u = \frac{85(45.42)^2}{8} = 21{,}919\ lb'$$

$$f_{b_2} = \frac{21919(12)}{220.5} = 1192\ psi$$

$$S_y = \frac{1}{6}(27)(7)^2 = 220.5\ in^3$$

$$\text{REQ'D } F_{by} \geq \frac{(21919\ lb')(12)}{(220.5)(2.94)(.80)(.83)(.80)} = \boxed{764\ psi}$$

WIND ALONE OK

CHECK BIAXIAL BEND

$$l_e = 1.63\left(\frac{9.0'}{12}\right)(12) + 3(27) = 21.42'$$

$$R_B = \left(\frac{(21.42)(12)(27'')}{7''}\right)^{1/2} = 31$$

$$F_{bE} = \frac{1.20\,(1250000)}{(31)^2} = 1561$$

$$M_{u_{PL}} = \frac{(229)(45.42)^2}{8} = 59052\ lb'$$

$$f_{b_1} = \frac{59052(12)}{850} = 834\ psi$$

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NG LL

$$D/C = \left(\frac{834\ psi}{(2000)(2.94)(.8)(.83)(.8)} + \frac{1192\ psi}{1450(2.94)(.8)(.83)(.8)\left(1-\left(\frac{834}{1561}\right)^2\right)} \right) \frac{1}{\phi}$$

$$= \frac{.267 + .737}{.85} = 1.18 > 1 \quad \underline{NG}$$

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DEFLECTION (VERTICAL)

$$\Delta = \frac{5wl^4}{384EI}$$

$E = (1{,}500{,}000\ psi)(.833) = 1250\ ksi$ ← ASSUMED

$$= \frac{5(229+255)[(45.42)(12)]^4(1/12)}{384(1{,}250{,}000)(11482)} = 3.2''$$

$= 1.69''$ ← L/169 TOTAL LOAD

L/322 LL

$I = \frac{1}{12}(7)(27)^3 = 11482\ in^4$

$\frac{L}{360} = 1.51''$

WANT $E_o \geq \frac{1.69}{1.51}(1500) = \boxed{1678\ ksi}$ ← REQ'D TO MEET L/360 FOR LL

NEED 2400 COMBO

SUPPORT BEARING

$F_{cp} = 650(1.0)(2.33)(.53) = 802\ psi$ GL

$= 625(1)(2.33)(.67) = 976\ psi$ CAP BM

$f_{cp} = \frac{R_u}{A} = \frac{16635\ lb}{(7'')(6\frac{1}{2}'')} = \boxed{365\ psi}$ ← OK FOR ANY GL

$R_n = (7'')(6\frac{1}{2}'')(802\ psi)(.75)$ ← ϕ $= 27368\ lb$

$D/C = \frac{16.6}{27.4} = .6$

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GIRDER DEFLECTION – LATERAL

$.30(\text{WIND}) = 18$ PLF SERVICE I

$$\Delta = \frac{5(18)(45.42)(12)^4 \cdot 1/12}{(771)(1{,}400{,}000)(.833)384} = 1.9'' \qquad L/284$$

ASSUME

$I_y = \frac{1}{12}(27)(7)^3 = 771 \text{ in}^4$

NEED $E_o \geq \frac{360}{284}(1400) =$ 1772 KSI

UNLIKELY

THIS DOESN'T ACCOUNT FOR ANY LAT DEFL OF SUPPORTS

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LOADS TO TOP/BENTS

DL = $\frac{229}{PLF}\left(\frac{45.42+42.25}{2}\right)$ = 10.0K @ EA GIRDER PAIR } SERVICE

LL = $\frac{255}{PLF}$ ( ) = 11.2K @ EA GIRDER PAIR }

WIND = 122 PLF ( ) = 5.4k POINT LOAD TO PILE CAP (SERVICE)

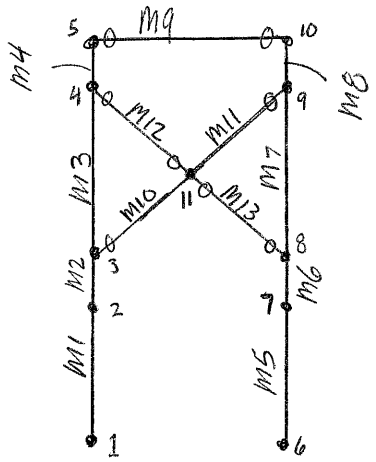
CAP BEAM DL

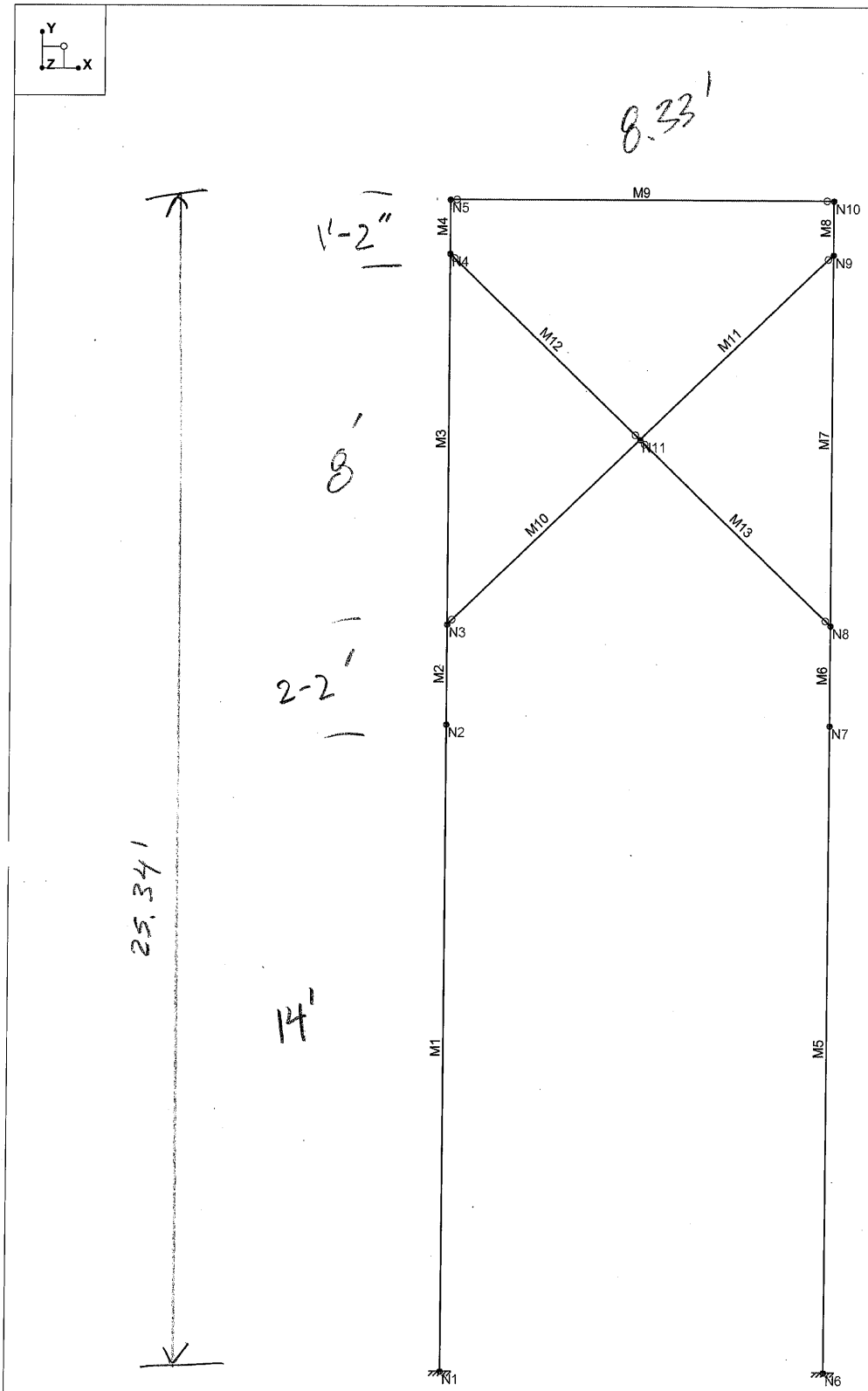
$= \left(\frac{(12")(14")}{144}\right)(36pcf) = 42\ PLF$

WATER ON PILE

$25psf\left(1.08'\right) = 27\ PLF$

MODEL LAYOUT (RISA 2D)





Results for LC 1, Service I

	Bainbridge Ped Bridge Bent	SK - 1
		Sept 23, 2013 at 3:24 PM
		bridge bent deflection.r2d

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Service I	Yes			1	.3	2	1	3	1	4	1								
2	Service IV	Yes			1	.7	2	1			4	1								

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N1	L	Y	0

Member Point Loads (BLC 2 : dead)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-10	1.335
2	M9	Y	-10	6.995

Member Point Loads (BLC 3 : live)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-11.2	6.995
2	M9	Y	-11.2	1.335

Member Distributed Loads (BLC 2 : dead)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M9	Y	-.042	-.042	0	8.33

Member Distributed Loads (BLC 4 : water)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M6	X	.027	.027	0	2
2	M5	X	.027	.027	12	14
3	M2	X	.027	.027	0	2
4	M1	X	.027	.027	12	14

Joint Reactions (By Item)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	1	N1	-.89	18.122	8.259
2	1	N6	-.946	24.628	8.699
3	1	Totals:	-1.836	42.75	
4	1	COG (ft):	X: 4.165	Y: 26.33	

Joint Deflections

	LC	Joint Label	X [in]	Y [in]	Rotation [rad]
1	1	N1	0	0	0
2	1	N2	.438	-.018	-2.565e-3
3	1	N3	.493	-.021	-1.582e-3
4	1	N4	.519	-.032	1.717e-4
5	1	N5	.518	-.034	1.182e-4
6	1	N6	0	0	0
7	1	N7	.456	-.024	-2.618e-3

Joint Deflections (Continued)

	LC	Joint Label	X [in]	Y [in]	Rotation [rad]
8	1	N8	.512	-.028	-1.555e-3
9	1	N9	.523	-.041	4.32e-4
10	1	N10	.517	-.043	3.873e-4
11	1	N11	.511	-.035	-2.551e-4

Member Section Deflections

	LC	Member Label	Sec	x [in]	y [in]	(n) L/y Ratio
1	1	M1	1	0	0	NC
2			2	-.004	-.048	3465.753
3			3	-.009	-.165	1017.761
4			4	-.013	-.309	544.468
5			5	-.018	-.438	383.79
6	1	M2	1	-.018	-.438	NC
7			2	-.019	-.454	NC
8			3	-.019	-.468	8137.748
9			4	-.02	-.482	NC
10			5	-.021	-.493	NC
11	1	M3	1	-.021	-.493	NC
12			2	-.024	-.519	4917.541
13			3	-.026	-.527	4561.367
14			4	-.029	-.525	7968.434
15			5	-.032	-.519	NC
16	1	M4	1	-.032	-.519	8326.282
17			2	-.032	-.519	NC
18			3	-.033	-.518	NC
19			4	-.033	-.518	NC
20			5	-.034	-.518	NC
21	1	M5	1	0	0	NC
22			2	-.006	-.051	3294.826
23			3	-.012	-.173	969.477
24			4	-.018	-.323	520.045
25			5	-.024	-.456	368.07
26	1	M6	1	-.024	-.456	NC
27			2	-.025	-.473	NC
28			3	-.026	-.488	7516.18
29			4	-.027	-.501	9743.534
30			5	-.028	-.512	NC
31	1	M7	1	-.028	-.512	NC
32			2	-.031	-.536	4407.128
33			3	-.035	-.541	4027.164
34			4	-.038	-.534	6869.766
35			5	-.041	-.523	NC
36	1	M8	1	-.041	-.523	2571.618
37			2	-.042	-.521	3487.266
38			3	-.042	-.52	5295.367
39			4	-.042	-.519	NC
40			5	-.043	-.517	NC
41	1	M9	1	.518	-.034	NC
42			2	.517	-.148	891.775
43			3	.517	-.19	660.645
44			4	.517	-.153	891.775
45			5	.517	-.043	NC
46	1	M10	1	.341	-.356	NC
47			2	.342	-.362	NC
48			3	.343	-.368	NC
49			4	.344	-.374	NC

Member Section Deflections (Continued)

	LC	Member Label	Sec	x [in]	y [in]	(n) L/y Ratio
50			5	.345	-.379	NC
51	1	M11	1	.345	-.379	NC
52			2	.345	-.383	NC
53			3	.346	-.387	NC
54			4	.347	-.389	NC
55			5	.348	-.392	NC
56	1	M12	1	.397	.336	NC
57			2	.396	.335	NC
58			3	.395	.333	NC
59			4	.394	.331	NC
60			5	.393	.329	NC
61	1	M13	1	.392	.329	NC
62			2	.391	.331	NC
63			3	.391	.332	NC
64			4	.39	.333	NC
65			5	.389	.335	NC

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Service I	Yes			1	.3	2	1	3	1	4	1										
2	Service IV	Yes			1	.7	2	1			4	1										

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N1	L	Y	0

Member Point Loads (BLC 2 : dead)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-10	1.335
2	M9	Y	-10	6.995

Member Point Loads (BLC 3 : live)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-11.2	6.995
2	M9	Y	-11.2	1.335

Member Distributed Loads (BLC 2 : dead)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M9	Y	-.042	-.042	0	8.33

Member Distributed Loads (BLC 4 : water)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M6	X	.027	.027	0	2
2	M5	X	.027	.027	12	14
3	M2	X	.027	.027	0	2
4	M1	X	.027	.027	12	14

Joint Reactions (By Item)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	2	N1	-1.984	2.763	18.405
2	2	N6	-2.012	17.587	18.625
3	2	Totals:	-3.996	20.35	
4	2	COG (ft):	X: 4.165	Y: 26.33	

Joint Deflections

	LC	Joint Label	X [in]	Y [in]	Rotation [rad]
1	2	N1	0	0	0
2	2	N2	.975	-.003	-5.701e-3
3	2	N3	1.097	-.003	-3.476e-3
4	2	N4	1.143	-.007	5.579e-4
5	2	N5	1.137	-.008	4.408e-4
6	2	N6	0	0	0
7	2	N7	.984	-.017	-5.727e-3

Joint Deflections (Continued)

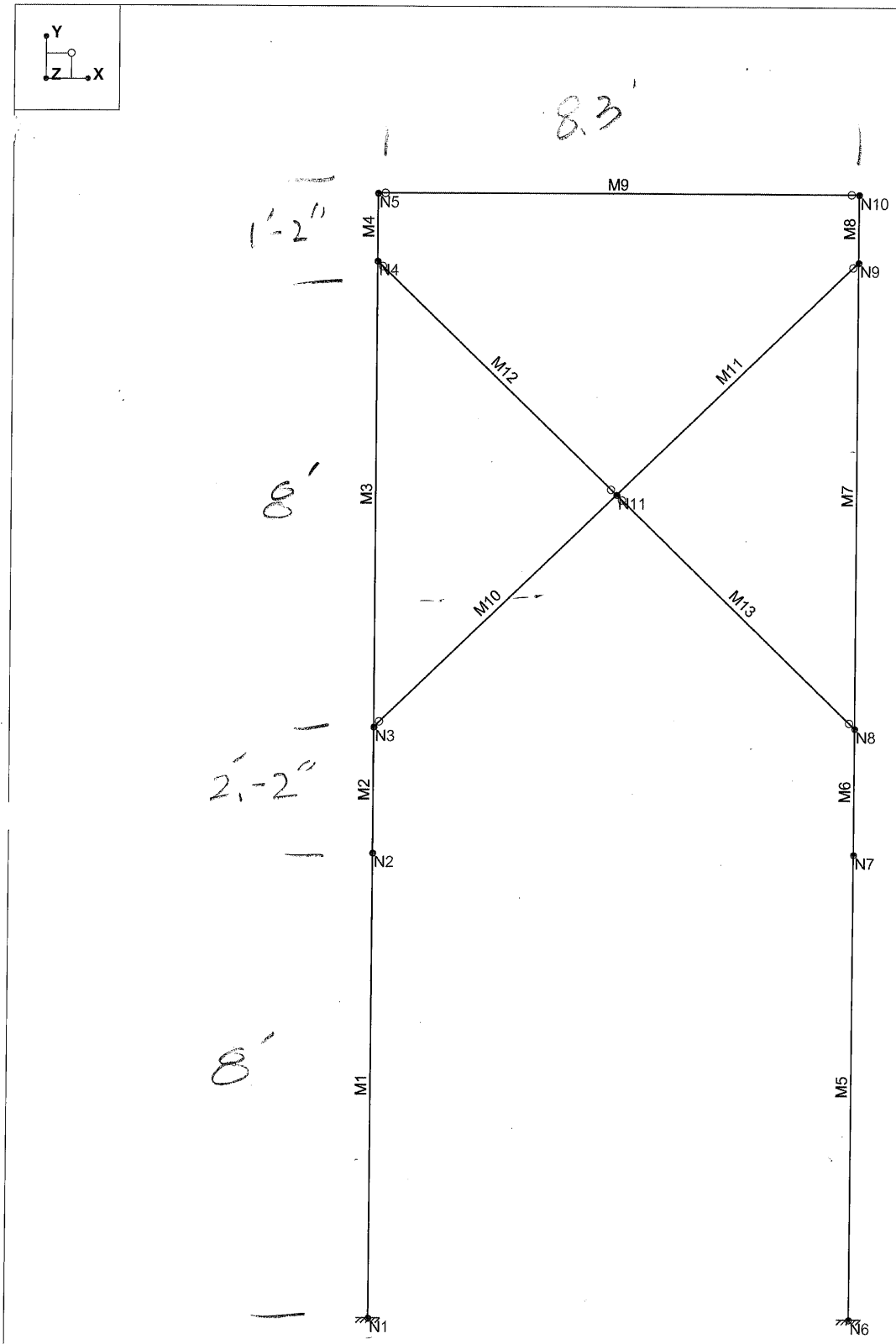
	LC	Joint Label	X [in]	Y [in]	Rotation [rad]
8	2	N8	1.106	-.02	-3.46e-3
9	2	N9	1.145	-.028	6.954e-4
10	2	N10	1.136	-.029	5.834e-4
11	2	N11	1.122	-.017	-3.666e-4

Member Section Deflections

	LC	Member Label	Sec	x [in]	y [in]	(n) L/y Ratio
1	2	M1	1	0	0	NC
2			2	0	-.108	1555.316
3			3	-.001	-.368	456.793
4			4	-.002	-.687	244.409
5			5	-.003	-.975	172.328
6	2	M2	1	-.003	-.975	NC
7			2	-.003	-1.011	4941.791
8			3	-.003	-1.043	3594.285
9			4	-.003	-1.072	4652.262
10			5	-.003	-1.097	NC
11	2	M3	1	-.003	-1.097	NC
12			2	-.004	-1.153	2144.044
13			3	-.005	-1.169	1983.323
14			4	-.006	-1.16	3449.489
15			5	-.007	-1.143	NC
16	2	M4	1	-.007	-1.143	2247.15
17			2	-.007	-1.142	3115.731
18			3	-.007	-1.14	4810.68
19			4	-.007	-1.139	9793.718
20			5	-.008	-1.137	NC
21	2	M5	1	0	0	NC
22			2	-.004	-.109	1537.428
23			3	-.009	-.372	451.753
24			4	-.013	-.695	241.87
25			5	-.017	-.984	170.703
26	2	M6	1	-.017	-.984	NC
27			2	-.018	-1.02	4851.675
28			3	-.019	-1.053	3529.118
29			4	-.019	-1.082	4568.363
30			5	-.02	-1.106	NC
31	2	M7	1	-.02	-1.106	NC
32			2	-.022	-1.162	2089.198
33			3	-.024	-1.175	1925.114
34			4	-.026	-1.164	3327.543
35			5	-.028	-1.145	NC
36	2	M8	1	-.028	-1.145	1702.307
37			2	-.028	-1.142	2334.646
38			3	-.028	-1.14	3574.987
39			4	-.029	-1.138	7240.557
40			5	-.029	-1.136	NC
41	2	M9	1	1.137	-.008	NC
42			2	1.137	-.066	1868.453
43			3	1.137	-.09	1383.545
44			4	1.137	-.077	1868.453
45			5	1.136	-.029	NC
46	2	M10	1	.789	-.762	NC
47			2	.792	-.769	NC
48			3	.794	-.775	NC
49			4	.796	-.782	NC

Member Section Deflections (Continued)

	LC	Member Label	Sec	x [in]	y [in]	(n) L/y Ratio
50			5	.798	-.789	NC
51	2	M11	1	.797	-.79	NC
52			2	.799	-.796	NC
53			3	.801	-.802	NC
54			4	.804	-.808	NC
55			5	.806	-.813	NC
56	2	M12	1	.83	.787	NC
57			2	.828	.781	NC
58			3	.825	.776	NC
59			4	.823	.77	NC
60			5	.821	.765	NC
61	2	M13	1	.82	.766	NC
62			2	.818	.762	NC
63			3	.816	.759	NC
64			4	.814	.756	NC
65			5	.812	.752	NC



Results for LC 3, Strength III b

	Bainbridge Ped Bridge Bent	SK - 2
		Sept 23, 2013 at 4:31 PM
		bridge bent pile moment.r2d

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Strength I	Yes					2	1.25	3	1.75	4	1										
2	Strength III a	Yes			1	1.4	2	1.25			4	1										
3	Strength III b	Yes			1	1.4	2	.9			4	1										

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N1	L	Y	0

Member Point Loads (BLC 2 : dead)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-10	1.335
2	M9	Y	-10	6.995

Member Point Loads (BLC 3 : live)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-11.2	6.995
2	M9	Y	-11.2	1.335

Member Distributed Loads (BLC 2 : dead)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M9	Y	-.042	-.042	0	8.33

Member Distributed Loads (BLC 4 : water)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M6	X	.027	.027	0	2
2	M5	X	.027	.027	6	8
3	M2	X	.027	.027	0	2
4	M1	X	.027	.027	6	8

Joint Reactions (By Item)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	1	N1	.002	32.253	-.015
2	1	N6	-.218	32.384	1.2
3	1	Totals:	-.216	64.637	
4	1	COG (ft):	X: 4.165	Y: 26.33	

Member Section Forces (By Item)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	1	M1	1	32.253	-.002	-.015
2			2	32.253	-.002	-.011
3			3	32.253	-.002	-.007
4			4	32.253	-.002	-.003
5			5	32.253	-.056	.055
6	1	M2	1	32.253	-.056	.055

Member Section Forces (By Item) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
7			2	32.253	-.071	.089
8			3	32.253	-.085	.132
9			4	32.253	-.1	.182
10			5	32.253	-.11	.24
11	1	M3	1	32.143	.003	.24
12			2	32.143	.003	.234
13			3	32.143	.003	.228
14			4	32.143	.003	.222
15			5	32.143	.003	.216
16	1	M4	1	32.319	.186	.216
17			2	32.319	.186	.162
18			3	32.319	.186	.108
19			4	32.319	.186	.054
20			5	32.319	.186	0
21	1	M5	1	32.384	.218	1.2
22			2	32.384	.218	.764
23			3	32.384	.218	.328
24			4	32.384	.218	-.108
25			5	32.384	.164	-.49
26	1	M6	1	32.384	.164	-.49
27			2	32.384	.149	-.575
28			3	32.384	.135	-.652
29			4	32.384	.12	-.721
30			5	32.384	.11	-.783
31	1	M7	1	32.21	-.071	-.783
32			2	32.21	-.071	-.641
33			3	32.21	-.071	-.499
34			4	32.21	-.071	-.358
35			5	32.21	-.071	-.216
36	1	M8	1	32.319	-.186	-.216
37			2	32.319	-.186	-.162
38			3	32.319	-.186	-.108
39			4	32.319	-.186	-.054
40			5	32.319	-.186	0
41	1	M9	1	-.186	32.319	0
42			2	-.186	.109	-43.195
43			3	-.186	0	-43.309
44			4	-.186	-.109	-43.195
45			5	-.186	-32.319	0
46	1	M10	1	.158	.001	0
47			2	.158	.001	-.002
48			3	.158	.001	-.004
49			4	.158	.001	-.006
50			5	.158	.001	-.008
51	1	M11	1	.158	-.001	-.008
52			2	.158	-.001	-.006
53			3	.158	-.001	-.004
54			4	.158	-.001	-.002
55			5	.158	-.001	0
56	1	M12	1	.254	0	0
57			2	.254	0	0
58			3	.254	0	0
59			4	.254	0	0
60			5	.254	0	0
61	1	M13	1	.251	0	0
62			2	.251	0	0
63			3	.251	0	0

Member Section Forces (By Item) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
64			4	.251	0	0
65			5	.251	0	0

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Strength I	Yes					2	1.25	3	1.75	4	1										
2	Strength III a	Yes			1	1.4	2	1.25			4	1										
3	Strength III b	Yes			1	1.4	2	.9			4	1										

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N1	L	Y	0

Member Point Loads (BLC 2 : dead)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-10	1.335
2	M9	Y	-10	6.995

Member Point Loads (BLC 3 : live)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-11.2	6.995
2	M9	Y	-11.2	1.335

Member Distributed Loads (BLC 2 : dead)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M9	Y	-.042	-.042	0	8.33

Member Distributed Loads (BLC 4 : water)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M6	X	.027	.027	0	2
2	M5	X	.027	.027	6	8
3	M2	X	.027	.027	0	2
4	M1	X	.027	.027	6	8

Joint Reactions (By Item)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	2	N1	-3.84	.71	23.652
2	2	N6	-3.936	24.728	24.176
3	2	Totals:	-7.776	25.437	
4	2	COG (ft):	X: 4.165	Y: 26.33	

Member Section Forces (By Item)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	2	M1	1	.71	3.84	23.652
2			2	.71	3.84	15.972
3			3	.71	3.84	8.292
4			4	.71	3.84	.612
5			5	.71	3.786	-7.014
6	2	M2	1	.71	3.786	-7.014

Member Section Forces (By Item) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
7			2	.71	3.771	-9.064
8			3	.71	3.757	-11.106
9			4	.71	3.742	-13.14
10			5	.71	3.732	-15.166
11	2	M3	1	6.646	-2.457	-15.166
12			2	6.646	-2.457	-10.252
13			3	6.646	-2.457	-5.337
14			4	6.646	-2.457	-.422
15			5	6.646	-2.457	4.493
16	2	M4	1	12.719	3.873	4.493
17			2	12.719	3.873	3.369
18			3	12.719	3.873	2.246
19			4	12.719	3.873	1.123
20			5	12.719	3.873	0
21	2	M5	1	24.728	3.936	24.176
22			2	24.728	3.936	16.304
23			3	24.728	3.936	8.432
24			4	24.728	3.936	.56
25			5	24.728	3.882	-7.258
26	2	M6	1	24.728	3.882	-7.258
27			2	24.728	3.867	-9.36
28			3	24.728	3.853	-11.454
29			4	24.728	3.838	-13.54
30			5	24.728	3.828	-15.618
31	2	M7	1	18.656	-2.487	-15.618
32			2	18.656	-2.487	-10.645
33			3	18.656	-2.487	-5.671
34			4	18.656	-2.487	-.697
35			5	18.656	-2.487	4.277
36	2	M8	1	12.719	3.687	4.277
37			2	12.719	3.687	3.208
38			3	12.719	3.687	2.139
39			4	12.719	3.687	1.069
40			5	12.719	3.687	0
41	2	M9	1	3.687	12.719	0
42			2	3.687	.109	-17.029
43			3	3.687	0	-17.143
44			4	3.687	-.109	-17.029
45			5	3.687	-12.719	0
46	2	M10	1	-8.576	0	0
47			2	-8.576	0	0
48			3	-8.576	0	0
49			4	-8.576	0	0
50			5	-8.576	0	-.001
51	2	M11	1	-8.565	0	-.001
52			2	-8.565	0	0
53			3	-8.565	0	0
54			4	-8.565	0	0
55			5	-8.565	0	0
56	2	M12	1	8.772	0	0
57			2	8.772	0	0
58			3	8.772	0	0
59			4	8.772	0	0
60			5	8.772	0	0
61	2	M13	1	8.761	0	0
62			2	8.761	0	0
63			3	8.761	0	0

Member Section Forces (By Item) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
64			4	8.761	0	0
65			5	8.761	0	0

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Strength I	Yes					2	1.25	3	1.75	4	1										
2	Strength III a	Yes			1	1.4	2	1.25			4	1										
3	Strength III b	Yes			1	1.4	2	.9			4	1										

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N1	L	Y	0

Member Point Loads (BLC 2 : dead)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-10	1.335
2	M9	Y	-10	6.995

Member Point Loads (BLC 3 : live)

	Member Label	Direction	Magnitude[k,k-ft]	Location[ft,%]
1	M9	Y	-11.2	6.995
2	M9	Y	-11.2	1.335

Member Distributed Loads (BLC 2 : dead)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M9	Y	-.042	-.042	0	8.33

Member Distributed Loads (BLC 4 : water)

	Member Label	Direction	Start Magnitude[k/ft,F]	End Magnitude[k/ft,F]	Start Location[ft,%]	End Location[ft,%]
1	M6	X	.027	.027	0	2
2	M5	X	.027	.027	6	8
3	M2	X	.027	.027	0	2
4	M1	X	.027	.027	6	8

Joint Reactions (By Item)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	3	N1	-3.852	-2.851	23.719
2	3	N6	-3.924	21.166	24.11
3	3	Totals:	-7.776	18.315	
4	3	COG (ft):	X: 4.165	Y: 26.33	

Member Section Forces (By Item)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	3	M1	1	-2.851	3.852	23.719
2			2	-2.851	3.852	16.015
3			3	-2.851	3.852	8.31
4			4	-2.851	3.852	.606
5			5	-2.851	3.798	-7.044
6	3	M2	1	-2.851	3.798	-7.044

Member Section Forces (By Item) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
7			2	-2.851	3.783	-9.1
8			3	-2.851	3.769	-11.149
9			4	-2.851	3.754	-13.19
10			5	-2.851	3.744	-15.223
11	3	M3	1	3.101	-2.461	-15.223
12			2	3.101	-2.461	-10.3
13			3	3.101	-2.461	-5.377
14			4	3.101	-2.461	-.454
15			5	3.101	-2.461	4.469
16	3	M4	1	9.157	3.852	4.469
17			2	9.157	3.852	3.352
18			3	9.157	3.852	2.234
19			4	9.157	3.852	1.117
20			5	9.157	3.852	0
21	3	M5	1	21.166	3.924	24.11
22			2	21.166	3.924	16.262
23			3	21.166	3.924	8.414
24			4	21.166	3.924	.566
25			5	21.166	3.87	-7.228
26	3	M6	1	21.166	3.87	-7.228
27			2	21.166	3.855	-9.323
28			3	21.166	3.841	-11.411
29			4	21.166	3.826	-13.49
30			5	21.166	3.816	-15.562
31	3	M7	1	15.11	-2.483	-15.562
32			2	15.11	-2.483	-10.596
33			3	15.11	-2.483	-5.631
34			4	15.11	-2.483	-.665
35			5	15.11	-2.483	4.301
36	3	M8	1	9.157	3.708	4.301
37			2	9.157	3.708	3.226
38			3	9.157	3.708	2.15
39			4	9.157	3.708	1.075
40			5	9.157	3.708	0
41	3	M9	1	3.708	9.157	0
42			2	3.708	.079	-12.261
43			3	3.708	0	-12.343
44			4	3.708	-.079	-12.261
45			5	3.708	-9.157	0
46	3	M10	1	-8.599	0	0
47			2	-8.599	0	0
48			3	-8.599	0	0
49			4	-8.599	0	0
50			5	-8.599	0	0
51	3	M11	1	-8.588	0	0
52			2	-8.588	0	0
53			3	-8.588	0	0
54			4	-8.588	0	0
55			5	-8.588	0	0
56	3	M12	1	8.749	0	0
57			2	8.749	0	0
58			3	8.749	0	0
59			4	8.749	0	0
60			5	8.749	0	0
61	3	M13	1	8.738	0	0
62			2	8.738	0	0
63			3	8.738	0	0

Member Section Forces (By Item) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
64			4	8.738	0	0
65			5	8.738	0	0

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft..
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft..
1	N1	L	Y	0

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Strength I	Yes					2	1.25	3	1.75	4	1										
2	Strength III a	Yes			1	1.4	2	1.25			4	1										
3	Strength III b	Yes			1	1.4	2	.9			4	1										

Joint Coordinates and Temperatures

	Label	X [ft]	Y [ft]	Temp [F]
1	N1	0	7	0
2	N2	0	15	0
3	N3	0	17.17	0
4	N4	0	25.17	0
5	N5	0	26.33	0
6	N6	8.33	7	0
7	N7	8.33	15	0
8	N8	8.33	17.17	0
9	N9	8.33	25.17	0
10	N10	8.33	26.33	0

Joint Reactions (By Combination)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	1	N1	-.108	32.319	.864
2	1	N6	-.108	32.319	.864
3	1	Totals:	-.216	64.637	
4	1	COG (ft):	X: 4.165	Y: 26.33	

Member Section Forces

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	1	M1	1	32.319	.108	.864
2			2	32.319	.108	.648
3			3	32.319	.108	.432
4			4	32.319	.108	.216
5			5	32.319	.054	.054
6	1	M2	1	32.319	.054	.054
7			2	32.319	.039	.029
8			3	32.319	.025	.011
9			4	32.319	.01	.002
10			5	32.319	0	0
11	1	M3	1	32.319	0	0
12			2	32.319	0	0
13			3	32.319	0	0
14			4	32.319	0	0
15			5	32.319	0	0
16	1	M4	1	32.319	0	0

Member Section Forces (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
17			2	32.319	0	0
18			3	32.319	0	0
19			4	32.319	0	0
20			5	32.319	0	0
21	1	M5	1	32.319	.108	.864
22			2	32.319	.108	.648
23			3	32.319	.108	.432
24			4	32.319	.108	.216
25			5	32.319	.054	.054
26	1	M6	1	32.319	.054	.054
27			2	32.319	.039	.029
28			3	32.319	.025	.011
29			4	32.319	.01	.002
30			5	32.319	0	0
31	1	M7	1	32.319	0	0
32			2	32.319	0	0
33			3	32.319	0	0
34			4	32.319	0	0
35			5	32.319	0	0
36	1	M8	1	32.319	0	0
37			2	32.319	0	0
38			3	32.319	0	0
39			4	32.319	0	0
40			5	32.319	0	0
41	1	M9	1	0	32.319	0
42			2	0	.109	-43.195
43			3	0	0	-43.309
44			4	0	-.109	-43.195
45			5	0	-32.319	0

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Strength I	Yes					2	1.25	3	1.75	4	1										
2	Strength III a	Yes			1	1.4	2	1.25			4	1										
3	Strength III b	Yes			1	1.4	2	.9			4	1										

Joint Boundary Conditions

	Joint Label	X [k/in]	Y [k/in]	Rotation[k-ft/rad]	Footing
1	N1	Reaction	Reaction	Reaction	
2	N6	Reaction	Reaction	Reaction	

Joint Reactions (By Combination)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	2	N1	-3.888	12.719	73.937
2	2	N6	-3.888	12.719	73.926
3	2	Totals:	-7.776	25.437	
4	2	COG (ft):	X: 4.165	Y: 26.33	

Member Section Forces (By Combination)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	2	M1	1	12.719	3.888	73.937
2			2	12.719	3.888	66.16
3			3	12.719	3.888	58.384
4			4	12.719	3.888	50.607
5			5	12.719	3.834	42.885
6	2	M2	1	12.719	3.834	42.885
7			2	12.719	3.82	40.809
8			3	12.719	3.805	38.74
9			4	12.719	3.79	36.68
10			5	12.719	3.78	34.627
11	2	M3	1	12.719	3.78	34.627
12			2	12.719	3.78	27.067
13			3	12.719	3.78	19.506
14			4	12.719	3.78	11.946
15			5	12.719	3.78	4.385
16	2	M4	1	12.719	3.78	4.385
17			2	12.719	3.78	3.289
18			3	12.719	3.78	2.193
19			4	12.719	3.78	1.096
20			5	12.719	3.78	0
21	2	M5	1	12.719	3.888	73.926
22			2	12.719	3.888	66.15
23			3	12.719	3.888	58.375
24			4	12.719	3.888	50.6
25			5	12.719	3.834	42.878
26	2	M6	1	12.719	3.834	42.878
27			2	12.719	3.819	40.802
28			3	12.719	3.804	38.734
29			4	12.719	3.79	36.674
30			5	12.719	3.78	34.622
31	2	M7	1	12.719	3.78	34.622
32			2	12.719	3.78	27.063
33			3	12.719	3.78	19.503
34			4	12.719	3.78	11.944

Member Section Forces (By Combination) (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
35			5	12.719	3.78	4.384
36	2	M8	1	12.719	3.78	4.384
37			2	12.719	3.78	3.288
38			3	12.719	3.78	2.192
39			4	12.719	3.78	1.096
40			5	12.719	3.78	0
41	2	M9	1	3.78	12.719	0
42			2	3.78	.109	-17.029
43			3	3.78	0	-17.143
44			4	3.78	-.109	-17.029
45			5	3.78	-12.719	0

Joint Loads and Enforced Displacements (BLC 1 : wind)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N5	L	X	5.4

Joint Loads and Enforced Displacements (BLC 3 : live)

	Joint Label	L,D,M	Direction	Magnitude[(k,k-ft), (in,rad), (k*s^2/ft...
1	N1	L	Y	0

Load Combinations

	Description	Solve	PD...	SR...	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor	BLC	Factor
1	Strength I	Yes					2	1.25	3	1.75	4	1										
2	Strength III a	Yes			1	1.4	2	1.25			4	1										
3	Strength III b	Yes			1	1.4	2	.9			4	1										

Joint Coordinates and Temperatures

	Label	X [ft]	Y [ft]	Temp [F]
1	N1	0	7	0
2	N2	0	15	0
3	N3	0	17.17	0
4	N4	0	25.17	0
5	N5	0	26.33	0
6	N6	8.33	7	0
7	N7	8.33	15	0
8	N8	8.33	17.17	0
9	N9	8.33	25.17	0
10	N10	8.33	26.33	0

Joint Reactions (By Combination)

	LC	Joint Label	X [k]	Y [k]	MZ [k-ft]
1	3	N1	-3.888	9.157	73.937
2	3	N6	-3.888	9.157	73.926
3	3	Totals:	-7.776	18.315	
4	3	COG (ft):	X: 4.165	Y: 26.33	

Member Section Forces

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
1	3	M1	1	9.157	3.888	73.937
2			2	9.157	3.888	66.16
3			3	9.157	3.888	58.384
4			4	9.157	3.888	50.607
5			5	9.157	3.834	42.885
6	3	M2	1	9.157	3.834	42.885
7			2	9.157	3.82	40.809
8			3	9.157	3.805	38.74
9			4	9.157	3.79	36.68
10			5	9.157	3.78	34.627
11	3	M3	1	9.157	3.78	34.627
12			2	9.157	3.78	27.067
13			3	9.157	3.78	19.506
14			4	9.157	3.78	11.946
15			5	9.157	3.78	4.385
16	3	M4	1	9.157	3.78	4.385

Member Section Forces (Continued)

	LC	Member Label	Sec	Axial[k]	Shear[k]	Moment[k-ft]
17			2	9.157	3.78	3.289
18			3	9.157	3.78	2.193
19			4	9.157	3.78	1.096
20			5	9.157	3.78	0
21	3	M5	1	9.157	3.888	73.926
22			2	9.157	3.888	66.15
23			3	9.157	3.888	58.375
24			4	9.157	3.888	50.6
25			5	9.157	3.834	42.878
26	3	M6	1	9.157	3.834	42.878
27			2	9.157	3.819	40.802
28			3	9.157	3.804	38.734
29			4	9.157	3.79	36.674
30			5	9.157	3.78	34.622
31	3	M7	1	9.157	3.78	34.622
32			2	9.157	3.78	27.063
33			3	9.157	3.78	19.503
34			4	9.157	3.78	11.944
35			5	9.157	3.78	4.384
36	3	M8	1	9.157	3.78	4.384
37			2	9.157	3.78	3.288
38			3	9.157	3.78	2.192
39			4	9.157	3.78	1.096
40			5	9.157	3.78	0
41	3	M9	1	3.78	9.157	0
42			2	3.78	.079	-12.261
43			3	3.78	0	-12.343
44			4	3.78	-.079	-12.261
45			5	3.78	-9.157	0

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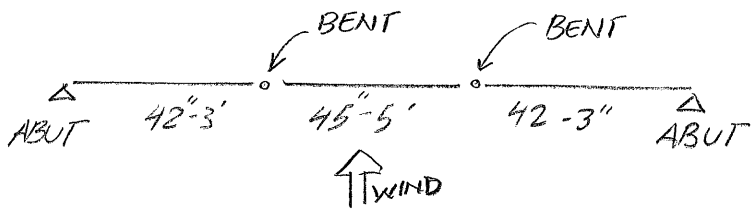
location
client
by
date 9/25/13
sheet no.
job no. 113401

CHECK LATERAL DEFL



Δ_{MAX} = BENT Δ + MIDDLE BEAM $\Delta_{MID\ SPAN}$

= .518" + 1.9" = 2.4" SERVICE I

$L = 130'$ $\quad \frac{130(12)}{2.4"} = \boxed{L/650}$ OK

IF BRACES NOT PRESENT....

Δ_{MAX} = 4.98" + 1.9" = 6.88"

$L/226 < 360$ NG

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CHECK CAP BEAM ASSUME $F_b = 1350$ psi, $E = 1600$ ksi, $F_v = 170$ psi

$M_u = 43$ k' STRENGTH I

$C_{kF} = 2.94\ F_b,\ 3.33\ F_v,\ 2.78\ F_{cp}$ | $C_i = .95\ E,\ .80\ F_v,\ .80\ F_b$

$C_M = 1\ F_b,\ .67\ F_{cp},\ 1\ F_v$

$C_F \approx 1$

$C_n = .80$

$l_e = 2.06 L_u = 2.06(68'') = 141''$

$R_b = \left(\frac{141(12.1875)}{14}\right)^{1/2} = 11$

$F_{bE} = \frac{K_{bE} E}{R_b^2} = \frac{(.76)(1600\text{ ksi})(.95)}{(11)^2} = 9.55$

$\frac{F_{bE}}{F_b} = \frac{9.55}{1350(2.94)(.80)(.80)} = 3.76$

$C_L = \frac{(1+3.8)}{1.9} - \left(\frac{(1+3.8)^2}{3.61} - \frac{3.8}{.95}\right)^{1/2} = .98$

$S = \frac{1}{6}(14)(12.1875)^2 = 346\ in^3$

$F_{b_o} \geq \frac{(43\text{ k'})(12)(1000)(\frac{1}{.85})}{2.94(.80)(.98)(346)(.8)} \geq$ **950 psi** OK $D/C = \frac{43}{61} = .70$

$F_{v_o} \geq \frac{(32\text{K})(1.5)(1000)(\frac{1}{.75})}{(184)(.80)(.80)(3.33)} =$ **162 psi** OK $D/C = \frac{32}{50} = .64$

$(14'')(13.1875'') = 184.625\ in^2$

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CHECK BRACES FOR AXIAL

$L \approx 12'$

$L_u = 6'$ IF YOU CONSIDER MIDSPAN BOLT TO TENSION BRACE

$P_u = \pm 8.7\ K$ STRENGTH III

$$f_{ua} = \frac{8.7(1000)}{(11\frac{1}{2})(3\frac{1}{2})} = 216\ psi \leftarrow \text{SMALL}$$

$$F_{CE} = \frac{(.52)(1600)(.90)(3\frac{1}{2})^2}{(6)^2(12)^2} = 1.77\ ksi$$

$$B = \frac{1.77}{(1.35ksi)(.80)\left(\frac{2.5}{.9}\right)(1)(.80)} = .7375$$

($\frac{2.5}{.9}$: C_m, K_{CF}; $C_a = 1$; $C_i = .80$)

$$C_p = \frac{1+.74}{2(.8)} - \left(\left(\frac{1+.74}{2(.8)}\right)^2 - \frac{.74}{.8}\right)^{1/2} = .68$$

$$D/C = \frac{8700\ lb\left(\frac{1}{.90}\right)}{(40.25in^2)(2400)(.68)} = .15 < 1 \quad \underline{OK}$$

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PILES

STRENGTH I → $P_u = 32k$ W/ NEGLIGABLE BEND

STRENGTH III (WITH BRACES INTACT)

$P_u = 24.7k$ COMP
$M_u = 24.2 k'$
} COMBINED

$$A = \frac{\pi(12)^2}{4} = 113 \text{ in}^2$$

$$S = \frac{\pi(12)^3}{32} = 169 \text{ in}^3$$

$$F_{cE} = \frac{.52(1500)(1)(12)^2}{[(2)(19.34')(12)]^2} = .521 \text{ ksi}$$

$$\beta = \frac{.521}{(1.250)\left(\frac{2.5}{.9}\right)(1)(1)} = .150$$

($\frac{2.5}{.9}$: C_{HF}; 1: C_m; 1: C_A)

$$C_p = \frac{1+.15}{2(.85)} - \left(\left(\frac{1+.15}{2(.85)}\right)^2 - \frac{.15}{.85}\right)^{1/2} = .146$$

$$\phi P_n = (113 \text{ in}^2)(.146)(3472 \text{ ksi})(.90) = 52k$$

↑ WOULD BE SLIGHTLY HIGHER FOR STRENGTH I DUE TO C_A SO THIS CONTROLS

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BEND

$C_L = 1$

$$\phi M_R = (2.450\ ksi)(2.94)(1)(1)\left(\frac{169\ in^3}{12}\right)(.85) = 86k'$$

(C_{KF}, C_m, C_d)

$$D/C = \left(\frac{24.7k}{52k}\right)^2 + \frac{24.2k'}{(86k')\left(1 - \frac{24.7k}{.521(113in^2)}\right)} = .23 + .48 = \boxed{.71}$$

< 1 ok

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project	by JAS	sheet no.
location	date 9/30/13	
client		job no. 113401

CHECK PILES (BRACES MISSING)

$P_u = 12.7\,k$
$M_u = 73.9\,k$ } STRENGTH III

$F_{CE} = .521$
$C_p = .146$
$\phi P_n = 52\,k$
$\phi M_R = 86\,k'$ } SEE PREVIOUS CALC

$$D/C = \left(\frac{12.7}{52}\right)^2 + \frac{73.9\,k'}{(86)\left(1 - \frac{12.7}{.521(113)}\right)} =$$

$$.06 + 1.095 = 1.16 > 1 \quad \underline{NG}$$

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project
location
client

by AOS
date 9/26/13

sheet no.
job no. 113401

CHECK CONN OF BRACES TO PILES

MAIN MEMBER 12"
SIDE MEMBER 3½"
SINGLE 5/8" ϕ A307 BOLT

$K_{CF} = 3.32$
$\phi = .65$
} NDS LRFD

$C_m = .70$

$T_u = C_u = 8.7k$

BOLTS PARALLEL TO GRAIN BRACE, ANGLE TO GRAIN - PILE

WITH CONSERVATIVE ASSUMPTION

$\phi Z = 1690\ lb < 8.7k$

$D/C = 5$

Wood Connections 2012 NDS
26-Sep-13

Input Connection Info		
D	0.625	in
Fem	5600	psi
Fes	5600	psi
lm	12	in
ls	3.5	in
angle main	0	
angle side	0	
Fy bolt	45000	psi

Adjust Factors	
Cd	1.6
Cm	0.7
Clambda	1
Kcf	3.32
φ	0.65

BRACE TO PILE

Calculated factors	
KΘ main	1.00
KΘ side	1
Re	1.00
Rt	3.43
k1	1.14
k2	1.01
k3	1.08

Failure Modes		
Im	10500	lb
Is	3063	lb
II	3894	lb
IIIm	4423	lb
IIIs	1383	lb
IV	1119	lb

Z= 1119 lb controlling value

Z(ASD) = 1253 lb
φZ(LRFD) = 1690 lb

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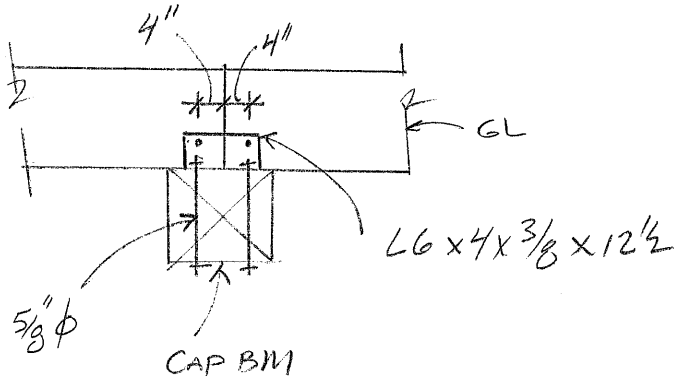
project | by JDS | sheet no.
location | date 9/26/13
client | job no. 113401

LATERAL CONN OF GL GIRDERS TO CAP BM



BOLT TO CAP BM $V_u = \frac{7.78K}{8\ BOLTS} = .97\ K$

ASSUMES DIAPHRAGMS DISTRIBUTE LOAD BETWEEN WIND/LEE GLU-LAMS

$D/C = \frac{.97}{1.799} = .54$

↑ LAT WIND

FOR GIRDERS PULLING OFF OF CAP BM THERE IS HIGH RISK BOLTS WOULD PULL OUT IF BMS ARE OUT OF PHASE

Wood Connections 2012 NDS
26-Sep-13

Input Connection Info

D	0.625	in
Fem	5600	psi
Fes	87000	psi
lm	12.1875	in
ls	0.375	in
angle main	0	
angle side	0	
Fy bolt	45000	psi

Adjust Factors

Cd	1.6
Cm	0.7
Clambda	1
Kcf	3.32
φ	0.65

GL TO CAP BM

Calculated factors

KΘ main	1.00
KΘ side	1
Re	0.06
Rt	32.50
k1	0.85
k2	0.46
k3	5.99

Failure Modes

Im	10664	lb
Is	5098	lb
II	4820	lb
IIIm	5485	lb
IIIs	1191	lb
IV	1534	lb

Z= 1191 lb controlling value

Z(ASD) =	1334	lb
φZ(LRFD) =	1799	lb

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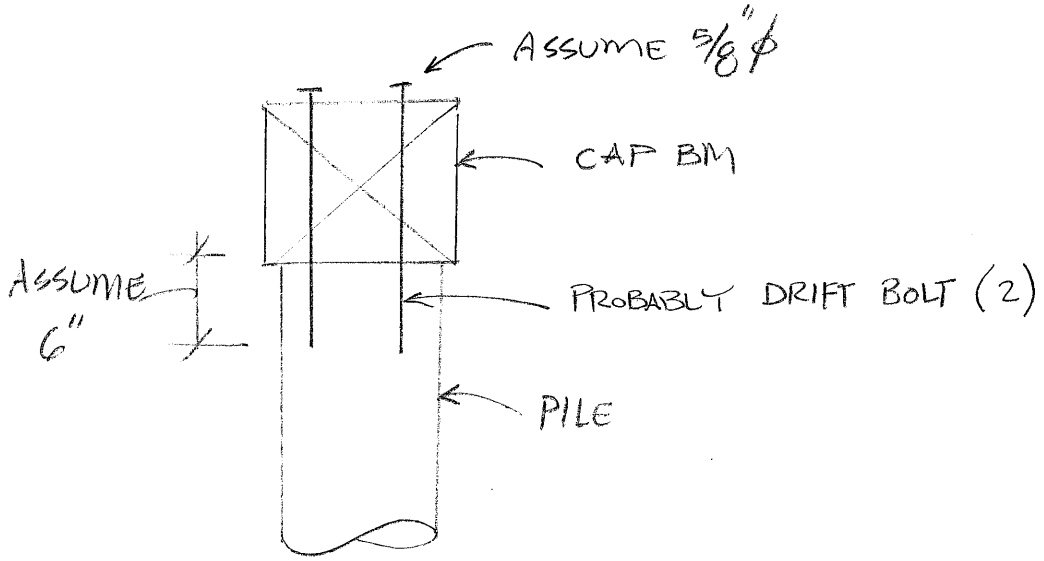
project
location
client
by
date 9/26/11
sheet no.
job no. 113401

CONN OF CAP BEAM TO PILE



BOLTS IN END GRAIN OF PILE SO REDUCE VALUES BY .67

$V_u = \frac{7.78\,K}{2} = 3.9\,K \approx 1.9\,K/BOLT$

$\phi Z = 1104\,lb \cdot .67 = 739\,lb$

$\frac{D}{C} = \frac{1900}{739} = 2.6$ NG

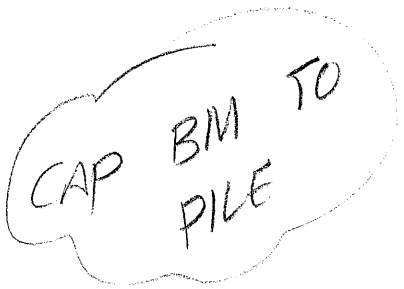
Wood Connections 2012 NDS
26-Sep-13

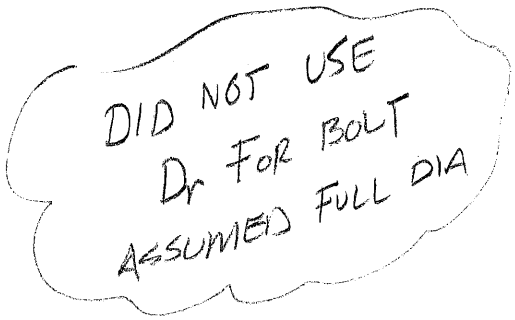
Input Connection Info

D	0.625	in
Fem	5600	psi
Fes	2800	psi
lm	6	in
ls	12.1875	in
angle main	90	
angle side	0	
Fy bolt	45000	psi

Adjust Factors

Cd	1.6
Cm	0.7
Clambda	1
Kcf	3.32
φ	0.65





Calculated factors

KΘ main	1.25
KΘ side	1
Re	2.00
Rt	0.49
k1	0.41
k2	1.51
k3	0.74

Failure Modes

Im	4200	lb
Is	5332	lb
II	1953	lb
IIIm	1584	lb
IIIs	2480	lb
IV	731	lb

Z= 731 lb controlling value

Z(ASD) =	818	lb
φZ(LRFD) =	1104	lb

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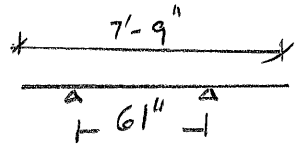
project | by JOS | sheet no.
location | date 9/30/13
client | job no. 113401

CHECK DECKING

3X6 (2½ x 5½) LAID FLAT

DL = 10 psF } SERVICE
LL = 90 psF



STRENGTH 1

$W = 10psF + 1.75(90) = 168\ psF$

$S = \frac{1}{6}(5\frac{1}{2})(2\frac{1}{2})^2 = 5.7\ in^3$

WORST CASE IS CENTER LOADED ONLY

$M_u = \frac{(168)(\frac{5\frac{1}{2}}{12})(61")^2}{8(12)} = 2.98\ K"$

$\phi M_n = (1.15)(1.04)(.85)(.85)(.80)(1450\ psi)(5.7)(2.94) = 16.8\ K"$

C_{fu} C_F C_m ϕ C_2 K_{cF}

COMMERCIAL DEX DF LARCH

$D/C = \frac{2.98K"}{16.8K"} = .18$

.225 FOR C_i

OK

SHEAR OK BY INSPECT.

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project | by JDS | sheet no.
location | date 9/30/13
client | job no. 11340

CHECK RAILING

POST SPACING $\approx \frac{45'-5''}{9} = 5'$

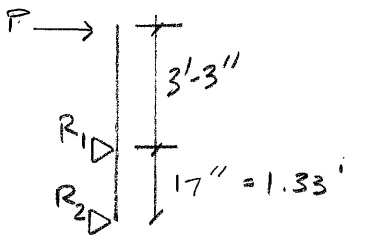
TOP RAIL = 2x8 FLAT

POST = 4x4

INTERMEDIATE HORIZ = 2x6

POST

ASSUME DF #1, ASSUME ATTACHMENT TO DECK WORKS



$P_u = 1.75[(200) + 50(5')] = 788\ lb$

$M_u = (788\ lb)(3.25') = 2561\ lb'$

$S = \frac{1}{6}(3\frac{1}{2})^3 = 7.15\ in^3$

$R_1 = \frac{788}{1.33}(1.33 + 3.25) = 2713\ lb$ ← NO WASHER ON THESE BOLTS

$R_2 = 1925\ lb$

$\phi M_n = (.85)(2.94)(1.54)(.85)(.80)(.80)(7.15)(1000\ psi) = 14.97\ K''$

(ϕ, K_{cf}, C_f, C_m, C_i, C_a)

$1.25\ K'$

$D/C = \frac{2.56\ K'}{1.25\ K'} = \boxed{2.0}$

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project | by AJS | sheet no.
location | date 9/30/13
client | job no. 113401

IF COMN TO DECK FAILS THEN

$M_u \cong 788\,lb(4.25') = 3349\,lb'$

$D/C = \frac{3.35}{1.25} = \boxed{2.70}$

$REACT = 788 + \frac{3349(12)}{4''} = 10.835K$ ← ON (1) BOLT

← ASSUMED DIST BTWN BOLTS

BOLT HAS 3" WASHER

$A_{BEAR} = \frac{\pi(3)^2}{4} - \frac{(\frac{3}{4})^2\pi}{4} = 6.6\,in^2$

$F_1 = \frac{10835}{6.6} = 1635\,psi$ NG

CHECK 2X6 INFILL BOARD

Assume DF #1

STRENGTH 1

$M_u = \left(\frac{(50)(5')^2}{8} + \frac{200(5')}{4}\right)1.75 = 438\,lb'$

$S = \frac{1}{6}(5\frac{1}{2})(1\frac{1}{2})^2 = 2.06\,in^3$

$\phi M_n = (.85)(2.94)(.85)(1.15)(1.3)(.80)(.80)(1000)(2.06) = 4186\,lb''$

$348\,lb'$

(ϕ, K_{cF}, C_m, C_{Fu}, C_F, C_d, C_i)

$D/C = \frac{438}{348} = \boxed{1.25}$

NG

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project	by JAS	sheet no.
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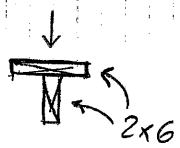
client		job no. 113401

CHECK TOP RAIL



$M_u = 438\ 16'$

$S_x = \frac{1}{6}(1\frac{1}{2})(5\frac{1}{2})^2 = 8\ in^3$

$\phi M_n = (.85)(2.94)(.85)(1.3)(.80)(.80)(1000)(8) = 14.1\ K''$

$\phi \quad K_{CF} \quad C_m \quad C_F \quad C_a \quad C_i'$ $\qquad 1.18\ K'$

ASSUME VERT LEG TAKES VERT LOAD AND HORIZ LEG TAKES HORIZ LOAD

$D/C = \frac{.438}{1.18} = .38$

ASSUMES TOP RAIL IS PROPERLY ATTACHED TO POSTS AND VERT MEMBER RESTRAINS TOP FOR LATERAL TORSION.

EVEN IF $C_L = .9$ THIS WOULD STILL WORK.

Appendix C

Bridge Inspection Photo Log

001 Looking South.JPG

002 Pier 3.JPG

003 Pier 3.JPG

004 Pier 3 Diaph.JPG

005 Pier 3 Diaph.JPG

006 Pier 3 S. Pile.JPG

007 Pier 3 Diaph.JPG

008 Looking North.JPG

009 Looking North.JPG

010 P3 South Brace.JPG

011 P3 South Brace.JPG

012 P3 North Brace.JPG

013 P3 North Brace.JPG

014 Pier 3 Braces.JPG

015 Pier 2 North Pile.JPG

016 Pier 2 North Pile.JPG

017 Pier 2 North Pile.JPG

018 Pier 2 North Pile.JPG

019 Looking East.JPG

020 Looking West.JPG

021 Looking North.JPG

022 Looking South.JPG

023 Deck Deterioration.JPG

024 East Abutment.JPG

025 East Abutment.JPG

026 Deck Board Pier 4.JPG

027 Deck Boards.JPG

028 Rotten Top Rail Pier 4.JPG

029 Top Rail.JPG

030 Top Rail.JPG

031 Top Rail.JPG

032 Top Rail.JPG

033 Old Light Post Location.JPG

034 Deck Boards.JPG

035 Top Rail.JPG

036 Top Rail.JPG

037 Pier 3 North Pile.JPG

038 Pier 3 Cap.JPG

039 Pier 3 Cap.JPG

040 Pier 3 Cap North.JPG

041 Pier 3 Cap North.JPG

042 Pier 3 Cap South.JPG

043 Pier 3 Diaph North.JPG

044 Pier 3 Diaph North.JPG

045 Pier 3 Diaph South.JPG

046 Pier 3 Cap South.JPG

047 Pier 3 Bracing South.JPG

048 Missing Bolt Pier 3.JPG

049 Missing Bolt Pier 3.JPG

050 Diaphragm.JPG

051 Diaphragm.JPG

052 Diaphragm.JPG

053 Mising Sewer Bolt.JPG

054 Mising Sewer Bolt.JPG

055 Split Post and Block.JPG

056 Split Post and Block.JPG

057 Pier 2 Diaph North.JPG

058 Pier 2 Girder Notch.JPG

059 Pier 1.JPG

060 Pier 1 Diaph.JPG

061 Pier 1.JPG

062 Pier 1 Girder Connection.JPG

063 Looking East.JPG

064 Looking North.JPG

065 Elect Conduit.JPG

066 Light.JPG

067 Underside Looking East.JPG

068 Underside Looking East.JPG

069 Pier 2.JPG

070 Pier 1 Girder Seat.JPG

071 Pier 1 Girder Seat.JPG

072 Looking East.JPG

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 20 Minutes

AGENDA ITEM: 8:20 PM 2018 Midyear Report - Finance,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Report **PROPOSED BY:** Finance & Administrative Services

RECOMMENDED MOTION:
Information only

SUMMARY:
In August, staff provides a mid-year summary of current year financial performance, along with forecasts for the remainder of the year. The report provided at this meeting has several attachments, including detailed financial actual results and forecasts. In addition, summary information is provided about significant capital projects. Finally, the annual report is provided which updates the Council about parcels of real property owned by the City which have been identified as surplus.

