



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, AUGUST 28, 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)**
7. **PUBLIC HEARING(S)**
 - 7.A (6:10 PM) Ordinance No. 2018-31, Limiting the Applicability of the HDDP Program to Only Affordable Housing Projects -Planning, 20 Minutes
[Ordinance No. 2018-31, Limiting the Applicability of the HDDP Program to Only Affordable Housing Projects](#)
[HDDP Program Summary](#)
8. **UNFINISHED BUSINESS**
 - 8.A (6:20 PM) Puget Sound Energy (PSE) Green Direct Program Service Agreement - Executive, 30 Minutes
[Green Direct Overview CC 14Aug2018](#)
[PSE Green Direct Cost Model-Aug 2018](#)
[PSE - Renewable Energy Services Agreement](#)
[PSE Customer Cover Letter \(Legal\) - Example](#)
 - 8.B (6:50 PM) Discussion on Newly Added Capital Improvement Plan Projects - Executive, 30 Minutes
[Newly Added CIP Projects - CC 28 Aug 2018](#)

[New - 2 Non Motorized Prj 2019 CIP](#)

- 8.C (7:20 PM) Planning Commission Recommendations on 2019 - 2024 Capital Improvement Plan (CIP)
- Public Works, 15 Minutes

9. NEW BUSINESS

- 9.A (7:35 PM) Update on Island Center Subarea Planning Process - Planning, 20 Minutes
[Work Plan and Schedule](#)
[IC Boundaries and Existing Zoning Map](#)
[Island Center Special Planning Area Map](#)
[June 18 Envision Island Center Meeting Summary](#)
[Island Center Survey Results Presentation](#)
- 9.B (7:55 PM) Resolution No. 2018-18 Reducing Speed Limits on Certain Roadways to 30 mph and
Resolution No. 2018-23, Reducing speed Limits in Downtown Bainbridge Island/Winslow - Public
Works, 20 Minutes
[Resolution No. 2018-23](#)
[Exhibit A to Resolution No. 2018-23](#)
[Resolution No. 2018-18](#)
- 9.C (8:15 PM) Professional Services Agreement for Rockaway Beach 5-Year Hydraulic Project Approval
(HPA) Requirements - Public Works, 10 Minutes
[Professional Services Agreement for Rockaway Beach 5-Year Hydraulic Project Approval \(HPA\)
Requirements](#)
[August 18, 2013 Hydraulic Project Approval Permit](#)
- 9.D (8:25 PM) Extinguishment of Cave Avenue Trail Easement - Public Works, 20 Minutes
[Cave Avenue Trail Easement Extinguishment](#)
[2007 Trail Easement and Agreement](#)
- 9.E (8:45 PM) Friends of the Farms Request for Funding for City Farmland Management - Executive, 15
Minutes
[Friends of the Farms Request for Funding](#)
[Friends of the Farms Funding Proposal Slides](#)
- 9.F (9:00 PM) Proposal from Friends of the Farms for City Farmland M&E Property "Food Forest"
Project - Executive, 15 Minutes
[FOF M&E Proposal - Food Forest](#)
[M&E Properties Slides](#)

10. CONSENT AGENDA

- 10.A (9:15 PM) Agenda Bill for Consent Agenda, 5 Minutes
- 10.B Accounts Payable and Payroll
[Report to Council of Cash Disbursements 08-29-18](#)

Payroll

- 10.C Special City Council Meeting Minutes, August 14, 2018
[Special City Council Meeting Minutes 081418](#)
- 10.D Regular City Council Meeting Minutes, August 14, 2018
[Regular City Council Business Meeting Minutes 081418](#)
- 10.E Appointment of Bainbridge Island Representative to Bremerton Kitsap Access Television's Public Access Citizens Advisory Committee - Mayor Medina, 5 Minutes
[BTAK - Crittenden Application](#)
- 10.F Ordinance No. 2018-29 Relating to 2018 Midyear Budget Amendments - Finance, 5 Minutes
[Ordinance No. 2018-29 Relating to 2018 2nd QTR Budget Adjustments](#)
[2nd QTR BUA CC 081418 Powerpoint Slides](#)

11. COMMITTEE REPORTS - 9:20 PM

- 11.A Committee Reports, 5 Minutes
[Ethics Board Minutes - June 25, 2018](#)
[Utility Advisory Committee Minutes - July 11, 2018](#)
[Utility Advisory Committee Minutes - August 8, 2018](#)

12. FOR THE GOOD OF THE ORDER - 9:25 PM

13. ADJOURNMENT - 9:35 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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



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



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (6:10 PM) Ordinance No. 2018-31, Limiting the Applicability of the HDDP Program to Only Affordable Housing Projects -Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Hold public hearing

SUMMARY:

Public hearing on suspension of the Housing Design Demonstration Project (HDDP) program, except projects that provide 100% Affordable Housing, until the City completes updating its subdivision design guidelines and standards.

FISCAL IMPACT:

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

BACKGROUND: The Planning Commission has been discussing amendments to land use review procedures and subdivision design guidelines and standards. On June 21, 2018, the Planning Commission made the following motion related to the HDDP program (BIMC Section 2.16.020.Q):

Planning Commission Motion: We move to recommend to the Council that they suspend the HDDP Ordinance until we have had a chance to review the proposed design guidelines in conjunction with the existing HDDP Ordinance.

McCormick Osmond/Quitslund – Passed Unanimously

On July 24, 2018, the City Council discussed the Planning Commission recommendation on both land use review procedures and the HDDP program. The City Council then scheduled a public hearing on August 28, 2018, to consider and take possible action on the Planning Commission recommendation. On July 24, 2018, the City Council also discussed limiting the applicability of the HDDP program to only projects consisting entirely of affordable housing, instead of suspending the HDDP program entirely. The public hearing and Ordinance 2018-31 are limited to the HDDP program. The City Council will consider the Planning Commission recommendations on land use permit review procedures at a later date.

Ordinance No. 2018-31 and a summary of the HDDP program are attached.

ATTACHMENTS:

[Ordinance No. 2018-31, Limiting the Applicability of the HDDP Program to Only Affordable Housing Projects](#)

[HDDP Program Summary](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-31

AN ORDINANCE of the City of Bainbridge Island, Washington, limiting the Housing Design Demonstration Project program to projects consisting entirely of affordable housing.

WHEREAS, on August 12, 2009, the City Council adopted Ordinance No. 2009-06, establishing a pilot Housing Design Demonstration Project (HDDP) program to allow for the development of projects to increase the variety of housing choices available to residents of all economic segments and to encourage sustainable development through the use of development standard incentives; and

WHEREAS, Ordinance No. 2009-06 established a sunset date of August 26, 2012, for the HDDP program; and

WHEREAS, on July 18, 2012, the City Council approved Ordinance No. 2012-09, extending the HDDP program until December 31, 2013, to allow time for the City to further evaluate the program; and

WHEREAS, the City Council convened an Ad Hoc Committee made up of a Planning Commissioner, three City Councilmembers, a member of the Design Review Board, and a representative from the Housing Resources Board to evaluate and make recommendations on the HDDP program; and

WHEREAS, the Ad Hoc Committee recommended changes to the HDDP program, including extending the HDDP program until the end of 2016 to allow time for the construction of approved projects; and

WHEREAS, on December 11, 2013, the City Council adopted those recommendations with the approval of Ordinance No. 2013-25, extending the HDDP program to December 31, 2016; and

WHEREAS, on September 27, 2016, the City Council adopted Ordinance No. 2016-27, extending the HDDP program until December 31, 2019, to allow time to review the program and compare it to other affordable housing tools the City may choose to utilize, as envisioned by the draft 2016 Comprehensive Plan; and

WHEREAS, on February 28, 2017, the City Council adopted Ordinance No. 2017-01, approving the 2016 Comprehensive Plan; and

WHEREAS, the 2016 Comprehensive Plan includes several policies related to promotion of sustainable development and affordable housing; and

WHEREAS, the purpose of the existing HDDP program is to allow the development of housing design demonstration projects that increase the variety of housing choices available to residents across underserved portions of the socio-economic spectrum, promote compact, low-impact development where it is most appropriate, and encourage high quality and innovation in building design, site development, and “green” building practices; and

WHEREAS, the goals of the existing HDDP program are to increase the housing supply and the choice of housing styles available in the community, to promote socio-economic diversity by adding to the stock of income-qualified housing, to encourage development of smaller homes, at reasonable prices, in neighborhoods attractive to a mix of income and age levels, and to demonstrate that innovative design and building techniques (conserving water and energy, using sustainably sourced materials, limiting environmental impacts) are compatible with market considerations; and

WHEREAS, the Affordable Housing Task Force (AHTF) was created by the City Council on May 9, 2017, and was instructed to make recommendations for specific actions, programs, and strategies the City of Bainbridge Island and the City Council can take in the near-term to improve access to affordable housing across the economic spectrum; and

WHEREAS, the City Council has expressed 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, and wishes to revise development regulations to best accommodate growth and development in both general and specific ways; and

WHEREAS, Ordinance No. 2018-02 imposed a temporary six-month moratorium on the acceptance of certain development (development moratorium), stating the City Council’s concerns regarding likely adverse impacts related to growth and development under existing regulations; and

WHEREAS, Tier 3 HDDP projects require 50% of dwelling units be designated for affordable housing and these Tier 3 HDDP projects are exempt from the development moratorium; and

WHEREAS, the Planning Commission and Design Review Board are working on revisions to Title 17 of the Bainbridge Island Municipal Code (BIMC) relating to subdivisions to improve consistency between subdivision development and the City’s Comprehensive Plan; and

WHEREAS, the Planning Commission expressed concern during project review and recommendation meetings related to HDDP land use applications that the existing

HDDP program is difficult to implement and is not achieving its stated purpose and goals; and

WHEREAS, on June 21, 2018, the Planning Commission recommended that the City Council suspend the existing HDDP program until work on revisions to Title 17 BIMC are completed; and

WHEREAS, the AHTF Final Report, as accepted by the City Council on July 24, 2018, contains several priority recommendations including amending the BIMC to facilitate an increase in the diversity of housing types and supply of affordable housing; and

WHEREAS, on August 28, 2018, the City Council discussed the issue of suspending the HDDP program, as recommended by the Planning Commission, and held a public hearing on Ordinance No. 2018-31; and

WHEREAS, on August 13, 2018, notice was given 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. Section 2.16.020.Q.2 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

2. Applicability. This subsection Q is applicable to all properties located within the Winslow sanitary sewer system service area. An application for a housing design demonstration project may be applied to single-family residential subdivisions, mixed-use/multifamily and multifamily developments. The city will only accept applications for housing design demonstration projects where 100% of the housing units created will constitute affordable housing, as defined by BIMC 18.36.030.16, for one or more of the income groups defined in BIMC 18.21.020.A. Since the purpose is to provide housing projects as demonstrations, the city will accept projects for consideration and approval prior to the sunset date of the ordinance codified in this chapter. The city will limit acceptance of Tier 3 and 4 projects outlined in this section to three projects in each tier.

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: | August 24, 2018 |
| PASSED BY THE CITY COUNCIL: | ,2018 |
| PUBLISHED: | ,2018 |
| EFFECTIVE DATE: | ,2018 |
| ORDINANCE NUMBER: | 2018-31 |

Housing Design Demonstration Project (HDDP) Program

OVERVIEW

- **2009 3-year Pilot Program applies in the greater Winslow area
Revised in 2013; Revised in 2016 to reflect LID requirements,
extended until 2019.**
- **Promotes green building, sustainable site development, and
housing diversity & affordability using development standard
flexibility & density incentives**
- **4 Tiers: Density incentives scaled to amount of Green Building and
Infrastructure, and Housing Diversity**
- **1,600 square foot maximum dwelling unit size for all HDDP units**

Excerpt Table 2.16.020.Q-1: Housing Design Demonstration Project Scoring System

| Density Incentives | Requirements to Receive Incentives | |
|--|--|---|
| | Green Building and Innovative Site Development | Housing Diversity |
| Tier 4 | | |
| 2.5 x Base Density OR Max. Bonus Mixed-Use FAR | Living Building Challenge (ILFI) OR Passive House (Passive House Institute US/International) | Home size not greater than 1,600 sq. ft. |
| | 30 Points in Innovative Site Development Practices | 10 pts/10% of units affordable housing |
| Tier 3 | | |
| 2.5 x Base Density OR Max. Bonus Mixed-Use FAR | LEED Silver, BuiltGreen 4, or Evergreen Sustainable Development | 50% affordable housing |
| | 25 Points in Innovative Site Development Practices | Home size not larger than 1,600 sq. ft. |
| Tier 2 | | |
| 1.5 x Base Density (R-8 and R-14); OR | LEED Silver, BuiltGreen 4, or Evergreen Sustainable Development | Home size not larger than 1,600 sq. ft. |
| 2.0 x Base Density not to exceed R-8 density (R-2, R-2.9, R-3.5, and R-4.3); OR | | 10% of units affordable housing |
| Max. Bonus Mixed-Use FAR | 25 Points in Innovative Site Development Practices | Projects with ≥ 20 units must get 3 points in “Unit Type” category |
| Tier 1 | | |
| No Density Bonus | LEED Certification, BuiltGreen 4, or Evergreen Sustainable Development | •Home size not larger than 1,600 sq. ft. |
| | | •4 points (projects with < 20 units) in “Housing Diversity” category |
| | 14 Points in Innovative Site Development Practices | •5 points (projects with ≥ 20 units) in 13 “Housing Diversity” category |
| | | •Projects with ≥ 20 units must get 2 points in “Unit Type” category |

Table 2.16.020.Q-4: Housing Diversity Program Project Density Bonuses

| |
|--|
| Tier 4 |
| 2.5 x Base Density in Residential Zones |
| Max. Bonus Mixed-Use FAR (all residential FAR) |
| Tier 3 |
| 2.5 x Base Density in Residential Zones |
| OR Max. Bonus Mixed-Use FAR (all residential FAR) |
| Tier 2 |
| 1.5 x Base Density (R-8 and R-14 Zones) |
| 2.0 x Base Density not to exceed R-8 density (R-2, R-2.9, R-3.5, and R-4.3 Zones) |
| Max. Bonus Mixed-Use FAR (all residential FAR) |
| Tier 1 |
| No Density Bonus |

Table 2.16.020.Q-2 Housing Diversity Scoring Method

| | | <p><u>Affordable Housing</u> <u>Project includes a number of housing units that are designated affordable for a period of fifty years to the spectrum of income levels as defined by BIMC Sections 18.36.030.16 and 18.21.020.A. Rental housing is encouraged by awarding more points for the creation of rental housing.</u></p> | <p><u>Unit Size</u> <u>Project includes a variety of unit sizes, excluding garages, that provide for a broad mix of income levels and family size. In order to score a point in a unit size range, the project shall provide at least 10% of the total number units in that range. For example, in a 40 unit development, at least 4 units sized between 1001-1200 ft² would be needed to score points in that range.</u></p> | <p><u>Unit Type</u> <u>Unit Type: Project includes a variety of housing unit types (i.e. single-family style, townhouse, flat, age-in-place, ADUs, cottages) or innovative type of housing. In order to score points for different unit types, the project shall provide at least 10% of the total number units of that type. For example, in a 40 unit development of townhomes and duplexes, at least 4 units of townhomes would be needed to score points for having 2 different unit types.</u></p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---------------------------------------|---|--|--|---|---|-----|----|----|--------|----|----|--------|----|----|--------|----|----|---------------|----|----|---|------------------------|--------------|-----------------------|---|--------------------------|---|----------------------------|---|---------------------------|---|---------------------------|---|---|---------------------------------------|--------------|---|---|---|---|---|---|---|---|
| <u>TIER</u> | <u>Total Housing Diversity Points Required</u> | <table border="1"> <thead> <tr> <th><u>% of Affordable Units</u></th> <th><u>Ownership Value</u></th> <th><u>Rental Value</u></th> </tr> </thead> <tbody> <tr> <td>10%</td> <td>10</td> <td>12</td> </tr> <tr> <td>11-15%</td> <td>12</td> <td>14</td> </tr> <tr> <td>16-20%</td> <td>14</td> <td>16</td> </tr> <tr> <td>21-25%</td> <td>16</td> <td>18</td> </tr> <tr> <td>More than 25%</td> <td>20</td> <td>22</td> </tr> </tbody> </table> | <u>% of Affordable Units</u> | <u>Ownership Value</u> | <u>Rental Value</u> | 10% | 10 | 12 | 11-15% | 12 | 14 | 16-20% | 14 | 16 | 21-25% | 16 | 18 | More than 25% | 20 | 22 | <table border="1"> <thead> <tr> <th><u>Unit Size Range</u></th> <th><u>Value</u></th> </tr> </thead> <tbody> <tr> <td>< 800 ft²</td> <td>1</td> </tr> <tr> <td>801-1000 ft²</td> <td>1</td> </tr> <tr> <td>1001- 1200 ft²</td> <td>1</td> </tr> <tr> <td>1201-1400 ft²</td> <td>1</td> </tr> <tr> <td>1401-1600 ft²</td> <td>1</td> </tr> </tbody> </table> | <u>Unit Size Range</u> | <u>Value</u> | < 800 ft ² | 1 | 801-1000 ft ² | 1 | 1001- 1200 ft ² | 1 | 1201-1400 ft ² | 1 | 1401-1600 ft ² | 1 | <table border="1"> <thead> <tr> <th><u>Number of Different Unit Types</u></th> <th><u>Value</u></th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> </tr> <tr> <td>3</td> <td>3</td> </tr> <tr> <td>4</td> <td>4</td> </tr> <tr> <td>5</td> <td>5</td> </tr> </tbody> </table> | <u>Number of Different Unit Types</u> | <u>Value</u> | 2 | 2 | 3 | 3 | 4 | 4 | 5 | 5 |
| | | <u>% of Affordable Units</u> | <u>Ownership Value</u> | <u>Rental Value</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10% | 10 | 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11-15% | 12 | 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16-20% | 14 | 16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21-25% | 16 | 18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| More than 25% | 20 | 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Unit Size Range</u> | <u>Value</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| < 800 ft ² | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 801-1000 ft ² | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1001- 1200 ft ² | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1201-1400 ft ² | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1401-1600 ft ² | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Number of Different Unit Types</u> | <u>Value</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | <u>Minimum % Required</u> | <u>Size Requirement</u> | <u>Min. Pts. Required</u> | <u>Min. Pts. Required</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>4</u> | 10 pts | 10% | Max. Home size 1600 ft ² | NA | NA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>3</u> | 20 pts | 50% | Max. Home size 1600 ft ² | NA | NA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>2</u> | 12 pts (projects <20 units) 15 pts (projects ≥ 20 units) | 10 % | Max. Home size 1600 ft ² | NA | Projects ≥ 20 units must get 3 pts in "unit type" | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>1</u> | 4 pts (projects <20 units) 5 pts (projects ≥ 20 units) | NA | Max. Home size 1600 ft ² | NA | Projects ≥ 20 units must get 2 pts in "unit type" | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Table 2.16.020.Q-3 Innovative Site Development Scoring Method

| TIER | Minimum Site Development Point Requirement | WATER QUALITY & CONSERVATION | | LANDSCAPING & OPEN SPACE | | | TRANSPORTATION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|-------|--|-------|-----------------|---|----------|---|----------|---|--|---|----------|-------|---|---|--------|---|---|--------|---|---|--------|---|----|------------------|----|----|----------------------------------|---|--|--|------------|--|-----------------------------------|---|--|---|---|--|--|--|---|---|--|---|-----------------------------|----------------|--|---|---|---|-------------|---|
| | | REQUIREMENT | VALUE | % OF OPEN SPACE | VALUE | VALUE IF PUBLIC | TRANSPORTATION COMPONENTS | VALUE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | <p>Projects use methods to decrease water usage and improve stormwater runoff quality through an integrated approach to stormwater management such as greywater use, stormwater collection in cisterns, green roofs and covered parking.</p> <p>All HDDP projects will follow the WA State DOE 2012 Stormwater Management Manual for Western Washington, as amended in December 2014.</p> | | <p>Project provides well-designed common open space, with at least 5 percent of the gross land area, set aside as open space and designed as an integrated part of the project rather than an isolated element. The common open space must be outside of critical areas and their buffers and required roadside buffers. Appropriate community amenities such as playgrounds, composting and neighborhood gardens promoting the production of locally grown food are encouraged. Resident neighborhood community gardens can be in common open space areas, and shall be appropriately located for solar exposure, and include water availability, soil amenities, and storage for garden tools. Required growing space for neighborhood gardens is 60 square feet per dwelling unit, not including any existing orchard area. Open space dedicated to the public pursuant to the standards of BIMC Sections 17.12.030. A1, A2, A3, A6 & A7 is encouraged.</p> | | | <p>Project design provides enhanced sensitivity to pedestrian and bicycle travel to promote the people getting around without a car, a reduced carbon footprint, improved health of humans, and lower pollution levels. Project internally preserves existing informal internal connection to external non-motorized facilities, furthering the Island-wide Transportation Plan (IWTP) and using such solutions as woonerfs, green streets, and natural trails and paths. Project reduces reliance on automobiles and trip counts, and promotes alternative transportation, such as integrating parking and charging facilities for electric cars, or bus shelters.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | 30 | <p>Number of dwelling units that integrate greywater reuse components into building design:</p> <table border="1"> <tr><td>10%</td><td>1</td></tr> <tr><td>11-20%</td><td>2</td></tr> <tr><td>21-30%</td><td>3</td></tr> <tr><td>Over 31%</td><td>4</td></tr> </table> | | 10% | 1 | 11-20% | 2 | 21-30% | 3 | Over 31% | 4 | <table border="1"> <tr><td>5-10%</td><td>2</td><td>4</td></tr> <tr><td>11-15%</td><td>4</td><td>6</td></tr> <tr><td>16-20%</td><td>6</td><td>8</td></tr> <tr><td>21-25%</td><td>8</td><td>10</td></tr> <tr><td>Greater than 25%</td><td>10</td><td>12</td></tr> <tr><td>Incorporates neighborhood garden</td><td>2</td><td></td></tr> <tr><td>Preserves tree that qualifies as a "Heritage tree" under City Program. The tree is not otherwise required to be preserved.</td><td colspan="2">2 per tree</td></tr> <tr><td>All Private yard areas ≤ 20% turf</td><td colspan="2">4</td></tr> <tr><td>Project landscaping integrates at least 60% native or drought tolerant plants</td><td colspan="2">4</td></tr> </table> | | | 5-10% | 2 | 4 | 11-15% | 4 | 6 | 16-20% | 6 | 8 | 21-25% | 8 | 10 | Greater than 25% | 10 | 12 | Incorporates neighborhood garden | 2 | | Preserves tree that qualifies as a "Heritage tree" under City Program. The tree is not otherwise required to be preserved. | 2 per tree | | All Private yard areas ≤ 20% turf | 4 | | Project landscaping integrates at least 60% native or drought tolerant plants | 4 | | <table border="1"> <tr><td>Project preserves, creates or integrates internal and external non-motorized connections.</td><td>2</td></tr> <tr><td>Provides public walkways, separated paths, or bike lanes. No points for facilities required by IWTP.</td><td>3</td></tr> <tr><td>On-site car sharing program</td><td>1 per each car</td></tr> <tr><td>Electric vehicle charging stations for 3% of vehicle parking capacity.</td><td>3</td></tr> <tr><td>Covered, consolidated bike parking for subdivisions</td><td>3</td></tr> <tr><td>Bus Shelter</td><td>2</td></tr> </table> | | Project preserves, creates or integrates internal and external non-motorized connections. | 2 | Provides public walkways, separated paths, or bike lanes. No points for facilities required by IWTP. | 3 | On-site car sharing program | 1 per each car | Electric vehicle charging stations for 3% of vehicle parking capacity. | 3 | Covered, consolidated bike parking for subdivisions | 3 | Bus Shelter | 2 |
| 10% | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11-20% | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21-30% | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Over 31% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5-10% | 2 | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11-15% | 4 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16-20% | 6 | 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21-25% | 8 | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Greater than 25% | 10 | 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Incorporates neighborhood garden | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Preserves tree that qualifies as a "Heritage tree" under City Program. The tree is not otherwise required to be preserved. | 2 per tree | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| All Private yard areas ≤ 20% turf | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project landscaping integrates at least 60% native or drought tolerant plants | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project preserves, creates or integrates internal and external non-motorized connections. | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Provides public walkways, separated paths, or bike lanes. No points for facilities required by IWTP. | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| On-site car sharing program | 1 per each car | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Electric vehicle charging stations for 3% of vehicle parking capacity. | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Covered, consolidated bike parking for subdivisions | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bus Shelter | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 25 | <table border="1"> <tr><td>Percentage of total roof area qualifying as "green roofs":</td><td></td></tr> <tr><td>15-30%</td><td>2</td></tr> <tr><td>Over 31%</td><td>4</td></tr> </table> | | Percentage of total roof area qualifying as "green roofs": | | 15-30% | 2 | Over 31% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Percentage of total roof area qualifying as "green roofs": | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15-30% | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Over 31% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 25 | <table border="1"> <tr><td>Project integrates cisterns: % of total roof area directed to cisterns:</td><td></td></tr> <tr><td>15-30%</td><td>2</td></tr> <tr><td>Over 31%</td><td>4</td></tr> </table> | | Project integrates cisterns: % of total roof area directed to cisterns: | | 15-30% | 2 | Over 31% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project integrates cisterns: % of total roof area directed to cisterns: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15-30% | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Over 31% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 14 | <table border="1"> <tr><td>Percentage of total parking spaces that are covered (i.e. parking garage, carport):</td><td></td></tr> <tr><td>5-20%</td><td>1</td></tr> <tr><td>21-40%</td><td>2</td></tr> <tr><td>41-60%</td><td>3</td></tr> <tr><td>61-80%</td><td>4</td></tr> <tr><td>Over 81%</td><td>5</td></tr> </table> | | Percentage of total parking spaces that are covered (i.e. parking garage, carport): | | 5-20% | 1 | 21-40% | 2 | 41-60% | 3 | 61-80% | 4 | Over 81% | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Percentage of total parking spaces that are covered (i.e. parking garage, carport): | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5-20% | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21-40% | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 41-60% | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 61-80% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Over 81% | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Summary of HDDP Projects | | | | | | | |
|---|----------|-----------------------|---------------------|--|--|----------------------------|---|
| HDDP Project | Tier | Zone | Max. Base Density | # & Type of Dwelling units | Green Building Certification Requirement | # of Affordable (AH) Units | Status |
| **Ferncliff Village (HRB) | 3 | R-3.5 | 20 | 40: Single-family (SF) & Townhomes (TH) | Evergreen Sustainable Development | 40 | Completed |
| **Grow Community | 2 | R-14 | 112 | 149: SF, Apartments (Apts.), Condos & Townhomes | Built Green 5 | 0 | Mostly Built |
| Ericksen Urban Cottages | 1 | MUTC/ Ericksen | 0.6 Res. FAR | 16 SF | LEED Certified Required, Achieved LEED Platinum | 0 | Completed |
| Madrona Townhomes | 1 | MUTC/ Core | 1.0 Res. FAR | 52 SF TH & ADUs | LEED Certified | 5 | Under Construction |
| Bainbridge Landing | 1 | MUTC/ Ferry TD | 1.1 Res. FAR | 140: SF TH, Apts.& Age-in-Place | LEED Certified or Built Green 4 | 0 | Under Construction |
| **Wallace Cottages | 2 | R-4.3 | 10 | 19 SF & Age-in-Place | LEED Silver or Built Green 4 | 2 | Under Construction |
| Madison Place | 1 | MUTC/ Madison | 0.6 Res. FAR | 18 SF & Duplexes | LEED Certified or Built Green 4 | 0 | Under Construction |
| Ericksen Gardens | 1 | MUTC/ Ericksen | 0.6 Res. FAR | 5 SF (including 1 ADU) | LEED Certified or Built Green 4 | 0 | Under Construction ¹⁷ |
| Total HDDP Units Permitted | | | | 439 | Total Designated AH Units | 47 | |
| **# of Bonus Units Achieved Through HDDP | | | | 66 | | | |



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:20 PM) Puget Sound Energy (PSE) Green Direct Program Service Agreement - Executive,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Contract

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to approve the Green Direct service agreement with Puget Sound Energy, with a contract term of 10 years and with participation from all non-utility City accounts.

SUMMARY:

Puget Sound Energy's ("PSE's") Customer Renewables Manager, Heather Mulligan, provided an overview of PSE's Green Direct program at the August 14, 2018, City Council meeting. Green Direct allows municipal customers to partner with PSE to add renewable generation capacity to the grid via long-term dedicated contracts. The contract is coming back to Council for a 2nd touch and consideration of approval.

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. The August 14th presentation was 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



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



NET METERING SCH 150

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



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



SMALL POWER PRODUCERS SCH 91, 152

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

Customer Generation

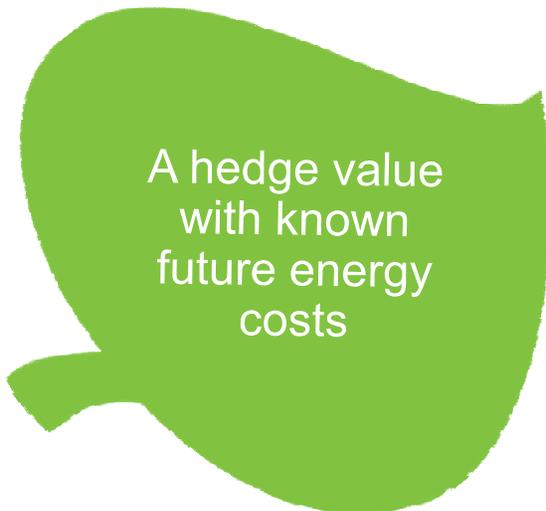
Why Green Direct



Energy that reflects customer values



New Renewable energy development



A hedge value with known future energy costs



Reduced carbon footprint

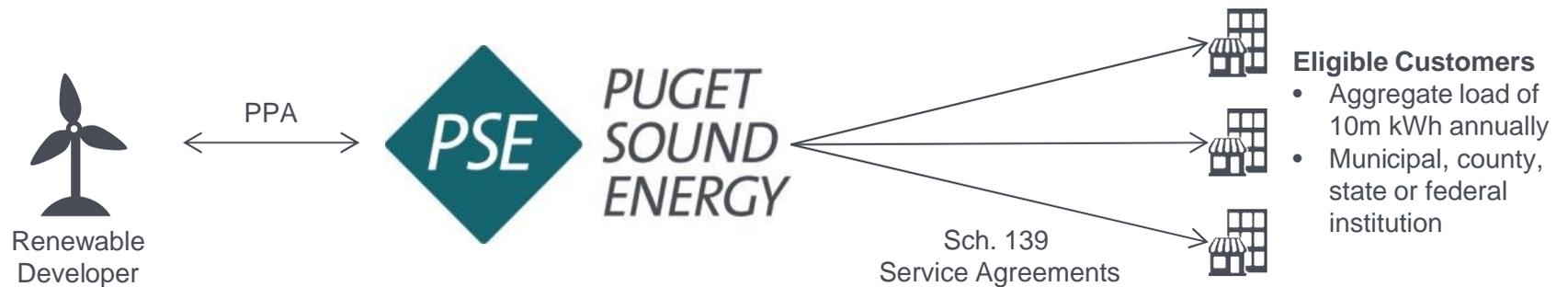


Connection to specific resources



Integrated with standard billing

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

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% | 3.38900% | 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



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.



"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.

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

Thank you

Heather Mulligan

Manager, Customer Renewables

Puget Sound Energy

Phone: 425-456-2916

Email: Heather.Mulligan@pse.com

COBI Eligible Meters 44

| | | |
|---------------------------|------------|-----|
| 2017 | | |
| Total Electricity | 2,859,609 | kWh |
| Annual Cost | \$ 355,042 | |
| Green Direct ¹ | 2,859,317 | kWh |

Scenario Tester

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

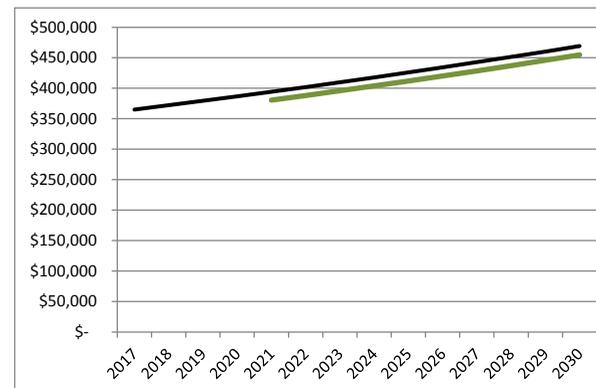
| | | |
|----------------------------------|---------|---------|
| Assumptions | Rate | |
| Load Growth ² | 0.0% | Annual |
| Elec Cost ³ | 2.0% | Annual |
| Green Direct | 2.0% | Annual |
| REC Price ⁴ (2017-18) | \$3.50 | per MWh |
| 2018 GRC "Credit" ⁵ | \$0.047 | per KWh |

| 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 | |
| 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 | |
| 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, plus losses and taxes, and administration



COBI Eligible Meters 44

| 2016 | |
|---------------------------|---------------|
| Total Electricity | 2,859,609 kWh |
| Annual Cost | \$ 355,042.32 |
| Green Direct ¹ | 2,859,317 kWh |

Scenario Tester

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

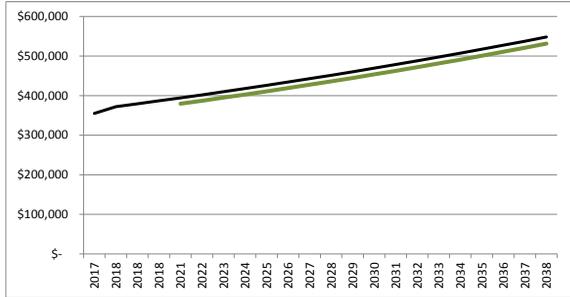
| Assumptions | Rate | |
|----------------------------------|---------|---------|
| Load Growth ² | 0.0% | Annual |
| Elec Cost ³ | 2.0% | Annual |
| Green Direct | 2.0% | Annual |
| REC Price ⁴ (2017-18) | \$3.50 | per MWh |
| 2018 GRC "Credit" ⁵ | \$0.047 | per kWh |

| 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 | \$ 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 |
| 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 |
| 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 | \$ 189,418 | \$ 193,197 | \$ 197,041 | \$ 200,950 |
| 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 | \$ 499,912 | \$ 509,153 | \$ 517,705 | \$ 526,597 | \$ 535,730 | \$ 545,107 | \$ 554,729 | \$ 564,597 |
| 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) | \$ (16,889) | \$ (17,027) | \$ (17,168) | \$ (17,312) |
| 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% | -3.076% | -3.039% | -3.002% | -2.966% |

Notes

- Green Direct -- not all accounts are eligible to participate, such as Schedule 7 and 8.
- Load Growth -- future load growth is offset by energy efficiency improvements on average
- Electric Costs -- 3% is assumed by Northwest Power and Conservation Council.
- 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.
- Credit -- Energy-Related Power Costs of PSE portfolio of energy supplies
- Charge -- Cost of Wind power purchase agreement, plus losses and taxes, and administration



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

PUGET SOUND ENERGY

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
Assistant General Counsel
Puget Sound Energy, Inc.
10885 NE 4th Street PSE-11N
Bellevue, Washington 98004-5591
P 425-462-3399
M 206-604-3312
samuel.osborne@pse.com



5/16/17

Thomas F. MacLean, PhD
Manager, Customer Renewable Energy Programs
Puget Sound Energy, Inc.
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CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:50 PM) Discussion on Newly Added Capital Improvement Plan Projects - Executive,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Discussion only.