FISCAL IMPACT:

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

BACKGROUND: The Finance and Administrative Services Department of the City of Bainbridge Island prepares a mid-year financial report at the close of the second quarter each year. This report provides information about current financial performance, along with estimates for the second half of the year. City staff uses the results reported in this mid-year assessment to support the Council's ongoing review of 2018 performance. Information is also included regarding the forecasts that the City is developing for the 2019-2020 biennial budget.

ATTACHMENTS:

2018 Midyear Financial Report

Attachments A - G Budgetary Reports

Attachment H Surplus Property Report - 2018

Attachment I Project Status Jul 18 2018

Mid Year Report CC 081418 Powerpoint Slides

FISCAL DETAILS:

Fund Name(s):

Coding:

2018 Mid-Year Financial Report

Presented to the City Council August 14, 2018

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APPENDIX 10

2018 Mid-year Financial Report

The Finance and Administrative Services Department of the City of Bainbridge Island prepares a mid-year financial report at the close of the second quarter each year. This report provides information about current financial performance, along with estimates for the second half of the year. City staff uses the results reported in this mid-year assessment to support Council's ongoing review of 2018 performance. Information is also included regarding the forecasts we are developing for the 2019-2020 biennial budget.

OVERVIEW

City financial performance as of June 30, 2018, which is the mid-point of the budget year, shows total revenue performance for tax-supported activities as higher than budgeted, while expenditures across the City are less than the planned amounts. There is some variation from the budget for a group of revenue and expenditure items, which is discussed in detail below.

The City's total cash position for its primary operating funds has increased since this time last year, building on recent strong financial performance:

- The City's tax-supported funds show a total cash balance across all tax-supported funds of $25.7 million on June 30, 2018, an increase of 12% over the balance of $23 million on June 30, 2017;
- The Water Fund shows a cash balance of $7.3 million on June 30, 2018, an increase of 7% over the balance of $6.8 million on June 30, 2017;
- The Sewer Fund shows a cash balance of $6.2 million on June 30, 2018, an increase of 3% over $6.0 million on June 30, 2017, and
- The SSWM Fund shows a cash balance of $1.7 million on June 30, 2018, an increase of 20% over $1.4 million on June 30, 2017.

The City's cash balances for all funds meet or exceed Council's policy reserves.

The City continues to provide many of the same programs and services each year, which has led to a solid understanding of revenue levels and trends, as well as the timing and level of expenditures. Financial results from 2017 combined with consistent 2018 first and second quarter performance indicate year-end results at or ahead of budgeted levels.

This report presents 2018 information and analysis first for the City's tax-supported funds, followed by information about the three utility funds in a separate section. The report also includes highlights regarding significant capital projects. The final section of the report is a preliminary forecast for 2018 performance as a foundation for the 2019-2020 biennial budget.

TAX-SUPPORTED FUNDS' FINANCIAL PERFORMANCE

A. 2018 Mid-year Financial Results

At mid-year, 2018 tax-supported funds' revenue was higher than the same period in 2017 due to increased tax revenue, particularly for Sales and Use Tax and Property Tax. Tax-supported funds' operating expenditures for the first half of 2018 are at 45% of revised budget.

Revenue

For the four largest tax-supported funds (the General Fund, Streets Fund, Building and Development Services Fund, and REET Fund), revenue through June 30, 2018, totaled $13.1 million, or 56% of budget for those funds. Revenue for all tax-supported funds, including those listed above as well as smaller funds such as LTAC, FAR and others, is $15.4 million.

Highlights related to revenue performance through June 30 include:

- Property Tax revenue is on pace for this time of the year at $4.0 million, or 55% of the total budget.
- Sales Tax revenue, with a year-to-date total of $2.4 million, is at 53% of budget. 2018 revenue is a 14% increase over the same months in 2017.
- Building and Development Services (B&DS) revenue is at $968,000, or 61% of the total budget. 2018 total revenue shows an 11% increase compared to the same time period last year, although performance varied by source:

    - There were increases as compared to 2017 for building permit and inspection revenue.
    - There were decreases for zoning and subdivision and plan checking fees.
- REET revenue through June 30, 2018, is $1.5 million, or 45% of the total budget, which is down 2% as compared to the same period in 2017.

Expenditures

Operating expenditures through June 30 for the largest tax-supported funds (the General Fund, Streets Fund, and the Building and Development Services Fund), are $9.9 million, or 45% of revised budget. This is generally on pace with typical annual spending patterns for items including personnel, with more spending for professional services than in 2017, as discussed below. Expenditures for all tax-supported funds, including operating expenditures, capital and debt service, total $11.5 million through the end of June.

Highlights related to 2018 expenditure performance through June 30 include:

- Personnel expenditures for tax-supported funds are $6.3 million, or 47% of budget. Personnel expenditures in the tax-supported funds through the first half of 2018 are $601,000 or 11% higher than the first half of 2017. The City added several positions in 2017, however, many of those positions were not filled until the second half of 2017. This effects the mid-year 2017 vs. 2018 comparison. We budget for full employment; therefore, we expect actual personnel expenses to be less than budget due to vacant positions resulting from staff turnover. In 2018 we are forecasting to under run personnel expenditures by approximately 5% of 2018 Modified Budget.
- The Professional Services budget across the City includes funding for several one-time work items, some of which have not yet started or are not expected to happen in 2018, primarily due to changes to departmental work plans. Unspent funds will return to the fund balance at the end of the year or may be spent in 2019 with Council approval if the work is delayed into next year. There are several significant professional services contracts which have been added in 2018, including a $800,000 contract for Suzuki Property Site Preparation and $88,000 related to Affordable Housing policy issues.
- General Fund operating transfers to other funds are at $2.0 million, or 89% of budget. This includes the planned transfer at the beginning of the year of all funding for City-supported capital projects from the General Fund into the Capital Construction Fund.

B. Cash Balances at June 30, 2018

This report also provides an opportunity to review the City's cash position, as reflected in the cash flow analysis attached.

The City's 2018 mid-year overall cash position shows a significant increase as compared to mid-year 2017, as shown in the table below. Starting in 2017, the City makes a planned transfer at the beginning of the year of all funding for City-supported capital projects from the General Fund into the Capital Construction Fund. The change to transferring all funding at the beginning of the year is intended to provide a clearer picture of how much money is in the General Fund and available for use. The balance in the Capital Construction fund consists entirely of approved funding for capital projects in the CIP.

Table One provides mid-year information about cash balances for 2018, with 2017 and 2016 provided for purposes of comparison.

Table One: Cash Balances of Key Tax-Supported Funds at Mid-Year

	June 30, 2018	June 30, 2017	June 30, 2016	Comment
General Fund	$16,942,000	$13,694,000	$17,694,000	June cash balances are among the highest of the year due to timing of expenditures, especially capital projects.
Streets Fund	471,000	397,000	142,000	Cash balances within the year are managed to minimize the need for operating transfers.
Building and Development Services Fund	328,000	335,000	66,000	Cash balances within the year are managed to minimize the need for operating transfers.
Real Estate Excise Tax (REET) Fund	558,000	713,000	1,393,000	Cash balances within the year change as available funds are transferred out to support qualifying expenditures in other funds.
Capital Construction Fund	4,670,000	5,870,000	101,000	2018 mid-year balance includes transfer of all General Fund support for 2018 capital projects.
Total	$22,969,000	$21,009,000	$19,316,000	

C. Forecast for Year-End 2018

The revenue forecast for the remainder of 2018 indicates that tax-supported revenue overall will continue to come in close to budget, except as detailed below. Expenditures overall are on track or below budgeted levels, as discussed in the previous section.

Key items that differ from the budgeted plan that are included in the forecast for the remainder of 2018 include:

- 2018 budget amendments approved in the first quarter of the year and as included in the mid-year amendments ordinance increase spending beyond the 2018 budget as approved in the fall of 2017. The amendments total $1.0 million in new spending for the tax-supported funds and are included in the forecast attached to this report.
- A review of revenues for tax-supported funds leads to a higher than budgeted total revenue estimates for 2018. Staff continues to monitor all revenue sources and will provide updated forecasts in conjunction with the 2019-2020 biennium budget development process in the fall. At this time:
    - Sales tax revenue revised up from $4.5 million to $4.9 million for year-end 2018
    - Utility tax revenues revised up from $3.1 million to $3.3 million for year-end 2018
    - B&O tax revenues revised up from $495,000 to $620,000 for year-end 2018

- Building and Development Services fund revenues revised up from $1.6 million to $1.7 million for year-end 2018

Capital projects are included as approved in the CIP, or subsequently amended by Council. General Fund support for approved 2018 projects, which is approximately $1.2 million, has been transferred to the Capital Construction Fund and will be spent as projects are completed.

Looking ahead to the end of the year, 2018 year-end fund balances are expected to be higher than the originally budgeted levels. The ending fund balances shown in the table below reflect year-end close processes for accruals.

Table Two: Estimated Ending Fund Balances of Tax-Supported Funds at Year-end 2018

	Estimated Dec. 31, 2018	Comment
General Fund	$16,606,000	Assumes continued progress on established work plan and approved budget adjustments. Includes reserves as detailed in Table Three.
Streets Fund	$164,000	Assumes continued progress on established work plan and approved budget adjustments.
Building and Development Services	$325,000	Assumes continued progress on established work plan and approved budget adjustments.
REET	$756,000	A budget adjustment in Q3/Q4 may be needed to allow for spending of higher than budgeted revenue on qualifying City expenses. This will create additional General Fund capacity in 2018.

D. Policy Reserve Forecasts for Year-End 2018

City staff will use the results reported in this mid-year 2018 review as part of on-going monitoring and as key assumptions used in 2019-2020 biennial budget development process. At year-end, all of Council's policy reserves are forecast to be fully funded, as shown in the table below.

Table Three: City General Fund Policy Reserve Balances Year-End Forecast

	Dec. 31, 2018	Annual target	Notes
Emergency Reserve	$1,000,000	$1,000,000	
Legal Contingency	$100,000	$100,000	General Fund legal contingency
General Fund minimum budget balance	$4,100,000	$4,100,000	Set by Council at 25% of General Fund ongoing revenues
Total reserves	$5,200,000	$5,200,000	
Estimated year-end General Fund balance	16,606,000		Includes all reserves above, plus dedicated funds for items such as Housing, public safety and public art.

The forecast, net of reserves, shows approximately $11.3 million beyond the policy reserve levels as of year-end 2018. It is important to remember that the General Fund will support significant capital expenditures in coming years. The 2019-2020 CIP currently includes $745,000 of General Fund support in 2019 and $1.3 million for 2020. This version of the CIP is still in its draft form and has not gone through the entire Council approval process. The most recent discussion of the new Police and Court facility used a $20 million planning figure. The decision about the City's funding approach to this project, as well as others, will reduce the funds above reserve levels.

UTILITY FUNDS' FINANCIAL PERFORMANCE

Financial performance for the three utilities is governed by decisions made specific to each utility.

A. 2018 Mid-year Financial Results

Water Fund

In the fall of 2013, a rate reduction took effect for water consumption rates. Since that time, water rates have remained the same. At mid-year 2018, revenue from water sales is $441,000, or 40% of budget. Other revenue sources include system participation fees and connection fees, the revenue for which is almost double that received through the same time period in 2017. Operating expenditures are $572,000, or 42% of budget. The most significant water utility capital projects planned for 2018 are the Bainbridge Landing/Cave Avenue Pressure Releasing Valve and the High School Water Tanks Improvement project.

Sewer Fund

Sewer Fund revenue from sewer charges through June 30 was $1.5 million, or 42% of budget. Other revenue sources include payments of Local Improvement District (LID) assessments and system participation fees. Operating expenditures were $1.2 million, or 43% of budget. The Sewer Fund pays significant debt service and made scheduled payments of $1.0 million in principal and interest payments in the first half of 2018. The most significant sewer utility capital projects planned for 2018 are the sewer Village and North Town Woods Pump Stations, as well as the Lovell Pump Station Improvement projects.

Storm and Surface Water Management (SSWM) Fund

SSWM Fund operating revenue shows an increase as compared to the same period in 2017, as expected due to the rate increase approved for 2018. Revenue through June 30 is $1.4 million, or 55% of budget. Operating expenditures were $850,000, or 38% of budget. The most significant SSWM utility capital projects planned for 2018 are the Ravine Creek outfall replacement, and design for the replacement of the culvert on Eagle Harbor Drive and McDonald Creek.

B. Cash Balances at June 30, 2018

This report also provides an opportunity to review the City utilities' cash position, as reflected in the cash flow analysis attached.

Table Four: Cash Balances of City Utility Funds at June 30

	June 30, 2018	June 30, 2017	June 30, 2016	Comments
Water Fund	$7,326,000	$6,819,000	$6,611,000	
Sewer Fund	$6,159,000	$6,013,000	$5,449,000	Includes $970,000 in pre-paid LID payments, not available for other purposes
SSWM Fund	$1,666,000	$1,408,000	$1,473,000	

C. Forecast for Year-End 2018

Water Fund

Year-end forecasts for the Water Fund assume 2018 revenues consistent with 2017, the result of the unchanged water rates. Operating expenditures are assumed to continue at a pace similar to the first half of the year. Capital spending is forecast to increase, as included in the approved CIP. The estimated cash balance at the end of the year is $7.2 million, a decrease of approximately $100,000 from the beginning of 2018. The decrease was expected due to capital spending, as rates have been planned to cover only operating costs in recent years.

Sewer Fund

Year-end forecasts for the Sewer Fund assume 2018 revenues consistent with 2017, the result of unchanged rates. Operating expenditures will continue at levels similar to the first half of the year. Capital spending is forecast to increase, as included in the approved CIP. The estimated cash balance at the end of the year is $5.9 million, a decrease of approximately $850,000 from the beginning of 2018, consistent with planned capital spending.

Storm and Surface Water Management (SSWM) Fund

Year-end forecasts for the SSWM Fund anticipate that revenues will continue at levels similar to the first half of the year. Operating expenditures will continue at levels similar to the first half of the year, while capital expenditures will increase. The estimated cash balance at the end of the year is $1.7 million, an increase of approximately $330,000 from the beginning of 2018. The SSWM Fund increasing cash balance was planned to increase in 2018 to anticipate capital spending in 2019 and 2020.

Table Five: Estimated Ending Fund Balances of Utility Funds at Year-end 2018

	Estimated Dec. 31, 2018	Comment
Water Fund	$7,187,000	Assumes continued progress on established work plan.
Sewer Fund	$5,833,000	Assumes continued progress on established work plan.
SSWM Fund	$1,546,000	Assumes continued progress on established work plan.

2018 CAPITAL PROJECTS UPDATE

The City has a significant capital program in 2018, as approved in the Capital Improvement Program (CIP). Because these projects represent significant spending, a brief overview of spending is included in the mid-year report, with additional information included on project update reports in the appendix to this report. Please see Schedule I: Capital Project Monitoring Reports for information specific to highlighted projects.

A. Project Highlights

Certain projects are highlighted below while specific project report pages on these and other projects are also included in the appendix to this report.

- State Route 305 and Olympic Drive. The project is currently updating design, permitting, and right of way for use of newly-acquired Federal funding. Project spending through June 30 (actual and encumbered spending) is $503,000 out of a total $3 million budget.
- City Dock Reconstruction. The floats and pilings were placed in December and January. The actual plus encumbered spending totals $2.4 million out of a total $2.4 million budget. This project is complete and in use by the public.
- Miller Road and Fletcher Bay Road. These projects are planned to be in construction in the fall of 2018. The actual plus encumbered spending totals $219,000 out of a total $1.1 million budget for Miller Road, and $0 out of a total $520,000 budget for Fletcher Bay.
- Police and Municipal Court Building. Site selection for the building is in progress. Project spending through June 30 (actual and encumbered spending) is $390,000 out of a total $3.1 million previously-approved budget. Additional project information, including budgetary figures, is expected this fall.
- Sound to Olympics Trail Phases 2 and 4. The facility is currently open to the public. The actual plus encumbered spending totals $3 million out of a total $3 million budget.
- Sound to Olympics Trail Phase 3. Council decided on April 24, 2018 to no longer pursue a bridge project at this location. Project spending through June 30 (actual and encumbered spending) is $118,000 out of a total $3.1 million budget. Previously-approved City funds of roughly $500,000 will be returned to the General Fund per the City's financial policies.
- Wyatt Way Reconstruction. The project is currently in the design and right-of-way phases. Project spending through June 30 (actual and encumbered spending) is $495,000 out of a total $3.9 million budget.
- Sportsman Club Road and New Brooklyn Road. The project is in the design phase. Project spending through June 30 (actual and encumbered spending) is $50,000 out of a total $1 million budget.
- Rehabilitate Pump Station (Village) This project is in the construction phase. Project spending through June 30 (actual and encumbered spending) is $667,000 out of a total $900,000 budget.
- Pump Station/Force Main Upgrade (NTW/New Brooklyn). Construction is completed for the first section of gravity line fronting the fire station. Design work for the force main on Madison is proceeding, with construction planned to be started later in 2018. Project spending through June 30 (actual and encumbered spending) is $214,000 out of a total $700,000 budget.

- Eagle Harbor Drive at McDonald Creek. The project is under environmental permitting review. Project spending through June 30 (actual and encumbered spending) is $174,000 out of a total $1.1 million budget.

2019-2020 BIENNIAL BUDGET DEVELOPMENT

City staff use the results reported in this mid-year 2018 assessment to support Council's ongoing review of 2018 financial performance as well as the upcoming consideration of the 2019-2020 biennial budget.

A. Key Assumptions

An important part of the biennial budget process is to establish revenue and expenditure forecasts. Key assumptions staff currently expect to use in preparing preliminary revenue forecasts for 2019 and 2020 are as shown below. As national and global economic situations change, the local forecast will also fluctuate. Staff expects to update revenue forecasts through the next month and will provide final assumptions with the budget proposal at the end of September.

- Property tax increases at 1.0% annually, plus new construction for a total increase of 1.75%
- Sales tax revenue is assumed to increase 5% in 2019 and 3% in 2020 from the 2018 revenue estimate of $4.9 million.
- Transportation Benefit fund (TBD) revenue will be included in budget forecasts for 2019 and 2020 at 2018 levels. The annual revenue will be assumed to support the annual roads program in the Streets Fund.
- REET revenue is assumed to increase 2% in 2019 from 2018 revenue estimate of $3.3 M and to hold at the same level in 2020.
- Building and Development Services Fund revenues will be affected by policy decisions related to development, as well as a recent policy decision to move towards full cost recovery for this fund. Until further information is available, revenue estimates will be calculated using recent historical average revenues.
- Utility rate revenue is assumed to match the proposal developed by the rate consultants for the Water and Sewer funds. For the SSWM fund, the rate revenue is assumed to follow the ordinance approved in 2017 and setting rates through 2022.
- All grant revenue is treated as one-time rather than as a recurring revenue source.

Key assumptions staff used to prepare expenditure forecasts for 2019-2020 are shown below.

- Salary increases at 3.0% annually, which includes both cost of living adjustments and step increases. Notably, in contrast to previous years, over half of City staff are not at the top of the salary band, and therefore receive step increases each year. This shift to lower years of service reflects recent staff retirements and employee turnover.
- Benefit increases at a blended total of 5.0% annually, including significant costs that the City does not control such as medical insurance and retirement contributions.
- Most non-labor operating expenses increase at 2% annually, in line with historical averages. This is somewhat lower than the Seattle-Tacoma-Bellevue CPI-U for June 2018, which was 3.3%, so reflects the expectation that staff will closely manage expenditures.

- Debt service expenses are forecast according to previously-issued debt and are included as a recurring expense.
- Capital expenses will be included in accordance with the CIP as modified and presented for Council consideration.

The City continues to monitor its structural fiscal health to ensure financial sustainability. Specifically, budgets are prepared to fully-support recurring expenditures with recurring revenues. While revenue from existing revenue streams has grown in the past five years, cost drivers such as retirement and health care can increase City expenditure levels at a pace greater than general inflation. This is a situation faced by most municipal employers, and one that the City factors into budget development. In addition, the City has developed a significant capital program, funded through a combination of external grants, debt, and internal City revenues.

APPENDIX

The attached schedules give comparative financial figures for the first 6 months of the year and include estimates for expected year-end results.

Schedule A: 2018 Budget to Actuals

Schedule B: Revenues by Fund through June

Schedule C: Expenditures by Fund through June

Schedule D: Expenditures by Department through June

Schedule E: Spending Forecast spreadsheets (actuals through June and estimates through year-end)

Schedule F: Sales Tax monthly revenue 2014 – 2018

Schedule G: REET monthly revenue 2014 – 2018

Schedule H: Surplus Property Report

Schedule I: Capital Project Monitoring Reports

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CITY OF BAINBRIDGE ISLAND
2018 BUDGET TO ACTUAL - CITYWIDE
THROUGH JUNE

	2018 REVISED	2018 ACTUAL	2018 TAX SUPPORTED ACTUAL	2018 UTILITY SUPPORTED ACTUAL
REVENUES				
Taxes	20,844,440	11,590,184	11,590,184	-
Fees & Service Charges	3,179,891	1,999,710	1,999,710	-
Intergovernmental Revenue	4,733,500	1,871,719	1,871,719	-
Fines & Forfeits	109,000	27,761	27,761	-
Charges for Utility Services	7,328,500	3,413,379	301	3,413,078
Miscellaneous	528,600	398,883	50,223	348,660
Assessments	294,000	131,673	39,632	92,040
Investment Revenue	164,903	28,993	18,950	10,043
TOTAL REVENUES	37,182,834	19,462,302	15,598,480	3,863,821
OTHER SOURCES				
Gain on Sale of Fixed Assets	5,000	103,126	103,126	-
From Other Funds and Sub-Funds	33,607,672	3,933,008	3,898,008	35,000
TOTAL RESOURCES	70,795,506	23,498,436	19,599,614	3,898,821
EXPENDITURES				
OPERATING EXPENDITURES				
Salaries	11,801,453	5,581,336	4,543,130	1,038,206
Benefits	4,934,557	2,189,025	1,767,716	421,309
Supplies	986,714	434,243	341,962	92,281
Professional Services	3,246,198	1,002,890	860,416	142,475
Other Services & Charges	5,979,451	2,689,955	2,189,704	500,250
Intergovernmental Services	1,696,905	881,668	415,013	466,655
TOTAL OPERATING EXPENDITURES	28,645,278	12,779,117	10,117,941	2,661,176
NON-OPERATING EXPENDITURES				
Capital Equipment	683,410	207,637	96,606	111,032
Capital Projects	17,904,839	1,367,219	974,798	392,421
Debt Service	3,615,754	1,431,767	334,243	1,097,523
TOTAL EXPENDITURES	50,849,281	15,785,740	11,523,587	4,262,152
OTHER USES				
To Other Funds and Sub-Funds	5,972,949	3,933,008	3,933,008	-
TOTAL USES	56,822,230	19,718,748	15,456,596	4,262,152

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2018 THROUGH JUNE

FUND/ACCOUNT	2018 REVISED BUDGET	2018 YTD COLLECTED	2018 MTD COLLECTED	2018 REMAINING TO COLLECT	2018 % COLL	2017 YTD COLLECTED	2017 % COLL
GENERAL							
Property Taxes	7,296,493	4,022,039	38,823	3,274,454	55.1%	3,885,647	53.8%
Sales and Use Tax	4,100,000	2,198,578	355,836	1,901,422	53.6%	1,924,907	53.4%
Sales Tax - Criminal Justice	400,000	197,582	32,674	202,418	49.4%	174,368	58.1%
B&O Tax and Penalties	593,000	591,279	436	1,721	99.7%	498,964	90.3%
Utility Tax on Private Utilities	2,609,200	1,707,382	169,363	901,818	65.4%	1,623,959	62.4%
Utility Tax on City Utilities	500,247	261,831	48,861	238,416	52.3%	220,816	46.0%
TAXES	**15,498,940**	**8,978,691**	**645,994**	**6,520,249**	57.9%	8,328,660	56.4%
Leasehold & Other Taxes	11,200	5,863	521	5,337	52.3%	4,811	43.0%
Business License & Penalties	185,000	165,528	2,718	19,472	89.5%	170,826	92.3%
Franchise Fees on Cable TV	353,500	199,203	-	154,297	56.4%	198,403	56.1%
Franchise Fees on Cable TV - PEG Capital	26,000	13,585	-	12,415	52.2%	14,859	57.1%
Other Licenses & Permits	4,000	1,581	227	2,419	39.5%	2,120	53.0%
Adult Probation Fees	55,000	21,372	4,243	33,628	38.9%	24,440	44.4%
Court Fees & Law Enforcement Charges	2,500	495	49	2,005	19.8%	978	39.1%
All Other Taxes	43,500	56,329	11,812	(12,829)	129.5%	16,929	38.9%
Interfund Rent	269,552	134,259	22,376	135,293	49.8%	145,467	49.8%
FEES & SERVICE CHARGES	**950,252**	**598,214**	**41,947**	**352,038**	63.0%	578,832	59.5%
Criminal Justice	30,100	52,874	11,037	(22,774)	175.7%	25,265	83.9%
Liquor Excise	65,000	60,603	-	4,397	93.2%	58,112	89.4%
Liquor Profits	200,000	99,233	49,615	100,767	49.6%	100,333	50.2%
Intergovernmental Service Revenue	3,000	-	-	3,000	- %	-	- %
Planning and Other Operating Grants	-	(27,841)	(28,346)	27,841	- %	30,864	- %
Vessel Registration	15,000	15,045	-	(45)	100.3%	14,200	94.7%
Other Intergovernmental Revenue	-	-	-	-	- %	-	- %
INTERGOVERNMENT REVENUE	**313,100**	**199,914**	**32,306**	**113,186**	63.8%	228,774	70.8%

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2018 THROUGH JUNE

FUND/ACCOUNT	2018 REVISED BUDGET	2018 YTD COLLECTED	2018 MTD COLLECTED	2018 REMAINING TO COLLECT	2018 % COLL	2017 YTD COLLECTED	2017 % COLL
Traffic Fines	32,000	16,925	2,983	15,075	52.9%	23,358	73.0%
Parking Fines	62,000	6,227	1,300	55,773	10.0%	21,591	34.8%
D.U.I. Penalties	-	1,822	583	(1,822)	- %	1,712	- %
Other Traffic Misdemeanors	2,000	1,121	423	879	56.0%	1,345	67.3%
Non-Traffic Misdemeanors	4,000	180	55	3,820	4.5%	305	7.6%
Court Recoupments	3,000	52	2	2,948	1.7%	550	18.3%
All Other Fines & Forfeits	6,000	1,433	507	4,567	23.9%	3,003	50.1%
FINES & FORFEITS	**109,000**	**27,761**	**5,853**	**81,239**	25.5%	51,864	47.6%
Facilities Rental	25,000	9,612	638	15,388	38.4%	18,123	72.5%
Dock Use Charges	14,000	21,921	5,038	(7,921)	156.6%	15,790	112.8%
Private Donations/Sales of PDRs/FAR Purchases	-	4,600	-	(4,600)	- %	53,126	- %
All Other Miscellaneous	9,000	12,477	1,427	(3,477)	138.6%	11,317	125.7%
Electric Car Charger Revenue	1,000	1,613	196	(613)	161.3%	776	77.6%
Cash Adjustment	-	-	-	-	- %	6	- %
MISCELLANEOUS	**49,000**	**50,223**	**7,299**	**(1,223)**	102.5%	99,138	202.3%
Interest	87,933	9,734	2,495	78,199	11.1%	6,974	7.9%
INVESTMENT REVENUE	**87,933**	**9,734**	**2,495**	**78,199**	11.1%	6,974	7.9%
Gain on Sale of Fixed Assets	5,000	83,872	-	(78,872)	1,677.4%	13,618	3.4%
OTHER EXTERNAL SOURCES	**5,000**	**83,872**	**-**	**(78,872)**	1,677.4%	13,618	3.4%
TOTAL GENERAL	**17,013,225**	**9,948,408**	**735,893**	**7,064,817**	**58.5%**	**9,307,861**	**55.7%**
STREETS							
Commercial Parking Lot Tax	846,600	462,161	172,572	384,439	54.6%	433,573	51.2%
M.V. Fuel Tax - Streets & Arterials	510,000	251,185	48,962	258,815	49.3%	239,382	46.9%
Right of Way Permits	31,620	19,050	3,400	12,570	60.2%	19,500	61.7%
Other Revenues-Streets	20,400	36,536	10,169	(16,136)	179.1%	11,753	57.6%
TOTAL STREETS	**1,408,620**	**768,932**	**235,103**	**639,688**	**54.6%**	**704,209**	**50.0%**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2018 THROUGH JUNE

FUND/ACCOUNT	2018 REVISED BUDGET	2018 YTD COLLECTED	2018 MTD COLLECTED	2018 REMAINING TO COLLECT	2018 % COLL	2017 YTD COLLECTED	2017 % COLL
BUILDING & DEVELOPMENT SERVICES							
Building Permits & Inspections	495,000	476,928	106,959	18,072	96.3%	334,573	67.6%
Planning Review of Building Permits	145,000	75,891	10,889	69,109	52.3%	82,627	57.0%
Fire Inspections & Reviews	60,000	46,760	5,110	13,240	77.9%	36,800	61.3%
Engineering Fees	-	301	-	(301)	- %	1,049	- %
Zoning & Subdivision	320,000	36,186	4,388	283,814	11.3%	80,527	25.2%
Plan Checking Fees	470,000	257,079	39,707	212,921	54.7%	269,100	57.3%
Other Planning & Development Fees	110,000	70,823	14,816	39,177	64.4%	66,676	60.6%
Interest on Investments & Other Rev - B&Ds	-	4,459	-	(4,459)	- %	1,005	- %
TOTAL BUILDING & DEVELOPMENT SERVICES	**1,600,000**	**968,428**	**181,869**	**631,572**	**60.5%**	**872,357**	**54.5%**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2018 THROUGH JUNE

FUND/ACCOUNT	2018 REVISED BUDGET	2018 YTD COLLECTED	2018 MTD COLLECTED	2018 REMAINING TO COLLECT	2018 % COLL	2017 YTD COLLECTED	2017 % COLL
SPECIAL REVENUE							
REAL ESTATE EXCISE TAX FUND							
Real Estate Excise Tax	3,300,000	1,489,483	337,379	1,810,517	45.1%	1,519,927	58.5%
Interest on Investments-Real Estate Excise	120	-	-	120	- %	-	- %
	3,300,120	**1,489,483**	**337,379**	**1,810,637**	**45.1%**	**1,519,927**	**58.5%**
CIVIC IMPROVEMENT FUND							
Hotel/Motel Tax	180,000	103,073	17,212	76,927	57.3%	99,685	55.4%
Interest on Investments & Other Rev - Hotel/Mot	1,000	-	-	1,000	- %	-	- %
	181,000	**103,073**	**17,212**	**77,927**	**56.9%**	**99,685**	**55.1%**
FAR-PUBLIC AMENITIES							
Zoning & Subdivision	-	-	-	-	- %	346	- %
Interest on Investments & Other Rev - FAR	70	-	-	70	- %	-	- %
	70	**-**	**-**	**70**	**0.0%**	**346**	**493.7%**
FAR-FARMLAND/AGRICULTURE							
Zoning & Subdivision	-	-	-	-	- %	518	- %
Interest on Investments & Other Rev - FAR	380	-	-	380	- %	-	- %
	380	**-**	**-**	**380**	**0.0%**	**518**	**136.4%**
TRANSP BEN FUND							
Transportation Benefit	400,000	216,394	41,283	183,606	54.1%	200,535	50.1%
Interest	1,500	-	-	1,500	- %	-	- %
	401,500	**216,394**	**41,283**	**185,106**	**53.9%**	**200,535**	**49.9%**
TRANSPORTATION IMPACT FEE FUND							
Transportation Impact Fee	100,000	150,348	39,299	(50,348)	150.3%	54,455	45.8%
Interest on Investments	400	-	-	400	- %	-	- %
	100,400	**150,348**	**39,299**	**(49,948)**	**149.7%**	**54,455**	**45.6%**
EQUIPMENT RENTAL & REVOLVING							
Equipment & Vehicle	509,219	274,073	144,838	235,146	53.8%	256,814	51.3%
	509,219	**274,073**	**144,838**	**235,146**	**53.8%**	**256,814**	**51.3%**
TOTAL SPECIAL REVENUE	**4,492,689**	**2,233,371**	**580,011**	**2,259,318**	**49.7%**	**2,132,279**	**56.1%**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2018 THROUGH JUNE

FUND/ACCOUNT	2018 REVISED BUDGET	2018 YTD COLLECTED	2018 MTD COLLECTED	2018 REMAINING TO COLLECT	2018 % COLL	2017 YTD COLLECTED	2017 % COLL
BONDS							
GO BOND FUND							
Property Taxes - BOND LEVY	607,700	329,851	3,207	277,849	54.3%	321,352	52.9%
	607,700	**329,851**	**3,207**	**277,849**	**54.3%**	**321,352**	**52.9%**
LID BOND FUND							
LID Assessments	22,500	9,216	-	13,284	41.0%	11,702	52.0%
LID Special Assessments	40,000	39,632	-	368	99.1%	39,632	99.1%
	62,500	**48,849**	**-**	**13,651**	**78.2%**	**51,334**	**82.1%**
TOTAL BONDS	**670,200**	**378,700**	**3,207**	**291,500**	**56.5%**	**372,686**	**55.6%**
CAPITAL & LID CONSTRUCTION							
CAPITAL CONSTRUCTION FUND							
WA State & Local Grants & Donations	2,700,000	540,490	2,017	2,159,510	20.0%	41,311	- %
US Government Grants	1,140,000	863,278	68,324	276,722	75.7%	427,688	275.9%
	3,840,000	**1,403,768**	**70,341**	**2,436,232**	**36.6%**	**468,999**	**302.6%**
TOTAL CAPITAL & LID CONSTRUCTION	**3,840,000**	**1,403,768**	**70,341**	**2,436,232**	**36.6%**	**468,999**	**302.6%**
TOTAL TAX SUPPORTED FUNDS	**29,024,734**	**15,701,606**	**1,806,424**	**13,323,128**	**54.10%**	**13,858,391**	**56.91%**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2018 THROUGH JUNE

FUND/ACCOUNT	2018 REVISED BUDGET	2018 YTD COLLECTED	2018 MTD COLLECTED	2018 REMAINING TO COLLECT	2018 % COLL	2017 YTD COLLECTED	2017 % COLL
UTILITY SUPPORTED FUNDS							
WATER OPERATING FUND							
Water Charges	1,090,500	443,750	98,728	646,750	40.7%	477,496	43.8%
Connections & All Others	143,000	208,005	15,593	(65,005)	145.5%	95,229	66.6%
Interest on Investments-Utility	32,000	-	-	32,000	- %	-	- %
	1,265,500	**651,755**	**114,321**	**613,745**	**51.5%**	**572,725**	**45.3%**
SEWER OPERATING FUND							
Sewer Charges	3,682,000	1,568,890	379,377	2,113,110	42.6%	1,781,770	48.4%
U.L.I.D. Assessments	250,000	102,083	852	147,917	40.8%	145,822	58.3%
Connections & All Others	336,600	140,655	(370,594)	195,945	41.8%	143,375	42.6%
WA State & Other Intergovernmental Revenue	-	-	-	-	- %	156,630	- %
Interest on Investments-Utility	20,000	-	-	20,000	- %	-	- %
	4,288,600	**1,811,628**	**9,635**	**2,476,972**	**42.2%**	**2,227,598**	**51.9%**
STORM & SURFACE WATER FUND							
Storm Water Management Charges	2,556,000	1,400,439	20,148	1,155,561	54.8%	1,251,087	53.2%
Connections & All Others	50,000	-	-	50,000	- %	213	- %
Interest on Investments-Utility	3,000	-	-	3,000	- %	-	- %
	2,609,000	**1,400,439**	**20,148**	**1,208,561**	**53.7%**	**1,251,300**	**53.2%**
TOTAL UTILITY SUPPORTED FUNDS	**8,163,100**	**3,863,821**	**144,104**	**4,299,279**	**47.3%**	**4,051,623**	**51.2%**
TOTAL REVENUE - ALL FUNDS	**37,187,834**	**19,565,428**	**1,950,528**	**17,622,406**	**52.6%**	**17,910,015**	**55.5%**

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

7/26/2018
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	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	11,801,453	5,581,336	954,822	-	6,220,117	47.3%	5,095,179	45.4%
Benefits	4,934,557	2,189,025	369,409	-	2,745,532	44.4%	1,971,152	43.3%
SALARIES & BENEFITS	16,736,010	7,770,361	1,324,231	-	8,965,649	46.4%	7,066,331	44.8%
SUPPLIES								
Supplies	866,094	366,114	76,418	10,707	489,272	43.5%	383,276	50.1%
Computer Equipment & Software	120,620	68,129	1,349	-	52,491	56.5%	24,415	28.2%
TOTAL SUPPLIES	986,714	434,243	77,766	10,707	541,763	45.1%	407,690	47.8%
Professional Services	2,654,723	867,551	257,330	935,761	851,411	67.9%	1,187,232	49.5%
Community Services	591,475	135,339	2,350	262,983	193,153	67.3%	456,931	64.9%
Communication	217,615	96,029	17,912	-	121,586	44.1%	81,915	41.6%
Travel	30,240	3,984	1,049	-	26,256	13.2%	7,691	25.7%
Training	155,395	77,638	9,834	-	77,757	50.0%	61,236	40.0%
Advertising	43,187	18,168	5,761	-	25,019	42.1%	15,936	37.4%
Operating Leases	985,027	529,058	195,552	3,008	452,961	54.0%	512,113	50.9%
Insurance	406,034	394,163	-	-	11,870	97.1%	447,426	98.5%
Utilities	689,982	302,701	50,624	35,050	352,231	49.0%	414,078	63.0%
Repair & Maintenance	2,781,750	1,141,672	777,534	71,544	1,568,534	43.6%	489,163	23.8%
All Other Miscellaneous	370,221	126,542	2,399	1,458	242,221	34.6%	85,389	24.5%
Contingency	300,000	-	-	-	300,000	- %	-	- %
TOTAL SERVICES & CHARGES	9,225,649	3,692,845	1,320,344	1,309,804	4,223,000	54.2%	3,759,110	45.0%
Intergovernmental-Professional Services	868,332	459,419	23,292	47,841	361,072	58.4%	483,416	56.1%
Intergovernmental-Taxes and Assessments	221,126	104,318	15,210	-	116,808	47.2%	68,283	38.0%
Interfund - Taxes and Assessments	607,447	317,931	58,211	-	289,516	52.3%	276,916	46.7%
TOTAL INTERGOVERNMENTAL & INTERFUND	1,696,905	881,668	96,713	47,841	767,396	54.8%	828,614	50.7%
TOTAL OPERATING EXPENDITURES	28,645,278	12,779,117	2,819,055	1,368,353	14,497,808	49.4%	12,061,745	45.3%
NON-OPERATING EXPENDITURES								
Capital Equipment	683,410	207,637	45,288	215,607	260,166	61.9%	380,085	45.5%
Capital Projects	17,904,839	1,367,219	151,710	4,263,258	12,274,362	31.4%	6,402,953	43.6%
Debt Service	3,615,754	1,431,767	311,623	-	2,183,987	39.6%	1,484,818	37.1%
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	5,972,949	3,933,008	1,072,337	-	2,039,941	65.8%	5,723,874	66.8%
TOTAL NON-OPERATING EXPENDITURES	28,176,952	6,939,631	1,580,957	4,478,865	16,758,457	40.5%	13,991,731	49.8%
TOTAL: EXPENDITURES	56,822,230	19,718,748	4,400,012	5,847,218	31,256,265	45.0%	26,053,476	47.6%

CITY OF BAINBRIDGE ISLAND

7/26/2018
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STREET FUND
FY 2018 THROUGH JUNE

	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	1,184,039	507,869	89,009	-	676,171	42.9%	478,391	42.6%
Benefits	550,059	220,687	39,055	-	329,372	40.1%	202,647	40.3%
SALARIES & BENEFITS	1,734,098	728,556	128,065	-	1,005,543	42.0%	681,039	41.9%
SUPPLIES								
Supplies	154,614	40,789	7,302	7,710	106,116	31.4%	51,458	34.5%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	154,614	40,789	7,302	7,710	106,116	31.4%	51,458	34.5%
Professional Services	182,888	66,989	20,984	33,128	82,772	54.7%	67,701	51.1%
Communication	1,000	116	17	-	884	11.6%	111	11.1%
Travel	-	6	-	-	(6)	- %	-	- %
Training	5,184	8,588	1,705	-	(3,404)	165.7%	6,453	125.2%
Advertising	474	866	582	-	(392)	182.6%	682	145.3%
Operating Leases	205,234	120,249	54,231	-	84,985	58.6%	111,490	53.3%
Insurance	63,559	53,414	-	-	10,145	84.0%	59,950	80.4%
Utilities	75,578	30,675	5,818	-	44,903	40.6%	28,095	37.2%
Repair & Maintenance	1,378,803	796,667	695,766	15,342	566,795	58.9%	64,832	7.9%
All Other Miscellaneous	2,351	300	20	-	2,051	12.8%	910	39.1%
TOTAL SERVICES & CHARGES	1,915,072	1,077,870	779,122	48,470	788,732	58.8%	340,224	25.7%
Intergovernmental-Professional Services	5,800	282	(344)	-	5,518	4.9%	2,576	44.4%
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	5,800	282	(344)	-	5,518	4.9%	2,576	44.4%
TOTAL OPERATING EXPENDITURES	3,809,585	1,847,497	914,145	56,179	1,905,909	50.0%	1,075,297	34.6%
NON-OPERATING EXPENDITURES								
Capital Equipment	208,906	15,116	2,055	-	193,790	7.2%	32,753	51.2%
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	208,906	15,116	2,055	-	193,790	7.2%	32,753	51.2%
TOTAL: EXPENDITURES	4,018,491	1,862,613	916,200	56,179	2,099,699	47.7%	1,108,050	34.9%

CITY OF BAINBRIDGE ISLAND

BUILDING & DEVELOPMENT FUND
FY 2018 THROUGH JUNE

7/26/2018
7:05:03AM

	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	1,630,889	795,858	136,508	-	835,031	48.8%	683,301	44.3%
Benefits	647,872	318,804	53,738	-	329,068	49.2%	275,737	46.9%
SALARIES & BENEFITS	2,278,761	1,114,661	190,246	-	1,164,100	48.9%	959,039	45.0%
SUPPLIES								
Supplies	52,230	5,450	687	-	46,780	10.4%	2,122	5.7%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	52,230	5,450	687	-	46,780	10.4%	2,122	5.7%
Professional Services	77,100	126,304	19,562	-	(49,204)	163.8%	80,961	103.8%
Communication	5,385	1,002	132	-	4,383	18.6%	968	18.6%
Travel	525	-	-	-	525	- %	-	- %
Training	101	2,908	-	-	(2,807)	2879.0%	3,425	3424.6%
Advertising	12,268	4,995	1,584	-	7,273	40.7%	4,718	40.2%
Operating Leases	138,336	73,787	18,173	-	64,549	53.3%	70,019	49.2%
Insurance	53,720	61,441	-	-	(7,721)	114.4%	76,564	125.4%
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	-	168	-	-	(168)	- %	5,093	- %
All Other Miscellaneous	55,880	2,697	-	-	53,183	4.8%	825	1.5%
TOTAL SERVICES & CHARGES	343,315	273,303	39,451	-	70,012	79.6%	242,572	68.4%
Intergovernmental-Professional Services	4,600	624	(607)	-	3,976	13.6%	2,169	47.2%
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	4,600	624	(607)	-	3,976	13.6%	2,169	47.2%
TOTAL OPERATING EXPENDITURES	2,678,906	1,394,038	229,777	-	1,284,867	52.0%	1,205,901	47.7%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	2,678,906	1,394,038	229,777	-	1,284,867	52.0%	1,205,901	47.7%

CITY OF BAINBRIDGE ISLAND

7/26/2018
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WATER OPERATING FUND
FY 2018 THROUGH JUNE

	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	431,495	221,210	34,833	-	210,285	51.3%	191,235	46.1%
Benefits	186,825	93,540	14,045	-	93,285	50.1%	78,643	45.3%
SALARIES & BENEFITS	618,320	314,750	48,878	-	303,570	50.9%	269,878	45.8%
SUPPLIES								
Supplies	53,304	30,703	6,791	-	22,601	57.6%	27,414	53.6%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	53,304	30,703	6,791	-	22,601	57.6%	27,414	53.6%
Professional Services	132,059	37,216	23,140	51,552	43,291	67.2%	43,999	35.8%
Community Services	35,000	35,000	-	-	-	100.0%	-	- %
Communication	17,880	7,936	1,793	-	9,945	44.4%	9,218	51.6%
Travel	150	20	19	-	130	13.1%	-	- %
Training	5,184	2,471	232	-	2,713	47.7%	2,417	46.9%
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	38,970	19,888	5,977	-	19,081	51.0%	18,185	45.1%
Insurance	15,296	15,712	-	-	(416)	102.7%	17,347	92.3%
Utilities	97,564	41,131	7,417	-	56,433	42.2%	36,950	37.9%
Repair & Maintenance	185,684	14,029	-	-	171,654	7.6%	70,754	37.0%
All Other Miscellaneous	9,284	6,346	16	-	2,938	68.4%	6,363	69.2%
Contingency	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	537,070	179,748	38,594	51,552	305,769	43.1%	205,233	38.1%
Intergovernmental-Professional Services	5,200	83	(201)	-	5,117	1.6%	1,434	27.6%
Intergovernmental-Taxes and Assessments	76,095	16,506	4,099	-	59,589	21.7%	1,333	2.7%
Interfund - Taxes and Assessments	75,930	42,939	11,042	-	32,991	56.6%	33,894	44.6%
TOTAL INTERGOVERNMENTAL & INTERFUND	157,225	59,528	14,939	-	97,697	37.9%	36,660	28.0%
TOTAL OPERATING EXPENDITURES	1,365,919	584,729	109,202	51,552	729,638	46.6%	539,185	41.2%
NON-OPERATING EXPENDITURES								
Capital Equipment	39,200	63,739	19,313	-	(24,539)	162.6%	15,182	46.0%
Capital Projects	2,949,600	65,833	6,498	55,391	2,828,377	4.1%	54,280	6.0%
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	2,988,800	129,572	25,811	55,391	2,803,838	6.2%	69,462	7.5%
TOTAL: EXPENDITURES	4,354,719	714,301	135,014	106,943	3,533,475	18.9%	608,647	27.2%

CITY OF BAINBRIDGE ISLAND

SEWER OPERATING FUND
FY 2018 THROUGH JUNE

7/26/2018
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	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	908,181	428,040	68,864	-	480,141	47.1%	401,355	45.9%
Benefits	398,581	174,428	27,569	-	224,153	43.8%	166,275	45.0%
SALARIES & BENEFITS	1,306,762	602,468	96,433	-	704,294	46.1%	567,630	45.6%
SUPPLIES								
Supplies	107,355	29,365	3,171	-	77,989	27.4%	50,208	53.2%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	107,355	29,365	3,171	-	77,989	27.4%	50,208	53.2%
Professional Services	141,923	28,152	11,699	40,805	72,966	48.6%	8,050	6.0%
Communication	23,500	11,294	1,865	-	12,206	48.1%	11,696	49.8%
Travel	150	1	-	-	149	0.7%	-	- %
Training	5,184	989	139	-	4,195	19.1%	288	5.6%
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	76,211	34,798	8,222	-	41,414	45.7%	41,701	52.3%
Insurance	34,173	54,954	-	-	(20,781)	160.8%	44,181	115.8%
Utilities	242,812	120,596	25,663	35,050	87,166	64.1%	152,614	72.4%
Repair & Maintenance	259,783	26,637	12,227	12,915	220,232	15.2%	35,757	28.5%
All Other Miscellaneous	9,948	3,221	47	-	6,727	32.4%	3,178	32.3%
Contingency	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	793,684	280,642	59,861	88,770	424,273	46.5%	297,465	47.4%
Intergovernmental-Professional Services	207,275	125,539	17,241	-	81,736	60.6%	119,512	59.0%
Intergovernmental-Taxes and Assessments	81,986	37,616	8,012	-	44,370	45.9%	23,498	28.7%
Interfund - Taxes and Assessments	264,317	137,266	36,610	-	127,051	51.9%	114,038	43.1%
TOTAL INTERGOVERNMENTAL & INTERFUND	553,578	300,420	61,864	-	253,158	54.3%	257,048	46.8%
TOTAL OPERATING EXPENDITURES	2,761,379	1,212,896	221,328	88,770	1,459,713	47.1%	1,172,351	46.6%
NON-OPERATING EXPENDITURES								
Capital Equipment	75,609	32,626	19,701	74,967	(31,984)	142.3%	15,182	46.0%
Capital Projects	2,815,859	307,486	110,634	532,811	1,975,562	29.8%	147,664	8.2%
Debt Service	1,357,038	1,044,840	72,700	-	312,198	77.0%	1,058,467	75.1%
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	4,248,506	1,384,952	203,035	607,778	2,255,776	46.9%	1,221,313	37.8%
TOTAL: EXPENDITURES	7,009,885	2,597,848	424,364	696,548	3,715,489	47.0%	2,393,664	41.6%

CITY OF BAINBRIDGE ISLAND

STORM & SURFACE WATER FUND
FY 2018 THROUGH JUNE

	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	970,006	388,956	80,152	-	581,050	40.1%	370,135	40.9%
Benefits	396,407	153,340	31,551	-	243,067	38.7%	146,962	39.1%
SALARIES & BENEFITS	1,366,413	542,296	111,702	-	824,117	39.7%	517,097	40.4%
SUPPLIES								
Supplies	71,485	32,214	9,560	-	39,271	45.1%	21,526	32.6%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	71,485	32,214	9,560	-	39,271	45.1%	21,526	32.6%
Professional Services	94,221	42,107	5,383	16,539	35,575	62.2%	37,635	20.9%
Community Services	-	-	-	-	-	- %	-	- %
Communication	500	248	36	-	252	49.6%	242	48.5%
Travel	-	85	-	-	(85)	- %	273	- %
Training	4,684	2,132	-	-	2,552	45.5%	3,127	67.2%
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	153,665	74,093	33,932	-	79,572	48.2%	74,342	47.2%
Insurance	25,670	26,690	-	-	(1,020)	104.0%	30,359	98.5%
Utilities	31,900	6,011	278	-	25,889	18.8%	92,263	298.6%
Repair & Maintenance	233,000	6,314	-	-	226,687	2.7%	8,019	7.4%
All Other Miscellaneous	46,383	24,654	128	-	21,729	53.2%	58	0.2%
Contingency	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	590,024	182,335	39,757	16,539	391,150	33.7%	246,320	44.8%
Intergovernmental-Professional Services	24,700	4,234	(443)	13	20,453	17.2%	2,455	9.9%
Intergovernmental-Taxes and Assessments	30,545	20,847	3,098	-	9,698	68.2%	18,599	114.2%
Interfund - Taxes and Assessments	155,000	81,626	1,209	-	73,374	52.7%	72,884	52.1%
TOTAL INTERGOVERNMENTAL & INTERFUND	210,245	106,707	3,864	13	103,525	50.8%	93,938	51.9%
TOTAL OPERATING EXPENDITURES	2,238,167	863,551	164,884	16,552	1,358,063	39.3%	878,881	42.3%
NON-OPERATING EXPENDITURES								
Capital Equipment	54,008	14,667	1,742	-	39,341	27.2%	15,182	46.0%
Capital Projects	354,465	19,102	6,358	89,523	245,840	30.6%	222,773	33.8%
Debt Service	52,937	52,683	-	-	254	99.5%	52,937	100.0%
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	461,410	86,452	8,100	89,523	285,435	38.1%	290,892	39.1%
TOTAL: EXPENDITURES	2,699,577	950,003	172,983	106,075	1,643,498	39.1%	1,169,772	41.5%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

CITY COUNCIL	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	87,000	42,500	7,250	-	44,500	48.9%	43,500	50.0%
Benefits	7,000	3,298	563	-	3,702	47.1%	3,377	48.2%
SALARIES & BENEFITS	94,000	45,798	7,813	-	48,202	48.7%	46,877	49.9%
SUPPLIES								
Supplies	2,000	1,480	1	-	520	74.0%	151	7.6%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	2,000	1,480	1	-	520	74.0%	151	7.6%
Professional Services	16,000	4,103	-	-	11,897	25.6%	-	- %
Communication	250	200	-	-	50	80.0%	209	83.8%
Travel	500	165	-	-	335	33.0%	376	75.2%
Training	2,000	865	570	-	1,135	43.3%	5,151	257.5%
Advertising	7,000	4,037	425	-	2,963	57.7%	2,064	29.5%
Operating Leases	-	-	-	-	-	- %	-	- %
Repair & Maintenance	-	-	-	-	-	- %	-	- %
All Other Miscellaneous	100	53	-	-	47	52.7%	-	- %
Contingency	300,000	-	-	-	300,000	- %	-	- %
TOTAL SERVICES & CHARGES	325,850	9,423	995	-	316,427	2.9%	7,800	2.4%
Intergovernmental-Professional Services	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	-	-	-	-	0.0%	-	0.0%
TOTAL OPERATING EXPENDITURES	421,850	56,701	8,809	-	365,149	13.4%	54,829	13.0%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	421,850	56,701	8,809	-	365,149	13.4%	54,829	13.0%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

MUNICIPAL COURT	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	411,500	202,117	33,200	-	209,383	49.1%	181,526	45.4%
Benefits	159,000	76,831	12,710	-	82,169	48.3%	59,268	40.3%
SALARIES & BENEFITS	570,500	278,948	45,910	-	291,552	48.9%	240,794	44.0%
SUPPLIES								
Supplies	9,400	3,047	1,222	-	6,353	32.4%	2,101	22.3%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	9,400	3,047	1,222	-	6,353	32.4%	2,101	22.3%
Professional Services	12,000	2,616	763	-	9,384	21.8%	3,161	26.3%
Communication	-	-	-	-	-	- %	27	- %
Travel	2,000	644	272	-	1,356	32.2%	861	43.0%
Training	3,000	2,545	840	-	455	84.8%	1,083	36.1%
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	16,000	7,934	258	-	8,066	49.6%	6,746	42.2%
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	1,000	-	-	-	1,000	- %	108	4.3%
All Other Miscellaneous	3,500	210	-	-	3,290	6.0%	673	19.2%
TOTAL SERVICES & CHARGES	37,500	13,950	2,133	-	23,550	37.2%	12,658	32.5%
Intergovernmental-Professional Services	1,000	1,612	-	-	(612)	161.2%	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	1,000	1,612	-	-	(612)	161.2%	-	0.0%
TOTAL OPERATING EXPENDITURES	618,400	297,557	49,265	-	320,843	48.1%	255,553	42.8%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	618,400	297,557	49,265	-	320,843	48.1%	255,553	42.8%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

EXECUTIVE	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	1,214,406	542,339	92,948	-	672,067	44.7%	519,249	50.3%
Benefits	459,110	186,370	31,810	-	272,740	40.6%	184,533	49.9%
SALARIES & BENEFITS	1,673,516	728,709	124,759	-	944,807	43.5%	703,782	50.2%
SUPPLIES								
Supplies	40,300	32,661	1,540	-	7,639	81.0%	85,219	180.2%
Computer Equipment & Software	-	14,901	1,349	-	(14,901)	- %	-	- %
TOTAL SUPPLIES	40,300	47,562	2,889	-	(7,262)	118.0%	85,219	180.2%
Professional Services	896,019	365,110	57,490	184,767	346,142	61.4%	460,873	59.4%
Community Services	591,475	135,339	2,350	262,983	193,153	67.3%	456,931	64.9%
Communication	19,150	5,907	(145)	-	13,243	30.8%	5,551	68.1%
Travel	10,700	229	8	-	10,471	2.1%	2,027	18.9%
Training	34,600	12,442	1,735	-	22,158	36.0%	9,181	26.5%
Advertising	17,400	4,051	1,776	-	13,349	23.3%	6,834	39.3%
Operating Leases	21,000	27,320	1,492	-	(6,320)	130.1%	28,593	146.6%
Insurance	-	125	-	-	(125)	- %	125	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	3,000	509	-	-	2,491	17.0%	9,882	329.4%
All Other Miscellaneous	182,550	11,075	532	-	171,475	6.1%	10,438	5.3%
TOTAL SERVICES & CHARGES	1,775,894	562,107	65,237	447,750	766,038	56.9%	990,435	56.0%
Intergovernmental-Professional Services	2,500	733	467	-	1,767	29.3%	2,022	80.9%
TOTAL INTERGOVERNMENTAL & INTERFUND	2,500	733	467	-	1,767	29.3%	2,022	80.9%
TOTAL OPERATING EXPENDITURES	3,492,210	1,339,111	193,351	447,750	1,705,349	51.2%	1,781,459	55.3%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	22,113	18.2%
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	22,113	18.2%
TOTAL: EXPENDITURES	3,492,210	1,339,111	193,351	447,750	1,705,349	51.2%	1,803,572	54.0%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

FINANCE & ADMINISTRATIVE SERVICES	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	911,498	450,525	72,444	-	460,973	49.4%	341,040	38.9%
Benefits	378,202	163,628	26,681	-	214,574	43.3%	120,949	34.6%
SALARIES & BENEFITS	1,289,700	614,153	99,125	-	675,547	47.6%	461,990	37.6%
SUPPLIES								
Supplies	23,000	3,908	209	-	19,092	17.0%	2,420	10.5%
Computer Equipment & Software	1,000	-	-	-	1,000	- %	-	- %
TOTAL SUPPLIES	24,000	3,908	209	-	20,092	16.3%	2,420	10.0%
Professional Services	62,000	17,954	2,415	-	44,046	29.0%	23,968	31.1%
Community Services	-	-	-	-	-	- %	-	- %
Communication	1,500	2,290	29	-	(790)	152.6%	3,583	238.9%
Travel	5,000	134	37	-	4,866	2.7%	50	1.0%
Training	10,000	4,164	-	-	5,836	41.6%	949	9.5%
Advertising	1,000	-	-	-	1,000	- %	-	- %
Operating Leases	4,000	4,247	1,464	-	(247)	106.2%	4,000	23.5%
Insurance	-	15	-	-	(15)	- %	15	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	2,000	-	-	-	2,000	- %	82	3.9%
All Other Miscellaneous	6,000	1,253	428	-	4,747	20.9%	1,581	26.4%
TOTAL SERVICES & CHARGES	91,500	30,057	4,374	-	61,443	32.8%	34,228	28.6%
Intergovernmental-Professional Services	-	-	-	-	-	- %	-	- %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
Interfund - Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	-	-	-	-	0.0%	-	0.0%
TOTAL OPERATING EXPENDITURES	1,405,200	648,119	103,708	-	757,081	46.1%	498,637	36.4%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	5,972,949	3,933,008	1,072,337	-	2,039,941	65.8%	5,723,874	66.8%
TOTAL NON-OPERATING EXPENDITURES	5,972,949	3,933,008	1,072,337	-	2,039,941	65.8%	5,723,874	66.8%
TOTAL: EXPENDITURES	7,378,149	4,581,127	1,176,044	-	2,797,022	62.1%	6,222,512	62.6%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

PUBLIC SAFETY	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	2,925,314	1,412,049	235,577	-	1,513,265	48.3%	1,296,493	46.4%
Benefits	1,074,760	507,830	84,969	-	566,930	47.3%	455,420	44.5%
SALARIES & BENEFITS	4,000,074	1,919,880	320,546	-	2,080,194	48.0%	1,751,914	45.9%
SUPPLIES								
Supplies	179,784	63,860	12,743	1,037	114,888	36.1%	69,825	43.4%
Computer Equipment & Software	4,120	3,852	-	-	268	93.5%	3,740	93.5%
TOTAL SUPPLIES	183,904	67,712	12,743	1,037	115,155	37.4%	73,565	44.6%
Professional Services	24,690	31,835	18,627	1,170	(8,315)	133.7%	52,174	217.4%
Communication	-	-	-	-	-	- %	-	- %
Travel	8,240	1,557	650	-	6,683	18.9%	3,284	41.1%
Training	47,174	32,628	3,239	-	14,546	69.2%	28,006	61.1%
Advertising	4,120	1,717	89	-	2,403	41.7%	995	24.9%
Operating Leases	197,287	98,209	47,456	3,008	96,070	51.3%	93,273	48.2%
Insurance	40	-	-	-	40	- %	-	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	69,783	56,397	4,915	2,276	11,110	84.1%	56,507	83.4%
All Other Miscellaneous	17,656	11,325	788	1,458	4,873	72.4%	8,681	50.5%
TOTAL SERVICES & CHARGES	368,990	233,668	75,764	7,912	127,410	65.5%	242,919	67.4%
Intergovernmental-Professional Services	369,257	256,299	12,975	47,815	65,143	82.4%	278,773	70.1%
TOTAL INTERGOVERNMENTAL & INTERFUND	369,257	256,299	12,975	47,815	65,143	82.4%	278,773	70.1%
TOTAL OPERATING EXPENDITURES	4,922,225	2,477,558	422,028	56,764	2,387,903	51.5%	2,347,170	49.5%
NON-OPERATING EXPENDITURES								
Capital Equipment	249,735	62,393	-	140,639	46,703	81.3%	198,003	53.2%
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	249,735	62,393	-	140,639	46,703	81.3%	198,003	53.2%
TOTAL: EXPENDITURES	5,171,960	2,539,951	422,028	197,403	2,434,605	52.9%	2,545,173	49.8%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

PLANNING & COMMUNITY DEVELOPMENT	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	1,719,730	854,569	144,990	-	865,161	49.7%	749,766	45.2%
Benefits	700,240	348,287	58,734	-	351,953	49.7%	306,380	47.3%
SALARIES & BENEFITS	2,419,970	1,202,856	203,724	-	1,217,114	49.7%	1,056,145	45.8%
SUPPLIES								
Supplies	52,360	9,810	1,172	-	42,550	18.7%	5,743	15.4%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	52,360	9,810	1,172	-	42,550	18.7%	5,743	15.4%
Professional Services	99,081	41,950	9,000	152,665	(95,534)	196.4%	74,277	29.0%
Community Services	-	-	-	-	-	- %	-	- %
Communication	3,675	949	949	-	2,726	25.8%	-	- %
Travel	1,050	495	8	-	555	47.2%	291	29.1%
Training	18,900	4,932	476	-	13,968	26.1%	4,100	22.8%
Advertising	12,443	6,556	2,407	-	5,886	52.7%	4,590	38.7%
Operating Leases	49,177	24,439	9,731	-	24,738	49.7%	15,928	34.7%
Insurance	32	15	-	-	17	47.6%	15	50.0%
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	-	-	-	-	-	- %	5,086	127.1%
All Other Miscellaneous	7,455	2,697	-	-	4,758	36.2%	821	11.6%
TOTAL SERVICES & CHARGES	191,812	82,033	22,572	152,665	(42,886)	122.4%	105,107	29.8%
Intergovernmental-Professional Services	-	624	-	-	(624)	- %	10,304	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	624	-	-	(624)	0.0%	10,304	0.0%
TOTAL OPERATING EXPENDITURES	2,664,142	1,295,323	227,468	152,665	1,216,154	54.4%	1,177,299	43.7%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	2,664,142	1,295,323	227,468	152,665	1,216,154	54.4%	1,177,299	43.7%

CITY OF BAINBRIDGE ISLAND

SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

PUBLIC WORKS	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	4,065,168	1,895,738	336,862	-	2,169,429	46.6%	1,788,121	45.9%
Benefits	1,768,702	801,275	137,485	-	967,427	45.3%	744,924	45.1%
SALARIES & BENEFITS	5,833,870	2,697,013	474,347	-	3,136,857	46.2%	2,533,045	45.7%
SUPPLIES								
Supplies	552,250	231,365	56,474	9,671	311,214	43.6%	204,413	42.7%
Computer Equipment & Software	4,000	-	-	-	4,000	- %	-	- %
TOTAL SUPPLIES	556,250	231,365	56,474	9,671	315,214	43.3%	204,413	42.3%
Professional Services	1,147,213	273,380	82,333	333,730	540,103	52.9%	321,175	35.1%
Communication	2,630	-	-	-	2,630	- %	-	- %
Travel	650	722	73	-	(72)	111.1%	748	115.0%
Training	29,721	18,031	2,075	-	11,690	60.7%	12,767	43.2%
Advertising	1,224	1,807	1,065	-	(582)	147.6%	1,453	119.1%
Operating Leases	339,011	185,228	98,308	-	153,783	54.6%	174,855	52.1%
Insurance	400	60	-	-	340	15.0%	60	15.0%
Utilities	140,146	50,775	9,644	35,050	54,321	61.2%	85,540	79.9%
Repair & Maintenance	2,463,967	875,987	721,020	69,268	1,518,712	38.4%	284,377	16.2%
All Other Miscellaneous	93,760	32,653	651	-	61,107	34.8%	12,882	21.3%
TOTAL SERVICES & CHARGES	4,218,723	1,438,643	915,169	438,048	2,342,033	44.5%	893,857	27.8%
Intergovernmental-Professional Services	240,675	133,787	18,186	26	106,862	55.6%	115,295	59.1%
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	240,675	133,787	18,186	26	106,862	55.6%	115,295	59.1%
TOTAL OPERATING EXPENDITURES	10,849,518	4,500,808	1,464,177	447,745	5,900,965	45.6%	3,746,609	39.7%
NON-OPERATING EXPENDITURES								
Capital Equipment	433,675	145,244	45,288	74,967	213,464	50.8%	159,969	52.3%
Capital Projects	17,904,839	1,367,219	151,710	4,263,258	12,274,362	31.4%	6,402,953	43.6%
TOTAL NON-OPERATING EXPENDITURES	18,338,514	1,512,463	196,998	4,338,225	12,487,826	31.9%	6,562,922	43.7%
TOTAL: EXPENDITURES	29,188,032	6,013,271	1,661,175	4,785,970	18,388,791	37.0%	10,309,531	42.2%

CITY OF BAINBRIDGE ISLAND

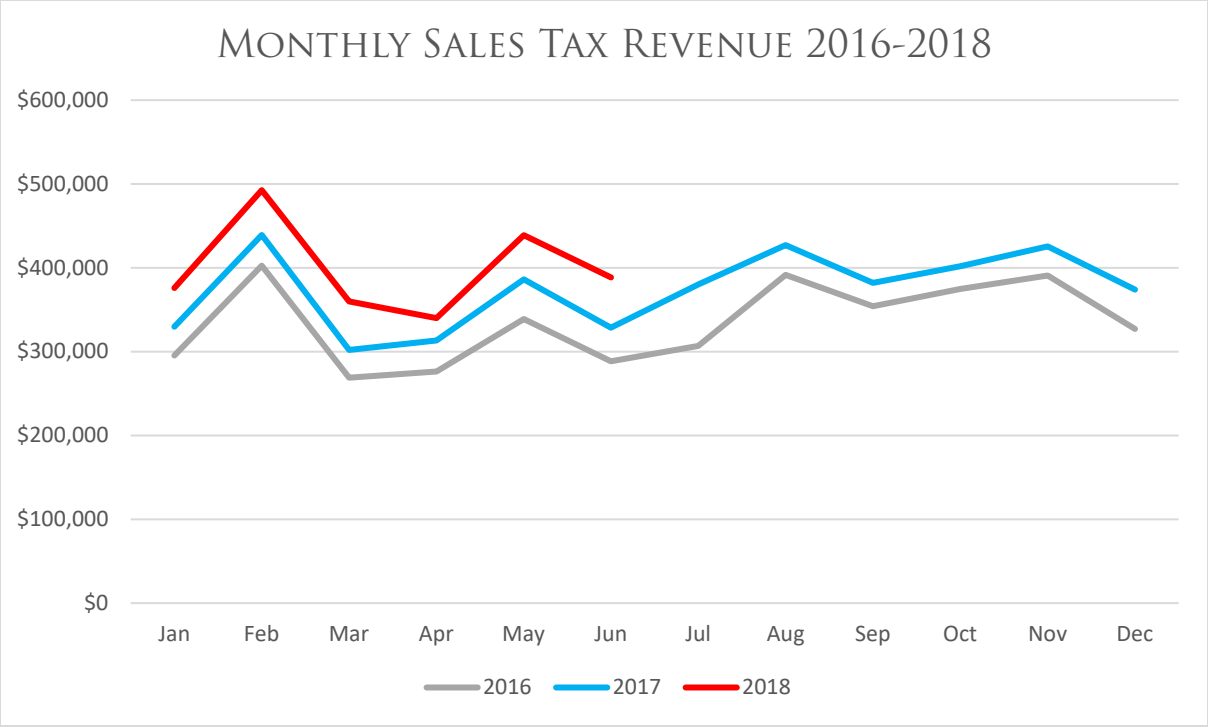
SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

INFORMATION TECHNOLOGY	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	354,162	175,148	28,200	-	179,014	49.5%	169,284	49.0%
Benefits	145,993	70,806	11,651	-	75,187	48.5%	64,342	47.6%
SALARIES & BENEFITS	500,155	245,954	39,851	-	254,201	49.2%	233,626	48.6%
SUPPLIES								
Supplies	500	-	-	-	500	- %	-	- %
Computer Equipment & Software	111,500	49,375	-	-	62,125	44.3%	20,675	26.7%
TOTAL SUPPLIES	112,000	49,375	-	-	62,625	44.1%	20,675	26.5%
Professional Services	-	6,400	3,840	-	(6,400)	- %	-	- %
Communication	37,000	16,536	2,750	-	20,464	44.7%	16,046	45.8%
Travel	600	37	-	-	563	6.1%	55	9.1%
Training	5,000	2,030	900	-	2,970	40.6%	-	- %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	35,000	18,495	6,165	-	16,505	52.8%	18,495	52.8%
Insurance	-	-	-	-	-	- %	-	- %
Repair & Maintenance	242,000	208,780	51,599	-	33,220	86.3%	133,122	60.0%
All Other Miscellaneous	200	-	-	-	200	- %	-	- %
TOTAL SERVICES & CHARGES	319,800	252,278	65,254	-	67,522	78.9%	167,718	56.3%
Intergovernmental-Professional Services	-	-	-	-	-	- %	-	- %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	-	-	-	-	0.0%	-	0.0%
TOTAL OPERATING EXPENDITURES	931,955	547,607	105,105	-	384,348	58.8%	422,018	49.3%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	931,955	547,607	105,105	-	384,348	58.8%	422,018	47.3%

CITY OF BAINBRIDGE ISLAND

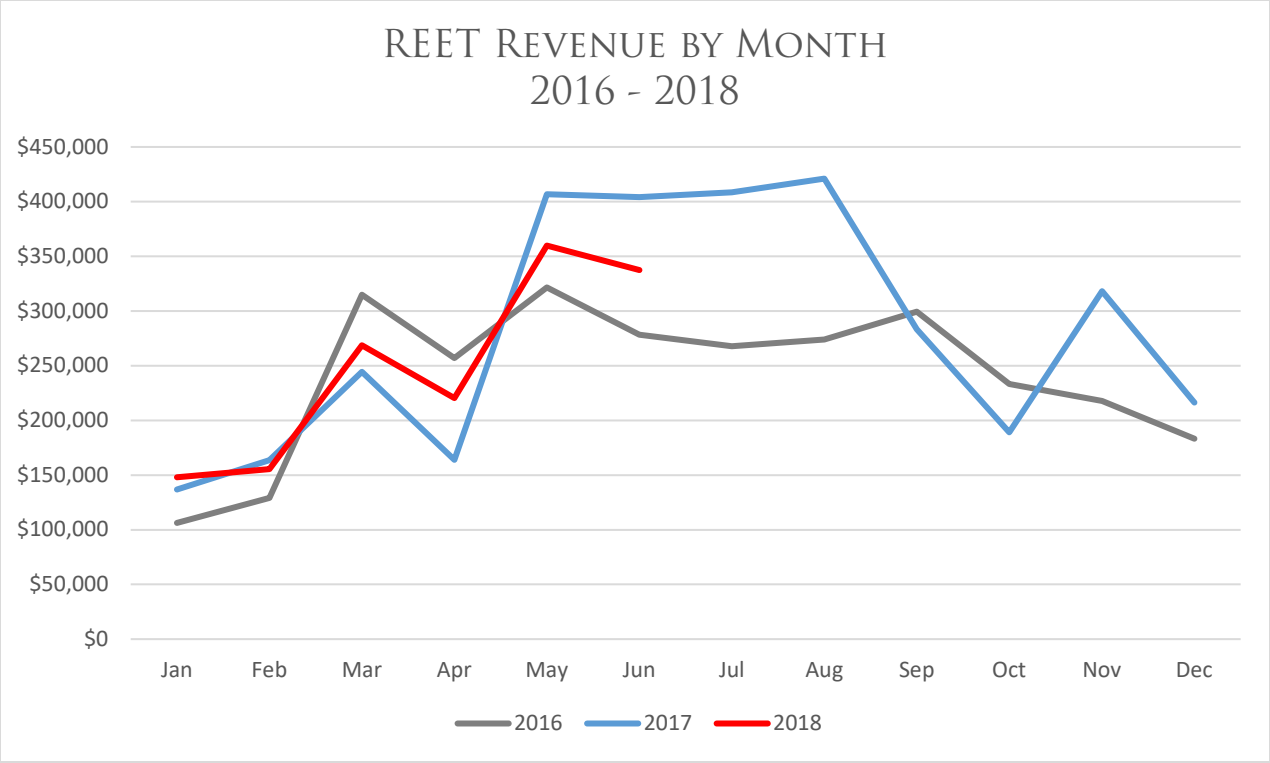
SUMMARY - ALL FUNDS
FY 2018 THROUGH JUNE

GENERAL GOVERNMENT	2018 REVISED BUDGET	2018 YTD EXPENDED	2018 MTD EXPENDED	2018 ENCUMB.	2018 AVAILABLE BALANCE	2018 % USED	2017 YTD EXPENDED	2017 % USED
Salaries	112,675	6,350	3,350	-	106,325	5.6%	6,200	4.2%
Benefits	241,550	30,700	4,806	-	210,850	12.7%	31,959	14.3%
SALARIES & BENEFITS	354,225	37,050	8,156	-	317,175	10.5%	38,159	10.3%
SUPPLIES								
Supplies	6,500	19,983	3,057	-	(13,483)	307.4%	13,403	206.2%
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	6,500	19,983	3,057	-	(13,483)	307.4%	13,403	206.2%
Professional Services	397,720	124,202	82,861	263,430	10,088	97.5%	251,605	78.1%
Community Services	-	-	-	-	-	- %	-	- %
Communication	153,410	70,147	14,328	-	83,263	45.7%	56,498	40.0%
Travel	1,500	-	-	-	1,500	- %	-	- %
Training	5,000	-	-	-	5,000	- %	-	- %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	323,552	163,187	30,678	-	160,365	50.4%	170,224	49.5%
Insurance	405,562	393,948	-	-	11,614	97.1%	447,211	98.6%
Utilities	549,836	251,926	40,980	-	297,910	45.8%	328,537	59.8%
Repair & Maintenance	-	-	-	-	-	- %	-	- %
All Other Miscellaneous	59,000	67,276	-	-	(8,276)	114.0%	50,313	89.8%
Contingency	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	1,895,580	1,070,686	168,848	263,430	561,464	70.4%	1,304,388	69.6%
Intergovernmental-Professional Services	254,900	66,365	(8,336)	-	188,535	26.0%	77,022	28.9%
Intergovernmental-Taxes and Assessments	221,126	104,318	15,210	-	116,808	47.2%	68,283	38.0%
Interfund - Taxes and Assessments	607,447	317,931	58,211	-	289,516	52.3%	276,916	46.7%
TOTAL INTERGOVERNMENTAL & INTERFUND	1,083,473	488,614	65,084	-	594,859	45.1%	422,220	40.7%
TOTAL OPERATING EXPENDITURES	3,339,778	1,616,333	245,145	263,430	1,460,015	56.3%	1,778,170	54.1%
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	3,615,754	1,431,767	311,623	-	2,183,987	39.6%	1,484,818	37.1%
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	3,615,754	1,431,767	311,623	-	2,183,987	39.6%	1,484,818	37.1%
TOTAL: EXPENDITURES	6,955,532	3,048,100	556,768	263,430	3,644,003	47.6%	3,262,988	44.8%



Sales and use tax revenue is a significant revenue source for the City of Bainbridge Island. The City receives its sales tax revenue after processing by the State, which means that the revenue shown in the chart above for June, for example, is related to sales in April.

The 2018 total revenue through June is $2.4 million.



Real Estate Excise Tax (REET) revenue is generated by sales of real property on Bainbridge Island. REET revenue is collected by Kitsap County, and remitted to the City of Bainbridge Island monthly.

The total REET revenue through June 30, 2018 is $1.5 million.

City of Bainbridge Island 2018 Spending Plan - General Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	15,374,830	13,968,257	14,270,281	14,144,409	16,526,011	17,009,173	17,060,775	16,665,764	16,006,710	15,464,579	17,626,497	17,736,287			
	(13,968,257)	(14,270,281)	(14,144,409)	(16,526,011)	(17,009,173)	(17,060,775)									
Property Taxes	22,934	191,240	341,214	2,710,112	717,717	38,823	24,575	47,550	144,508	2,479,978	675,201	42,347	7,436,197	7,296,493	2%
Forest Excise Tax	-	11	-	-	267	-	-	-	-	-	-	-	278	-	0%
Sales and Use Tax	375,931	492,608	359,956	339,983	438,894	388,510	397,978	468,084	390,763	412,808	476,287	396,014	4,937,817	4,500,000	10%
Utility Tax	401,477	345,500	229,519	286,568	487,925	218,224	336,531	149,070	82,783	591,524	40,968	205,251	3,375,339	3,197,447	6%
B&O Tax and Penalties	99,333	293,182	179,835	9,209	9,277	436	2,847	16	25,227	839	138	423	620,761	495,000	25%
Leasehold & Other Taxes	90	2,784	-	2,467	-	521	542	1,522	-	1,598	-	2,354	11,878	11,200	6%
Business License & Penalties	43,067	69,117	43,277	1,280	4,369	2,640	1,910	1,976	1,778	2,055	1,936	593	173,997	180,000	-3%
Franchise Fees	108,046	163	255	946	105,080	78	92,570	474	198	4,290	94,796	86	406,981	384,500	6%
Other Fees & Service Charges	34,779	30,747	111,005	37,498	35,299	99,359	22,980	23,438	94,836	33,902	33,750	76,774	634,369	584,552	9%
Intergovernmental Revenue	36,596	-	-	56,513	-	(28,800)	22,082	-	-	25,218	-	-	111,609	113,100	-1%
Fines & Forfeits	3,929	5,409	4,269	4,779	4,028	6,307	-	-	29,215	5,066	10,048	4,015	77,055	109,000	-29%
Miscellaneous	5,469	4,378	5,932	10,327	16,819	7,299	4,128	2,086	2,284	1,557	6,339	2,156	68,773	49,000	40%
Investment Revenue	1,115	1,127	1,202	2,359	1,436	2,495	2,000	2,000	2,000	723	1,727	173,933	192,117	87,933	118%
Other External Sources	-	79,720	-	3,352	800	-	-	-	-	-	-	-	83,872	5,000	1577%
Operating Transfers In	-	-	29,489	100,000	-	500,000	-	-	-	-	-	-	629,489	110,000	472%
Total Fund Inflows	**1,132,765**	**1,515,985**	**1,305,950**	**3,565,393**	**1,821,911**	**1,235,893**	**908,143**	**696,216**	**773,592**	**3,559,558**	**1,341,189**	**903,946**	**18,760,539**	**17,123,225**	**10%**
Salary	552,415	527,550	555,250	518,626	540,108	545,455	548,044	558,239	556,210	547,218	573,757	525,362	6,548,234	6,676,842	-2%
Benefits	212,821	197,590	208,771	198,198	207,395	203,451	215,331	215,484	215,132	215,120	215,602	215,950	2,520,844	2,754,813	-8%
Supplies	39,437	47,657	36,436	35,243	86,693	50,256	49,464	5,156	4,551	24,201	3,354	165,366	547,815	547,726	0%
Professional Services	55,414	60,016	52,796	151,004	146,915	136,508	262,465	255,843	278,123	272,488	229,283	327,388	2,228,242	2,620,006	-15%
Communications	7,107	8,259	21,935	9,134	14,934	14,069	9,293	4,822	3,083	3,083	24,956	53,083	173,759	174,365	0%
Travel	115	424	702	736	865	1,030	-	-	-	11,013	-	-	14,885	29,415	(0)
Training	(749)	5,857	12,868	11,571	21,637	7,759	4,388	12,931	-	-	2,255	4,875	83,391	130,058	-36%
Interfund Rent	-	-	51,874	-	-	55,872	-	-	-	-	-	100,000	207,746	224,058	-7%
Hr Training	-	300	1,308	-	-	-	-	-	-	15	416	996	3,034	5,000	-39%
Advertising	176	1,583	1,577	2,041	3,335	3,595	3,564	302	2,824	3,816	3,524	888	27,224	30,445	-11%
Operating Leases	12,235	8,068	4,269	30,303	24,475	19,146	-	-	-	-	-	48,553	147,050	148,553	-1%
Utilities	(1,850)	49,940	14,555	15,674	14,519	11,448	7,256	22,142	24,898	31,337	3,515	39,370	232,804	242,128	-4%
Repair & Maintenance	42,716	22,361	49,995	43,783	76,633	69,541	80,000	30,000	50,000	80,000	80,000	100,000	725,029	734,479	-1%
All Other Miscellaneous	56,293	14,279	3,261	4,292	4,229	1,868	-	-	-	-	-	-	84,220	61,059	38%
Other Services & Charges	181,737	488	516	(87)	247	191	-	-	-	-	-	-	183,092	317,706	-42%
Intergovernmental	96,272	20,602	209,991	38,113	35,963	17,125	9,350	109,350	9,350	9,350	9,350	169,350	734,167	819,669	-10%
Capital Equipment	-	35,135	2,215	25,161	16,502	2,477	30,000	30,000	30,000	30,000	30,000	-	231,489	279,267	-17%
Capital Projects	-	1,016	(1,016)	-	-	-	26,000	6,000	20,000	20,000	6,000	6,000	84,000	107,340	-22%
Debt Service	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	3,000	0%
Operating Transfers Out	1,285,200	212,837	204,518	100,000	144,300	44,500	58,000	105,000	121,552	150,000	49,385	55,165	2,530,456	2,248,329	13%
Total Fund Outflows	**2,539,338**	**1,213,961**	**1,431,822**	**1,183,791**	**1,338,749**	**1,184,291**	**1,303,154**	**1,355,269**	**1,315,723**	**1,397,640**	**1,231,398**	**1,815,346**	**17,310,482**	**18,154,260**	**-5%**
Ending Fund Balance	13,968,257	14,270,281	14,144,409	16,526,011	17,009,173	17,060,775	16,665,764	16,006,710	15,464,579	17,626,497	17,736,287	16,824,887			
Less: Restricted SubFunds	5,583,914	5,578,462	5,568,823	5,608,763	5,605,684	5,606,111	5,606,111	5,606,111	5,606,111	5,606,111	5,606,111	5,606,111			
Ending Unrestricted/Unreserved Cash	8,384,343	8,691,818	8,575,586	10,917,248	11,403,489	11,454,664	11,059,653	10,400,599	9,858,468	12,020,386	12,130,176	11,218,776			

City of Bainbridge Island 2018 Spending Plan - Street Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	852,718	850,077	947,123	848,801	780,255	848,640	567,043	361,059	146,904	18,131	836	159,679			
	(850,077)	(947,123)	(848,801)	(780,255)	(848,634)	(567,037)	6.00								
Commercial Parking Lot Tax	14,733	226,393	-	15,087	36,301	174,316	-	-	-	1,653	385,694	-	854,176	846,600	1%
M.V. Fuel Tax - Streets & Arterials	38,944	40,978	44,406	35,292	42,604	48,962	42,016	43,569	48,963	46,103	40,960	48,722	521,518	510,000	2%
Right of Way Permits	1,650	3,650	1,800	2,100	2,850	2,800	-	-	-	-	-	5,270	29,870	31,620	-6%
Other Revenues - Streets	1,150	895	9,626	14,470	900	9,026	-	-	6,957	-	-	6,949	49,974	20,400	145%
Operating Transfers In	130,000	-	17,000	12,000	249,500	399,500	-	-	150,000	125,000	-	570,000	1,653,000	2,021,653	-18%
Total Fund Inflows	**186,478**	**271,916**	**72,832**	**78,949**	**332,154**	**634,603**	**42,016**	**43,569**	**205,920**	**172,755**	**426,654**	**630,941**	**3,108,537**	**3,430,273**	**-9%**
Salary	78,038	87,457	73,833	85,676	93,856	89,009	88,498	82,886	114,451	110,317	92,690	84,954	1,081,664	1,184,039	-9%
Benefits	33,521	39,442	32,440	37,845	38,383	39,055	45,622	42,271	44,252	43,813	43,706	40,791	481,142	550,059	-13%
Supplies	2,765	3,701	5,424	10,690	10,907	7,302	12,137	11,437	11,034	11,779	10,235	42,471	139,882	154,614	-10%
Professional Services	272	26,090	4,546	9,555	5,540	20,984	15,000	15,000	15,000	15,000	15,000	15,000	156,989	182,888	-14%
Communications	18	23	21	22	16	17	16	59	40	28	87	-	345	500	-31%
Postage	-	-	-	-	-	-	-	-	-	-	-	-	-	500	-100%
Training	(65)	3,923	1,832	827	366	1,705	485	-	1,435	2,942	-	-	13,450	5,184	159%
Advertising	-	-	285	-	-	582	-	-	-	-	-	-	866	474	83%
Operating Leases	5,444	5,343	44,204	5,454	5,573	54,231	-	-	40,763	-	-	51,086	212,098	205,234	3%
Utilities	15	5,963	5,828	(2,910)	15,962	5,818	6,241	6,071	6,418	6,172	6,095	12,472	74,144	75,578	-2%
Repair & Maintenance	15,697	2,828	2,450	336	79,589	695,766	80,000	100,000	100,000	-	100,000	200,000	1,376,667	1,378,803	0%
All Other Miscellaneous	-	-	-	-	180	20	-	-	1,301	-	-	-	1,501	2,351	-36%
Other Services & Charges	53,414	-	-	-	-	-	-	-	-	-	-	-	53,414	63,559	-16%
Intergovernmental	-	-	91	-	535	(344)	-	-	-	-	-	-	282	5,800	-95%
Capital Equipment	-	-	200	-	12,861	2,055	-	-	-	-	-	180,000	195,116	208,906	-7%
Total Fund Outflows	189,119	174,870	171,154	147,495	263,769	916,200	247,999	257,724	334,693	190,050	267,812	626,774	3,787,660	4,018,491	-6%
Ending Fund Balance	850,077	947,123	848,801	780,255	848,640	567,043	361,059	146,904	18,131	836	159,679	163,845			

City of Bainbridge Island 2018 Spending Plan - Real Estate Excise Tax Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	56,801	(53,546)	101,819	286,574	366,591	348,576	557,619	831,594	1,119,230	1,119,318	1,051,852	1,236,339			
	53,546	(101,819)	(286,574)	(366,591)	(348,576)	(557,619)									
Real Estate Excise Tax	147,989	155,365	268,574	220,353	359,822	337,379	401,626	413,996	278,424	185,871	312,825	212,759	3,294,984	3,300,000	0%
Interest on Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	120	-100%
Total Fund Inflows	147,989	155,365	268,574	220,353	359,822	337,379	401,626	413,996	278,424	185,871	312,825	212,759	3,294,984	3,300,120	0%
Operating Transfers Out	258,337	-	83,819	140,337	377,837	128,337	127,650	126,360	278,337	253,337	128,338	692,887	2,595,574	3,300,120	-21%
Total Fund Outflows	258,337	-	83,819	140,337	377,837	128,337	127,650	126,360	278,337	253,337	128,338	692,887	2,595,574	3,300,120	-21%
Ending Fund Balance	(53,546)	101,819	286,574	366,591	348,576	557,619	831,594	1,119,230	1,119,318	1,051,852	1,236,339	756,211			

City of Bainbridge Island 2018 Cash Flow Plan - Civic Improvement Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	296,032	307,881	343,390	348,858	347,871	366,999	341,807	320,275	298,795	303,578	290,676	289,157			
	(307,881)	(343,390)	(348,858)	(347,871)	(366,999)	(341,807)									
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	-100%
Hotel/Motel Tax	11,849	35,509	5,469	12,603	20,432	17,212	12,395	21,743	18,076	15,215	26,395	9,492	206,389	180,000	15%
Total Fund Inflows	11,849	35,509	5,469	12,603	20,432	17,212	12,395	21,743	18,076	15,215	26,395	9,492	206,389	181,000	14%
Professional Services	-	-	-	13,591	1,304	42,404	33,927	43,223	13,293	28,117	27,914	70,098	273,869	273,000	0%
Total Fund Outflows	-	-	-	13,591	1,304	42,404	33,927	43,223	13,293	28,117	27,914	70,098	273,869	273,000	0%
Ending Fund Balance	307,881	343,390	348,858	347,871	366,999	341,807	320,275	298,795	303,578	290,676	289,157	228,552			

City of Bainbridge Island 2018 Cash Flow Plan - Far Public Amenities
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545			
	(14,545)	(14,545)	(14,545)	(14,545)	(14,545)	(14,545)									
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	70	70	70	0%
Zoning & Subdivision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Inflows	-	-	-	-	-	-	-	-	-	-	-	70	70	70	0%
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Ending Fund Balance	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,545	14,615			

City of Bainbridge Island 2018 Cash Flow Plan - Far Farm/Ag
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626			
	(81,626)	(81,626)	(81,626)	(81,626)	(81,626)	(81,626)									
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	380	380	380	0%
Zoning & Subdivision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Inflows	-	-	-	-	-	-	-	-	-	-	-	380	380	380	0%
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Ending Fund Balance	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	81,626	82,006			

City of Bainbridge Island 2018 Cash Flow Plan - G O Bond Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	3,621	133,857	277,857	417,799	768,496	924,214	816,835	947,188	1,079,396	1,219,771	1,163,433	1,347,920			
	(133,857)	(277,857)	(417,799)	(768,496)	(924,214)	(816,835)									
Property Taxes - Bond Levy	1,900	15,663	27,866	222,360	58,856	3,207	2,016	3,871	12,038	206,586	56,150	4,586.88	615,099	607,700	1%
Operating Transfers In	128,337	128,337	128,337	128,337	128,337	128,337	128,337	128,337	128,337	128,337	128,337	128,337	1,540,042	1,547,440	0%
Total Fund Inflows	130,236	144,000	156,202	350,697	187,192	131,543	130,353	132,208	140,375	334,923	184,487	132,924	2,155,140	2,155,140	0%
Debt Service	-	-	16,260	-	31,474	238,923	-	-	-	391,260	28,901	1,448,322	2,155,140	2,155,140	0%
Total Fund Outflows	-	-	16,260	-	31,474	238,923	-	-	-	391,260		1,448,322	2,155,140	2,155,140	0%
Ending Fund Balance	133,857	277,857	417,799	768,496	924,214	816,835	947,188	1,079,396	1,219,771	1,163,433	1,347,920	32,522			

City of Bainbridge Island 2018 Cash Flow Plan - LID Bond Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	169,242	169,242	169,242	169,242	170,499	170,504	170,504	170,504	170,504	170,504	170,504	170,504			
	(169,242)	(169,242)	(169,242)	(170,499)	(170,504)	(170,504)									
LID Bond Fund	-	-	-	-	-	-	-	-	-	-	-	-	48,849	62,500	-22%
Total Fund Inflows	-	-	-	48,843	6	-	-	-	-	-	-	-	48,849	62,500	-22%
Debt Service	-	-	-	47,586	-	-	-	-	-	-	-	-	47,586	47,639	0%
Total Fund Outflows	-	-	-	47,586	-	-	-	-	-	-	-	-	47,586	47,639	0%
Ending Fund Balance	169,242	169,242	169,242	170,499	170,504	170,504	170,504	170,504	170,504	170,504	170,504	170,504			

City of Bainbridge Island 2018 Cash Flow Plan - Capital Construction Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	4,361,129	6,428,567	6,113,407	5,692,937	5,965,492	5,991,290	5,533,411	5,473,782	5,463,782	5,489,988	4,979,988	4,786,229			
	(6,428,567)	(6,113,407)	(5,692,937)	(5,965,492)	(5,991,290)	(5,533,411)									
WA State & Local Grants & Donations	375,788	-	-	-	162,685	2,017	-	-	-	-	-	1,500,000	2,040,490	2,700,000	-24%
US Government Grants	490,649	-	56,091	369,803	(121,590)	68,324	-	-	536,206	-	91,242	-	1,490,725	1,140,000	31%
Other Revenues - Capital Construction Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Operating Transfers In	1,201,000	-	50,000	-	21,800	-	-	-	-	-	-	-	1,272,800	1,207,000	5%
Total Fund Inflows	2,067,438	-	106,091	369,803	62,895	70,341	-	-	536,206	-	91,242	1,500,000	4,804,016	5,047,000	-5%
Salary	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Capital Projects	-	315,160	497,072	97,249	37,097	28,220	59,630	10,000	510,000	510,000	285,000	308,866	2,658,249	11,677,575	-77%
Operating Transfers Out	-	-	29,489	-	-	500,000	-	-	-	-	-	-	529,489	-	0%
Total Fund Outflows	-	315,160	526,561	97,249	37,097	528,220	59,630	10,000	510,000	510,000	285,000	308,866	3,187,737	11,677,575	-73%
Ending Fund Balance	6,428,567	6,113,407	5,692,937	5,965,492	5,991,290	5,533,411	5,473,782	5,463,782	5,489,988	4,979,988	4,786,229	5,977,363			

City of Bainbridge Island 2018 Cash Flow Plan - Water Operating Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	7,324,500	7,264,238	7,392,780	7,371,850	7,386,135	7,317,646	7,296,954	7,320,092	7,363,872	7,358,023	7,318,775	7,212,787			
	(7,264,238)	(7,392,780)	(7,371,850)	(7,386,135)	(7,317,646)	(7,296,954)									
Water Charges	10,602	105,895	73,747	88,257	66,522	98,728	78,847	132,783	109,157	141,663	93,217	105,504	1,104,922	1,090,500	1%
Connections & All Others	7,472	123,220	25,176	30,963	5,581	15,593	25,422	7,962	3,925	48,162	2,357	15,818	311,651	143,000	118%
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	60,000	60,000	32,000	88%
Operating Transfer In	35,000	-	-	-	-	-	-	-	-	-	-	-	35,000	8,750	300%
Total Fund Inflows	53,074	229,114	98,923	119,220	72,102	114,321	104,268	140,745	113,082	189,825	95,574	181,322	1,511,573	1,274,250	19%
Salary	35,598	32,858	41,672	36,493	39,755	34,833	32,855	30,920	40,724	39,288	34,325	31,638	430,960	431,495	0%
Benefits	15,145	13,832	17,135	15,031	18,353	14,045	15,107	13,972	14,504	14,398	14,359	13,447	179,328	186,825	-4%
Supplies	3,736	3,610	6,455	5,207	4,903	6,791	1,079	1,014	811	1,058	618	21,157	56,440	53,304	6%
Professional Services	36,319	1,587	1,810	2,224	7,136	18,795	-	-	-	-	10,000	60,000	137,871	237,059	-42%
Legal	-	-	-	-	-	4,345	-	-	-	-	-	-	4,345	-	0%
Communications	1,015	255	1,067	1,790	1,015	1,016	221	1,644	933	940	1,055	929	11,881	11,350	5%
Community Ads	-	-	-	-	-	-	-	-	-	-	-	-	-	2,430	-100%
Postage	35	210	229	271	255	777	-	-	4,100	-	-	-	5,877	4,100	43%
Travel Expense	-	-	-	-	1	19	-	-	-	-	-	-	20	150	-87%
Training	-	1,285	800	96	59	232	-	1,483	-	2,994	460	135	7,542	5,184	45%
Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Operating Leases	1,639	1,607	7,345	1,642	1,679	5,977	-	-	13,562	-	-	2,424	35,875	38,970	-8%
Utilities	-	8,505	8,268	8,591	8,349	7,417	8,018	9,176	11,603	10,926	8,853	14,945	104,651	97,564	7%
Repair & Maintenance	604	442	8,336	1,457	2,005	-	-	4,379	1,791	2,362	-	43,212	64,588	115,684	-44%
Computer Support Maintenance	1,169	-	16	-	-	-	-	-	-	-	-	-	1,185	-	0%
Dues and Subscriptions	200	16	1,428	361	33	16	-	-	-	-	-	1,140	3,195	3,158	1%
Other Services & Charges	15,712	-	-	-	-	-	-	-	-	-	-	-	15,712	15,296	3%
Intergovernmental	2,166	20,131	2,420	8,945	15,218	14,939	8,592	24,377	20,903	32,108	21,893	12,527	184,218	163,351	13%
Capital Equipment	-	-	63	15,871	28,491	19,313	-	-	-	-	-	-	63,739	39,200	63%
Capital Projects	-	16,234	22,808	6,955	13,338	6,498	15,259	10,000	10,000	125,000	110,000	10,000	346,092	2,949,600	-88%
Total Fund Outflows	113,335	100,572	119,854	104,934	140,591	135,014	81,131	96,965	118,932	229,073	201,562	211,553	1,649,171	4,354,719	-62%
Ending Fund Balance	7,264,238	7,392,780	7,371,850	7,386,135	7,317,646	7,296,954	7,320,092	7,363,872	7,358,023	7,318,775	7,212,787	7,182,556			
Less: Restricted SubFunds	277,989	277,989	277,989	277,989	277,989	277,989	277,989	277,989	277,989	277,989	277,989	277,989			
Ending Unrestricted/Unreserved Cash	6,986,249	7,114,791	7,093,860	7,108,146	7,039,657	7,018,964	7,042,102	7,085,883	7,080,033	7,040,785	6,934,798	6,904,567			

City of Bainbridge Island 2018 Cash Flow Plan - Sewer Operating Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	6,687,583	6,542,776	6,859,437	6,863,858	7,063,839	6,316,092	5,901,363	5,900,252	5,997,235	5,735,336	5,753,452	5,723,559			
	(6,542,776)	(6,859,437)	(6,863,858)	(7,063,839)	(6,316,092)	(5,901,363)									
		-													
Sewer Charges	7,641	356,776	239,220	341,120	244,756	379,377	276,262	417,682	274,741	414,348	276,213	463,192	3,691,328	3,682,000	0%
U.L.I.D. Assessments	-	0	-	-	101,231	852	40,000	40,000	-	-	-	-	182,083	250,000	-27%
Connections & All Others	58,958	153,611	97,308	66,641	134,731	(370,594)	12,756	5,855	10,224	10,000	4,626	40,000	224,117	336,600	-33%
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	60,000	60,000	20,000	200%
Proceeds of General Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Inflows	66,599	510,387	336,529	407,761	480,718	9,635	329,018	463,537	284,965	424,348	280,838	563,192	4,157,528	4,288,600	-3%
Salary	82,859	76,840	62,549	62,051	74,878	68,864	68,515	65,671	94,585	90,900	71,310	66,129	885,151	908,181	-3%
Benefits	33,161	31,000	24,196	25,000	33,503	27,569	32,654	30,557	31,435	31,293	31,195	29,328	360,891	398,581	-9%
Supplies	5,995	5,787	2,272	3,061	9,079	3,171	2,209	2,779	1,779	2,600	1,471	52,313	92,517	107,355	-14%
Professional Services	1,399	2,877	3,890	1,878	6,409	11,699	8,143	12,015	6,053	24,210	20,000	5,000	103,574	141,923	-27%
Postage	35	305	270	247	242	211	-	-	-	-	-	-	1,310	22,500	-94%
Communications	1,652	23	1,705	3,297	1,653	1,654	68	93	82	15	168	-	10,410	1,000	941%
Travel Expense	-	-	-	-	1	-	-	-	-	-	-	-	1	150	-99%
Training	106	-	400	223	121	139	-	1,470	-	3,124	456	134	6,173	5,184	19%
Operating Leases	3,659	3,599	11,916	3,665	3,737	8,222	-	-	19,013	5,000	5,000	9,703	73,514	76,211	-4%
Utilities	-	32,534	14,345	28,108	19,947	25,663	24,875	22,407	19,374	8,190	25,853	32,379	253,675	242,812	4%
Repair & Maintenance	197	153	6,788	115	5,989	12,227	10,000	50,000	50,000	40,000	50,000		225,468	259,783	-13%
Computer Support Maintenance	1,169	-	-	-	-	-	-	-	-	-	-	-	1,169	-	0%
All Other Miscellaneous	102	-	265	-	-	47	-	-	-	-	-	-	414	2,075	-80%
Other Services & Charges	54,954	-	-	-	-	-	-	-	-	-	-	-	54,954	34,173	61%
Intergovernmental	26,116	40,611	45,268	41,195	88,174	61,864	21,669	31,562	24,542	50,899	56,278	39,107	527,284	561,451	-6%
Capital Equipment	-	-	63	-	12,861	19,701	-	-	-	-	-	-	32,626	75,609	-57%
Capital Projects	-	-	158,181	38,941	(270)	110,634	161,995	150,000	300,000	150,000	49,000	-	1,118,481	2,815,859	-60%
Debt Service	-	-	-	-	972,140	72,700	-	-	-	-	-	320,000	1,364,840	1,357,038	1%
Total Fund Outflows	211,405	193,726	332,107	207,780	1,228,465	424,364	330,129	366,555	546,865	406,231	310,731	554,093	5,112,452	7,009,885	-27%
Ending Fund Balance	6,542,776	6,859,437	6,863,858	7,063,839	6,316,092	5,901,363	5,900,252	5,997,235	5,735,336	5,753,452	5,723,559	5,732,659			
Less: Restricted SubFunds	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853	2,237,853			
Ending Unrestricted/Unreserved Cash	6,218,213	6,534,874	6,539,295	6,739,276	5,991,529	5,576,800	5,575,689	5,672,672	5,410,773	5,428,889	5,398,996	5,408,096			

City of Bainbridge Island 2018 Cash Flow Plan - Storm & Surface Water Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	1,217,817	1,115,395	1,070,460	1,082,505	1,930,337	1,821,088	1,668,252	1,543,258	1,407,567	1,139,135	1,706,445	1,799,039			
	(1,115,395)	(1,070,460)	(1,082,505)	(1,930,337)	(1,821,088)	(1,668,252)	-								
Storm Water Management Charges	7,781	53,836	139,257	972,851	206,566	20,148	5,818	20,110	44,896	826,628	249,571	12,573	2,560,034	2,556,000	0%
All Others	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	-100%
Total Fund Inflows	7,781	53,836	139,257	972,851	206,566	20,148	5,818	20,110	44,896	826,628	249,571	12,573	2,560,034	2,559,000	0%
Salary	53,284	60,666	61,738	65,816	67,301	80,152	69,201	66,042	84,150	81,175	73,102	67,530	830,156	970,006	-14%
Benefits	20,945	24,230	24,439	26,508	25,668	31,551	32,633	30,464	31,520	31,321	31,230	29,290	339,799	396,407	-14%
Supplies	2,209	4,191	3,480	4,622	8,153	9,560	3,209	4,322	2,632	3,952	2,221	3,338	51,888	71,485	-27%
Professional Services	324	51	226	1,035	35,086	5,383	-	51,486	-	-	-	-	93,593	94,221	-1%
Communications	36	23	58	60	35	36	29	50	41	13	85	-	466	500	-7%
Travel Expense	18	27	39	-	1	-	-	-	-	-	-	-	85	-	0%
Training	630	-	1,176	215	111	-	-	1,891	-	881	734	-	5,638	4,684	20%
Operating Leases	3,767	3,713	24,570	4,130	3,981	33,932	-	-	31,078	-	-	38,210	143,381	153,665	-7%
Utilities	120	4,329	84	1,025	174	278	25,250	232	502	298	(9)	241	32,525	31,900	2%
Repair & Maintenance	-	-	3,421	101	2,792	-	-	-	50,000	-	-	50,000	106,314	233,000	-54%
All Other Miscellaneous	-	-	-	-	-	-	-	-	375	-	-	-	375	678	-45%
Other Services & Charges	26,690	-	-	-	-	-	-	-	-	-	-	-	26,690	25,670	4%
Intergovernmental	1,681	1,387	808	21,506	101,987	3,992	491	1,314	3,029	51,678	39,614	3,100	230,587	255,950	-10%
Capital Equipment	-	-	63	-	12,861	1,742	-	-	-	-	-	54,000	68,667	54,008	27%
Capital Projects	499	153	7,110	-	4,981	6,358	-	-	110,000	90,000	10,000	20,000	249,102	354,465	-30%
Debt Service	-	-	-	-	52,683	-	-	-	-	-	-	-	52,683	52,937	0%
Total Fund Outflows	110,203	98,771	127,213	125,019	315,815	172,983	130,813	155,801	313,328	259,318	156,977	265,709	2,231,949	2,699,577	-17%
Ending Fund Balance	1,115,395	1,070,460	1,082,505	1,930,337	1,821,088	1,668,252	1,543,258	1,407,567	1,139,135	1,706,445	1,799,039	1,545,902			
Less: Restricted SubFunds	337,844	337,844	337,844	337,844	337,844	337,844	337,844	337,844	337,844	337,844	337,844	337,844			
Ending Unrestricted/Unreserved Cash	777,551	732,617	744,661	1,592,493	1,483,244	1,330,409	1,205,414	1,069,723	801,291	1,368,601	1,461,195	1,208,058			

City of Bainbridge Island 2018 Cash Flow Plan - Building & Development Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	324,723	324,707	325,698	320,260	298,379	320,220	316,812	320,548	367,638	371,095	486,746	485,498			
	(324,707)	(325,698)	(320,260)	(298,379)	(320,220)	(316,812)									
Building Permits & Inspections	76,779	67,300	58,886	102,100	64,903	106,959	57,004	57,959	41,161	74,057	49,679	37,992	794,779	495,000	61%
Planning Review of Building Permits	19,581	3,720	10,268	17,658	13,776	10,889	12,752	13,805	6,614	14,556	13,498	8,543.46	145,658	145,000	0%
Engineering Fees	146	-	-	78	77	-	-	-	-	-	-	-	301	-	0%
Zoning & Subdivision	10,451	9,953	3,222	3,282	4,890	4,388	4,706	6,334	10,000	10,000	10,000	10,000	87,226	320,000	-73%
Plan Checking Fees	64,052	13,010	36,492	57,934	45,885	39,707	43,145	45,370	21,210	47,548	43,482	11,963	469,798	470,000	0%
Other Planning & Development Fees	16,979	25,032	18,630	20,115	21,361	19,926	16,147	11,188	2,202	17,686	23,831	19,574	212,671	170,000	25%
Investment Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Operating Transfers In	73,200	84,500	93,000	-	122,500	44,500	57,313	103,023	121,552	150,000	49,385	49,715	948,688	1,078,106	-12%
Total Fund Inflows	261,188	203,514	220,497	201,167	273,393	226,369	191,067	237,680	202,738	313,846	189,875	137,786	2,659,120	2,678,106	-1%
Salary	132,326	129,495	128,851	133,814	134,862	136,508	130,000	132,000	141,680	141,680	132,000	132,000	1,605,218	1,630,889	-2%
Benefits	53,097	52,638	51,584	53,765	53,981	53,738	53,855	54,000	54,000	54,000	54,000	54,000	642,659	647,872	-1%
Supplies	1,148	1,916	299	529	872	687	35	29	26	32	19	38	5,630	52,230	-89%
Professional Services	10	3	2	2	-	2,447	-	-	-	-	-	60,000	62,464	62,100	1%
Legal	1,715	5,670	29,694	20,507	49,140	17,115	1,000	1,500	1,500	1,500	1,500	1,500	132,340	15,000	782%
Community Outreach	-	-	78	-	-	-	-	-	-	-	-	-	-	175	-100%
Copies	68	225	-	282	-	-	68	-	-	-	-	-	-	-	0%
Settlements & Judgements	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-100%
Communications	127	-	264	268	133	132	125	129	128	-	254	-	1,560	1,535	2%
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	525	-100%
Training	29	2,529	-	169	181	-	-	-	-	20	3	1	2,932	101	2802%
Advertising	717	616	470	970	638	1,584	-	-	-	-	1,400	-	6,395	12,268	-48%
Operating Leases	10,008	8,797	13,332	12,577	10,901	18,173	-	2,931	1,947	964	1,947	55,744	137,321	138,336	-1%
Repair & Maintenance	-	-	2	7	160	-	-	-	-	-	-	-	168	-	0%
All Other Miscellaneous	596	634	892	-	-	-	2,249	-	-	-	-	-	4,371	5,880	-26%
Other Services & Charges	61,441	-	-	-	-	-	-	-	-	-	-	-	61,441	53,720	14%
Intergovernmental	(78)	-	466	159	684	(607)	-	-	-	-	-	-	624	4,600	-86%
Total Fund Outflows	261,204	202,523	225,935	223,048	251,552	229,777	187,331	190,589	199,281	198,196	191,123	303,284	2,663,122	2,675,231	0%
Ending Fund Balance	324,707	325,698	320,260	298,379	320,220	316,812	320,548	367,638	371,095	486,746	485,498	320,000			

City of Bainbridge Island 2018 Spending Plan - TBF Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	776,625	809,493	842,876	872,814	916,631	951,736	593,519	622,519	651,519	680,519	709,519	759,519			
	(809,493)	(842,876)	(872,814)	(916,631)	(951,736)	(593,519)									
TBD Vehicle Fees	32,868	33,383	29,938	43,817	35,105	41,283	29,000	29,000	29,000	29,000	50,000	50,000	432,394	400,000	8%
Interest on Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500	-100%
Total Fund Inflows	32,868	33,383	29,938	43,817	35,105	41,283	29,000	29,000	29,000	29,000	50,000	50,000	432,394	401,500	8%
Intergovernmental Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-100%
Operating Transfers Out	-	-	-	-	-	399,500	-	-	-	-	-	-	399,500	399,500	0%
Total Fund Outflows	-	-	-	-	-	399,500	-	-	-	-	-	-	399,500	401,500	0%
Ending Fund Balance	809,493	842,876	872,814	916,631	951,736	593,519	622,519	651,519	680,519	709,519	759,519	809,519			

City of Bainbridge Island 2018 Spending Plan - TIF Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	367,747	355,174	377,934	394,618	423,767	454,797	494,095	505,905	530,905	555,905	580,905	605,905			
	(355,174)	(377,934)	(394,618)	(423,767)	(454,797)	(494,095)									
Transportation Impact Fees	11,427	22,760	16,684	29,150	31,030	39,299	11,809	25,000	25,000	25,000	25,000	25,000	287,158	100,000	187%
Interest on Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	400	-100%
Total Fund Inflows	11,427	22,760	16,684	29,150	31,030	39,299	11,809	25,000	25,000	25,000	25,000	25,000	287,158	100,400	186%
Intergovernmental Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
SP CLUB/NB INTERSECTN-SAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Operating Transfers Out	24,000	-	-	-	-	-	-	-	-	-	-	-	24,000	25,000	-4%
Total Fund Outflows	24,000	-	-	-	-	-	-	-	-	-	-	-	24,000	25,000	-4%
Ending Fund Balance	355,174	377,934	394,618	423,767	454,797	494,095	505,905	530,905	555,905	580,905	605,905	630,905			

City of Bainbridge Island 2018 Spending Plan - ER&R Fund
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
Beginning Fund Balance	524,923	524,923	524,923	654,158	654,158	654,158	798,996	798,996	798,996	898,996	898,996	898,996			
	(524,923)	(524,923)	(654,158)	(654,158)	(654,158)	(798,996)									
Equipment & Vehicle Rent	-	-	129,235	-	-	144,838	-	-	100,000	-	-	130,000	504,073	509,219	-1%
Interest on Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Inflows	-	-	129,235	-	-	144,838	-	-	100,000	-	-	130,000	504,073	509,219	-1%
Roadside Mower Acq-Sal	-	-	-	-	-	-	-	-	-	-	-	8,000	8,000	8,827	-9%
Pd-2018 Veh Replacement	-	-	-	-	-	-	-	-	-	-	-	9,000	9,000	9,675	-7%
O&M Admin Suv-Sal	-	-	-	-	-	-	-	-	-	-	-	3,600	3,600	3,614	0%
2018-Med. Duty Oncall Pickup	-	-	-	-	-	-	-	-	-	-	-	1,900	1,900	1,960	-3%
2018-Med. Duty Swr P/U	-	-	-	-	-	-	-	-	-	-	-	2,300	2,300	2,344	-2%
Total Machinery & Equipment	-	-	-	-	-	-	-	-	-	-	-	24,800	24,800	26,420	
Operating Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
Total Fund Outflows	-	-	-	-	-	-	-	-	-	-	-	24,800	24,800	26,420	-6%
Ending Fund Balance	524,923	524,923	654,158	654,158	654,158	798,996	798,996	798,996	898,996	898,996	898,996	1,004,196			

City of Bainbridge Island 2018 Spending Plan - Capital Construction Fund by Project
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
CORE 40 NETWORK-SHOULDER WIDENING	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-100%
WING PT. WAY REPAIRS & NM IMPROV.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
SR305/OLYMPIC-NM, WW TO HARBOR	-	1,650	2,297	-	-	-	-	-	-	-	-	233,866	237,813	2,353,446	-90%
WATERFRONT PARK PLANNING	-	-	-	-	21,800	-	-	-	-	-	-	-	21,800	21,641	1%
WARDWELL RECONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-	-	-	4,397	-100%
SOUND TO OLYMPICS TRAIL Ph. II & IV	-	-	251,462	25,390	1,419	15,854	-	-	-	-	-	-	294,125	296,217	-1%
CONNECTING PATHS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
WYATT WAY - MADISON TO LOVELL	-	18,628	24,451	2,516	113	889	-	-	-	-	-	-	46,596	3,364,375	-99%
SPORTSMAN CLUB NEW BROOKLYN DES&CON	-	-	-	-	-	-	10,000	10,000	10,000	10,000	10,000	10,000	60,000	180,000	-67%
C40- SPOT PROJECT- BUCKLIN DESIGN	-	-	-	-	-	-	-	-	-	-	-	-	-	27,162	-100%
POLICE & MUNICIPAL COURT BLDG	-	-	34,157	-	6,884	-	6,000	-	-	-	-	-	47,041	2,799,862	-98%
SOUND TO OLYMPIC TRAIL PH. III	-	6,021	3,016	4,593	3,423	-	-	-	-	-	-	20,000	37,052	539,239	-93%
WATERFRONT PARK DOCK IMPROVEMENTS	-	281,544	174,312	62,912	2,539	731	41,977	-	-	-	-	-	564,016	563,558	0%
WINSLOW WAY OUTFALL @ RAVINE CREEK	-	-	2,280	230	-	458	-	-	-	-	-	-	2,968	16,833	-82%
CORE 40- FLETCHER BAY DES & CONSTR	-	-	-	-	90	-	38	-	200,000	200,000	75,000	25,000	500,128	520,000	-4%
C40-MILLER ROAD	-	7,318	5,096	1,608	829	8,776	1,615	-	300,000	300,000	200,000	20,000	825,241	920,846	-10%
O&M FUELING SYSTEM CAPACITY IMPR	-	-	-	-	-	1,513	-	-	-	-	-	-	1,513	20,000	-92%
WARDWELL INTRA ISLAND TRAIL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
	-	315,160	497,072	97,249	37,097	28,220	59,630	10,000	510,000	510,000	285,000	308,866	2,638,293	11,677,575	-77%

City of Bainbridge Island 2018 Spending Plan - Water Fund by Project
End of June 2018

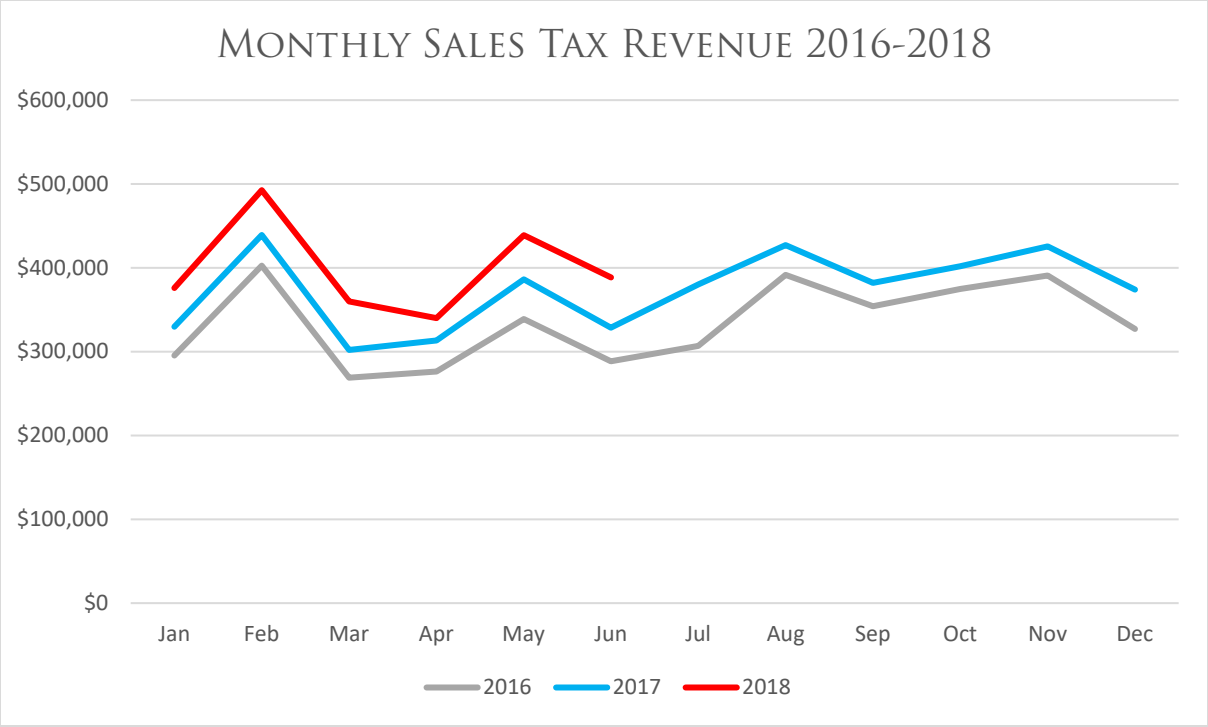
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
WATER IMPR PROJECTS-2017	-	-	-	-	-	(1)	5,259	-	-	-	-	-	5,258	1,019,266	-99%
WYATT WAY - MADISON TO LOVELL	-	-	-	-	-	-	-	-	-	-	-	-	-	136,296	-100%
WATER & SEWER TELEMETRY - 2015	-	-	-	-	-	-	-	-	-	-	-	-	-	12,351	-100%
HOB EMERGENCY GENERATOR	-	3,527	4,694	1,956	-	-	-	-	-	-	-	-	10,177	147,808	-93%
WATER SYSTEM TREATMENT IMPR	-	3,527	4,694	-	-	-	-	-	-	-	-	-	8,221	576,935	-99%
HS WATER TANKS STORAGE IMPR	-	9,180	-	4,999	3,447	-	10,000	10,000	10,000	10,000	10,000	10,000	77,625	567,730	-86%
BAINBRIDGE LANDING PRV	-	-	13,420	-	9,892	-	-	-	-	-	-	-	23,311	75,000	-69%
#N/A	-	-	-	-	-	6,499	-	-	-	-	-	-	6,499	-	0%
SR305/OLYMPIC-NM, WW TO HARBOR	-	-	-	-	-	-	-	-	-	-	-	-	-	164,215	-100%
ROCKAWAY WATER INTERTIE	-	-	-	-	-	-	-	-	-	115,000	100,000	-	215,000	250,000	-14%
#N/A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
	-	16,234	22,808	6,955	13,338	6,498	15,259	10,000	10,000	125,000	110,000	10,000	346,092	2,949,600	-88%

City of Bainbridge Island 2018 Spending Plan - Sewer Fund by Project
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
WATER & SEWER TELEMETRY - 2015	-	-	-	-	-	-	-	-	-	-	-	-	-	8,583	-100%
REHAB WING PT PUMP STATION	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-100%
VILLAGE PUMP STATION	-	-	15,406	451	(270)	110,634	150,000	50,000	100,000	-	-	-	426,220	853,717	-50%
LOVELL PUMP STATION BEACH MAINS	-	-	-	-	-	-	-	100,000	200,000	150,000	49,000	-	499,000	1,100,850	-55%
#N/A	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
NEW BROOKLYN-NT WOODS PUMP STATION	-	-	142,775	-	-	-	11,995	-	-	-	-	-	154,770	700,000	-78%
LYNWOOD PUMP STATION	-	-	-	-	-	-	-	-	-	-	-	-	-	910	-100%
MADRONA_CITY P.LOT - SEWER RECON	-	-	-	38,491	-	-	-	-	-	-	-	-	38,491	51,799	-26%
	-	-	158,181	38,941	(270)	110,634	161,995	150,000	300,000	150,000	49,000	-	1,118,481	2,815,859	-60%

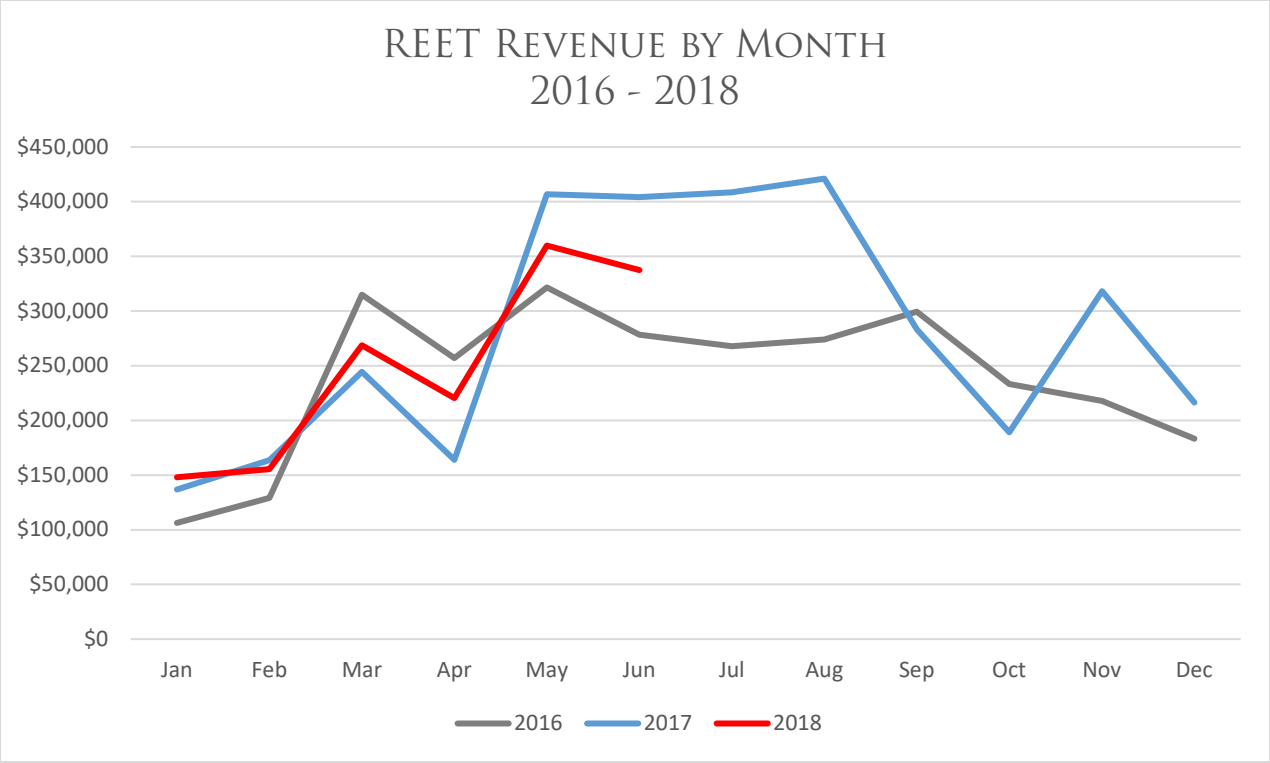
City of Bainbridge Island 2018 Spending Plan - Storm & Surface Water Fund by Project
End of June 2018

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Budget	Variance
WARDWELL RECONSTRUCTION	499	153	-	-	-	-	-	-	-	-	-	-	653	4,204	-84%
YEOMALT REPAIRS / RECONSTRUCTION	-	-	-	-	-	-	-	-	-	-	-	-	-	19,982	-100%
EH @ MCDONALD CREEK-CULVERT REPL	-	-	7,110	-	4,981	6,358	-	-	10,000	10,000	10,000	10,000	58,449	132,306	-56%
WINSLOW WAY OUTFALL @ RAVINE CREEK	-	-	-	-	-	-	-	-	100,000	90,000	-	-	190,000	190,000	0%
ROCKAWAY BEACH OUTFALL PROJECT	-	-	-	-	-	-	-	-	-	-	-	-	-	7,973	-100%
	499	153	7,110	-	4,981	6,358	-	-	110,000	100,000	10,000	10,000	249,102	354,465	-30%



Sales and use tax revenue is a significant revenue source for the City of Bainbridge Island. The City receives its sales tax revenue after processing by the State, which means that the revenue shown in the chart above for June, for example, is related to sales in April.