SUMMARY:

To review four non-motorized transportation projects and a street sweeper purchase added by the City Council to the 2019-2020 Capital Improvement Plan (CIP),

FISCAL IMPACT:

| | |
|------------------------------------|---------------|
| Amount: | \$1.5 million |
| Ongoing Cost: | |
| One-Time Cost: | \$1.5 million |
| Included in Current Budget? | No |

BACKGROUND: Please see attached briefing memo.

ATTACHMENTS:

[Newly Added CIP Projects - CC 28 Aug 2018](#)

[New - 2 Non Motorized Prj 2019 CIP](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

MEMORANDUM

DATE: 8/28/2018

TO: City Council
Doug Schulze, City Manager

FROM: Morgan Smith, Deputy City Manager

SUBJECT: Discussion on Newly Added Capital Improvement Plan Projects

Background

In mid-June, City Council and staff reviewed an initial version of the City's Capital Improvement Plan (CIP). This plan provides a roadmap for the City's planned capital projects and purchases with timing and cost detail for the next six years (2019-2024).

At that time, the City's non-utility (tax-supported) CIP projects for the 2019-2020 budget totaled roughly \$3.0 million, of which \$2.1 million was City funding. Remaining costs were anticipated to come from grants. This level of spending is consistent with the City's recent annual capital spending level of approximately \$1 million per year.

At the June Study Session, Council expressed an interest in considering several additions to the CIP. At the July 10 Business Meeting, Council formally approved the addition of three non-motorized transportation projects and one new fleet purchase:

- Schel-Chelb safety improvements
- Vineyard Lane/Hwy 305 crossing
- High School Rd./Hwy 305 intersection improvements
- Co-purchase of sweeper with Suquamish for Highway 305 maintenance

As part of a subsequent Council discussion on July 24, the Council approved adding a fourth new non-motorized transportation project to the CIP:

- Manitou Beach Rd. safety improvements

In addition, the Planning Commission has recommended that the City add another new project to provide a crosswalk and other safety improvements along Miller Rd. If added to the CIP, this would represent yet another newly identified non-motorized transportation project.

Discussion

In hindsight, it is clear that City staff should have done more during the discussions in June and July to explain the budget and process impacts related to CIP changes, and to reaffirm with City Council what process the City will use to identify and prioritize transportation projects.

City staff are concerned that there are significant impacts for both budget and staff focus when Council designates a project to include in the CIP. And to do so in cases where a better next step may be fact-finding or project analysis may create problems of which Council is not sufficiently aware.

City Council and staff have a shared goal to be both efficient and effective in our capital planning. The decision to add these projects to the CIP creates several concerns/impacts:

A. Budget

In the time since these Council decisions were made, City staff have been able to develop initial cost estimates for most of the newly identified items. Please attached for initial Level 2 project sheets for the three non-motorized transportation projects added to the CIP on July 10.

- Adding a project to the CIP causes the City to move estimated funding for the projects to the capital construction fund. We do this to make sure we are positioned to complete projects we begin, and to demonstrate City matching funds where needed.
- In recent years, the City has been providing roughly \$1 million a year in City general funds to support annual capital projects. Per the preliminary estimates, the newly identified projects will result in an additional \$1.5 million or more in City spending. The City cannot afford to immediately double our capital contribution for 2019-2020 without advance planning. To do so will cause extensive impacts to other City services, since other budgets would need to be reduced.
- To add these projects to the CIP without adding funds to the capital account would undo the progress we have made to avoid having a “wish list” CIP that lists projects we “hope” to do rather than projects we are actively planning and executing.
- To add these projects to the CIP without delaying or removing other planned CIP projects will require additional public works staff, or professional services. That cost is not included in the \$2 million estimate.

B. Process

Except for the proposed sweeper purchase, each of the newly identified projects is related to non-motorized transportation/safety.

- It would be helpful to clarify what is the role of the Multimodal Transportation Advisory Committee (MTAC) in reviewing potential projects, developing priorities, and providing recommendations to City Council and staff. City Council and staff should clarify when and how should MTAC review these new additions or projects that emerge in the future.

- As part of that review, we should determine whether these new projects captured are included in identified plans (for example, the adopted Islandwide Transportation Plan or IWTP). If not, what process should be used to correct these omissions? If these projects are already represented in the IWTP, we should clarify why they are they not appearing in the CIP. It would be helpful to evaluate how these newly identified projects compare to other planned projects in terms of priority and readiness. More specifically, we should clarify whether the Council decision to add these items should re-set the existing list of projects (and delay other planned work) or will these projects be added to the project schedule that was already prioritized and planned for 2019-2020?
- Another issue to clarify is how these new projects should be prioritized if the ballot measure passes. Will these projects take priority over other projects or exist alongside other workplans and lists? Is now the right time to pick new “winners and losers” for non-motorized projects, or will the City be taking up a more comprehensive review of all potential non-motorized projects once the ballot measure results are complete?
- By putting these projects into 2019-2020 without evaluation, we may miss opportunities to schedule these projects in a way that optimizes grant-seeking or coordinates with other planned work for street repairs or utilities.

C. Feasibility

- In the absence of staff analysis of these projects, there is not yet confirmation of the feasibility of the City doing this work in 2019-2020 or later. Many projects related to safety improvements like shoulders, sidewalks, etc. require extensive ROW acquisition and, in some cases shoreline permitting. Both of these processes typically take two or more years to complete.
- In the case of the concept of a shared sweeper with Suquamish, there are important legal and labor questions that need attention before this can be planned. There is also the significant policy question of whether it makes good sense for the City to reach out and assume responsibilities that belong to WSDOT, given limited resources and competing priorities.

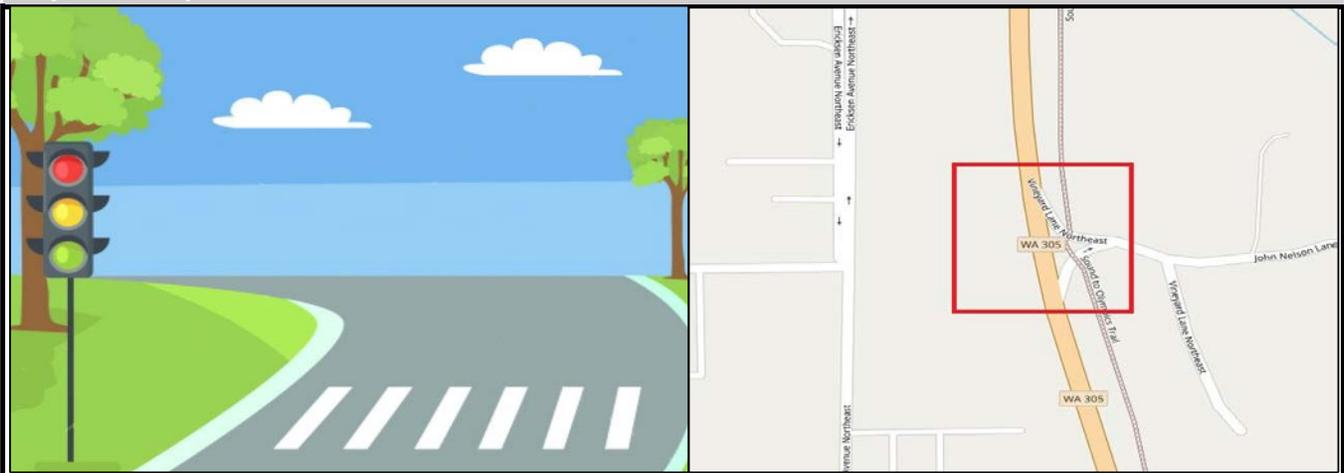
In the case of these newly identified projects, a good next step may be for the Council to revisit whether these projects are ripe for inclusion in the CIP, or whether it would be better for Council and staff to work together to review how non-motorized projects should be prioritized, reviewed and scheduled for construction. Whether or not the upcoming ballot measure passes, this is an area of significant City funding and effort and we should strive to follow a process for prioritizing and scheduling this work that is well-organized and well-understood, and that results in project completion that is both timely and cost-effective.

Project: Crosswalk Connection to Sound-to-Olympics Trail

Number:

Location: Crossing SR305 at Vineyard Lane

Project Description



Description: Provide a crosswalk across SR305 at Vineyard Lane with push-button activated advanced warning system, street lighting, and approaches.

Benefit: Address 0.8 mile superblock barrier to pedestrian and cyclists in center of Winslow. Provide access to the STO Trail from the west side town.

Schedule: YR1 - DN & Permitting, YR2 - CN

Capital Funding (1000's)

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|---------------------------------|------------|--------------|--------------|------------|------------|------------|------------|------------|--------------|
| FUNDING SOURCES (1000's) | | | | | | | | | |
| General Fund | \$0 | \$115 | \$275 | \$0 | \$0 | \$0 | \$0 | \$0 | \$390 |
| Water Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sewer Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SSWM Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal Grant | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Grant | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sub-total | \$0 | \$115 | \$275 | \$0 | \$0 | \$0 | \$0 | \$0 | \$390 |
| FUNDING USES (1000's) | | | | | | | | | |
| Design/permitting | | \$115 | \$275 | | | | | | |
| Construction | | | | | | | | | |
| Sub-total | \$0 | \$115 | \$275 | \$0 | \$0 | \$0 | \$0 | \$0 | \$390 |

Estimated Impact on Future Operating Budget

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Operating Debt Service | | | | | | | | | |
| Sub-total | \$0 |

2% Contribution to Public Art Account

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Sub-Total | \$0 | \$2 | \$6 | \$0 | \$0 | \$0 | \$0 | \$0 | \$8 |

Project: Sidewalk Extention and Crosswalk

Number:

Location: Point White Drive from Schell Chelb Park to Lynwood Center

Project Description



Description: Construct sidewalk and parallel parking area on north side of Point White Drive to connect park to new developments in Lynwood Center. Construct crosswalk across Point White for connection from park to beach.

Benefit: Enhance safety for pedestrians, provide safe beach access, and preservation of on-street parking.

Schedule: YR1 - DN & Permitting, YR2 - CN

Capital Funding (1000's)

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|---------------------------------|------------|--------------|--------------|------------|------------|------------|------------|------------|--------------|
| FUNDING SOURCES (1000's) | | | | | | | | | |
| General Fund | \$0 | \$110 | \$170 | \$0 | \$0 | \$0 | \$0 | \$0 | \$280 |
| Water Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sewer Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SSWM Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal Grant | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Grant | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sub-total | \$0 | \$110 | \$170 | \$0 | \$0 | \$0 | \$0 | \$0 | \$280 |
| FUNDING USES (1000's) | | | | | | | | | |
| Design/permitting | | \$110 | \$170 | | | | | | |
| Construction | | | | | | | | | |
| Sub-total | \$0 | \$110 | \$170 | \$0 | \$0 | \$0 | \$0 | \$0 | \$280 |

Estimated Impact on Future Operating Budget

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Operating | | | | | | | | | |
| Debt Service | | | | | | | | | |
| Sub-total | \$0 |

2% Contribution to Public Art Account

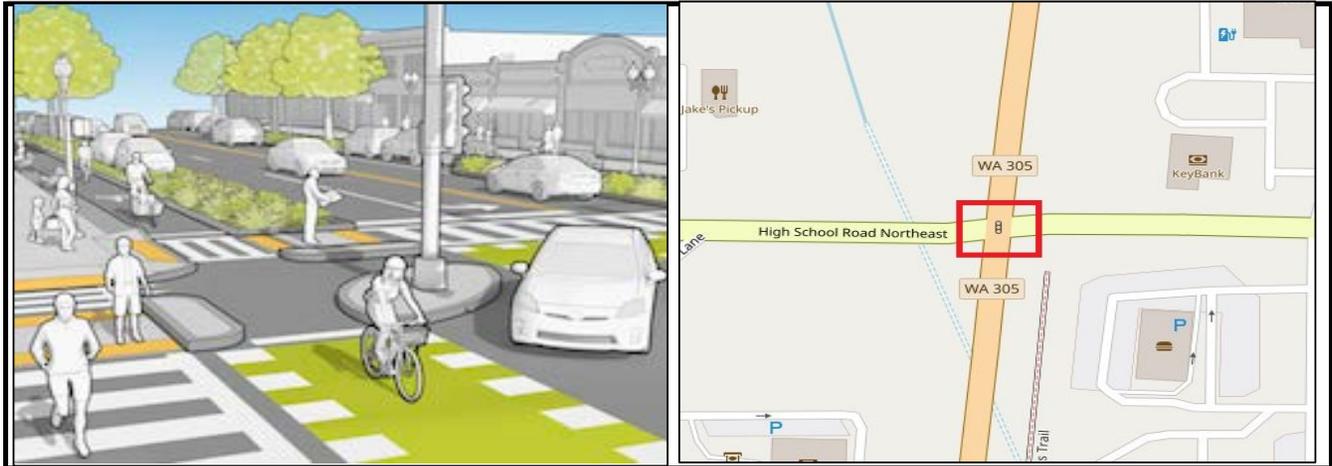
| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Sub-Total | \$0 | \$2 | \$3 | \$0 | \$0 | \$0 | \$0 | \$0 | \$6 |

Project: Intersection Non-Motorized Improvements

Number:

Location: SR305 at High School Road

Project Description



Description: Reconstruct sidewalks at corners of intersection, provide separated crossing for cyclists at east and north legs of the intersection, provide buffer at corners for non-motorized users, modify signal to relocate pedestrian push button controls. Note that a Plan for Approval may be required by WSDOT for the intersection alignments. Assumes signal poles do not have to be relocated.

Benefit: Improve connection from shoulder north of the intersection to the STO trail south of the intersection for cyclists. Improve separation of pedestrian and cyclist modes.

Schedule: YR1 - DN, YR2 - WSDOT approvals and permitting, YR3 - CN

Capital Funding (1000's)

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|---------------------------------|------------|--------------|-------------|--------------|------------|------------|------------|------------|--------------|
| FUNDING SOURCES (1000's) | | | | | | | | | |
| General Fund | \$0 | \$100 | \$50 | \$300 | \$0 | \$0 | \$0 | \$0 | \$450 |
| Water Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sewer Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SSWM Fund | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal Grant | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Grant | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sub-total | \$0 | \$100 | \$50 | \$300 | \$0 | \$0 | \$0 | \$0 | \$450 |
| FUNDING USES (1000's) | | | | | | | | | |
| Design/permitting | | \$100 | \$50 | | | | | | |
| Construction | | | | \$300 | | | | | |
| Sub-total | \$0 | \$100 | \$50 | \$300 | \$0 | \$0 | \$0 | \$0 | \$450 |

Estimated Impact on Future Operating Budget

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Operating | | | | | | | | | |
| Debt Service | | | | | | | | | |
| Sub-total | \$0 |

2% Contribution to Public Art Account

| | Prior Yrs. | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025-2038 | Total |
|------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Sub-Total | \$0 | \$2 | \$1 | \$6 | \$0 | \$0 | \$0 | \$0 | \$9 |



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (7:20 PM) Planning Commission Recommendations on 2019 - 2024 Capital Improvement Plan (CIP) - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to accept the Planning Commission's recommendation and to include in the 2019 - 2024 CIP the crosswalk and traffic calming measures on Miller Road that are described with this agenda item.

SUMMARY:

Consider approving the Planning Commission's recommendations on the 2019 - 2024 CIP.

FISCAL IMPACT:

| | |
|------------------------------------|---------------------|
| Amount: | \$250,000 estimated |
| Ongoing Cost: | |
| One-Time Cost: | |
| Included in Current Budget? | No |

BACKGROUND:

City staff presented the updated 2019-2024 proposed Capital Improvement Plan (CIP) at the June 19, 2018, Study Session. At the July 10, 2018, Business Meeting, the following three projects were added to the CIP: Crosswalk & Pedestrian Safety Improvements at Point White Drive, Crosswalk & Pedestrian Improvements at High School Road, and new crosswalk across SR 305 at Vineyard Lane. On July 12, the Planning Commission reviewed the CIP updates and held a public hearing.

After hearing public comment regarding the need for pedestrian safety improvements on Miller Road, the Planning Commission passed a motion to "recommend City Council include crosswalk and traffic calming measures on Miller Road to the capital improvement program."

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s): General Fund

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (7:35 PM) Update on Island Center Subarea Planning Process - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Discussion only.

SUMMARY:

The Island Center Subarea Planning Process was initiated in late last year, and the Island Center Subarea Planning Process Steering Committee has been meeting twice a month to help guide this process. The City has enlisted MAKERS, a Seattle-based architecture, planning, and urban design firm to assist with this project. A work plan and project schedule are attached.

Attached to this packet are maps showing draft planning boundaries proposed by the Steering Committee:

The inner boundary, called the Island Center Special Planning Area, is the same planning boundary from the 2002 DRAFT Island Center Plan.

The outer boundary, called the Island Center Study Area, can be described as a transportation sphere of influence boundary; using the City's mapping data, the properties within this boundary are very likely to need to use the High School Road/Fletcher Bay Road or Miller Road/New Brooklyn Road intersections as part of their daily routine.

Transportation in the broadest sense has been identified as a priority issue for this subarea planning process. Also shown on the map is the Fletcher Bay Watershed boundary, and watershed planning is something that the committee and planning have discussed thoroughly.

The City held a community kickoff meeting Envision Island Center on June 18, 2018, that was attended by over 150 people. A survey monkey survey was widely distributed and taken by 652 people; the survey closed in mid-July. Staff and steering committee members want to share with the City Council what was heard at the community kickoff meeting, results from the survey, and next steps. Summaries from the June 18 community meeting and the survey are attached.

In the coming months, the Steering Committee will begun discussing a range of land use alternatives or options, including but not limited to maintaining the status quo. The Steering Committee is expected to select a preferred alternative and recommend a subarea plan in the second half of 2019.

| | |
|--|--|
| | |
|--|--|

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

BACKGROUND:

ATTACHMENTS:

- [Work Plan and Schedule](#)
- [IC Boundaries and Existing Zoning Map](#)
- [Island Center Special Planning Area Map](#)
- [June 18 Envision Island Center Meeting Summary](#)
- [Island Center Survey Results Presentation](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ISLAND CENTER SUBAREA PLANNING WORK PLAN

PROJECT DESCRIPTION

The Comprehensive Plan designates the Island Center Neighborhood Center area as a "designated center," and has goals and policies to support subarea planning for all designated centers (see *Land Use Element Policy LU 4.2*). After adoption of the updated Comprehensive Plan on February 28, 2017, the City Council confirmed that Island Center subarea planning is a high priority at their meeting on April 18, 2017. Subarea planning allows for more detailed planning and public engagement at a neighborhood scale.

Island Center subarea planning was previously begun in 2000. A steering committee was convened, and a DRAFT Subarea Plan completed in 2001. That DRAFT plan was ultimately not approved by the City Council at the time.

This project is intended to produce a subarea plan in conformance with the Comprehensive Plan through a public planning process that actively engages local community members. A steering committee has been formed that will assist the City in guiding the process.

The project is divided into three phases. The emphasis of Phase I is to build a local consensus regarding a "vision" based on earlier Steering Committee work and from that a set of objectives and principles that will guide subsequent steps. Phase II will explore community planning and development options and review them with the public to identify a preferred direction or concept. This concept will be refined to complete a subarea plan with policies and sufficient detail to be adopted as part of the Comprehensive Plan and give direction for future City actions. Phase III is intended to provide additional technical support to initiate implementation of key steps as determined by the City. Such support may include, for example, additional infrastructure analysis, environmental study, or regulatory documents as directed by the City and as funding allows. Phase II activities will be identified and initiated only as directed by the City.

The Consultant will utilize four subconsultants to accomplish certain aspects of the scope of work below. These subconsultants are: MIG, Inc., Wenzlau Architects P.S., Fehr and Peers, Inc, and Tree Solutions (if needed).

PHASE I: Community Vision, Goals, Objectives, and Principles

Objective: To initiate the project, meet with the Steering Committee to review vision and prepare for the Community Workshop, facilitate the workshop, tabulate results to draft goals, objectives, and directions for Phase II activities.

Task 1. Startup.

- 1.a Meet with staff to discuss scope, schedule, communication, products, and outreach strategies. Identify project area(s) (e.g.: primary project area and other areas of influence.) If desired, take a field trip to the site. Receive current information and GIS based base map from City and prepare a project base map.
- 1.b Meet with the Steering Committee to discuss work plan, schedule, outreach, Steering Committee work done to date, and general objectives and observations of committee members.
- 1.c Prepare web-based survey to be administered on the City's website. The team will meet with the Planning Commission and/or the City Council to discuss their objectives and guidance for planning process and outcomes.

Task 2. Gather background information.

- 2.a Transportation: Review currently available transportation information as of March 2018.
Prepare a brief memo or map with notes on current and projected conditions of the network in the study area. The review will only examine the Bainbridge Island Comprehensive Plan, the most recent Capital Improvements Program, as well as the City's GIS Mapping and Map Gallery website.
- 2.b. Physical land use and design: Review current land use policies and regulations. Portray current land use, transportation, infrastructure, and community design conditions on a map for use in upcoming steps.
- 2.c Infrastructure (utilities): Review current conditions using Google maps and site photos from field trip (task 1.a) and hand sketch existing utility infrastructure on base map.

Task 3. Conduct community workshop #1 (CWS#1). Prepare materials for and conduct an interactive workshop that includes:

- Introduction by Steering Committee.
- Presentation of project background existing conditions.
- Goals and objectives exercise.
- Visual preference exercise to identify characteristics of "Island Character" that apply to Island Center.
- Discussion of next steps.

City will make space arrangements for and advertise the CWS#1.

Phase I Products:

- *Background information and materials for Steering Committee meetings and Community Workshop.*
- *Documentation of Steering Committee meetings and Community Workshop.*
- *Draft goals and objectives statements*
- *Directions from the Community Workshop for identifying planning alternatives.*

PHASE II: Subarea Plan.

Objective: To produce a draft subarea plan based on a publicly derived vision in sufficient detail that the City can take next steps in the plan's implementation.

Task 4. Develop alternatives with staff and the Steering Committee. Meet with staff and the Steering Committee together to identify land use, community development, and character alternatives. The alternatives should explore different levels of land use intensity, transportation options, and two alternatives for the provision of utility infrastructure for water distribution, sanitary sewer, and storm drainage (assuming on alternative with connections to public sewer and water and without).

Task 5. Refine alternatives and prepare for CWS#2. Note that the level of analysis at this stage will be intended to indicate the differences between the alternatives and be comparative only.

5.a Prepare land use maps and conceptual level site plan illustrations to indicate the size and character of development. Consultant and Wenzlau Architects P.S. will work together on this with Wenzlau doing the conceptual site planning illustrations while Consultant will address land use intensities and likely development regulations that would be needed to implement.

5.b Describe relevant transportation impacts (at a planning level) and schematic roadway improvements.

Fehr & Peers, Inc., will evaluate PM peak hour operations at up to two intersections in the study area. If recent (within the past three years) PM peak hour turning movement counts are unavailable, the City of Bainbridge Island will collect and provide the counts. Traffic analysis and other transportation improvements including transit, pedestrian, bicycle, and additional street grid improvements will be assessed through the lens of an integrated land use and transportation perspective. Additional AM peak traffic counts may be taken if needed.

- 5.c Describe at a very preliminary level, how civil utilities (water distribution, sanitary sewer, and storm drainage) will be provided and what storm water management measures will be appropriate for each alternative to support land use, community development, and character goals. Documentation to include a pros/cons evaluation of each alternative. This step does not include technical analysis or sizing of utilities or cost considerations for the three alternatives.

Task 6. Conduct CWS#2 to identify preferences. The team will present alternatives. Participants will work in small groups to identify the preferred features of the alternatives. At the end of the session, each group will present their findings.

Task 7. Work with the Steering Committee and staff to sketch a preferred concept identifying the transportation, land use, design character, utilities, and environmental elements

Task 8. Refine the sketch concept describing the following elements:

- 8.a Land use and design character: Use, intensity, and bulk of different zones (or overlay districts) in the study area. Also identify the most important objectives or concepts to be addressed in the design guidelines.
- 8.b Transportation and Street design: Conceptual street design recommendations as well as a qualitative assessment of the preferred concept and identification of areas of potential impacts and conflicts.
- 8.c Conceptual civil infrastructure improvements for water distribution, sanitary sewer, and storm drainage.

Task 9. Conduct CWS#3 to review and comment on proposals.

Task 10. Meet with the Steering Committee to review CWS#3 comments and direct production of the pre-final Island Center Subarea Plan draft.

Task 11. Complete draft Island Center Subarea Plan

Task 12. Review with staff, present to Planning Commission and/or City Council, and revise as directed.

Phase II Products:

An Island Center Subarea Plan that includes:

- *Documentation of all public workshops. (Could be in the Appendices)*
- *Description of alternatives considered. (Could be in the Appendices)*
- *Goals and objectives*
- *Generalized concept*

- *Land use recommendation: including recommendations (if any) for land use changes, rezoning, and the preparation of development and design standards.*
- *Transportation recommendations, including recommendations for street improvements (at the concept level), access, and parking based on analysis of future conditions. The analysis of future conditions will consist of a qualitative analysis and identification of potential impacts and conflicts, as well as areas where quantitative analysis should be prepared in Phase II or in a later study.*
- *Civil utility infrastructure recommendations including a qualitative evaluation of water distributions, sanitary sewer, and storm drainage routing as well as identification of preferred, storm water management measures that address project goals and objectives. The evaluation will consist of a pros/cons list for the routing and layout considerations.*
- *Implementation strategy identifying actions, timing, and participants.*

PHASE III: Additional analysis and support for initiating implementation

Objective: to provide additional analysis and/or products to support the concepts developed in phase I. This phase will not be initiated until directed by the City.

Task 13. Phase III kick-off staff meeting

Task 14. Additional utilities and infrastructure analysis (researching jurisdictional requirements and physical limitations of water and sanitary sewer extensions to Island Center)

Task 15. Additional street and streetscape design/standards including complete streets elements, traffic calming, and multimodal use.

Task 16. Complete design and development standards. This may involve two additional meetings with the Steering Committee, an additional public workshop for review, and interactive work with staff to refine the document into a usable review tool.

Task 17. Review with Steering Committee.

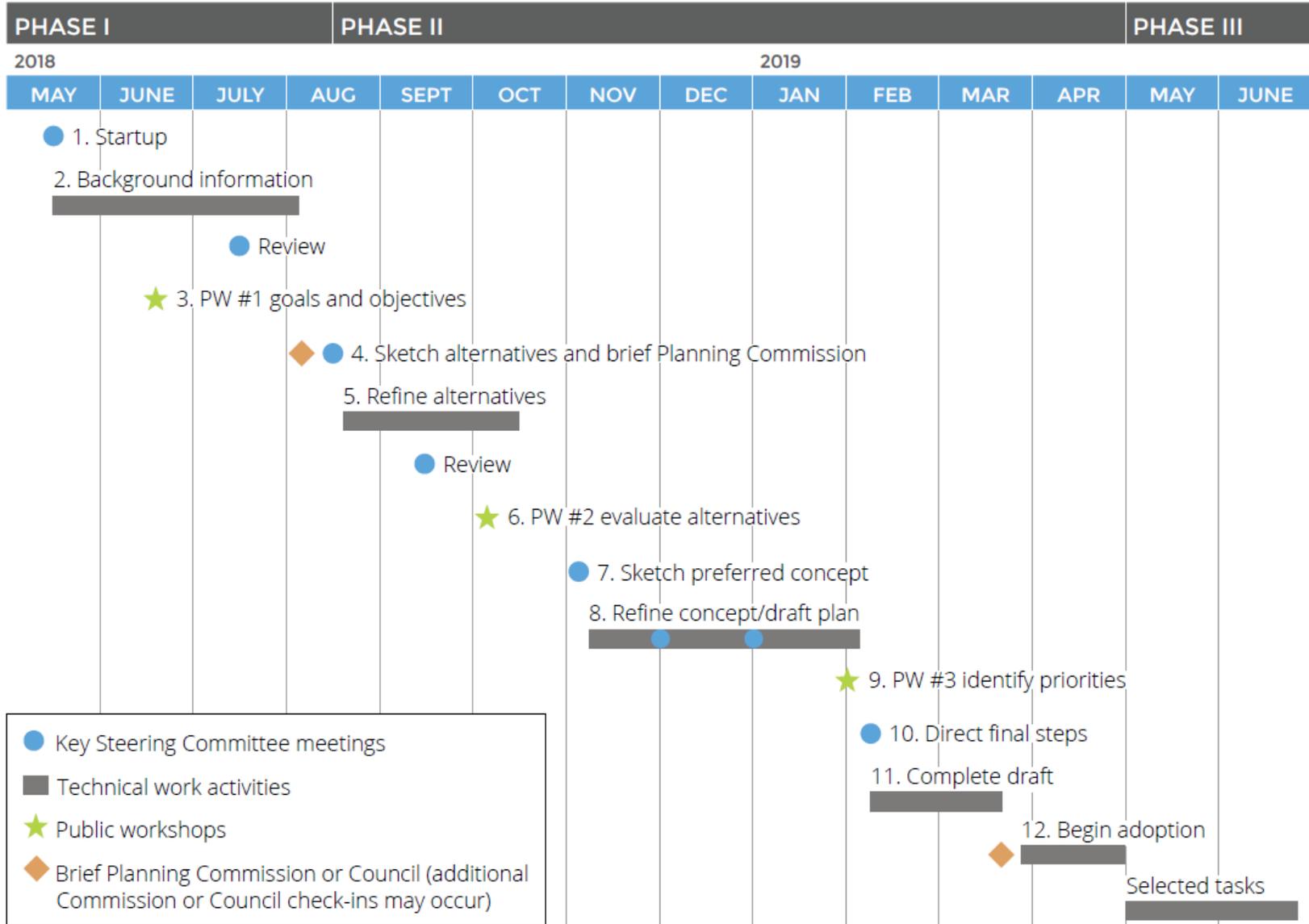
Task 18. Conduct an additional Community Workshop.

Task 19. Review with staff and revise.

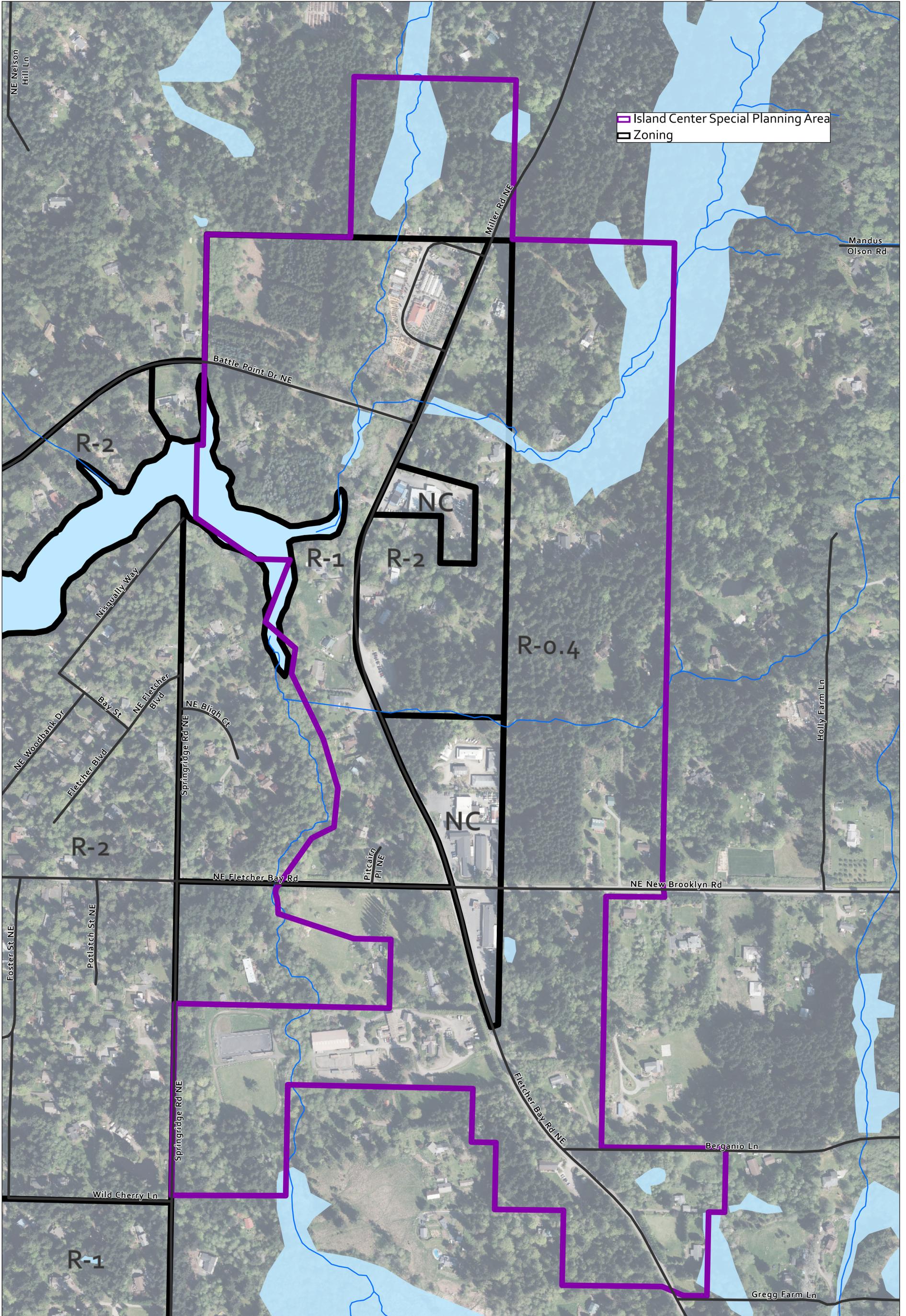
Phase 3 Products:

- *Additional analysis and products as specifically requested and funded by the City that may include:*
 - *Roadway and infrastructure preliminary designs and budget estimates*
 - *Regulatory documents ready for adoption.*
 - *Environmental studies*
 - *Illustrations and public information documents*

Bainbridge Island Center Proposed Work Schedule



Island Center Special Planning Area



0 0.03 0.06 0.11 0.17 0.22 Miles

ENVISION ISLAND CENTER

DRAFT GOALS AND OBJECTIVES WITH NOTES FROM WORKSHOP 1

DRAFT 2018-07-11

The DRAFT goals and objectives statements below are adapted from the Steering Committee's List of Issues developed May 2, 2018 with public comments from the June 18 public workshop added in italics. Note that the input from the workshop is intended to provide a general sense of the participants' input but not any quantitative results.

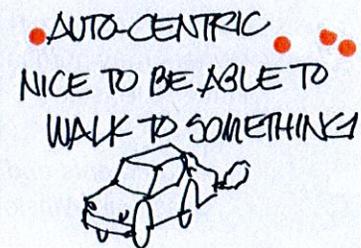
have

A. Place/Identity: Enhance the sense of community at Island Center and make it a place where people want to meet and spend time.

1. Recognize and celebrate the history of Island Center.
 - *3 comments with 4 priority dots asked: What is Island Center's character?*
 - *5 comments with 18 dots mentioned a blue collar, practical local amenities, funky character. Island Center Hall, local businesses, and Bainbridge Gardens mentioned as community building assets.*
2. Provide a community gathering place with a covered area, picnic tables, playground, basketball court & open space with plenty of parking.
 - *Three comments with 2 mentioned the importance protecting and connecting neighborhoods.*
3. Recognize and encourage continued agricultural and horticultural uses.
 - *2 comments with 12 priority dots indicated to keep Island Center rural.*
4. Consider some higher density housing aimed at moderate income residents, provided that the increased density is accompanied by a public benefit.

B. Business/Economy: Recognize the importance of the existing business community and help it thrive.

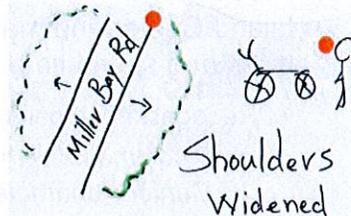
5. Improve parking and enhance accessibility and access for businesses in Island Center, the Grand Forest and Island Center Hall.
6. Encourage the creation of new, sustainable businesses that benefit the community and are appropriate in scope and size and tasteful in design.



C. Transportation: Improve mobility, traffic circulation, and traffic safety.

7. Improve safety for vehicles entering and exiting Miller Road. Consider adding traffic-calming features and intersection improvements.
 - 5 comments with 4 priority dots and one question related to heavy traffic, particularly on Miller Bay Rd. but also New Brooklyn Rd. 2 comments suggested transportation solutions outside of Island Center. One comment asked to address parking impacts to residents.
8. Add sidewalks, trails and pedestrian-scaled amenities to make the area a safer, enjoyable place for pedestrians, equestrians, cyclists, public transit and alternative modes.
 - 10 comments related to pedestrian access and safety with 39 priority dots. Strong desire for safer streets, bicycle trails and pathways to parks

MILLER TRAFFIC IS
• HEAVY BECAUSE
• PEOPLE ARE USING
• IT TO AVOID 305



D. Landscape/Environmental Health: Demand creative and resourceful solutions that embrace the land and are oriented to those who live and work in the neighborhood.

1. Preserve, protect, and restore natural features—forests, vegetation, streams and the bay. • Protect surface and ground water, including aquifer recharge.
 - 6 comments with 18 priority dots emphasizing protection of the natural environment, trees, rural character, etc.
 - 4 comments and 11 priority dots expressed the need to address Fletcher Bay shoreline environment, salmon habitat, and salt water intrusion.
2. Recognize and protect wildlife.
3. To maintain the cool, wooded atmosphere enjoyed by the residents of Island Center for over one hundred years, development is restricted to current zoning allowances; undeveloped parcel owners may purchase development rights from owners in the immediate Island Center area in order to increase density, however.
 - 4 comments and 17 priority dots favored no change or keeping density in Winslow.

TREES
SALMON
Should be our first priority
EVERYTHING ENDS UP IN FLETCHER BAY



4. Provide better visual and public access to Fletcher Bay and the Grand Forest.
5. Continue to protect the environment with enhanced storm water runoff measures and improved septic systems.
 - *4 comments and 27 priority dots emphasized water quality, run-off and the need for sewer service.*



WORKSHOP THEMES

Table Discussion

TABLE DISCUSSION

Follow-up Items for City

T1: Can area support increased septic systems? Is city sewer proposed?

T3: What is water capacity of Bainbridge Island and what size of population can be supported with this water?

T3: What development potential/density is supported by existing zoning?

T5: Is the latest traffic study available (newer than 2014)?

T6: How much of the commercial area in Island Center is not developed?

T6: Can you post the Island Center Guidelines on the project page?

General: Is there data on the stormwater/sewer impacts to Fletcher Bay?

TABLE DISCUSSION

Emerging Themes

IDENTITY & HOUSING

- Interest in creating a community identity centered around rural character and access to green space without compromising current lifestyle
“Island Center doesn’t feel like the center of anything...”
- Distrust of density increases and a desire to ensure current capacity is met before considering changes (DOWN OR UP)
- Desire to impact kinds of development and review design guidelines: no McMansions (size), encourage cottage housing (type) and affordable housing that is at a rural scale (cost)

TABLE DISCUSSION

Emerging Themes

BUSINESS & ECONOMY

- Concern that extending city services like water and sewer will increase pace of development
- No desire to become an urban hub with extensive retail or services
- Improve access and condition of existing businesses and add businesses that locals will use.

TABLE DISCUSSION

Emerging Themes

TRANSPORTATION & MOBILITY

- Mitigate impacts of SR 305 traffic and Miller Road congestion
- Expand bike and pedestrian options
- Consider separating trails from roads to allow for safe walking and bicycling
- Create links between existing parks and trails (Battlepoint to Gazzam)

TABLE DISCUSSION

Emerging Themes

ENVIRONMENT

- Limited drinking water resources
- Impacts of stormwater on Fletcher Bay and salmon streams
- Light pollution from urbanization is a concern
- Protection of historic farming enterprises

ISLAND CENTER SURVEY I

Results

RESULTS

- Closed July 15, 2018
- 393 Emails Received
- 652 Completed Online
- 14 Hard Copies

DEMOGRAPHICS

41% I don't live in the Island Center Area

91% Own my home

74% Not a business owner

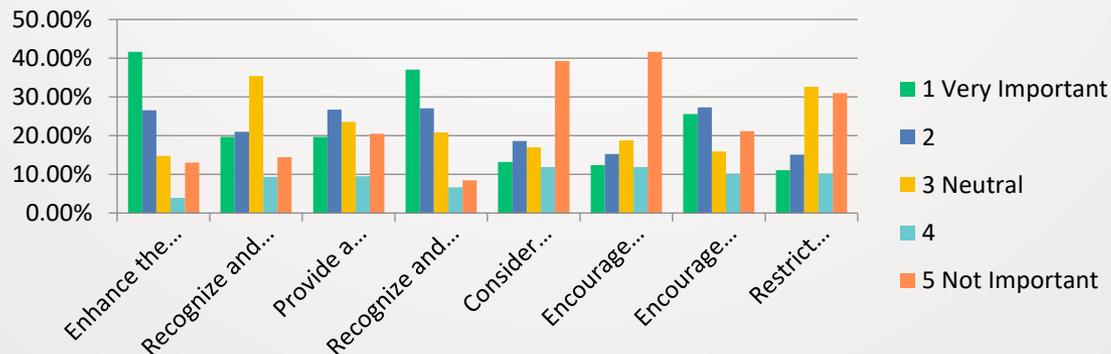
45% 45 to 64 years old

Q1: Identity & Sense of Place

42%

Enhance the sense of community at Island Center and make it a place where people want to meet and spend time

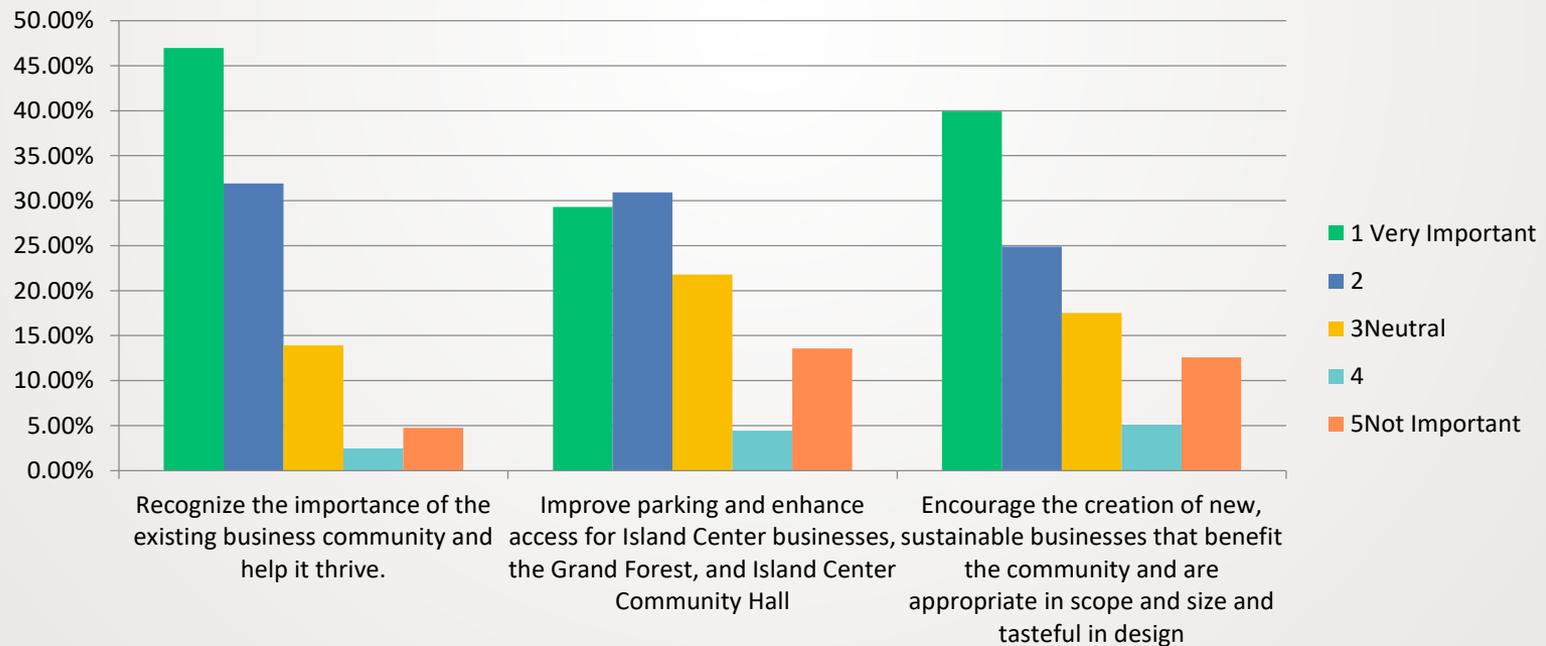
- Recognize and celebrate the history of Island Center
- Provide a community gathering place such as covered public area, picnic tables, playground, basketball court & open space with adequate parking
- Recognize and encourage continued agricultural and horticultural uses
- Consider creating new housing with features such as ground floor retail spaces and additional open space.
- Encourage additional housing options
- Encourage additional retail opportunities
- Restrict development to current zoning allowances while allowing undeveloped parcel owners to purchase development rights from owners in the immediate Island Center area to increase density



Q2: BUSINESS & ECONOMY

47% Recognize the importance of the existing business community and help it thrive.

- Improve parking and enhance access for Island Center businesses, the Grand Forest, and Island Center Community Hall
- Encourage the creation of new, sustainable businesses that benefit the community and are appropriate in scope and size and tasteful in design



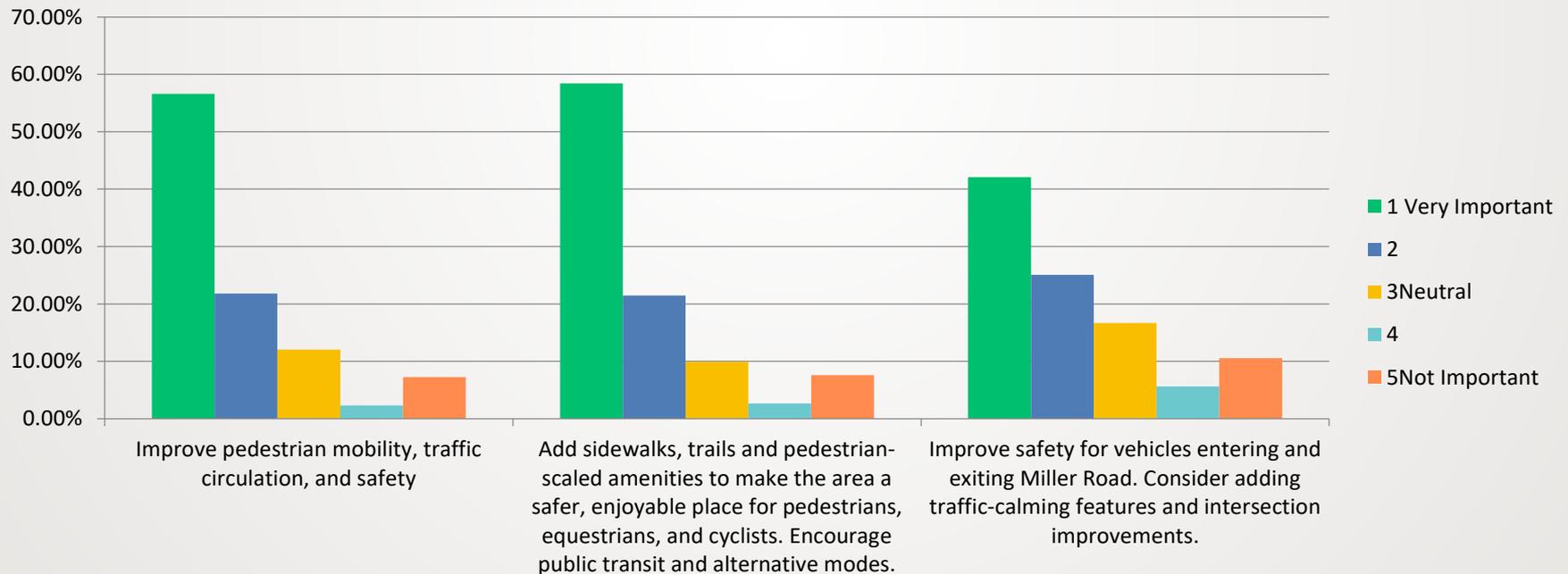
Q3: TRANSPORTATION & CIRCULATION

- Improve pedestrian mobility, traffic circulation, and safety

58%

Add sidewalks, trails and pedestrian-scaled amenities to make the area a safer, enjoyable place for pedestrians, equestrians, and cyclists. Encourage public transit and alternative modes.

- Improve safety for vehicles entering and exiting Miller Road. Consider adding traffic-calming features and intersection improvements.



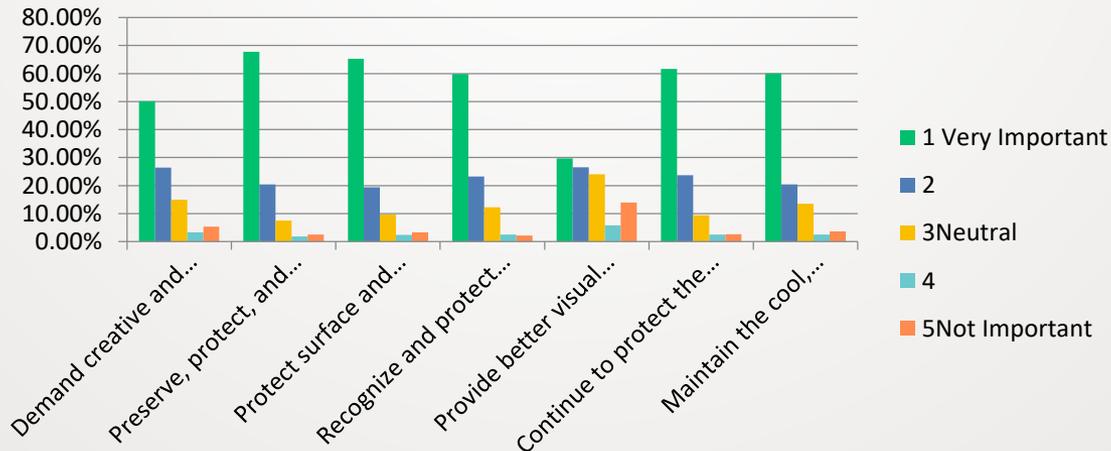
Q4: ENVIRONMENT

- Demand creative and resourceful solutions that embrace the land and are oriented to those who live and work in the neighborhood.

68%

Preserve, protect, and restore natural features—forests, vegetation, streams and the bay.

- Protect surface and ground water, including aquifer recharge.
- Recognize and protect wildlife
- Provide better visual and public access to Fletcher Bay and the Grand Forest
- Continue to protect the environment with enhanced storm water runoff measures and improved septic systems
- Maintain the cool, wooded atmosphere of Island Center
- Did we miss something important to the Island Center Environment? Please share here:



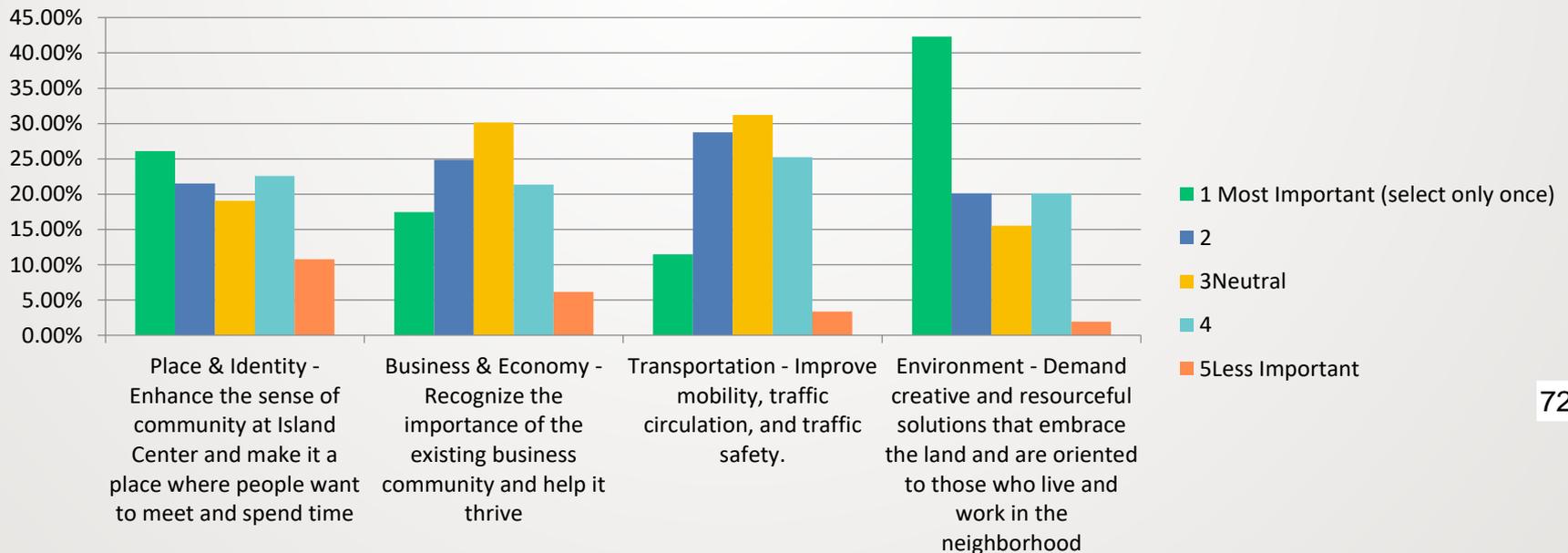
Q5: RANK CATEGORIES

- Place & Identity - Enhance the sense of community at Island Center and make it a place where people want to meet and spend time
- Business & Economy - Recognize the importance of the existing business community and help it thrive
- Transportation - Improve mobility, traffic circulation, and traffic safety.

42%

Environment - Demand creative and resourceful solutions that embrace the land and are oriented to those who live and work in the neighborhood

- Is there another overarching goal we should consider for the Island Center Subarea Plan? Please share it with us:



SUMMARY

BY RANKED CATEGORY & TOP RESPONSE

42.3%

ENVIRONMENT

Top Response:

Preserve, protect, and restore natural features—forests, vegetation, streams and the bay.

26.1%

IDENTITY & SENSE OF PLACE

Top Response:

Enhance the sense of community at Island Center and make it a place where people want to meet and spend time

17.5%

BUSINESS & ECONOMY

Top Response:

Recognize the importance of the existing business community and help it thrive.

11.5%

TRANSPORTATION & CIRCULATION

Top Response:

Add sidewalks, trails and pedestrian-scaled amenities to make the area a safer, enjoyable place for pedestrians, equestrians, and cyclists. Encourage public transit and alternative modes.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (7:55 PM) Resolution No. 2018-18 Reducing Speed Limits on Certain Roadways to 30 mph and Resolution No. 2018-23, Reducing speed Limits in Downtown Bainbridge Island/Winslow - Public Works,

STRATEGIC PRIORITY: Safe City

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Resolution

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move that the City Council forward both Resolution No. 2018-18 and Resolution No. 2018-23 for approval with the September 11, 2018 Consent Agenda.

SUMMARY:

Resolution No. 2018-18: A RESOLUTION of the City Council of Bainbridge Island, Washington, reducing speed limits to 30-mph and authorizing sign modifications for certain roadways on Bainbridge Island.

Resolution No. 2018-23: A RESOLUTION of the City Council of Bainbridge Island, Washington, reducing speed limits to 20-mph and authorizing sign modifications for certain roadways on Bainbridge Island.

Consider forwarding Resolution No. 2018-18, reducing speed limits on certain roadways to 30-mph (from 35-mph), and Resolution No. 2018-23, reducing speed limits to 20-mph (from 25-mph) on certain roadways in Downtown Bainbridge Island/Winslow, for approval with the September 11, 2018 consent agenda.

FISCAL IMPACT:

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

BACKGROUND: Last year, the City implemented a 35-mph speed limit Island-wide and a 25-mph speed limit in Downtown Bainbridge Island/Winslow and in designated Town Centers. This year, the City evaluated several 35-mph roadways to determine if conditions warrant lowering the speed limit to 30-mph on certain roads, as well as lowering 25-mph speed limits to 20-mph on cul-de-sacs and other residential roads in downtown

Bainbridge/Winslow based on feedback from downtown residents. Under the 20-mph proposal, roads classified as secondary arterials and collectors would remain posted at 25-mph as well as some private roads and roads located in mixed use/commercial districts. Attached with this item is a traffic study that provides specific roadway locations and recommendations.

City staff and Consultant H.W. Lochner presented the Focused Traffic Study at the August 21, 2018 Study Session.

Two resolutions were developed as a result of the study: Resolution No. 2018-18 reduces certain 35-mph roads to 30-mph, and Resolution No. 2018-23 reduces certain 25-mph roads to 20-mph roads in downtown Bainbridge Island/Winslow. See attached resolutions for further details.

ATTACHMENTS:

[Resolution No. 2018-23](#)

[Exhibit A to Resolution No. 2018-23](#)

[Resolution No. 2018-18](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

RESOLUTION NO. 2018-23

A RESOLUTION of the City Council of Bainbridge Island, Washington, reducing speed limits to 20-mph and authorizing sign modifications for certain roadways on Bainbridge Island.

WHEREAS, the City Council and City staff receive numerous requests each year to evaluate speed limits on Bainbridge Island roads; and

WHEREAS, the Multi-Modal Transportation Advisory Committee has proposed that the City adopt 20-mph speed limits for local access streets in Downtown Bainbridge Island/Winslow with predominantly residential uses to enhance safety for non-motorized transportation modes. Local access streets with predominantly commercial uses and mixed commercial and residential uses would remain posted at 25-mph; and

WHEREAS, the City has experimented with setting a 20-mph speed limit on Grow Avenue NW from Winslow Way W to Wyatt Way NW and the response has been favorable from the community; and

WHEREAS, the City Council has considered public comment and concurs with the recommendations; and

WHEREAS, the City Council is authorized to establish speed limits in accordance with Chapter 308-330.

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

Section 1. In accordance with the Washington Model Traffic Ordinance, Chapter 308-330 WAC, adopted by reference via BIMC 10.04.010, and the Manual on Uniform Traffic Control Devices (MUTCD), the City Council establishes a 20-mph speed limit for the public local access roadways shown in the map attached as Exhibit A and incorporated herein by this reference.

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: August 17, 2018
PASSED BY THE CITY COUNCIL: , 2018
RESOLUTION NO. 2018-23

Exhibit A Proposed 20 MPH Public Residential Streets



Proposed 20 MPH Streets
 — Currently not 20mph
 — Existing 20mph



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

RESOLUTION NO. 2018-18

A RESOLUTION of the City Council of Bainbridge Island, Washington, reducing speed limits on certain 35-mph roadways and authorizing sign modifications.

WHEREAS, the City Council and City staff receive numerous requests each year to evaluate speed limits on Bainbridge Island roads; and

WHEREAS, the independent study report “2018 Focused Traffic Study,” dated July 2018, (the “Traffic Study”) by H.W. Lochner (the “Consultant”) was presented to the City Council on August 21, 2018; and

WHEREAS, the City Council has considered public comment and concurs with the recommendations presented by the Consultant in the Traffic Study; and

WHEREAS, the City Council is authorized to establish maximum speed limits in accordance with Chapter 308-330 WAC.

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

Section 1. In accordance with the Washington Model Traffic Ordinance, Chapter 308-330 WAC, adopted by reference via BIMC 10.04.010, and the Manual on Uniform Traffic Control Devices (MUTCD), the City Council establishes the following traffic changes:

- a. Arrow Point Drive NE from NE Frey Avenue to 250 feet east of 90° bend (fronting Battle Point Park) – Reduce speed limit from 35-mph to 30-mph.
- b. Battle Point Drive NE from NE Beach Street to NE Frey Avenue – Reduce speed limit from 35-mph to 30-mph.
- c. Blakely Hill Road NE from NE Halls Hill Road to Old Mill Road NE – Reduce speed limit from 35-mph to 25-mph.
- d. NE Day Road from N Madison Avenue NE to Sunrise Drive NE – Reduce speed limit from 35-mph to 30-mph.
- e. NE Frey Avenue from Battle Point Drive NE to Arrow Point Drive NE – Reduce speed limit from 35-mph to 30-mph.
- f. Ferncliff Avenue NE from High School Road NE to NE Lofgren Road – Reduce speed limit from 35-mph to 30-mph.
- g. Grand Avenue NE from Ferncliff Avenue NE to NE Yeomalt Point Drive NE – Reduce speed limit from 35-mph to 30-mph.
- h. Moran Road NE/NE Lofgreen Road from N Madison Avenue to Ferncliff Avenue NE – Reduce speed limit from 35-mph to 30-mph.
- i. McDonald Avenue NE from Old Mill Road NE to Eagle Harbor Drive NE – Reduce speed limit from 35-mph to 25-mph.

- j. Sunrise Drive NE from NE Valley Road to NE Day Road – Reduce speed limit from 35-mph to 30-mph.
- k. NE Bucklin Hill Road from Blakely Avenue NE to Fletcher Bay Road NE – Reduce speed limit from 35-mph to 25-mph.
- l. NE Valley Road from Madison Avenue NE to Sunrise Drive NE – Reduce speed limit from 35-mph to 30-mph.
- m. NE Winther Road from Madison Avenue NE to Sunrise Drive NE – Reduce speed limit from 30-mph to 25-mph.

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: August 17, 2018
 PASSED BY THE CITY COUNCIL: ,2018
 RESOLUTION NO. 2018-18



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (8:15 PM) Professional Services Agreement for Rockaway Beach 5-Year Hydraulic Project Approval (HPA) Requirements - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to forward the Professional Services Agreement for the Rockaway Beach 5-Year HPA Requirements for approval with the September 11, 2018 Consent Agenda.

SUMMARY:

Consider forwarding the Professional Services Agreement for the Rockaway Beach 5-Year Hydraulic Project Approval Requirements to the September 11, 2018 Consent Agenda.

FISCAL IMPACT:

| | |
|------------------------------------|-----------|
| Amount: | \$156,650 |
| Ongoing Cost: | |
| One-Time Cost: | |
| Included in Current Budget? | Yes |

BACKGROUND: In 2011, the City reduced Rockaway Beach Road to one-lane due to erosion concerns. For safety and protection of property, the City constructed a seawall, reinforced the embankment, and reconstructed the roadway. The project must meet the requirements of the Hydraulic Project Approval (HPA) Permit issued by the Washington Department of Fish and Wildlife. Requirements include annual beach nourishment, bi-annual eelgrass and vegetation monitoring, and renewing the Projects Hydraulic Project Approval Permit every 5 years.

The City solicited statement of qualifications from the Municipal Research and Services Center (MRSC) consultant roster, and Clearway Environmental LLC was selected as the most qualified consultant to perform the requested services.

ATTACHMENTS:

[Professional Services Agreement for Rockaway Beach 5-Year Hydraulic Project Approval \(HPA\) Requirements
August 18, 2013 Hydraulic Project Approval Permit](#)

FISCAL DETAILS:

Fund Name(s): General Fund

Coding: 72011391 541100 00710

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“Agreement”) is entered into between the City of Bainbridge Island, a Washington State municipal corporation (“City”), and Clearway Environmental LLC, a Washington State limited liability company (“Consultant”).

WHEREAS, the City needs professional services in conducting the required eel grass monitoring and reporting to regulatory agencies for the Rockaway Beach Stabilization Project; and

WHEREAS, the Consultant has the expertise and experience to provide said services and is willing to do so in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, promises, and agreements set forth herein, it is agreed by and between the City and the Consultant as follows:

1. SERVICES BY CONSULTANT

The Consultant shall provide the professional services as defined in this Agreement and as necessary to accomplish the scope of services attached hereto as **Attachment A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor, and related equipment to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until January 30, 2024, unless sooner terminated by either party as provided below.

B. This Agreement may be terminated by either party without cause upon thirty (30) days’ written notice to the other party. In the event of termination, all finished or unfinished documents, reports, or other material or work of the Consultant pursuant to this Agreement shall be submitted to the City, and the Consultant shall be entitled to just and equitable compensation at the rate set forth in Section 3 for any satisfactory work completed prior to the date of termination.

3. PAYMENT

A. The City shall pay the Consultant for such services: (check one)

Hourly, plus actual expenses, in accordance with **Attachment A**, but not more than a total of One Hundred Fifty-Six Thousand Six Hundred and Fifty Dollars (\$156,650).

Fixed Sum:

Other: \$_____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project and each task within a project shall be the subject of a separate invoice. The Consultant shall maintain time and expense records and provide them to the City upon request.

C. The City shall pay all invoices by mailing a City check within sixty (60) days of receipt of a proper invoice from the Consultant.

D. If the services rendered do not meet the requirements of this Agreement, the Consultant shall correct or modify the work to comply with this Agreement. The City may withhold payment for such work until it meets the requirements of this Agreement.

4. INSPECTION AND AUDIT

The Consultant shall maintain all books, records, documents, and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts, and records if necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

5. INDEPENDENT CONTRACTOR

A. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants, and agrees that the Consultant's status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall the Consultant claim any related employment benefits, social security, and/or retirement benefits.

B. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

C. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

D. The Consultant shall obtain a business license and, if applicable, pay business and occupation taxes pursuant to Title 5 of the Bainbridge Island Municipal Code.

6. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

A. The Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.

B. The Consultant shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.

C. Violation of this Section 6 shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

7. OWNERSHIP OF WORK PRODUCT

All data, materials, reports, memoranda, and other documents developed under this Agreement, whether finished or not, shall become the property of the City and shall be forwarded to the City in hard copy and in digital format that is compatible with the City's computer software programs.

8. GENERAL ADMINISTRATION AND MANAGEMENT

The City Manager of the City, or designee, shall be the City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

9. HOLD HARMLESS AND INDEMNIFICATION

A. The Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or resulting from the acts, errors, or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend hereunder, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided

herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

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

D. Nothing contained in this Agreement shall be construed to create a liability or a right of indemnification in any third party.

10. INSURANCE

The Consultant shall maintain insurance as follows:

- Commercial General Liability as described in **Attachment B**.
- Professional Liability as described in **Attachment B**.
- Automobile Liability as described in **Attachment B**.
- Workers' Compensation as described in **Attachment B**.
- None.

11. SUBLETTING OR ASSIGNING CONTRACT

This Agreement, or any interest herein or claim hereunder, shall not be assigned or transferred in whole or in part by the Consultant to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of the Consultant as stated herein.

12. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified, or added to only by written instrument properly signed by both parties.

13. SEVERABILITY

A. If a court of competent jurisdiction holds any part, term, or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

14. FAIR MEANING

The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

15. NONWAIVER

A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay, or failure of either party to insist upon strict performance of any agreement, covenant, or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition, or right.

16. NOTICES

Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To the City: City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110
Attention: City Manager

To the Consultant: Clearway Environmental LLC
5002 13th Ave SE
Seattle, WA 98108
Attention: Chad Durand

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

17. SURVIVAL

Any provision of this Agreement which imposes an obligation after termination or expiration of this Agreement shall survive the term or expiration of this Agreement and shall be binding on the parties to this Agreement.

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

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

CLEARWAY ENVIRONMENTAL LLC

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name Chad Durand

Douglas Schulze, City Manager

Title Owner

Tax I.D. # 26-2907792

City Bus. Lic. # 44550

**ATTACHMENT A
SCOPE OF SERVICES**



City of Bainbridge Island Rockaway Beach Eelgrass Monitoring

Project Description and Purpose

A portion of Rockaway Beach Road began eroding and collapsing into Rockaway Beach prior to 2011. Rockaway Beach Road was reduced to one lane and in jeopardy of being closed due to embankment failures. For safety and protection of property, the City of Bainbridge Island (City) constructed the Rockaway Beach Seawall Project (Project), which included a sea wall, a reinforced embankment, and reconstruction of Rockaway Beach Road. Construction was completed in 2013.

The Project must meet requirements in the Hydraulic Project Approval (HPA) issued by Washington Department of Fish and Wildlife (WDFW) and a mitigation agreement between the City and WDFW. These requirements include annual beach nourishment, bi-annual eelgrass monitoring, vegetation monitoring, renewing the Project's HPA. Depending upon the timing of beach nourishment, forage fish surveys may also be required. Depending upon the success of eelgrass in the project area, eelgrass mitigation may be required.

Clearway Environmental LLC (Clearway Environmental) will provide eelgrass survey, beach nourishment evaluation, planting plan design and monitoring, project coordination services. The Year 7 (2020), and Year 10 (2023) eelgrass surveys will match the protocol used for the baseline survey performed in Year 0 (2013), Year 1 (2014), Year 3 (2016), and Year 5 (2018). Beach nourishment evaluations will be performed annually from 2019 to 2023. Initial plant monitoring was performed in 2018 with follow-up planting design and monitoring services in 2019 through 2021. Permitting services will be provided in 2018 and 2023 to obtain replacement HPAs which are issued only for five-year periods.

Scope of Services

This scope of services consists of the following tasks:

Task 1 – Project Management

Clearway Environmental will provide project management services including the following:
Monthly Progress Reports and Invoices:

- Prepare monthly progress reports and invoices. The number of anticipated progress report and invoicing periods for each contract year are provided below:
 - o 1 in 2018
 - o 2 in 2019
 - o 5 in 2020
 - o 2 in 2021
 - o 5 in 2022
 - o 2 in 2023

Project Meetings

- Attend meetings. Assumes one on-site planning meeting (6 hours each for two Clearway Environmental staff members) in 2020-2023. Assumes two additional one-hour meetings by phone conference each year from 2019 to 2023 and includes 1 hour for meeting preparation and 1 hour follow-up per phone conference meeting.

Procurement of Subconsultant Services

- Procure subconsultant services. Includes setting up subconsultant contract, negotiating the survey scope of work, coordination by phone and e-mail, and review of subconsultant invoices.

Task 2 – Eelgrass Survey

Clearway Environmental will provide eelgrass survey services including the following:

Eelgrass Surveys

- Advance development of draft random Lat/Long locations for eelgrass density survey locations within the previous eelgrass mapping boundaries. On-site field-checking of eelgrass density survey locations to ensure they are within the boundaries of the eelgrass beds before eelgrass density surveys are performed. Reselection of replacement eelgrass density survey locations to ensure results are representative of field conditions.
- Perform eelgrass mapping. Clearway Environmental biologist staff to meet professional survey subconsultant staff onsite to map eelgrass bed boundaries.
- Perform eelgrass density surveys. All eelgrass density surveys are performed with two Clearway Environmental staff members. Assumes 7 days of eelgrass density surveys in both 2020 and 2022. Assumes beach surveys with no diving services required.

Data Analysis

- Transfer field data into electronic format, where necessary. Transfer electronic files from camera to computer.
- Analyze data including shoot counts and density, percent coverage, distribution and variation of densities and coverage, and statistical evaluation of results compared with the baseline.

- Analyze and record any specific site or field visit circumstances that may have affected whether the data collected is representative of onsite conditions.

Report Update

- Provide an eelgrass monitoring report for both 2020 and 2022 using the same report format as the Rockaway Beach Eelgrass Baseline Monitoring Report in 2014 and 2016. Assumes development of a draft report for review by City staff, development of a final report for review by Washington State Department of Fish and Wildlife (WDFW), and responses to follow-up questions from WDFW.

Task 3 – Beach Nourishment

Clearway Environmental will provide beach nourishment evaluation services including the following:

Beach Nourishment Evaluation

- Biologist staff to evaluate the effects and adequacy of beach nourishment by City and record observations for use by the City. Assumes two Clearway Environmental staff will be onsite for 8 hours during beach nourishment placement. Assumes 12 hours for advanced coordination, recording of observations, and coordination with the City. The deliverable will be narrative text with accompanying photos which the City will use in their own evaluation report for purposes of reporting beach nourishment events to WDFW.
- Assumes beach nourishment evaluation services will be provided each year from 2019 to 2023, inclusive.

Task 4 – Permitting

WDFW issues HPAs for a maximum of five years. The initial HPA was issued in 2013 and expires on August 17, 2018. Clearway Environmental will provide permitting services including the following:

Replacement HPAs in 2018 and 2023

- Coordinate with the City and WDFW on permitting requirements for replacement HPAs
- Develop permit application materials. Assumes one draft for review by the City and one final incorporating edits from the City.
- Assumes the City will submit the permit application via WDFW’s APPS on-line application system.

Task 5 – Planting Design and Monitoring

Clearway Environmental will provide planting design and monitoring services including the following:

Plant Monitoring and Design

Clearway Environmental staff

- Evaluate survival of plantings in 2019, 2020, and 2021 per WDFW requirements. Provide a technical memorandum and exhibit describing results of monitoring.

Additional Tasks

- It is anticipated that additional tasks may be required related to Rockaway Beach Road, Rockaway Beach, eelgrass, beach nourishment, and coordination with other projects in the vicinity. Example tasks may include:
 - o Eelgrass mitigation design and associated monitoring
 - o Coordination with other projects in the vicinity with similar mitigation requirements and funding
 - o Environmental permits and approvals associated with Rockaway Beach Road or Rockaway Beach
 - o Additional natural resources services such as eelgrass and forage fish habitat surveys and reports

For additional requested services, Clearway Environmental will bill according to the General Fee Schedule included with this scope of services.



Attachment A
Exhibit A - Budget
City of Bainbridge Island - Rockaway Beach Eelgrass Monitoring

| Task | 2018 | | 2019 | | 2020 | | 2021 | | 2022 | | 2023 | |
|--|--------------------|---------------------|----------------------|---------------------|----------------------|----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-----------------|
| | Total Labor | | Total Labor | | Total Labor | | Total Labor | | Total Labor | | Total Labor | |
| | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost | Hours | Cost |
| 1 Project Management | 1 | \$ 150 | 8 | \$ 1,200 | 27 | \$ 4,050 | 8 | \$ 1,200 | 27 | \$ 4,050 | 8 | \$ 1,200 |
| Monthly Progress Reports and Invoices | 1 | \$ 150 | 2 | \$ 300 | 5 | \$ 750 | 2 | \$ 300 | 5 | \$ 750 | 2 | \$ 300 |
| Project Meetings | 0 | \$ 00 | 6 | \$ 900 | 18 | \$ 2,700 | 6 | \$ 900 | 18 | \$ 2,700 | 6 | \$ 900 |
| Procurement of Subconsultant Services | 0 | \$ 00 | 0 | \$ - | 4 | \$ 600 | 0 | \$ - | 4 | \$ 600 | 0 | \$ - |
| 2 Eelgrass Survey | 0 | \$ 00 | 0 | \$ - | 214 | \$ 32,100 | 0 | \$ - | 214 | \$ 32,100 | 0 | \$ - |
| Eelgrass Surveys | 0 | \$ 00 | 0 | \$ - | 144 | \$ 21,600 | 0 | \$ - | 144 | \$ 21,600 | 0 | \$ - |
| Data Analysis | 0 | \$ 00 | 0 | \$ - | 30 | \$ 4,500 | 0 | \$ - | 30 | \$ 4,500 | 0 | \$ - |
| Report Update | 0 | \$ 000 | 0 | \$ - | 40 | \$ 6,000 | 0 | \$ - | 40 | \$ 6,000 | 0 | \$ - |
| 3 Beach Nourishment | \$ 00 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | |
| Beach Nourishment Evaluation | \$ 00 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | 28 \$ 4,200 | |
| 5 Permitting | 39 \$ 5,850 | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 40 \$ 6,000 | | |
| Permit Application Development | 31 \$ 4,650 | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 32 \$ 4,800 | | |
| Permit Coordination | 8 \$ 1,200 | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 8 \$ 1,200 | | |
| 5 Planting Design and Monitoring | \$ 00 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | | |
| Initial/Annual Plant Survival Evaluation | \$00 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | 32 \$ 4,800 | | |
| Update Planting Design | \$ 00 | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | 0 \$ - | | |
| Subtotal Hours and Labor Costs | \$ 6,000 | 68 \$ 10,200 | 301 \$ 45,150 | 68 \$ 10,200 | 301 \$ 45,150 | 108 \$ 16,200 | | | | | | |
| Reimbursables | \$ 0 | \$ 1,750 | \$ 1,750 | \$ 1,750 | \$ 1,750 | \$ 1,750 | | | | | | |
| GPS Device Rental | \$ 0 | \$ 800 | \$ 800 | \$ 800 | \$ 800 | \$ 800 | | | | | | |
| Mileage, Ferry Fees | \$ 0 | \$ 750 | \$ 750 | \$ 750 | \$ 750 | \$ 750 | | | | | | |
| Miscellaneous | \$ 0 | \$ 200 | \$ 200 | \$ 200 | \$ 200 | \$ 200 | | | | | | |
| Subconsultant | \$ | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | | | | | | |
| Survey - Cost (includes 10% markup) | \$ | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 | | | | | | |
| Subtotal Cost by Year | \$ 6,000 | \$ 14,950 | \$ 49,900 | \$ 14,950 | \$ 49,900 | \$ 20,950 | | | | | | |

Attachment A

Exhibit B



General Fee Schedule: City of Bainbridge Island

2018-2022

| Professional Positions | | Fee per Hour |
|------------------------|-----------------------------|-----------------------------------|
| Staff | | 150 |
| Other Fees and Costs | | |
| Subcontracts Markup | Professional Services | 10% |
| | Outside laboratory services | 10% |
| Other Costs | Travel (auto)* | \$0.545/mile |
| | Travel (other) | Cost + 10% |
| | Per diem | Prevailing State Meal Rates + 10% |
| | Other direct expenses | Cost + 10% |

* Travel (auto) rate will be based on the Federal Standard Mileage Rate. Rate shown is for 2018.
 This fee schedule is subject to change according to contract or Professional Services Agreement.

**ATTACHMENT B
INSURANCE REQUIREMENTS**

A. Insurance Term

The Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation

The Consultant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Consultant shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, independent contractors, and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Consultant's profession.

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit, as applicable.

E. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

F. Acceptability of Insurers

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

G. Verification of Coverage

Before commencing work and services, the Consultant shall provide to the person identified in Section 8 of the Agreement a Certificate of Insurance evidencing the required insurance. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. The City reserves the right to request and receive a certified copy of all required insurance policies.

H. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate this Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the

Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.



HYDRAULIC PROJECT APPROVAL

RCW 77.55.141 - See appeal process at end of HPA

Coastal
48 Devonshire Road
Montesano, WA 98563
(360) 249-4628

Issue Date: August 18, 2013

Control Number: 128017-1

Project Expiration Date: August 17, 2018

FPA/Public Notice #: N/A

| <u>PERMITTEE</u> | <u>AUTHORIZED AGENT OR CONTRACTOR</u> |
|--|---|
| City of Bainbridge Island ATTENTION: Chris Hammer 280 Madison Avenue North Bainbridge Island, WA 98110 206-780-3740 Fax: 206-780-3710 | Widener and Associates ATTENTION: Ross Widener 10108 32nd Ave W, Ste D Everett, WA 98204 425-348-3059 |

Project Name: Rockaway Beach Road Stabilization

Project Description: The project will stabilize 350 feet of eroded feeder bluff via installation of an approximately 310 foot sheet pile and/or soldier pile wall built slightly above the Mean Higher High Water Line (MHHWL) at the base of the feeder bluff. An engineered slope retention system will be installed for slope stabilization.

The stabilized slope will be planted with approved native vegetation. A native riparian planting plan and long term beach nourishment plan is in place to provide mitigation for the life of the project to mitigate some of the impacts associated with armoring.

PROVISIONS

1. Work may begin immediately and the initial armoring construction shall be completed by September 30, 2013, while beach nourishment may continue through August 15, 2018, provided:
 - a. Work below the ordinary high water line shall not occur at any time from March 1 through June 15 of any year for the protection of migrating juvenile salmonids.
 - b. Due to the lengthy spawning period of surf smelt in this portion of Puget Sound, work below the ordinary high water line from September 15 through December 31 and January 1 through March 31 of any year may be acceptable if a WDFW certified biologist using WDFW survey protocols confirms an absence of forage fish eggs during a site inspection. Work shall commence within 48 hours of notification to WDFW and shall be completed or the beach resurveyed within seven days of project commencement.

2. NOTIFICATION REQUIREMENT: The permittee or contractor shall notify the Area Habitat Biologist (AHB) listed below by fax (360) 876-1894, or e-mail: Chris.Waldbillig@dfw.wa.gov of the project start date. Notification shall be received by the AHB prior to the start of construction activities.

3. NOTIFICATION REQUIREMENT: Officer Balazs shall receive written notification (e-mail: Kenneth.Balazs@dfw.wa.gov or FAX: 360-876-1894) from the person to whom this Hydraulic Project Approval (HPA) is issued (permittee) or the agent/contractor no less than three working days prior to start of work, and again within seven days of completion of work to arrange for a compliance inspection. The notification shall include the permittee's name, project location, starting

Issue Date: August 18, 2013

Control Number: 128017-1

Project Expiration Date: August 17, 2018

FPA/Public Notice #: N/A

date for work or completion date of work, and the control number for this HPA.

4. If at any time, as a result of project activities, fish are observed in distress, a fish kill occurs, or water quality problems develop (including equipment leaks or spills), immediately stop work except for efforts to control leaks or spills or prevent toxic substances from entering the water and notify the Washington Military Department's Emergency Management Division at 1-800-258-5990, and to the Area Habitat Biologist listed below. Work shall not restart on the project until approved by the Area Habitat Biologist.

APPROVED PLANS:

5. The eelgrass bed that lies directly waterward of the new armoring shall be monitored for ten years post construction. The first survey shall be within one (1) year after the completion of construction and every other year, 2014, 2016, 2018, 2020, 2022. The survey shall be conducted at the same time of year as the original eelgrass survey was completed, late July to early August. The methods for determining any damage to the bed from construction related activities shall be as identified in the approved 'Rockaway Beach Eelgrass Survey Protocol 2013' received August 1, 2013. Should any loss of eelgrass be observed in the area in relation to the adjacent reference/control area, the City shall prepare and initiate a mitigation plan to address eelgrass loss, mitigation shall also require monitoring for ten years post to ensure success. The contingency plan shall be followed until the impact site has recovered to the 95% confidence interval of the control site.

6. Work shall be accomplished per plans and specifications approved by the Washington Department of Fish and Wildlife entitled 'ROCKAWAY BEACH ROAD STABILIZATION' -pages 1-25 and most recently dated June 27, 2013, except as modified by this Hydraulic Project Approval. A copy of these plans and this HPA shall be available on site during construction.

LONGTERM BEACH NOURISHMENT MITIGATION, EVALUATION, AND MONITORING:

7. Longterm beach nourishment mitigation shall be implemented and followed per contract #13-XXXX-01 recorded with WDFW Contracts office. The applicant shall be required to incorporate the beach nourishment plan following the provisions below:

a. In order to mitigate for the loss of beach sediment input as a result of the bulkhead installation, for the life of the project, the City of Bainbridge Island agrees to deposit the equivalent of ninety (90) cubic yards of appropriate beach nourishment per year as specified in the HPA (provision #8). Nourishment will include an initial placement of approximately 90 cubic yards (derived from on-site excavation at the toe of the slope) at the time of initial construction. Nourishment material will be monitored on a 5 year review basis when the City of Bainbridge Island applies for a new HPA to determine the adequacy of the mitigation plan.

b. Additional placement of sediment shall be placed yearly starting in 2014, 2015, 2016, 2017, and the final nourishment of this HPA placed in 2018. At no time shall more than (90) cubic yards of sediment be placed at one time during the life of the bulkhead nourishment without consultation



HYDRAULIC PROJECT APPROVAL

RCW 77.55.141 - See appeal process at end of HPA

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48 Devonshire Road
Montesano, WA 98563
(360) 249-4628

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FPA/Public Notice #: N/A

and approval from WDFW.

c. Placement of beach nourishment between 2014 and 2018 shall be accomplished using an upland delivery system, commonly referred to as a shooter truck, or via other acceptable upland placement. As indicated above material shall be spread along the bulkhead in different areas each year. Care shall be taken not to damage the shoreline plants or mature Douglas fir trees. Should an alternative plan be required to deliver beach nourishment, the HPA shall be revised for the protection of fish life.

d. The City of Bainbridge Island agrees to apply for the applicable HPA every five years for the placement of the beach nourishment.

e. Within thirty days following the issuance of the HPA, the City of Bainbridge Island shall record at the Kitsap County Recorder's Office upon their property title a "Notice of HPA Conditions". The notice shall set forth the fact that the bulkhead upon the property is authorized by an HPA and subject to the HPA conditions, and shall identify the State of Washington Department of Fish and Wildlife Olympia Headquarters Office as the location where the HPA and its conditions may be reviewed.

f. Documentation of each beach nourishment placement shall be provided to the area habitat biologist immediately after placement. This shall include pre and post placement photos, reports of time the material remained on site, documentation of materials delivered, and any unexpected outcomes.

8. The beach waterward of the bulkhead shall be graveled with select material similar in composition to the on-site bank/bluff substrate or in compliance with the following specifications:

| a. Sieve Size | Percent Passing by Weight |
|--------------------|---------------------------|
| 1-inch | 100 |
| 1/2-inch | 80 to 100 |
| 3/8-inch | 40 to 80 |
| less than 3/8-inch | 0 to 40 |

b. Nourishment shall not contain silty or clay type soils.

c. Nourishment shall not be angular type rock, anthropogenic debris, or trash. Material containing these attributes excavated for project construction (footings) shall be removed from the beach and deposited at an approved landfill.

d. Nourishment shall be spread along the vertical wall bulkhead (+/-310 feet) and/or placed at different locations annually, from the face of the bulkhead waterward no further than the MHHW line where possible to allow for natural feeding of the drift cell. The depth shall increase toward the bulkhead face. Nourishment shall avoid damage to any existing marine vegetation beds.

e. Placement of approximately 90 cubic yards, shall occur at the time of project completion. Subsequent nourishment placement (volume and timing) shall follow the schedule outlined in the mitigation contract identified in provision #7.

f. Nourishment placement shall also be subject to provisions 1, 2, and 3 above.

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9. All trash and unauthorized fill, including concrete blocks or pieces, bricks, asphalt, metal, treated wood, glass, floating debris, and paper, below the ordinary high water line (OHWL) in and around the applicant's project area shall be removed and deposited at an approved upland disposal site.

10. The access route through the former Pritchard Park East mitigation site shall be restored to pre-project conditions upon completion of project construction and first installment of mitigation nourishment. All quarry spall placed for access shall be removed, the beach berm restored, planted with native vegetation, and monitored to ensure survival for 3 years. The access path used by heavy equipment shall be roughened or raked with an excavator bucket to minimize compaction impacts.

11. Per mitigation in HPA #130863-1, all chemically treated wood and anthropogenic debris located between the access point and the south end of the project location shall be removed and disposed of above OHWL.

BULKHEAD CONSTRUCTION:

12. The waterward face of the vertical bulkhead shall be located as indicated in project plans, above the Mean Higher High Water Line and no more than 6 feet from the Ordinary High Water Line (OHWL).

13. Project activities shall not occur when the project area, including the work corridor, is inundated by tidal waters.

14. Materials for the bulkhead shall be composed of clean material of a sufficient durability and size to prevent its being broken up or washed away by high water or wave action.

15. The armoring shall be buried a minimum of 24 inches below the pre-project natural beach grade.

16. Bulkhead wing walls on the north and south end of the project shall tie into the existing rock bulkhead armoring.

17. Excavated materials containing debris, silt, clay, or other fine-grained soil shall not be stockpiled below the OHWL water line and shall be hauled off site for proper disposal.

18. If stockpiling of sand, gravel, and other coarse excavated material is conducted below the OHWL, it shall be placed within a 50-foot work corridor waterward of the base rocks.

19. Use of equipment on the beach shall be held to a minimum, confined to the access point, and limited to a 50-foot work corridor waterward of the base rocks. Construction materials shall not touch the beach outside this work corridor.

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20. All trenches, depressions, or holes created in the beach area shall be backfilled prior to inundation by tidal waters. Trenches excavated for base rocks may remain open during construction. However, fish shall be prevented from entering such trenches.

21. Any upland drainage tightlines shall be incorporated into the bulkhead near beach grade to prevent erosion of the shoreline.

PLANTING PLAN:

22. All exposed slopes shall be covered with natural fiber mesh, shall be hydro-seeded with native seed, and/or shall be re-vegetated with natural vegetation immediately following installation of the new bulkhead. The entire disturbed area shall be re-vegetated following the approved planting plan and planting details.

The approved plants shall be used or an appropriate native substitute approved by WDFW. Planting shall be completed within 30 days of bulkhead completion. Plants may be in bunches, at a maximum interval of three feet (on center), or as recommended by a nursery specialist, and maintained as necessary for a minimum of three years to ensure 80 percent survival, at which point the buffer is protected under the Critical Areas Ordinance in perpetuity.

23. Removal or destruction of existing overhanging bankline vegetation shall be limited to that necessary for the construction of the project. Any loss of overhanging vegetation shall be replaced with appropriate vegetation that will provide immediate similar habitat functions, such as shade and leaf litter, as the removed vegetation was providing. Any large wood, coniferous or deciduous, removed from the bluff for construction of the wall shall be placed onto the beach for natural distribution to shorelines of Puget Sound.

WATER QUALITY:

24. Project activities shall be conducted to minimize siltation of the beach area and bed.

25. All debris or deleterious material resulting from construction shall be removed from the beach area and bed and prevented from entering waters of the state.

26. No petroleum products or other deleterious materials shall enter surface waters.

27. Project activities shall not degrade water quality to the detriment of fish life.

HABITAT PROTECTION:

28. Eelgrass and kelp shall not be adversely impacted due to any project activities (e.g., equipment shall not operate, and other project activities shall not occur in eelgrass and kelp beds).

29. Intertidal wetland vascular plants, such as Pickleweed, shall not be adversely impacted due to project activities (e.g., equipment shall not operate, and other activities shall not occur in intertidal

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wetland vascular plants). Pickleweed may be relocated during construction, excavating the roots and placing at similar elevations. If such vegetation is adversely impacted, it shall be replaced using proven methodology.

30. All natural habitat features on the beach larger than 12 inches in diameter, including trees, stumps, logs, and large rocks, shall be retained on the beach following construction. These habitat features may be moved during construction if necessary.

PROJECT LOCATIONS

Location #1 Rockaway Beach Road

| | | | | | | |
|---|----------------|------------------------------|----------------|------------------------------|---------------------------|-------------------|
| WORK START: August 18, 2013 | | | | WORK END: August 17, 2018 | | |
| WRIA: 15.9100 | | Waterbody: Wria 15 Marine | | Tributary to: Puget Sound | | |
| 1/4 SEC: NW 1/4 | Section: 36 | Township: 25 N | Range: 02 E | Latitude: N 47.61313 | Longitude: W 122.49903 | County: Kitsap |
| <p><u>Location #1 Driving Directions</u></p> <p>From the Seattle-Bainbridge Island Ferry Terminal, proceed east onto Winslow Way E. Make a right on Madison Ave N then a left onto Wyatt Way NW. Continue for approximately one mile, until the end of the road, and make a left onto Eagle Harbor Dr NE. Follow Eagle Harbor Dr NE for approximately 2.5 miles. The project is located just south of the Eagle Harbor Dr NE/Rockaway Beach Rd NE/Creosote Place NE intersection.</p> | | | | | | |

APPLY TO ALL HYDRAULIC PROJECT APPROVALS

This Hydraulic Project Approval pertains only to those requirements of the Washington State Hydraulic Code, specifically Chapter 77.55 RCW (formerly RCW 77.20). Additional authorization from other public agencies may be necessary for this project. The person(s) to whom this Hydraulic Project Approval is issued is responsible for applying for and obtaining any additional authorization from other public agencies (local, state and/or federal) that may be necessary for this project.

This Hydraulic Project Approval shall be available on the job site at all times and all its provisions followed by the person(s) to whom this Hydraulic Project Approval is issued and operator(s) performing the work.

This Hydraulic Project Approval does not authorize trespass.

The person(s) to whom this Hydraulic Project Approval is issued and operator(s) performing the work may be held liable for any loss or damage to fish life or fish habitat that results from failure to comply with the provisions of this Hydraulic Project Approval.

Failure to comply with the provisions of this Hydraulic Project Approval could result in a civil penalty of up to one hundred dollars per day and/or a gross misdemeanor charge, possibly punishable by fine and/or imprisonment.



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RCW 77.55.141 - See appeal process at end of HPA

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All Hydraulic Project Approvals issued under RCW 77.55.021 are subject to additional restrictions, conditions, or revocation if the Department of Fish and Wildlife determines that changed conditions require such action. The person(s) to whom this Hydraulic Project Approval is issued has the right to appeal those decisions. Procedures for filing appeals are listed below.

MINOR MODIFICATIONS TO THIS HPA: You may request approval of minor modifications to the required work timing or to the plans and specifications approved in this HPA. A minor modification to the required work timing means up to a one-week deviation from the timing window in the HPA when there are no spawning or incubating fish present within the vicinity of the project. You may request subsequent minor modifications to the required work timing. A minor modification of the plans and specifications means any changes in the materials, characteristics or construction of your project that does not alter the project's impact to fish life or habitat and does not require a change in the provisions of the HPA to mitigate the impacts of the modification. Minor modifications do not require you to pay additional application fees or be issued a new HPA. To request a minor modification to your HPA, submit a written request that clearly indicates you are requesting a minor modification to an existing HPA. Include the HPA number and a description of the requested change and send by mail to: Washington Department of Fish and Wildlife, PO Box 43234, Olympia, Washington 98504-3234, or by email to HPAapplications@dfw.wa.gov. Do not include payment with your request. You should allow up to 45 days for the department to process your request.

MAJOR MODIFICATIONS TO THIS HPA: You may request approval of major modifications to any aspect of your HPA. Any approved change other than a minor modification to your HPA will require issuance of a new HPA. If you paid an application fee for your original HPA you must include payment of \$150 with your written request or request billing to an account previously established with the department. If you did not pay an application fee for the original HPA, no fee is required for a change to it. To request a major modification to your HPA, submit a written request that clearly indicates you are requesting a major modification to an existing HPA. Include the HPA number, check number or billing account number, and a description of the requested change. Send your written request and payment, if applicable, by mail to: Washington Department of Fish and Wildlife, PO Box 43234, Olympia, Washington 98504-3234. If you are charging the fee to a billing account number or you are not subject to the fee, you may email your request to HPAapplications@dfw.wa.gov. You should allow up to 45 days for the department to process your request.

APPEALS INFORMATION

If you wish to appeal the issuance, denial, conditioning, or modification of a Hydraulic Project Approval (HPA), Washington Department of Fish and Wildlife (WDFW) recommends that you first contact the department employee who issued or denied the HPA to discuss your concerns. Such a discussion may resolve your concerns without the need for further appeal action. If you proceed with an appeal, you may request an informal or formal appeal. WDFW encourages you to take advantage of the informal appeal process before initiating a formal appeal. The informal appeal process includes a review by department management of the HPA or denial and often resolves issues faster and with less legal complexity than the formal appeal process. If the informal appeal process does not resolve your concerns, you may advance your appeal to the formal process. You may contact the HPA Appeals Coordinator at (360) 902-2534 for more information.

A. INFORMAL APPEALS: WAC 220-110-340 is the rule describing how to request an informal appeal of WDFW actions taken under Chapter 77.55 RCW. Please refer to that rule for complete informal appeal procedures. The following information summarizes that rule.

A person who is aggrieved by the issuance, denial, conditioning, or modification of an HPA may request an informal appeal of that action. You must send your request to WDFW by mail to the Washington Department of Fish and Wildlife HPA Appeals Coordinator, 600 Capitol Way North, Olympia, Washington 98501-1091; e-mail to HPAapplications@dfw.wa.gov; fax to (360) 902-2946; or hand-delivery to the Natural Resources Building, 1111 Washington St SE, Habitat Program, Fifth floor. WDFW must receive your request within 30 days from the date you receive notice of the decision. If you agree, and you applied for the HPA, resolution of the appeal may be facilitated through an informal conference with the WDFW employee responsible for the decision and a supervisor. If a resolution is not reached through the informal conference, or you are not the person who applied for the HPA, the HPA Appeals Coordinator or designee will conduct an informal hearing and recommend a decision to the Director or designee. If you



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results of the informal appeal, you may file a request for a formal appeal.

B. FORMAL APPEALS: WAC 220-110-350 is the rule describing how to request a formal appeal of WDFW actions taken under Chapter 77.55 RCW. Please refer to that rule for complete formal appeal procedures. The following information summarizes that rule.

A person who is aggrieved by the issuance, denial, conditioning, or modification of an HPA may request a formal appeal of that action. You must send your request for a formal appeal to the clerk of the Pollution Control Hearings Boards and serve a copy on WDFW within 30 days from the date you receive notice of the decision. You may serve WDFW by mail to the Washington Department of Fish and Wildlife HPA Appeals Coordinator, 600 Capitol Way North, Olympia, Washington 98501-1091; e-mail to HPAapplications@dfw.wa.gov; fax to (360) 902-2946; or hand-delivery to the Natural Resources Building, 1111 Washington St SE, Habitat Program, Fifth floor. The time period for requesting a formal appeal is suspended during consideration of a timely informal appeal. If there has been an informal appeal, you may request a formal appeal within 30 days from the date you receive the Director's or designee's written decision in response to the informal appeal.

C. FAILURE TO APPEAL WITHIN THE REQUIRED TIME PERIODS: If there is no timely request for an appeal, the WDFW action shall be final and unappealable.

ENFORCEMENT: Sergeant Jackson (29) P1E

| | | | |
|---------------------------------------|-------------------------------------|-------------------------|----------------------|
| Habitat Biologist Chris Waldbillig | waldbcmw@dfw.wa.gov 360-874-7258 | <i>Chris Waldbillig</i> | for Director WDFW |
|---------------------------------------|-------------------------------------|-------------------------|----------------------|

CC: Alison O'Sullivan, Suquamish Indian Tribe (e-mail)
Linda Storm, EPA (e-mail)
Jerry Gregory, USACE Project Manager (e-mail)



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (8:25 PM) Extinguishment of Cave Avenue Trail Easement - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to authorize the City Manager to sign and execute the Extinguishment of Sidewalk/Trail Easement document included with this agenda item.

SUMMARY:

In 2007, a trail easement was created on parcels 4109-000-003-0009 & 4118-002-009-0008 (Auditors File #200712170031) that connected Cave Avenue to a trail along SR-305 via an agreement between John and Alice Tawresey and the City. In part, the easement agreement provides that the easement shall continue to be effective unless a reasonable alternative trail or sidewalk easement is granted or conveyed to the City which permits a public pedestrian connection from the northerly-most point of the easement to any point along Cave Avenue, and that the City shall be sole determiner of whether an alternative trail or sidewalk or an alternative trail or sidewalk easement is a reasonable alternative.