The 2018 total revenue through June is $2.4 million.



Real Estate Excise Tax (REET) revenue is generated by sales of real property on Bainbridge Island. REET revenue is collected by Kitsap County, and remitted to the City of Bainbridge Island monthly.

The total REET revenue through June 30, 2018 is $1.5 million.

CITY OF
BAINBRIDGE ISLAND

EXECUTIVE DEPARTMENT

MEMORANDUM

Date: 8/14/2018

To: The City Council

From: Robbie Sepler, Deputy City Attorney

Subject: Annual Report on Surplus Real Property

This memorandum will provide an update on the status of the City's surplus properties and the progress made since the August 2017 report to the City Council.

From 2009-2011, the City undertook a comprehensive review of City-owned real property. The result was a series of decisions to surplus various properties, with some properties identified for transfer to the Bainbridge Island Metropolitan Park and Recreation District ("BIMPRD"), and some properties identified as candidates to be sold.

Table 1 provides an overview of the surplus properties still owned or recently transferred by the City as of August 1, 2018. This report then provides an update on the current status of these surplus properties.

Table 1.

Property	Year of Surplus	Intended Disposition	Status
Head-of-the-Bay property (2 parcels)	2009	Market sale	City still owns
Miller Rd.	2009	Market sale	City still owns
Weaver Well Site	2009	Negotiated sale to affordable housing nonprofit, or market sale	City still owns
Islander Mobile Home Park (IMHP) shares	2010	Market sale upon vacancy of individual shares	5 shares sold 2011-2016 2 shares remain
Lovgreen Rd.	2011	Transfer to BIMPRD	City determined to retain for spoils disposal; surplus resolution should be rescinded
Pritchard Park (3 parcels)	2011	Transfer to BIMPRD	Once NOAA has signed, the City and BIMPRD will have executed a transfer agreement for one of the parcels. The City will retain the other two parcels. Surplus resolution should be clarified as to what parcels the City will retain.
Manitou Beach Tidelands	2011	Transfer to BIMPRD	City still owns, transfer to BIMPRD is in process
Manitou Beach Uplands	2017	Transfer to BIMPRD	City still owns, transfer to BIMPRD is in process
Islandwood Trail	2017	Transfer to BIMPRD	City still holds easement, transfer to BIMPRD is in process
Unnamed 30-Foot Strip (Related to the 10-Acre Soutter Addition to the Grand Forest)	2018	Transfer to BIMPRD	The City and BIMPRD have executed a transfer agreement.

Head of the Bay Parcel (Myer's Pit) (Parcel No. 272502-2-016-2002)

Current Status:

In 2014, the City finalized a boundary line adjustment that resolved an encroachment with the property to the South and provided an access and utility easement along Carmella Lane. Resolution No. 2009-24 specified that a conservation easement should be granted in favor of Bainbridge Island Land Trust along Cooper Creek to protect the salmon habitat and conservation work. A trail easement across the northern boundary will be retained to connect the Bethany Lutheran Church trail with the Lost Valley trail easements. As noted below, no active recreation facilities can be located at this site.

Background:

a. Description of the location and size of the property: This is a 6.08 acre parcel in the Head of the Bay area just south of Carmella Lane; adjacent to the Old Decant Facility.

b. Description of the circumstances under which the property was obtained: The purchase of this parcel was approved by the City Council on May 9, 2001, under a Real Estate Contract with Kitsap County that was signed on August 13, 2001. Lovgreen Road and the Miller Road Shed were purchased under the same contract. The City paid the appraised price for two of the parcels and received the third parcel at no cost. Final payment was made in 2011. In connection with the Brewer Settlement Agreement, the City agreed that no active recreation facilities are permitted.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The parcel was declared surplus by Resolution No. 2009-24, and staff was authorized to list the property with a real estate agent through a multiple listing service or sell the parcel to Puget Sound Energy through a negotiated sale.

e. Description: The parcel was used by Kitsap County for extraction of gravel and for stockpiling road building materials. The site was used by the Operations and Maintenance Department following the City's acquisition in 2001. It is unused at the current time.

035
Carmella Ln
076
075
017
050
016
Myer's Pit
2725020162002
6.08 Acres
005-00
004-00
006-00
017
New Holland Ct
012-00
038
007-00
008-00
036
019
013-00
038
NE Wyatt Way NW
Blakely Hill Rd
002-00
04-27-2009
DATE
1
NUMBER
272502-2-016-2002
Myer's Pit
S27, T25N, R2E, W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Head of the Bay Parcel (**Old Decant Facility)** (Parcel No. 272502-2-050-2009)

Current Status:

In 2014, the City finalized a boundary line adjustment that resolved an encroachment with the property to the South, created a well protection area, and provided an access and utility easement along Carmella Lane. A trail easement across the western boundary will be retained to connect the Bethany Lutheran Church trail with the Lost Valley trail easements. As noted below, no active recreation facilities can be located at this site.

Background:

a. Description of the location and size of the property: This is a 6.2 acre parcel in the Head of the Bay area just south of Carmella Lane and adjacent to Myer's Pit.

b. Description of the circumstances under which the property was obtained: The City Council approved the purchase of this parcel on June 16, 1983 for use as a maintenance facility and new well site. The property was purchased from Kitsap County on September 12, 1983.

c. Description of the funds used to acquire the property: General Fund; Limited Tax General Obligation Bonds issued under Limited Tax General Obligation Bond Ordinance No. 83-06. The final payment was made in 1993.

d. Surplus information: The parcel was declared surplus by Resolution No. 2009-24, and staff was authorized to list the property with a real estate agent through a multiple listing service or sell the parcel to Puget Sound Energy through a negotiated sale.

e. Description: The parcel was used as a decant facility and for storage of equipment by the Operations and Maintenance Department. It is unused at this time. Under the Brewer settlement agreement, no active recreation facilities are permitted.

035
Carmella Ln
076
075
017
050
016
Old Decant Site
272502-050-2009
6.2 Acres
005-00
004-00
006-00
003-0
New Holland Ct
017
012-00
038
007-00
008-00
036
019
013-00
038
NE Wyatt Way NW
Gudekin Hill Rd
002-00
04-27-2009
DATE
1
NUMBER
272502-2-050-2009
Old Decant Facility
S27, T25N, R2E, W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Miller Road Shed/Old County Road Maintenance Site (Parcel No. 202502-1-049-2002)

Current Status:

The property was surveyed in 2011 and a boundary line adjustment was prepared to address conflicting legal descriptions. The survey also revealed that a portion of the road that serves the Island Cemetery parcel is on City property. An ingress and egress access easement was prepared to grant Island Cemetery use of the road. A boundary line adjustment was put on hold when agreement could not be reached with one of the property owners. That property has subsequently been sold. In addition to the boundary line adjustment and cemetery easement, a new ingress and egress access easement and maintenance agreement among all of the adjacent property owners will need to be finalized and recorded. The parcel should also be reviewed by the Non-Motorized Transportation Committee to see if retaining a trail easement is advisable.

Background:

a. Description of the location and size of the property: A 3.28 parcel located at 8964 Miller Road NE adjacent to Kol Shalom and near Bainbridge Gardens.

b. Description of the circumstances under which the property was obtained: The purchase of this parcel was approved by the City Council on May 9, 2001, under a Real Estate Contract with Kitsap County which was signed on August 13, 2001. Lovgreen Road and Meyer's Pit were purchased under the same contract. The City paid the appraised price for two of the parcels and received the third parcel at no cost. Final payment was made in 2011.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The property was declared surplus by Resolution No. 2009-20 with authorization to list it for sale with a real estate agent through a multiple listing service.

e. Description: The Road Shed site was used by Kitsap County as a storage and vehicle servicing facility for Kitsap County Public Works equipment. The property is zoned R-2; seven residential lots/units are permitted. There are no critical areas on the parcel. An access easement, along the northern property line, is granted to adjoining properties to the northeast. A well on the site was decommissioned to Department of Ecology standards on June 14, 2002.

045
085
086
047
049
Miller Rd NE
Old County Rd
Maintenance Site
20250210482002
3.28 Acres
050
004-00
04-27-2009
DATE
1
NUMBER
202502-1-049-2002
Old County Rd Maint. Site
S20, T25N, R2E, W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Weaver Well Property (Parcel No. 272502-4-035-2005)

Current Status:

This property was reviewed by Public Works to assess the site's current significance to the Water Utility. The conclusion was that the City does not need the site for our water system. To prepare for a sale of the property, the City would need to: (1) properly decommission the existing wells; and (2) transfer the water rights to another location where they would be useful to the City.

Before proceeding with this process, staff would review costs associated with a transfer and the potential market value of the property sale.

Background:

a. Description of the location and size of the property: This is a 0.69-acre parcel at the intersection of Shepard Way and Weaver Road NW, on the western edge of Winslow in a residential neighborhood. Note: An appraisal and 2000 study refer to this parcel as being .92 acres.

b. Description of the circumstances under which the property was obtained: It was acquired by the Town of Winslow in the 1950s.

c. Description of the funds used to acquire the property: Unknown; the Finance Department has no record of its purchase.

d. Surplus information: The parcel was declared surplus by Resolution No. 2009-23 with the recommendation that the City retain water rights and an access and utility easement. The surplus recommendation specified that a negotiated sale with a nonprofit provider of affordable housing be attempted first, and if unsuccessful, the property may be listed through a multiple listing service.

e. Description: The property has two City non-potable wells used to obtain water for use in the City's operations. There is a small shed on the west side. The City proposed locating a decant facility on this site in 1999-2000 but faced significant community opposition. The site is zoned R-3.5, but a stream divides the parcel. The stream is an unregulated class V stream, and there are no stream setback requirements for use of the parcel. A 2003 appraisal says that the parcel's highest and best use is subdivision into 3 lots. [Note: In 2003, Michelle Fischer arranged for an appraisal of the parcel in connection with a property transfer between departments. No information on this transfer could be found in the files.]

007-00
034
008-00
Weaver Rd NW
Weaver Ave Well Site
272502-4-035-2005
.69 Acres
035
Shepard Way NW
04-27-2009
DATE
1
NUMBER
272502-4-035-2005
Weaver Ave Well Site
S27, T25N, R2E, W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Islander Mobile Home Park

Current Status:

In 2016, the City sold three City-owned shares. One of these shares was sold to the long-term tenant of the property. Two additional shares became vacant due to the death of the residents, and the City sold those shares using a closed bidding process. The City will continue to pursue the sale of the remaining two shares when circumstances allow. Until that time, the current tenants will remain in place and are responsible for paying the monthly fees for their units.

Background:

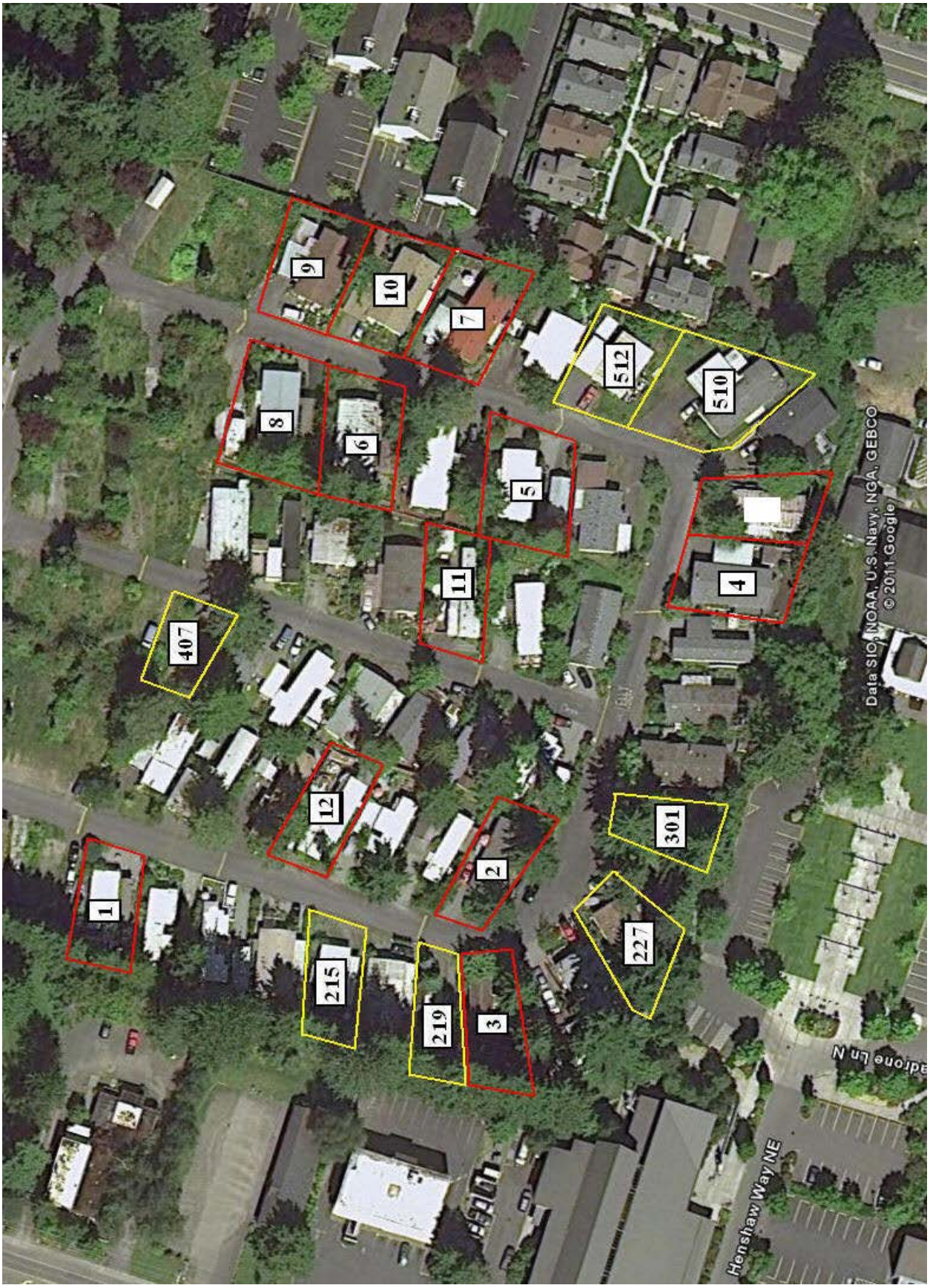
a. Description of the location of the property: The Islander Mobile Home Park property is located in downtown Winslow, just north of City Hall.

b. Description of the circumstances under which the property was obtained: In 2003, after 30 years of ownership by a private individual, the Islander Mobile Home Park property was put up for sale. In 2004, the City purchased seven shares in the Islanders Mobile Home Park Association for affordable and income qualified housing purposes, all of which Shares were associated with residents who wanted to remain at the park but were financially unable to purchase a share in the Association.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The parcel was declared surplus by Resolution No. 2010-24 on August 25, 2010, and staff were authorized to sell the shares only as current residents choose to vacate and the shares become available. The sale price of the City's Shares will be generally calculated based upon the Multiple Listing Service data for appreciation/depreciation rates of residential real estate in the City, from the date of the City's initial purchase of the City's Shares, which calculation the City generally accepts as a fair and accurate estimate of the "fair market value."

e. Description: The Islander Residents Association is a non-profit corporation formed with the stated purpose of purchasing the majority of the Islander Mobile Home Park and then owning and operating it as a mobile home park in perpetuity. The City purchased seven shares in the association, associated with the addresses 215, 219, 227, 301, 407, 510 and 512 Madrona Way (shown on attached map) and entered into subleases with the current residents. The shares associated with 227 and 301 Madrona Way remain under City ownership, with subleases to the current tenants.


9
10
7
512
510
8
6
5
4
11
407
12
2
301
1
227
215
219
3
Henshaw Way NE
Data SIO, NOAA, U.S. Navy, NGA, GEBCO
© 2011 Google

Lovgreen Road (Parcel No. 092502-4-002-2006)

Current Status:

In 2014, the City determined to use this site for spoils disposal and completed the regulatory requirements for use of the site. As it is now used for City operations, the City should rescind the surplus resolution for this site to clarify the property's status.

Background:

a. Description of the location and size of the property: A 14.39-acre site located off of Miller Road.

b. Description of the circumstances under which the property was obtained: The purchase of this parcel was approved by the City Council on May 9, 2001, under a Real Estate Contract with Kitsap County which was signed on August 13, 2001. The City paid the appraised price for two of the parcels and received the third parcel at no cost. Final payment was made in 2011.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The City Council declared the property surplus pursuant to Resolution No. 2011-16 and authorized its transfer to the BIMPRD. In November 2014, the City Council chose to move forward with the re-use option that was presented.

e. Description: This was the site of a former gravel pit. Mining operations ceased in 1992.

051
052
026
028
MILLER ROAD
COUNTY ROAD
054
025
008
045
022
024
NE Lovgreen Rd W
008
026
043
044
024
092502-4-002-2006
Lovgreen Pit
002
007
080
081
079
010-00
011-00
025-00
012-00
024-00
NE
021
022
03-27-2014
DATE
1
NUMBER
092502-4-002-2006
Lovgreen Pit Site
S09, T25, R2E, W.M.
CITY OF BAINBRIDGE ISLAND
PUBLIC WORKS ENGINEERING DEPARTMENT

Pritchard Park (Parcel No. 352502-1-001-2001, No. 352502-1-034-2002, and No. 352502-1-035-2001)

Current Status:

Once NOAA has signed, the City and BIMPRD will have executed a transfer agreement for one of the parcels (Parcel No. 352502-1-001-2001). The City will retain the other two parcels (Parcel No. 352502-1-034-2002 and No. 352502-1-035-2001). The City Council should, by resolution, clarify that the parcels retained by the City are not surplus real property.

Background:

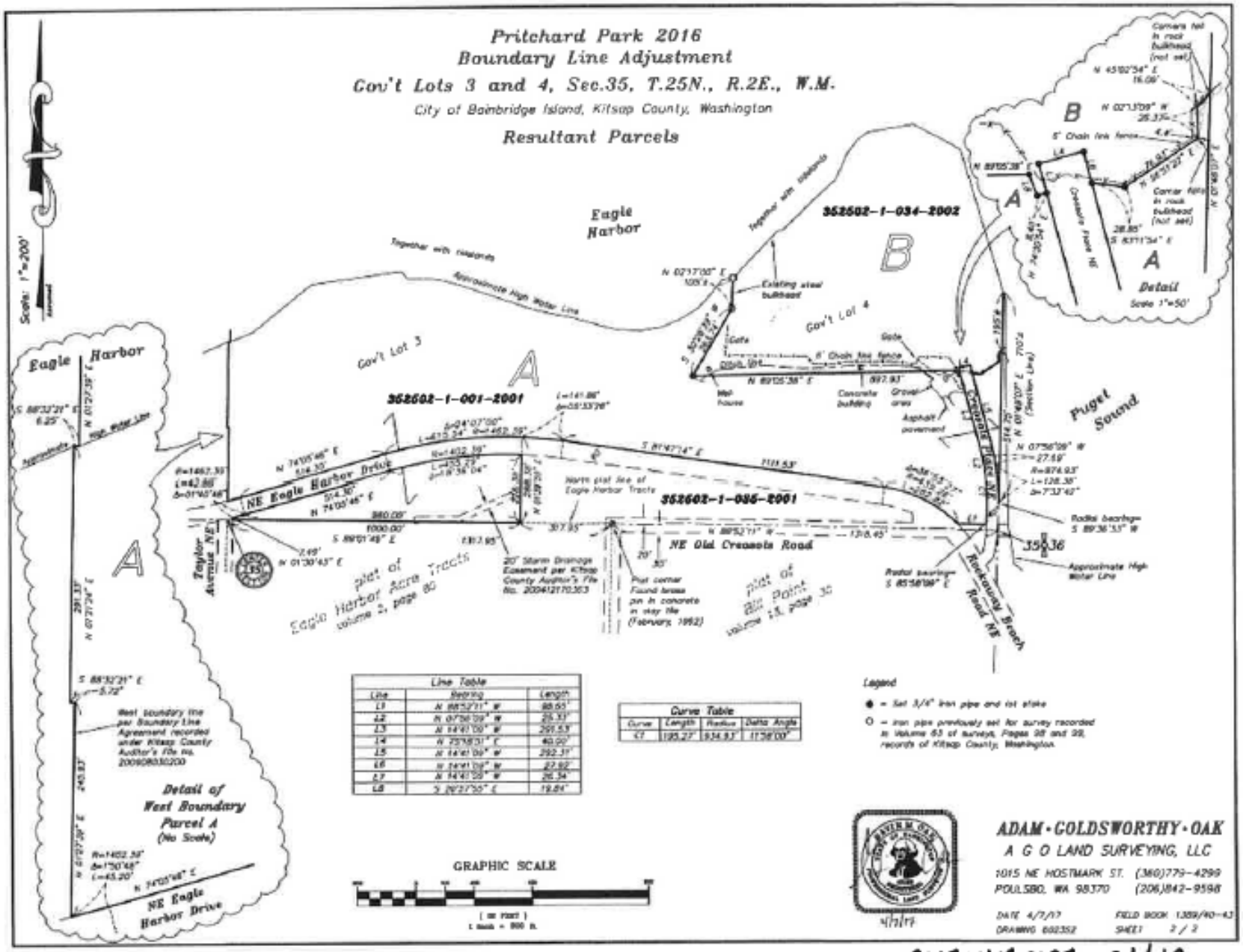
a. Description of the location and size of the property: Approximately 49.5 acres of the Wycoff-Eagle Harbor Superfund Site.

b. Description of the circumstances under which the property was obtained: The City purchased, in successive phases, three parcels of the Wykoff-Eagle Harbor Superfund Site in the years 2004-2006.

c. Description of the funds used to acquire the property: Funds from the voter-approved Open Space Bond, sent to the voters by Ordinance No. 2001-36, and grant money

d. Surplus information: The City Council declared the property surplus pursuant to Resolution No. 2011-16 and authorized its transfer to the BIMPRD.

e. Description: This property, generally, is the former Wyckoff Creosote property, home to wood treatment operations from the early 1900's to 1994. During the nearly 90 years of operations, the soils at the facility and the groundwater beneath became contaminated with creosote and other wood treatment compounds. In 1987, the Environmental Protection Agency listed the site as a Superfund site and commenced remedial action in 1990.



201704180187 84/49

Manitou Tidelands (Parcel No. 142502-3-107-2005)

Current Status:

The City continues to own the parcel. The City Attorney's Office has prepared a draft transfer agreement to transfer the parcel to the BIMPRD, which will soon be submitted to the BIMPRD for review and approval.

Background:

a. Description of the location and size of the property: A 0.13-acre parcel located on Manitou Beach Drive NE.

b. Description of the circumstances under which the property was obtained: The City acquired the Manitou Tidelands with funds from the voter-approved Open Space Bond, sent to the voters by Ordinance No. 2001-36.

c. Description of the funds used to acquire the property: Bonds issued pursuant to Ordinance No. 2001-36.

d. Surplus information: The City Council declared the property surplus pursuant to Resolution No. 2011-16 and authorized its transfer to the BIMPRD

e. Description: The property is a tideland parcel that the City acquired from Peter and Elyse Kane.

Manitou Uplands (Parcel No. 142502-3-109-2003)

Current Status:

On January 30, 2018, the City and the adjacent property owners executed a Purchase and Sale Agreement for the north 25-feet of the parcel, with the City retaining ownership of the remainder. The City Attorney's Office has prepared a draft transfer agreement to transfer the parcel to the BIMPRD, which will soon be submitted to the BIMPRD for review and approval.

Background:

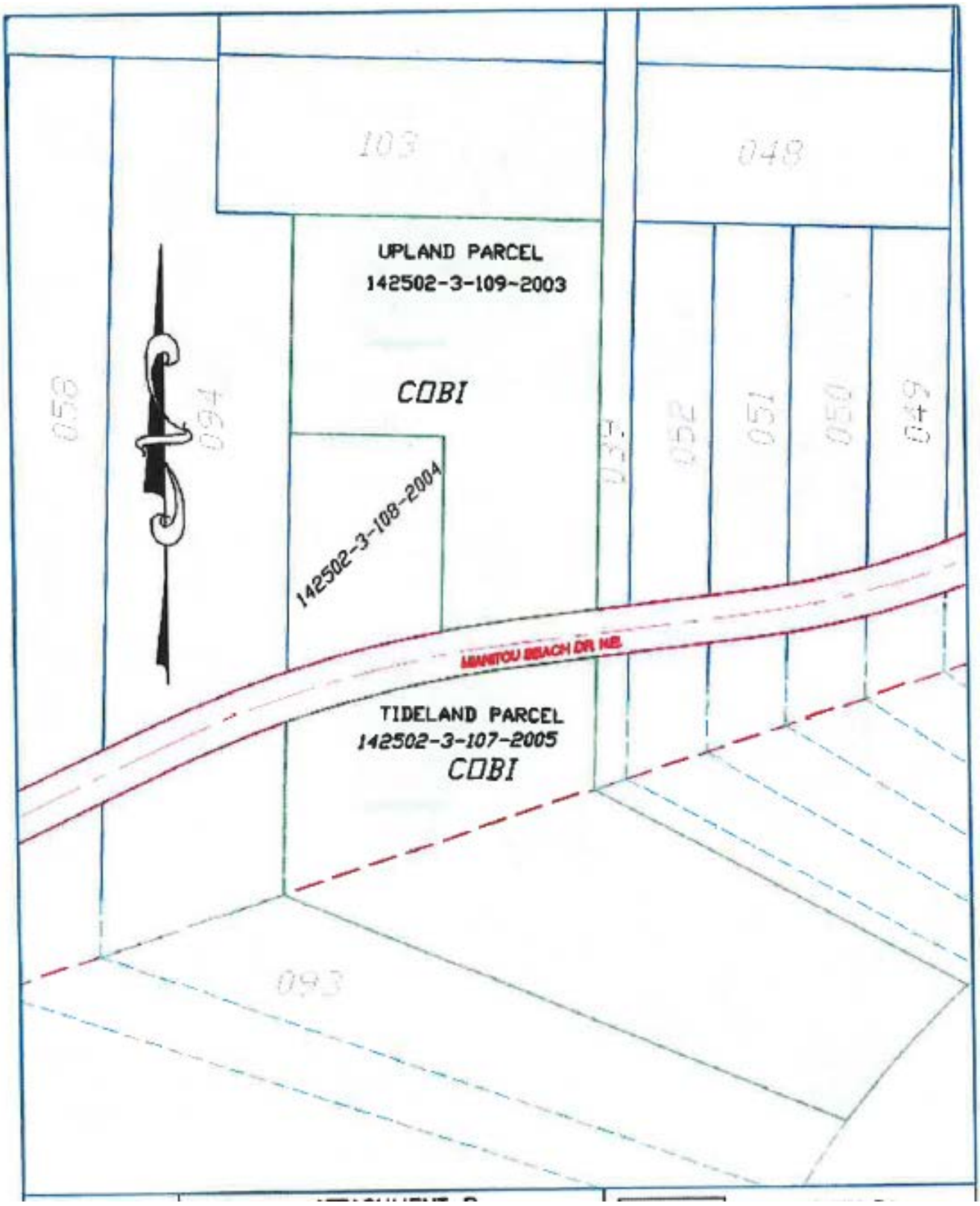
a. Description of the location and size of the property: A 0.88-acre parcel located on Manitou Beach Drive NE.

b. Description of the circumstances under which the property was obtained: The City acquired the Manitou Uplands with funds from the voter-approved Open Space Bond, sent to the voters by Ordinance No. 2001-36.

c. Description of the funds used to acquire the property: Bonds issued pursuant to Ordinance No. 2001-36.

d. Surplus information: The City Council declared the property surplus pursuant to Resolution No. 2017-12 and authorized its transfer to the BIMPRD

e. Description: The property is an upland parcel that the City acquired from Peter and Elyse Kane.


103
048
UPLAND PARCEL
142502-3-109-2003
COBI
058
094
052
051
050
049
142502-3-108-2004
MANITOU BEACH DR NE
TIDELAND PARCEL
142502-3-107-2005
COBI
093

IslandWood Trail (AFN 200208270486)

Current Status:

The City continues to hold the easement. The City Attorney's Office has prepared a draft transfer agreement to transfer the easement to the BIMPRD, which will soon be submitted to the BIMPRD for review and approval.

Background:

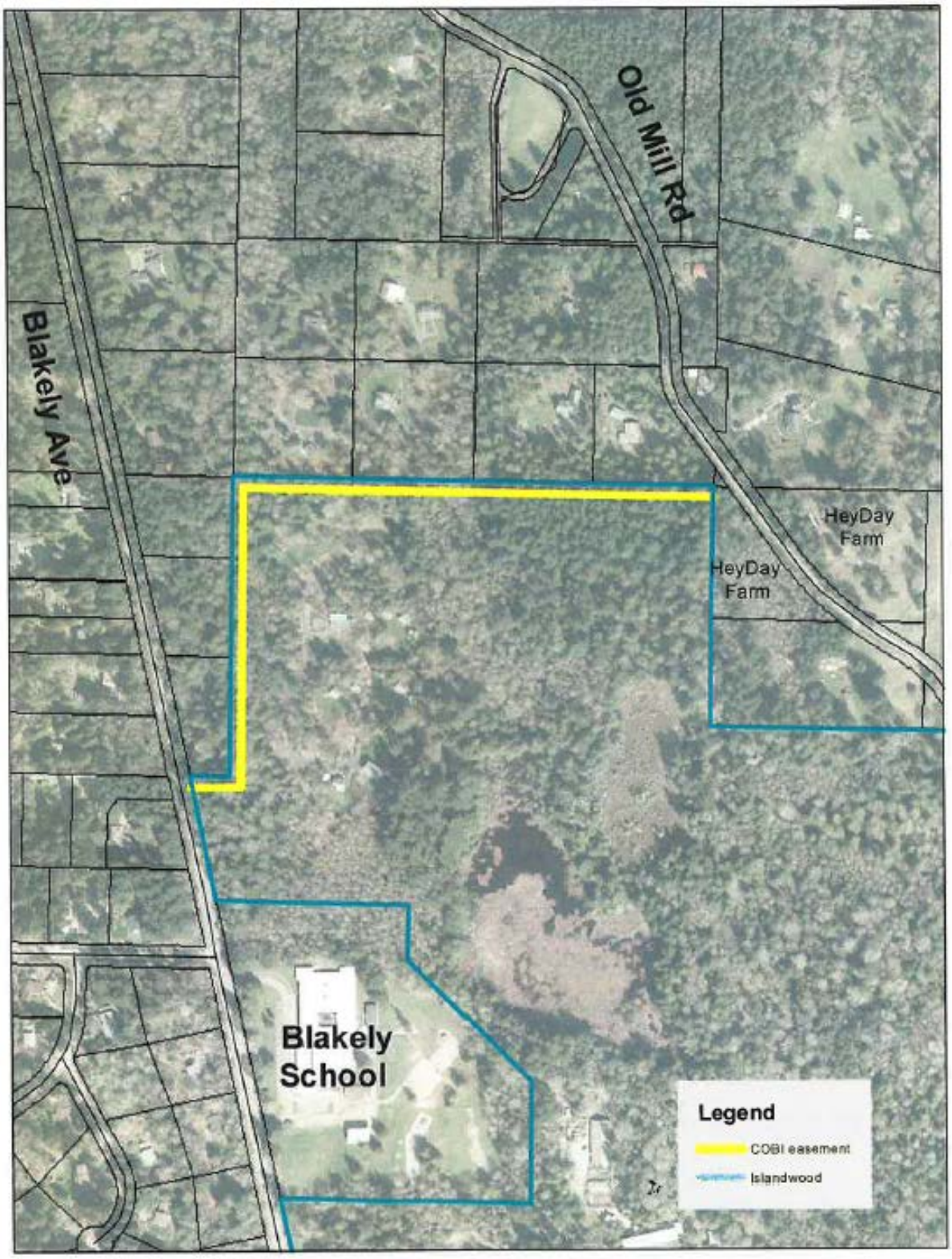
a. Description of the location and size of the property: 15-foot wide easement along a portion of Parcel No. 032402-1-033-2002.

b. Description of the circumstances under which the property was obtained: The City acquired the Trail Easement from IslandWood for the purpose of providing public access to the easement area for pedestrian and non-motorized recreational activities, such as walking, bicycling, jogging, running, and riding horses.

c. Description of the funds used to acquire the property: N/A

d. Surplus information: The City Council declared the easement surplus pursuant to Resolution No. 2017-11 and authorized its transfer to the BIMPRD.

e. Description: The City's Non-Motorized Transportation Advisory Committee recommended that the City allow the BIMPRD to construct a non-motorized trail over the easement. The City Council held a public hearing on the proposed transfer on April 11, 2017.


Old Mill Rd
Blakely Ave
HeyDay Farm
HeyDay Farm
Blakely School
Legend
COBI easement
Islandwood

Unnamed 30-Foot Strip

Current Status:

The City and the BIMPRD executed a transfer agreement on July 24, 2018, approving the transfer of the property from the City to the BIMPRD.

Background:

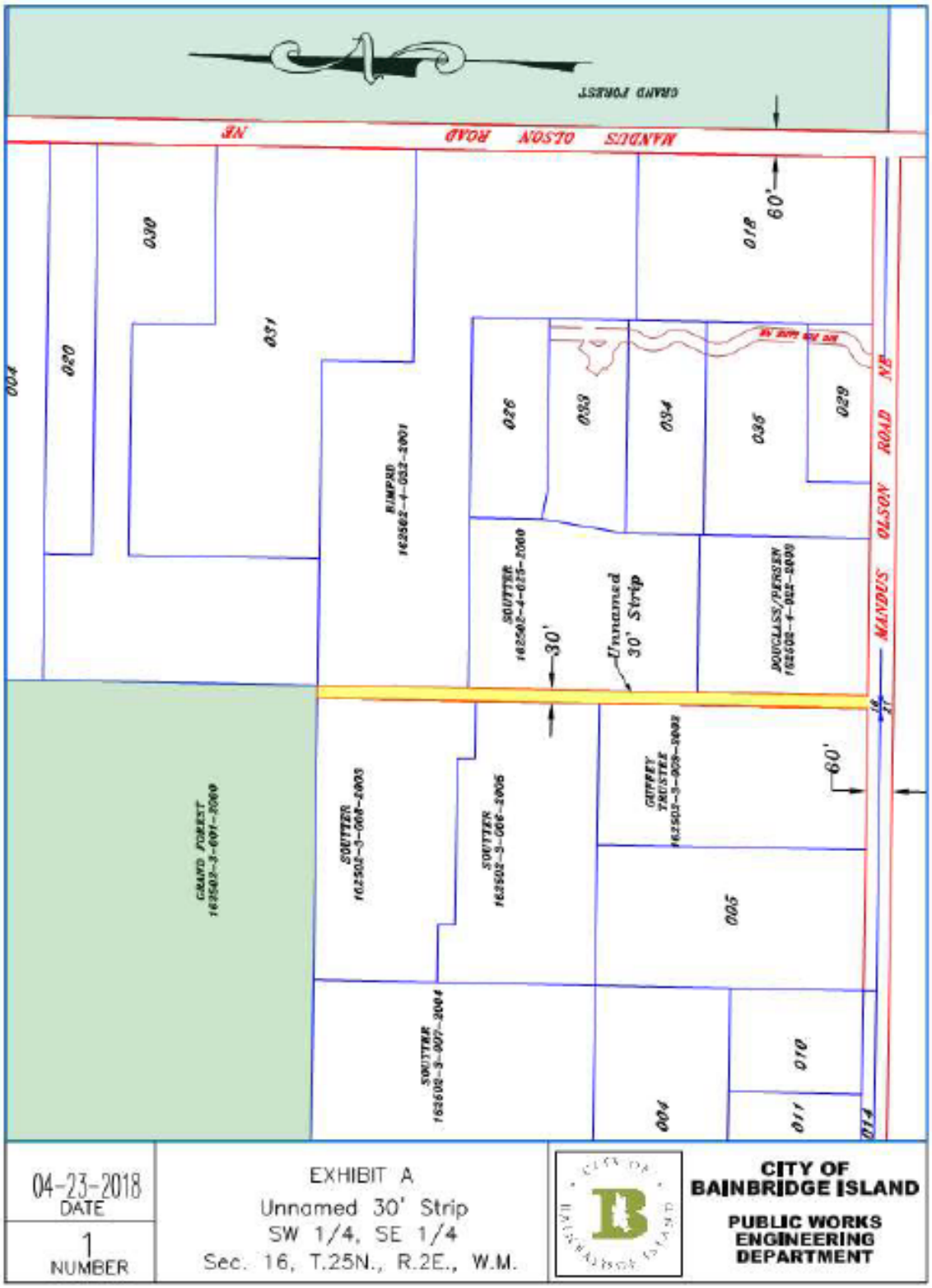
a. Description of the location and size of the property: A 30-foot strip of property running north from Mandus Olson Road.

b. Description of the circumstances under which the property was obtained: On February 27, 2017, Kitsap County conveyed fee title to the unnamed 30-foot strip to the City by quit claim deed.

c. Description of the funds used to acquire the property: N/A

d. Surplus information: The City Council declared the easement surplus pursuant to Ordinance No. 2018-16 and authorized its transfer to the BIMPRD.

e. Description: The BIMPRD, the Bainbridge Island Land Trust, and Sarah Soutter have agreed to a proposed transaction that, if completed, would ultimately result in a 10-acre addition to the Grand Forest. The transfer of the 30-foot strip from the City to the District is a necessary step for the proposed transaction to be completed.


GRAND FOREST
NE
MANDUS OLSON ROAD
018
60'
030
031
020
004
026
033
034
035
029
MANDUS OLSON ROAD NE
Unnamed
30' Strip
30'
005
010
011
004
014
60'
GRAND FOREST
SOUTTER
GIFFEY TRUSTEE
DOUGLASS/PERSEN
RUMPRO
04-23-2018
DATE
1
NUMBER
EXHIBIT A
Unnamed 30' Strip
SW 1/4, SE 1/4
Sec. 16, T.25N., R.2E., W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Project: SR305 - Olympic Drive Non-Motorized Improvements

Location: Harbor Drive to Winslow Way 00596

Project Description

Description: The Olympic Drive/Winslow Way intersection serves the ferry on and off-loading traffic. This project provides improvements for pedestrians and cyclists along this heavily-trafficked roadway. The unique needs of multi-modal transportation within a limited intersection area has led to a complex project planned and approved by WSDOT and FHWA. The project will also replace an existing undersized water main in Olympic Drive and Harborview Drive with a new 8-inch line and install one new fire hydrant.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 657,160	$ 120,000	$ -	$ -	$ 777,160
Water Fund	100,000	75,000	-	-	175,000
Federal Grant	-	-	872,000		872,000
State Grant	764,200	-	400,000	-	1,164,200
	$ 1,521,360	**$ 195,000**	**$ 1,272,000**	**$ -**	**$ 2,988,360**

Budget Notes

	Amount	Source	Description
Original budget	$ 764,200	2013 CIP	Original project authorization
Budget Amendments	$ 80,000	2015 CIP	Cost updated
	224,100	2015Q1 Budget Amendment	Project redesign
	353,060	2016 CIP	Additional scope added
	100,000	2016 CIP (Water Fund)	Water component added
	75,000	2017Q1 BUA (Water Fund)	Water component cost revised
	120,000	2017Q2 BUA (General Fund)	Underground power, tree retention
	1,272,000	2018 CIP	Anticipated Federal Grant
Total Project Budget	**$ 2,988,360**		

Financial Update

Spending through July 18, 2018

	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	$ 2,813,360	$ 456,291	$ 35,619	$ 491,910	$ 2,321,450
Water Fund	$ 175,000	$ 10,786	$ -	$ 10,786	$ 164,215
	$ 2,988,360	$ 467,076	$ 35,619	$ 502,695	$ 2,485,665

Current Project Status

Updating design, permitting, and ROW for use of newly-acquired Federal funding. Construction delayed to the spring of 2019.

Project: City Dock Replacement

Location: Waterfront Park 00732

Project Description

Description: This project provides for replacement of the Waterfront Park City Dock and expansion of the boat ramp. The dock and boat ramp have reached the end of their lifecycle.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 42,000	300,000	-	-	$ 342,000
WSF Funds	928,039	-	-	-	928,039
State Grant	1,096,961	-	-	-	$ 1,096,961
	$ 2,067,000	**$ 300,000**	**-**	**-**	**$ 2,367,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 2,067,000	2015 CIP	Original project authorization
Budget Amendments	300,000	2017Q2 Budget Amendment	Project bid exceeded budget
Total Project Budget	**$ 2,367,000**		

Financial Update

Spending through July 18, 2018

	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	$ 2,367,000	$ 2,350,278	$ 10,814	$ 2,361,093	$ 5,907

Current Project Status

The Grand Opening and ribbon cutting was well attended and held on Saturday, June 2, 2018.

Project: C40 Miller Road

Location: Tolo Rd. to Peterson Hill 00800

Project Description

Description: Provide shoulder widening on both sides of Miller Road from Tolo Road to Peterson Hill Road. Assumes that no permanent ROW acquisition is needed.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 25,000	-	324,000	-	$ 349,000
Federal Grant	155,000	-	596,000	-	751,000
	$ 180,000	**-**	**$ 920,000**	**-**	**$ 1,100,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 1,100,000	2017-2018 CIP	Original project authorization
Budget Amendments	-		
Total Project Budget	**$ 1,100,000**		

Financial Update

Spending through July 18, 2018

	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	1,100,000	204,395	14,397	218,792	881,208

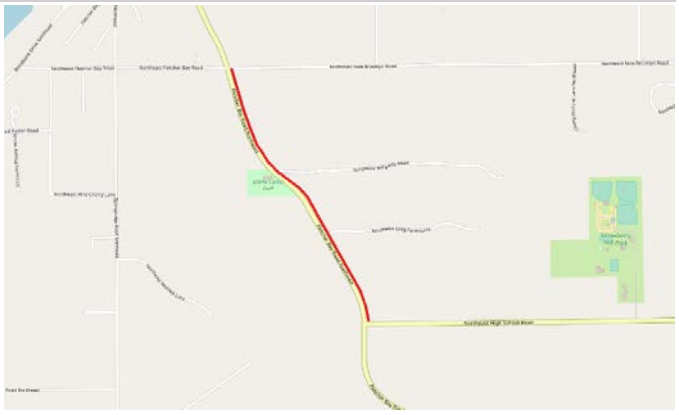
Current Project Status

The construction contract was awarded on July 10th, 2018.

Project: C40 Fletcher Bay Road

Location: High School to New Brooklyn 00780

Project Description



Description: Provide shoulder widening on both sides of Fletcher Bay Road from High School Road to New Brooklyn Road. The project is planned to be designed by COBI staff. Assumes that no permanent ROW acquisition is needed.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ -	20,000	111,000		$ 131,000
Federal Grant	-	-	389,000		389,000
	$ -	**20,000**	**500,000**	**$ -**	**$ 520,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 520,000	2017-2018 CIP	Original project authorization
Budget Amendments	-		
Total Project Budget	**$ 520,000**		

Financial Update

Spending through July 18, 2018

	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	$ 520,000	$ -	$ -	$ -	$ 520,000

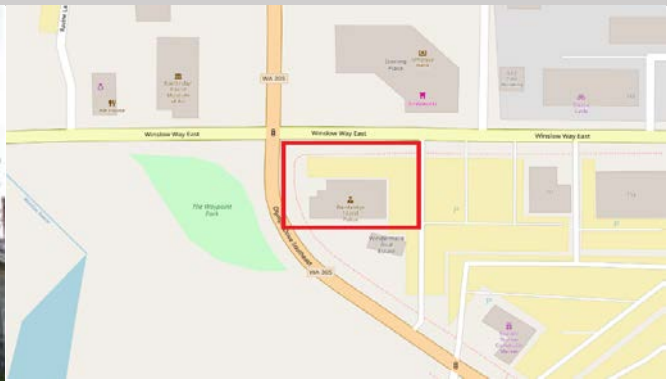
Current Project Status

The construction contract was awarded on July 10th, 2018.

Project: Police and Municipal Court Building

Location: to be determined 00724

Project Description



Description: This project provides for a replacement Police Station and relocated Municipal Court.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 500,000	2,600,000			$ 3,100,000
Long-term debt	-		-	-	$ -
	$ 500,000	**$ 2,600,000**	**$ -**	**-**	**$ 3,100,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 500,000	2015 CIP	Original project authorization
Budget Amendments	2,600,000	2017 CIP	CIP update to project
Total Project Budget	**$ 3,100,000**		

Financial Update

	Spending through July 18, 2018 Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	$ 3,100,000	$ 347,179	$ 43,223	$ 390,401	$ 2,709,599

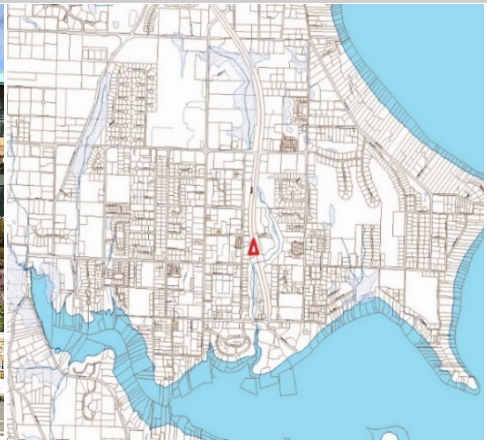
Current Project Status

Site selection in progress.

Project: Sound to Olympics Trail Phases 2 and 4

Location: from Winslow Way to High School Road 00668

Project Description



Description: The Sound to Olympics Trail (STO) project will provide a separated, shared-use pathway along the SR305 Corridor (from High School Rd to Winslow Way). The project completes the "first mile" of the Sound to Olympics Trail.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 390,000	310,000	-	-	$ 700,000
Federal Grant	2,309,000	-	-	-	2,309,000
	2,699,000	**310,000**	**-**	**-**	**$ 3,009,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 420,000	2014-2015 CIP	Original project authorization
	1,450,000	2015-2016 CIP, Phase 2	Project scope increase
	800,000	2015-2016 CIP, Phase 4	Project scope increase
Budget Amendments	85,000	2015 BUA	$50K from Annual Connectivity, $35K from STO Phase 3
	(56,000)	2016 BUA	Funding moved to separate
	150,000	2017Q2 Budget Amendment	Bracing, quantity adds
	160,000	2017Q4 Budget Amendment	Piling, quantity adds
Total Project Budget	**$ 3,009,000**		

Financial Update

Spending through July 18, 2018

	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	$ 3,009,000	$ 3,006,908	$ 43,072	$ 3,049,981	$ (40,981)

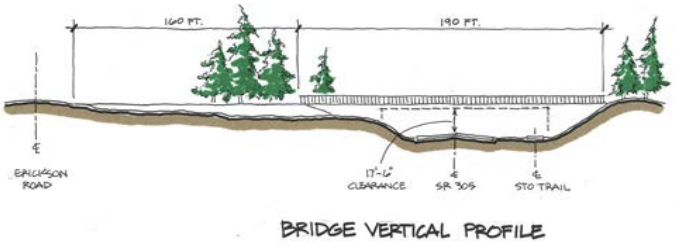
Current Project Status

Facility is open to public. Some punch list items yet to be completed. Received claim from Contractor regarding pile driving.

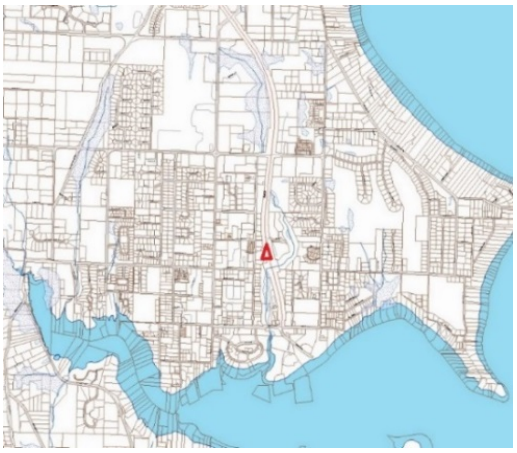
Project: Sound to Olympics Trail Phase 3

Location: Connecting Wing Point to Wyatt Way 00726

Project Description



BRIDGE VERTICAL PROFILE



Description: The Phase 3 portion of the Sound to Olympics Trail is a bridge that will cross State Route 305, connecting at approximately John Nelson Lane and Knechtel Way. Project design and options are under consideration.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ -	640,000	-	400,000	$ 1,040,000
Federal Grant	-	-	-	2,100,000	2,100,000
	$ -	**640,000**	**-**	**$ 2,500,000**	**$ 3,140,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 3,140,000	2017-2018 CIP	Original project authorization
Budget Amendments	-		
Total Project Budget	**$ 3,140,000**		

Financial Update

Spending through July 18, 2018

	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	$ 3,140,000	$ 117,814	$ -	$ 117,814	$ 3,022,186

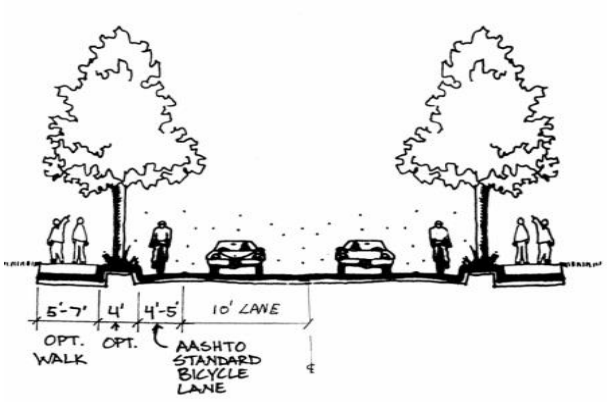
Current Project Status

Council decided on April 24, 2018 to no longer pursue a bridge project at this location and directed staff to bring back other solutions for discussion at the May 15, 2018 meeting.

Project: Wyatt Way Reconstruction

Location: Madison to Lovell 00708

Project Description



Description: Capacity (level of service) improvements to the intersection of Madison Avenue and Wyatt Way, including a roundabout. Complete sidewalk and bicycle facilities on both sides of Wyatt from Madison to Lovell. Reconstruct roadway surfacing and drainage. Additional right of way needed along frontage. Design 50% completed in 2006. State (TIB) grant funding received in 2015.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 512,000	-	672,000	-	$ 1,184,000
State Grant	1,088,000	-	1,428,000	-	2,516,000
Water Fund	-	150,000	-	-	150,000
	1,600,000	**150,000**	**2,100,000**	**-**	**$ 3,850,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 3,700,000	2015-2016 CIP	Original project authorization
Budget Amendments	150,000	2017Q1 BUA (Water Fund)	Water component added
Total Project Budget	**$ 3,850,000**		

Financial Update

	Spending through July 18, 2018				
	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	3,700,000	382,220	83,290	465,510	3,234,490
Water	150,000	13,704	16,296	30,000	120,000
	3,850,000	**395,925**	**99,586**	**495,510**	**3,354,490**

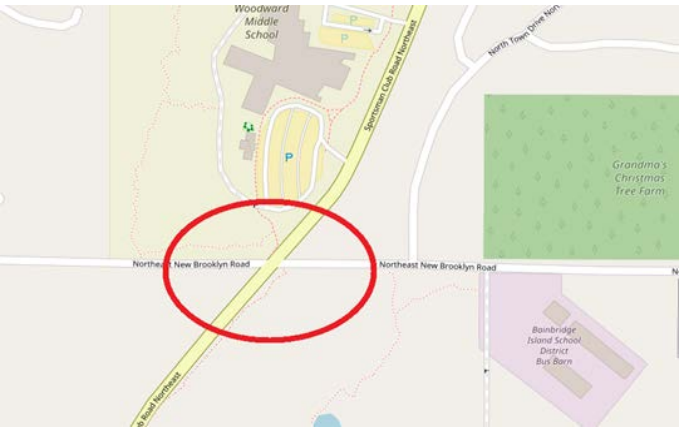
Current Project Status

30% is design complete. Right-of-way acquisition underway.

Project: Sportsman Club Road and New Brooklyn Road

Location: Intersection Improvements 00715

Project Description



Description: Capacity (level of service) improvements at intersection of Sportsman Club Road and New Brooklyn Road. Level of service C from 2004 study. Since that time, the Sakai and Woodward schools have changed schedules, resulting in impacts to the intersection. A roundabout is proposed. Estimated schedule and costs assume a right-of-way donation by the School District.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ -	-	-	530,000	$ 530,000
Trans. Impact Fees	$ -	-	24,000	290,000	$ 314,000
Federal Grant	-	-	156,000	-	$ 156,000
	$ -	**$ -**	**$ 180,000**	**$ 820,000**	**$ 1,000,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 1,000,000		Original project authorization
Budget Amendments			CIP update to project
Total Project Budget	**$ 1,000,000**		

Financial Update

	Spending through July 18, 2018 Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	1,000,000	468	49,158	49,625	950,375
SSWM	-	-	-	-	-
	1,000,000	468	49,158	49,625	950,375

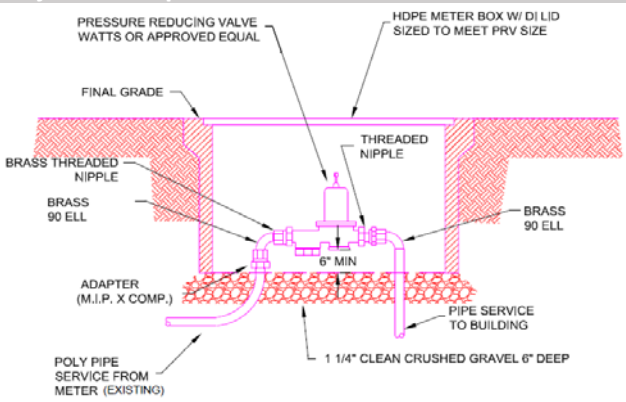
Current Project Status

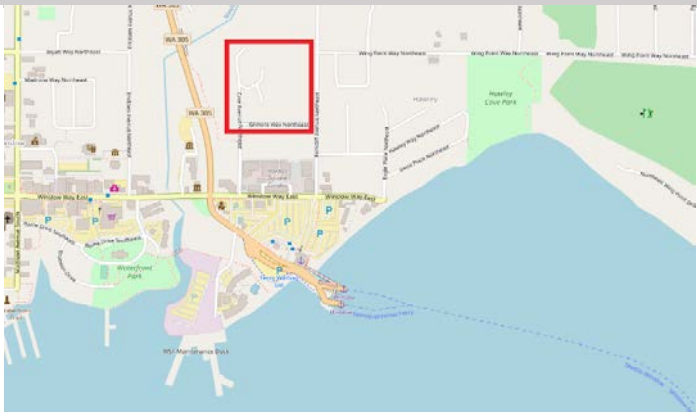
Skilllings Connolly selected for design. Next step is preliminary design and public involvement. Grant funding for construction is secured for 2020. The CIP will be adjusted according to new expected timing.

Project: Rehabilitate Pump Station (Village)

Location: Village 00782

Project Description





Description: The Village Pump Station is expected to require capacity upgrades by 2025. To meet 2035 projected flows, the Village Pump Station needs to be upgraded to a firm capacity of approximately 850 gpm. Additionally, the Village Pump Station has not been upgraded since its installation in 1979. Due to its age, the station's valves, controls, and telemetry need to be replaced. The dry well and wet well are showing signs of advanced corrosion. This station will require a comprehensive rehabilitation similar to the City's 2006 Highway 305 Pump Station upgrade project.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
Sewer Fund		200,000	700,000		$ 900,000
	-			-	$ -
	$ -	**$ 200,000**	**$ -**	**-**	**$ 900,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 900,000	2017 CIP	Original project authorization
Budget Amendments		2017 CIP	CIP update to project
Total Project Budget	**$ 900,000**		

Financial Update

	Spending through July 18, 2018 Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
Water Fund	$ 900,000	$ 172,503	$ 494,350	$ 666,853	$ 233,147

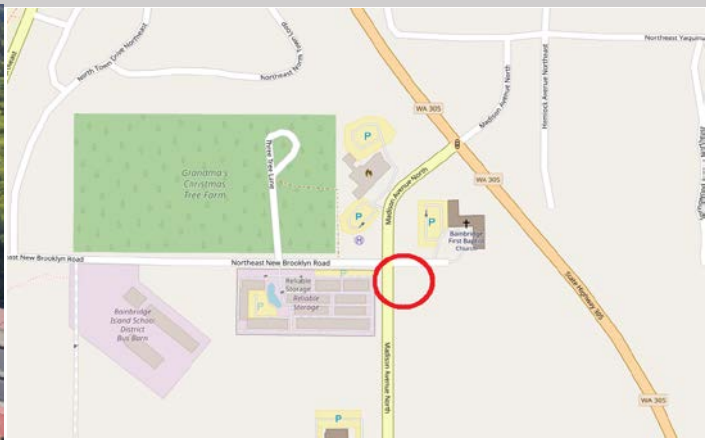
Current Project Status

Completing design and pursuing advance purchase of equipment for construction in 2018.