As part of The Plat of Cave Landing, the Tawreseys constructed and conveyed to the City an alternate trail easement from Cave Avenue through Twitchitaw Court connecting to the Sound-to-Olympics Trail. Therefore, staff recommends that the City extinguish the easement agreement based on what is described in the easement agreement.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Cave Avenue Trail Easement Extinguishment](#)

[2007 Trail Easement and Agreement](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

AFTER RECORDING, PLEASE RETURN TO:

Kelly Jahraus
Deputy City Clerk
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

EXTINGUISHMENT OF SIDEWALK/TRAIL EASEMENT

Reference Number of
Document Extinguished: 200712170031

Grantors: John Tawresey and Alice Tawresey, husband and wife

Grantee: City of Bainbridge Island, Washington, a municipal corporation

Short Legal Description: Ptn. Parcel B, BLA, AFN 201011100334 and
Ptn. Lot E, Cave Landing, Vol. 33 plats, pgs. 226-230, records
Kitsap County, WA; Section 26, T. 25 N., R2 E., W.M.,
City of Bainbridge Island, Kitsap County, Washington,
(Complete legal description on Exhibit A)

Assessor's Property Tax
Parcel/Account Number(s): 4109-000-003-0009 & 5606-000-005-0002

John Tawresey and Alice Tawresey, husband and wife, as the Grantors, and the City of Bainbridge Island, Washington, a municipal corporation, as Grantee, under a document titled **Sidewalk/Trail Easement and Agreement** (“Easement Agreement”), recorded on December 17, 2007, under Kitsap County Auditors File No. 200712170031, agree and acknowledge as follows:

- 1. Authority.** The Grantee acknowledges that the Grantor has developed and conveyed an alternative east-west trail for public pedestrian use connecting the newly constructed Sound to Olympics Trail to Cave Avenue to the Grantee and the public pursuant to a trail easement dedication as part of The Plat of Cave Landing, recorded under Auditor’s File No. 201411190099, and that a north-south pedestrian trail now also exists as a result of the Grantee’s construction of the Sound to Olympics Trail in the area to the west of the north-south portion of the 2007 trail easement, and, as a result, the Grantee no longer needs or desires to use the easements as described in the Easement Agreement for such purposes. Accordingly, as contemplated by Paragraph 3 of the Easement Agreement, the easements and the terms of the Easement Agreement should be extinguished and terminated.
- 2. Extinguishment and Termination.** The easements described in the Easement Agreement which encumbers Grantors’ property described above and all the terms of the Easement Agreement are hereby extinguished and terminated.

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the date first written above.

GRANTOR(S):

JOHN TAWRESEY
ALICE TAWRESEY

By: _____
John Tawresey

By: _____
Alice Tawresey

GRANTEE:

CITY OF BAINBRIDGE ISLAND

By: _____
Douglas Schulze, City Manager

STATE OF WASHINGTON)
) ss:
COUNTY OF KITSAP)

I certify that I know or have satisfactory evidence that John Tawresey is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument, and acknowledged it as the owner of the real property to be the free and voluntary act of such entity for the uses and purposes mentioned in the instrument.

DATED: _____

NAME: _____
 (Print Name)
Notary Public in and for the State of Washington.
Commission Expires: _____

STATE OF WASHINGTON)
) ss:
COUNTY OF KITSAP)

I certify that I know or have satisfactory evidence that Alice Tawresey is the person who appeared before me, and said person acknowledged that she signed this instrument, on oath stated that she was authorized to execute the instrument, and acknowledged it as the owner of the real property to be the free and voluntary act of such entity for the uses and purposes mentioned in the instrument.

DATED: _____

NAME: _____
 (Print Name)
Notary Public in and for the State of Washington.
Commission Expires: _____

STATE OF WASHINGTON)
) ss:
COUNTY OF KITSAP)

I certify that I know or have satisfactory evidence that Douglas Schulze is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument, and acknowledged it as the City Manager of the City of Bainbridge Island to be the free and voluntary act of such entity for the uses and purposes mentioned in the instrument.

DATED: _____

NAME: _____

(Print Name)

Notary Public in and for the State of Washington.

Commission Expires: _____

BAINBRIDGE ISLAND CITY OF
Easement Rec Fee: \$ 91.00
12/17/2007 10:23 AM
Karen Flynn, Kitsap Co Auditor

200712170031

Page: 1 of 12



AFTER RECORDING, PLEASE RETURN TO:

Rosalind Lassoﬀ, City Clerk
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

EXCISE TAX EXEMPT DEC 17 2007

SIDEWALK/TRAIL EASEMENT AND AGREEMENT

Grantors: John and Alice Tawresey

Grantee: City of Bainbridge Island, Washington, a municipal corporation

Short Legal Descriptions: Section 26, T. 25 N., R. 2 E., W.M.
Lots 3 and 4, plat of Jensen's Addition to Winslow, Volume 3, Page 20, records of Kitsap County, Washington, Except that portion conveyed to the State of Washington for State Highway No. 305 by deed.
That portion of Lots 9 through 15, Block 2 Plat of Winslow, recorded in Volume 2 of plats, Page 76, records of Kitsap County, Washington, lying northerly the State Highway right of way.
(Complete legal descriptions on Exhibit A)

Assessor's Property Tax
Parcel/Account Number(s): 4109-000-003-0009 & 4118-002-009-0008

Reference Number(s) of Documents Assigned or Released: N/A

THIS SIDEWALK/TRAIL EASEMENT AND AGREEMENT (this "Agreement") is made this 10 day of October, 2007 by and between John and Alice Tawressey ("Grantor") and the City of Bainbridge Island, Washington, a municipal corporation ("Grantee"). The parties agree as follows:

1. Grantor's Real Property. Grantor is the fee owner of the real property which is legally described on **Exhibit A**, attached hereto and incorporated herein ("Grantor's Real Property").

2. Grant of Sidewalk/Trail Easement. Grantor, for valuable consideration, the receipt of which is hereby acknowledged, grants and conveys to Grantee, its successors and assigns, a nonexclusive sidewalk/trail easement (the "Sidewalk/Trail Easement") under, over, through, and across the portion of Grantor's Real Property which is legally described on **Exhibit B** and shown on **Exhibit D**, attached hereto and incorporated herein (the "Sidewalk/Trail Easement Area"). The foregoing easement is granted subject to all claims, restrictions, encumbrances and other matters of record.

3. Term of the Easement. Subject to Grantee's covenants set forth in Paragraph 4, the Sidewalk/Trail Easement shall continue to be effective and valid in perpetuity unless a reasonable alternative trail or sidewalk or a reasonable alternative trail or sidewalk easement is granted or conveyed to Grantee which permits a public pedestrian connection from the northerly-most point of the Sidewalk/Trail Easement to any point along Cave Avenue, Winslow Way East, or the intersection of Highway 305 and Winslow Way East. Grantee shall be the sole determiner of whether an alternative trail or sidewalk or an alternative trail or sidewalk easement is a reasonable alternative.

4. Affect on Future Land Use. Grantee agrees that it is the Grantee's intention that the grant of this easement will not affect the use and development of the Grantor's Real Property, and specifically agrees and covenants that: (i) the Sidewalk/Trail Easement Area will not be excluded from any calculation of lot area, minimum lot coverage, open space area, buffer area, or other calculation that relies on the square footage of Grantor's Real Property; and (ii) the width of the Sidewalk/Trail Easement Area will not be included in any calculation of setbacks from lot lines, roads, buffer areas, or other similar requirements, and (iii) the existence of the Sidewalk/Trail Easement will not in any way limit or restrict the improvement or development of Grantor's Real Property. The Sidewalk/Trail Easement Area may be relocated to accommodate future use and development of the property as set forth elsewhere in this Agreement.

In the event that Grantee defaults on its obligations set forth in this Paragraph 4 and/or the Sidewalk/Trail Easement materially limits or restricts the improvement or development of Grantor's Real Property, and such limitation or restriction cannot be resolved by a relocation, reduction and/or reconfiguration of the Sidewalk/Trail and/or Sidewalk Trail Easement Area



satisfactory to grantor (in its sole discretion), then Grantor, in Grantor's discretion, may terminate this Agreement by delivering to Grantee thirty (30) days written notice, which notice shall detail the basis for the termination. Notwithstanding such notice, the parties during the 30 day notice period shall endeavor to negotiate in good faith a resolution of the issues identified by Grantor in Grantor's notice to avoid such termination.

If the parties are unable to resolve the issues raised by Grantor in Grantor's notice within the notice period, Grantor shall be permitted, following the expiration of the notice period and at Grantor's sole cost and expense, to (i) remove all improvements located within the Sidewalk/trail Easement Area, and (ii) record a Termination Notice, memorializing the termination of this Agreement, without any further instrument being executed by Grantee.

5. Grant of Temporary Construction Easement to Grantee. Grantor, for valuable consideration, the receipt of which is hereby acknowledged, grants and conveys to Grantee, its successors and assigns, a temporary, nonexclusive construction easement (the "Construction Easement") under, over, through, and across the portion of Grantor's Real Property which is legally described on **Exhibit C**, attached hereto and incorporated herein (the "Construction Easement Area").

6. Relocation of Easement. Grantor may request that the Sidewalk/Trail Easement Area be relocated within Grantor's Real Property or to a reasonably equivalent alternative location outside Grantor's Real Property secured by Grantor. Grantee will not unduly and/or unreasonably withhold permission to relocate the Sidewalk/Trail Easement Area provided that the new easement area, in the reasonable discretion of the City of Bainbridge Island Public Works Director or his/her designee, generally provides, an adequate and safe sidewalk/trail area similar to the existing sidewalk/trail from Cave Avenue to the connection of the path in the SR305 rights-of-way. If such relocation is approved, Grantor shall, at Grantor's sole cost and expense, prepare the revised legal descriptions of the easement for amendment of this Agreement and construct the sidewalk/trail to City of Bainbridge Island standards, as may be amended from time to time.

7. Temporary Closure of Easement. Grantee agrees and acknowledges that Grantor shall have the right to temporarily close the Sidewalk/Trail Easement Area for a period not to exceed one hundred twenty (120) days to all public access during periods of construction or development of Grantor's Real Property upon thirty (30) days' prior written notice to Grantee. During such periods of closure, Grantor shall be permitted to use, excavate and alter the Sidewalk/Trail Easement Area; provided that the improvements within the Sidewalk/Trail Easement Area are restored, at Grantor's expense, to the conditions that existed prior to such closure.

8. Purpose. The Sidewalk/Trail Easement and the Construction Easement are for the purpose of constructing, installing, operating, maintaining, removing, repairing, replacing and using sidewalk/trail facilities and all appurtenances thereto ("Facilities").

Sidewalk Easement - SR305 to Cave Avenue
City of Bainbridge Island and Tawresey

Page 3 of 11

200712170031

BAINBRIDGE ISLAND CITY OF

Easement Rec Fee: \$ 91.00
12/17/2007 10:23 AM
Karen Flynn, Kitsap Co Auditor

Page: 3 of 12



9. Maintenance of Sidewalk/Trail. Grantee agrees to maintain the sidewalk/trail that is constructed by Grantee. In the event Grantor relocates or reconstructs the Sidewalk/Trail as part of a development on Grantor's property, then Grantor is responsible for maintenance of the sidewalk/trail on those portions located within the development.

10. Access. Grantee shall have the right, without prior institution of any suit or proceeding at law, to enter upon the Sidewalk/Trail Easement Area and the Construction Easement Area as necessary for constructing, installing, operating, maintaining, removing, repairing, replacing and using the Facilities.

11. Restoration.

a. If Grantee and/or Grantee's agent and/or contractor disturbs the Sidewalk/Trail Easement Area or the Construction Easement Area through the construction, installation, operation, maintenance, removal, repair, replacement or use of the Facilities, Grantee shall restore the surface of same as nearly as possible to the condition in which it existed at the commencement of the construction, installation, operation, maintenance, removal, repair, replacement or use.

b. If Grantor and/or Grantor's agent and/or contractor disturbs the Sidewalk/Trail Easement Area through the construction, installation, operation, maintenance, removal, repair, replacement or use of any underground utilities within the Sidewalk/Trail Easement Area, including all manner of pipes, wires, conduit, lines and other equipment for the delivery of water, power, gas, telephone, cable television, Internet connection and/or other utility services, Grantor shall restore the Sidewalk/Trail Easement Area as nearly as possible to the condition in which it existed at the commencement of the construction, installation, operation, maintenance, removal, repair, replacement or use.

12. Reservation of Rights.

a. All right, title and interest, which may be used and enjoyed without interfering with the Sidewalk/Trail Easement and the Construction Easement, are reserved to Grantor. Except as otherwise provided herein, the construction, installation, maintenance or repair, after the date of this Agreement, of structures of a permanent nature, which interfere with the operation of the Facilities, shall be deemed an encroachment upon Grantee's easement rights, and Grantor shall be obligated to remove the encroachments at Grantor's expense.

b. This Agreement shall not be deemed to prohibit Grantor from constructing and maintaining any underground utilities within the Sidewalk/Trail Easement Area, including all manner of pipes, wires, conduit, lines and other equipment for the delivery of water, power, gas, telephone, cable television, Internet connection and/or other utility services; provided, that upon completion of such construction or maintenance, Grantor shall, at Grantor's sole cost and



expense, restore the Sidewalk/Trail Easement Area to substantially the same condition as existed immediately prior to such work by Grantor.

13. Protection of Facilities. Except as specifically provided for in sections 7 and 11 of this Agreement, Grantor covenants that no digging, tunneling or other form of construction activity shall be done on Grantor's Real Property, the Sidewalk/Trail Easement Area or the Construction Easement Area that would disturb, damage, unearth, or undermine the Facilities, or endanger the lateral support to the Facilities.

14. Indemnity. By accepting and recording this Agreement, Grantee agrees to indemnify, defend and hold harmless Grantor (and each of their agents, employees, contractors, engineers, heirs, successors and/or assigns) from any and all claims for injuries or damages suffered by any person or property or any losses, damages, fines, penalties, expenses, obligations and liabilities, of any nature (including, without limitation, attorneys' fees) resulting from or arising out of Grantee's exercise of any rights granted herein, including any use of the Sidewalk/Trail Easement by Grantee (or by any employees, agents, contractors, engineers, guest and/or invitees of Grantee), or by any member of the public; provided, that Grantee shall not be responsible to Grantor for any injuries or damages suffered by any person or property caused by negligent acts or omissions of Grantor or its agents, employees, contractors, engineers, heirs, successors and/or assigns.

Grantor agrees to indemnify, defend and hold harmless Grantee (and each of its agents, employees, contractors, engineers, heirs, successors and/or assigns) from any and all claims for injuries or damages suffered by Grantor or Grantor's agents, employees, contractors, invitees or licensees, resulting from or arising out of Grantor's or Grantor's agents', employees', contractors', invitees' or licensees' personal activities within the Sidewalk/Trail Easement Area; provided, that Grantor shall not be responsible to Grantee for any injuries or damages suffered by any person or property caused by negligent acts or omissions of Grantee or its agents, employees, contractors, engineers, heirs, successors and/or assigns.

15. Binding Effect. This Agreement and the rights and obligations under this Agreement are intended to and shall run with the land and shall benefit and bind the parties and their respective successors and assigns.

16. Good Title. Grantor warrants that it has good title to Grantor's Real Property and warrants Grantee title to, and quiet enjoyment of, the Sidewalk Easement and the Construction Easement conveyed in this Agreement.

17. Complete Agreement. This Agreement represents the complete agreement of the parties regarding the matters described herein. There are no other verbal or written agreements regarding the easement rights and obligations set forth herein, except as contained in this Agreement. This Agreement may only be modified by a written document signed by the parties.



18. Authority. Each party signing this Agreement, if on behalf of an entity, represents that they have full authority to sign this Agreement on behalf of such entity.

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

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

21. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

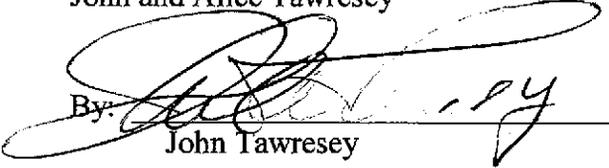
22. Attorneys' Fees. If either party brings any suit or other proceeding arising out of or in connection with this Agreement, the prevailing party (as determined by the court or other authority before which such suit or proceeding is commenced) shall, in addition to such other relief as may be awarded, be entitled to recover attorneys' fees and costs.



IN WITNESS WHEREOF the undersigned have executed this Agreement as of the date first written above.

GRANTOR:

John and Alice Tawresey

By: 

John Tawresey

By: 

Alice Tawresey

GRANTEE:

CITY OF BAINBRIDGE ISLAND

By: 

For

Mary Jo Biggs

Its: City Administrator

(Per BIMC 3.73.010)

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Sidewalk Easement – SR305 to Cave Avenue
City of Bainbridge Island and Tawresey

BAINBRIDGE ISLAND CITY OF

Easement Rec Fee: \$ 91.00

12/17/2007 10:23 AM

Karen Flynn, Kitsap Co Auditor

200712170031

Page: 7 of 12



STATE OF WASHINGTON)
) SS:
COUNTY OF Kitsap)

I certify that I know or have satisfactory evidence that John + Alice Tawressey are the persons who appeared before me, and said persons acknowledged that they signed this instrument and acknowledged it to be their free and voluntary act for the uses and purposes mentioned in the instrument.

DATED: 10-10-07

[Signature]

NAME: Joan Hecker
(Print Name)

Notary Public in and for the State of Washington.

Commission Expires: 7-09-08



STATE OF WASHINGTON)
) SS:
COUNTY OF KITSAP)

I certify that I know or have satisfactory evidence that Randy Witt is the person who appeared before me, and said person acknowledged that she signed this instrument, on oath stated that she was authorized to execute the instrument, and acknowledged it as the Mayor of the CITY OF BAINBRIDGE ISLAND, Washington, a municipal corporation, to be the free and voluntary act of such municipal corporation for the uses and purposes mentioned in the instrument.

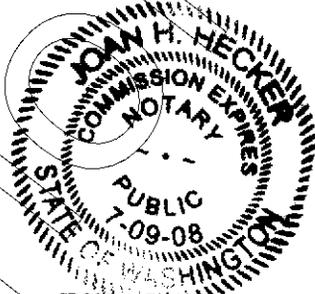
DATED: 10-11-07

[Signature]

NAME: Joan Hecker
(Print Name)

Notary Public in and for the State of Washington.

Commission Expires: 7-09-08



Sidewalk Easement - SR305 to Gave Avenue
City of Bainbridge Island and Tawressey



EXHIBIT A

LEGAL DESCRIPTIONS OF GRANTOR'S REAL PROPERTY

Tawresey Tax Parcel No. 4109-000-003-0009
Section 26, T. 25 N., R. 2 E., W.M.

Lots 3 and 4, of the plat of Jensen's Addition to Winslow, according to the plat recorded in Volume 3 of plats, Page 20, records of Kitsap County, Washington, Except that portion conveyed to the State of Washington for State Highway No. 305 by deed recorded under Auditor's File No. 587460.

Tawresey Tax Parcel No. 4118-002-009-0008
Section 26, T. 25 N., R. 2 E., W.M.

All of that portion of Lots 9 through 15, Block 2 of the Plat of Winslow, according to the plat recorded in Volume 2 of plats, Page 76, records of Kitsap County, Washington, lying northerly the State Highway right of way.

Sidewalk Easement – SR305 to Cave Avenue
City of Bainbridge Island and Tawresey

BAINBRIDGE ISLAND CITY OF
Easement Rec Fee: \$ 91.00
12/17/2007 10:23 AM
Karen Flynn, Kitsap Co Auditor

200712170031

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EXHIBIT B

LEGAL DESCRIPTIONS OF SIDEWALK/TRAIL EASEMENT AREAS

Tawresey Tax Parcel No. 4109-000-003-0009
Section 26, T. 25 N., R. 2 E., W.M.

The North 10.00 feet of the following described parcel:

Lots 3 and 4, of the plat of Jensen's Addition to Winslow, according to the plat recorded in Volume 3 of plats, Page 20, records of Kitsap County, Washington, Except that portion conveyed to the State of Washington for State Highway No. 305 by deed recorded under Auditor's File No. 587460.

Tawresey Tax Parcel No. 4109-000-003-0009
Section 26, T. 25 N., R. 2 E., W.M.

A strip of land being 5.00 feet in width and lying 2.50 feet on each side of the centerline of a trail as constructed across the westerly 20.00 feet of the following described parcel:

All of that portion of Lots 9 through 15, Block 2 of the Plat of Winslow, according to the plat recorded in Volume 2 of plats, Page 76, records of Kitsap County, Washington, lying northerly the State Highway right of way.

Sidewalk Easement -- SR305 to Cave Avenue
City of Bainbridge Island and Tawresey

BAINBRIDGE ISLAND CITY OF
Easement Rec Fee: \$ 91.00
12/17/2007 10:23 AM
Karen Flynn, Kitsap Co Auditor

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EXHIBIT C

LEGAL DESCRIPTION OF CONSTRUCTION EASEMENT AREA

Tawresey Tax Parcel No. 4109-000-003-0009
Section 26, T. 25 N., R. 2 E., W.M.

The North 15.00 feet of the following described parcel:

Lots 3 and 4, of the plat of Jensen's Addition to Winslow, according to the plat recorded in Volume 3 of plats, Page 20, records of Kitsap County, Washington, Except that portion conveyed to the State of Washington for State Highway No. 305 by deed recorded under Auditor's File No. 587460.

Sidewalk Easement – SR305 to Cave Avenue
City of Bainbridge Island and Tawresey

BAINBRIDGE ISLAND CITY OF

Easement Rec Fee: \$ 91.00

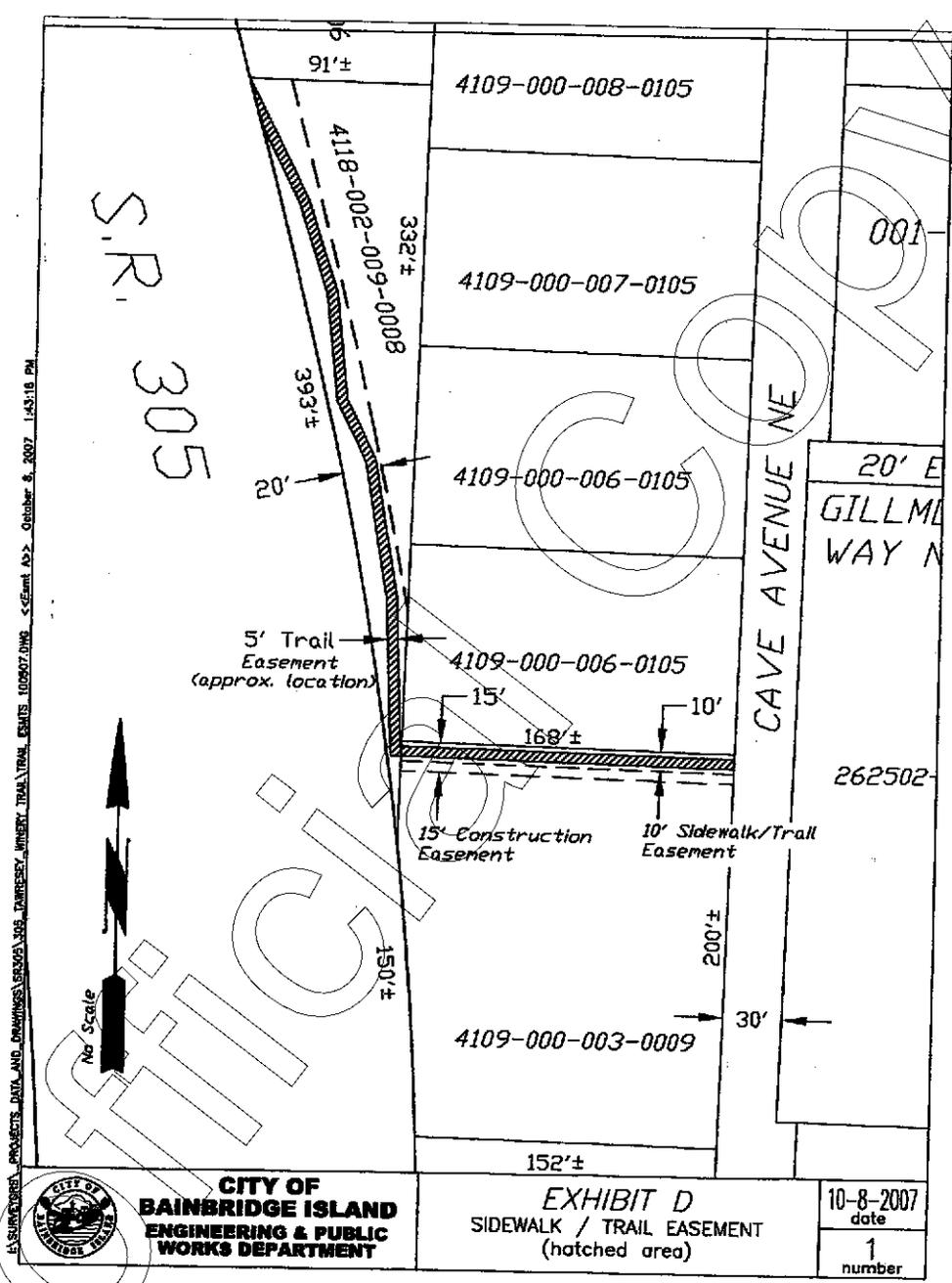
12/17/2007 10:23 AM

Karen Flynn, Kitsap Co Auditor

200712170031

Page: 11 of 12





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BAINBRIDGE ISLAND CITY OF
 Easement Rec Fee: \$ 91.00
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 Karen Flynn, Kitsap Co Auditor
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CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (8:45 PM) Friends of the Farms Request for Funding for City Farmland Management - Executive,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to forward consideration of the Friends of the Farms request for annual funding to the unfinished business section of the September 11, 2018 agenda.

SUMMARY:

To receive and discuss a proposal from Friends of the Farms (FOF) for annual management fees for property management of City-owned farmland.

FISCAL IMPACT:

| | |
|------------------------------------|---|
| Amount: | Proposed by FOF: \$16,250 (2018), \$65,000 (2019), \$65,000 (2020). |
| Ongoing Cost: | \$65,000 |
| One-Time Cost: | |
| Included in Current Budget? | No |

BACKGROUND: Since 2012, FOF has performed property management services for the City's public farmland per the terms of a Master Lease, without additional compensation.

If the City Council approves the FOF request for annual funding, the City Attorney will draft an amendment to the Master Lease with Friends of the Farms to include annual fees in the amount indicated by City Council direction. That lease amendment will be provided to the City Council for consideration and approval.

ATTACHMENTS:

[Friends of the Farms Request for Funding](#)

[Friends of the Farms Funding Proposal Slides](#)

FISCAL DETAILS:

Fund Name(s): General Fund

Coding:



**FRIENDS OF THE FARMS
FUNDING REQUEST
PUBLIC FARMLAND MANAGEMENT
2018 – 2042**

Funding Request

Friends of the Farms (FotF) requests an annual management fee (with \$16,250 in Q4/2018 and \$65,000 annually for fiscal years 2019 - 2020) for management of 60 acres of land owned by the City of Bainbridge Island (CoBI) that includes

- leased commercial farmland and related infrastructure (irrigation, ponds, pumps and well house systems, greenhouses, electrical, etc.)
- two residential structures occupied by farm interns
- storage buildings, sheds, and barns
- roads, trail networks, and open space
- 14 p-patch garden plots
- 5-acre designated historic area with barn, bunkhouses, sheds and storage containing over 2,000 catalogued historic artifacts

Relationship of Friends of the Farms and CoBI Relating to City-owned Farmland

Friends of the Farms was incorporated as a nonprofit in 2001, originally as the Trust for Working Landscapes. In 2012 the name was legally changed to Friends of the Farms. In December of 2011 FotF and CoBI entered into a 30-year lease for the management of 60 acres of public farmland. After an RFP process, FotF issued subleases to local farmers. Currently there are 8 farm leases covering a little over 20 acres. The subleases range in duration from 12 to 25 years and range in acreage from about half an acre to nearly 7 acres.

FotF monitors farmer subleases, provides ongoing maintenance and improvements for land and infrastructure described above, and oversees farm-related capital improvements on all five public farmland properties.

FotF also manages two residential rental properties on land owned by CoBI: Morales House on Lovgren Road and Suyematsu House on Day Road, where housing is provided for up to 9 farm interns annually.

FotF screens rental applicants, issues rental agreements, monitors residents, and provides ongoing maintenance and improvements for the structures and adjacent land and roads.

FotF has received no funding from CoBI for public farmland management since the Master Lease agreement commenced in January 2012.

In 2016 CoBI staff and FotF began working together, within the budget established by CoBI, to organize longer term plans for CoBI farm properties and develop criteria to identify which potential projects (capital or major maintenance) should be the responsibility of FotF and which should be the responsibility of the City.

Background

The 60 acres of land now designated as public farmland and managed by Friends of the Farms was acquired by CoBI over several years by a variety of means. Some was donated, some was acquired with CoBI open space funds. The Suyematsu property was acquired through a combination of a donation via the life estate of Akio Suyematsu and a CoBI investment of \$565,465.

Because management of these lands did not fit within any CoBI department an outside entity was needed. Friends of the Farms, local farmers, and community volunteers, concerned that farmland would be sold for development, stepped forward and assumed management and maintenance from 2004 – 2011.

In 2012, with no other entity willing to take on the responsibility, FotF and CoBI entered into the Master Lease and Management Agreement. Due to the economic downturn at the time, CoBI eliminated annual funding for FotF and many other community partners. As the threat that farmland would be sold for development still existed, FotF agreed to assume the management role via the new Master Lease. Under the terms of the Master Lease, FotF's compensation is limited to 20% of the revenue generated when subleases are issued to farmers. That figure has remained steady since 2012 at approximately \$1,278 per year (\$6,392 annual lease payments x 20%). Historically, FotF has also been permitted to keep small amounts of revenue generated by managing community activities on public farmland, such as Harvest Fair, weddings, or events by other nonprofits, although none of these activities generate net revenue when time, expenses, and the value of volunteer hours and in-kind donations procured by FotF are taken into consideration.

Beginning long before the signing of the Master Lease, Friends of the Farms not only provided maintenance but also significantly improved our public farmland through numerous stewardship activities and capital projects (Attachment A).

A conservative estimate of the value of investment in public farmland attributable to FotF is \$1,126,934 between 2004 and 2017. This figure does not include the tens of thousands of dollars personally invested by leasehold farmers and years of labor that has improved a public asset.

A few examples of significant projects on City-owned farmland funded by FotF:

2012 - 2018

| | |
|--|--------------|
| Ongoing tree services by of West King LLC | \$ 30,000 |
| Excavation and installation of power lines and rewiring buildings at Johnson Farm | 20,800 |
| Repairs to Suyematsu house and barn | 24,000 |
| Create and install a fenced trail system between Vista and M&E | 13,000 |
| Improvements to culvert for Manzanita watershed | 10,000 |
| Trail system at Johnson Farm | 8,000 |
| Well pump and lines at Suyematsu Farm | 5,000 |
| Johnson Farm barn roofs | <u>2,000</u> |
| | \$112,800 |

2011 - 2012

| | |
|--|---------------|
| Complete renovation of the Morales farmhouse | \$120,000 |
| Greenhouse and related systems at Morales | 31,000 |
| Electrical for Morales Farm power and water | <u>20,000</u> |
| | \$171,000 |

2008 - 2009

| | |
|--|-----------|
| Installation of the most extensive irrigation system in Kitsap County | \$ 83,000 |
|--|-----------|

\$366,800

Additionally, FotF has insured broad community engagement with public land through educational programs, community outreach, volunteer work parties, and community events (Attachment B). Every year hundreds of volunteers provide thousands of hours of no-cost labor to CoBI through FotF's volunteer program and donate equipment, materials, and supplies that otherwise would cost CoBI tens of thousands of dollars a year.

While FotF is proud of the hard work and dedication of its board, staff, and volunteers to donate this valuable service to CoBI and our community, the current financial arrangement is not sustainable.

Request for Funding

\$16,250 for Q4 2018
 \$65,000 annually for 2019-2020 budget cycle

Request based on:

| | |
|------------------------------|----------------|
| Fulltime Manager | \$55,000 |
| Part-time Executive Director | 17,000 |
| Operating Expense* | 20,000 |
| Maintenance Expenses | <u>15,000</u> |
| | \$107,000 |
| Less Revenue | <u>-17,385</u> |
| Total Shortfall | \$ 89,385 |

*Based on allocated expenses for Friends of the Farms

Management fees paid by CoBI prior to Master Lease

| | | | |
|------|----------|------|--------|
| 2004 | \$ 5,000 | 2008 | 40,000 |
| 2005 | \$ 7,628 | 2009 | 0 |
| 2006 | 25,052 | 2010 | 33,000 |
| 2007 | 5,125 | 2011 | 20,000 |

This would allow for a full-time staff person to work in conjunction with the Executive Director of FotF to manage leased public farmland and related infrastructure (irrigation, pond and pump systems, well houses, etc.), residential rental property, storage buildings, roads, trail networks, p-patch garden plots, and open space, coordinate and manage community events, and to collaborate with CoBI in long-term planning for the future of agriculture on Bainbridge Island.

Conclusion

It was understood from the outset by both CoBI and FotF that management by an outside entity of a CoBI-owned asset was unique and new and that periodic examination and adjustment would be needed to insure success. Today both CoBI staff and FotF have a better understanding of what is working and what needs to change.

Over the last 6 years FotF has gained invaluable knowledge and experience in all aspects of management of public farmland including providing housing for farm interns, selecting sublease farmers and managing subleases, significant ongoing maintenance and repairs, natural resource management, meeting community needs and expectations, and balancing the multiple stakeholder interests in a newly designated historic area. There is no one more equipped to fill this role than FotF. In fact, no other organization or entity has expressed a willingness to assume this role.

More than ever, local agriculture is supported broadly by our community as awareness has grown of the economic, environmental, and social benefits of a decentralized, sustainable food system. This ethos is manifested in the new CoBI Comprehensive Plan, where there are 59 goals and policies calling for prioritizing the preservation and enhancement of local farms and food. They are in the Land Use, Housing, Economic, Environmental, Capital Facilities, and Cultural Vision sections. (Attachment C).

On August 28th please vote to approve Friends of the Farms' request for an annual management fee (with \$16,250 in Q4/2018 and \$65,000 annually for fiscal years 2019 - 2020).

We look forward to continuing to work alongside you to preserve and protect our public farmland.

Respectfully submitted,

Heather Burger
Executive Director
Friends of the Farms

Attachments

- A: Maintenance and Improvements to Public Farmland by Friends of the Farms 2015 - 2017
- B: Farm-related Activities Conducted by Friends of the Farms on Public Farmland, Including Educational Programs, Community Outreach, Farm Stewardship Volunteer Work Parties, and Community Events
- C: Excerpts from CoBI Comprehensive Plan Vision, Goals, and Policies relating to local agriculture and public farmland

ATTACHMENT A

Maintenance and Improvements to Public Farmland by Friends of the Farms 2015 - 2017

2015

Suyematsu East and Bentryn West

- **Agricultural Land Improvements**
 - Completed a water study of Suyematsu and Bentryn Family Farm well
 - Repaired and installed new fencing along Day Road
 - Removed extensive infestation of poison hemlock along farm's central drainage
 - Farm Road was graveled

- **Land Stewardship**
 - Provide ditch management along Day Road
 - Ongoing maintenance – removed invasive species, repaired and installed new fencing
 - Remove and cut back invasive and native vegetation to improve sightlines and vehicle access from Day Road that leads to the existing farm stand, onsite residents and the Bainbridge Winery

- **Structural Improvements**
 - Financed and performed an extensive interior renovation of the historic Suyematsu Farmhouse to bring it up to code for future farm intern habitation
 - In collaboration with the Historic Preservation Commission, Friends of the Farms worked to identify, apply for, and received grants to allow for preservation of the Historic Suyematsu Barn
 - Installed structural supports on three sides and the interior of the Suyematsu Barn, preparing it for safe renovation work

- **Soil Amendment Business**
 - Friends of the Farms worked closely with Kitsap Public Health District, Vancil Law LLC, Kitsap Conservation District, and Green Mountain Technologies to draft a new sublease document with Paulson Farms to have the business operated in accordance with local and state regulations. Lease is pending approval by the City of Bainbridge Island

Johnson Farm

- **Agricultural land improvements**
 - Friends of the Farms has explored and worked closely with The Bainbridge Island Fruit Club to form an official partnership to care for and improve the historic orchard on site
 - Through the sublease signed between Heyday Farm and Friends of the Farms, Improvements to soil health and water access of commercial farmland at Johnson farm have been and continue to be made, making this land more viable for future food production

- **Land Stewardship**
 - The Volunteer Stewardship Program mobilized volunteers to remove Himalayan blackberries, grade and add new chips to the multi-use trail system. Work parties for road repair and graveling, orchard pruning, fence repair and intensive land preparation for Harvest Fair also occurred
 - The P-Patch members volunteered their time to manage the 14 p-patches and nearby Neighborhood Stewards provided over 150 hours of ongoing security and maintenance, including mowing, trimming, and additional access road and trail repair
 - The parking lot of Johnson Farm was regraded and improved for public access throughout the year

- **Structural Improvements**
 - Improvements were performed to the smaller shed at Johnson Farm. This work included the installation of shelves and reconstruction of steps
 - Funding sources have been explored to make extensive structural repairs to Harvest Fair and Johnson farm structures

Morales Farm

- **Agricultural land improvements**
 - Irrigation system repairs and enhancements (well/pump houses, lines, etc.)
 - Completed a water study of Morales farm well
 - A new permaculture compost system was installed for farm and intern use

- **Land Stewardship**
 - Provide ditch management along Lovgreen Road
 - Ongoing maintenance – removed invasive species, repaired and installed new fencing
 - Volunteer Stewardship Work Parties mobilized volunteers to mow grassy areas, maintain the Kitsap Conservation District rain garden, and remove invasive species of Himalayan blackberry and Scotch Broom in the riparian zone, grapes, and row crops

2016

Suyematsu East and Bentryn West

Agricultural Land Maintenance and Improvements

- Extensive cleanup around greenhouse relocated to Morales Farm.
- Removed concrete, abandoned irrigation materials, and cleaned areas adjacent roadways to improve presentation of public farmland
- Ongoing meetings with FotF Program Manager and farmers to craft collaborative solutions to ongoing concerns with water supply and quality
- Began monthly water metering
- Ongoing vegetation management mowing of each side of the fence to ease future maintenance, and remove invasive blackberry, pulling roots to ground
- With assistance from farmer Mike Paulson, the Guild backhoe was utilized to remove large piles of holly and scotch broom

- Intensive cleanup of yard and house by FotF staff, farmers, and volunteers
- Remove derelict appliances in yard at Suyematsu House

Structural Maintenance and Improvements

- Replaced failed plumbing and rebuilt shower at the only bathroom in Suyematsu house
- Replaced failing gutter on west wall over living room addition to prevent further structural damage due to splash
- Replaced downspout on south wall gutter over the living room
- Repair a wall in a Suyematsu house bedroom damaged by bathroom plumbing failure
- Repaired break in irrigation system
- Working with COBI staff on improvements to pond pumps and filters
- Four work parties to repair the western fence at Day Road
- Installed oven donated by member of FotF staff to replace existing failed oven
- Replaced failed washer and dryer in Suyematsu House

Johnson Farm

Agricultural Land Maintenance and Improvements

- Ongoing maintenance to the historic orchard on Johnson farm through a partnership with the Bainbridge Island Fruit Club (details in Section 3. E. above)
- Plot leased by Heyday is now in farm production with Brassica harvested in 2016, including broccoli and Brussels sprouts, rotating with strawberries in 2017
- Friends of the Farms worked in partnership with *Let's Pull Together* for two Scotch broom removal parties
- Volunteers mowed open space 5 times and removed Himalayan blackberries and gorse
- Johnson Farm neighbor, Rob Ferguson, provided 120+ volunteer hours and provided equipment to maintain grade and add new chips to the multi-use trail system. Rob and his wife Kia take pride in living adjacent Johnson Farm. Rob recently purchased a tractor to facilitate his volunteer work on the public land. This year he also used the tractor to grade gravel delivered to improve the lower parking lot at Johnson Farm
- Provided plots to 14 P-Patch members who grow a diverse range of crops. Pea-patches are managed by volunteers Cynthia Schick and Lori Gibson who along with nearby neighborhood stewards provide hundreds of hours of ongoing security and maintenance, including trimming, and additional access road and trail repair
- Pea patcher Dennis Miller volunteers his time to winterize the pump house and irrigation system at Johnson Farm
- Johnson Farm continues to serve as a pickup site for Persephone Farms annual CSA members

Structural Maintenance and Improvements

- With financial assistance from grants by the Bainbridge Island Rotary Club and Kitsap Community Foundation and in collaboration with BARN, infrastructure repairs and improvements were made at Johnson Farm to reconstruct and redesign iconic Harvest Fair rides to ensure public safety, build fencing and gates at the lower parking area to prevent damage to

public farmland, install stable steps and handrails for sheds, and rebuild a sturdy fenced area for interactive farm animal demonstrations

- Addressed water runoff issues, building a new water catchment system at the entrance to runoff pipes
- Improvements were made to the smaller shed at Johnson Farm. This work included the installation of shelves and reconstruction of steps
- Placed a Sani-can onsite to provide a restroom for farmers with Heyday and pea patchers through the end of September
- Relocated fence posts to allow the tractor-drawn Harvest Fair wagon ride access to loop through working farmland. Brian McWhorter, a veteran of farming on publicly owned land, hosts the ride, providing guests with a visual and oral history the land
- Work parties for road repair and graveling, fence repair, and intensive land preparation for Harvest Fair

Morales Farm

Agricultural Maintenance and Improvements

- Provided ditch management along Lovgreen Road
- Volunteer work parties to mow grassy areas, maintain the Kitsap Conservation District rain garden, and remove invasive species of Himalayan blackberry and Scotch Broom in the riparian zone, grapes, and row crops
- Procured donation of new mower to provide house tenants with the ability to handle mowing and maintenance around structures
- Ongoing maintenance and cleaning at Morales Intern house through work parties and by FotF staff
- Procured donation of double bed and mower at farm intern housing

Structural Maintenance and Improvements

- Expansion of Friends of the Farms pea patch program is underway to utilize existing infrastructure at Morales to address a growing wait list for plots
- Butler Green Farms provided infrastructure for their new CSA pickup site at Morales
- Replaced failed washer and dryer
- Ongoing maintenance and repairs to address issues resulting from old and corroded drain pipes

M&E Farm

Agricultural Maintenance and Improvements

- The property continues to be cleared of invasive species and old and overgrown trees in preparation of future agricultural use
- Friends of the Farms partnered with *Let's Pull Together* to host regular invasive species work parties to remove Scotch broom throughout the whole property

Structural Maintenance and Improvements

- In 2016 Friends of the Farms issued an RFP for the M&E Farm property. A proposal was submitted that seeks to design and institute a comprehensive conservation, vegetative and public use management plan to ensure the stability of and enhance the ecological systems of this extraordinary property. The plan will encourage public access and support educational, artistic and interpretive opportunities with improved trails, gardens, creative work areas and open spaces, all within the restrictions set forth in the Quit Claim Deed. Friends of the Farms will be working with the applicant on a Scope of Work to present to COBI for approval for a sublease
- Volunteer Stewardship events were held to improve and maintain the existing trail network throughout M&E, which is open for public use and used by Wilkes Elementary School students

Crawford Property

Agricultural Maintenance and Improvements

- Identified six Alder trees along fence line and marked for dropping to facilitate farm operations
- Ongoing meetings regarding easement and access for walking trails
- Ongoing study into best use of property

Structural Maintenance and Improvements

- Separated fence posts to create a walking path, while maintaining deer fencing

Suyematsu Historic Farmstead (Established in 2016)

Friends of the Farms is honored to have been selected in late 2016 to create an Implementation Plan for capital improvements at the Historic Suyematsu Farmstead, a 5-acre portion of the City-owned Suyematsu-Bentryn Family Farms property at Day Road.

Objectives include:

- Preservation and interpretation of historic farm structures, landscapes, and histories
- Repair and improvement of the properties to accommodate preservation, interpretation, and agricultural use, as well as needed support functions
- Securing significant artifacts from the site and cataloguing them for future analysis, interpretation, or display
- Possibility of on-site housing for farm workers or interns
- Sustaining public value, vibrant activity, historic interpretation, and agricultural output at the farm for decades to come

2017

Suyematsu East and Bentryn West

Agricultural Land Maintenance

- Approved and monitored cleanup of main inflow ditch to irrigation ponds from the headwaters of Manzanita Creek by Brian Stahl, Kitsap Conservation District, and City water resources grant.



- Maintaining ongoing dialogue with Bentryn's, FotF Board, and farmers on public land to craft solutions to concerns regarding water access, health of the water system, and irrigation rights.
- Monitored and collected monthly water meter reports from sub-lease farmers.
- Added truckloads of gravel to driveways surrounding Suyematsu farmhouse to preserve roads and parking. Materials and equipment donated by Brian McWhorter. Labor by FotF staff and volunteers.
- Coordinated ongoing vegetation management with City-approved funds. Focused on NE corner surrounding the historic area, and South to the border trail connecting Vista Place, Day Road farms and M&E farms and also along Day Road, from East end and west to the farm stand.
- Continued intensive cleanup of garbage and invasive vegetation surrounding Suyematsu Farmhouse. Work is being done by FotF staff, farmers, and volunteers.
- Coordinated with the City on removal of underground fuel storage and above ground, historic, failing, and toxic oil, preservative and pesticide drums.
- In tandem with cataloguing of artifacts by the BIHM, removed and disposed of materials identified as having no historical, practical, or monetary value in garage/office structures
- Assisted BIHM in separating items of historic value from those used in current farm activities in the historic area.
- Identified unlocked historic outhouses and secured them to prevent further use, as they are not up to code and too close to water source

Structural Maintenance



In 2017 FotF secured consultations pro bono from Cris Ugles Building Inspection Services. Over two days, Cris conducted a thorough inspection of the historic Suyematsu Farmhouse and generated an extensive report on the structural condition. The report was organized into Repairs (life safety and code issues), Maintenance (items in need of attention), Improvements (for consideration), and Observations. Cris' report provided a much-needed guide in identifying and prioritizing work necessary to stabilize the structure, weatherize the exterior envelope, prevent further deterioration, and take the farmhouse into the next 100 years.

Work done by the City and coordinated with FotF included:

- Caulk south wall siding
- Addition of T1-11 historic siding and paint to north wall
- Addition of trim around windows to north and south walls to prevent moisture intrusion
- Addressing problems areas in existing roofing and flashing, and
- Cleaning out basement crawl space and installation of vapor barrier to ground.

FotF work to Suyematsu Farmhouse included:

- Excavating and replacing broken drain line outside of basement level
- Removing rotten end of east deck to eliminate step-through hazard and adding a railing for safety
- Well and line flushing of main pump system at pond along with yearly winterization and turn-on
- Pumping septic tank at Suyematsu farmhouse
- Applying treatment to deck for preservation and anti-slip
- Painting interior ceiling with anti-mold treatment, and
- Coordinating with City staff on research to future pump house improvements.



Johnson Farm



Agricultural Land Maintenance

- Provided plots to 14 P-Patch members who grow a diverse range of crops. P-Patches are managed by volunteer Lori Gibson, who along with nearby neighborhood stewards provided hundreds of hours of ongoing security and maintenance, including trimming, and additional access road and trail repair.
- Coordinated with P-Patcher Dennis Miller, who continues to volunteer his time to winterize the pump house and irrigation system at Johnson Farm.
- Coordinated with Rebecca Slattery of Persephone Farms, who continues to use Johnson Farm as a pickup site for her annual CSA members.
- Johnson Farm neighbor and FotF volunteer Rob Ferguson continued to provide equipment to maintain grade and added new chips to the multi-use trail system.
- Worked in partnership with *Let's Pull Together* for numerous Scotch broom removal parties inside farm property and on neighboring property to prevent future spreading back onto public farmland and adjacent private property.
- Ongoing removal of Himalayan blackberry around the farm.
- Removed Gorse along the central fence line.
- Removed old apple tree at barn entrance road after it fell over in spring storm.
- Coordinated, monitored, and assisted with ongoing maintenance to the historic orchard on Johnson farm through a partnership with the Bainbridge Island Fruit Club (details in Section 3. E. above).

- Coordinated trimming of old grape vine along the P-Patch fence with P-Patchers under the expert guidance of Bainbridge Fruit Club president Darren Murphy.

Structural Maintenance

- Built a new water catchment system at the entrance to runoff pipes along central east-west fence line to address water runoff issues with the building.
- Replaced rotten structural fence post at west end of P-Patch to keep gate in working order.
- At the request of farmers and P-Patchers, FotF added a permanent portable restroom and is paying the monthly fee.
- Assisted farm intern Zachary Fulton in taking over management of the bee population and structures along main east-west fence line for continued honey production.
- Added locks to all barn doors to increase security of stored supplies and to the structures themselves.
- Pruned trees along Twin Ponds Lane in preparation for Harvest Fair. This work benefitted both the farm and nearby neighbors.

Morales Farm



Agricultural Land Maintenance

- Created a plan to clean up unused farm materials from sheds shared by farmers and spaces between. Work scheduled by FotF staff and volunteers in 2018.
- Ongoing cleaning and upkeep at Morales intern farmhouse by FotF staff.
- Coordinated invasive vegetation management done by City staff along West fence line and corner of Highway 305 to improve visual access to farmland.
- Ongoing mowing around the most visible corner of the farm at Lovgreen Road and 305 by City staff and farm interns working and living on Morales property.
- Identified future irrigation infrastructure needs, such as completion of the water lines along the south border. The lines would feed public farmland leased by John Chang and the location of potential additional community P-Patches.

Structural Maintenance

- Coordinated with the City to completely rebuild the well/pump house. The new pump house is sealed, insulated, and locked for security. The project was a wonderful improvement to the future of this farm and the health of the well and pump system.
- Replaced old failed frost-free hydrant in irrigation lines.

M&E Farm

Agricultural Land Maintenance

- Significant ongoing work to clear invasive species.
- Friends of the Farms once again partnered with *Let's Pull Together* to remove Scotch broom throughout the whole property.
- Hosted a volunteer work party to upkeep and clear the trail connecting Vista Place and M&E farm along the East border of Suyematsu/Bentryn farms.

Structural Maintenance

- Identified and reported failed trail due to fallen tree/root system, which may affect the Manzanita storm drainage routes.

Crawford Property



Agricultural Land Maintenance

- FotF staff coordinated with volunteer Bart Berg to secure services and machinery pro bono from West King Tree Service to drop six alders that were shading vines on the adjacent farmland to the north.

Structural Maintenance

- Ongoing dialogue regarding legal easement from Grace Church to connect M&E via Crawford property trail.
- **Structural Improvements**
 - The 1954 renovated Farm House houses farm interns, providing affordable housing for young farmers. The house was renovated to Silver LEED Standards by PHC Construction in 2012 creating a sustainable home for 3 people. Following this renovation, Friends of the Farms performed improvements to the houses heat pump and septic system in 2015

M&E Farm

- **Agricultural land improvements**
 - The property continues to be cleared of invasive species and old and overgrown trees in preparation of future agricultural use
 - Friends of the Farms partnered with Let's Pull Together to host regular invasive species work parties to remove scotch broom throughout the whole property
 - Friends of the Farms explored the restrictions and requirements of future farming of M&E by an Island farmer

- **Land Stewardship**

- Volunteer Stewardship events were held to improve and maintain the existing trail network throughout M&E, open for public recreation and used by Wilkes Elementary School students

Crawford Property

- **Agricultural land improvements**

- A trail was constructed running the entire north border of the Crawford property. This trail will connect M&E, Crawford, and Grace trail systems when the appropriate legal documents are in place
- Friends of the Farms researched and discussed the establishment of an easement on Grace Property to connect public and expand on the two public trail systems
- A fence was constructed between the public trail and the area of Crawford designated for future farming. This will protect the public from farming operations, yet provide visible access to public farmlands

ATTACHMENT B

Farm-related Activities Conducted by Friends of the Farms on Public Farmland, Including Educational Programs, Community Outreach, Farm Stewardship Volunteer Work Parties, and Community Events

2017

In addition to agricultural activities by farmers with subleases, public farmland is used extensively throughout the year by the broader community.

P-Patch Plots. The Friends of the Farms P-Patch Gardener Program benefits the community by providing 14 plots at Johnson Farm for families to grow their own food. The P-Patchers are a convivial group who share resources and knowledge and take pride in their gardens.

Bainbridge Island Fruit Club Orchard Maintenance. In 2014 interested Islanders (including the future BIFC President) meet with FotF leaders about the potential to help manage the Johnson Farm orchard. In 2015 BIFC sponsored a fruit information booth at the Harvest Fair, providing samples of various apples, pears, and grapes as well as answering fruit-related questions. A partnership was born and in April 2016 a Memorandum of Understanding signed between BIFC and FotF.

Last year, a significant amount of work was done as restoration of this historic orchard at Johnson Farm continues, ensuring it remains a community asset for generations to come.

BIFC 2017 activities included:

- Prepared color-coded diagram of orchard showing varieties, size of trees, and those involving significant pruning
- Completed nearly 50 grafts on 7 pruned trees
- Pruned large grape row at Johnson Farm with help from Friends of the Farms' P-Patch members
- Cleaned up of 7 pruned trees with 12 successful grafts
- Sponsored fruit information booth at the Harvest Fair, providing sample of various apples, pears, and grapes as well as answering fruit-related questions

Plans for spring 2018 include a second round of pruning of the larger trees and grape row and additional grafting of trees pruned in 2016. Additionally, several pre-grafted plum trees will be planted in areas where previous fruit trees have died or been removed.

Establishing an Inventory of Johnson Farm Fruit Trees.



Starting in 2016 and continuing into 2017, the BIFC has identified about 75 percent of the 66 fruit trees adjacent to the Johnson Farm P-Patch. These include: apple (45), pear (10), plum (9), and walnut (2). Of the apple varieties, nearly half are Red Delicious.

Restoring Johnson Farm Orchard via Selective Pruning, Grafting, and Introduction of New Fruit Trees.

In July 2016, the BIFC and FotF staff pruned seven Red Delicious apple trees, most of which were adjacent to the Johnson Farm P-Patch. This involved removing old, dead wood as well as topping some of the trees that had become very top heavy and difficult to manage. Several other trees required nearly 90% branch removal to totally convert the trees to new varieties. These trees recovered nicely in 2017, experiencing significant new growth that will be used in 2018 for grafting new varieties.

The BIFC is also growing several mid-sized plum starts (now 5+ feet tall) that will be planted in the Johnson Farm orchard in Spring 2018. Finally, the BIFC is planning on doing another major pruning event in 2018, with the hope of working on another seven trees.

Creating New Varieties Through Grafting of Older Trees.

In early March 2017 nearly 50 grafts were placed on the seven apples trees pruned the prior year. Of these, around 12 successfully took.

Work was ongoing throughout the summer, with follow-up pruning of the seven trees, removing remaining old/dead branches, and placing aluminum tags on the successful grafts. The club plans to continue grafting onto these seven trees in 2018, especially now that significant new growth has occurred as a result of the earlier pruning.

Educating the Public About Growing Fruit.

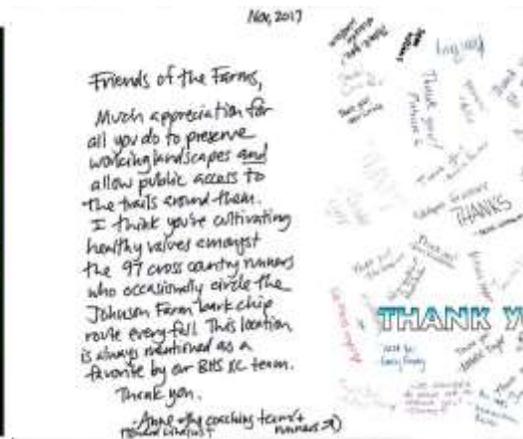


On September 24, 2017, BIFC sponsored an information/fruit tasting booth at the annual FotF Harvest Fair at the Johnson Farm. Beyond the educational displays and handouts, the big attraction was the fruit tasting.

In April 2017, the BIFC also assisted the Johnson Farm P-Patch in pruning a large, overgrown grape row.



Youth Activities. As they have for many years, the Bainbridge Island Lacrosse team continues to utilize the trail network at Johnson Farm for training runs.



Friends of the Farms also coordinates and oversees other activities at farms, including the annual Gear Grinders Farm Fresh Scramble, a community mountain bike race.

Historic Suyematsu Farmstead. In 2016 Council accepted the recommendation from the Historic Preservation Commission to designate the Suyematsu Farmstead at Day Road as a Historic Area, which includes the Suyematsu farmhouse, historic barn, picker cabins, sheds, and storage buildings. In 2017, acknowledging the need for capital improvements to the buildings and landscapes within the Historic District, as well as a desire for the site to provide more public value, the City appointed Friends of the Farms to lead a multi-phase process to plan and identify how improvements might be achieved. Consulting firm KO Projects was engaged by FotF to study needs and opportunities in the historic district, and to create an Implementation Plan that outlines proposed capital projects, site operations, costs, and next steps.

The objectives of this effort included:

- Preservation and interpretation of historic farm structures, landscapes, and histories
- Repair and improvement of the properties to accommodate preservation, interpretation, and agricultural use, as well as needed support functions
- Securing significant artifacts from the site and cataloguing them for future analysis, interpretation, or display
- Exploring the possibility of on-site housing for farm interns and new farmers, and
- Sustaining public value, vibrant activity, historic interpretation, and agricultural output at the farm for decades to come.

Friends of the Farms also engaged the Bainbridge Island History Museum to:

- Organize and inventory contents of Workshop, Office, and Picker Sheds
- Recommend steps needed to secure contents in the short-term
- Deliver to Friends of the Farms written recommendations for long-term disposition of contents of Workshop, Office, and Picker Sheds

Work included organization and inventory of over 2,000 objects/artifacts that were photographed and assigned individual numbers, along with photo inventories of the resulting groupings and locations.

The resulting reports were presented to Council in November 2017. Currently, Friends of the Farms and the Suyematsu Farmstead Planning Leadership Committee (Bart Berg, Hank Helm, Darlene Kordonoy, Clarence Moriwaki, Bill Moskin, and Dave Williams) are drafting a recommended timeline and budget for implementation of 2018 – 2020 projects.

Activities on Public Farmland

Farmland Stewardship.



There are volunteer opportunities for all ages throughout the year at various public farmlands. Together, volunteers work to maintain and enhance each property. Participants are treated to a locally sourced meal as our way to give thanks. The community reaps the benefits through this work of invasive species removal, trail construction, general maintenance, and completion of capital projects.

Passive Recreation. An extensive trail network throughout all five public farm properties allows the public to access our farmland for year-round passive recreation. Birders are able to use Johnson Farm, M & E, Crawford, and portions of Suyematsu and Bentryn Family Farm to enjoy and observe over 55 bird species. Johnson Farm’s community orchard presents a perfect place to forage for food and enjoy picnics. P-Patches at Johnson Farm allow community members to work gardens year round to grow their own food.

Partner Organizations.

In 2017 FotF worked with the Bainbridge Island Land Trust to enable them to utilize Johnson Farm parking and public trails for 300+ guests attending their summer fundraiser on an adjacent private property. FotF also partners with the Bainbridge Island Metropolitan Park and Recreation District, Historic Preservation Commission, Bainbridge Island Historical Museum, EduCulture, the Grange, Kitsap Conservation District (KCD), WSU Extension, BARN, the Bainbridge Island Fruit Club, Sustainable Bainbridge, the Trust for Public Land, The Bainbridge Island Lodging Association, the CoBI Affordable Housing Task Force, Helpline House, Bainbridge Prepares, and the Chamber of Commerce. It is through collaboration and partnerships that Friends of the Farms is able to create public farmland experiences that benefit the whole community.

Collaborating for Farmland Protection.



In 2017 Friends of the Farms signed a formal memorandum of understanding with The Bainbridge Island Land Trust that outlines the roles each nonprofit will play in future attempts to preserve or acquire agricultural land on Bainbridge Island. The first collaborative project will be working to place a conservation easement on Johnson Farm to ensure it remains our public farmland in perpetuity.

Signing a Memorandum of Understanding
Connie Waddington - BI Land Trust
Ginny Brewer and Heather Burger - Friends of the Farms

Commercial Farmers. Commercial farmers not only utilize public land for the business of providing our community with delicious, healthy locally grown food, they also offer seasonal events for the public, including farm stand sales, raspberry u-pick, and pumpkin patch festivities.



In October of 2017 over 5,000 people visited the pumpkin patch at Day Road.

Additionally, hundreds of kids from school groups visited the site and seniors' groups provided organized outings from Stephens House and Messenger House.

Over the summer 500 raspberry lovers turned out to enjoy time on public farmland for the annual u-pick.



Education.



Providing educational opportunities for the next generation of farmers is critical to the long-term viability of local agriculture.

Together, farmers value and embrace agricultural education. Suyematsu and Bentryn Family Farms, Morales Farm, and Johnson Farm are used extensively for educational purposes.

The EduCulture Project, a program of Global Source Education, provides Island students with on-the-ground experiences on local farms that cultivate stewardship, citizenship, sustainability, and an understanding of food systems. Through a collaboration involving farms, schools, and the community, this initiative has been enhancing classroom curricula, nurturing school gardens, and enriching school lunches, while preserving local sustainable agriculture and growing future generations of Bainbridge farmers. 2017 was the 12th year of the EduCulture Project, with dedicated farm-to-school partnerships with Wilkes Elementary, Ordway Elementary, and Island Co-op Preschool.

Many of our local farmers recruit and mentor interns every year. Zachary Fulton, who lived in housing provided by Friends of the Farms at Morales House in 2016, is returning for a second season to mentor with Brian McWhorter who farms on public land at Day Road and Morales farms.

Zachary shared the following thoughts about public farmland:



I like that there is community support for local agriculture on Bainbridge Island and an appreciation of the role it plays in maintaining our island's history. It promotes a sense of community and creates a landscape that isn't like every other place. I understand the commitment it takes for a community to set aside land to save for farming.

And I really appreciate the work of Friends of the Farms. It's unusual to find an organization dedicated to supporting the agricultural community and preserving farmland.

I loved living in Morales House. It's beautiful, clean, well equipped. At my last internship I lived in a horse barn. Other interns lived in a teepee or VW bus and our common area was a trailer.

I wish there was more investment in sustainable agricultural systems and I hope more people become involved in farming, be it commercial or home gardens. It is important for people to be connected to their food. Farming and gardening create community.

I also wish there were more organizations like Friends of the Farms with programs that help make farming viable.

Harvest Fair.



September 24, 2017 was Friends of the Farms 16th Annual Harvest Fair at Johnson Farm. A multi-generational community-wide event, Harvest Fair is a celebration of local food and community attended by several thousand residents and non-residents. Harvest Fair is a festive day that includes sheep shearing, apple cider pressing, a pie contest, live music, local food, and nonprofit organization exhibits. Rides include the beloved Landslide, tractor and carriage rides, and farm demonstrations.

With the help of over 100 volunteers we increased awareness of the value of local agriculture and public farm land. 2018 goals include the expansion of non-profit participation, new activities, increased partner sponsors, and outreach to include even more of our community. Future goals include the island-wide expansion of harvest activities to include local farm-to-table events, wine tastings, farmers' market special events, etc., to eventually create a multi-day event, "Harvest Bainbridge."

Farmer Housing. In 2017 Friends of the Farms provided housing to 7 farm interns. This year we will house a record 9 first-year farm interns who will work a minimum of 30 hours a week alongside a commercial farmer from Full Tilth, Farmhouse Organics, Butler Green Farms, or Laughing Crow Farm/Bainbridge Vineyards. Interns also volunteer with Friends of the Farms.

We will welcome them at a community gathering on Sunday, March 25th when we once again partner with Grange Hall for our third Farmers' Potluck Supper. This informal gathering of farmers of all ages



and experience throughout Kitsap County is an opportunity to share a meal with interns coming from around the country to live and work on public farmland sharing ideas and making valuable connections.

Affordable housing for farm interns and new farmers is the highest priority need for the Bainbridge Island agricultural community. The cost of housing on Bainbridge has increased greatly in recent years, and threatens the viability of farm businesses on the island. Recently Friends of the Farms presented at a CoBI Affordable Housing Task Force Committee meeting to ensure the needs of our agricultural community are represented in their holistic approach to addressing our island's affordable housing needs.

Housing will also be at the forefront as the Leadership Team for the Historic Suyematsu Farmstead Project resumes its work.

ATTACHMENT D

Excerpts from CoBI Comprehensive Plan Introduction, Vision, Goals, and Policies relating to local agriculture and public farmland

COMPREHENSIVE PLAN INTRODUCTION

The protection and support of existing farms and the preservation of prime agricultural lands and farms of local significance are important goals of the residents of Bainbridge Island. Agricultural lands provide open space, habitat, groundwater recharge, local food production with fewer transportation impacts and cultural value. Their protection can augment sustainability goals.

Farming on the Island provides economic, social, aesthetic and nutritional benefit to the community. Equally important, protection of agricultural lands will enhance the cultural and economic diversity and help retain the Island's rural character. Open space dedicated to agriculture also conserves environmental resources.

Farm operations on the Island are unique. Small farms ranging in size from 1 acre to 40+ acres, are mostly dispersed throughout the Island with some clustering in a few locations. The specialty, high-intensity, small farms will continue to be an important adjunct to farming in the future.

The City currently owns sixty acres of public farmland managed under contract by a non-profit organization. That organization also works with private landowners, seeking ways to increase the amount of land used for food production, and to conserve the land for agricultural uses over the long term. To preserve public farmland, the City *should* consider designating its public farmland properties as Agricultural Resource Land (ARL) consistent with WAC 365-190-050. Other non-profits are also involved in promoting *agriculture* on Bainbridge.

Agriculture is a vulnerable enterprise in any rapidly growing area. As land values continue to rise the economic viability of *farms* on Bainbridge Island depends on the farmers' industry and ingenuity and on public policies that provide incentives and tax relief.

Agriculture is a thriving part of the Island's economy. All City-owned agricultural land is under cultivation and produces seasonal foods for local consumption. The number of farms on private acreage has increased and is supplementing the local food supply.

LAND USE

Vision 2036 - Outside of the *Designated Centers*, almost 90% of the Island is a green and open landscape. The residential *land use* pattern in this *Conservation Area* minimizes the footprint of the built environment and embodies design principles that protect the Island's *aquifers*, surface waters and *fish and wildlife habitat*.

This broad landscape of canopied woodlots, parks and saltwater shorelines is dotted with **working farms**, historic structures, freestanding residences and *conservation villages*.

Policy LU 1.2

Outside of Winslow and the *Designated Centers*, the Island has a rural appearance with forested areas, meadows, **farms** and winding, narrow, heavily vegetated roadways. These characteristics represent an important part of the Island's special character that is so highly valued by its residents.

Policy LU 5.9

Design and locate development to avoid or minimize potential conflicts with agricultural activities and recognize right-to-farm regulations in developments located adjacent to agricultural uses.