Project: Pump Station/Force Main Upgrade (NTW/New Brooklyn)

Location: NTW/New Brooklyn/Madison 00783

Project Description



Description: This project provides upgrades to the City's North Town Woods sanitary sewer pump station and force main pipe in New Brooklyn Road and Madison Avenue. These upgrades will increase the capacity of the sewer system to serve the planned service area. The first project has been awarded to replace the forcemain from Madison Avenue to Three Tree Lane with a new section of gravity main. This work will complete by the end of 2017. A new forcemain from High School Road to New Brooklyn Road is under design and will be constructed in early 2018.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
Sewer Fund	$ 700,000				$ 700,000
	-			-	$ -
	$ 700,000	**$ -**	**$ -**	**-**	**$ 700,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 700,000	2017 CIP	Original project authorization
Budget Amendments		2017 CIP	CIP update to project
Total Project Budget	**$ 700,000**		

Financial Update

	Spending through July 18, 2018 Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
Sewer Fund	$ 700,000	$ 154,770	$ 59,582	$ 214,353	$ 485,647

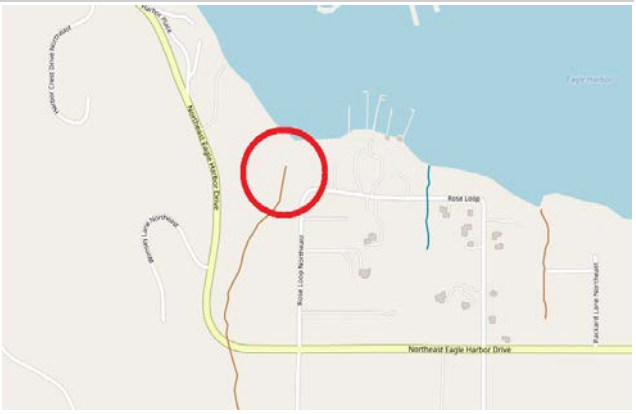
Current Project Status

Construction completed for the first section of gravity line fronting the Fire Station. Design work for the force main on Madison proceeding with construction planned to be started in 2018.

Project: Eagle Harbor Drive at McDonald Creek

Location: 5530 Eagle Harbor Drive 00823

Project Description



Description: The existing concrete culvert is perched at its outlet and a section of pipe has dropped. Shoulder settlement is an indicator there may be separations. The project provides for the repair of the existing concrete culvert, assuming trenchless methods can be employed to line culvert.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund					$ -
SSWM Fund	-	200,000	-	900,000	$ 1,100,000
	$ -	**$ 200,000**	**-**	**900,000**	**$ 1,100,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 1,100,000	2016 Budget Amendment	Original project authorization
Budget Amendments		2017 CIP	CIP update to project
Total Project Budget	**$ 1,100,000**		

Financial Update

	Spending through July 18, 2018				
	Life to Date Budget	Life to Date Actuals	Encumbrances	Actuals + Encumbrances	Remaining
General Fund	-	-	-	-	-
SSWM	1,100,000	86,143	88,705	174,374	925,626
	1,100,000	86,143	88,705	174,374	925,626

Current Project Status

Project is under environmental permitting review.

CITY OF
BAINBRIDGE ISLAND

2018 MID YEAR FINANCIAL REPORT

August 14, 2018

2018 Mid-Year Report

Tonight's Topics:

- 2018 Financial Performance and Forecast
- 2019-2020 biennium budget calendar
- 2018 Capital Project Update
- Mid-year Budget Amendments

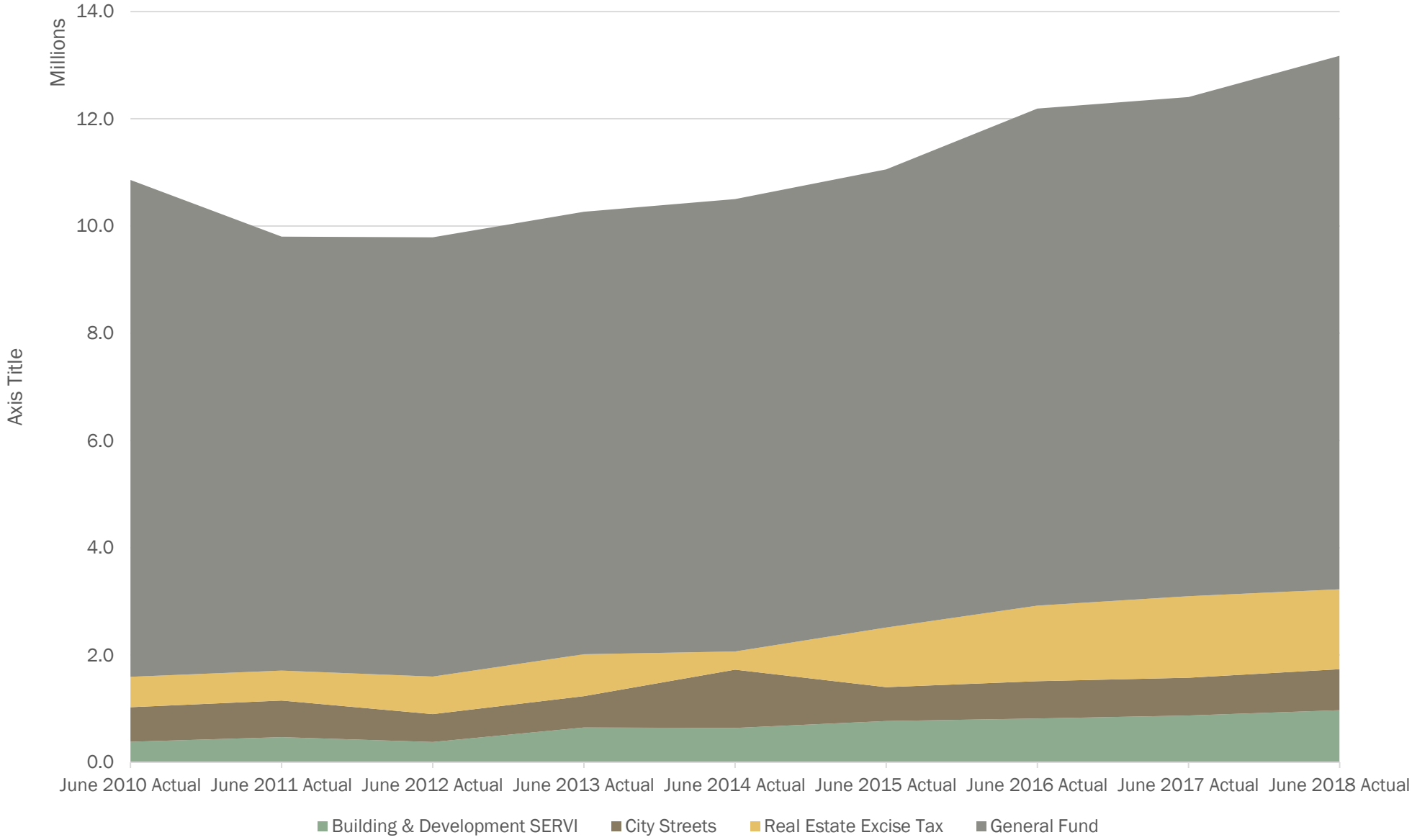
2018 Mid-Year Report

Summary – Tax-Supported Funds:

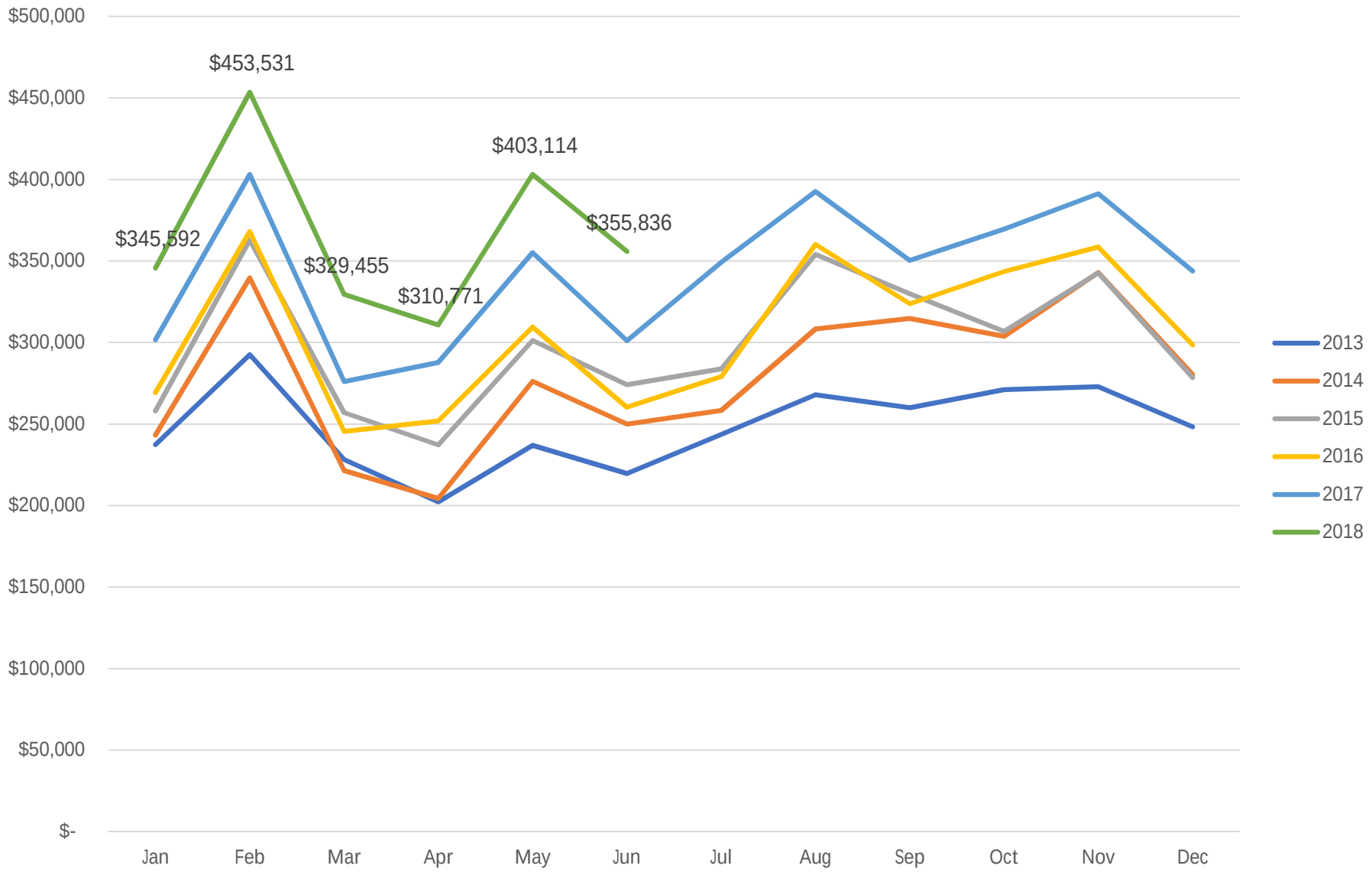
- 2018 Beginning Fund Balance
- 2018 is ahead of modified budget for tax-supported funds
  - 2018 revenues at or above plan; expenditures on pace
  - 2018 year-end fund balances at or above budgeted levels.

Tax-Supported Funds: Revenue

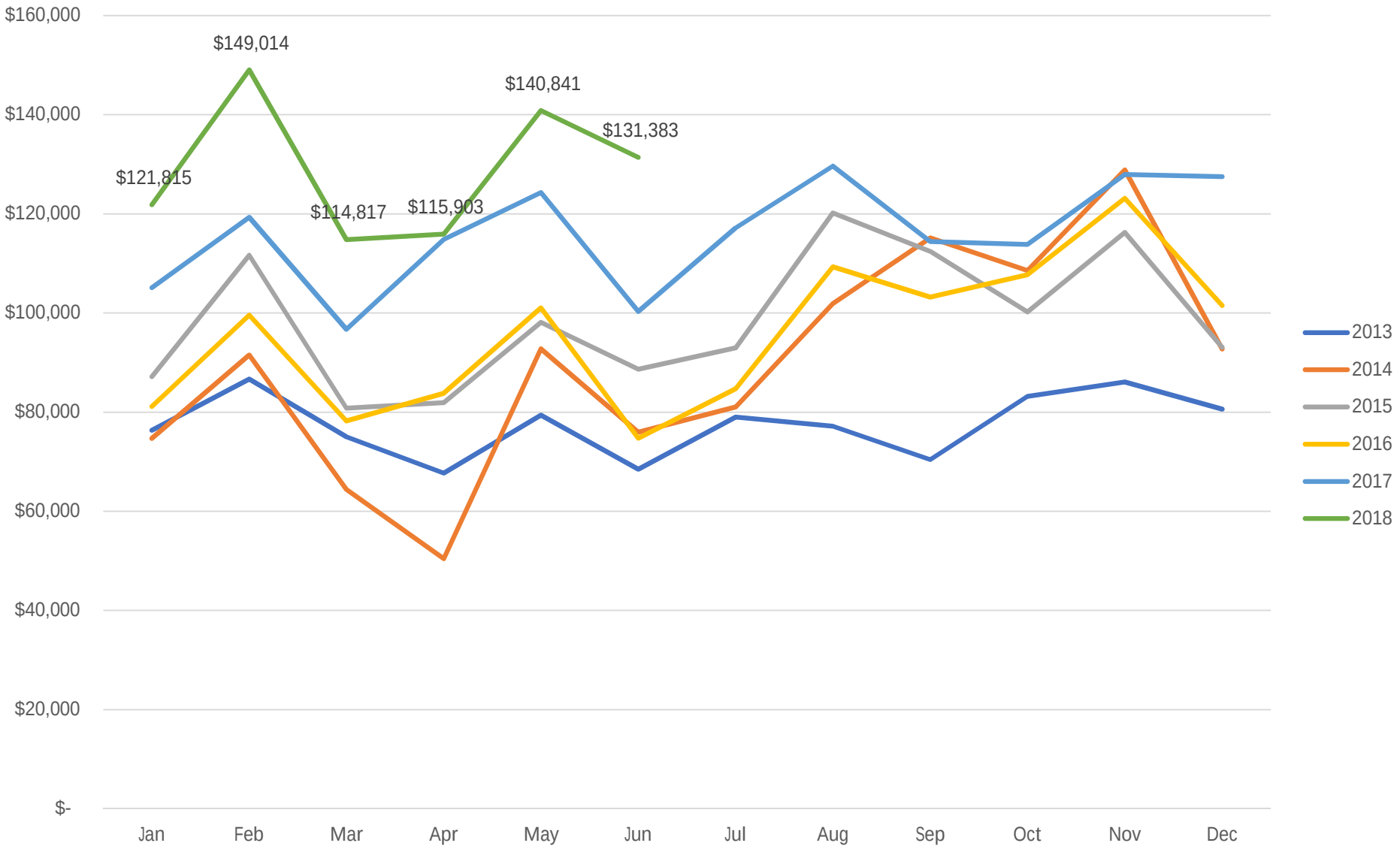
Revenue through June, 2018



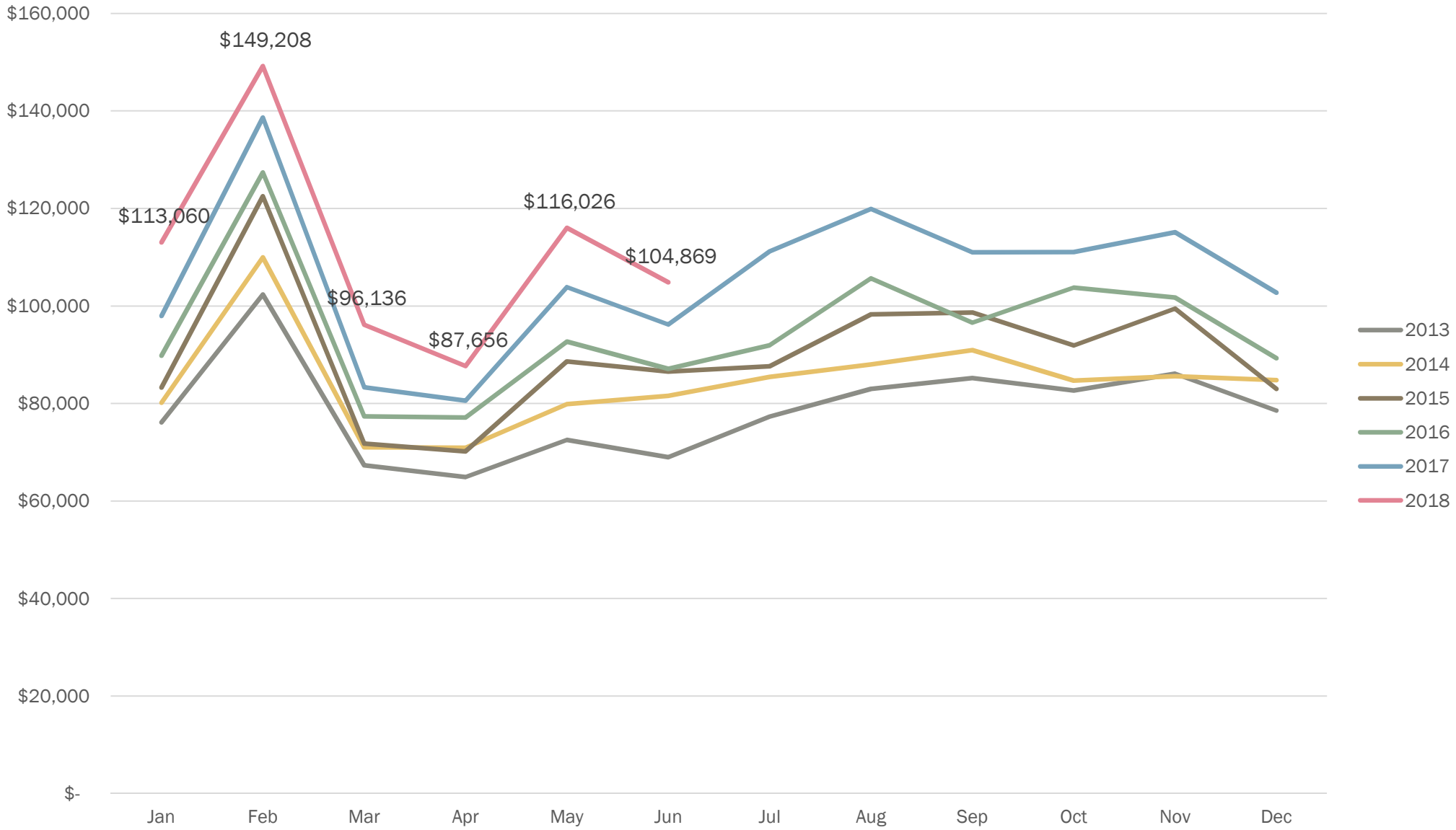
Total Sales and Use Tax Revenue 2013 - 2018



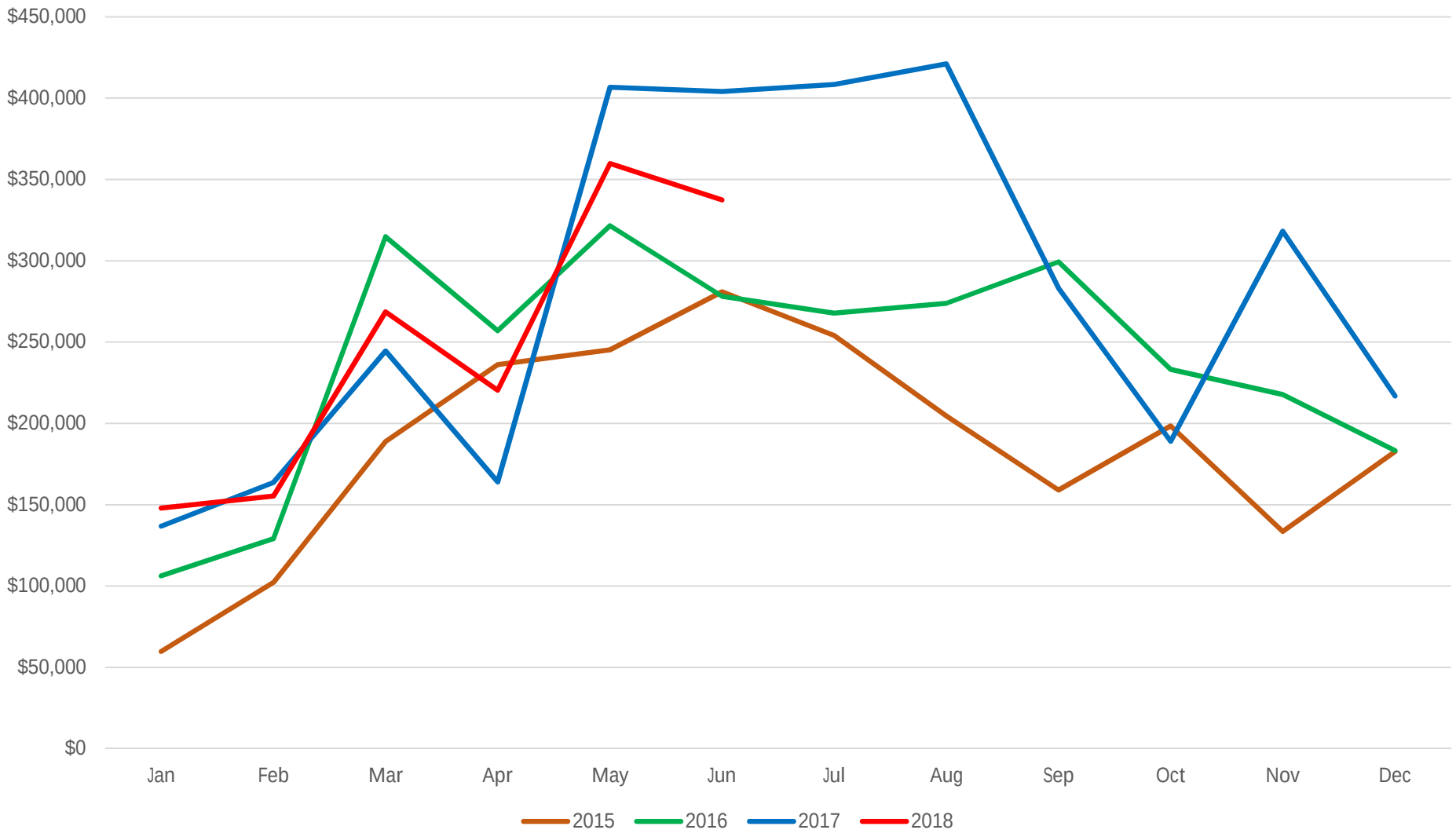
Construction Sales and Use Tax Revenue 2013 - 2018



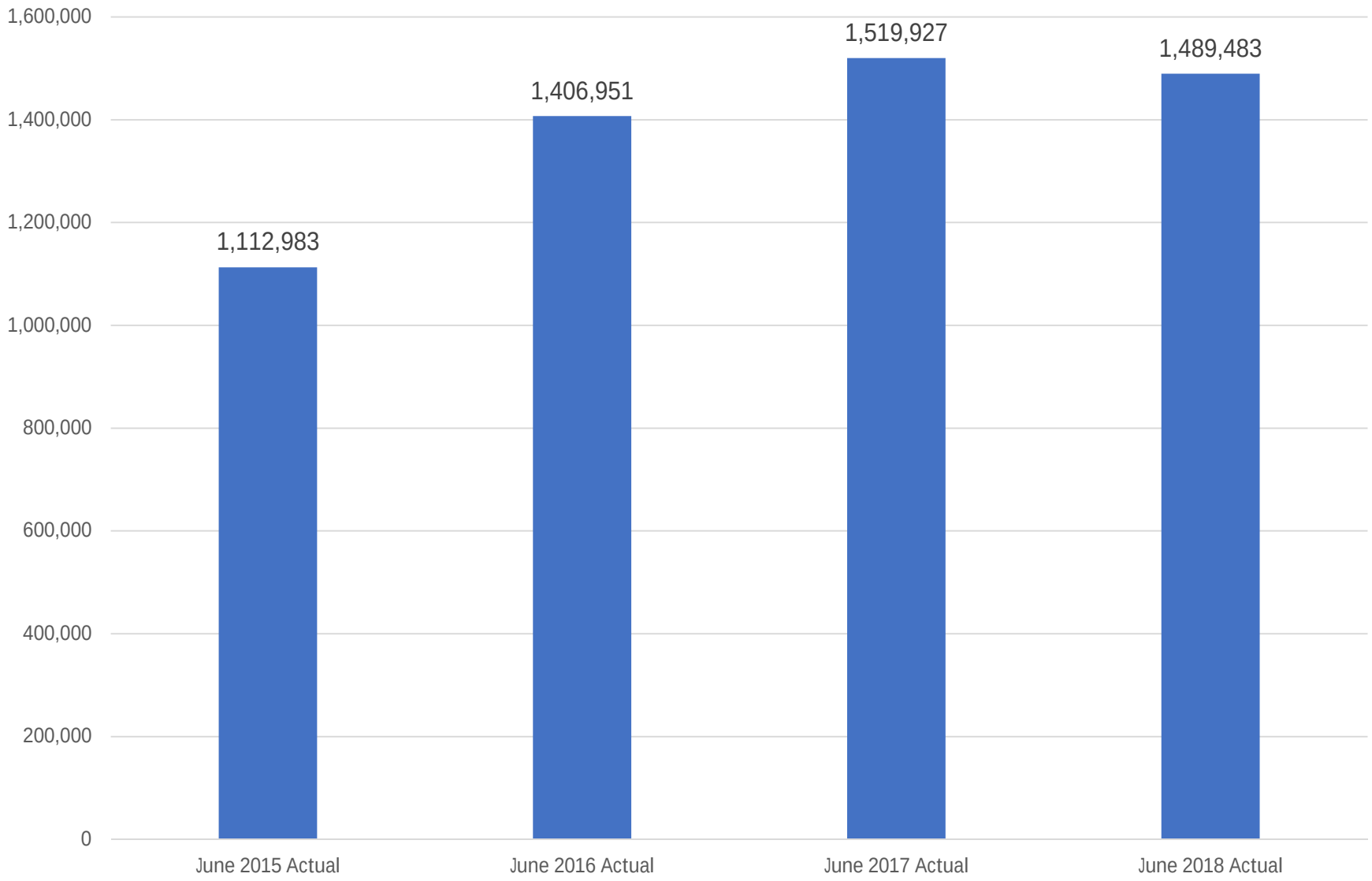
Retail Sales and Use Tax Revenue 2013 - 2018



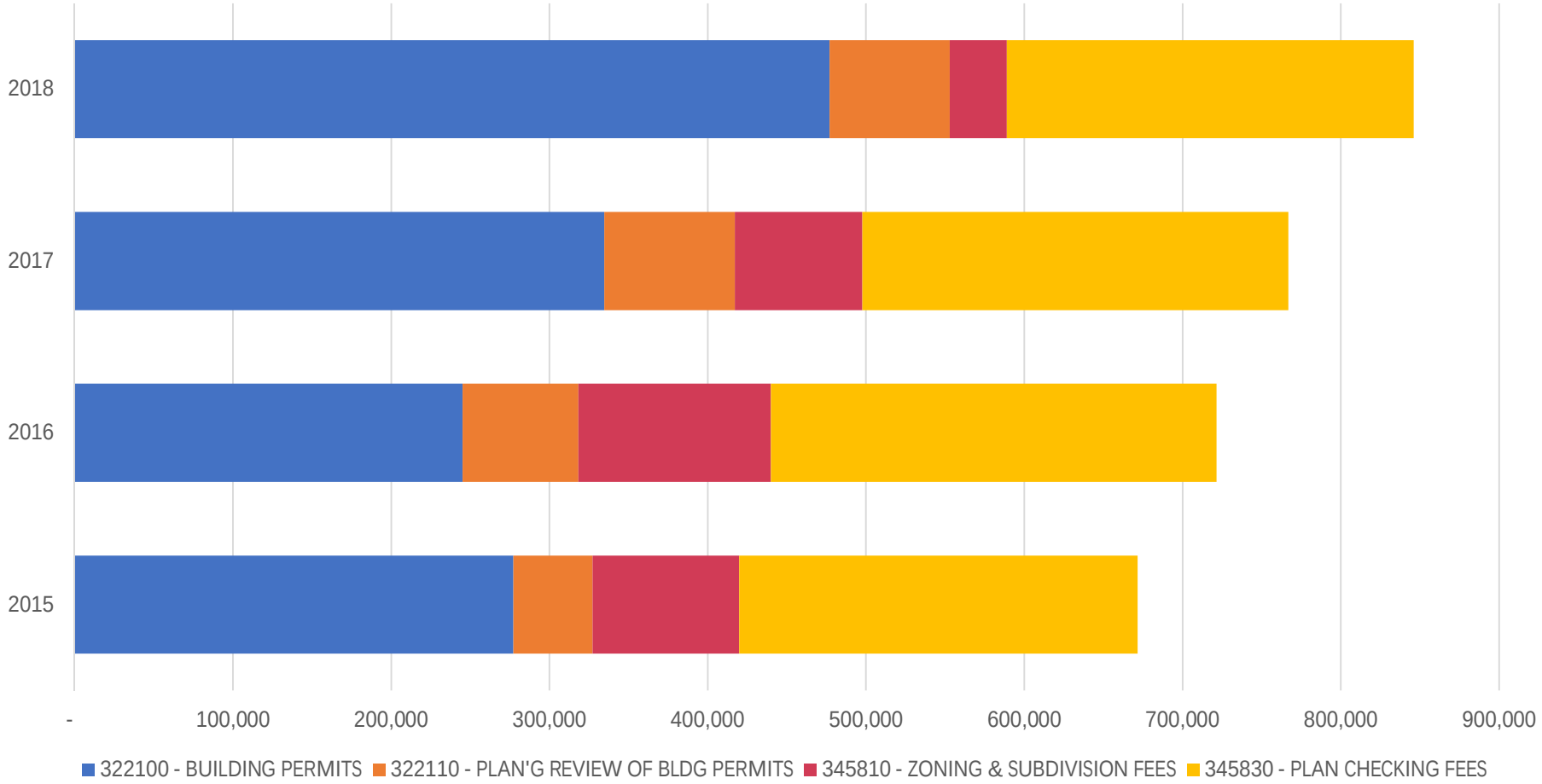
REET Monthly Revenue 2015 - 2018



REET Revenue through June 30th

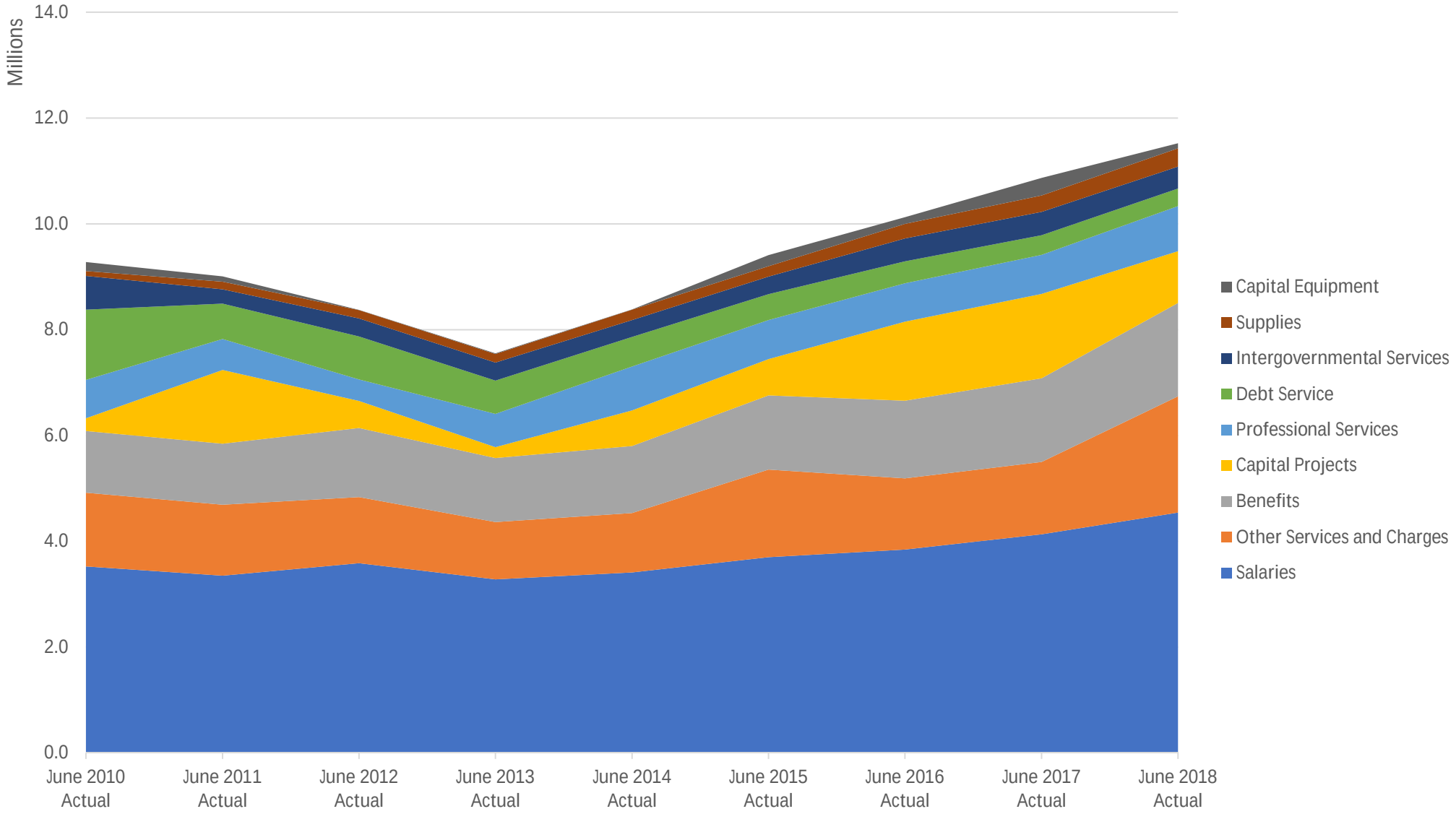


Building & Development Services Revenue through June 30th 2015-2018

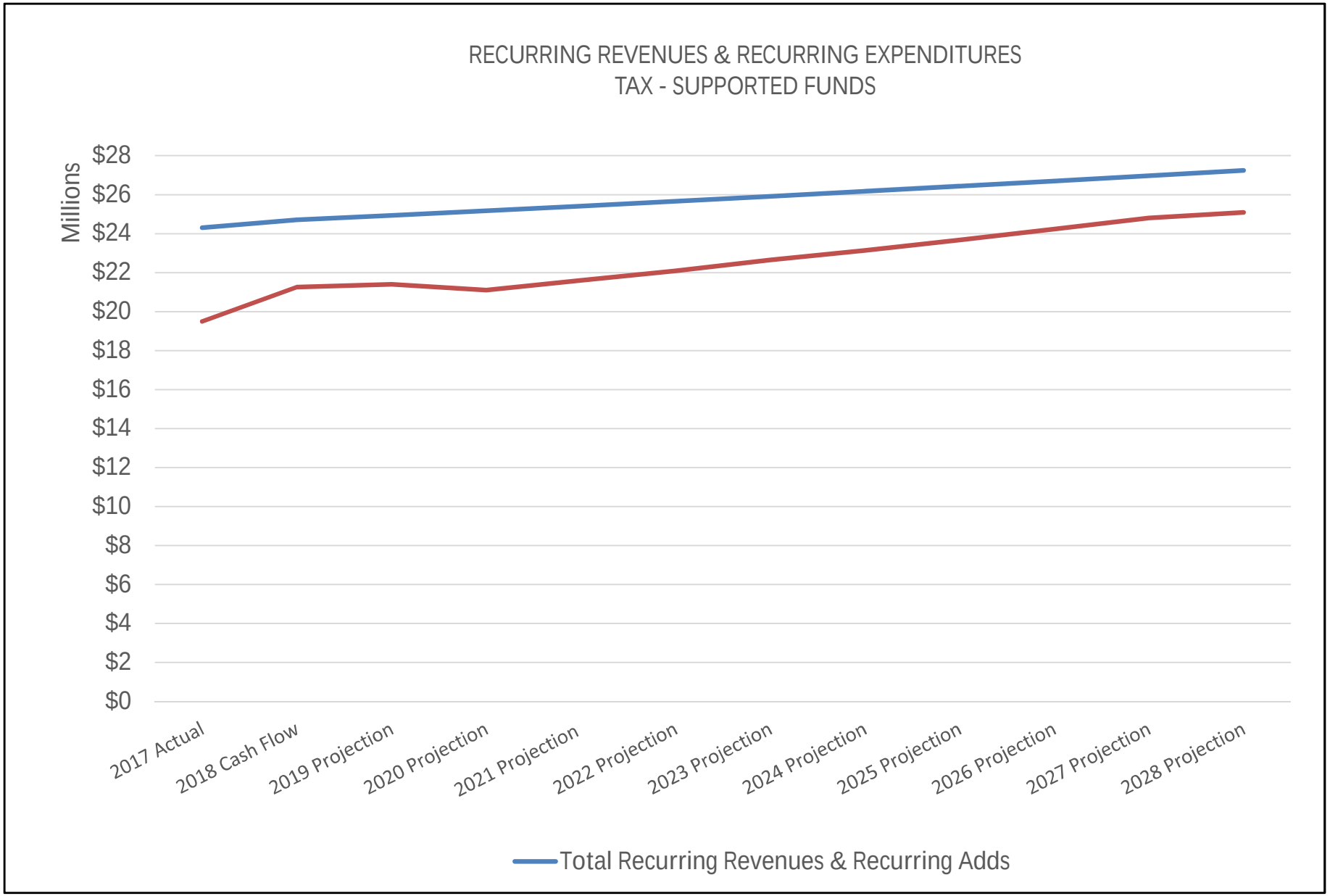


Tax-Supported Funds: Expenses

Expenditures through June 30th 2010 - 2018



Tax Supported Recurring Revenues and Expenses



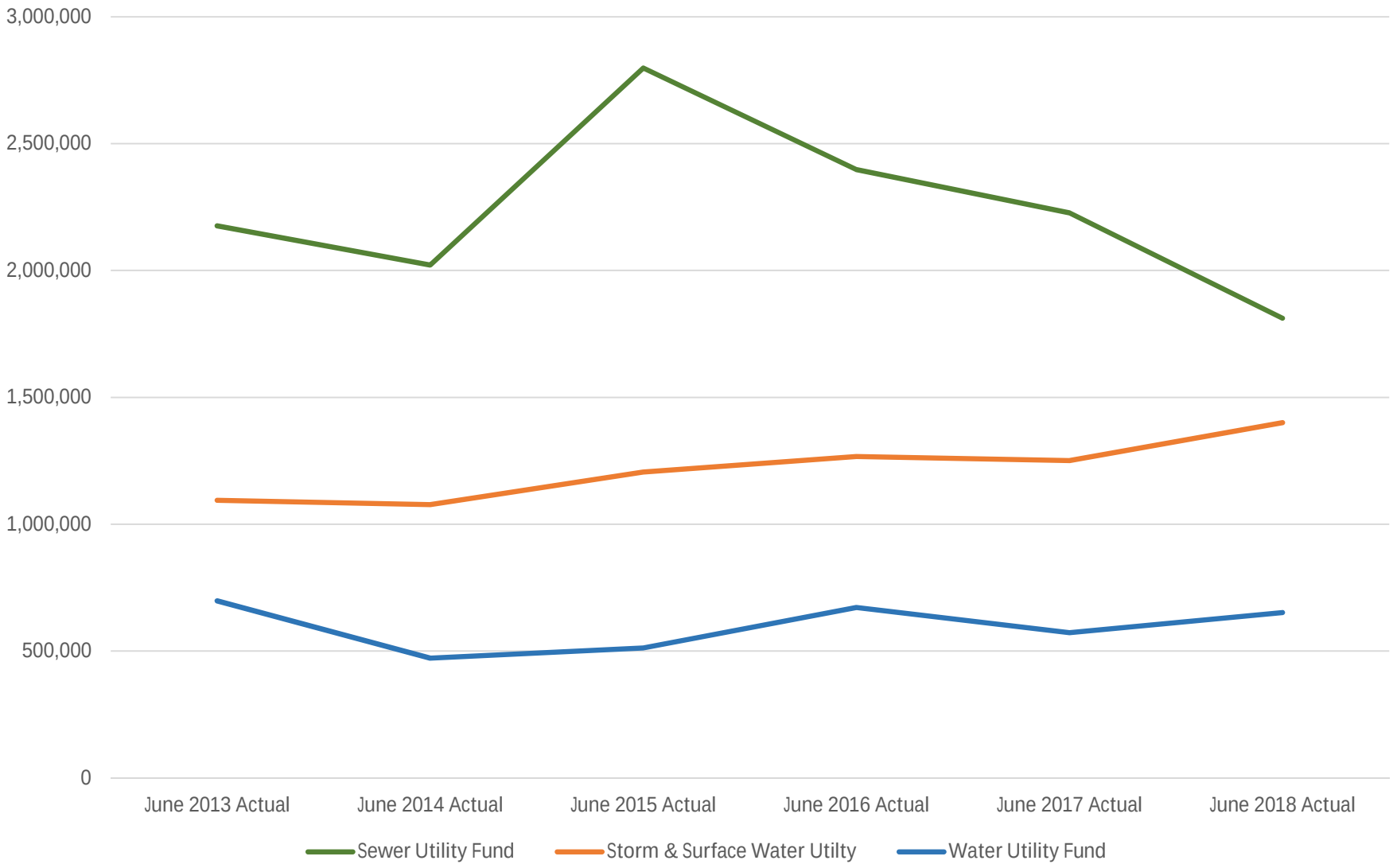
Utility Funds

Utility Funds – Summary

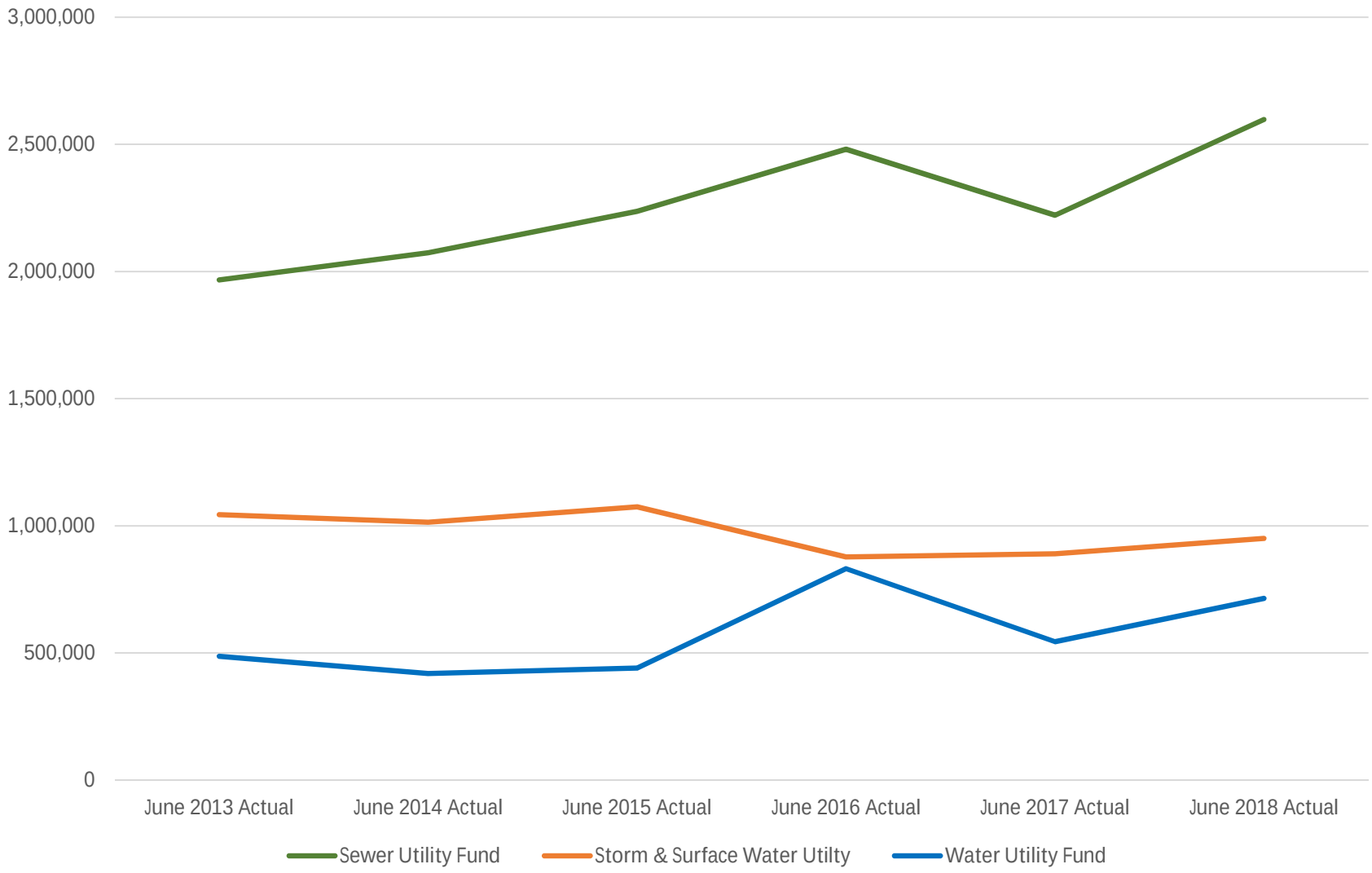
Revenue and operating expenses for 2018 are close to approved budget for utility funds

- Revenue at planned levels
- Operating expenditures slightly less than budget
- Capital projects underway, will carry-over to 2019
- 2018 year-end fund forecast at or above budgeted levels

Utility Revenue



Utility Expenses



Year-End Forecast

2018 Year-End Forecast

- Estimated YE 2018 Fund Balance

	Est. Dec 31, 2018	Comment
General Fund	$ 16,825,000	Includes policy reserves, specially-tracked funds, and support for 2019 capital
Streets Fund	$ 164,000	
Building and Development Services Fund	$ 320,000	
REET	$ 756,000	

General Fund estimate detail

- Estimated YE General Fund 2018 Fund Balance

	Est. Dec 31, 2018	Comment
General Fund YE Fund Balance estimate	$ 16,825,000	From current spending analysis
Less funds not available for programming	$ (5,900,000)	Reserves ($5.5M) plus specially tracked funds ($400,000)
	$ 10,925,000	
City Contribution to 2019 CIP Projects	$ (745,000)	2019 CIP per current estimates
	$ 10,180,000	

2019-2020 Biennium Budget Update

- August – continue to review department submittals, and solidify revenue forecast
- September – Staff proposal of CIP and 2019-2020 Biennium Budget
- October/November– Council consideration of budget, CIP, and accompanying legislation
- Adopt 2019-2020 Biennium Budget

DISCUSSION

QUESTIONS

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: 8:40 PM Ordinance No. 2018-29 Relating to 2018 Midyear Budget Amendments - Finance,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance **PROPOSED BY:** Finance & Administrative Services

RECOMMENDED MOTION:
I move that the City Council forward to the August 28, 2018, Consent Agenda Ordinance No. 2018–29, amending the City's 2018 budget and CIP.

SUMMARY:
Consideration of amendments to the City's budget and CIP. This is a consolidated ordinance capturing decisions which have been made by the City Council at meetings earlier in the year.

AN ORDINANCE of the City of Bainbridge Island, Washington, amending the 2018 budget of the City and providing for uses not foreseen at the time the 2018 budget was adopted.

FISCAL IMPACT:

Amount:	$995,000
Ongoing Cost:	$0
One-Time Cost:	$995,000
Included in Current Budget?	No

BACKGROUND: Background:

During the calendar year, staff provides detail on budget adjustments for Council approval. Attached for the Council's consideration is an ordinance with first quarter budget amendments.

The following amendments are proposed related to operating activities:

- Suzuki Property Site Development Services - $800,000 General Fund increase. This item increases appropriation authority related to site development and preparation work at the Suzuki property. On June 12, 2018, the Council approved a contract with Olympic Property Group in the amount of $796,600. It is anticipated that the work will continue into 2019 and unused appropriation authority will be carried forward.

- Consultant Support for Affordable Housing Topics - $88,000 General Fund increase. This item increases appropriation authority related to affordable housing policy development. On June 12, 2018, the Council approved a contract with ECO Northwest in the amount $87,500 to provide economic analysis of inclusionary zoning programs and revisions to the City's transfer of development rights program. It is anticipated that this work will be concluded in 2018.

- Kitsap County ILA for 2020 Census Local Update of Census Addresses (LUCA) - $11,000 General Fund increase. This item increases appropriation authority to provide for services to be provided by Kitsap County. On May 22, 2018, the Council approved an ILA with Kitsap County to conduct the review, processing, and coordination required to ensure that City addressing is in alignment with Federal Census 2020 regulations and Kitsap 911 digital and GIS addressing requirements.

- Increase to PEG Spending Authority - $15,000 PEG fund increase. This item increases spending authority from the PEG Fund, a restricted fund, for qualifying purchases in 2018. During 2018, the City has updated assistive listening devices and purchased new microphones and associated hardware to provide for better public participation in City Council meetings.

- Public Art - $500 Public Art fund increase. This item increases spending authority for the “Something New” public art project by $500 to support community outreach expenses authorized by the City Council in Q1-2017. These outreach activities were requested by the Council as part of the initial planning phases for the project.

The following amendments are proposed related to capital projects:

- Core 40 Miller Road Shoulder Improvements - $47,000 General Fund increase. This item amends the CIP, increases the project budget, and increases appropriation authority. On July 10, 2018, the Council approved the contract award, which included a $47,000 budget adjustment.

- Accelerate Timing of Old Wastewater Treatment Plant Project – change of timing in the CIP. This item amends the CIP and provides appropriation authority in 2018. This amendment updates the CIP to start Old Treatment Plant Pump Station capital project in 2018 and delays the Wing Point Pump Station project until 2020.

- Winslow Ravine Outfall - $34,000 SSWM fund increase. This item amends the CIP, increases the project budget, and provides additional appropriation authority. On July 10, 2018, the Council approved the SeaLevel Bulkhead contract and associated budget amendment in the amount of $34,000.

ATTACHMENTS:

Ordinance No. 2018-29 Relating to 2018 2nd QTR Budget Adjustments

2nd QTR BUA CC 081418 Powerpoint Slides

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-29

AN ORDINANCE of the City of Bainbridge Island, Washington, amending the 2018 budget of the City and providing for uses not foreseen at the time the 2018 budget was adopted.

WHEREAS, on November 22, 2016, the City Council adopted the budget for 2017 and 2018 and subsequently amended the budget; and

WHEREAS, on November 28, 2017, the City Council adopted a modified budget for 2018, and

WHEREAS, a number of situations have occurred during 2018 which require the City to expend money on items, projects, and categories not included in the 2018 budget.

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

Section 1. Ordinance No. 2017-26 and the 2018 budget are each amended as shown on the attached Exhibit A, which is incorporated herein by reference.

Section 2. The City's Finance Director is authorized and directed by this ordinance to make the necessary changes to the 2018 budget. The Finance Director is further directed to make sufficient interfund equity transfers from the appropriate funds to cover the added amounts authorized by this ordinance.

Section 3. This ordinance shall take effect and be in force five days from and after its passage, approval, and publication as required by law.

PASSED by the City Council this___ day of ___, 2018.

APPROVED by the Mayor this ___ day of ___, 2018.

_____
Kol Medina, Mayor

ATTEST / AUTHENTICATE:

_____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	___ __, 2018
PASSED BY THE CITY COUNCIL:	___ __, 2018
PUBLISHED:	___ __, 2018
EFFECTIVE DATE:	___ __, 2018
ORDINANCE NO:	2018-29

2018 BUDGET AMENDMENTS

Presented to City Council August __, 2018

Approved on August __, 2018

SUBJECT	DESCRIPTION	FUND / Department	AMOUNT	Change to Appropriation	On-going
Suzuki Property Site Development Services	This item increases appropriation authority related to site development and preparation work at the Suzuki property. On June 12, 2018, the Council approved a contract with Olympic Property Group in the amount of $796,600.	General Fund / Executive	$ 800,000	Increase	No
Consultant Support for Affordable Housing Topics	This item increases appropriation authority related to affordable housing policy development. On June 12, the Council approved a contract with ECO Northwest in the amount $87,500 to provide economic analysis of inclusionary zoning programs and revisions to the City's transfer of development rights program.	General Fund / Planning and Community Development	$ 87,500	Increase	No
Core 40 Miller Road Shoulder Improvements	This item amends the CIP, increases the project budget, and increases appropriation authority. On July 10, the Council approved the contract award, which included a $47,000 budget adjustment.	General Fund / Public Works	$ 47,000	Increase	No
Kitsap County ILA for 2020 Census LUCA addressing	This item increases appropriation authority to provide for services to be provided by Kitsap County. On May 22, the Council approved an ILA with Kitsap County to conduct the review, processing, and coordination required to ensure City addressing is in alignment with Federal Census 2020 regulations and Kitsap 911 digital and GIS addressing requirements.	General Fund / Planning and Community Development	$ 11,000	Increase	No
Increase to PEG Spending Authority	This item increases spending authority from the PEG Fund for qualifying purchases in 2018. During 2018, the City has updated assistive listening devices and purchased new microphones and associated hardware to provide for better public participation in City Council meetings.	General Fund / IT	$ 15,000	Increase	No
Public Art	This item increases spending authority for the "Something New" public art project by $500 to support community outreach expenses authorized by the City Council in Q1-2017. These outreach activities were requested by Council as part of the initial planning phases for the project.	General Fund / Executive	$ 500	Increase	No
	TOTAL GENERAL FUND SPENDING INCREASE		$ 961,000		
Accelerate Timing of Old Wastewater Treatment Plant Project	This item amends the CIP, and provides appropriation authority in 2018. This amendment updates the CIP to start Old Treatment Plant Pump Station capital project in 2018 and delays the Wing Point Pump Station project until 2020.	Sewer Fund / Public Works	$ 100,000	None	No
	TOTAL SEWER FUND SPENDING INCREASE		none		
Winslow Ravine Outfall Project Cost	This item amends the CIP, increases the project budget, and adds appropriation authority. On July 10, the Council approved the SeaLevel Bulkhead contract and associated budget amendment in the amount of $34,000.	SSWM Fund / Public Works	$ 34,000	Increase	No
	TOTAL SSWM FUND SPENDING INCREASE		$ 34,000		

CITY OF
BAINBRIDGE ISLAND

2018 SECOND QUARTER BUDGET AMENDMENTS

August 14, 2018

Q2 Budget Amendments

Amendments to General Fund

- Suzuki Property Development Services - $800,000
- Consultant Support for Affordable Housing - $87,500
- Kitsap County ILA for 2020 Census LUCA addressing - $11,000
- PEG Spending Authority - $15,000
- Public Art Spending Authority - $500
- Core 40 Miller Road Shoulder Improvements - $47,000

Q2 Budget Amendments

Amendments to Sewer

- Accelerating timing of Old Wastewater Treatment Plant project and delaying the Wing Point Pump Station Project

Q2 Budget Amendments

Amendments to SSWM

- Winslow Ravine Outfall Project - $34,000

DISCUSSION

QUESTIONS

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 15 Minutes

AGENDA ITEM: 8:50 PM Ordinance No. 2018-30, Establishing a Fee-In-Lieu Option for Certain Lots with Affordable Housing Restrictions - Executive,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance **PROPOSED BY:** Executive

RECOMMENDED MOTION:
I move to refer Ordinance No. 2018-30 to the Planning Commission for its review, a public hearing, and its recommendation, as required under Chapter 2.16 of the Bainbridge Island Municipal Code.

SUMMARY:
An ordinance of the City of Bainbridge Island, Washington, relating to the City's voluntary affordable housing program; adding a new section to Chapter 18.21 BIMC to provide for an optional fee-in-lieu for certain lots with affordable housing restrictions; addressing the development of certain unimproved lots; and granting interpretative authority.

FISCAL IMPACT:

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

BACKGROUND: Chapter 18.21 BIMC provides for an optional program for the construction of affordable housing in new single-family and multifamily residential developments, under which bonus density is granted in exchange for the development of affordable dwelling units or affordable residential building lots. Chapter 18.21 BIMC was previously codified as Chapter 18.90 BIMC.

At least one developer has taken advantage of the optional program to obtain bonus density in exchange for creating affordable residential building lots as part of its development. However, several affordable residential building lots created pursuant to the optional program have remained unsold for want of an income-qualified buyer. For context, Housing Resources Bainbridge ("HRB") estimates that an unimproved residential building lot

would need to be sold for approximately $89,000 to be affordable to a moderate income four-person household. HRB's calculations and assumptions are attached to this agenda bill.

One potential solution would be for the City to amend the optional program to provide for a fee-in-lieu in which affordable residential building lots may be sold at market price if the owner makes a financial contribution to the City's Housing Trust Fund.

Chapter 3.38 BIMC provides for the City of Bainbridge Island Housing Trust Fund, which may accept funds or revenues to support the development and preservation of affordable housing on Bainbridge Island. The City Council may direct specific funding or revenues to the City of Bainbridge Island Housing Trust Fund. In addition, a goal of the Housing Element of the City's Comprehensive Plan is for the City to increase support for the Housing Trust Fund and explore new sources of funding for the development and preservation of affordable housing.

If approved, Ordinance No. 2018-30 would provide for a fee-in-lieu in which affordable residential building lots created under the city's voluntary affordable housing program may be sold at market price if the owner makes a financial contribution to the City's Housing Trust Fund.

If the City Council is interested in pursuing the adoption of Ordinance No. 2018-30, then the City Council will need to refer Ordinance No. 2018-30 to the Planning Commission for its review, a public hearing, and its recommendation, as required under Chapter 2.16 BIMC.

Note: Per prior City Council direction, staff is studying the adoption of an inclusionary zoning program. Such a program could contain mandatory and/or voluntary affordable housing requirements that could amend or replace the voluntary program currently contained in Chapter 18.21 BIMC.

ATTACHMENTS:

Draft - Ordinance No 2018-30 - Establishing a Fee-In-Lieu Option for Certain Lots with Affordable Housing Restrictions

HRB Calculations for Affordable Selling Price for a Residential Building Lot

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-30

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to the City's voluntary affordable housing program; adding a new section to Chapter 18.21 BIMC to provide for an optional fee-in-lieu for certain lots with affordable housing restrictions; addressing the development of certain unimproved lots; and granting interpretative authority.

WHEREAS, former Chapter 18.90 BIMC contained an optional program for the construction of affordable housing in new single-family and multifamily residential developments; and

WHEREAS, on November 9, 2011, the City Council adopted Ordinance No. 2011-02, repealing Chapter 18.90 BIMC and replacing it with a Chapter 18.21 BIMC that provides for substantially the same optional program for the construction of affordable housing in new single-family and multifamily residential developments; and

WHEREAS, at least one developer has taken advantage of the optional program to obtain bonus density in exchange for creating affordable residential building lots as part of its development; and

WHEREAS, several affordable residential building lots created pursuant to the optional program have remained unsold for want of an income-qualified buyer; and

WHEREAS, Chapter 3.38 BIMC provides for the City of Bainbridge Island Housing Trust Fund, which may accept funds or revenues to support the development and preservation of affordable housing on Bainbridge Island; and

WHEREAS, the City Council may direct specific funding or revenues to the City of Bainbridge Island Housing Trust Fund; and

WHEREAS, a goal of the Housing Element of the City's Comprehensive Plan is for the City to increase support for the Housing Trust Fund and explore new sources of funding for the development and preservation of affordable housing.

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

DRAFT

Section 1. Section 18.21.020.F of the Bainbridge Island Municipal Code is amended to read as follows:

Unimproved Lots to Be Sold. ~~In subdivisions~~ ~~w~~Where the applicant intends to sell the individual unimproved lots created as a result of the provisions of this chapter, it is the responsibility of the applicant to arrange for the affordable units to be built.

Section 2. A new section is added to chapter 18.21 of the Bainbridge Island Municipal Code to read as follows:

18.21.040 Optional Fee-In-Lieu.

A. The owner of an affordable residential building lot constructed or created as a result of the provisions of this chapter, as now or previously codified, as part of a land use application approved on or before June 1, 2008, may make a financial contribution, as described in this section, to the city's housing trust fund instead of complying with the requirements of BIMC 18.21.020, as now or previously codified, to obtain or maintain the bonus density allowed under this chapter, as now or previously codified.

B. The amount of such financial contribution to the city's housing trust fund shall be set by the City Manager, subject to the following restrictions:

1. The amount must be at least 60% of the fair market value of the affordable residential building lot at the time of sale. A certified appraiser shall determine the affordable residential building lot's fair market value. The appraisal will assume that sale of the lot will not be restricted to only income-qualified individuals. The owner will pay for the appraisal by a certified appraiser acceptable to the city.

2. The amount must be deposited into the city's housing trust fund within 14 days of the closing of the sale of the affordable residential building lot.

3. In circumstances where development of the the affordable residential building lot is restricted by conditions on the face of a plat or short plat, the owner must initiate and pay for a plat amendment to remove or modify such conditions. Approval of such a plat amendment must be obtained before the lot may be sold to an individual who is not income-qualified, and such approval will be conditioned upon a financial contribution to the city's housing trust fund under this section.

4. Prior to initiating a plat amendment, the owner must demonstrate that they attempted, in good faith, to locate an income-qualified buyer interested in purchasing the affordable residential building lot and were unsuccessful.

DRAFT

Section 3. Interpretive Authority. The City of Bainbridge Island Director of Planning and Community Development, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance.

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

PASSED BY THE CITY COUNCIL this ___ day of _____, 2018.

APPROVED BY THE MAYOR this ___ day of _____, 2018.

/s/_____
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

/s/_____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: 2018
PASSED BY THE CITY COUNCIL: 2018
PUBLISHED: 2018
EFFECTIVE DATE: 2018
ORDINANCE NUMBER: 2018-30

DRAFT

HRB makes three assumptions in the equation below:

1. The buyer is a four-person moderate income household;
2. An estimated $135/sq. foot to build a house; and
3. A 1,600 sq. ft. home size, based on the reasoning that 1,600 sq. ft. is the maximum home size allowed under the Housing Design Demonstration Program (BIMC 2.16.020.Q).

Based on the assumptions above, the estimated "affordable" lot price for a buyer per the Moderate Income (95%, Bremerton/Silverdale MSA) Requirement is as follows:

- Maximum moderate income for household of four persons: $73,245

- Maximum amount to borrow (i.e., mortgage) to spend 30% of income on housing: $305,000

- Building a 1600 sq. ft. house would cost about $216,000 using an estimate of $135/sq. ft., resulting in the following calculation: $305,000 - $216,000 = $89,000.

Based on the methodology and calculations above, $89,000 is the estimated price that a moderate income household of four could spend on a lot to construct a 1,600 sq. ft. house.

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 15 Minutes

AGENDA ITEM: 9:05 PM Commercial/Residential Ratio for Mixed Use Development in Central Winslow - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

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

RECOMMENDED MOTION:
Discussion. I move that the City Council direct staff to develop an ordinance to modify Footnote 2 of BIMC Table 18.12.020-3 and begin the ordinance legislative process with the Planning Commission.

SUMMARY:
Bainbridge Island Municipal Code Table 18.12.020-3 outlines Dimensional Standards for the Mixed Use town Center and "Other" Zone Districts, including setting a base and bonus floor area ratio (FAR) for the Mixed Use Town Center and High School Road Zoning Districts. The City's zoning regulations promote mixed use development over straight residential or commercial projects by allowing more FAR for mixed use projects than for straight residential or commercial development. Floor Area and FAR are defined in BIMC 18.12.050 as:

F. Floor Area. Floor area is measured as the total area of all floors within the exterior vertical walls of a building. If any room has a sloping ceiling, no portion of the room measuring less than five vertical feet from the finished floor to the finished ceiling shall be included in the computation of total area.

G. Floor Area Ratio (FAR). “Floor area ratio” is a figure that expresses the total floor area as a multiple of the lot area. This figure is determined by dividing the floor area of all buildings on a lot by the lot area prior to removal of lot area for dedication. Portions of parking located underneath a building footprint are not counted in floor area ratio calculations.

FISCAL IMPACT:

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

BACKGROUND: A property owner in the Central Core Overlay District of the Mixed Use Town Center recently asked the City to answer the following question about the ratio of commercial and residential development within a mixed use development (see BIMC Table 18.12.020-.3, attached).

Question: May residential and commercial FAR be increased above 1.0 and 0.5, respectively, without transferring development rights?

BIMC Table 18.12.020-3 (table) prescribes the maximum Bonus Mixed Use FAR of 1.5 in the Central Core Overlay District. Footnote #2 (see page 9 of attached Table, highlighted) to the table indicates that in a mixed-use development the established FAR in residential and commercial components may not be exceeded-in the Central Core District, max Residential and Commercial FAR are 1.0 each. That means that within a mixed use development (maximum mixed use FAR 1.5), neither the residential nor the commercial FAR may exceed 1.0. Unfortunately, the BIMC doesn't allow any variation to this development standard to address current economic market conditions or the desire to increase the residential square footage and decrease the commercial square footage.

The Affordable Housing Task Force Final Report (July 2018) was presented to the City Council on July 24, 2018 and recommends "code changes to encourage affordable housing in Designated Centers (Winslow and Neighborhood Centers) (page 12)." More specifically, the Report recommends that in the Central Core, Ferry Terminal, and High School Districts the prescribed Base Mixed Use FAR be more flexible regarding the ratio of residential and commercial floor area, to allow for a greater percentage of residential FAR (Recommendation 1B Flexible FAR, page 15). A code change to BIMC Table 18.12.020-3 would require a Planning Commission public hearing and recommendation before the City Council could permanently adopt a code amendment to allow this to occur.

ATTACHMENTS:

BIMC Table 18.12.020-3

Central Winslow Zoning Map

FISCAL DETAILS:

Fund Name(s):

Coding:

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
MAXIMUM FAR (Floor Area Ratio) [1]									
Basic Maximum									
Commercial and Other Nonresidential Uses	0.6	0.4	0.3	0.15	0.1	0.3	No max.; limited by other standards		
Residential	0.4	0.4	0.3	0.5	0.4	0.3	No FAR limit: R-2 standards apply		
Mixed Use [2]	1.0	0.5	0.5	0.5	0.5	0.3	No max.; limited by other standards		
Maximum with Bonus									
Commercial and Other Nonresidential Uses	1.0	0.6	0.6	0.3	0.2	0.6	Bonus densities require compliance	N/A	N/A

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
							with BIMC 18.12.030.D		
	Bonus densities require compliance with BIMC 18.12.030.E								
Residential	1.0	0.6	0.6	1.0	1.1	0.6		N/A	N/A
	Bonus densities require compliance with BIMC 18.12.030.E								
Mixed Use [2]	1.5	1.0	1.0	1.0	1.3 (1.5 pursuant to note [3])	1.0		N/A	N/A
	Bonus densities require compliance with BIMC 18.12.030.E								
MINIMUM LOT DIMENSIONS									
Area	N/A	N/A	N/A	N/A	N/A	N/A	N/A	20,000 sq. ft.	20,000 sq.ft.
Depth	N/A	N/A	N/A	N/A	N/A	N/A	80	N/A	N/A

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
Width	N/A	N/A	N/A	N/A	N/A	N/A	80	N/A	N/A
MAXIMUM LOT COVERAGE									
	100%, excluding setbacks	35%	35% 2,500 sq. ft. max. building footprint south of Wyatt, excluding parking structures located below predevelopment and finished grade	35%	75%	50%	35%	35%	50%
SETBACKS (Minimum required unless otherwise noted) [4] Note: Landscaped areas may serve as setbacks and, in some cases, may exceed the setback requirements. Note: Additional setbacks may be required by:									

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
(a) Chapter 16.12 BIMC, Shoreline Master Program; or (b) Chapter 16.20 BIMC, Critical Areas; or (c) BIMC 16.28.040, mining regulations; or (d) BIMC 18.09.030, Use Specific Standards; or (e) BIMC 18.12.030.F, Shoreline Structure Setbacks.									
Front									
	Commercial: 5 ft. max. from sidewalk; Residential: 10 ft. min. and 20 ft. max. from Madison Ave. sidewalk	10 ft. min., 20 ft. max.	15 ft. min., 20 ft. max.	5 ft. max. from sidewalk	5 ft. max. from sidewalk except as modified by transition standards in BIMC 18.12.030.C	10 ft. max. from sidewalk	0 ft. min., 20 ft. max from any street, planned right-of-way or road easement, unless otherwise provided	50 ft. min. along any public right-of-way	40 ft. min. from property in residential districts; 10 ft. min. for all other

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
							under special planning area provisions		
Side									
	0 ft.; 5 ft. min. when property abuts the Madison Avenue or Ericksen Avenue overlay districts	0 ft.; 5 ft. min. when property abuts the central core overlay district	5 ft. min.	0 ft.	0 ft.	0 ft.	0 ft. when property abuts another NC zone; 15 ft. when property abuts a residential zone	10 ft.; 50 ft. when abutting a residentially zoned property. The city may increase this to a maximum of 100 ft. depending on the type, scale, and intensity of	40 ft. min. from property in residential districts; 10 ft. min. for all other

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
								the proposed use, subject to site plan review.	
Rear									
	0 ft.; 5 ft. min. when property abuts the Madison Avenue or Ericksen Avenue overlay districts	0 ft.; 5 ft. min. when property abuts the Central Core or Ericksen Avenue overlay districts	0 ft.; 5 ft. min. when property abuts the central core or Madison Avenue overlay districts	0 ft.	0 ft.	0 ft.	0 ft. when property abuts another NC zone; 15 ft. when property abuts a residential zone	15 ft. min.; 50 ft. min. when abutting a residential district. City may increase to a maximum of 100 ft. based on type, scale, and intensity of	40 ft. min. from property in residential districts; 10 ft. min. for all other

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
								proposed use, subject to site plan review.	
Shoreline Jurisdiction	See Table 16.12.030-2, Dimensional Standards Table, and BIMC 18.12.030.F, Shoreline Structure Setback Lines								
MAXIMUM BUILDING HEIGHT [5] **Note: Bonus may not be available in the shoreline jurisdiction**									
Base	35 ft.; 25 ft. max. south of Parfitt	25 ft.; 35 ft. north of High School Road	25 ft.	35 ft.	BIMC 18.12.030.C standard height north of Winslow Way; 35 ft. south of Winslow Way	35 ft.	35 ft.	35 ft.	35 ft. except that Chapter 16.12 BIMC applies within

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
									shoreline jurisdiction
Bonus 1 if parking under building [6]	45 ft.; 35 ft. south of Parfitt	35 ft.; 45 ft. north of High School Road	35 ft.	45 ft.	BIMC 18.12.030.C optional height north of Winslow Way; 45 ft. south of Winslow Way	45 ft.			
Bonus 2 for Nonresidential Uses with Major Conditional Use Permit							45 ft.	45 ft.	45 ft.

Table 18.12.020-3 Dimensional Standards for Mixed Use Town Center and "Other" Zone Districts

ZONING DISTRICT / DIMENSIONAL STANDARD	Winslow Mixed Use Town Center					HSR I and II	NC	B/I	WD-I
	Central Core Overlay	Madison Avenue Overlay	Ericksen Avenue Overlay	Gateway Overlay	Ferry Terminal Overlay [See BIMC 18.12.030.C]				
Bonus 3 Structure Height	Alternative height limits may apply if the conditional use permit provisions of BIMC Title 2 are met. Some encroachments through height limits are permitted under BIMC 18.12.040.								

[1] If the existing FAR for a developed property as of May 21, 1998, is higher than the base FAR for that district, then the existing FAR will be considered the base FAR for that developed property. Total FAR may not be exceeded.

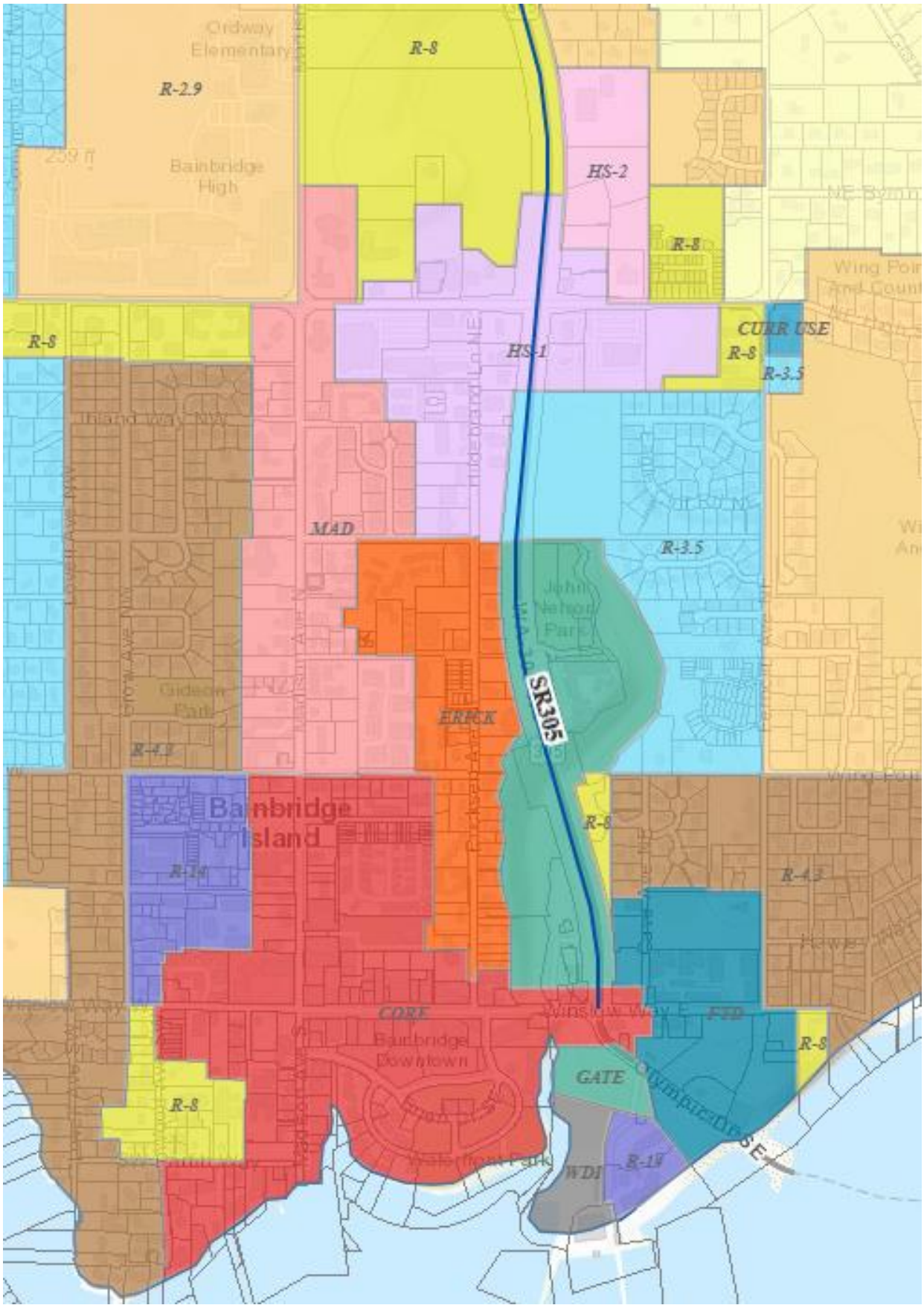
[2] In mixed use development, the established FAR in the residential and commercial components shall not be exceeded. For the residential FAR bonus provisions for qualifying housing design demonstration project, refer to the bonus density provisions in BIMC 2.16.020.Q.8.

[3] In mixed use development in the ferry terminal district, an additional 0.2 FAR is permitted in accordance with BIMC 18.12.030.E.7. The additional FAR may be applied to either the residential or commercial component of the mixed use development.

[4] When property adjoins a single-family residential zone, building setback shall be in accordance with the landscape ordinance perimeter landscaping requirements.

[5] When property adjoins a lower density residential zone, except in the ferry terminal district, north of Winslow Way, for the first 30 feet of the building from the property line of an adjoining lower density residential zone, the building height shall be the building height of the adjoining lower density residential zone. Optional building height allowed in the adjoining lower density residential district through a conditional use permit may be requested for projects within the Mixed Use Town Center and High School Road zones through the site plan review process. For building height requirements in the ferry terminal district, north of Winslow Way, reference BIMC 18.12.030.C.

[6] The bonus height is only available for the entire building if parking is located under more than 50 percent of the building footprint. If parking is located under 50 percent or less of the building footprint, the bonus may only be used for a portion of the building footprint twice as large as the area with parking located beneath.



Central Winslow Zoning Districts

From: noreply@civicplus.com
To: Roz Lassoff
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Friday, July 20, 2018 3:20:34 PM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name	Beth Crittenden
Email	
Phone	
Address	
City	Bainbridge Island
State	WASHINGTON
Zip	98110
Current Employer	Action Training Systems, Inc
Current Position	Producer/Writer
I am interested in serving on one of the following advisory groups (select all that apply):	Public Access Television Advisory Committee (Advisory to Bremerton Council, Mayor & Kitsap County Commissioners)

Experience & Qualifications

Have you served on any city advisory groups in the past?	No
If so, please indicate which groups:	*Field not completed.*
Please share your qualifications for this appointment (skills,	I have been a video producer for over 20 years. I create training videos and interactive on-line training. I research, write scripts, work with subject matter experts, coordinate production, hire

activities, training, education) if any:	freelance talent, direct on scene, supervise post-production work, and assure the accuracy of content. In addition, I am responsible for the accreditation of our programs, the instructional design, testing and the creation of facilitator guides. I studied film and television production, as well as audio engineering and graduated from Evergreen State College. When first graduating college I worked radio, and then started my own video production company that specialized in special events. I have won numerous awards for producing, directing and writing. (Telly, Aurora, Hermes, National Educational Media Network, and Emerald City).
Please share your community interests (groups, committees, organizations) if any:	I have participated in club projects such as Rotary International, Girl Scouts of America, and Habitat for Humanity. I am a past board member of Island Cooperative Preschool, I attend local council and advisory board meetings depending on topics of interest.
Feel free to attach your resume (optional):	
Type the Year	2018
How did you hear about the volunteer opportunity?	Other - See below
Other	refer to the position by Public Access Manager

Email not displaying correctly? View it in your browser.

Beth Crittenden

Producer / Writer / Production Management

Bainbridge Island, WA 98110

Professional Profile

Accomplished award winning writer, producer and project manager with over 20 years of experience
Experienced in all aspects of the video production process from concept to finished product
Successful at working as a liaison with committees and developing long-term relationships with public agencies and other resources
Skilled at assimilating information and presenting complex topics, including processing and integrating feedback from technical advisors and committee members
Organized and proficient at coordinating, scheduling & prioritizing multiple projects - both short & long-term

PROFESSIONAL EXPERIENCE

- Experience in footage acquisition, licensing, copyrights and accreditation
- Develops learning objectives and training materials utilizing national standards and guidelines
- Produces and conducts interviews with subject experts
- Directs and manages staff, talent and production crews
- Determines budgets and negotiates contracts
- Organizes and establishes technical review boards and advisory committees
- Written and produced over 250 instructional videos

PRODUCTION MANAGER

Action Training Systems, Inc. Poulsbo, WA 6/10 - present

Responsible for the production of training videos, on-line instructional resources and other materials. Prioritizes projects, manages and schedules staff to meet deadlines.

- Writer, producer and production coordinator
- On-going development of relationships with public safety agencies, freelance stringers, and subject experts
- Assists with marketing, press releases and web content
- Creates learning objectives, test items and storyboards for on-line interactive training programs
- Negotiates footage acquisition , contracts and licensing agreements
- Record keeping and compliance for organizational accreditation

HIGHLIGHTED SKILLS

Licensing, copyrights & accreditation
Management & supervisory experience
Relationship development / liaison
Pre & post production skills
Organizational record keeping
Footage acquisition
Familiarity with standards, rules & regulations
Curriculum planning & development
Writing & research
Budgeting & scheduling
Marketing & copywriting

EDUCATION

Bachelor of Arts, Video/Television Production & Audio Engineering
The Evergreen State College, Olympia, WA

Certificated Writers Program, University of Washington, Extension Program , Seattle, WA

Cornish Institute of Allied Arts, emphasis composition, marketing & promotional management, Seattle, WA

AWARDS

As writer and/or producer

Hermes Award
4 Gold / Platinum Awards *2009, 2010*

Telly Award
12 Bronze Awards 2005-2013

EXECUTIVE PRODUCER

Health & Safety Institute Eugene, OR 12/08 - 6/10

Developed and launched a new training series that utilized expert interviews, field footage and skills re-enactments. Managed and scheduled freelance resources, and the production of multiple training programs to meet quarterly deadlines.

- Responsible for managing content creation, scheduling and deadlines for the production of 9 different 20 minute programs each quarter
- Developed outsource pool of writers and content experts to assist in program development
- Work closely with Technical Advisory Committee on learning objectives, course accuracy and presentation
- Developed relationships with public safety agencies, production companies and freelancers around the country to assist in production
- Scheduled and produced interviews with subject experts
- Supervised development of instructor and student resources

PRODUCER

JSL Communications, LLC Bainbridge, WA 9/03 - 12/08

Helped to develop and launch a quarterly continuing education series for EMT's that utilized expert interviews, field footage and skills re-enactments. Managed and scheduled the production of multiple training programs each quarter utilizing freelance production personnel, subject experts and graphic artists.

- Scheduled and prioritized production calendar; assigned work to meet deadlines
- Developed long-term relationships with public safety agencies, freelance resources and subject experts nationwide
- Created a program committee to assist with curriculum planning, program development and instructional guides to meet national training standards
- Produced and directed reenactments and conducted interviews with subject experts
- Footage acquisition, contracts and licensing agreements

AWARDS *(cont.)*

Aurora Award
5 Gold / Platinum Awards 2007-2013

Aegis Award
3 Winner Awards 2005, 2006

Communicator Award
2 Awards of Distinction 2006, 2010

Videographer Awards
2 Awards of Distinction 2005, 2006

ITVA, Emerald City Chapter
Silver Award 1994

National Education Media Association
Bronze Apple Award 1995

VOLUNTEER ACTIVITIES

Rotary International, Bainbridge Island
Project Volunteer

Island Cooperative Preschool
Held board positions for non-profit school

Bainbridge Island Public Schools
Parent volunteer

Girl Scouts of Western Washington
Parent volunteer

Habitat for Humanity
Project Volunteer

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: 9:25 PM City Manager Search Process - Executive,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion **PROPOSED BY:** Executive

RECOMMENDED MOTION:
Provide direction to staff

SUMMARY:
The City Manager position will become vacant as of October 3, 2018. The City Council is asked to discuss the process of filling the vacant position and provide direction to staff.

FISCAL IMPACT:

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

BACKGROUND: A typical time frame for filling a vacant city manager position can be six to nine months, if a national search is conducted. If the City Council has not taken action to appoint a regular City Manager or an Interim City Manager by October 3, 2018, the Deputy City Manager will serve as Acting City Manager until an appointment is made. It will be important for the City Council to fill the City Manager position so the Deputy City Manager is not required to fill both positions for an extended time period. If both positions are not filled, it will impact progress on the work plan and service delivery.

If the City Council chooses to conduct a search, a Request for Proposals for executive search firms should be prepared and advertised as soon as possible since it will take two to three months to receive responses, evaluate responses, make a selection, and then engage in a contract with a search firm. As an alternative, the City Council may want to consider an internal appointment. An internal appointment process could be completed quickly and would avoid the expense of an executive search, which is typically equivalent to the annual salary of the position. If an internal appointment is considered, the City Council should hold a discussion

of qualifications in an executive session. The actual appointment must be made during an open session in a City Council business meeting.

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: 9:35 PM Consider Removal of Committee Member - Mayor Medina,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

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

RECOMMENDED MOTION:
None.

SUMMARY:
Citizen advisory board members are appointed and removed by the City Council following recommendation from the Mayor. More information will be provided by Mayor Medina during the City Council meeting.

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: August 14, 2018 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: 9:45 PM Agenda Bill for Consent Agenda,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Executive

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

SUMMARY:
Consider approval of the following items:

Accounts Payable and Payroll
Special City Council Meeting Minutes, July 17, 2018
City Council Study Session Minutes, July 17, 2018
Special City Council Meeting Minutes, July 24, 2018

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: August 14, 2018 **ESTIMATED TIME:**

AGENDA ITEM: Accounts Payable and Payroll

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Finance & Administrative Services

RECOMMENDED MOTION:
Approve with Consent Agenda.

SUMMARY:
Consider approval of accounts payable and payroll.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

Report to Council of Cash Disbursements 08-15-18

Payroll

FISCAL DETAILS:

Fund Name(s):

Coding:

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: July 23, 2018 - August 13, 2018
CITY COUNCIL: July 24, 2018 - August 14, 2018

Last check from previous run: 348125 dated 07/25/2018 issued to Zee Medical Service Co in the amount of $121.87

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	7/25/18	305	COBI/Utility billing - July 2018	3,053.61
EFT	7/25/18	306	WA State DOR/Excise taxes - June 2018	7,919.38
ACH	7/25/18	307	WA State DOL/Concealed weapon permits - July 2018 1 of 3	18.00
ACH	7/25/18	308	WA State DOL/Concealed weapon permits - July 2018 2 of 3	90.00
ACH	7/25/18	309	WA State DOL/Concealed weapon permits - July 2018 3 of 3	324.00
VOID	7/17/18	347990	ENG/Paditu/Madrona Lane, final payment - lost check	N/A
VOID	7/25/18	348100	POL&PCD/Sound Repro/Invoice short paid by $2, void for reprint	N/A
Manual	7/19/18	348126	POL/Columbia Ford/3 - 2018 Ford Interceptors	102,892.20
Manual	7/25/18	348127	POL&PCD/Sound Repro/payment reprint - correct amount	946.72
Manual	7/24/18	348128	CenturyLink/Weaver PRV water telemetry service	58.32
Manual	7/24/18	348129	Puget Sound Energy/Green Power contract July 2018	849.33
Manual	7/26/18	348130	POL/Bratwear/Uniform: Johnson	381.50
Manual	7/26/18	348131	POL/The Brothers Powersports/Motorcycle repairs	394.86
Manual	7/26/18	348132	POL/Curtis Blue Line/Vest accessories	1,112.41
Manual	7/26/18	348133	POL/Gateway Towing/Impound: I18-000875	190.75
Manual	7/26/18	348134	POL/Kelley Imaging/Color overage charges	415.43
Manual	7/26/18	348135	POL/Staples/Office supplies	344.32
Manual	7/31/18	348136	PW/Air Management Solutions/2018 Building Services	4,597.32
Manual	7/31/18	348137	ENG/Kelley Imaging/Copier lease	283.78
Manual	7/31/18	348138	CRT/Toshiba Financial/Copier lease	188.58
Manual	8/1/18	348139	PW/Bainbridge Island Fire Dept/Surplus Equipment Purchase	6,000.00
Manual	8/2/18	348140	LEGAL/Thomas Alpaugh/Public defense services July 2018	4,375.00
Manual	8/6/18	348141	PW/Island Hands/Janitorial services July 2018	11,116.13
Manual	8/6/18	348142	ENG/Jolynn Meriam/Temporary construction easement	1,180.00
Manual	8/7/18	348143	ENG/Paditu/Madrona Lane, final payment - check replacement	17,069.65
Manual	8/8/18	348144	EXCC/Kitsap County Auditor/Deed recording fee	10.00
Manual	8/8/18	348145	EXCC/Kitsap County Auditor/Deed recording fee	10.00
Manual	8/8/18	348146	POL/Miwall Corp/Ammunition	220.60
			Manual Checks and Electronic Disbursements	**164,041.89**
Regular Run	8/15/18	348147-348271	**Regular Check Run**	**521,617.63**
				685,659.52
Retainage Release	N/A	N/A		N/A
Travel Advance	N/A	N/A		N/A

Prepared and Reviewed by _____ Carrie Christianson, Senior Accounting Technician

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, 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.

_____ 8-8-2018

Karl R. Shaw, Accounting Manager — Date

ACH - UB

(CC)

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
305	07/25/2018	MANL	103 CITY OF BAINBRIDGE I	224164	13005JUL18	07/02/2018		ACH-UB07	1,223.30
	Invoice: 13005JUL18					309 SHANNON DR			
				1,223.30	91011768 547500	GG-C/E-PARKS-WTR/SWR			
				224165	13006JUL18	07/02/2018		ACH-UB07	405.30
	Invoice: 13006JUL18					309 SHANNON DR DOCK			
				405.30	91011768 547500	GG-C/E-PARKS-WTR/SWR			
				224166	10461JUL18	07/02/2018		ACH-UB07	686.31
	Invoice: 10461JUL18					289 SHANNON DR			
				686.31	91011768 547500	GG-C/E-PARKS-WTR/SWR			
				224167	10463JUL18	07/02/2018		ACH-UB07	423.16
	Invoice: 10463JUL18					370 BRIEN DR			
				423.16	91011755 547500	GG-C/E-COMMONS-WTR/SWR			
				224168	10464JUL18	07/02/2018		ACH-UB07	298.14
	Invoice: 10464JUL18					402 BRIEN DR			
				298.14	91011755 547500	GG-C/E-COMMONS-WTR/SWR			
				224169	11573JUL18	07/02/2018		ACH-UB07	17.40
	Invoice: 11573JUL18					5350 CREOSOTE PLACE NE			
				17.40	91011768 547500	GG-C/E-PARKS-WTR/SWR			
							CHECK	305 TOTAL:	3,053.61

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 3,053.61

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	3,053.61

*** GRAND TOTAL *** 3,053.61

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 25					
APP 001-213000	GENERAL - ACCOUNTS PAYABLE			3,053.61	
08/07/2018 ACH-UB07 ACH	AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100	CASH				3,053.61
08/07/2018 ACH-UB07 ACH	AP CASH DISBURSEMENTS JOURNAL				
	GENERAL LEDGER TOTAL			3,053.61	3,053.61
APP 631-130000	DUE TO/FROM CLEARING			3,053.61	
08/07/2018 ACH-UB07 ACH					
APP 001-130000	GENERAL - DUE TO/FROM CLEARING				3,053.61
08/07/2018 ACH-UB07 ACH					
	SYSTEM GENERATED ENTRIES TOTAL			3,053.61	3,053.61
	JOURNAL 2018/08/25 TOTAL			6,107.22	6,107.22

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	25	08/07/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		3,053.61
001-213000					GENERAL - ACCOUNTS PAYABLE	3,053.61	
					FUND TOTAL	3,053.61	3,053.61
631 CLEARING FUND	2018	8	25	08/07/2018			
631-130000					DUE TO/FROM CLEARING	3,053.61	
635-111100					CASH		3,053.61
					FUND TOTAL	3,053.61	3,053.61

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		3,053.61
631	CLEARING FUND	3,053.61	
	TOTAL	3,053.61	3,053.61

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

EFT - Excise Jun 18

(cc)

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
306	07/25/2018	MANL	124	WA ST DEPT OF REVENU	224163	2018-06	06/30/2018		EFTJUN18	7,919.38
Invoice: 2018-06						JUN18 EXCISE TAXES				
					268.09	91411341 553000	FINANCE - WATER EXTRNL TAXES			
					-420.95	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
					3,536.67	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
					22.76	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
					5.06	91411341 553000	FINANCE - WATER EXTRNL TAXES			
					2.93	91411341 553000	FINANCE - WATER EXTRNL TAXES			
					302.21	91431383 553000	FINANCE - SSWM - EXTRNL TAXES			
					3,758.43	91411341 553000	FINANCE - WATER EXTRNL TAXES			
					422.98	91421351 553000	FINANCE - SEWER - EXTRNL TAXES			
					5.12	41011141 531100	FIN - C/E ADMIN SUPPLIES			
					16.08	52011212 531100	POLICE - C/E INVEST SUPPLIES			
								CHECK	306 TOTAL:	7,919.38

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 7,919.38

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	7,919.38

*** GRAND TOTAL *** 7,919.38

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 26									
APP 401-213000					ACCOUNTS PAYABLE			4,034.51	
08/07/2018	EFTJUN18	EFT			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				7,919.38
08/07/2018	EFTJUN18	EFT			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			3,561.46	
08/07/2018	EFTJUN18	EFT			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE			302.21	
08/07/2018	EFTJUN18	EFT			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			21.20	
08/07/2018	EFTJUN18	EFT			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			7,919.38	7,919.38
APP 631-130000					DUE TO/FROM CLEARING			7,919.38	
08/07/2018	EFTJUN18	EFT							
APP 401-130000					DUE TO/FROM CLEARING				4,034.51
08/07/2018	EFTJUN18	EFT							
APP 402-130000					DUE TO/FROM CLEARING				3,561.46
08/07/2018	EFTJUN18	EFT							
APP 403-130000					DUE TO/FROM CLEARING				302.21
08/07/2018	EFTJUN18	EFT							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				21.20
08/07/2018	EFTJUN18	EFT							
					SYSTEM GENERATED ENTRIES TOTAL			7,919.38	7,919.38
					JOURNAL 2018/08/26 TOTAL			15,838.76	15,838.76

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	26	08/07/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		21.20
001-213000				GENERAL - ACCOUNTS PAYABLE	21.20	
				FUND TOTAL	21.20	21.20
401 WATER OPERATING FUND	2018	8	26	08/07/2018		
401-130000				DUE TO/FROM CLEARING		4,034.51
401-213000				ACCOUNTS PAYABLE	4,034.51	
				FUND TOTAL	4,034.51	4,034.51
402 SEWER OPERATING FUND	2018	8	26	08/07/2018		
402-130000				DUE TO/FROM CLEARING		3,561.46
402-213000				ACCOUNTS PAYABLE	3,561.46	
				FUND TOTAL	3,561.46	3,561.46
403 STORM & SURFACE WATER FUND	2018	8	26	08/07/2018		
403-130000				DUE TO/FROM CLEARING		302.21
403-213000				ACCOUNTS PAYABLE	302.21	
				FUND TOTAL	302.21	302.21
631 CLEARING FUND	2018	8	26	08/07/2018		
631-130000				DUE TO/FROM CLEARING	7,919.38	
635-111100				CASH		7,919.38
				FUND TOTAL	7,919.38	7,919.38

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		21.20
401	WATER OPERATING FUND		4,034.51
402	SEWER OPERATING FUND		3,561.46
403	STORM & SURFACE WATER FUND		302.21
631	CLEARING FUND	7,919.38	
	TOTAL	7,919.38	7,919.38

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

ACH - FA
CC 8/8/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
307	07/25/2018	MANL	969 WA ST DEPT OF LICENS	224556	JUL18CPL-A	07/06/2018		ACHFA07	18.00
	Invoice: JUL18CPL-A					JUL 2018 CPL TRANSMITTAL			
				18.00	41654860 586000	GUN PERMIT OUT			
						CHECK	307 TOTAL:		18.00
308	07/25/2018	MANL	969 WA ST DEPT OF LICENS	224557	JUL18CPL-B	07/06/2018		ACHFA07	90.00
	Invoice: JUL18CPL-B					JUL 2018 CPL TRANSMITTAL			
				90.00	41654860 586000	GUN PERMIT OUT			
						CHECK	308 TOTAL:		90.00
309	07/25/2018	MANL	969 WA ST DEPT OF LICENS	224558	JUL18CPL-C	07/30/2018		ACHFA07	324.00
	Invoice: JUL18CPL-C					JUL 2018 CPL TRANSMITTAL			
				324.00	41654860 586000	GUN PERMIT OUT			
						CHECK	309 TOTAL:		324.00
					NUMBER OF CHECKS 3		*** CASH ACCOUNT TOTAL ***		432.00

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	3	432.00

*** GRAND TOTAL *** 432.00

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 32					
APP 650-213000	ACCOUNTS PAYABLE			432.00	
08/08/2018 ACHFA07 ACHFA	AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100	CASH				432.00
08/08/2018 ACHFA07 ACHFA	AP CASH DISBURSEMENTS JOURNAL				
	GENERAL LEDGER TOTAL			432.00	432.00
APP 631-130000	DUE TO/FROM CLEARING			432.00	
08/08/2018 ACHFA07 ACHFA					
APP 650-130000	DUE TO/FROM CLEARING				432.00
08/08/2018 ACHFA07 ACHFA					
	SYSTEM GENERATED ENTRIES TOTAL			432.00	432.00
	JOURNAL 2018/08/32 TOTAL			864.00	864.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION		DEBIT	CREDIT
631 CLEARING FUND	2018	8	32	08/08/2018			
631-130000				DUE TO/FROM CLEARING		432.00	
635-111100				CASH			432.00
					FUND TOTAL	432.00	432.00
650 AGENCY FUND	2018	8	32	08/08/2018			
650-130000				DUE TO/FROM CLEARING			432.00
650-213000				ACCOUNTS PAYABLE		432.00	
					FUND TOTAL	432.00	432.00

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	432.00	
650 AGENCY FUND		432.00
TOTAL	432.00	432.00

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

VOID
8/7/18 (cc)

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
347990	07/17/2018	VOID	8736	PADITU, LLC	224102	PAYREQFINAL-806	07/13/2018			-17,069.65
Invoice: PAYREQFINAL-806						MADRONA LANE, FINAL PAYMENT				
						-17,069.65 72423434 66300000806 ENG-SWR-MADRONA/CITY P.LOT-CON				

CHECK 347990 TOTAL: -17,069.65

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -17,069.65

	COUNT	AMOUNT
TOTAL VOIDED CHECKS	1	17,069.65

*** GRAND TOTAL *** -17,069.65

Check lost, issuing replacement.

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL SRC ACCOUNT EFF DATE JNL DESC REF 1 REF 2 REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2018 8 27				
APP 402-213000	ACCOUNTS PAYABLE			17,069.65
08/07/2018 347990 VOID	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH		17,069.65	
08/07/2018 347990 VOID	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		17,069.65	17,069.65
APP 631-130000	DUE TO/FROM CLEARING			17,069.65
08/07/2018 M071618 VOID				
APP 402-130000	DUE TO/FROM CLEARING		17,069.65	
08/07/2018 M071618 VOID				
	SYSTEM GENERATED ENTRIES TOTAL		17,069.65	17,069.65
	JOURNAL 2018/08/27 TOTAL		34,139.30	34,139.30

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
402 SEWER OPERATING FUND	2018	8	27	08/07/2018			
402-130000					DUE TO/FROM CLEARING	17,069.65	
402-213000					ACCOUNTS PAYABLE		17,069.65
					FUND TOTAL	17,069.65	17,069.65
631 CLEARING FUND	2018	8	27	08/07/2018			
631-130000					DUE TO/FROM CLEARING		17,069.65
635-111100					CASH	17,069.65	
					FUND TOTAL	17,069.65	17,069.65

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
402	SEWER OPERATING FUND		17,069.65
631	CLEARING FUND	17,069.65	
	TOTAL	17,069.65	17,069.65

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

VOID @ 7/23/18

KRS 7-23-18

07/23/2018 10:01 | CITY OF BAINBRIDGE ISLAND | P 1
cchristianson | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348100	07/25/2018	VOID	601 SOUND REPROGRAPHICS	224017	63580	06/13/2018			-271.42
	Invoice: 63580					PCD/COROPLAST SIGNS			
				-271.42	61011586 53110000930	COMP PLAN IMPL-SUPPLIES			
				224052	63435	06/07/2018			-673.30
	Invoice: 63435					POL/BOATING BROCHURES X 2000			
				-673.30	55011757 531100	PD-HARBORMASTER-SUPPLIES			
						CHECK 348100 TOTAL:			-944.72

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -944.72

	COUNT	AMOUNT
TOTAL VOIDED CHECKS	1	944.72

*** GRAND TOTAL *** -944.72

Review of statements revealed short payment of invoice 63435 by $2-. Payment had not yet been mailed so check was pulled & voided in order to reissue at correct amount.

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL SRC ACCOUNT EFF DATE JNL DESC REF 1 REF 2 REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2018 7 208				
APP 001-213000	GENERAL - ACCOUNTS PAYABLE			944.72
07/23/2018 348100 VOID	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH		944.72	
07/23/2018 348100 VOID	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		944.72	944.72
APP 631-130000	DUE TO/FROM CLEARING			944.72
07/23/2018 07/22/18 VOID				
APP 001-130000	GENERAL - DUE TO/FROM CLEARING		944.72	
07/23/2018 07/22/18 VOID				
	SYSTEM GENERATED ENTRIES TOTAL		944.72	944.72
	JOURNAL 2018/07/208 TOTAL		1,889.44	1,889.44

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	7	208	07/23/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING	944.72	
001-213000					GENERAL - ACCOUNTS PAYABLE		944.72
					FUND TOTAL	944.72	944.72
631 CLEARING FUND	2018	7	208	07/23/2018			
631-130000					DUE TO/FROM CLEARING		944.72
635-111100					CASH	944.72	
					FUND TOTAL	944.72	944.72

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		944.72
631	CLEARING FUND	944.72	
	TOTAL	944.72	944.72

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

SOUND REPRO GRAPHICS
Everything Printed

STATEMENT

Send Payment To:

City of Bainbridge Island
City of Bainbridge Island
280 Madison Avenue N.
Bainbridge Island WA 98110

Sound Reprographics
403 Madison Ave N Ste 110
Bainbridge Is. WA 98110
206-780-9678

Statement Date: 7/2/18

Date	Inv #	Description	Paid	Balance
5/14/18	~~62189~~	20180410_ENG_CA002 Payment(62189)	-19.63	0.00
5/30/18	~~62734~~	Public Works : Waterfront Park Grand Opening Payment	-30.54	0.00
6/7/18	63435	Tami Allen: Boaters Brochure Boaters Brochure		675.30
6/7/18	~~63598~~	Waterfront Park : Mark Epstein Waterfront Park : Mark E		~~2.81~~
6/13/18	63580	36"x24" Corrugate signs		271.42
6/18/18	~~63783~~	Maps 06-11-18:Jane Rasely Maps 06-11-18		~~94.73~~
6/18/18	~~62212~~	Aaron: Public Transportation: Transport Impact Fee Pay	-30.70	0.00

due: 7/22

7/28

7/6 ~~[illegible]~~ - requested copies

Short paid by $2.00

Current	45 Days	60 Days	120 + Days	Total Due	1,044.26
1,044.26	0.00	0.00	0.00		

Manual @ 7/19/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348126	07/19/2018	PRTD	5035 COLUMBIA FORD	224204	3-J1598-600	07/16/2018	21800049 M071918		102,892.20
	Invoice: 3-J1598-600					3PD- 2018 FORD INTERCEPTOR SUV			
				102,892.20	53011421 66400000834	PD-2018 VEH REPLACEMENT			

CHECK 348126 TOTAL: 102,892.20

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 102,892.20

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	102,892.20

*** GRAND TOTAL *** 102,892.20

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 7 200									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			102,892.20	
07/19/2018	M071918	071918			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				102,892.20
07/19/2018	M071918	071918			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			102,892.20	102,892.20
APP 631-130000					DUE TO/FROM CLEARING			102,892.20	
07/19/2018	M071918	071918							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				102,892.20
07/19/2018	M071918	071918							
					SYSTEM GENERATED ENTRIES TOTAL			102,892.20	102,892.20
					JOURNAL 2018/07/200 TOTAL			205,784.40	205,784.40

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	7	200	07/19/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		102,892.20
001-213000					GENERAL - ACCOUNTS PAYABLE	102,892.20	
					FUND TOTAL	102,892.20	102,892.20
631 CLEARING FUND	2018	7	200	07/19/2018			
631-130000					DUE TO/FROM CLEARING	102,892.20	
635-111100					CASH		102,892.20
					FUND TOTAL	102,892.20	102,892.20

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		102,892.20
631	CLEARING FUND	102,892.20	
	TOTAL	102,892.20	102,892.20

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

Manual - reprint
cc 7/23/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
348127	07/25/2018	PRTD	601 SOUND REPROGRAPHICS	224017	63580	06/13/2018		07/22/18	271.42
	Invoice: 63580					PCD/COROPLAST SIGNS			
				271.42	61011586 53110000930	COMP PLAN IMPL-SUPPLIES			
				224052	63435	06/07/2018		07/22/18	675.30
	Invoice: 63435					POL/BOATING BROCHURES X 2000			
				675.30	55011757 531100	PD-HARBORMASTER-SUPPLIES			
						CHECK 348127 TOTAL:			946.72

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 946.72

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	946.72

*** GRAND TOTAL *** 946.72

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL SRC ACCOUNT EFF DATE JNL DESC REF 1 REF 2 REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2018 7 211				
APP 001-213000	GENERAL - ACCOUNTS PAYABLE		946.72	
07/23/2018 07/22/18 REPRNT	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH			946.72
07/23/2018 07/22/18 REPRNT	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		946.72	946.72
APP 631-130000	DUE TO/FROM CLEARING		946.72	
07/23/2018 07/22/18 REPRNT				
APP 001-130000	GENERAL - DUE TO/FROM CLEARING			946.72
07/23/2018 07/22/18 REPRNT				
	SYSTEM GENERATED ENTRIES TOTAL		946.72	946.72
	JOURNAL 2018/07/211 TOTAL		1,893.44	1,893.44

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	7	211	07/23/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		946.72
001-213000					GENERAL - ACCOUNTS PAYABLE	946.72	
					FUND TOTAL	946.72	946.72
631 CLEARING FUND	2018	7	211	07/23/2018			
631-130000					DUE TO/FROM CLEARING	946.72	
635-111100					CASH		946.72
					FUND TOTAL	946.72	946.72

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		946.72
631	CLEARING FUND	946.72	
	TOTAL	946.72	946.72

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

Manual
CC 7/24/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348128	07/24/2018	PRTD	551	CENTURYLINK	224245	6124JUL18	07/16/2018	M072418		58.32
Invoice: 6124JUL18							WEAVER PRV WATER TELEMETRY SVC			
					58.32	91411891 542100	GG-WTR-FAC-PHONE			
								CHECK 348128 TOTAL:		58.32
348129	07/24/2018	PRTD	1205	PUGET SOUND ENERGY	224246	4376JUL18	07/18/2018	M072418		849.33
Invoice: 4376JUL18							JUL 18 GREEN POWER CONTRACT			
					849.33	91011189 547101	ELECTRIC-GREEN POWER			
								CHECK 348129 TOTAL:		849.33

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 907.65

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	907.65

*** GRAND TOTAL *** 907.65

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 7 219									
APP 401-213000					ACCOUNTS PAYABLE			58.32	
07/24/2018	M072418	072418			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100 -					CASH				907.65
07/24/2018	M072418	072418			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			849.33	
07/24/2018	M072418	072418			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			907.65	907.65
APP 631-130000					DUE TO/FROM CLEARING			907.65	
07/24/2018	M072418	072418							
APP 401-130000					DUE TO/FROM CLEARING				58.32
07/24/2018	M072418	072418							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				849.33
07/24/2018	M072418	072418							
					SYSTEM GENERATED ENTRIES TOTAL			907.65	907.65
					JOURNAL 2018/07/219 TOTAL			1,815.30	1,815.30

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	7	219	07/24/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		849.33
001-213000					GENERAL - ACCOUNTS PAYABLE	849.33	
					FUND TOTAL	849.33	849.33
401 WATER OPERATING FUND	2018	7	219	07/24/2018			
401-130000					DUE TO/FROM CLEARING		58.32
401-213000					ACCOUNTS PAYABLE	58.32	
					FUND TOTAL	58.32	58.32
631 CLEARING FUND	2018	7	219	07/24/2018			
631-130000					DUE TO/FROM CLEARING	907.65	
635-111100					CASH		907.65
					FUND TOTAL	907.65	907.65

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		849.33
401	WATER OPERATING FUND		58.32
631	CLEARING FUND	907.65	
	TOTAL	907.65	907.65

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

Manual
cc 7/26/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348130	07/26/2018	PRTD	8747	SEATTLE SEWING SOLUT	224253	201807B037	07/05/2018	M072518		381.50
Invoice: 201807B037							POL/UNIFORMS: JOHNSON			
					381.50	53011212 520000	POLICE - C/E PATROL BENEFITS			
								CHECK 348130 TOTAL:		381.50
348131	07/26/2018	PRTD	4225	THE BROTHERS POWERSP	224254	RO16135	07/11/2018	M072518		394.86
Invoice: RO16135							POL/MOTORCYCLE REPAIRS			
					394.86	53011212 548100	POLICE - C/E PATROL MAINTENANC			
								CHECK 348131 TOTAL:		394.86
348132	07/26/2018	PRTD	6363	LN CURTIS & SONS	224255	INV199319	07/11/2018	M072518		116.58
Invoice: INV199319							POL/VEST POUCHES: LEDBETTER			
					116.58	52011212 531100	POLICE - C/E INVEST SUPPLIES			
					224256	INV199321	07/11/2018	M072518		125.08
Invoice: INV199321							POL/VEST POUCHES: LEWIS			
					125.08	53011212 531100	PD-C/E-PATROL SUPPLIES			
					224257	INV199361	07/11/2018	M072518		146.88
Invoice: INV199361							POL/VEST POUCHES: WEISS			
					146.88	53011212 531100	PD-C/E-PATROL SUPPLIES			
					224258	INV199373	07/11/2018	M072518		155.54
Invoice: INV199373							POL/VEST POUCHES: NORTON			
					155.54	53011212 531100	PD-C/E-PATROL SUPPLIES			
					224259	INV199377	07/11/2018	M072518		131.56
Invoice: INV199377							POL/VEST POUCHES: BUONVINO			
					131.56	53011212 531100	PD-C/E-PATROL SUPPLIES			
					224260	INV199654	07/12/2018	M072518		122.90
Invoice: INV199654							POL/VEST POUCHES: ENGET			
					122.90	53011212 531100	PD-C/E-PATROL SUPPLIES			
					224261	INV199681	07/12/2018	M072518		23.98
Invoice: INV199681							POL/VEST POUCHES: LEDBETTER			
					23.98	52011212 531100	POLICE - C/E INVEST SUPPLIES			
					224262	INV199989	07/13/2018	M072518		217.95
Invoice: INV199989							POL/EXTERNAL CARRIER: MCCARTY			
					217.95	53011212 520000	POLICE - C/E PATROL BENEFITS			
					224263	INV200085	07/13/2018	M072518		23.98
Invoice: INV200085							POL/VEST POUCHES: ENGET			
					23.98	53011212 531100	PD-C/E-PATROL SUPPLIES			
					224264	INV200095	07/13/2018	M072518		23.98
Invoice: INV200095							POL/VEST POUCHES: LEWIS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				23.98	53011212 531100	PD-C/E-PATROL SUPPLIES			
				224265	INV200113	07/13/2018	M072518		23.98
Invoice: INV200113						POL/VEST POUCHES: WEISS			
				23.98	52011212 531100	POLICE - C/E INVEST SUPPLIES			
							CHECK 348132 TOTAL:		1,112.41
348133	07/26/2018	PRTD	233 GATEWAY TOWING	224248	40462	07/16/2018	M072518		190.75
Invoice: 40462						POL/IMPOUND: I18-000875			
				190.75	53011212 549900	PD-C/E-PATROL-MISC			
							CHECK 348133 TOTAL:		190.75
348134	07/26/2018	PRTD	1971 KELLEY IMAGING SYSTE	224250	IN413332	07/18/2018	M072518		415.43
Invoice: IN413332						POL/COLOR OVERAGE CHARGES			
				415.43	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			
							CHECK 348134 TOTAL:		415.43
348135	07/26/2018	PRTD	2467 STAPLES ADVANTAGE	224251	3383495438	07/07/2018	M072518		344.32
Invoice: 3383495438						POL/COPY PAPER, TAPE, WIPES			
				344.32	51011211 531100	PD-C/E-ADM-SUPPLIES			
							CHECK 348135 TOTAL:		344.32

NUMBER OF CHECKS 6 *** CASH ACCOUNT TOTAL *** 2,839.27

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	6	2,839.27

*** GRAND TOTAL *** 2,839.27

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE JNL DESC REF 1 REF 2 REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 7 238					
APP 001-213000	GENERAL - ACCOUNTS PAYABLE			2,839.27	
07/26/2018 M072518 072518	AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100	CASH				2,839.27
07/26/2018 M072518 072518	AP CASH DISBURSEMENTS JOURNAL				
	GENERAL LEDGER TOTAL			2,839.27	2,839.27
APP 631-130000	DUE TO/FROM CLEARING			2,839.27	
07/26/2018 M072518 072518					
APP 001-130000	GENERAL - DUE TO/FROM CLEARING				2,839.27
07/26/2018 M072518 072518					
	SYSTEM GENERATED ENTRIES TOTAL			2,839.27	2,839.27
	JOURNAL 2018/07/238 TOTAL			5,678.54	5,678.54

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 7	238	07/26/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		2,839.27
001-213000				GENERAL - ACCOUNTS PAYABLE	2,839.27	
				FUND TOTAL	2,839.27	2,839.27
631 CLEARING FUND	2018 7	238	07/26/2018			
631-130000				DUE TO/FROM CLEARING	2,839.27	
635-111100				CASH		2,839.27
				FUND TOTAL	2,839.27	2,839.27

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		2,839.27
631	CLEARING FUND	2,839.27	
	TOTAL	2,839.27	2,839.27

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

Manual
CC 7/31/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348136	07/31/2018	PRTD	7726	AIR MANAGEMENT SOLUT	224268	130143	07/30/2018	21800024	M073018	4,597.32
	Invoice: 130143						2018 BUILDING SERVICES			
						4,121.91 73011183 54810000495	BLDG SVCS CONTRACT-CH-MAINT			
						475.41 73425358 54810000495	BLDG SVCS CONTR-WWTP-MAINT			
							CHECK 348136 TOTAL:			4,597.32
348137	07/31/2018	PRTD	1971	KELLEY IMAGING SYSTE	224269	23046067	07/23/2018		M073018	283.78
	Invoice: 23046067						ENG/E-STUDIO4505AC COPIER LEASE			
						283.78 72011321 545000	ENG - C/E ADMIN RENTS & LEASES			
							CHECK 348137 TOTAL:			283.78
348138	07/31/2018	PRTD	6714	TOSHIBA FINANCIAL SE	224270	23046066	07/23/2018		M073018	188.58
	Invoice: 23046066						CRT/E-STUDIO3005AC COPIER LEASE			
						188.58 21011125 545000	COURT - RENTS & LEASES - OPER			
							CHECK 348138 TOTAL:			188.58
						NUMBER OF CHECKS 3	*** CASH ACCOUNT TOTAL ***			5,069.68

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	3	5,069.68

*** GRAND TOTAL *** 5,069.68

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2018 7 356				
APP 001-213000	GENERAL - ACCOUNTS PAYABLE		4,594.27	
07/31/2018 M073018 073018	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH			5,069.68
07/31/2018 M073018 073018	AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000	ACCOUNTS PAYABLE		475.41	
07/31/2018 M073018 073018	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		5,069.68	5,069.68
APP 631-130000	DUE TO/FROM CLEARING		5,069.68	
07/31/2018 M073018 073018				
APP 001-130000	GENERAL - DUE TO/FROM CLEARING			4,594.27
07/31/2018 M073018 073018				
APP 402-130000	DUE TO/FROM CLEARING			475.41
07/31/2018 M073018 073018				
	SYSTEM GENERATED ENTRIES TOTAL		5,069.68	5,069.68
	JOURNAL 2018/07/356 TOTAL		10,139.36	10,139.36

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	7	356	07/31/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		4,594.27
001-213000					GENERAL - ACCOUNTS PAYABLE	4,594.27	
					FUND TOTAL	4,594.27	4,594.27
402 SEWER OPERATING FUND	2018	7	356	07/31/2018			
402-130000					DUE TO/FROM CLEARING		475.41
402-213000					ACCOUNTS PAYABLE	475.41	
					FUND TOTAL	475.41	475.41
631 CLEARING FUND	2018	7	356	07/31/2018			
631-130000					DUE TO/FROM CLEARING	5,069.68	
635-111100					CASH		5,069.68
					FUND TOTAL	5,069.68	5,069.68

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		4,594.27
402	SEWER OPERATING FUND		475.41
631	CLEARING FUND	5,069.68	
	TOTAL	5,069.68	5,069.68

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Manual
CC 8/1/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348139	08/01/2018	PRTD	314 BAINBRIDGE ISLAND FI	224271	COBI718	07/30/2018	M080118		6,000.00
	Invoice: COBI718					PW/SURPLUS EQUIP PURCHASE AGREEMENT			
					6,000.00 73011425 66400000924	EOC HUBS-EQUIPMENT			
							CHECK 348139 TOTAL:		6,000.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 6,000.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	6,000.00

*** GRAND TOTAL *** 6,000.00

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 5					
APP 001-213000	GENERAL - ACCOUNTS PAYABLE			6,000.00	
08/01/2018 M080118 080118	AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100	CASH				6,000.00
08/01/2018 M080118 080118	AP CASH DISBURSEMENTS JOURNAL				
	GENERAL LEDGER TOTAL			6,000.00	6,000.00
APP 631-130000	DUE TO/FROM CLEARING			6,000.00	
08/01/2018 M080118 080118					
APP 001-130000	GENERAL - DUE TO/FROM CLEARING				6,000.00
08/01/2018 M080118 080118					
	SYSTEM GENERATED ENTRIES TOTAL			6,000.00	6,000.00
	JOURNAL 2018/08/5 TOTAL			12,000.00	12,000.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	5	08/01/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		6,000.00
001-213000					GENERAL - ACCOUNTS PAYABLE	6,000.00	
					FUND TOTAL	6,000.00	6,000.00
631 CLEARING FUND	2018	8	5	08/01/2018			
631-130000					DUE TO/FROM CLEARING	6,000.00	
635-111100					CASH		6,000.00
					FUND TOTAL	6,000.00	6,000.00

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		6,000.00
631	CLEARING FUND	6,000.00	
	TOTAL	6,000.00	6,000.00

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

Manual

CC 9/2/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348140	08/02/2018	PRTD	7849	LAW OFFICE OF THOMAS	224273	JULY 2018	07/23/2018	M080218		4,375.00
Invoice: JULY 2018						LEGAL/PUB DEF SVCS JUL 18				
					4,375.00	32011281 541113	LGL-PUBLIC DEFENDER			
							CHECK 348140 TOTAL:			4,375.00
						NUMBER OF CHECKS 1	*** CASH ACCOUNT TOTAL ***			4,375.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	4,375.00

*** GRAND TOTAL *** 4,375.00

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 10					
APP 001-213000	GENERAL - ACCOUNTS PAYABLE			4,375.00	
08/02/2018 M080218 080218	AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100	CASH				4,375.00
08/02/2018 M080218 080218	AP CASH DISBURSEMENTS JOURNAL				
	GENERAL LEDGER TOTAL			4,375.00	4,375.00
APP 631-130000	DUE TO/FROM CLEARING			4,375.00	
08/02/2018 M080218 080218					
APP 001-130000	GENERAL - DUE TO/FROM CLEARING				4,375.00
08/02/2018 M080218 080218					
	SYSTEM GENERATED ENTRIES TOTAL			4,375.00	4,375.00
	JOURNAL 2018/08/10 TOTAL			8,750.00	8,750.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	10	08/02/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING		4,375.00
001-213000					GENERAL - ACCOUNTS PAYABLE	4,375.00	
					FUND TOTAL	4,375.00	4,375.00
631 CLEARING FUND	2018	8	10	08/02/2018			
631-130000					DUE TO/FROM CLEARING	4,375.00	
635-111100					CASH		4,375.00
					FUND TOTAL	4,375.00	4,375.00

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		4,375.00
631	CLEARING FUND	4,375.00	
	TOTAL	4,375.00	4,375.00

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

manual
8/6/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348141	08/06/2018	PRTD	8646	ISLAND HANDS	224275	17434-17435	07/31/2018	21800026	M080318	11,116.13
	Invoice: 17434-17435					JULY 2018 JANITORIAL SERVICE				
					10,771.53	73011183 54110000269	JANITORIAL CONTRACT-PRO SVCS			
					344.60	73425358 54110000269	JANITORIAL CONTRACT-PRO SVCS			
								CHECK 348141 TOTAL:		11,116.13
348142	08/06/2018	PRTD	6274	JOLYNN MERIAM	224274	073018	08/02/2018		M080318	1,180.00
	Invoice: 073018					ENG/TEMP CONSTRUCTION EASEMENT				
					1,180.00	72321952 64500000708	WYATT-TEMP EASEMENTS			
								CHECK 348142 TOTAL:		1,180.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 12,296.13

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	12,296.13

*** GRAND TOTAL *** 12,296.13

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 17									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			10,771.53	
08/06/2018 M080318		080618			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				12,296.13
08/06/2018 M080318		080618			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			344.60	
08/06/2018 M080318		080618			AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000					ACCOUNTS PAYABLE			1,180.00	
08/06/2018 M080318		080618			AP CASH DISBURSEMENTS JOURNAL				
					GENERAL LEDGER TOTAL			12,296.13	12,296.13
APP 631-130000					DUE TO/FROM CLEARING			12,296.13	
08/06/2018 M080318		080618							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				10,771.53
08/06/2018 M080318		080618							
APP 402-130000					DUE TO/FROM CLEARING				344.60
08/06/2018 M080318		080618							
APP 301-130000					DUE TO/FROM CLEARING				1,180.00
08/06/2018 M080318		080618							
					SYSTEM GENERATED ENTRIES TOTAL			12,296.13	12,296.13
					JOURNAL 2018/08/17 TOTAL			24,592.26	24,592.26

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	17	08/06/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		10,771.53
001-213000				GENERAL - ACCOUNTS PAYABLE	10,771.53	
				FUND TOTAL	10,771.53	10,771.53
301 CAPITAL CONSTRUCTION FUND	2018	8	17	08/06/2018		
301-130000				DUE TO/FROM CLEARING		1,180.00
301-213000				ACCOUNTS PAYABLE	1,180.00	
				FUND TOTAL	1,180.00	1,180.00
402 SEWER OPERATING FUND	2018	8	17	08/06/2018		
402-130000				DUE TO/FROM CLEARING		344.60
402-213000				ACCOUNTS PAYABLE	344.60	
				FUND TOTAL	344.60	344.60
631 CLEARING FUND	2018	8	17	08/06/2018		
631-130000				DUE TO/FROM CLEARING	12,296.13	
635-111100				CASH		12,296.13
				FUND TOTAL	12,296.13	12,296.13