Policy LU 12.1

Preserve the conservation area outside *designated centers* through a *land use* pattern which will enhance the character of the area – forested areas, meadows, **farms**, scenic and winding roads that support all forms of transportation – and the valuable functions the conservation area serves on the Island (i.e., *aquifer recharge, fish and wildlife habitat, recreation*).

Policy LU 12.7

Consider allowing a *density bonus* in exchange for dedicating a portion of property into conservation as *open space, farmland* or public access. Priority should be given to conserving these lands near more densely developed areas.

Policy LU 14.2

Encourage residential development that is compatible with the preservation of open space, forestry, **agricultural activities**, and natural systems. Accessory **farm** buildings and uses are allowable.

Goal LU-15

Promote food security and public health through support for local food production, awareness of farming practices. Encourage locally-based food production, distribution and choice through commercial and urban agriculture, community gardens, farmers' markets, farm stands and food access initiatives.

Policy LU 15.1

Encourage community gardening and/or agriculture on public land where appropriate.

Policy LU 15.2

Encourage the development of neighborhood community gardens or small-scale commercial agriculture where appropriate.

Policy LU 15.3

Promote interagency and intergovernmental cooperation and resource-sharing to expand community gardening opportunities.

Policy LU 15.4

Promote the dedication of land for community gardens in new housing developments

Policy LU 15.5

Support the local farmers market and the connection between consumers and farmers.

HOUSING**Policy HO 6.5**

Develop regulations and provide incentives to construct affordable housing for farm workers on or near farmlands.

ECONOMIC ELEMENT

The Economic Element of the *Comprehensive Plan* is intended to guide the climate for enterprise and commercial exchange on Bainbridge Island and reinforce the overall vision and values of the *Comprehensive Plan* adopted in 1994, and subsequently updated in 2004 and 2016: to steward a sustainable community; to protect the quality of its environment: the water, air and land; and to encourage traditional resource based activities **such as agriculture**.

Agriculture is a thriving part of the Island's economy: City-owned agricultural lands are being sustainably cultivated and producing seasonal foods for local consumption. The number of *farms* on private acreage has increased and is supplementing the local food supply. To enhance the viability of local *farms*, *affordable housing* for farmworkers has been appropriately built on City owned farmland.

GOAL EC-14

Recognize that farming is a part of the Island's heritage and contributes to the island's economy.

Policy EC 14.1

- Support the market for Island-grown *agriculture* products by:
- Recognizing and supporting the Bainbridge Island Farmers' Market, including permanently dedicating space for the market and enhancing the market area.
- Allowing and promoting roadside stands that sell Island-grown products.
- Promoting and supporting Community Supported Agriculture (CSA).
- Encouraging the development of value-added processing facilities that can be shared by many farmers.
- Encouraging food crops to be planted on public land.

Policy EC 14.2

Support a program that helps working farms through educational, historic, farm stay and tourist visits.

Policy EC 14.3

Support working farms through the creation and sale of locally-constituted, high-grade compost to maintain the fertility of Island soils.

Policy EC 15.2

New Business/Industrial (B/I) *land use* designations will be considered based on the following . . .

- Minimal impact to *residential land uses, neighborhoods and open space/conservancy and agriculture areas*.

EC Action #2 Continue efforts to promote and support *agriculture* as a component of the Island's economy, landscape and culture.

Policy EC 14.1

Support the market for Island-grown agriculture products by:

- Recognizing and supporting the Bainbridge Island Farmers' Market, including permanently dedicating space for the market and enhancing the market area.
- Allowing and promoting roadside stands that sell Island-grown products.
- Promoting and supporting Community Supported Agriculture (CSA).
- Encouraging the development of value-added processing facilities that can be shared by many farmers.

- Encouraging food crops to be planted on public land.

ENVIRONMENTAL

The Environmental and Land Use Elements contains several *goals* and *policies* intended to sustain and enhance agriculture.

Goal EN-15

Conserve and protect the Island's existing agricultural uses and increase the acreage of permanently protected and productive farmland by using preservation methods including incentive-based programs.

Policy EN 15.1

Provide owners of *farms* the option of participating in the *transfer of development rights (TDRs)/purchase of development rights (PDRs) program*.

Policy EN 15.2

Inventory land currently used and/or potentially available for *agriculture*, including community gardens.

Policy EN 15.3

Where land that had historically been used for *agriculture* is being subdivided for residential development, a portion *should* be reserved for agricultural use or community gardens. Existing traditional agricultural lands *should* be included in the *open space* of clustered development.

Policy EN 15.4

Develop a procedure to allow public and private property owners to designate their properties Agricultural Resource Land, consistent with WAC 365-190-050.

Policy EN 15.5

Utilize the Floor Area Ratio (FAR) Farmland/Agriculture fund for viable farmland preservation projects.

Policy EN 15.6

Prioritize food production on public farmland to address long-term food security for Island residents.

Policy EN 15.7

Encourage the use of native and/or regionally produced edible plants for use in required landscape and roadside vegetation buffers.

Policy EN 15.8

Ensure protection of the Island's *aquifers* and streams by promoting agricultural uses that are not water intensive, and *agriculture* practices that protect water quality.

Policy EN 15.9

Work with the Conservation District and nonprofits to encourage farming that accounts for changing Island conditions with regard to hydrology, temperature and other climatologically influenced factors. Promote crops and commodities that are adapted to future conditions and do not rely on chemical amendments that may adversely impact future water availability.

Policy EN 15.10

Improve public information and creating new programs to promote *agriculture* while advocating for farming practices that protect water quality and quantity.

GOAL EN-16

Minimize conflict between agricultural and non-agricultural uses.

Policy EN 16.1

Design and locate development adjacent to areas designated or registered as agricultural land to avoid or minimize potential conflicts with agricultural activities.

Policy EN 16.2

Require notification on all plats, development permits and building permits of the existence of any registered agricultural lands within 300 feet of the development.

Policy EN 16.3

Maintain the Right to Farm Ordinance.

Policy EN 16.4

Cooperate with the Kitsap Conservation District to promote use of Best Management Practices.

GOAL EN-17

Encourage and support farming as an economically viable option for *land use* and as a means to providing diversity of lifestyle.

Policy EN 17.1

Encourage small-scale farming.

Policy EN 17.2

Work with the Kitsap County Assessor's office to educate the farming community about the availability of the Tax Reduction Program.

Policy EN 17.3

Elevate and encourage public appreciation and awareness of *farms* by allowing tours of *farms* and farming facilities.

Policy EN 17.4

Permit the production, processing and marketing of *farm* products from Island *farms*.

Policy EN 17.5

Support the Farmers' Market and promote the sale of local *farm* products in other locations.

Policy EN 17.6

Minimize the parking requirements for agricultural uses (i.e., number of parking spaces, paved parking and landscaping requirements), due to the seasonal nature of the marketing of *farm* products.

Policy EN 17.7

Support agricultural tourism that ensures compatibility with surrounding uses.

EN Action #4 Consider establishing a Citizen Advisory Group on *Agriculture* comprised of citizens representing farmers, non-profit organizations involved with local *agriculture* and businesses with an interest in local *farm* produce.

CAPITAL FACILITIES

Capital facilities are all around us. They are the *public facilities* we all use on a daily basis. They are our public streets and sidewalks, our City park **and agriculture properties**, our public buildings such as City Hall, the library, fire and police stations, our public water systems that bring us pure drinking water, and the sanitary sewer systems that collect our wastewater for treatment and safe disposal. Even if you don't reside within the City, you use *capital facilities* every time you drive, eat, shop, work, or play here.

Capital Facilities Vision for 2036

Planning and budgeting for facilities has been concurrent with subarea planning for the *designated centers*, and to a large extent, recent population growth and commerce have been concentrated in and near those centers. Planning and budgeting has kept pace with maintenance and expansion of recreational facilities and public lands preserved for **agriculture** or conservation.

CULTURAL

Cultural Vision for 2036 - Education programs to enhance understanding and appreciation for the history and heritage of Bainbridge Island are conducted for residents and visitors. The City's Historic Preservation program has preserved historic and cultural resources and farmland.

Policy CUL 3.2

Support the City's Historic Preservation program to identify and preserve historic and cultural resources, including **historic farms** and heritage trees.



Friends of the Farms Public Farmland Management



**Does the City of Bainbridge Island
consider
local agriculture and public
farmland
a priority?**

Friends of the Farms

We manage 60 acres of land owned by the City of Bainbridge Island (CoBI), including:

- Leased commercial farmland and related infrastructure (irrigation, ponds, pumps and well house systems, greenhouses, electrical, etc.)
- Two residential structures occupied by farm interns
- Storage buildings, sheds, and barns
- Roads, trail networks, and open space
- 14 p-patch garden plots
- 5-acre designated historic area with barn, bunkhouses, sheds and storage containing over 2,000 catalogued historic artifacts

Friends of the Farms

- Selects farmers for subleases through an RFP process
- Negotiate and manages farmer subleases
- Provides ongoing maintenance and improvements for public farmland and infrastructure
- Oversees capital improvements on 5 farm properties
- Manages two residential rental properties housing 9 farm interns



Management and Beyond

Friends of the Farm provides the City with:

- Agricultural land improvements and maintenance
- Natural resource management
- Infrastructure improvements and maintenance
- P-Patch Gardener Program
- Educational opportunities
- Community events, such as Harvest Fair
- Trail networks and open space for recreation
- Affordable housing for farm interns and new farmers



Request for Funding

\$16,250 for Q4 2018

\$65,000 annually for 2019-2020 budget cycle

Management fees paid by the City:

| Year | Amount |
|------|---------|
| 2004 | \$5,000 |
| 2005 | 7,628 |
| 2006 | 25,052 |
| 2007 | 5,125 |
| 2008 | 40,000 |
| 2009 | 0 |
| 2010 | 33,000 |
| 2011 | 20,000 |

Request based on:

| | |
|----------------------------------|------------------|
| Full-time Manager | \$55,000 |
| Part-time Executive Director* | 17,000 |
| Operating expense* | 20,000 |
| Maintenance expenses | 15,000 |
| Total Estimated Cost | <u>\$107,000</u> |
| Less: Revenue | -17,385 |
| Total Public Farmland Short-fall | \$89,615 |
| Maintenance work^ | 30,000 |

*Based on allocated time/expenses for Friends of the Farms

^Based on value of in-kind and volunteer work

Q&A

Please vote tonight to approve Friends of the Farms request for an annual management fee.

Thank you for your support of public farmland!





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (9:00 PM) Proposal from Friends of the Farms for City Farmland M&E Property "Food Forest" Project - Executive,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Discussion

SUMMARY:

To receive a presentation from Friends of the Farms (FOF) on a proposed "Food Forest" project to be located at the City-owned M&E public farmland property. FOF is providing this presentation for informational purposes and to provide the opportunity to answer any questions from City Council about the proposed project.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

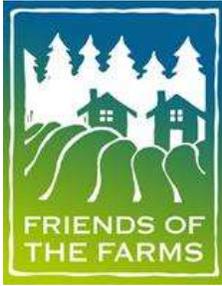
[FOF M&E Proposal - Food Forest](#)

[M&E Properties Slides](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



**Friends of the Farms Proposal to the City of Bainbridge Island
For the M&E Public Farmland Property
August 28, 2018**

Request

Friends of the Farms requests approval by the City of Bainbridge Island to create a Food Forest on 13.33 acres of public farmland known as M&E.

What is a Food Forest?

Food forests are edible parks, home to a diverse range of plants for food, crafting, and medicine. A range of plants that improve soil, attract beneficial insects, and protect our watersheds. Food forests have P-patches and community plots created with community-guided designs so local families can grow their own food. Food forests have gathering spaces, educational forums and public art that encourage interaction and the exchange of ideas and knowledge, while a network of public trails ensure free and open access.

Food forests bring community members together to participate in their creation and upkeep and support our health and wellbeing as all are welcome to freely share fresh fruit, vegetables, nuts, herbs, mushrooms and more.

Friends of the Farms' food forest will utilize permaculture principles to create a low maintenance, self-supportive ecosystem that mimics natural relationships beneficial to humans, animals, plants, and insects in a natural forest.

Friends of the Farms and Bainbridge Prepares will engage community partners, and seek grants, public funds, and private donations to support our project.

Food forests are revolutionary -- free food to the people, by the people, and for the people.

Friends of the Farms and the Bainbridge Prepares Food Resilience Team

Since 2012, Friends of the Farms has managed public farmland under a 30-year lease with the City of Bainbridge Island.

The Suyematsu, Morales, Johnson, M&E, and Crawford farm properties total 60 acres and include:

- leased commercial farmland and related infrastructure
- two residential structures occupied by 9 farm interns
- storage buildings, sheds, and barns
- roads, trail networks, and open space
- 14 p-patch garden plots
- 5-acre designated historic area with barn, bunkhouses, sheds and storage containing over 2,000 catalogued historic artifacts

Friends of the Farms selects sublease farmers, provides natural resource management and ongoing maintenance and improvements to land and infrastructure, and oversees farm-related capital improvements on all five public farmland properties.

In January of 2018, Friends of the Farms Executive Director Heather Burger accepted an invitation by Scott James to Co-Chair a Food Resilience Team (FRT), one of eleven groups that make up Bainbridge Prepares. Heather's Co-Chair is Maria Metzler, Executive Director at Helpline House.

The FRT's mission is to provide our community with the resources it needs to acquire, grow, store, and prepare nutritious food for every person on Bainbridge Island for a minimum for 4 weeks and supplement food supplies coming from off-island for up to 1 year in the event of a major disaster.

The flagship project of the Food Resilience Team is the creation of a Food Forest on Bainbridge Island, which would create a resource for fresh food for all BI residents, especially in the event of an emergency.

Food Forest Project Design Team

Heather Burger, Executive Director, Friends of the Farms

*Becca Hanson, Landscape Architect

*Erin Hill, Landscape Designer with focus on organic agriculture

Scott James, Executive Director, Bainbridge Prepares

Russell Lawson, Farmer, Year of the Garden

*Larry Lofgren, Attorney

Alessandra Pistoia, Resource Management Consultant, MBA

Bob Ross, Landscape Architect

*Friends of the Farms Board Member

Background - M&E Property and Conservation Restrictions

The M&E Property was donated to the City in 2003. It is the location of the former M & E Tree Farm. The site consists of two parcels “M & E East” and “M & E West.” Total Acreage: 13.33

The acquisition agreement subjected the property to conservation and use restrictions that control and serve as policy and practices; this includes a restriction that no individual may conduct commercial farming on the property. Aside from this there are no restrictions on agricultural activity for the property.

Acceptable uses specifically stated in the Conservation Values in the Quit Claim Deed

- Removal of invasive plants
- Recreation trails
- Vegetation management including timber harvesting to retain conservation values
- Fencing
- A restroom facility
- Maintenance and repair of existing buildings
- Planting, gardening and the development of ‘P-patch’ gardens
- Timber resources on the property may be cultivated and harvested.

The entire site consists of open meadows of native plant materials and several invasive species and a canopy of mixed deciduous hardwoods and native and introduced conifers. A portion of the site was once used as a Christmas tree farm.

The site is most likely habitat for typical Bainbridge Island fauna, including deer, raccoon and coyote.

It is well known for bird watching and especially during migration seasons although there seems to be a tremendous number of species that use it as habitat.

With no signing for trail designation, use, or interpretation, the site nevertheless is often used by individuals or families for hiking and bird watching. Adjacent neighborhood use appears to be high.

What Will Friends of the Farms' Food Forest Look Like?

While the community will help guide our planning, initial ideas include:

- open food forage areas
- mushroom gardens
- p-patches and community garden space
- snack trails planted with native edibles
- public art
- community trails and gathering spaces
- all ages food education gardens and programs
- native pollinator habitat
- and restoration and enhancement of the headwaters of Manzanita Creek, a fish bearing stream that starts on the Bentryn / Suyematsu Farm and runs through the property.



Potential Partners

While the Food Forest Project will be housed within Friends of the Farms, planning, building, programming, and maintenance will require partners across our entire community.

Potential partners include:

| | |
|------------------------------------|---|
| Agricultural Community | Islandwood |
| Arts and Humanities Council | Kitsap County Master Gardeners |
| BARN | Library Composting Team |
| Beacon Hill Food Forest | Sustainable Bainbridge (Watershed Council, Zero Waste) |
| Bainbridge Island Fruit Club | UW School of Environmental and Forest Sciences |
| Bainbridge Island Parks Foundation | Washington State Department of Ecology, Fish & Wildlife |
| Bainbridge Island School District | Wild Society |
| Bainbridge Prepares | |
| CoBI | |
| EduCulture | |
| Helpline House | |

Why Create a Food Forest on Public Land?

Bainbridge Island has an opportunity to be on the cutting edge of how we think about food and security for our residents. While the majority of Bainbridge citizens are food-secure, and able to purchase their produce at one of our grocery stores or markets, there are still many people who lack access.

Living on an island gives us all a good reason to prepare for an emergency. Earthquake, fire...no one knows what may happen, and there is comfort in knowing that *when* an emergency occurs, there will be food available. The Food Forest can provide and educate our growing population about the bounty of food both on the M&E property and the island as a whole. But almost more important than the Food Forest's role in an emergency is its role in our daily lives here, on Bainbridge Island. Securing our citizen's access to healthy food year round, year after year, is the ultimate step in true community building. To put public land to use as a place to gather and nourish our bodies and souls brings to fruition the efforts of so many of our citizens, organizations and councils.

And if nothing else, just imagine the joy of strolling through a park, watching children and adults alike delighting in nibbling, tasting, and learning all about what grows here, and why it matters.

Thank you for your consideration of this proposal and for your ongoing support of public farmland.

Please vote tonight to approve Friends of the Farms request to create a Food Forest on 13.33 acres of public farmland known as M&E.

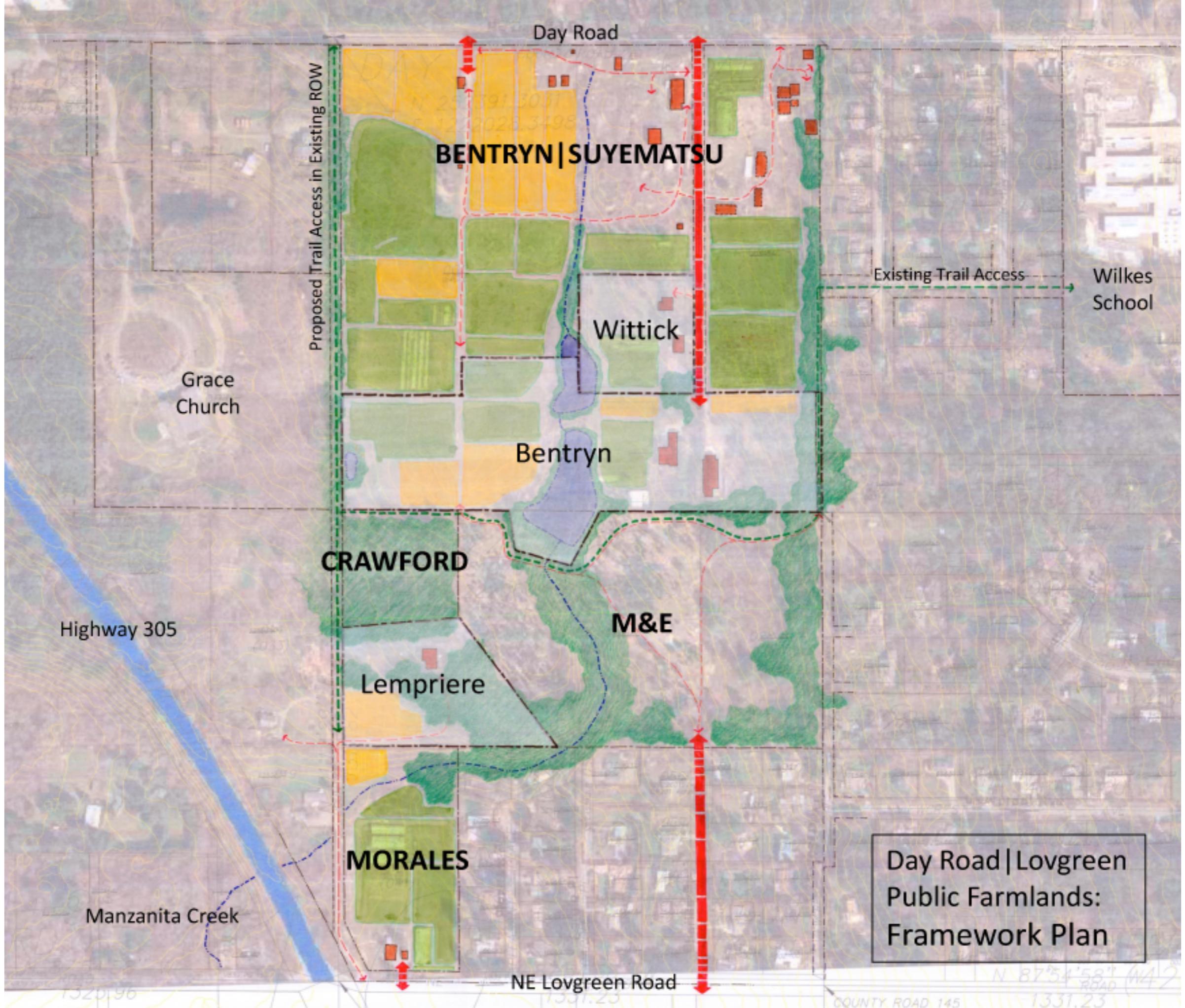
Respectfully submitted,

Heather Burger
Executive Director
Friends of the Farms



The M&E Properties

Managed by Friends of the Farms for the City of
Bainbridge Island, Washington



Day Road | Lovgreen
Public Farmlands:
Framework Plan



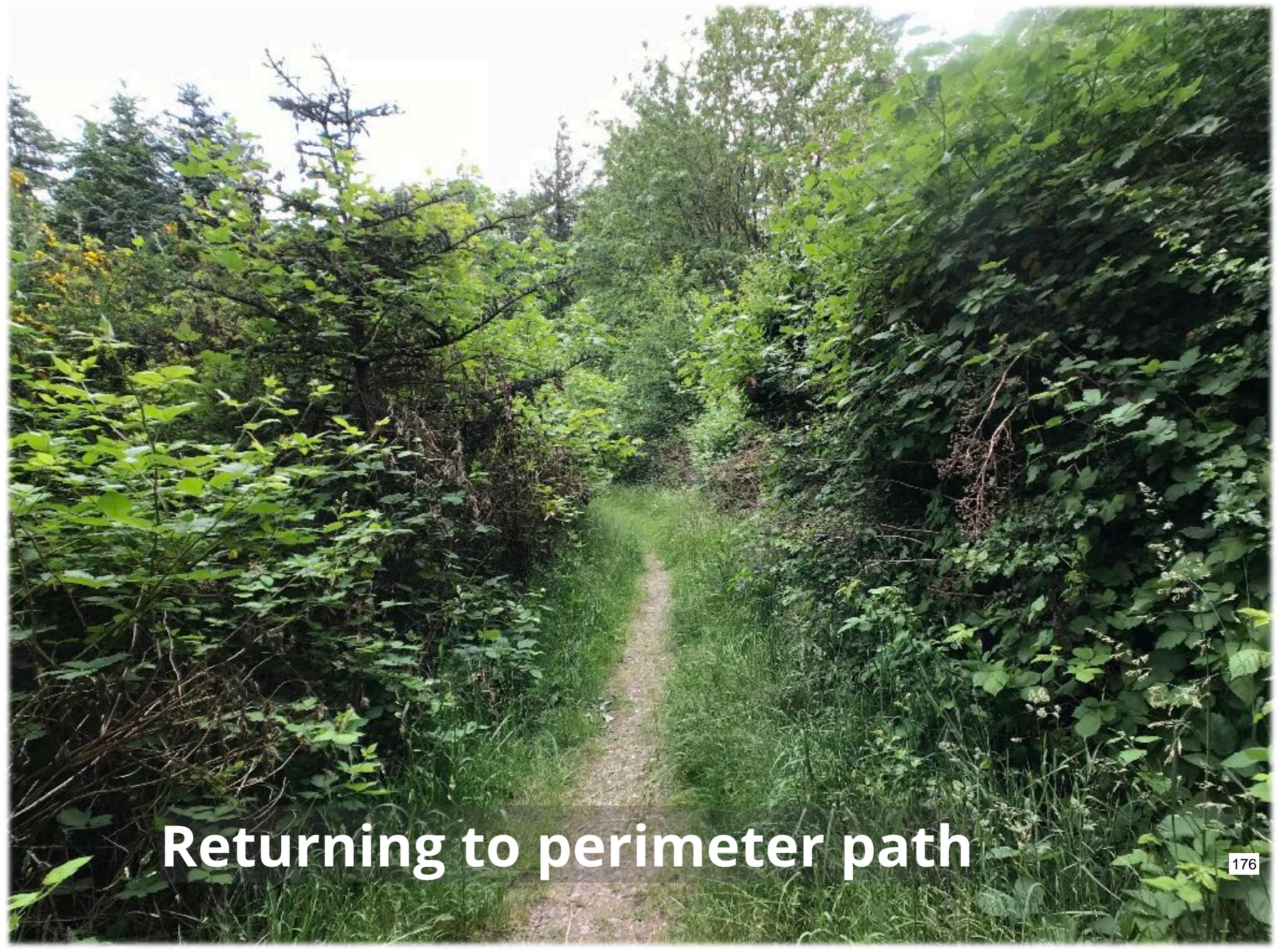
Main entrance at the end of Charles Place



Through the gate



M&E tree sales shed



Returning to perimeter path



Existing structure along perimeter path 177



**Perimeter path approaching start of
Manzanita Creek gorge**



Looking up toward vineyard



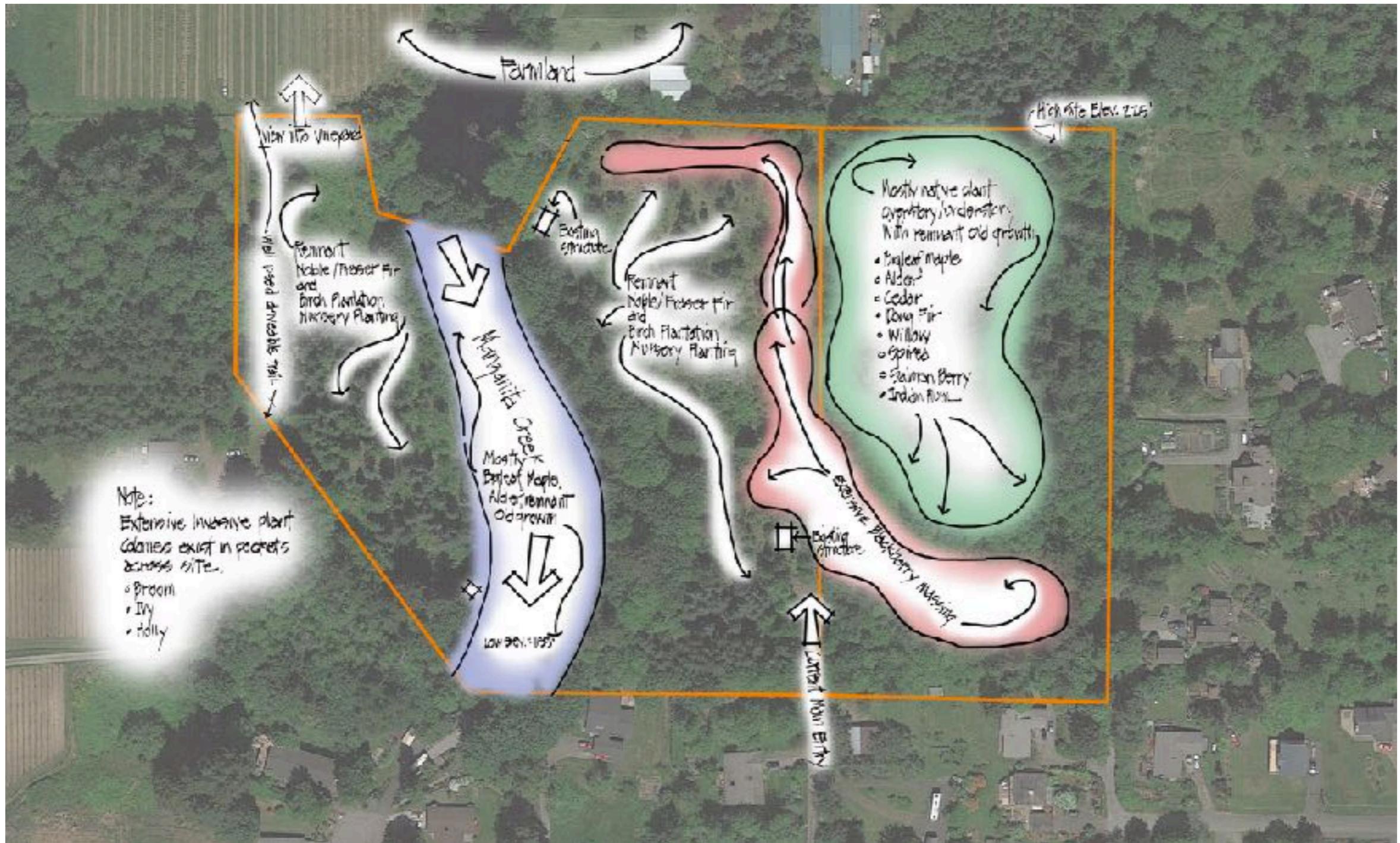
Entrance trail into Manzanita Creek



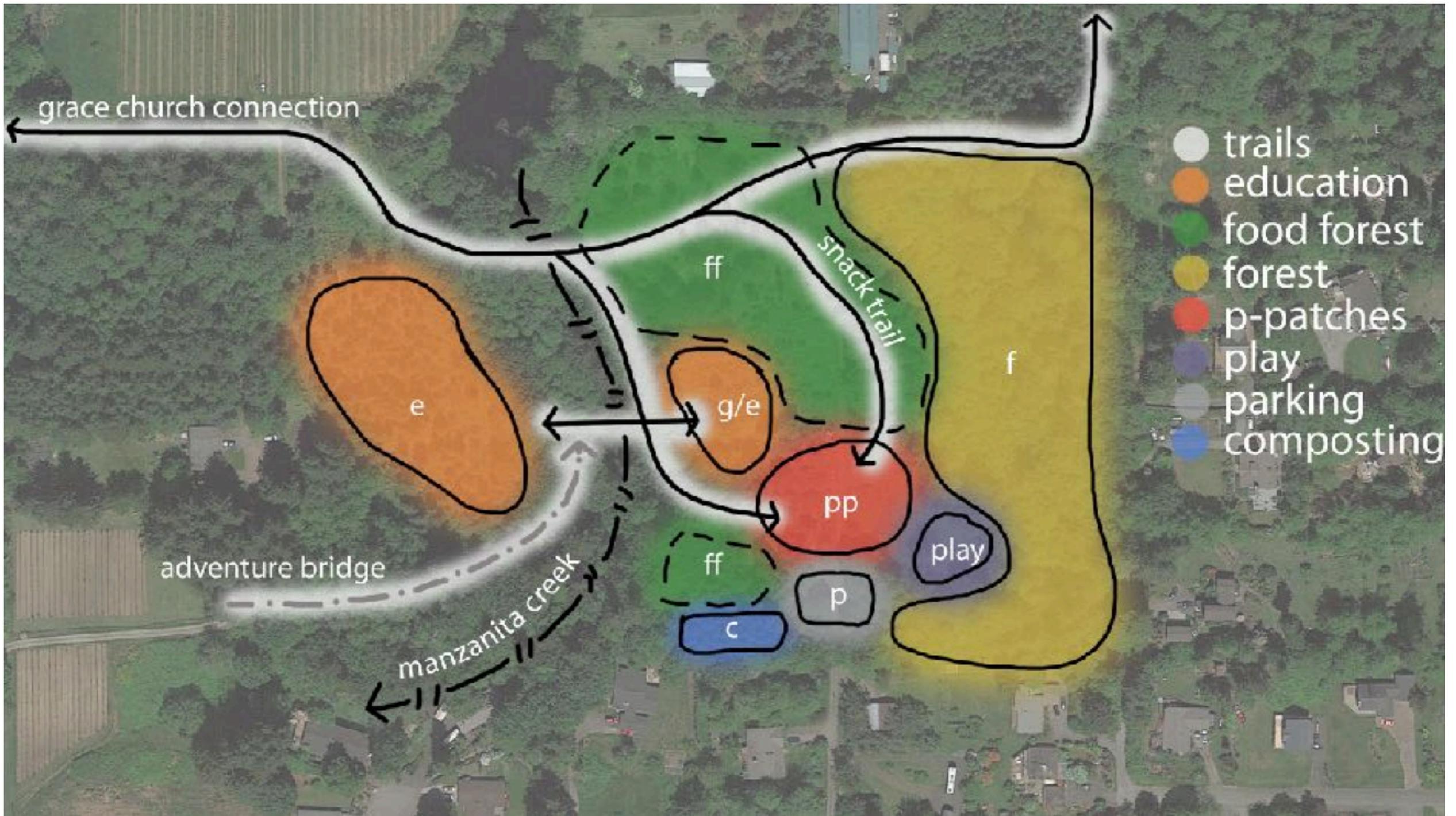
Bottom of Manzanita Creek



Current trail and road circulations



Existing M&E Property site conditions



Initial concepts

Acceptable Uses Specifically Stated in the Quit Claim Deed

Removal of Invasive Species

Recreation Trails & Signing

Vegetation Management Including Timber Harvesting

Fencing

Restroom Facilities

Maintenance and Repair of Existing Buildings

New Plant Materials Planting

P-Patch Gardens





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:15 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 Consent Agenda items:

- A. Accounts Payable and Payroll
- B. Special City Council Meeting Minutes, August 14, 2018
- C. Regular City Council Business Meeting Minutes, August 14, 2018
- D. Appointment of Bainbridge Island Representative to Bremerton Kitsap Access Television's Public Access Citizens Advisory Committee - Mayor Medina,
- E. Ordinance No. 2018-29 Relating to 2018 Midyear Budget Amendments - Finance

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 28, 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 08-29-18](#)

[Payroll](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: August 13, 2018 - August 27, 2018
CITY COUNCIL: August 14, 2018 - August 28, 2018

Last check from previous run: 348271 dated 07/25/2018 issued to Zee Medical Service Co in the amount of \$197.73

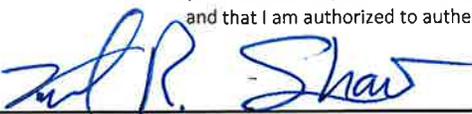
| Payment Type | Check Date | Check Number | Department/Vendor/Description | Amount |
|---|------------|--------------|--|------------------|
| EFT | 8/26/18 | 310 | WA State DOR/Excise taxes - July 2018 | 11,672.77 |
| ACH | 8/26/18 | 311 | COBI/Utility billing - August 2018 | 8,598.08 |
| ACH | 8/26/18 | 312 | WA State DOL/Concealed weapon permits - August 2018 | 366.00 |
| VOID | 5/23/18 | 347460 | PW/Bruce Titus Ford/Lost check - void and replace | N/A |
| Manual | 8/10/18 | 348272 | PCD&FIN/AT&T/Fax long distance - August 2018 | 18.38 |
| Manual | 8/10/18 | 348273 | CenturyLink/Citywide telemetry services | 961.24 |
| Manual | 8/10/18 | 348274 | EX&CC/Genuine Image Photography/Portraits | 4,087.50 |
| Manual | 8/14/18 | 348275 | CenturyLink/Emergency phone, waterfront park dock | 79.52 |
| Manual | 8/14/18 | 348276 | POL/Kelley Imaging/Copier lease | 279.04 |
| Manual | 8/14/18 | 348277 | Puget Sound Energy/184 Winslow Way, Casey St Water electricity | 39.38 |
| Manual | 8/14/18 | 348278 | PW/Toshiba Financial/Copier lease | 273.60 |
| Manual | 8/14/18 | 348279 | Verizon Wireless/Citywide cell phone services | 5,735.17 |
| Manual | 8/14/18 | 348280 | US Bank/Credit card purchases - July 2018 | 14,094.06 |
| Manual | 8/15/18 | 348281 | PW/Bruce Titus Ford/Replacement for 347460 | 166.86 |
| Manual | 8/15/18 | 348282 | PW/Gravitec/Facilities roof fail protection | 13,380.00 |
| Manual | 8/21/18 | 348283 | EX/Hilary Hilscher/Greening of the STO phase 2 | 1,847.00 |
| Manual | 8/22/18 | 348284 | ENG/Christopher C Luckerath/Wyatt Way Easement | 13,125.00 |
| Manual | 8/22/18 | 348285 | ENG/Chris & Patricia Whited/Wyatt Way Easement | 19,000.00 |
| Manual Checks and Electronic Disbursements | | | | 93,723.60 |

| | | | | |
|-------------|---------|---------------|-------------------|-------------------|
| Regular Run | 8/15/18 | 348286-348403 | Regular Check Run | 218,557.41 |
| | | | | 312,281.01 |

| | | | | |
|-------------------|-----|-----|--|-----|
| 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.