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		10,771.53
301	CAPITAL CONSTRUCTION FUND		1,180.00
402	SEWER OPERATING FUND		344.60
631	CLEARING FUND	12,296.13	
	TOTAL	12,296.13	12,296.13

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

Manual - reprint
@ 8/7/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348143	08/07/2018	PRTD	8736	PADITU, LLC	224102	PAYREQFINAL-806	07/13/2018		08/01/18	17,069.65
Invoice: PAYREQFINAL-806						MADRONA LANE, FINAL PAYMENT				
					17,069.65	72423434 66300000806	ENG-SWR-MADRONA/CITY P.LOT-CON			

CHECK 348143 TOTAL: 17,069.65

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 17,069.65

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	17,069.65

*** GRAND TOTAL *** 17,069.65

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2018 8 28				
APP 402-213000	ACCOUNTS PAYABLE		17,069.65	
08/07/2018 08/01/18 REPL	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH			17,069.65
08/07/2018 08/01/18 REPL	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		17,069.65	17,069.65
APP 631-130000	DUE TO/FROM CLEARING		17,069.65	
08/07/2018 08/01/18 REPL				
APP 402-130000	DUE TO/FROM CLEARING			17,069.65
08/07/2018 08/01/18 REPL				
	SYSTEM GENERATED ENTRIES TOTAL		17,069.65	17,069.65
	JOURNAL 2018/08/28 TOTAL		34,139.30	34,139.30

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION		DEBIT	CREDIT
402 SEWER OPERATING FUND	2018	8	28	08/07/2018			
402-130000				DUE TO/FROM CLEARING			17,069.65
402-213000				ACCOUNTS PAYABLE		17,069.65	
					FUND TOTAL	17,069.65	17,069.65
631 CLEARING FUND	2018	8	28	08/07/2018			
631-130000				DUE TO/FROM CLEARING		17,069.65	
635-111100				CASH			17,069.65
					FUND TOTAL	17,069.65	17,069.65

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
402	SEWER OPERATING FUND		17,069.65
631	CLEARING FUND	17,069.65	
	TOTAL	17,069.65	17,069.65

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

Manual
cc 8/8/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348144	08/08/2018	PRTD	333	KITSAP COUNTY AUDITO	224573	MADLNDGS-DUANE LN	08/06/2018		M080318	10.00
Invoice: MADLNDGS-DUANE LN						EXCC/DEED RECORDING FEE				
					10.00	36111143 551000 CLERK-STRT-RECORD @ CO AUDITOR				
								CHECK 348144 TOTAL:		10.00
348145	08/08/2018	PRTD	333	KITSAP COUNTY AUDITO	224574	MADLNDGS-WALLACE WY	08/06/2018		M080318	10.00
Invoice: MADLNDGS-WALLACE WY						EXCC/DEED RECORDING FEE				
					10.00	36111143 551000 CLERK-STRT-RECORD @ CO AUDITOR				
								CHECK 348145 TOTAL:		10.00
348146	08/08/2018	PRTD	8998	MIWALL CORPORATION	224277	7070	06/22/2018		M080318	220.60
Invoice: 7070						POL/AMMUNITION				
					220.60	53011212 443410 POLICE - C/E PATROL TRAINING				
								CHECK 348146 TOTAL:		220.60
							NUMBER OF CHECKS 3	*** CASH ACCOUNT TOTAL ***		240.60

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	3	240.60

*** GRAND TOTAL *** 240.60

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL SRC ACCOUNT EFF DATE JNL DESC REF 1 REF 2 REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2018 8 37				
APP 101-213000 08/08/2018 M080318 080818	STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		20.00	
APP 635-111100 08/08/2018 M080318 080818	CASH AP CASH DISBURSEMENTS JOURNAL			240.60
APP 001-213000 08/08/2018 M080318 080818	GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		220.60	
	GENERAL LEDGER TOTAL		240.60	240.60
APP 631-130000 08/08/2018 M080318 080818	DUE TO/FROM CLEARING		240.60	
APP 101-130000 08/08/2018 M080318 080818	STREETS - DUE TO/FROM CLEARING			20.00
APP 001-130000 08/08/2018 M080318 080818	GENERAL - DUE TO/FROM CLEARING			220.60
	SYSTEM GENERATED ENTRIES TOTAL		240.60	240.60
	JOURNAL 2018/08/37 TOTAL		481.20	481.20

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	37	08/08/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		220.60
001-213000				GENERAL - ACCOUNTS PAYABLE	220.60	
				FUND TOTAL	220.60	220.60
101 STREET FUND	2018	8	37	08/08/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		20.00
101-213000				STREETS - ACCOUNTS PAYABLE	20.00	
				FUND TOTAL	20.00	20.00
631 CLEARING FUND	2018	8	37	08/08/2018		
631-130000				DUE TO/FROM CLEARING	240.60	
635-111100				CASH		240.60
				FUND TOTAL	240.60	240.60

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		220.60
101	STREET FUND		20.00
631	CLEARING FUND	240.60	
	TOTAL	240.60	240.60

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

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CC 8/8/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348147	08/15/2018	PRTD	8994	MCDONALD, THOMAS	224247	70992	07/24/2018		08/05/18	2,078.21
Invoice: 70992						UB 10357 164 GROW AVENUE NW				
					2,078.21	411 122100 WATER ACCOUNTS RECEIVABLE				

CHECK 348147 TOTAL: 2,078.21

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 2,078.21

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	2,078.21

*** GRAND TOTAL *** 2,078.21

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2018 8 38				
APP 401-213000	ACCOUNTS PAYABLE		2,078.21	
08/08/2018 08/05/18 081518	AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100	CASH			2,078.21
08/08/2018 08/05/18 081518	AP CASH DISBURSEMENTS JOURNAL			
	GENERAL LEDGER TOTAL		2,078.21	2,078.21
APP 631-130000	DUE TO/FROM CLEARING		2,078.21	
08/08/2018 08/05/18 081518				
APP 401-130000	DUE TO/FROM CLEARING			2,078.21
08/08/2018 08/05/18 081518				
	SYSTEM GENERATED ENTRIES TOTAL		2,078.21	2,078.21
	JOURNAL 2018/08/38 TOTAL		4,156.42	4,156.42

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
401 WATER OPERATING FUND	2018	8	38	08/08/2018			
401-130000					DUE TO/FROM CLEARING		2,078.21
401-213000					ACCOUNTS PAYABLE	2,078.21	
					FUND TOTAL	2,078.21	2,078.21
631 CLEARING FUND	2018	8	38	08/08/2018			
631-130000					DUE TO/FROM CLEARING	2,078.21	
635-111100					CASH		2,078.21
					FUND TOTAL	2,078.21	2,078.21

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
401	WATER OPERATING FUND		2,078.21
631	CLEARING FUND	2,078.21	
	TOTAL	2,078.21	2,078.21

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REG
CC 8/8/18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348148	08/15/2018	PRTD	5 ACE HARDWARE	224205	41275/1	07/19/2018		08/12/18	17.95
Invoice: 41275/1					PW/ROLLER COVER				
				17.95	73111264 53110000908	2018 PAVEMENT MARKINGS-SUPPLY			
				224206	41257/1	07/18/2018		08/12/18	7.39
Invoice: 41257/1					PW/AIR PLUG, HEX BUSHING				
				7.39	73111427 531100	OFFICE SUPPLIES			
				224207	41238/1	07/17/2018		08/12/18	23.94
Invoice: 41238/1					PW/PEX COUPLINGS, CLAMPS				
				23.94	73431835 531100	OFFICE SUPPLIES			
				224208	41251/1	07/17/2018		08/12/18	-23.94
Invoice: 41251/1					PW/PEX COUPLINGS, CLAMPS (RETURN)				
				-23.94	73431835 531100	OFFICE SUPPLIES			
				224209	41189/1	07/11/2018		08/12/18	14.68
Invoice: 41189/1					PW/PALMOLIVE AUTO				
				14.68	73425358 531100	O&M-WWTP-SUPPLIES			
				224279	41340/1	07/25/2018		08/12/18	33.76
Invoice: 41340/1					POL/BATTERIES, ROPE				
				33.76	53011212 531100	PD-C/E-PATROL SUPPLIES			
				224280	41339/1	07/25/2018		08/12/18	19.60
Invoice: 41339/1					POL/ZIPTIES				
				19.60	53011212 531100	PD-C/E-PATROL SUPPLIES			
				224281	41325/1	07/24/2018		08/12/18	34.32
Invoice: 41325/1					PW/FASTENERS, HOSE				
				34.32	73425358 531100	O&M-WWTP-SUPPLIES			
				224282	41318/1	07/24/2018		08/12/18	21.22
Invoice: 41318/1					PW/CABLE TIES				
				21.22	73011215 531100	O&M-C/E-POLICE FAC-SUPPLIES			
				224283	41319/1	07/24/2018		08/12/18	54.48
Invoice: 41319/1					PW/ZONE MARK LATEX YELLOW				
				54.48	73111264 53110000908	2018 PAVEMENT MARKINGS-SUPPLY			
				224284	41322/1	07/24/2018		08/12/18	29.40
Invoice: 41322/1					PW/MICRON FILTER, MURIATIC ACID				
				29.40	73411345 531100	OFFICE SUPPLIES			
				224285	41312/1	07/23/2018		08/12/18	23.94
Invoice: 41312/1					PW/ROLLER COVERS				
				23.94	73111264 53110000908	2018 PAVEMENT MARKINGS-SUPPLY			
				224286	41310/1	07/23/2018		08/12/18	8.71
Invoice: 41310/1					PW/JIG BLADE				
				8.71	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
					224287	41301/1	07/22/2018		08/12/18	80.64
Invoice: 41301/1						PW/HOSES				
					80.64	73111427 531100 OFFICE SUPPLIES				
					224288	41302/1	07/22/2018		08/12/18	-40.32
Invoice: 41302/1						PW/HOSE RETURN				
					-40.32	73111427 531100 OFFICE SUPPLIES				
					224289	41303/1	07/22/2018		08/12/18	8.48
Invoice: 41303/1						PW/HOSE ATTACHEMENTS				
					8.48	73111427 531100 OFFICE SUPPLIES				
					224290	41287/1	07/20/2018		08/12/18	19.60
Invoice: 41287/1						ENG/STRIPING PAINT				
					19.60	72431835 53110000779 PRITCHARD PARK OUTFALL-SUPPLY				
					224291	41280/1	07/19/2018		08/12/18	15.04
Invoice: 41280/1						PW/FASTENERS				
					15.04	73425358 531100 O&M-WWTP-SUPPLIES				
					224292	41277/1	07/19/2018		08/12/18	7.07
Invoice: 41277/1						PW/TUBE KEROSENE SYPHON				
					7.07	73637950 531100 O&M ALLOC-50WTR/50DEV-SUPPLIES				
					224293	41207/1	07/12/2018		08/12/18	16.52
Invoice: 41207/1						POL/HOOKS FOR HARBOR KIOSK				
					16.52	55011757 531100 PD-HARBORMASTER-SUPPLIES				
					224294	41179/1	07/10/2018		08/12/18	11.43
Invoice: 41179/1						POL/TARP				
					11.43	53011212 531100 PD-C/E-PATROL SUPPLIES				
					224295	40383/1-CR	04/10/2018		08/12/18	-5.58
Invoice: 40383/1-CR						PW/DBL PD INV 40383/1-CREDIT				
					-5.58	73411345 531100 OFFICE SUPPLIES				
								CHECK	348148 TOTAL:	378.33
348149	08/15/2018	PRTD	8999	ADVANCE MARKING SYST	224296	I-621937-1	07/24/2018		08/12/18	194.07
Invoice: I-621937-1						PW/SIGN FOR PUBLIC ART				
					194.07	73011759 53110000877 SOMETHING NEW-SUPPLIES				
								CHECK	348149 TOTAL:	194.07
348150	08/15/2018	PRTD	7726	AIR MANAGEMENT SOLUT	224297	0001125527	06/28/2018		08/12/18	691.88
Invoice: 0001125527						PW/HVAC REPAIRS				
					691.88	73011183 54810000707 CH HVAC-REPAIRS				
					224299	0001125254	05/31/2018		08/12/18	572.22
Invoice: 0001125254						PW/HVAC REPAIR				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
					572.22 73011183 54810000707 CH HVAC-REPAIRS					
					224300	0001125229	05/31/2018		08/12/18	579.06
				Invoice: 0001125229			PW/HVAC REPAIRS			
					579.06 73011183 54810000707 CH HVAC-REPAIRS					
					224302	0001125255	05/31/2018		08/12/18	675.75
				Invoice: 0001125255			PW/HVAC REPAIRS			
					675.75 73011183 54810000707 CH HVAC-REPAIRS					
					224304	001125210	05/31/2018		08/12/18	542.28
				Invoice: 001125210			PW/HVAC REPAIRS			
					542.28 73011183 54810000707 CH HVAC-REPAIRS					
					224306	0001124780	04/26/2018		08/12/18	321.56
				Invoice: 0001124780			PW/HVAC REPAIRS			
					321.56 73011897 54810000707 PWY HVAC-REPAIRS					
								CHECK 348150 TOTAL:		3,382.75
348151	08/15/2018	PRTD	8672	ALLSTREAM	224307	15472565	08/01/2018		08/12/18	923.14
				Invoice: 15472565			AUG 18 CITYWIDE PHN SVCS			
					923.14 41637891 542100 FIN - ALLOC TELEPHONE					
								CHECK 348151 TOTAL:		923.14
348152	08/15/2018	PRTD	8014	ALSTON, COURTNAGE &	224571	115085	07/31/2018		08/12/18	960.00
				Invoice: 115085			ENG/HARRISON PROPERTY APPRAISAL			
					960.00 72311942 64110000724 PD/COURT BLDG-PROF SVCS/DESIGN					
								CHECK 348152 TOTAL:		960.00
348153	08/15/2018	PRTD	6488	WOOD ENVIRONMENT & I	224473	S51700718	07/23/2018	21800034	08/12/18	891.63
				Invoice: S51700718			BLD23142 THIRD PARTY GEOTECH REVIEW			
					891.63 72655860 58600000370 GEO TECCH-3RD PARTY REVIEWS					
								CHECK 348153 TOTAL:		891.63
348154	08/15/2018	PRTD	4260	AMERICAN PLANNING AS	224308	182632-1871	07/25/2018		08/12/18	431.00
				Invoice: 182632-1871			PCD/APA MEMBERSHIP: JS			
					431.00 61470581 549100 PCD - DEV ADMIN DUES/SUBSCR					
					224309	147854-1871	07/25/2018		08/12/18	369.00
				Invoice: 147854-1871			PCD/APA MEMBERSHIP: HW			
					369.00 63470588 549100 CUR-DEV PLAN-DUES/SUBSCR					

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	348154 TOTAL:		800.00
348155	08/15/2018	PRTD	4710	ASSOCIATED PETROLEU	224310	1276225-IN	07/12/2018		08/12/18	1,692.66
	Invoice: 1276225-IN						PW/610 GAL UNLEADED			
						1,692.66 73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
					224311	1276224-IN	07/12/2018		08/12/18	303.68
	Invoice: 1276224-IN						PW/80 GAL DIESEL			
						303.68 73638893 532000	O&M-FUEL USE-ALLOCATION			
					224312	1275849-IN	07/10/2018		08/12/18	1,293.88
	Invoice: 1275849-IN						PW/448 GAL UNLEADED			
						1,293.88 73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
					224313	1275848-IN	07/10/2018		08/12/18	1,198.39
	Invoice: 1275848-IN						PW/388.5 GAL DIESEL			
						1,198.39 73638893 532000	O&M-FUEL USE-ALLOCATION			
					224314	1272948-IN	07/03/2018		08/12/18	980.06
	Invoice: 1272948-IN						PW/307 GAL DIESEL			
						980.06 73638893 532000	O&M-FUEL USE-ALLOCATION			
					224315	1272949-IN	07/03/2018		08/12/18	2,127.02
	Invoice: 1272949-IN						PW/729 GAL UNLEADED			
						2,127.02 73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
							CHECK	348155 TOTAL:		7,595.69
348156	08/15/2018	PRTD	1513	AMERICAN PUBLIC WORK	224316	747742	05/02/2018		08/12/18	1,535.81
	Invoice: 747742						ENG/SELF ASSESSMENT WORKSHOP			
						1,535.81 72011321 54110000899	APWA ACCREDITATION-PROF SVCS			
							CHECK	348156 TOTAL:		1,535.81
348157	08/15/2018	PRTD	7821	AUS WEST LOCKBOX	224170	1990798120	07/12/2018		08/12/18	53.99
	Invoice: 1990798120						PW/LAUNDRY SERVICES			
						53.99 73638893 589310	LAUNDRY SERVICES			
					224317	1990808427	07/19/2018		08/12/18	53.99
	Invoice: 1990808427						PW/LAUNDRY SERVICES			
						53.99 73638893 589310	LAUNDRY SERVICES			
							CHECK	348157 TOTAL:		107.98
348158	08/15/2018	PRTD	2138	ASPECT CONSULTING LL	224319	30352	07/18/2018	21700005	08/12/18	1,245.00
	Invoice: 30352						GROUNDWATER MANAGEMENT			
						1,245.00 72011322 54110000485	GROUNDWTR MNGT PRGM-PROF SVCS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
					224320	30404	07/23/2018	21700139	08/12/18	2,433.48
	Invoice: 30404					WQFM CALIB, MNTRNG, MX, MNGMNT				
					2,433.48	72637319 54110000809 WATER QUAL FLOW MONIT-PRO SVCS				
							CHECK 348158 TOTAL:			3,678.48
348159	08/15/2018	PRTD	4365	AUTOMATIC FUNDS TRAN	224321	BAIN1807983	07/31/2018		08/12/18	281.00
	Invoice: BAIN1807983					FIN/PHONE & WEB PAYMENT SERVICES				
					140.50	43411341 541100 FIN - WATER ADMIN PROF SERVICE				
					140.50	43421351 541100 FIN - SEWER ADMIN PROF SERVICE				
					224322	102361	07/12/2018		08/12/18	12.33
	Invoice: 102361					FIN/FINAL BILL: PRINT & MAIL				
					2.17	43411341 541100 FIN - WATER ADMIN PROF SERVICE				
					2.17	43421351 541100 FIN - SEWER ADMIN PROF SERVICE				
					3.99	91411891 542500 GG-WTR-FAC-POSTAGE				
					4.00	91421891 542500 GG-SWR-FAC-POSTAGE				
					224323	102188	07/03/2018		08/12/18	761.78
	Invoice: 102188					FIN/STATEMENT PREP & MAIL				
					158.17	43411341 541100 FIN - WATER ADMIN PROF SERVICE				
					158.18	43421351 541100 FIN - SEWER ADMIN PROF SERVICE				
					222.71	91411891 542500 GG-WTR-FAC-POSTAGE				
					222.72	91421891 542500 GG-SWR-FAC-POSTAGE				
							CHECK 348159 TOTAL:			1,055.11
348160	08/15/2018	PRTD	47	BAINBRIDGE DISPOSAL	224478	0000779797	07/31/2018		08/12/18	1,712.92
	Invoice: 0000779797					JUL 2018 CITYWIDE DISPOSAL SVCS				
					143.25	91011215 547900 GG-C/E-PD-GARBAGE				
					418.67	91011768 547900 GG-C/E-PARKS-GARBAGE				
					416.05	91425358 547900 GG-WWTP-GARBAGE(NOT BIOSOLIDS)				
					731.79	91011897 547900 GG-C/E-O&M YARD FAC-GARBAGE				
					3.16	41011141 549900 FIN-C/E-MISC EXP				
					224479	0000780000	07/31/2018		08/12/18	347.39
	Invoice: 0000780000					JUL 2018 CITY HALL DISP SVCS				
					347.39	91011189 547900 GG-C/E-CITY HALL-GARBAGE				
					224480	0000780064	07/31/2018		08/12/18	57.07
	Invoice: 0000780064					JUL 2018 WINSLOW DISP SVCS				
					56.07	91011189 547903 BIG BELLY SOLAR GARBAGE CANS				
					1.00	41011141 549900 FIN-C/E-MISC EXP				
							CHECK 348160 TOTAL:			2,117.38
348161	08/15/2018	PRTD	54	BAINBRIDGE RENTAL IN	224324	CON#37869	07/25/2018		08/12/18	167.51
	Invoice: CON#37869					PW/WEEDING HOE, TRIMMER LINE, HAND PRUNER				
					167.51	73111427 531100 OFFICE SUPPLIES				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
					224325	CON#37830	07/24/2018		08/12/18	244.03
Invoice: CON#37830							PW/HEDGE TRIMMER, TRIMMER LINE			
					244.03	73111427 531100	OFFICE SUPPLIES			
					224326	CON#37616	07/19/2018		08/12/18	423.93
Invoice: CON#37616							PW/LOOP TRIMMER, TRIMMER LINE			
					423.93	73111427 531100	OFFICE SUPPLIES			
								CHECK	348161 TOTAL:	835.47
348162	08/15/2018	PRTD	55	SOUND PUBLISHING, IN	224210	BIR816337	07/13/2018		08/12/18	47.22
Invoice: BIR816337							CC/SUMM OF ORD 2018-22			
					47.22	11011113 544000	COUNCIL - LEGAL NOTICES			
					224211	BIR815451	07/13/2018		08/12/18	40.14
Invoice: BIR815451							CC/ORD NO 2018-26			
					40.14	11011113 544000	COUNCIL - LEGAL NOTICES			
					224212	BIR816338	07/13/2018		08/12/18	37.78
Invoice: BIR816338							CC/SUMM OF ORD 2018-24			
					37.78	11011113 544000	COUNCIL - LEGAL NOTICES			
					224327	BIR818455	07/27/2018		08/12/18	35.42
Invoice: BIR818455							CC/SUMM OF ORD 2018-27			
					35.42	11011113 544000	COUNCIL - LEGAL NOTICES			
					224328	BIR818361	07/27/2018		08/12/18	21.25
Invoice: BIR818361							PCD/RFQ CONSULT DESIGN			
					21.25	61011586 541100	PCD-ZONING/LU REGS-PROF SVCS			
					224329	BIR818472	07/27/2018		08/12/18	175.90
Invoice: BIR818472							PCD/MDNS BLD22538			
					175.90	63470586 544000	CUR-DEV-ZONING-ADV			
					224339	BIR817510	07/20/2018		08/12/18	75.56
Invoice: BIR817510							PCD/NOA BLD23276			
					75.56	63470586 544000	CUR-DEV-ZONING-ADV			
					224340	BIR87511	07/20/2018		08/12/18	86.18
Invoice: BIR87511							PCD/NOA BLD23328 R-STU			
					86.18	63470586 544000	CUR-DEV-ZONING-ADV			
								CHECK	348162 TOTAL:	519.45
348163	08/15/2018	PRTD	7179	BAINBRIDGE YOUTH SER	224341	Q2 2018	07/15/2018		08/12/18	16,583.00
Invoice: Q2 2018							Q2 2018 OPERATING SUPPORT			
					16,583.00	31017526 54110000297	EX-BYS-YOUTH COUNS & JOB OPP			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
								CHECK	348163 TOTAL:	16,583.00
348164	08/15/2018	PRTD	8939	BATTLE POINT ASTRONO	224342	2	07/05/2018		08/12/18	940.64
Invoice: 2						Q2 2018 CULTURAL FUNDING: ARTISAN ASTR				
					940.64	31011732 541100 EX-GF-CULTURAL ARTS & SCIENCES				
								CHECK	348164 TOTAL:	940.64
348165	08/15/2018	PRTD	5412	BENEFIT ADMINISTRATI	224343	1807513	07/26/2018		08/12/18	247.50
Invoice: 1807513						JULY BENEFIT SERVICES				
					29.70	21011125 520000 COURT - BENEFITS				
					34.65	31011131 520000 EXEC - C/E BENEFITS				
					42.08	41011141 520000 FIN - C/E ADMIN BENEFITS				
					17.33	51011211 520000 PD-C/E ADMIN-BENEFITS				
					24.75	61011581 520000 PCD - C/E ADMIN BENEFITS				
					81.68	71011321 520000 PW - C/E BENEFITS				
					17.31	81011881 520000 IT - C/E ADMIN BENEFITS				
								CHECK	348165 TOTAL:	247.50
348166	08/15/2018	PRTD	7769	BERK & ASSOCIATES, I	224561	10284-07-18	08/03/2018		08/12/18	1,292.10
Invoice: 10284-07-18						EX/CODE CONSISTENCY REVIEW 2018				
					1,292.10	31011131 541100 EXEC - C/E PROF SERVICES				
								CHECK	348166 TOTAL:	1,292.10
348167	08/15/2018	PRTD	7178	BAINBRIDGE ISL CHILD	224562	Q2 2018	07/19/2018		08/12/18	6,162.16
Invoice: Q2 2018						Q2 2018 PROGRAM SUPPORT				
					6,162.16	31017540 54110000297 EX-BI CHILD CARE/B&G CLUB				
								CHECK	348167 TOTAL:	6,162.16
348168	08/15/2018	PRTD	50	BAINBRIDGE ISLAND EL	224213	20180072	07/17/2018		08/12/18	681.25
Invoice: 20180072						PW/WWTP BREAKER REPLACEMENT				
					681.25	73425358 54810000948 WWTP-TRANSFER SW-REPAIRS				
					224344	20180078	07/13/2018		08/12/18	141.70
Invoice: 20180078						PW/REPLACED EXIT LIGHT				
					141.70	73011183 548100 O&M-C/E-CH FAC-REPAIRS				
					224345	20180059A	06/29/2018		08/12/18	719.40
Invoice: 20180059A						PW/WASH BAY REPAIR				
					719.40	73011897 548100 O&M-C/E-PWYD FAC-REPAIRS				
								CHECK	348168 TOTAL:	1,542.35

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
348169	08/15/2018	PRTD	5202	BAINBRIDGE ARTS AND	224346	Q2 2018	07/01/2018		08/12/18	1,250.00
	Invoice: Q2 2018						Q2 2018 LTAC: OFF ISLAND ADVERTIS			
					1,250.00	91140573 541100	GG-TOUR-PROF SERVICES			
							CHECK	348169 TOTAL:		1,250.00
348170	08/15/2018	PRTD	64	BAINBRIDGE ISLAND AR	224347	1775	05/03/2018		08/12/18	6,500.00
	Invoice: 1775						Q1 2018 CULTURAL FUNDING - OPERATING S			
					6,500.00	31011732 541100	EX-GF-CULTURAL ARTS & SCIENCES			
							CHECK	348170 TOTAL:		6,500.00
348171	08/15/2018	PRTD	4882	BLAZE CONE COMPANY,	224214	29848	06/30/2018		08/12/18	737.00
	Invoice: 29848						PW/TRAFFIC CONES (30)			
					737.00	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
							CHECK	348171 TOTAL:		737.00
348172	08/15/2018	PRTD	5016	BAINBRIDGE ISLAND BO	224216	Q22018	07/11/2018		08/12/18	8,884.36
	Invoice: Q22018						Q2 2018 OPERATING SUPPORT			
					8,884.36	31017540 54110000297	EX-BI CHILD CARE/B&G CLUB			
							CHECK	348172 TOTAL:		8,884.36
348173	08/15/2018	PRTD	853	KATHRYN M CARRUTHERS	224349	07/30/18	07/30/2018		08/12/18	90.00
	Invoice: 07/30/18						CRT/1.5 HRS PRO TEMP			
					90.00	21011125 541210	COURT - JUDGE PRO TEMPORE SVCS			
							CHECK	348173 TOTAL:		90.00
348174	08/15/2018	PRTD	551	CENTURYLINK	224350	0399JUL18	07/23/2018		08/12/18	2,849.23
	Invoice: 0399JUL18						CITYWIDE TE;EMETRY & FAX SERVICE			
					1,595.07	91425358 542100	GG-WWTP-TELEPHONE/FAX			
					731.42	91411891 542100	GG-WTR-FAC-PHONE			
					68.85	91011755 542100	GG-C/E-COMMONS-PHONE			
					138.31	91011189 542100	GG-C/E-CITY HALL-PHONE			
					197.86	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
					66.52	91011255 542100	GG-C/E-COURT BLDG-PHONE			
					51.20	91011215 542100	GG-C/E-PD-PHONE			
							CHECK	348174 TOTAL:		2,849.23
348175	08/15/2018	PRTD	460	CITY OF BI - PETTY C	224351	MAY-JUL 2018	07/31/2018		08/12/18	111.51
	Invoice: MAY-JUL 2018						MAY - JUL 2018 PETTY CASH REPLENISH			
					5.50	36011143 443410	CLERK-C/E-TRAINING			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
					24.70	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
					24.70	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
					1.50	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
					6.70	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
					21.00	72011322 531100	ENG - C/E PLANS SUPPLIES			
					20.51	41011141 531100	FIN - C/E ADMIN SUPPLIES			
					6.70	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
					.20	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
								CHECK	348175 TOTAL:	111.51
348176	08/15/2018	PRTD	460	CITY OF BI - PETTY C	224352	POL-218-07	07/31/2018		08/12/18	24.30
Invoice: POL-218-07							POL/JUL 2018 PETTY CASH REPLENISH			
					3.78	51011211 53110000589	PD-COMM OUTREACH-SUPPLIES			
					13.82	91011215 542500	GG-C/E-PD-POSTAGE			
					6.70	91011215 542500	GG-C/E-PD-POSTAGE			
								CHECK	348176 TOTAL:	24.30
348177	08/15/2018	PRTD	102	CITY OF BAINBRIDGE I	224402	RETREQ2-782	07/25/2018	21800077	08/12/18	6,250.00
Invoice: RETREQ2-782							RET- VILLAGE PUMP STATION			
					6,250.00	72423434 66300000782	VILLAGE PUMP STATION-CONSTR			
								CHECK	348177 TOTAL:	6,250.00
348178	08/15/2018	PRTD	104	CITY OF BREMERTON	224353	BPD0002277	07/10/2018		08/12/18	200.00
Invoice: BPD0002277							POL/RANGE RENTAL			
					200.00	53011212 545000	POLICE - C/E PATROL RENTS			
								CHECK	348178 TOTAL:	200.00
348179	08/15/2018	PRTD	112	CODE PUBLISHING COMP	224354	60865	07/26/2018		08/12/18	1,048.58
Invoice: 60865							EXCC/MUNI CODE SUPPL UPDATE 39			
					1,048.58	36011143 541100	CLERK-C/E-PROF SVCS			
								CHECK	348179 TOTAL:	1,048.58
348180	08/15/2018	PRTD	8111	COMMUNITY SOLAR SOLU	224355	JUN18	06/30/2018		08/12/18	396.68
Invoice: JUN18							JUN18-SOLAR NET METERING			
					396.68	91011189 54500000627	CH SOLAR-NET METERING PYMTS			
					224481	JUL18	07/31/2018		08/12/18	349.32
Invoice: JUL18							JUL 2018 SOLAR NET METERING			
					349.32	91011189 54500000627	CH SOLAR-NET METERING PYMTS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	348180 TOTAL:		746.00
348181	08/15/2018	PRTD	142 COPIERS NORTHWEST IN	224356	INV1796243	07/24/2018		08/12/18	475.08
Invoice: INV1796243					EX&FIN/COPIER OVERAGE				
				237.54	31011131 545000	EXEC - C/E RENTS & LEASES			
				237.54	41011141 545000	FIN - C/E ADMIN RENTS & LEASES			
						CHECK	348181 TOTAL:		475.08
348182	08/15/2018	PRTD	3333 COSTCO MEMBERSHIP	224172	SEP18	07/18/2018		08/12/18	120.00
Invoice: SEP18					FIN/000111802587786 MEMBERSHIP THROUGH SEP 2019				
				120.00	41011141 549100	FIN-C/E-DUES, SUBS,MEMBERSHIPS			
						CHECK	348182 TOTAL:		120.00
348183	08/15/2018	PRTD	5132 CRYSTAL SPRINGS	224357	5228674 080118	08/01/2018		08/12/18	85.07
Invoice: 5228674 080118					CRT/WATER SERVICES				
				85.07	21011125 531100	COURT - SUPPLIES			
						CHECK	348183 TOTAL:		85.07
348184	08/15/2018	PRTD	6363 LN CURTIS & SONS	224358	INV201607	07/19/2018		08/12/18	53.14
Invoice: INV201607					POL/PISTOL POUCH: LEDBETTER				
				53.14	53011212 531100	PD-C/E-PATROL SUPPLIES			
				224359	INV201558	07/19/2018		08/12/18	137.14
Invoice: INV201558					POL/UNIFORM SS SHIRTS: KOON				
				137.14	53011212 520000	POLICE - C/E PATROL BENEFITS			
				224360	CM11786	07/18/2018		08/12/18	-44.64
Invoice: CM11786					POL/CREDIT ON RETURN				
				-44.64	53011212 531100	PD-C/E-PATROL SUPPLIES			
						CHECK	348184 TOTAL:		145.64
348185	08/15/2018	PRTD	7016 CUSTOM PRINTING	224361	7901	07/23/2018		08/12/18	794.24
Invoice: 7901					POL/2-WAY MOORAGE ENVELOPES				
				794.24	55011757 531100	PD-HARBORMASTER-SUPPLIES			
						CHECK	348185 TOTAL:		794.24
348186	08/15/2018	PRTD	8973 DAVIS STUDIO ARCHITE	224555	07/03/18	07/03/2018		08/12/18	10,000.00
Invoice: 07/03/18					SUBDIVISION AND DESIGN STANDAR				
				10,000.00	61011586 54110000930	COMP PLAN IMPL-PROF SVCS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	348186 TOTAL:		10,000.00
348187	08/15/2018	PRTD	9001	DEERY-SCHMITT, JOHN	224332	71068	08/06/2018		08/12/18	165.18
Invoice: 71068							UB 10139 1751 LEWIS PLACE			
					165.18 411	122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	348187 TOTAL:		165.18
348188	08/15/2018	PRTD	9001	DEERY-SCHMITT, JOHN	224333	71069	08/06/2018		08/12/18	30.05
Invoice: 71069							UB 10139 1751 LEWIS PLACE			
					30.05 411	122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	348188 TOTAL:		30.05
348189	08/15/2018	PRTD	9002	DONEGAN, JEFF & JULI	224334	71070	08/06/2018		08/12/18	201.84
Invoice: 71070							UB 10125 1525 ARTHUR PLACE			
					201.84 411	122100	WATER ACCOUNTS RECEIVABLE			
							CHECK	348189 TOTAL:		201.84
348190	08/15/2018	PRTD	672	DSC INC	224364	98175	07/20/2018		08/12/18	20.66
Invoice: 98175							PW/STRAIGHT THREAD			
					20.66 73111427	531100	OFFICE SUPPLIES			
							CHECK	348190 TOTAL:		20.66
348191	08/15/2018	PRTD	9000	DUDE SOLUTIONS, INC	224362	INV-33660	07/24/2018		08/12/18	1,621.92
Invoice: INV-33660							POL/ASMI ANNUAL SUBX			
					1,621.92 51011215	535100	POLICE - C/E FACIL SOFTWARE			
							CHECK	348191 TOTAL:		1,621.92
348192	08/15/2018	PRTD	8975	ECONORTHWEST	224483	19831	06/30/2018		08/12/18	2,516.70
Invoice: 19831							JUN 18 INCLUSIONARY ZONING AND TDR			
					2,516.70 61011586	54110000930	COMP PLAN IMPL-PROF SVCS			
							CHECK	348192 TOTAL:		2,516.70
348193	08/15/2018	PRTD	8996	EDINGER ASSOCIATES	P 224365	5315	07/18/2018		08/12/18	3,093.23
Invoice: 5315							LEGAL/LEGAL SERVICES, FCC MATTERS			
					3,093.23 32011152	54111100955	LIT-CHALLENGE TO RADIO STATION			
							CHECK	348193 TOTAL:		3,093.23

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348194	08/15/2018	PRTD	212 FABRICARE 02 - PLANT	224366	08/01/18	08/01/2018		08/12/18	316.36
	Invoice: 08/01/18					POL/LAUNDRY SERVICES			
					82.62 51011211 520000	PD-C/E ADMIN-BENEFITS			
					148.29 52011212 520000	POLICE - C/E INVEST BENEFITS			
					85.45 53011212 520000	POLICE - C/E PATROL BENEFITS			
						CHECK 348194 TOTAL:			316.36
348195	08/15/2018	PRTD	1953 FERGUSON ENTERPRISES	224369	0657507-2	07/11/2018		08/12/18	1,810.27
	Invoice: 0657507-2					PW/METERS (12)			
					1,810.27 411 141100	WATER - INVENTORY			
						CHECK 348195 TOTAL:			1,810.27
348196	08/15/2018	PRTD	705 FCS GROUP	224392	2854-21807033	07/20/2018	21800065	08/12/18	8,350.82
	Invoice: 2854-21807033					WATER SEWER RATE STUDY			
					4,175.41 72411342 54110000923	WATER RATE STUDY-PROF SVCS			
					4,175.41 72421352 54110000923	SEWER RATE STUDY-PROF SVCS			
						CHECK 348196 TOTAL:			8,350.82
348197	08/15/2018	PRTD	6940 FREMONT ANALYTICAL	224370	1807111	07/17/2018	21800036	08/12/18	480.00
	Invoice: 1807111					CHEM & BIO ASSAY SVCS			
					480.00 72637319 54110000809	WATER QUAL FLOW MONIT-PRO SVCS			
						CHECK 348197 TOTAL:			480.00
348198	08/15/2018	PRTD	8482 WILLIAM D. TUFTS	224372	18-025	07/14/2018		08/12/18	250.00
	Invoice: 18-025					POL/APPLICANT POLYGRAPH			
					250.00 52011212 541100	POLICE - C/E INVEST PROF SVCS			
						CHECK 348198 TOTAL:			250.00
348199	08/15/2018	PRTD	1517 GUARDIAN SECURITY SY	224373	833753	08/01/2018	21800002	08/12/18	44.00
	Invoice: 833753					POL/ALARM MONITORING			
					44.00 51011215 541100	POLICE - C/E FACIL PROF SVCS			
						CHECK 348199 TOTAL:			44.00
348200	08/15/2018	PRTD	4850 HOME DEPOT CREDIT SE	224217	4142990	07/03/2018		08/12/18	537.37
	Invoice: 4142990					PW/REFRIGERATOR FOR COURT			
					537.37 73011255 531100	O&M-C/E-COURT FAC-SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
								CHECK	348200 TOTAL:	537.37
348201	08/15/2018	PRTD	268	HOUSING RESOURCES BA	224374	3852	06/30/2018		08/12/18	7,033.26
Invoice: 3852						Q2 2018 HOMEFINDING PROGRAM SUPPO				
						7,033.26 31017592 54130600297 HOMESHARE				
					224375	3849	06/30/2018		08/12/18	1,125.00
Invoice: 3849						EX/2Q 2018 MANAGEMENT FEE				
						1,125.00 31180592 54130200297 IMHP MNGT FEES				
					224376	3971	06/30/2018		08/12/18	15,855.40
Invoice: 3971						2Q 2018 INDEPENDENT LIVING PROGRA				
						15,855.40 31017592 54130100297 INDEPENDENT LIVING PRGM				
								CHECK	348201 TOTAL:	24,013.66
348202	08/15/2018	PRTD	8027	INFORMATION STATION	224377	1121709-K	07/17/2018		08/12/18	350.00
Invoice: 1121709-K						EX/JUL-AUG 18 RENTAL				
						350.00 31011256 54500000830 EMERG AM RADIO STATION-RENTS				
								CHECK	348202 TOTAL:	350.00
348203	08/15/2018	PRTD	7184	ISLAND VOLUNTEER CAR	224220	2018-Q2	06/30/2018		08/12/18	6,375.00
Invoice: 2018-Q2						Q2 2018 OPERATING SUPPORT				
						6,375.00 31017555 54110000297 EX-ELDER DAY SVCS/INTERFAITH S				
								CHECK	348203 TOTAL:	6,375.00
348204	08/15/2018	PRTD	4181	JUDICIAL CONFERENCE	224378	60TH WA JUD CONF	07/17/2018		08/12/18	260.00
Invoice: 60TH WA JUD CONF						CRT/REGISTRATION: SARA MCCULLOCH				
						260.00 21011125 443410 COURT - TRAINING				
								CHECK	348204 TOTAL:	260.00
348205	08/15/2018	PRTD	8997	BHAKTI KAPADIA	224379	07/29/18	07/29/2018		08/12/18	150.00
Invoice: 07/29/18						FIN/DAMAGE DEPOSIT				
						150.00 41625860 586000 SC/COMMONS ROOM DEP-DISBURSEME				
								CHECK	348205 TOTAL:	150.00
348206	08/15/2018	PRTD	7961	KATY BIGELOW, ARBORI	224381	5161	07/21/2018		08/12/18	156.25
Invoice: 5161						PW/TREE ASSESSMENT 111 WOOD				
						156.25 73111427 54110000354 TREE PRES/REMOVAL-RD-PROF SVCS				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK	348206 TOTAL:		156.25
348207	08/15/2018	PRTD	333 KITSAP COUNTY AUDITO	224382	405445	06/19/2018		08/12/18	106.00
Invoice: 405445					ENG/RECORDING ORD 2018-16				
				106.00	72111421 551000	ENG-STREET-RECORDING AT CO AUD			
				224390	406582	06/27/2018		08/12/18	108.00
Invoice: 406582					ENG/EASEMENT WINSLOW WY				
				108.00	72334951 65100000596	SR305-OLYMPIC NM-RECORDING			
						CHECK	348207 TOTAL:		214.00
348208	08/15/2018	PRTD	2306 KITSAP COUNTY PROSEC	224384	JUL18	07/06/2018		08/12/18	9,247.00
Invoice: JUL18					LEGAL/JUL 18 PROSECUTION SVCS				
				9,247.00	32011521 541112	LGL-OUTSIDE PROSECUTOR			
						CHECK	348208 TOTAL:		9,247.00
348209	08/15/2018	PRTD	1496 KITSAP COUNTY SEWER	224385	KCSD7-COBI-2018-AUG	07/20/2018		08/12/18	18,159.00
Invoice: KCSD7-COBI-2018-AUG					PW/AUGUST SEWER SERVICES				
				18,159.00	73426356 551000	SIS-SD#7 PROCESSING CHGS			
						CHECK	348209 TOTAL:		18,159.00
348210	08/15/2018	PRTD	338 KITSAP COUNTY SHERIF	224386	MAY18	05/31/2018		08/12/18	6,040.01
Invoice: MAY18					POL/PRISONER BOARD				
				6,040.01	51011236 551000	POLICE - C/E PRISONER DETENT'N			
				224387	JAIL MEDICAL MAY 18	05/31/2018		08/12/18	4,446.60
Invoice: JAIL MEDICAL MAY 18					POL/PRISONER MEDICAL				
				4,446.60	51011236 541100	PD-C/E-PRIS DETENTION-PROF SVC			
						CHECK	348210 TOTAL:		10,486.61
348211	08/15/2018	PRTD	1971 KELLEY IMAGING SYSTE	224388	IN413648	07/18/2018		08/12/18	511.39
Invoice: IN413648					PW/COPIER OVERAGES				
				511.39	73637891 548100	REPAIRS			
						CHECK	348211 TOTAL:		511.39
348212	08/15/2018	PRTD	4584 KIDS DISCOVERY MUSEU	224221	Q2-2018	06/30/2018		08/12/18	3,750.00
Invoice: Q2-2018					CULTURAL FUNDING - OPERATING S				
				3,750.00	31011732 541100	EX-GF-CULTURAL ARTS & SCIENCES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK 348212 TOTAL:			3,750.00
348213	08/15/2018	PRTD	1010 PAUL L KING	224223	50678	07/17/2018		08/12/18	119.90
Invoice: 50678						PW/LOCKSMITH SVCS FOR FILE CABINET			
					119.90 73011183 548100	O&M-C/E-CH FAC-REPAIRS			
						CHECK 348213 TOTAL:			119.90
348214	08/15/2018	PRTD	8546 KITSAP 911 PUBLIC AU	224389	BIPD2018-08	07/16/2018	21800003	08/12/18	9,563.04
Invoice: BIPD2018-08						POL/CALL CENTER SERVICES			
					2,868.91 52011286 551000	POLICE - C/E - INVEST CENCOM			
					6,694.13 53011286 551000	POLICE - C/E PATROL CENCOM			
						CHECK 348214 TOTAL:			9,563.04
348215	08/15/2018	PRTD	1802 KITSAP CONSERVATION	224393	2018-Q2	07/10/2018		08/12/18	9,556.82
Invoice: 2018-Q2						ENG/2018-Q2 KCDA0ILA FOR AG SUPPORT			
					4,778.41 72011593 55100000871	FARMLAND SSWM PLANNING-KCDONLY			
					4,778.41 72431835 55100000871	FARMLAND SSWM PLANNING-KCDONLY			
						CHECK 348215 TOTAL:			9,556.82
348216	08/15/2018	PRTD	315 KITSAP HUMANE SOCIET	224394	1572	07/01/2018		08/12/18	5,596.83
Invoice: 1572						KITSAP HUMANE SOCIETY ANNUAL C			
					5,596.83 91011393 541100	FIN - C/E ANIMAL CONTROL FEES			
						CHECK 348216 TOTAL:			5,596.83
348217	08/15/2018	PRTD	694 KITSAP PUD #1	224395	MAY18-JUL18	07/16/2018		08/12/18	38.57
Invoice: MAY18-JUL18						WATER/LOT1 BELFAIR AVE NE			
					38.57 91011768 547500	GG-C/E-PARKS-WTR/SWR			
						CHECK 348217 TOTAL:			38.57
348218	08/15/2018	PRTD	309 KITSAP TIRE CENTER I	224224	215606	07/17/2018		08/12/18	329.33
Invoice: 215606						PW/TIRES FOR #2			
					329.33 73011189 531100	O&M - C/E FACIL OFC SUPPLIES			
						CHECK 348218 TOTAL:			329.33
348219	08/15/2018	PRTD	4131 KIWANIS	224396	07/12/18	07/12/2018		08/12/18	88.00
Invoice: 07/12/18						POL/DUES: HAMNER			
					88.00 51011211 549100	PD-C/E-ADM-DUES/SUBCR/MEMBRSHP			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
								CHECK	348219 TOTAL:	88.00
348220	08/15/2018	PRTD	6318	KUSTERS ZIMA CORP	224397	71223	07/19/2018		08/12/18	264.34
Invoice: 71223						PW/BRUSH ROLL HOLES				
					264.34	73425358 548100	O&M-WWTP-REPAIRS			
								CHECK	348220 TOTAL:	264.34
348221	08/15/2018	PRTD	9005	KRIS KUTCHERA	224398	PLN50509B CLR	07/27/2018		08/12/18	2,625.00
Invoice: PLN50509B CLR						PLN50509B CLR MAINT AGMNT FULLFILLED				
					2,625.00	62338 386000	SURETY DEPOSITS CUS			
								CHECK	348221 TOTAL:	2,625.00
348222	08/15/2018	PRTD	7987	LEGACY TELECOMMUNICA	224225	36163	07/03/2018		08/12/18	1,113.98
Invoice: 36163						PW/MERLIN GERIN 250 AMP BREAKER FRAME				
					1,113.98	73011897 548100	O&M-C/E-PWYD FAC-REPAIRS			
								CHECK	348222 TOTAL:	1,113.98
348223	08/15/2018	PRTD	5262	LIDEN LAND DEV & EXC	224401	PAYREQ2-782	07/25/2018	21800076	08/12/18	130,000.00
Invoice: PAYREQ2-782						VILLAGE PUMP STATION REPLACE				
					130,000.00	72423434 66300000782	VILLAGE PUMP STATION-CONSTR			
					224423	PAYREQFINAL-783A	07/13/2018	21800085	08/12/18	26,432.50
Invoice: PAYREQFINAL-783A						MADISON POTHOLING PROJECT				
					26,432.50	72423434 66300000783	NB/N TOWN WOODS PUMP-CONSTR			
								CHECK	348223 TOTAL:	156,432.50
348224	08/15/2018	PRTD	9003	MARTIN, MACKENZIE &	224336	71072	08/06/2018		08/12/18	151.49
Invoice: 71072						UB 12529 7565 EMERALD WAY				
					151.49	421 122100	SEWER ACCOUNTS RECEIVABLE			
								CHECK	348224 TOTAL:	151.49
348225	08/15/2018	PRTD	8908	MESOLINI GLASS STUDI	224563	R2018-4-A	07/19/2018		08/12/18	1,013.70
Invoice: R2018-4-A						EX/REMAINING DUE, BEACH GLASS REPAIR				
					1,013.70	31024759 54810000297	PUB ART-FREESTANDING R&M			
								CHECK	348225 TOTAL:	1,013.70
348226	08/15/2018	PRTD	493	MODERN COLLISION REB	224226	15782	06/19/2018		08/12/18	1,421.27
Invoice: 15782						PW/REAR BUMPER REPAIR #240				
					1,421.27	73637959 54810000856	MECH P/U-20%GF,STR,WTR,SWR,SWM			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
					224404	15804	07/05/2018		08/12/18	1,410.77
	Invoice: 15804						POL/VEH 222 REPR			
					1,410.77	53011212 548100	POLICE - C/E PATROL MAINTENANC			
					224405	15803	07/02/2018		08/12/18	2,319.66
	Invoice: 15803						POL/VEH 235 REPAIR			
					2,319.66	53011212 548100	POLICE - C/E PATROL MAINTENANC			
							CHECK	348226 TOTAL:		5,151.70
348227	08/15/2018	PRTD	7038	MOON SECURITY SERVIC	224406	938575	07/31/2018		08/12/18	1,378.00
	Invoice: 938575						CRT/HOUSE ARREST SVCS JUL 18			
					1,378.00	21011232 545000	COURT-ELECT HOME DET'N-EQ RENT			
							CHECK	348227 TOTAL:		1,378.00
348228	08/15/2018	PRTD	8642	MULTICARE HEALTH SYS	224403	07/12/18	07/12/2018		08/12/18	100.00
	Invoice: 07/12/18						PW/ACCT# M5123054572			
					100.00	73111290 541100	O&M-STREET-MAINT O/H-PRO SVCS			
							CHECK	348228 TOTAL:		100.00
348229	08/15/2018	PRTD	2574	NATIONAL BARRICADE C	224227	277070	06/30/2018		08/12/18	375.67
	Invoice: 277070						PW/TRAFFIC SIGNS			
					210.52	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					165.15	990 141100	MERCHANDISE			
					224228	277069	06/30/2018		08/12/18	1,110.54
	Invoice: 277069						PW/ROAD SIGNS			
					1,110.54	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
					224407	277315	07/22/2018		08/12/18	182.43
	Invoice: 277315						PW/TRAFFIC SIGNS			
					182.43	990 141100	MERCHANDISE			
					224408	277068	06/30/2018		08/12/18	796.18
	Invoice: 277068						PW/TRAFFIC SIGNS			
					796.18	990 141100	MERCHANDISE			
							CHECK	348229 TOTAL:		2,464.82
348230	08/15/2018	PRTD	677	NORTH COAST ELECTRIC	224409	S8587566.001	05/18/2018		08/12/18	5,944.27
	Invoice: S8587566.001						PW/WINSLOW WY POWER IMPR SUPPLY			
					5,944.27	73011739 54810000805	WINSLOW WAY POWER IMPR-REPAIRS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
							CHECK 348230 TOTAL:		5,944.27
348231	08/15/2018	PRTD	5603 NRC ENVIRONMENTAL SE	224410	679515	07/18/2018		08/12/18	3,358.82
Invoice: 679515						POL/VESSEL "MARSHALLS ISLAND"			
					3,358.82 55011757 54110000159	PD-DERELICT VES-DISPOSAL SVCS			
							CHECK 348231 TOTAL:		3,358.82
348232	08/15/2018	PRTD	8060 NUNES, DAVID	224411	BLD19254 CLR	07/27/2018		08/12/18	1,458.27
Invoice: BLD19254 CLR						PCD/BLD19254 CLR MAINT AGMT FULLFILLED			
					1,458.27 62338 386000	SURETY DEPOSITS CUS			
							CHECK 348232 TOTAL:		1,458.27
348233	08/15/2018	PRTD	2430 OGDEN MURPHY WALLACE	224173	814672	07/13/2018		08/12/18	21,418.85
Invoice: 814672						LEGAL/LEGAL SVCS JUNE 2018			
					9,151.45 32470152 54111100844	LIT-CLARK ADMIN APPEAL			
					9,987.40 32011152 54111100926	LIT-KC REALTORS-SUP CT			
					420.00 32470152 54111400949	HEX-HANSON DOCK REPL			
					330.00 32011152 541110	LGL-C/E-CIVIL-GEN'L OUTSIDE AT			
					1,200.00 91011211 541110	GG-C/E-CIVIL SVC-LEGAL ADVICE			
					60.00 32470152 54111100896	LIT-BAINBRIDGE ALLIANCE			
					270.00 32470152 54111100897	LIT-PRESERVE RESP SHORELINE			
							CHECK 348233 TOTAL:		21,418.85
348234	08/15/2018	PRTD	4111 OLYMPIC SPRINGS INC	224412	310032	07/31/2018	21800012	08/12/18	106.17
Invoice: 310032						POL/PURIFIED WATER			
					106.17 51011215 531100	POLICE - C/E FACIL SUPPLIES			
							CHECK 348234 TOTAL:		106.17
348235	08/15/2018	PRTD	7925 OMNIPARK, INC	224413	111444	08/01/2018	21800006	08/12/18	379.32
Invoice: 111444						POL/PARKING SYSTEM SUPPORT			
					379.32 51011215 548500	POLICE - C/E FACIL COMP MAINT			
							CHECK 348235 TOTAL:		379.32
348236	08/15/2018	PRTD	8286 SUPERINTENDENT OF P	224414	14182	07/18/2018		08/12/18	86.00
Invoice: 14182						POL/FINGERPRINTING			
					86.00 65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				224415	14191	07/18/2018		08/12/18	43.00
Invoice: 14191						POL/FINGERPRINTING			
					43.00 65438 386110	AGENCY-FINGERPRINT REV TO SPI			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
								CHECK 348236 TOTAL:		129.00
348237	08/15/2018	PRTD	4129	OWEN EQUIPMENT COMPA	224416	00088446	04/27/2018		08/12/18	850.00
	Invoice: 00088446						PW/MECHANIC TRAINING			
					850.00	73638935 443410	O&M-STD ALLOCATION-TRAINING			
					224417	00088387	04/24/2018		08/12/18	115.98
	Invoice: 00088387						PW/CLAMPS			
					115.98	73637941 531100	VACTOR R&M-SUPPLIES			
								CHECK 348237 TOTAL:		965.98
348238	08/15/2018	PRTD	8200	PACIFIC DUST CONTROL	224229	1496	07/16/2018		08/12/18	1,265.49
	Invoice: 1496						PW/LIGNIN SULFONATE			
					1,265.49	73435838 548100	O&M-DECANT-REPAIRS			
								CHECK 348238 TOTAL:		1,265.49
348239	08/15/2018	PRTD	9004	PEARSON, JAMES	224337	71073	08/06/2018		08/12/18	42.07
	Invoice: 71073						UB 12829 10571 BYRON AVE			
					42.07	421 122100	SEWER ACCOUNTS RECEIVABLE			
								CHECK 348239 TOTAL:		42.07
348240	08/15/2018	PRTD	458	PENINSULA FIRE INC	224418	53062	07/12/2018		08/12/18	570.45
	Invoice: 53062						PW/SERVICE CALL: POL DEPT			
					570.45	73011215 548100	O&M-C/E-POLICE FAC-REPAIRS			
					224419	53063	07/12/2018		08/12/18	80.61
	Invoice: 53063						PW/SERVICE CALL, COMMONS			
					80.61	73011755 548100	O&M-COMMONS REPAIRS			
					224420	53065	07/12/2018		08/12/18	237.02
	Invoice: 53065						PW/SERVICE CALL, WWTP			
					237.02	73425358 548100	O&M-WWTP-REPAIRS			
					224421	53064	07/12/2018		08/12/18	268.63
	Invoice: 53064						PW/SERVICE CALL CITY HALL			
					268.63	73011183 548100	O&M-C/E-CH FAC-REPAIRS			
					224422	53066	07/12/2018		08/12/18	1,783.62
	Invoice: 53066						PW/SERVICE CALL PW			
					1,783.62	73011897 548100	O&M-C/E-PWYD FAC-REPAIRS			
								CHECK 348240 TOTAL:		2,940.33

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348241	08/15/2018	PRTD	360 PROBUILD COMPANY LLC	224174	1705406	05/22/2018		08/12/18	41.39
	Invoice: 1705406					PW/SCREWS, CONCRETE FORMS			
				41.39	73020769 53110000842	ROAD END BENCHES			
				224175	170672	05/25/2018		08/12/18	42.24
	Invoice: 170672					PW/PAINT STRAINER			
				42.24	73111264 53110000908	2018 PAVEMENT MARKINGS-SUPPLY			
				224176	1705790	05/24/2018		08/12/18	89.87
	Invoice: 1705790					PW/QUICK SET CEMENT			
				89.87	73421355 531100	WIN COLL-SUPPLIES			
				224177	1705677	05/23/2018		08/12/18	15.79
	Invoice: 1705677					PW/CONCRETE FORM			
				15.79	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
				224424	1713627	07/23/2018		08/12/18	22.41
	Invoice: 1713627					PW/C.H. MAINT SUPPLIES			
				22.41	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
				224425	1712837	07/17/2018		08/12/18	5.78
	Invoice: 1712837					PW/160LB PIPE			
				5.78	73431835 531100	OFFICE SUPPLIES			
						CHECK 348241 TOTAL:			217.48
348242	08/15/2018	PRTD	1205 PUGET SOUND ENERGY	224482	CITY HALL-JUL18	08/01/2018		08/12/18	2,438.79
	Invoice: CITY HALL-JUL18					CITY HALL - JUL 2018			
				2,438.79	91011189 547100	GG-C/E-CITY HALL-ELECTRIC			
				224486	828JUL18	07/30/2018		08/12/18	345.03
	Invoice: 828JUL18					TAYLOR WELLS LID17 PH1			
				345.03	91415345 547100	GG-ROCKAWAY BCH-UTILITIES			
				224487	IL3JUL18	07/30/2018		08/12/18	29.52
	Invoice: IL3JUL18					ROUNDABOUT HS/MADISON IMPR			
				29.52	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224488	647JUL18	07/30/2018		08/12/18	45.16
	Invoice: 647JUL18					STREET LIGHTS/TRAFFIC CONTR			
				45.16	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224489	IL9JUL18	07/30/2018		08/12/18	107.56
	Invoice: IL9JUL18					MADISON AVE S			
				107.56	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224490	285JUL18	07/30/2018		08/12/18	178.06
	Invoice: 285JUL18					SPS NORTHTOWN/SPORTSMAN			
				178.06	91421355 547100	GG-SWR-ELECTRIC			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
224491				224491	735JUL18	07/30/2018		08/12/18	40.00
			Invoice: 735JUL18			SHANNON DR/WFP DOCK			
				40.00	91011768 547100	GG-C/E-PARKS-ELECTRIC			
224492				224492	182JUL18	07/30/2018		08/12/18	59.71
			Invoice: 182JUL18			MUNI CRT-METER E6			
				59.71	91011255 547100	GG-C/E-COURT BLDG-ELECTRIC			
224493				224493	058JUL18	07/30/2018		08/12/18	32.64
			Invoice: 058JUL18			NE HIDDEN COVE RD			
				32.64	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
224494				224494	973JUL18	07/30/2018		08/12/18	14.25
			Invoice: 973JUL18			OC RESERVOIR LID17 PH 2			
				14.25	91415345 547100	GG-ROCKAWAY BCH-UTILITIES			
224495				224495	558JUL18	07/30/2018		08/12/18	1,528.04
			Invoice: 558JUL18			7315 NE HIDDEN COVE RD			
				1,528.04	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
224496				224496	336JUL18	07/30/2018		08/12/18	144.16
			Invoice: 336JUL18			SLS-9 ISLAND TERRACE			
				144.16	91421355 547100	GG-SWR-ELECTRIC			
224497				224497	IL11JUL18	07/30/2018		08/12/18	20.90
			Invoice: IL11JUL18			STREET LIGHTS WW MAD TO 305			
				20.90	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
224498				224498	520-330JUL18	07/30/2018		08/12/18	61.13
			Invoice: 520-330JUL18			210 WINSLOW WAY E IRRIGATION			
				61.13	91011768 547100	GG-C/E-PARKS-ELECTRIC			
224499				224499	823JUL18	07/30/2018		08/12/18	20.48
			Invoice: 823JUL18			BRIAN DR N/BOOTH EL PANEL			
				20.48	91011768 547100	GG-C/E-PARKS-ELECTRIC			
224500				224500	682-B-JUL18	07/30/2018		08/12/18	28.62
			Invoice: 682-B-JUL18			MUNIC PARKING LOT-MADISON/MADRONA			
				28.62	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
224501				224501	736JUL18	07/30/2018		08/12/18	61.82
			Invoice: 736JUL18			SHANNON DR/WFP RESTROOM			
				61.82	91011768 547100	GG-C/E-PARKS-ELECTRIC			
224502				224502	040-581JUL18	07/30/2018		08/12/18	138.13
			Invoice: 040-581JUL18			3900 HALLS HILL RD PUMP			
				138.13	91421355 547100	GG-SWR-ELECTRIC			
224503				224503	884JUL18	07/30/2018		08/12/18	134.50
			Invoice: 884JUL18			SLS FERRY TERMINAL			
				134.50	91421355 547100	GG-SWR-ELECTRIC			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				224504	111JUL18	07/30/2018		08/12/18	334.49
			Invoice: 111JUL18		POLICE STATION METER 2				
				334.49	91011215 547100 GG-C/E-PD-ELECTRIC				
				224505	717JUL18	07/30/2018		08/12/18	217.59
			Invoice: 717JUL18		POLICE STATION METER 1				
				217.59	91011215 547100 GG-C/E-PD-ELECTRIC				
				224506	520-374JUL18	07/30/2018		08/12/18	52.67
			Invoice: 520-374JUL18		SIGNAL @ 108 OLYMPIC DR SE				
				52.67	91111264 547100 GG-STREET-TRAF CONTROL-UTILITY				
				224507	520-136JUL18	07/30/2018		08/12/18	2,821.58
			Invoice: 520-136JUL18		HOB BOOSTER PUMP/WELL				
				2,821.58	91411345 547100 GG-WTR-ELECTRIC				
				224508	IL5JUL18	07/30/2018		08/12/18	99.85
			Invoice: IL5JUL18		COMMODORE OFF HS @ OLYMPIC				
				99.85	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224509	021JUL18	07/30/2018		08/12/18	94.87
			Invoice: 021JUL18		SLS-3 TREATMENT PLANT				
				94.87	91421355 547100 GG-SWR-ELECTRIC				
				224510	291JUL18	07/30/2018		08/12/18	14.31
			Invoice: 291JUL18		HEAD OF BAY WELL FIELD				
				14.31	91411345 547100 GG-WTR-ELECTRIC				
				224511	031JUL18	07/30/2018		08/12/18	116.02
			Invoice: 031JUL18		SLS-6 LOVELL LOWER				
				116.02	91421355 547100 GG-SWR-ELECTRIC				
				224512	IL12JUL18	07/30/2018		08/12/18	73.28
			Invoice: IL12JUL18		STREET LIGHTS WW 305-FERNCLIFF				
				73.28	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224513	573JUL18	07/30/2018		08/12/18	12.43
			Invoice: 573JUL18		COMMODORE/HS RESERVOIR				
				12.43	91411345 547100 GG-WTR-ELECTRIC				
				224514	040-714JUL18	07/30/2018		08/12/18	10.42
			Invoice: 040-714JUL18		7095 NE TWIN PONDS RD				
				10.42	91021182 547100 GG-OS-PROP MNGT-ELECTRIC				
				224515	206JUL18	07/30/2018		08/12/18	373.48
			Invoice: 206JUL18		4586 POINT WHITE DR NE				
				373.48	91421355 547100 GG-SWR-ELECTRIC				
				224516	256JUL18	07/30/2018		08/12/18	297.04
			Invoice: 256JUL18		SLS-8 HWY 305/HARBORVIEW				
				297.04	91421355 547100 GG-SWR-ELECTRIC				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				224517	636JUL18	07/30/2018		08/12/18	60.68
Invoice: 636JUL18					SLS-7 WING POINT WAY				
				60.68	91421355 547100 GG-SWR-ELECTRIC				
				224518	888JUL18	07/30/2018		08/12/18	220.60
Invoice: 888JUL18					NE HIGH SCHOOL RD PUMP				
				220.60	91411345 547100 GG-WTR-ELECTRIC				
				224519	658JUL18	07/30/2018		08/12/18	56.06
Invoice: 658JUL18					SLS-4 IRENE/LOWER HAWLEY				
				56.06	91421355 547100 GG-SWR-ELECTRIC				
				224520	520-298JUL18	07/30/2018		08/12/18	236.68
Invoice: 520-298JUL18					SLS-5 WW/SUNDAY COVE				
				236.68	91421355 547100 GG-SWR-ELECTRIC				
				224521	640JUL18	07/30/2018		08/12/18	13.34
Invoice: 640JUL18					BRIAN DR S/BOOTH EL PANEL				
				13.34	91011768 547100 GG-C/E-PARKS-ELECTRIC				
				224522	983JUL18	07/30/2018		08/12/18	11.54
Invoice: 983JUL18					MILLER RD NE BEACON				
				11.54	91111264 547100 GG-STREET-TRAF CONTROL-UTILITY				
				224523	067JUL18	07/30/2018		08/12/18	10.42
Invoice: 067JUL18					MADISON PARKING LOT				
				10.42	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224524	IL7JUL18	07/30/2018		08/12/18	73.72
Invoice: IL7JUL18					MADISON PRJ HS TO WINSLOW II				
				73.72	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224525	466JUL18	07/30/2018		08/12/18	10.42
Invoice: 466JUL18					MADISON/HS RAINBRINGER				
				10.42	91111264 547100 GG-STREET-TRAF CONTROL-UTILITY				
				224526	093JUL18	07/30/2018		08/12/18	3,066.21
Invoice: 093JUL18					FLETCHER BAY WELL FIELD				
				3,066.21	91411345 547100 GG-WTR-ELECTRIC				
				224527	444JUL18	07/30/2018		08/12/18	300.09
Invoice: 444JUL18					BI COMMONS				
				300.09	91011755 547100 GG-C/E-COMMONS-ELECTRIC				
				224528	461JUL18	07/30/2018		08/12/18	5,862.68
Invoice: 461JUL18					WWTP				
				5,862.68	91425358 547100 GG-WWTP-ELECTRIC				
				224529	WW&305JUL18	07/30/2018		08/12/18	511.08
Invoice: WW&305JUL18					WINSLOW WAY & 305				
				511.08	91111264 547100 GG-STREET-TRAF CONTROL-UTILITY				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
				224530	831JUL18	07/30/2018		08/12/18	3,904.72
Invoice: 831JUL18						SANDS AVE NE WELL FIELD			
				3,904.72	91411345 547100	GG-WTR-ELECTRIC			
				224531	797JUL18	07/30/2018		08/12/18	106.88
Invoice: 797JUL18						MUNI COURT-METER E3			
				106.88	91011255 547100	GG-C/E-COURT BLDG-ELECTRIC			
				224532	247JUL18	07/30/2018		08/12/18	12.84
Invoice: 247JUL18						SSWM/DECANT FACILITY			
				12.84	91435838 547100	GG-DECANT-ELECTRIC			
				224533	143JUL18	07/30/2018		08/12/18	11.33
Invoice: 143JUL18						REITAN RD/WELCOME TO BI			
				11.33	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
				224534	IL1JUL18	07/30/2018		08/12/18	216.39
Invoice: IL1JUL18						ERCKSN/MDSN/WNSLW/KNCHTL			
				216.39	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224535	710JUL18	07/30/2018		08/12/18	227.64
Invoice: 710JUL18						SLS-2 VILLAGE CENTER			
				227.64	91421355 547100	GG-SWR-ELECTRIC			
				224536	893JUL18	07/30/2018		08/12/18	694.12
Invoice: 893JUL18						MUNI STREET LIGHTING			
				694.12	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224537	040-751JUL18	07/30/2018		08/12/18	10.52
Invoice: 040-751JUL18						520 ERICKSEN AVE PRV			
				10.52	91411345 547100	GG-WTR-ELECTRIC			
				224538	SPRINGJUL18	07/30/2018		08/12/18	51.06
Invoice: SPRINGJUL18						SPRINGRIDGE RD/HANSEN HILL			
				51.06	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224539	LYNCTRJUL18	07/30/2018		08/12/18	84.14
Invoice: LYNCTRJUL18						4238 LYNWOOD CENTER RD, BLOSSOM HILL			
				84.14	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224540	NKLYN&MADJUL18	07/30/2018		08/12/18	13.74
Invoice: NKLYN&MADJUL18						NEW BROOKLYN & MAD AVE ST LT			
				13.74	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224541	2360-MADJUL18	07/30/2018		08/12/18	13.74
Invoice: 2360-MADJUL18						2360 MAD AVE N-E. ENTRANCE ST LT			
				13.74	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				224542	MAD&ORDJUL18	07/30/2018		08/12/18	13.74
Invoice: MAD&ORDJUL18						MADISON AVE N, PRDWAY CROSS ST LT			
				13.74	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				224543	BKLYN&NTOWNJUL18	07/30/2018		08/12/18	13.74
Invoice: BKLYN&NTOWNJUL18					NEW BROOKLYN & NTOWN ST LT				
				13.74	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224544	WING&AZALEAJUL18	07/30/2018		08/12/18	11.33
Invoice: WING&AZALEAJUL18					WING POINT & AZALEA AVE NE ST LT				
				11.33	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224545	W.OFMAD-PH1JUL18	07/30/2018		08/12/18	941.01
Invoice: W.OFMAD-PH1JUL18					W/ OF MADISON-BAINBRIDGE CO PH1				
				941.01	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224546	E.OFMAD-PH2JUL18	07/30/2018		08/12/18	1,866.11
Invoice: E.OFMAD-PH2JUL18					E. OF MADISON-BRAINBRIDGE CO PH2				
				1,866.11	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224547	MAD&H.S.JUL18	07/30/2018		08/12/18	43.62
Invoice: MAD&H.S.JUL18					MADISON AVE/H.S. AVE ST LT				
				43.62	91111263 547100 GG-STRT-STREET LIGHTING-UTIL				
				224548	2665JUL18	07/30/2018		08/12/18	127.09
Invoice: 2665JUL18					301 SHANNON DR SE				
				127.09	91011768 547100 GG-C/E-PARKS-ELECTRIC				
				224549	2681JUL18	07/30/2018		08/12/18	10.42
Invoice: 2681JUL18					BJUNE WTRFRT PK BOOTH EL PANEL #4				
				10.42	91011768 547100 GG-C/E-PARKS-ELECTRIC				
				224550	2996JUL18	07/30/2018		08/12/18	13.45
Invoice: 2996JUL18					965 WEAVER RD NW				
				13.45	91411345 547100 GG-WTR-ELECTRIC				
				224551	3010JUL18	07/30/2018		08/12/18	10.42
Invoice: 3010JUL18					BJUNE WTRFRT PL BOOTH EL PANEL #3				
				10.42	91011768 547100 GG-C/E-PARKS-ELECTRIC				
				224552	3028JUL18	07/30/2018		08/12/18	11.64
Invoice: 3028JUL18					BJUNE WTRFRT PK BOOTH EL PANEL #2				
				11.64	91011768 547100 GG-C/E-PARKS-ELECTRIC				
				224553	3044JUL18	07/30/2018		08/12/18	14.45
Invoice: 3044JUL18					278 WINSLOW WAY E KIOSK				
				14.45	91011739 547100 COMM EVENTS-ELECTRICITY				
				224554	3051JUL18	07/30/2018		08/12/18	11.92
Invoice: 3051JUL18					BJUNE WTRFRT PK BOOTH EL PANEL #1				
				11.92	91011768 547100 GG-C/E-PARKS-ELECTRIC				
							CHECK	348242 TOTAL:	28,816.11

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
348243	08/15/2018	PRTD	9006 MATTHEW & MARY RAIN	224570	BLD23142	08/06/2018		08/12/18	1,608.37
	Invoice: BLD23142					BLD23142 GEOTECH REVIEW DEPOSIT REFUND			
				1,608.37	65538 38600000370	GEO TECH 3RD PARTY REVIEWS			
							CHECK 348243 TOTAL:		1,608.37
348244	08/15/2018	PRTD	7187 RANDOLPH BAUER	224426	18-08-088	07/19/2018		08/12/18	90.00
	Invoice: 18-08-088					PW/DECANT FACILITY			
				90.00	73435838 545000	O&M-DECANT-RENTS			
				224428	18-08-087	07/19/2018		08/12/18	90.00
	Invoice: 18-08-087					PW/PW FACILITY			
				90.00	73011897 545000	O&M-C/E-PWYD FAC-RENTS			
				224429	18-08-086	07/19/2018		08/12/18	180.00
	Invoice: 18-08-086					PW/4195 EAGLE HARBOR DR			
				180.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
				224430	18-08-090	07/19/2018		08/12/18	90.00
	Invoice: 18-08-090					PW/5350 CREOSOTE PL NE			
				90.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
				224431	18-08-085	07/17/2018		08/12/18	650.00
	Invoice: 18-08-085					PW/JOEL PRITCHARD PRK UNIT DAMAGE			
				650.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
							CHECK 348244 TOTAL:		1,100.00
348245	08/15/2018	PRTD	6685 REGIONAL DISPOSAL CO	224433	0000153654	07/15/2018	21800022	08/12/18	1,288.50
	Invoice: 0000153654					BIOSOLIDS DISPOSAL			
				1,288.50	73425358 54790100551	BIOSOLIDS WASTE DISPOSAL			
				224434	0000153566	06/30/2018	21800022	08/12/18	3,733.45
	Invoice: 0000153566					BIOSOLIDS DISPOSAL			
				3,733.45	73425358 54790100551	BIOSOLIDS WASTE DISPOSAL			
							CHECK 348245 TOTAL:		5,021.95
348246	08/15/2018	PRTD	8745 RELIABLE STORAGE BAI	224435	28569	08/02/2018	21800004	08/12/18	213.00
	Invoice: 28569					POL/STORAGE UNIT RENTAL C34			
				213.00	53011212 545000	POLICE - C/E PATROL RENTS			
							CHECK 348246 TOTAL:		213.00
348247	08/15/2018	PRTD	2409 RIVER OAKS COMMUNICA	224462	07/11/18	07/11/2018		08/12/18	1,329.75
	Invoice: 07/11/18					LEGAL/CONSULTING SVCS: KKOL			
				1,329.75	32011152 54110000955	CHALLENGE TO RADIO STATION-PS			

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
					224463	06/04/18	06/04/2018		08/12/18	4,898.50
				Invoice: 06/04/18			LEGAL/CONSULTING SVCS: KKOL			
					4,898.50	32011152 54110000955	CHALLENGE TO RADIO STATION-PS			
							CHECK	348247 TOTAL:		6,228.25
348248	08/15/2018	PRTD	8930	RTCB LLC	224338	71074	08/06/2018		08/12/18	158.87
				Invoice: 71074			UB 13055 4896 DOTSON LOOP			
					158.87	421 122100	SEWER ACCOUNTS RECEIVABLE			
							CHECK	348248 TOTAL:		158.87
348249	08/15/2018	PRTD	8873	SEXTANT MARKETING GR	224438	2001	07/31/2018		08/12/18	9,163.50
				Invoice: 2001			EX/JUNE PRESENTATION & COSTS			
					9,163.50	31011572 541100	EXEC-C/E-OUTREACH-PROF SVCS			
							CHECK	348249 TOTAL:		9,163.50
348250	08/15/2018	PRTD	7173	SKILLINGS CONNOLLY I	224439	11255	07/13/2018		08/12/18	6,023.16
				Invoice: 11255			SPORTSMAN CLUB & NEW BROOKLYN			
					6,023.16	72321953 64110000715	SP CLUB/NB INTERSECTN-DESIGN			
							CHECK	348250 TOTAL:		6,023.16
348251	08/15/2018	PRTD	8855	SOUND LAW CENTER	224572	2127	08/04/2018		08/12/18	13,247.50
				Invoice: 2127			HEX/PROFESSIONAL SVCS			
					612.50	34470586 54111000950	HEX-BEIERLE APPEAL			
					1,575.00	34470586 54111000951	HEX-INHABIT LLC			
					3,552.50	34470586 54111000887	HEX-WALLACE COTTAGES			
					3,745.00	34470586 54111000934	HEX-MADISON PLACE PRELIM SUB			
					3,027.50	34470586 54111000959	LIT-ASSISTANCE DOGS NW CUP			
					735.00	34470586 541110	HEX - DEV HEARING EX & PRO TEM			
							CHECK	348251 TOTAL:		13,247.50
348252	08/15/2018	PRTD	8132	SPECTRA LABORATORIES	224179	18-05218	07/13/2018		08/12/18	19.32
				Invoice: 18-05218			PW/PW ECOLI TESTING			
					19.32	73011897 54110000391	LAB SVCS-PWY FAC			
					224180	18-05217	07/13/2018		08/12/18	19.32
				Invoice: 18-05217			PW/ROCKAWAY BEACH ECOLI TESTING			
					19.32	73415345 54110000391	LAB SVCS-WATER ROCKAWAY			
					224181	18-05216	07/13/2018		08/12/18	57.96
				Invoice: 18-05216			PW/ECOLI TESTING			
					57.96	73411345 54110000391	LAB SVCS-WATER			

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				224182	18-05205	07/13/2018		08/12/18	552.00
Invoice: 18-05205					PW/VOC TESTING				
				552.00	73411345 54110000391 LAB SVCS-WATER				
				224183	18-05168	07/12/2018		08/12/18	472.88
Invoice: 18-05168					PW/SOC SHORT HERBICIDE TESTING				
				472.88	73411345 54110000391 LAB SVCS-WATER				
				224184	18-05050	07/10/2018		08/12/18	38.18
Invoice: 18-05050					PW/PW WELL TESTING				
				38.18	73011897 54110000391 LAB SVCS-PWY FAC				
				224185	18-05112	07/10/2018		08/12/18	257.60
Invoice: 18-05112					PW/WINWTR TESTING				
				257.60	73411345 54110000391 LAB SVCS-WATER				
				224186	18-05049	07/10/2018		08/12/18	190.90
Invoice: 18-05049					PW/HEAD OF BAY WATER TESTING				
				190.90	73411345 54110000391 LAB SVCS-WATER				
				224187	18-05071	07/10/2018		08/12/18	945.76
Invoice: 18-05071					PW/SANDS, FLETCHER WELL TESTING				
				945.76	73411345 54110000391 LAB SVCS-WATER				
				224440	18-05380	07/19/2018		08/12/18	55.66
Invoice: 18-05380					PW/ROCKAWAY TESTING				
				55.66	73415345 54110000391 LAB SVCS-WATER ROCKAWAY				
				224441	18-05336	07/18/2018		08/12/18	62.10
Invoice: 18-05336					PW/WINWTR TESTING				
				62.10	73411345 54110000391 LAB SVCS-WATER				
				224442	18-05418	07/19/2018		08/12/18	77.28
Invoice: 18-05418					PW/WINWTR ECOLI TESTING				
				77.28	73411345 54110000391 LAB SVCS-WATER				
							CHECK	348252 TOTAL:	2,748.96
348253	08/15/2018	PRTD	2467 STAPLES ADVANTAGE	224188	3383495316	07/07/2018		08/12/18	478.05
Invoice: 3383495316					PW/VARIOUS OFFICE SUPPLIES				
				478.05	73637891 531100 OFFICE SUPPLIES				
				224189	3383495314	07/07/2018		08/12/18	14.70
Invoice: 3383495314					PW/3IN BINDER				
				14.70	73637891 531100 OFFICE SUPPLIES				
				224190	3383495185	07/07/2018		08/12/18	74.44
Invoice: 3383495185					EX/EM MGMT SUPPLIES				
				74.44	31011256 531100 EX-GF-EMERG PREP-SUPPLIES				

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
				224191	3383495176	07/07/2018		08/12/18	73.02
			Invoice: 3383495176		EX/NOTEPADS				
				73.02	31011131 531100	EXEC - C/E SUPPLIES			
				224192	3383495179	07/07/2018		08/12/18	201.77
			Invoice: 3383495179		FIN&EX/FLOOR MAT, ORGANIZER, FOLDESR				
				129.25	32011152 531100	LEGAL - C/E SUPPLIES			
				72.52	41011141 531100	FIN - C/E ADMIN SUPPLIES			
				224193	3383495170	07/07/2018		08/12/18	78.96
			Invoice: 3383495170		EX&FIN/PAPER				
				39.28	31011131 531100	EXEC - C/E SUPPLIES			
				39.68	41011141 531100	FIN - C/E ADMIN SUPPLIES			
				224194	3383495186	07/07/2018		08/12/18	120.74
			Invoice: 3383495186		EX,LEGAL,FIN/OFFICE SUPPLIES				
				49.64	31011131 531100	EXEC - C/E SUPPLIES			
				31.62	32011152 531100	LEGAL - C/E SUPPLIES			
				39.48	41011141 531100	FIN - C/E ADMIN SUPPLIES			
				224195	3383495184	07/07/2018		08/12/18	155.19
			Invoice: 3383495184		EX,LEGAL,FIN/KLEENEX, TONER				
				35.66	31011131 531100	EXEC - C/E SUPPLIES			
				83.86	32011152 531100	LEGAL - C/E SUPPLIES			
				35.67	41011141 531100	FIN - C/E ADMIN SUPPLIES			
				224196	3383495181	07/07/2018		08/12/18	191.41
			Invoice: 3383495181		EX&FIN/PAPER, FOLDERS, ENVELOPES				
				95.70	31011131 531100	EXEC - C/E SUPPLIES			
				95.71	41011141 531100	FIN - C/E ADMIN SUPPLIES			
						CHECK 348253 TOTAL:			1,388.28
348254	08/15/2018	PRTD	2467 STAPLES	224444	3383495266	07/07/2018		08/12/18	100.53
			Invoice: 3383495266		ENG/OFFICE SUPPLIES				
				100.53	72011321 531100	ENG - C/E ADMIN SUPPLIES			
				224445	3383495269	07/07/2018		08/12/18	48.07
			Invoice: 3383495269		ENG/OFFICE SUPPLIES				
				48.07	72011321 531100	ENG - C/E ADMIN SUPPLIES			
				224447	3383495268	07/07/2018		08/12/18	33.90
			Invoice: 3383495268		ENG/OFFICE SUPPLIES				
				33.90	72011321 531100	ENG - C/E ADMIN SUPPLIES			
				224448	3383495270	07/07/2018		08/12/18	32.92
			Invoice: 3383495270		ENG/OFFICE SUPPLIES				
				32.92	72011321 531100	ENG - C/E ADMIN SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	348254 TOTAL:		215.42
348255	08/15/2018	PRTD	8244	SUPPLYWORKS	224450	447205105	07/16/2018		08/12/18	2,140.27
Invoice: 447205105							PW/PW SUPPLIES			
					2,140.27	73637948 531100	O&M ALLOC-CITY WIDE SUPPLIES			
							CHECK	348255 TOTAL:		2,140.27
348256	08/15/2018	PRTD	4819	WEST PAYMENT CENTER	224198	838506581	06/30/2018		08/12/18	531.61
Invoice: 838506581							LEGAL/INFO CHARGES JUN 2018			
					531.61	32011152 549100	LEGAL-C/E-DUES & SUBSCR SVCS			
							CHECK	348256 TOTAL:		531.61
348257	08/15/2018	PRTD	558	TOWN & COUNTRY MARKE	224451	07/25/18	07/25/2018		08/12/18	24.31
Invoice: 07/25/18							PW/WATER			
					24.31	73425358 531100	O&M-WWTP-SUPPLIES			
							CHECK	348257 TOTAL:		24.31
348258	08/15/2018	PRTD	8500	TSANG LEGACY TRUSTEE	224335	71071	08/06/2018		08/12/18	60.92
Invoice: 71071							UB 11729 4832 ROCKAWAY BEACH ROAD NE			
					60.92	415 122100	ROCKAWAY WATER ACCOUNTS REC			
							CHECK	348258 TOTAL:		60.92
348259	08/15/2018	PRTD	2190	UNITED PARCEL SERVIC	224453	000028Y3Y1288	07/14/2018		08/12/18	142.39
Invoice: 000028Y3Y1288							POL/SHIPPING			
					142.39	91011215 542500	GG-C/E-PD-POSTAGE			
					224454	000028Y3Y1298	07/21/2018		08/12/18	29.35
Invoice: 000028Y3Y1298							POL/SHIPPING			
					29.35	91011215 542500	GG-C/E-PD-POSTAGE			
							CHECK	348259 TOTAL:		171.74
348260	08/15/2018	PRTD	1152	USA BLUE BOOK	224230	622060	07/11/2018		08/12/18	142.84
Invoice: 622060							PW/FILTER MEMBRANES			
					142.84	73425358 531100	O&M-WWTP-SUPPLIES			
					224455	619473	07/09/2018		08/12/18	444.99
Invoice: 619473							PW/BALL VALVES			
					444.99	73411345 531100	OFFICE SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
								CHECK	348260 TOTAL:	587.83
348261	08/15/2018	PRTD	8989	VALPAK OF W. WA	224456	64223	06/20/2018		08/12/18	117.10
Invoice: 64223							POL/COUPON FOR NNO			
					117.10	51011211 54400000649	NAT'L NIGHT OUT-ADVERTISING			
								CHECK	348261 TOTAL:	117.10
348262	08/15/2018	PRTD	1485	VERIZON WIRELESS	224199	9810142928	07/01/2018		08/12/18	5,870.42
Invoice: 9810142928							JUN 18 CITYWIDE CELL PHONE SERVICE			
					5,870.42	91011189 542100	GG-C/E-CITY HALL-PHONE			
								CHECK	348262 TOTAL:	5,870.42
348263	08/15/2018	PRTD	8896	VISIT KITSAP PENINSU	224457	11076	06/25/2018		08/12/18	2,250.00
Invoice: 11076							Q2 2018 LTAC: MARKETING SUPPORT			
					2,250.00	91140573 541100	GG-TOUR-PROF SERVICES			
								CHECK	348263 TOTAL:	2,250.00
348264	08/15/2018	PRTD	5271	WASHINGTON WATER SER	224458	4815979187-JUL18	07/19/2018		08/12/18	140.15
Invoice: 4815979187-JUL18							JUL18 DECANT FAC WATER			
					140.15	91435838 547500	GG-DECANT-WATER/SEWER			
								CHECK	348264 TOTAL:	140.15
348265	08/15/2018	PRTD	8776	MINDY L. WALKER	224459	7/19/18	07/19/2018		08/12/18	90.00
Invoice: 7/19/18							CRT/1.5 HR PRO TEMP			
					90.00	21011125 541210	COURT - JUDGE PRO TEMPORE SVCS			
								CHECK	348265 TOTAL:	90.00
348266	08/15/2018	PRTD	5709	WEBCHECK INC	224460	6047	08/01/2018		08/12/18	261.60
Invoice: 6047							FIN/WEBCHECK SVCS JUL 2018			
					130.80	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
					130.80	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
								CHECK	348266 TOTAL:	261.60
348267	08/15/2018	PRTD	2175	WEST SOUND WILDLIFE	224472	07/27/18	07/27/2018		08/12/18	2,137.50
Invoice: 07/27/18							Q2 2018 WILD ANIMAL CONTROL SERVICES			
					2,137.50	91011393 541100	FIN - C/E ANIMAL CONTROL FEES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
					INVOICE DTL DESC				
						CHECK 348267 TOTAL:			2,137.50
348268	08/15/2018	PRTD	499 WESTBAY AUTO PARTS I	224200	376212	07/12/2018		08/12/18	4.53
Invoice: 376212						PW/OIL FILTER			
				4.53 990	141100	MERCHANDISE			
				224201	376104	07/12/2018		08/12/18	150.34
Invoice: 376104						PW/OIL, FILTERS			
				150.34 990	141100	MERCHANDISE			
				224231	375883	07/11/2018		08/12/18	91.12
Invoice: 375883						PW/FILTERS, OIL			
				27.16 990	141100	MERCHANDISE			
				63.96 73638935	531100	O&M-STD ALLOCATION-SUPPLIES			
				224232	372926	06/30/2018		08/12/18	-51.50
Invoice: 372926						PW/PREM AW 32 HYD FL (RETURN)			
				-51.50 73637945	531100	O&M ALLOC-SWEEPER-SUPPLIES			
				224233	372602	06/29/2018		08/12/18	11.74
Invoice: 372602						PW/OIL FILTER			
				11.74 990	141100	MERCHANDISE			
				224234	372115	06/27/2018		08/12/18	103.01
Invoice: 372115						PW/SHOP SUPPLIES			
				103.01 73638935	531100	O&M-STD ALLOCATION-SUPPLIES			
				224236	372034	06/27/2018		08/12/18	7.15
Invoice: 372034						PW/OIL FILTERS			
				7.15 990	141100	MERCHANDISE			
				224237	371933	06/27/2018		08/12/18	137.17
Invoice: 371933						PW/AIR, FUEL, OIL FILTERS			
				137.17 990	141100	MERCHANDISE			
				224238	371302	06/25/2018		08/12/18	20.73
Invoice: 371302						PW/AIR FILTER, PLUG			
				10.05 990	141100	MERCHANDISE			
				10.68 73638935	531100	O&M-STD ALLOCATION-SUPPLIES			
				224239	370727	06/22/2018		08/12/18	51.98
Invoice: 370727						PW/OIL FILTERS			
				18.50 990	141100	MERCHANDISE			
				33.48 73638935	531100	O&M-STD ALLOCATION-SUPPLIES			
				224241	370482	06/21/2018		08/12/18	52.71
Invoice: 370482						PW/AIR FILTER			
				52.71 990	141100	MERCHANDISE			
				224242	369987	06/20/2018		08/12/18	28.89
Invoice: 369987						PW/AIR FILTERS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
							INVOICE DTL DESC			
					28.89	73011483 531100	O&M-GF-MECH SHOP-SUPPLIES			
					224243	369720	06/19/2018		08/12/18	104.19
				Invoice: 369720			PW/GAS CAP, GLOVES			
					104.19	73638935 531100	O&M-STD ALLOCATION-SUPPLIES			
					224244	369472	06/18/2018		08/12/18	177.98
				Invoice: 369472			PW/OIL, FUEL, AIR FILTERS			
					177.98	990 141100	MERCHANDISE			
					224464	377463	07/17/2018		08/12/18	24.55
				Invoice: 377463			PW/GLOVES			
					24.55	73638935 531100	O&M-STD ALLOCATION-SUPPLIES			
					224465	376915	07/16/2018		08/12/18	61.98
				Invoice: 376915			PW/OIL & FUEL FILTERS			
					61.98	990 141100	MERCHANDISE			
					224466	377713	07/18/2018		08/12/18	28.47
				Invoice: 377713			PW/SWIVEL			
					28.47	990 141100	MERCHANDISE			
					224467	377363	07/17/2018		08/12/18	89.50
				Invoice: 377363			PW/AIR FILTERS, SERP BELT			
					89.50	990 141100	MERCHANDISE			
					224469	378289	07/20/2018		08/12/18	54.63
				Invoice: 378289			PW/BLUE DEF 2.5 GAL			
					54.63	73638935 531100	O&M-STD ALLOCATION-SUPPLIES			
					224470	37850	07/19/2018		08/12/18	210.87
				Invoice: 37850			PW/BATTERY			
					210.87	73411345 531100	OFFICE SUPPLIES			
					224471	377991	07/19/2018		08/12/18	155.11
				Invoice: 377991			PW/AIR, FUEL, OIL FILTERS, COOLANT			
					92.42	990 141100	MERCHANDISE			
					62.69	73011189 531100	O&M - C/E FACIL OFC SUPPLIES			
							CHECK	348268 TOTAL:		1,515.15
348269	08/15/2018	PRTD	6920	COMCAST	224474	AUG18	07/20/2018	21800005	08/12/18	11.36
				Invoice: AUG18			POL/HD CONVERTER BOX			
					11.36	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			
							CHECK	348269 TOTAL:		11.36
348270	08/15/2018	PRTD	650	YWCA-KITSAP COUNTY	224475	2827	06/30/2018		08/12/18	10,197.14
				Invoice: 2827			Q2 2018 PROGRAM SUPPORT			
					10,197.14	31017219 54110000297	EX-YWCA-ALIVE/DOM VIOLENCE			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR	NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC				
							CHECK	348270 TOTAL:		10,197.14
348271	08/15/2018	PRTD	2607	ZEE MEDICAL SERVICE	224476	68360986	07/23/2018		08/12/18	106.77
	Invoice: 68360986					FIN/C.H. FIRST AID RESTOCK				
					106.77	41011189 531100	FIN - C/E CNTL SV SUPPLIES			
					224477	68360985	07/23/2018		08/12/18	90.96
	Invoice: 68360985					PW/FIRST AID RESTOCK				
					90.96	73637891 531100	OFFICE SUPPLIES			
							CHECK	348271 TOTAL:		197.73
						NUMBER OF CHECKS 124	*** CASH ACCOUNT TOTAL ***			521,617.63

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	124	521,617.63

*** GRAND TOTAL *** 521,617.63

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER JNL / SRC ACCOUNT / EFF DATE / JNL DESC / REF 1 / REF 2 / REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
2018 8 39					
APP 101-213000	STREETS - ACCOUNTS PAYABLE			8,520.05	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100	CASH				521,617.63
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000	ACCOUNTS PAYABLE			6,312.27	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000	ACCOUNTS PAYABLE			202,484.45	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000	GENERAL - ACCOUNTS PAYABLE			220,281.73	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000	ACCOUNTS PAYABLE			21,627.67	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 631-213000	ACCOUNTS PAYABLE			17,512.98	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000	ACCOUNTS PAYABLE			7,091.16	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 650-213000	ACCOUNTS PAYABLE			2,629.00	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000	ACCOUNTS PAYABLE			24,286.59	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 104-213000	CIVIC IMPR - ACCOUNTS PAYABLE			3,500.00	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 108-213000	AFFORD HSG - ACCOUNTS PAYABLE			1,125.00	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 622-213000	ACCOUNTS PAYABLE			4,233.27	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
APP 901-213000	ACCOUNTS PAYABLE			2,013.46	
08/08/2018 08/12/18 081518	AP CASH DISBURSEMENTS JOURNAL				
	GENERAL LEDGER TOTAL			521,617.63	521,617.63
APP 631-130000	DUE TO/FROM CLEARING			504,104.65	
08/08/2018 08/12/18 081518					
APP 101-130000	STREETS - DUE TO/FROM CLEARING				8,520.05
08/08/2018 08/12/18 081518					
APP 403-130000	DUE TO/FROM CLEARING				6,312.27
08/08/2018 08/12/18 081518					
APP 402-130000	DUE TO/FROM CLEARING				202,484.45
08/08/2018 08/12/18 081518					
APP 001-130000	GENERAL - DUE TO/FROM CLEARING				220,281.73
08/08/2018 08/12/18 081518					
APP 401-130000	DUE TO/FROM CLEARING				21,627.67
08/08/2018 08/12/18 081518					
APP 301-130000	DUE TO/FROM CLEARING				7,091.16
08/08/2018 08/12/18 081518					
APP 650-130000	DUE TO/FROM CLEARING				2,629.00

JOURNAL ENTRIES TO BE CREATED

YEAR PER JNL SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T	OB	DEBIT	CREDIT
08/08/2018 08/12/18		081518							
APP 407-130000					DUE TO/FROM CLEARING				24,286.59
08/08/2018 08/12/18		081518							
APP 104-130000					CIVIC IMPR DUE TO/FROM CLEAR'G				3,500.00
08/08/2018 08/12/18		081518							
APP 108-130000					AFFORD HSG DUE TO/FROM CLEAR'G				1,125.00
08/08/2018 08/12/18		081518							
APP 622-130000					DUE TO/FROM CLEARING				4,233.27
08/08/2018 08/12/18		081518							
APP 901-130000					DUE TO/FROM CLEARING				2,013.46
08/08/2018 08/12/18		081518							
					SYSTEM GENERATED ENTRIES TOTAL			504,104.65	504,104.65
					JOURNAL 2018/08/39		TOTAL	1,025,722.28	1,025,722.28

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018	8	39	08/08/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		220,281.73
001-213000				GENERAL - ACCOUNTS PAYABLE	220,281.73	
				FUND TOTAL	220,281.73	220,281.73
101 STREET FUND	2018	8	39	08/08/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		8,520.05
101-213000				STREETS - ACCOUNTS PAYABLE	8,520.05	
				FUND TOTAL	8,520.05	8,520.05
104 CIVIC IMPROVEMENT FUND	2018	8	39	08/08/2018		
104-130000				CIVIC IMPR DUE TO/FROM CLEAR'G		3,500.00
104-213000				CIVIC IMPR - ACCOUNTS PAYABLE	3,500.00	
				FUND TOTAL	3,500.00	3,500.00
108 AFFORDABLE HOUSING FUND	2018	8	39	08/08/2018		
108-130000				AFFORD HSG DUE TO/FROM CLEAR'G		1,125.00
108-213000				AFFORD HSG - ACCOUNTS PAYABLE	1,125.00	
				FUND TOTAL	1,125.00	1,125.00
301 CAPITAL CONSTRUCTION FUND	2018	8	39	08/08/2018		
301-130000				DUE TO/FROM CLEARING		7,091.16
301-213000				ACCOUNTS PAYABLE	7,091.16	
				FUND TOTAL	7,091.16	7,091.16
401 WATER OPERATING FUND	2018	8	39	08/08/2018		
401-130000				DUE TO/FROM CLEARING		21,627.67
401-213000				ACCOUNTS PAYABLE	21,627.67	
				FUND TOTAL	21,627.67	21,627.67
402 SEWER OPERATING FUND	2018	8	39	08/08/2018		
402-130000				DUE TO/FROM CLEARING		202,484.45
402-213000				ACCOUNTS PAYABLE	202,484.45	
				FUND TOTAL	202,484.45	202,484.45
403 STORM & SURFACE WATER FUND	2018	8	39	08/08/2018		
403-130000				DUE TO/FROM CLEARING		6,312.27
403-213000				ACCOUNTS PAYABLE	6,312.27	
				FUND TOTAL	6,312.27	6,312.27
407 BUILDING & DEVELOPMENT FUND	2018	8	39	08/08/2018		

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION		DEBIT	CREDIT
407-130000				DUE TO/FROM CLEARING			24,286.59
407-213000				ACCOUNTS PAYABLE		24,286.59	
					FUND TOTAL	24,286.59	24,286.59
622 EXPENDABLE TRUST FUND	2018	8	39	08/08/2018			
622-130000				DUE TO/FROM CLEARING			4,233.27
622-213000				ACCOUNTS PAYABLE		4,233.27	
					FUND TOTAL	4,233.27	4,233.27
631 CLEARING FUND	2018	8	39	08/08/2018			
631-130000				DUE TO/FROM CLEARING		504,104.65	
631-213000				ACCOUNTS PAYABLE		17,512.98	
635-111100				CASH			521,617.63
					FUND TOTAL	521,617.63	521,617.63
650 AGENCY FUND	2018	8	39	08/08/2018			
650-130000				DUE TO/FROM CLEARING			2,629.00
650-213000				ACCOUNTS PAYABLE		2,629.00	
					FUND TOTAL	2,629.00	2,629.00
901 CITY-WIDE REPORTING FUND	2018	8	39	08/08/2018			
901-130000				DUE TO/FROM CLEARING			2,013.46
901-213000				ACCOUNTS PAYABLE		2,013.46	
					FUND TOTAL	2,013.46	2,013.46

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		220,281.73
101	STREET FUND		8,520.05
104	CIVIC IMPROVEMENT FUND		3,500.00
108	AFFORDABLE HOUSING FUND		1,125.00
301	CAPITAL CONSTRUCTION FUND		7,091.16
401	WATER OPERATING FUND		21,627.67
402	SEWER OPERATING FUND		202,484.45
403	STORM & SURFACE WATER FUND		6,312.27
407	BUILDING & DEVELOPMENT FUND		24,286.59
622	EXPENDABLE TRUST FUND		4,233.27
631	CLEARING FUND	504,104.65	
650	AGENCY FUND		2,629.00
901	CITY-WIDE REPORTING FUND		2,013.46
	TOTAL	504,104.65	504,104.65

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

PAYROLL

PAYROLL CHECK RUN: 8 - 6 - 2018

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	8/6/2018	042368 - 042501	P/R check run - direct deposit	296,226.72
Normal	8/6/2018	108624 - 108628	P/R check run - regular	6,752.68
Vendor	8/6/2018	108629 - 108643	P/R vendor check run	308,075.10
EFTPS	8/6/2018		Federal Tax Electronic Transfer	115,510.92
			TOTAL:	**726,565.42**

Prepared and Reviewed by: Deborah Lee Date 8-8-18

Deborah Lee

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

Date 8/8/18

Kimberly M. Dunscombe, Budget Manager

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:**

AGENDA ITEM: Special City Council Meeting Minutes, July 17, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Minutes **PROPOSED BY:** Executive

RECOMMENDED MOTION:
Approve with Consent Agenda.

SUMMARY:
Consider approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

Special City Council Meeting Minutes, July 17, 2018

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting
July 17, 2018

Meeting Minutes

1) CALL TO ORDER/ROLL CALL - 6:00 PM

Mayor Medina called the meeting to order at 6:00 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Deets, and Councilmembers Blossom, Peltier, Nassar, and Schneider were present. Councilmember Tirman participated by telephone.

2) PRESENTATION(S)

2.A Granicus Agenda Management Platform Training - Executive

A representative from Granicus provided training to Council on the new agenda management platform.

3) EXECUTIVE SESSION

3.A Pursuant to RCW 42.30.110(1)(b), to consider the selection of a site or acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

4) ADJOURNMENT

Mayor Medina adjourned the meeting at 6:51 p.m.

_____
Kol Medina, Mayor

_____
Christine Brown, City Clerk

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:**

AGENDA ITEM: City Council Study Session Minutes, July 17, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Minutes **PROPOSED BY:** Executive

RECOMMENDED MOTION:
Approve with Consent Agenda.

SUMMARY:
Consider approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

City Council Study Session Meeting Minutes, July 17 2018

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

City Council Study Session
July 17, 2018

Meeting Minutes

1) CALL TO ORDER / ROLL CALL

Mayor Medina called the meeting to order at 7:02 p.m.

Mayor Medina, Deputy Mayor Deets, and Councilmembers Blossom, Peltier, Nassar, and Schneider were present. Councilmember Tirman participated by telephone until 9:10 p.m.

2) APPROVAL OF AGENDA/ CONFLICT OF INTEREST DISCLOSURE

Councilmember Peltier moved and Councilmember Blossom seconded to approve the agenda, as presented. The motion passed by unanimous consent.

3) MAYOR'S REPORT

Mayor Medina provided information on public comment and the new agenda management system.

4) PRESENTATIONS

4.A Washington State Department of Transportation Briefing on State Route 305 Project Planning - Public Works

Cover Page

Steve Roark from Washington State Department of Transportation provided a presentation on State Route 305 project planning and next steps. Council discussed the proposed projects.

5) UNFINISHED BUSINESS

5.A Update on Police/Municipal Court Facility - Executive

Cover Page

Police-Court Update Presentation

Fiscal Capacity Memo

Deputy City Manager Smith provided a presentation on the Police/Municipal Court Facility.

Council discussed the Harrison site.

Police Chief Hamner spoke in favor of the Harrison site.

Municipal Judge McCulloch spoke in favor of the Harrison site.

Deputy City Manager Smith provided information on financial capacity.

MOTION: I move to forward to the July 24, 2018, Unfinished Business agenda authorization for the City Manager to pursue a letter of intent related to the acquisition of the Harrison Medical Center building.
Blossom/Deets: Motion carried 7 – 0.

AYES: Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Leslie Schneider, Kol Medina, Matt Tirman
NOES: None
ABSENT: None
ABSTAIN: None

Councilmembers Peltier, Nassar and Deets requested a tour of the facility prior to the next meeting.

5.B Code Consistency Workshop - Docket and Prioritization Tool - Executive

Cover Page

Docket of Items

Samples of Cut Sheets

Inventory of Implementing Actions

Prioritization Criteria

BERK Presentation to Council

Deputy City Manager Smith introduced Erika Rhett, BERK Consulting, who provided a presentation on the Code Consistency Review Work Program.

Council agreed to bring any additional items for the docket the next time the agenda item is discussed.

5.C Update on Moratorium Workplan - Planning

Cover Page

Moratorium work program status report

Planning Director Christensen commented on the update to the moratorium workplan.

6) NEW BUSINESS

6.A 2018 Green Building Incentive Program - Planning

Cover Page

Memorandum re Green Building Incentive Program 2018

ATTACHMENT A - CP Green Building related Goals, Policies and Actions

ATTACHMENT B - 2018 EPA Green Building Comparison

Councilmember Tirman's phone connection to the meeting ended.

Building Official Weaver introduced the agenda item.

Council discussed Green Building options and a potential presentation by the Living Futures Institute on the Living Building Challenge.

6.B Review Request for Proposals for 2019-2020 Human Services Awards - Executive

Cover Page

2019-2020 Draft RFP for Human Services Funding

2015 City Council Discussion Summary

Deputy City Manager Smith introduced the agenda item.

MOTION: I move to forward for approval with the July 24, 2018, Consent Agenda the Request for Proposals document for 2019-2020 Human Services Funding.
Nassar/Schneider: Motion carried 6 – 0.

AYES: Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Leslie Schneider, Kol Medina

NOES: None
ABSENT: Matt Tirman
ABSTAIN: None

7) CITY COUNCIL DISCUSSION

7.A Discuss Newsletter Options - Mayor Medina

Cover Page

Mayor Medina introduced the agenda item, and Council discussed the options.

8) REVIEW UPCOMING COUNCIL MEETING AGENDAS

8.A Council Calendar

Cover Page

Proposed Council Calendar Items

Council discussed a potential presentation by the Living Futures Institute.

MOTION: I move that we ask staff to come back at their earliest availability to give us a presentation on changes to accommodate Green Building Challenge projects.
Peltier/Schneider: Motion carried 6 – 0.

AYES: Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Leslie Schneider, Kol Medina
NOES: None
ABSENT: Matt Tirman
ABSTAIN: None

Mayor Medina will bring back the Resolution relating to the Ballot Measure Initiative on July 24, 2018.

Councilmember Peltier asked to discuss traffic concurrency in connection with the moratorium.

9) FOR THE GOOD OF THE ORDER

Council agreed to start the July 24, 2018 meeting at 5:00 p.m. with an Executive Session.

Councilmember Peltier commented on retrofitting the Agate Pass Bridge.

Councilmember Schneider commented on the Dinner on the STO event.

10) ADJOURNMENT

Mayor Medina adjourned the meeting at 10:27 p.m.

_____
Kol Medina, Mayor

_____
Christine Brown, City Clerk

CITY OF BAINBRIDGE ISLAND

City Council Regular Business Meeting AGENDA BILL

MEETING DATE: August 14, 2018 **ESTIMATED TIME:**

AGENDA ITEM: Special City Council Meeting Minutes, July 24, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Minutes **PROPOSED BY:** Executive

RECOMMENDED MOTION:
Approve with Consent Agenda.

SUMMARY:
Consider approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

Special City Council Meeting Minutes July 24 2018

FISCAL DETAILS:

Fund Name(s):

Coding:

CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting
July 24, 2018

Meeting Minutes

1) CALL TO ORDER/ROLL CALL

Mayor Medina called the meeting to order at 5:00 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Deets, and Councilmembers Blossom, Peltier, and Nassar were present. Councilmembers Schneider and Tirman were absent and excused.

2) EXECUTIVE SESSION

Mayor Medina recessed the meeting to an executive session with legal counsel 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. The doors to the Council Chambers were posted.

Mayor Medina reconvened the meeting at 6:05 p.m. with the aforementioned Councilmembers present and indicated that no action was taken during executive session.

3) APPROVAL OF AGENDA/CONFLICT OF INTEREST DISCLOSURE

Councilmember Peltier asked to add a discussion of additional capital improvement items under Unfinished Business. Councilmember Peltier moved and Councilmember Nassar seconded to approve the agenda as modified. The motion was approved by unanimous consent.

4) PUBLIC COMMENT

Gary Tripp commented on the sound system.

Bill Isley commented on connectivity.

Rick Meslang spoke about notifications.

5) CITY MANAGER'S REPORT

City Manager Schulze updated Council on the homeless encampment, emergency preparedness coordinator position, and his schedule.

6) MAYOR'S REPORT

Mayor Medina asked Bill Isley to send his proposal to the full Council. He commented on improving communications and the new agenda management program.

Public Comment
John Rosling requested notification by text messages.

7) CLOSED RECORD PROCEEDING

7.A Resolution No. 2018-22 Approving the Madison Grove Final Subdivision – Planning

Cover Page

Resolution No. 2018-22

Exhibit A Compliance Notation Report

Exhibit B - Performance Bonds

Exhibit C - Final Plat Res 2018-22

Exhibit D - Hearing Examiner Decision

Planner Tayara introduced the agenda item.

City Attorney Levan reviewed the procedures for a Closed Record Proceeding. There were no challenges relating to the Appearance of Fairness doctrine.

MOTION: I move to adopt Resolution No. 2018-22, approving the Madison Grove final subdivision.
Nassar/Deets: Motion carried 5 – 0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

8) UNFINISHED BUSINESS

8.A Ordinance No. 2018-25 Relating to Landmark Tree Preservation

Cover Page

Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618

Planning Director Christensen introduced the agenda item.

Public Comment
Olaf Ribeiro commented on the criteria for significant trees.

Mack Pearl commented on the criteria.

MOTION: I move to set the public hearing on Ordinance No. 2018-25 and to conduct that hearing on August 14, 2018, at the City Council Chambers.
Nassar/Peltier: Motion carried 5 – 0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

8.B Planning Commission Recommendations Relating to Land Use Review and Approval Roles, Responsibilities, and Procedures, and Housing Design Demonstration Projects (HDDP)

Cover Page

Staff Memo PC Recommendations re Land Use Review and Approvals

Summary of Land Use Review and Approval Procedures

Senior Planner Carr introduced the agenda item. Council discussed the Planning Commission's recommendations.

Mack Pearl commented on the Planning Commission's role.

MOTION: I move to set a public hearing to be conducted on August 28, 2018, at the City Council Chambers regarding a proposed ordinance relating to Land Use Review and Approval Roles, Responsibilities, and Procedures, and Housing Design Demonstration Projects (HDDP).
Nassar/Peltier: Motion, as amended, carried 5 – 0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

AMENDMENT TO MOTION: I am going to move to amend the motion so that the last part reads "Housing Demonstration Projects that do not provide 100% income-qualified housing."
Blossom/Deets: Motion carried 3 – 2.

AYES:	Sarah Blossom, Joe Deets, Kol Medina
NOES:	Ron Peltier, Rasham Nassar
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

8.C Resolution No. 2018-21 Relating to the Use of Funds Raised by the Non-Motorized Transportation Improvements Ballot Measure - Mayor Medina

Cover Page

Clean Version of Resolution 2018-21 re Use of NMT Ballot Funds

Redline of Resolution 2018-21 re Use of NMT Ballot Funds

Mayor Medina introduced the agenda item, and Council discussed the resolution.

Public Comment
Eric Romano commented on safe routes to school.

Tom Golan spoke in favor of sidewalks.

Rich Weaver spoke about vegetation impeding the roadway.

MOTION: I move to amend the Resolution No. 2018-[21] so that the percentage allocation of funds for Safe Routes to School and Trails reads 30%, Shoulder Improvements reads 45%, and the Opportunity bucket will now read 10% with the 15% for Winslow Core unchanged.
Nassar/Deets: Motion carried 4 – 1.

AYES:	Sarah Blossom, Rasham Nassar, Joe Deets, Kol Medina
NOES:	Ron Peltier
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

MOTION: I will move to approve Resolution No. 2018-21.
Peltier/Nassar: Motion carried 4 – 1.

AYES:	Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	Sarah Blossom
ABSENT:	Matt Tirman, Leslie Schneider

ABSTAIN: None

8.D Authorization for the City Manager to Pursue a Letter of Intent Related to the Acquisition of the Harrison Medical Center Building and Site - Executive

Cover Page

Police - Court Presentation CC 17 Jul 2018

Fiscal Capacity Memo

City Manager Schulze introduced the agenda item.

MOTION: I move to authorize the City Manager to pursue a letter of intent related to the acquisition of the Harrison Medical Center building and site.
Peltier/Deets: Motion carried 5 – 0.

AYES: Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES: None
ABSENT: Matt Tirman, Leslie Schneider
ABSTAIN: None

8.E Affordable Housing Task Force Final Report - Planning

Cover Page

AHTF Final Report

App A Affordable Housing Task Force Instructions

App B HOUSING ELEMENT

App C.1 AHTF Letter to Council re Suzuki (11/3/17)

App C.2 AHTF Letter to Council re Suzuki (11/7/17)

App C.3 Letter from AHTF to Council re Suzuki (12/7/17)

App C.4 AHTF Letter to Planning commission re Liveaboards (11/20/17)

App C.5 AHTF Email to Council re Building Moratorium (2/25/18)

App C.6 AHTF Liveaboard Letter to Council (3/29/18)

App C.7 AHTF Recommendation to Council re Vacation Rentals (5/9/18)

App D 2018 Bremerton-Silverdale MSA HUD Median Income Table

App E DRAFT Cottage Housing Ordinance (2002)

App F Sample Multi-Family Property Tax Exemption Ordinance

Affordable Housing Task Force Chair Althea Paulson provided a presentation on the task force's recommendations and addressed Council's questions.

Public Comment
Charlie Wenzlau commented on the work of the task force.

Brandon Fouts commented on affordable housing.

Patti Dusbabek commented on affordable housing and taxes.

Sunny Berdice spoke against increased density.

Bradley Scarp asked about affordable housing criteria.

Gloria Saylor spoke in favor of the report.

MOTION: I move to accept the Affordable Housing Task Force Final Report and to move forward this item to a future study session for further discussion.
Deets/Blossom: Motion carried 5 – 0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

MOTION: I move to extend the term of the Affordable Housing Task Force beyond the delivery of its final report for the limited purpose of advocating for the Affordable Housing Task Force Recommendations and assisting and consulting with EcoNW, Forterra, and the City Council on Affordable Housing issues. No new study or research topics will be assigned to the Affordable Housing Task Force during the extended term.
Medina/Deets: Motion carried 4 – 1.

AYES:	Sarah Blossom, Rasham Nassar, Joe Deets, Kol Medina
NOES:	Ron Peltier
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

8.F Discussion of Additional Projects for Addition to the Capital Improvements Plan

Councilmember Peltier asked to add speed humps, shoulder improvements, and signage for Manitou Beach Drive to the Capital Improvements Plan.

Public Comment
Barbara Weaver spoke in favor of safety improvements on Point White.

MOTION: I move to add safety improvements to Manitou Beach Drive per the email.
Peltier/Deets: Motion carried 5 – 0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

Councilmember Peltier asked to add non-motorized improvements to the Agate Pass Bridge to the Capital Improvements Plan. Councilmember Peltier moved and Councilmember Deets seconded to add the item to the Capital Improvements Plan. The motion was amended following a brief discussion.

AMENDED MOTION: I move to amend the motion to direct staff to go to WSDOT to discuss the proposed improvements to the Agate Pass Bridge.
Peltier/Deets: Motion carried 5 – 0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

Councilmember Nassar asked staff to provide information on pedestrian improvements on High School Road between 305 and Madison.

Mayor Medina recessed the meeting at 8:15 p.m and reconvened the meeting at 8:26 p.m.

9) NEW BUSINESS

9.A Shoreline Management Program (SMP) Amendment for Critical Areas Ordinance Integration - Planning

Staff Memo re SMP Amendment - CAO Integration - 072018

Public Participation Program

Draft Work Plan 20180111

SMP Revisions to Public Hearing Draft 20180607

Cover Page

Senior Planner Carr introduced the agenda item.

Planning Commissioner Chester spoke about the process and the Planning Commission's recommendation.

Planning Commissioner Pearl spoke about the process and the Planning Commission's recommendation.

The Council discussed the topic with Planning Commissioners Chester and Pearl.

Misty Blair, Department of Ecology, commented on the department's process.

Public Comment
Michael Zigich spoke in favor of the recommendations of the Planning Commission.

Keith Butler expressed concerns with the process.

Hal Snow spoke against the process.

Bradley Scarp spoke against the process.

Dick Haugan raised concerns with the public process and the Shoreline Master Program.

MOTION: I would like to move forward with the combined process for addressing CAO integration and non-conforming issues as they relate to the SMP.
Peltier/Nassar

AMENDED MOTION: Councilmember Peltier moved to combine the CAO integration amendment and the non-conforming amendment into one amendment and move that forward and Councilmember Deets seconded the motion.
Motion carried 5-0.

AYES:	Sarah Blossom, Ron Peltier, Rasham Nassar, Joe Deets, Kol Medina
NOES:	None
ABSENT:	Matt Tirman, Leslie Schneider
ABSTAIN:	None

9.B Ordinance No. 2018-28 Relating to 2018 Federal Emergency Management Agency Floodplain Code Amendment – Planning

Cover Page

Ordinance No 2018-28 - FEMA Floodplain Code Update

Planning Director Christensen introduced the agenda item.

MOTION: I move to set a public hearing on Ordinance No. 2018-28 to be held as part of the August 14, 2018 business meeting.
Nassar/Deets: The motion was approved by unanimous consent.

9.C Interlocal Agreement and Use Agreement for RideAlong Application – Police

Cover Page

Interlocal Agreement for RideAlong Labs Services

RideAlong App Use Agreement

Chief Hamner introduced the agenda item.

MOTION: I move to forward for approval with the August 14, 2018, consent agenda both the Interlocal Agreement for RideAlong Labs Services and the RideAlong App Use Agreement.
Peltier/Nassar: The motion was approved by unanimous consent.

9.D Ordinance No. 2018-27 Amending the Start Time of City Council Regular Meetings

Cover Page

Ordinance No. 2018-27 - Amending Start Time of City Council Regular Meetings

City Attorney Levan introduced the agenda item.

MOTION: I move to adopt Ordinance No. 2018-27, changing the start time of the City Council's regular meetings to 6:00 p.m.
Nassar/Deets: The motion was approved by unanimous consent.

10) CONSENT AGENDA

10.A Agenda Bill for the Consent Agenda.

Cover Page

Mayor Medina noted that there were minor changes made to the purchase of mobile audio video cameras to add in sales tax, and the July 26, 2018 meeting minutes have been replaced by the version provided on the dais.

10.B Payroll and Accounts Payable

Cover Page

Payroll

Report to Council of Cash Disbursements 07-25-18

Accounts Payable: last check number 347981 from previous run = $347.38; manual check number sequence 347982 – 347991 for $74,114.15; regular check number sequence 347992 – 348125 for $233,012.60. Total disbursement = $307,126.75.

Payroll: normal direct deposit check sequence 042232 - 042367 for $327,383.16; regular payroll check sequence 108606 - 108610 for $6533.59; vendor check run sequence 108611 – 108623 for $129,818.74; Federal Tax Electronic Funds Transfer for $129,530.22. Total disbursement = $593,265.71.

10.C Special City Council Business Meeting Minutes, June 26, 2018

Cover Page

Special City Council Meeting Minutes, June 26, 2018

10.D Regular City Council Business Meeting Minutes, July 10, 2018

Cover Page

Regular City Council Business Meeting Minutes, July 10, 2018

10.E Purchase of Mobile Audio Video Cameras for Police - Police

Cover Page

Quote - Axon Interview Room REVISED.pdf

Quote - Evidence.com REVISED.pdf

Quote - Fleet Package REVISED.pdf

Scope of Work - Axon Interview Room.pdf

Axon MSPA.pdf

10.F Request for Proposals for 2019-2020 Human Services Awards - Executive

Cover Page

2019-2020 Draft RFP for Human Services Funding

2015 City Council Discussion Summary

10.G Interlocal Agreement with Kitsap Public Utility District Relating to Rockaway Beach Water System - Public Works

Cover Page

ILA with KPUD for Emergency Water System Intertie

MOTION: I move to approve the Consent Agenda, as modified.
Peltier/Nassar: The motion was approved by unanimous consent.

11) COMMITTEE REPORTS

11.A Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, May 2, 2018 - Deputy Mayor Deets

Cover Page

Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, May 2, 2018

11.B Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, June 13, 2018 - Deputy Mayor Deets

Cover Page

Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, June 13, 2018

11.C Utility Advisory Committee Meeting Regular Meeting Minutes, June 27, 2018 – Councilmember Nassar

Cover Page

Utility Advisory Committee Meeting Regular Meeting Minutes, June 27, 2018

11.D Puget Sound Regional Council (PSRC) Growth Management Board Report, July 5, 2018 - Councilmember Peltier

Cover Page

Puget Sound Regional Council Growth Management Board Report, July 5, 2018

Councilmember Peltier commented on the PSRC meeting on July 5, 2018.

Mayor Medina noted that Councilmember Nassar has conflict between PlanPOL and the Environmental Technical Advisory Committee.

12) FOR THE GOOD OF THE ORDER

Councilmember Blossom suggested a code of conduct for citizen committees.

Councilmember Blossom commented on the Resolution relating to the Ballot Measure.

City Attorney Levan asked for input on dates for a proposed land use workshop.

Councilmember Peltier inquired about the regulation of homeless camps.

13) ADJOURNMENT

Mayor Medina adjourned the meeting at 9:47 p.m.

_____
Kol Medina, Mayor

_____
Christine Brown, City Clerk