Karl R. Shaw, Accounting Manager

8-23-2018
Date

EFT - Excise (Jul 2018)

(cc) 8/23/18

08/23/2018 08:04 | CITY OF BAINBRIDGE ISLAND
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
 | apcshdsb

CASH ACCOUNT: 635 111100 CASH

| | | | | | | | | | |
|----------|----------|------|-------------|---------|---------|----------|----|-----------|-----|
| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|----------|----------|------|-------------|---------|---------|----------|----|-----------|-----|

INVOICE DTL DESC

| | | | | | | | | | |
|---------------------|------------|------|--------------------------|------------------|----------------------|--------------------------------|-----------|---------------------|-----------|
| 310 | 08/26/2018 | MANL | 124 WA ST DEPT OF REVENU | 224951 | 2018-07 | 07/31/2018 | | EPTJUL18 | 11,672.77 |
| | | | Invoice: 2018-07 | | | | | | |
| | | | | | | JUL 18 EXCISE TAXES | | | |
| | | | | 46.93 | 91411341 553000 | FINANCE - WATER EXTRNL TAXES | | | |
| | | | | -697.01 | 91421351 553000 | FINANCE - SEWER - EXTRNL TAXES | | | |
| | | | | 5,442.05 | 91421351 553000 | FINANCE - SEWER - EXTRNL TAXES | | | |
| | | | | 27.12 | 91421351 553000 | FINANCE - SEWER - EXTRNL TAXES | | | |
| | | | | 10.59 | 91411341 553000 | FINANCE - WATER EXTRNL TAXES | | | |
| | | | | .15 | 91411341 553000 | FINANCE - WATER EXTRNL TAXES | | | |
| | | | | 97.00 | 91431383 553000 | FINANCE - SSWM - EXTRNL TAXES | | | |
| | | | | 5,635.54 | 91411341 553000 | FINANCE - WATER EXTRNL TAXES | | | |
| | | | | 650.86 | 91421351 553000 | FINANCE - SEWER - EXTRNL TAXES | | | |
| | | | | 123.45 | 51011211 53110000589 | PD-COMM OUTREACH-SUPPLIES | | | |
| | | | | 28.96 | 51011211 53110000649 | NAT'L NIGHT OUT-SUPPLIES | | | |
| | | | | 4.86 | 53011212 531100 | PD-C/E-PATROL SUPPLIES | | | |
| | | | | 302.27 | 55011757 54110000159 | PD-DERELICT VES-DISPOSAL SVCS | | | |
| | | | | | | | | CHECK 310 TOTAL: | 11,672.77 |
| | | | | NUMBER OF CHECKS | 1 | *** CASH ACCOUNT TOTAL *** | | | 11,672.77 |
| | | | | | | COUNT | AMOUNT | | |
| | | | | | | ----- | ----- | | |
| TOTAL MANUAL CHECKS | | | | | | 1 | 11,672.77 | | |
| | | | | | | | | *** GRAND TOTAL *** | 11,672.77 |

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------------|----------|----------------|----------|-------|-----------|--------------------------------|--------------------------------|-----------|-----------|-----------|
| EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | | | |
| 2018 8 | 274 | APP 401-213000 | | | | | ACCOUNTS PAYABLE | | 5,693.21 | |
| 08/23/2018 | EFTJUL18 | EFT | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 635-111100 | | | | | | CASH | | | 11,672.77 | |
| 08/23/2018 | EFTJUL18 | EFT | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 402-213000 | | | | | | ACCOUNTS PAYABLE | | 5,423.02 | | |
| 08/23/2018 | EFTJUL18 | EFT | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 403-213000 | | | | | | ACCOUNTS PAYABLE | | 97.00 | | |
| 08/23/2018 | EFTJUL18 | EFT | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 001-213000 | | | | | | GENERAL - ACCOUNTS PAYABLE | | 459.54 | | |
| 08/23/2018 | EFTJUL18 | EFT | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| | | | | | | | GENERAL LEDGER TOTAL | | 11,672.77 | 11,672.77 |
| APP 631-130000 | | | | | | DUE TO/FROM CLEARING | | 11,672.77 | | |
| 08/23/2018 | EFTJUL18 | EFT | | | | | | | | |
| APP 401-130000 | | | | | | DUE TO/FROM CLEARING | | | 5,693.21 | |
| 08/23/2018 | EFTJUL18 | EFT | | | | | | | | |
| APP 402-130000 | | | | | | DUE TO/FROM CLEARING | | | 5,423.02 | |
| 08/23/2018 | EFTJUL18 | EFT | | | | | | | | |
| APP 403-130000 | | | | | | DUE TO/FROM CLEARING | | | 97.00 | |
| 08/23/2018 | EFTJUL18 | EFT | | | | | | | | |
| APP 001-130000 | | | | | | GENERAL - DUE TO/FROM CLEARING | | | 459.54 | |
| 08/23/2018 | EFTJUL18 | EFT | | | | | | | | |
| | | | | | | | SYSTEM GENERATED ENTRIES TOTAL | | 11,672.77 | 11,672.77 |
| | | | | | | | JOURNAL 2018/08/274 TOTAL | | 23,345.54 | 23,345.54 |

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | DEBIT | CREDIT |
|--------------------------------|---------------------|-----|-----|--------------------------------|-----------|-----------|
| ACCOUNT | ACCOUNT DESCRIPTION | | | | | |
| 001 GENERAL FUND | 2018 | 8 | 274 | 08/23/2018 | | |
| 001-130000 | | | | GENERAL - DUE TO/FROM CLEARING | | 459.54 |
| 001-213000 | | | | GENERAL - ACCOUNTS PAYABLE | 459.54 | |
| | | | | FUND TOTAL | 459.54 | 459.54 |
| 401 WATER OPERATING FUND | 2018 | 8 | 274 | 08/23/2018 | | |
| 401-130000 | | | | DUE TO/FROM CLEARING | | 5,693.21 |
| 401-213000 | | | | ACCOUNTS PAYABLE | 5,693.21 | |
| | | | | FUND TOTAL | 5,693.21 | 5,693.21 |
| 402 SEWER OPERATING FUND | 2018 | 8 | 274 | 08/23/2018 | | |
| 402-130000 | | | | DUE TO/FROM CLEARING | | 5,423.02 |
| 402-213000 | | | | ACCOUNTS PAYABLE | 5,423.02 | |
| | | | | FUND TOTAL | 5,423.02 | 5,423.02 |
| 403 STORM & SURFACE WATER FUND | 2018 | 8 | 274 | 08/23/2018 | | |
| 403-130000 | | | | DUE TO/FROM CLEARING | | 97.00 |
| 403-213000 | | | | ACCOUNTS PAYABLE | 97.00 | |
| | | | | FUND TOTAL | 97.00 | 97.00 |
| 631 CLEARING FUND | 2018 | 8 | 274 | 08/23/2018 | | |
| 631-130000 | | | | DUE TO/FROM CLEARING | 11,672.77 | |
| 635-111100 | | | | CASH | | 11,672.77 |
| | | | | FUND TOTAL | 11,672.77 | 11,672.77 |

08/23/2018 08:04
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|-------|----------------------------|-----------|-----------|
| ----- | | | |
| 001 | GENERAL FUND | | 459.54 |
| 401 | WATER OPERATING FUND | | 5,693.21 |
| 402 | SEWER OPERATING FUND | | 5,423.02 |
| 403 | STORM & SURFACE WATER FUND | | 97.00 |
| 631 | CLEARING FUND | 11,672.77 | |
| | | ----- | ----- |
| | TOTAL | 11,672.77 | 11,672.77 |

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

ACH-UB AUG 18

8/23/18

08/23/2018 08:04 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|----------|---------------------|------|--------------------------|----------|-----------------|-------------------------------|----|------------|----------|
| ----- | | | | | | | | | |
| 311 | 08/26/2018 | MANL | 103 CITY OF BAINBRIDGE I | 224939 | 10717AUG18 | 08/01/2018 | | ACHAUG18 | 56.14 |
| | Invoice: 10717AUG18 | | | | | 1270 MADISON | | | |
| | | | | 56.14 | 91011722 547500 | GG-C/E-LIBRARY-COBI WTR/SWR | | | |
| | | | | 224942 | 10727AUG18 | 08/01/2018 | | ACHAUG18 | 1,788.06 |
| | Invoice: 10727AUG18 | | | | | 1270 MADISON | | | |
| | | | | 1,788.06 | 91011722 547500 | GG-C/E-LIBRARY-COBI WTR/SWR | | | |
| | | | | 224943 | 11015AUG18 | 08/01/2018 | | ACHAUG18 | 3,841.04 |
| | Invoice: 11015AUG18 | | | | | 1220 DONALD PL | | | |
| | | | | 3,841.04 | 91425358 547500 | GG-WWTP-WATER/SEWER | | | |
| | | | | 224944 | 11122AUG18 | 08/01/2018 | | ACHAUG18 | 503.53 |
| | Invoice: 11122AUG18 | | | | | 625 WINSLOW WAY | | | |
| | | | | 503.53 | 91011215 547500 | GG-C/E-PD-COBI WTR/SWR | | | |
| | | | | 224945 | 11762AUG18 | 08/01/2018 | | ACHAUG18 | 86.99 |
| | Invoice: 11762AUG18 | | | | | WINSLOW WAY DRINKING FTN | | | |
| | | | | 86.99 | 91011768 547500 | GG-C/E-PARKS-WTR/SWR | | | |
| | | | | 224946 | 11805AUG18 | 08/01/2018 | | ACHAUG18 | 159.14 |
| | Invoice: 11805AUG18 | | | | | HIGH SCHOOL & MADISON | | | |
| | | | | 159.14 | 91011768 547500 | GG-C/E-PARKS-WTR/SWR | | | |
| | | | | 224947 | 11806AUG18 | 08/01/2018 | | ACHAUG18 | 97.81 |
| | Invoice: 11806AUG18 | | | | | MADISON & HIGH SCHOOL | | | |
| | | | | 97.81 | 91011768 547500 | GG-C/E-PARKS-WTR/SWR | | | |
| | | | | 224948 | 11982AUG18 | 08/01/2018 | | ACHAUG18 | 710.37 |
| | Invoice: 11982AUG18 | | | | | 280 MADISON AVE N | | | |
| | | | | 710.37 | 91011189 547500 | GG-C/E-CITY HALL-COBI WTR/SWR | | | |
| | | | | 224949 | 11983AUG18 | 08/01/2018 | | ACHAUG18 | 995.44 |
| | Invoice: 11983AUG18 | | | | | 280 MADISON AVE N | | | |
| | | | | 995.44 | 91011189 547500 | GG-C/E-CITY HALL-COBI WTR/SWR | | | |
| | | | | 224950 | 12754AUG18 | 08/01/2018 | | ACHAUG18 | 359.56 |
| | Invoice: 12754AUG18 | | | | | WINSLOW WAY E | | | |
| | | | | 359.56 | 91011768 547500 | GG-C/E-PARKS-WTR/SWR | | | |
| | | | | | | CHECK | | 311 TOTAL: | 8,598.08 |

08/23/2018 08:04
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 8,598.08

| | COUNT | AMOUNT |
|---------------------|-------|----------|
| TOTAL MANUAL CHECKS | 1 | 8,598.08 |

*** GRAND TOTAL *** 8,598.08

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 | 275 | | | | | | | | | |
| APP | 001-213000 | 08/23/2018 | ACHAUG18 | ACH-UB | | | | GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 4,757.04 | |
| APP | 635-111100 | 08/23/2018 | ACHAUG18 | ACH-UB | | | | CASH AP CASH DISBURSEMENTS JOURNAL | | | 8,598.08 |
| APP | 402-213000 | 08/23/2018 | ACHAUG18 | ACH-UB | | | | ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL | | 3,841.04 | |
| | | | | | | | | | | ----- | ----- |
| GENERAL LEDGER TOTAL | | | | | | | | | | 8,598.08 | 8,598.08 |
| APP | 631-130000 | 08/23/2018 | ACHAUG18 | ACH-UB | | | | DUE TO/FROM CLEARING | | 8,598.08 | |
| APP | 001-130000 | 08/23/2018 | ACHAUG18 | ACH-UB | | | | GENERAL - DUE TO/FROM CLEARING | | | 4,757.04 |
| APP | 402-130000 | 08/23/2018 | ACHAUG18 | ACH-UB | | | | DUE TO/FROM CLEARING | | | 3,841.04 |
| | | | | | | | | | | ----- | ----- |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | | 8,598.08 | 8,598.08 |
| | | | | | | | | | | ----- | ----- |
| JOURNAL 2018/08/275 TOTAL | | | | | | | | | | 17,196.16 | 17,196.16 |

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--------------------------|------|-----|-----|------------|--------------------------------|----------|----------|
| 001 GENERAL FUND | 2018 | 8 | 275 | 08/23/2018 | | | |
| 001-130000 | | | | | GENERAL - DUE TO/FROM CLEARING | | 4,757.04 |
| 001-213000 | | | | | GENERAL - ACCOUNTS PAYABLE | 4,757.04 | |
| FUND TOTAL | | | | | | 4,757.04 | 4,757.04 |
| 402 SEWER OPERATING FUND | 2018 | 8 | 275 | 08/23/2018 | | | |
| 402-130000 | | | | | DUE TO/FROM CLEARING | | 3,841.04 |
| 402-213000 | | | | | ACCOUNTS PAYABLE | 3,841.04 | |
| FUND TOTAL | | | | | | 3,841.04 | 3,841.04 |
| 631 CLEARING FUND | 2018 | 8 | 275 | 08/23/2018 | | | |
| 631-130000 | | | | | DUE TO/FROM CLEARING | 8,598.08 | |
| 635-111100 | | | | | CASH | | 8,598.08 |
| FUND TOTAL | | | | | | 8,598.08 | 8,598.08 |

08/23/2018 08:04
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 5
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|----------------------|----------|----------|
| 001 | GENERAL FUND | | 4,757.04 |
| 402 | SEWER OPERATING FUND | | 3,841.04 |
| 631 | CLEARING FUND | 8,598.08 | |
| | TOTAL | 8,598.08 | 8,598.08 |

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

ACH - FA Aug 18
 (cc) 8/23/18

08/23/2018 08:06 | CITY OF BAINBRIDGE ISLAND
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
 | apcshdsb

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

INVOICE DTL DESC

| | | | | | | | | |
|-----|-------------------|------|--------------------------|--------|-----------------|------------------------|------------|----------------------------|
| 312 | 08/26/2018 | MANL | 969 WA ST DEPT OF LICENS | 224938 | AUG18CPL | 08/22/2018 | ACGFA08 | 366.00 |
| | Invoice: AUG18CPL | | | | | CPL AUG 18 TRANSMITTAL | | |
| | | | | 366.00 | 41654860 586000 | GUN PERMIT OUT | | |
| | | | | | | CHECK | 312 TOTAL: | 366.00 |
| | | | | | | NUMBER OF CHECKS | 1 | *** CASH ACCOUNT TOTAL *** |
| | | | | | | | | 366.00 |
| | | | | | | COUNT | AMOUNT | |
| | | | | | | ----- | ----- | |
| | | | | | | TOTAL MANUAL CHECKS | 1 | 366.00 |
| | | | | | | | | *** GRAND TOTAL *** |
| | | | | | | | | 366.00 |

08/23/2018 08:06
 cchristianson

|CITY OF BAINBRIDGE ISLAND
 |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|----------|--------|-------|-------|-------------------------------|--------------|--------|--------|--------|
| SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | | |
| EFF DATE | | | | | | | | | |
| 2018 8 | 276 | | | | | | | | |
| APP 650-213000 | | | | | ACCOUNTS PAYABLE | | 366.00 | | |
| 08/26/2018 | ACGFA08 | ACH-FA | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 635-111100 | | | | | CASH | | | 366.00 | |
| 08/26/2018 | ACGFA08 | ACH-FA | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| GENERAL LEDGER TOTAL | | | | | | | 366.00 | 366.00 | |
| APP 631-130000 | | | | | DUE TO/FROM CLEARING | | 366.00 | | |
| 08/26/2018 | ACGFA08 | ACH-FA | | | | | | | |
| APP 650-130000 | | | | | DUE TO/FROM CLEARING | | | 366.00 | |
| 08/26/2018 | ACGFA08 | ACH-FA | | | | | | | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | 366.00 | 366.00 | |
| JOURNAL 2018/08/276 TOTAL | | | | | | | 732.00 | 732.00 | |

08/23/2018 08:06
 cchristianson

|CITY OF BAINBRIDGE ISLAND
 |A/P CASH DISBURSEMENTS JOURNAL

|P 3
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|-------------------|------|-----|-----|------------|----------------------|--------|--------|
| 631 CLEARING FUND | 2018 | 8 | 276 | 08/26/2018 | | | |
| 631-130000 | | | | | DUE TO/FROM CLEARING | 366.00 | |
| 635-111100 | | | | | CASH | | 366.00 |
| FUND TOTAL | | | | | | 366.00 | 366.00 |
| 650 AGENCY FUND | 2018 | 8 | 276 | 08/26/2018 | | | |
| 650-130000 | | | | | DUE TO/FROM CLEARING | | 366.00 |
| 650-213000 | | | | | ACCOUNTS PAYABLE | 366.00 | |
| FUND TOTAL | | | | | | 366.00 | 366.00 |

08/23/2018 08:06
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|-------------------|-------|--------|----------|
| 631 CLEARING FUND | | 366.00 | |
| 650 AGENCY FUND | | | 366.00 |
| | TOTAL | 366.00 | 366.00 |

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

08/14/2018 15:29
 cchristianson

|CITY OF BAINBRIDGE ISLAND
 |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------------|----------|-------------|----------|-------|-----------|--------------------------------|--------------------------------|--------|--------|--------|
| EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | | | |
| 2018 | 8 | 154 | | | | | | | | |
| APP 001-213000 | | | | | | GENERAL - ACCOUNTS PAYABLE | | | | 119.03 |
| 08/14/2018 | 347460 | VOID | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 635-111100 | | | | | | CASH | | 119.03 | | |
| 08/14/2018 | 347460 | VOID | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 631-213000 | | | | | | ACCOUNTS PAYABLE | | | | 47.83 |
| 08/14/2018 | 347460 | VOID | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 635-111100 | | | | | | CASH | | 47.83 | | |
| 08/14/2018 | 347460 | VOID | | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| | | | | | | | GENERAL LEDGER TOTAL | | 166.86 | 166.86 |
| APP 631-130000 | | | | | | DUE TO/FROM CLEARING | | | | 119.03 |
| 08/14/2018 | 05/20/18 | VOID | | | | | | | | |
| APP 001-130000 | | | | | | GENERAL - DUE TO/FROM CLEARING | | 119.03 | | |
| 08/14/2018 | 05/20/18 | VOID | | | | | | | | |
| | | | | | | | SYSTEM GENERATED ENTRIES TOTAL | | 119.03 | 119.03 |
| | | | | | | | JOURNAL 2018/08/154 TOTAL | | 285.89 | 285.89 |

08/14/2018 15:29
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|-------------------|------|-----|-----|------------|--------------------------------|--------|--------|
| 001 GENERAL FUND | 2018 | 8 | 154 | 08/14/2018 | | | |
| 001-130000 | | | | | GENERAL - DUE TO/FROM CLEARING | 119.03 | |
| 001-213000 | | | | | GENERAL - ACCOUNTS PAYABLE | | 119.03 |
| | | | | | FUND TOTAL | 119.03 | 119.03 |
| 631 CLEARING FUND | 2018 | 8 | 154 | 08/14/2018 | | | |
| 631-130000 | | | | | DUE TO/FROM CLEARING | | 119.03 |
| 631-213000 | | | | | ACCOUNTS PAYABLE | | 47.83 |
| 635-111100 | | | | | CASH | 166.86 | |
| | | | | | FUND TOTAL | 166.86 | 166.86 |

08/14/2018 15:29
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|-------------------|-------|--------|----------|
| 001 GENERAL FUND | | | 119.03 |
| 631 CLEARING FUND | | 119.03 | |
| | TOTAL | 119.03 | 119.03 |

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

Manual
 (M) 8/10/18

08/10/2018 15:32 | CITY OF BAINBRIDGE ISLAND
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
 | apcshdsb

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|---------------------|------------|------|--------------------------|---------|-----------------|------------|----|---------------------|--------|
| 348272 | 08/10/2018 | PRTD | 1235 AT&T ONENET SERVICE | 224604 | 1268560767 | 08/01/2018 | | M081018 | 17.77 |
| Invoice: 1268560767 | | | | | | | | | |
| | | | | 17.77 | 91011189 542100 | | | | |
| | | | | | | | | | |
| | | | | 224605 | 1268569443 | 08/01/2018 | | M081018 | .61 |
| Invoice: 1268569443 | | | | | | | | | |
| | | | | .61 | 91011189 542100 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348272 TOTAL: | 18.38 |
| ----- | | | | | | | | | |
| 348273 | 08/10/2018 | PRTD | 551 CENTURYLINK | 224606 | 0225AUG18 | 08/02/2018 | | M081018 | 106.46 |
| Invoice: 0225AUG18 | | | | | | | | | |
| | | | | 106.46 | 91011897 542100 | | | | |
| | | | | | | | | | |
| | | | | 224607 | 0754AUG18 | 08/02/2018 | | M081018 | 72.94 |
| Invoice: 0754AUG18 | | | | | | | | | |
| | | | | 72.94 | 91411891 542100 | | | | |
| | | | | | | | | | |
| | | | | 224608 | 1745AUG18 | 08/02/2018 | | M081018 | 50.53 |
| Invoice: 1745AUG18 | | | | | | | | | |
| | | | | 50.53 | 91011189 542100 | | | | |
| | | | | | | | | | |
| | | | | 224609 | 3736AUG18 | 08/02/2018 | | M081018 | 106.86 |
| Invoice: 3736AUG18 | | | | | | | | | |
| | | | | 106.86 | 91011189 542100 | | | | |
| | | | | | | | | | |
| | | | | 224611 | 5211AUG18 | 08/02/2018 | | M081018 | 191.60 |
| Invoice: 5211AUG18 | | | | | | | | | |
| | | | | 191.60 | 91011215 542100 | | | | |
| | | | | | | | | | |
| | | | | 224612 | 8731AUG18 | 08/02/2018 | | M081018 | 50.95 |
| Invoice: 8731AUG18 | | | | | | | | | |
| | | | | 50.95 | 91011755 542100 | | | | |
| | | | | | | | | | |
| | | | | 224613 | 9136AUG18 | 08/02/2018 | | M081018 | 143.40 |
| Invoice: 9136AUG18 | | | | | | | | | |
| | | | | 143.40 | 91011189 542100 | | | | |
| | | | | | | | | | |
| | | | | 224614 | 9791AUG18 | 08/02/2018 | | M081018 | 137.80 |
| Invoice: 9791AUG18 | | | | | | | | | |
| | | | | 137.80 | 91011215 542100 | | | | |
| | | | | | | | | | |
| | | | | 224615 | 9840AUG18 | 08/02/2018 | | M081018 | 50.35 |
| Invoice: 9840AUG18 | | | | | | | | | |
| | | | | 50.35 | 91411891 542100 | | | | |
| | | | | | | | | | |
| | | | | 224616 | 9858AUG18 | 08/02/2018 | | M081018 | 50.35 |
| Invoice: 9858AUG18 | | | | | | | | | |
| | | | | 50.35 | 91411891 542100 | | | | |
| | | | | | | | | | |

08/10/2018 15:32 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

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

INVOICE DTL DESC

 CHECK 348273 TOTAL: 961.24

348274 08/10/2018 PRTD 9007 GENUINE IMAGE PHOTOG 224617 1058 08/07/2018 M081018 4,087.50
 Invoice: 1058 EX&CC/COUNCIL & EXECUTIVE PORTRAITS

1,532.81 11011116 531100 COUNCIL - SUPPLIES
 2,554.69 31011131 541100 EXEC - C/E PROF SERVICES

CHECK 348274 TOTAL: 4,087.50

NUMBER OF CHECKS 3 *** CASH ACCOUNT TOTAL *** 5,067.12

| | COUNT | AMOUNT |
|----------------------|-------|----------|
| TOTAL PRINTED CHECKS | 3 | 5,067.12 |

*** GRAND TOTAL *** 5,067.12

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR | PER | JNL | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|----------|--------|-------|-------|--------------------------------|------|-----------|-----------|
| SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | |
| 2018 | 8 | 116 | | | | | | | |
| APP 001-213000 | 08/10/2018 | M081018 | 081018 | | | GENERAL - ACCOUNTS PAYABLE | | 4,893.48 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | 08/10/2018 | M081018 | 081018 | | | CASH | | | 5,067.12 |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 401-213000 | 08/10/2018 | M081018 | 081018 | | | ACCOUNTS PAYABLE | | 173.64 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | 5,067.12 | 5,067.12 |
| APP 631-130000 | 08/10/2018 | M081018 | 081018 | | | DUE TO/FROM CLEARING | | 5,067.12 | |
| APP 001-130000 | 08/10/2018 | M081018 | 081018 | | | GENERAL - DUE TO/FROM CLEARING | | | 4,893.48 |
| APP 401-130000 | 08/10/2018 | M081018 | 081018 | | | DUE TO/FROM CLEARING | | | 173.64 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | 5,067.12 | 5,067.12 |
| JOURNAL 2018/08/116 TOTAL | | | | | | | | 10,134.24 | 10,134.24 |

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--------------------------|----------|-----|------------|--------------------------------|----------|----------|
| 001 GENERAL FUND | 2018 8 | 116 | 08/10/2018 | | | |
| 001-130000 | | | | GENERAL - DUE TO/FROM CLEARING | | 4,893.48 |
| 001-213000 | | | | GENERAL - ACCOUNTS PAYABLE | 4,893.48 | |
| | | | | FUND TOTAL | 4,893.48 | 4,893.48 |
| 401 WATER OPERATING FUND | 2018 8 | 116 | 08/10/2018 | | | |
| 401-130000 | | | | DUE TO/FROM CLEARING | | 173.64 |
| 401-213000 | | | | ACCOUNTS PAYABLE | 173.64 | |
| | | | | FUND TOTAL | 173.64 | 173.64 |
| 631 CLEARING FUND | 2018 8 | 116 | 08/10/2018 | | | |
| 631-130000 | | | | DUE TO/FROM CLEARING | 5,067.12 | |
| 635-111100 | | | | CASH | | 5,067.12 |
| | | | | FUND TOTAL | 5,067.12 | 5,067.12 |

08/10/2018 15:32
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 5
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|----------------------|----------|----------|
| 001 | GENERAL FUND | | 4,893.48 |
| 401 | WATER OPERATING FUND | | 173.64 |
| 631 | CLEARING FUND | 5,067.12 | |
| | TOTAL | 5,067.12 | 5,067.12 |

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

Manual
 (cc) 8/14/18

08/14/2018 14:14 | CITY OF BAINBRIDGE ISLAND | P 1
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL | apcshdab

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

| | | | | | | INVOICE DTL DESC | | | |
|---------------------|------------|------|---------------------------|----------------------|-----------------|-------------------------------|------------------|----------|--|
| 348275 | 08/14/2018 | PRTD | 551 CENTURYLINK | 224694 | 5996AUG18 | 08/07/2018 | M081418 | 79.52 | |
| Invoice: 5996AUG18 | | | | | | E-PHONE @ WFP DOCK | | | |
| | | | | 79.52 | 91011757 542100 | GG-GF-WFP DOCK-PHONE | | | |
| | | | | | | CHECK | 348275 TOTAL: | 79.52 | |
| | | | | | | | | | |
| 348276 | 08/14/2018 | PRTD | 1971 KELLEY IMAGING SYSTE | 224695 | 23121570 | 08/03/2018 | 21800009 M081418 | 279.04 | |
| Invoice: 23121570 | | | | | | POL/4555C COPIER LEASE | | | |
| | | | | 279.04 | 51011211 545000 | PD-C/E-ADMIN RENTS/LEASE | | | |
| | | | | | | CHECK | 348276 TOTAL: | 279.04 | |
| | | | | | | | | | |
| 348277 | 08/14/2018 | PRTD | 1205 PUGET SOUND ENERGY | 224696 | 9932AUG18 | 08/07/2018 | M081418 | 10.42 | |
| Invoice: 9932AUG18 | | | | | | 184 WINSLOW WAY E | | | |
| | | | | 10.42 | 91011739 547100 | COMM EVENTS-ELECTRICITY | | | |
| | | | | | | | | | |
| | | | | 224697 | 3319JUL18 | 08/07/2018 | M081418 | 28.96 | |
| Invoice: 3319JUL18 | | | | | | PW/CASEY ST WATER METER | | | |
| | | | | 28.96 | 73416345 547100 | CASEY STREET WTR-ELECTRICITY | | | |
| | | | | | | CHECK | 348277 TOTAL: | 39.38 | |
| | | | | | | | | | |
| 348278 | 08/14/2018 | PRTD | 6714 TOSHIBA FINANCIAL SE | 224698 | 23121569 | 08/03/2018 | M081418 | 273.60 | |
| Invoice: 23121569 | | | | | | PW/E-STUDIO4555C COPIER LEASE | | | |
| | | | | 273.60 | 73637891 545000 | RENTS & LEASES - OPERATING | | | |
| | | | | | | CHECK | 348278 TOTAL: | 273.60 | |
| | | | | | | | | | |
| 348279 | 08/14/2018 | PRTD | 1485 VERIZON WIRELESS | 224699 | 9812002655 | 08/01/2018 | M081418 | 5,735.17 | |
| Invoice: 9812002655 | | | | | | JUL18 CITYWIDE CELL PHN SVC | | | |
| | | | | 5,735.17 | 91011189 542100 | GG-C/E-CITY HALL-PHONE | | | |
| | | | | | | CHECK | 348279 TOTAL: | 5,735.17 | |
| | | | | | | | | | |
| | | | | NUMBER OF CHECKS | 5 | *** CASH ACCOUNT TOTAL *** | | 6,406.71 | |
| | | | | | | | | | |
| | | | | | | COUNT | AMOUNT | | |
| | | | | | | ----- | | | |
| | | | | TOTAL PRINTED CHECKS | 5 | 6,406.71 | | | |
| | | | | | | | | | |
| | | | | | | *** GRAND TOTAL *** | | 6,406.71 | |

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR | PER | JNL | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|----------|--------|-------|-------|--------------------------------|------|-----------|-----------|
| SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | |
| 2018 | 8 | 148 | | | | | | | |
| APP 001-213000 | 08/14/2018 | M081418 | 081418 | | | GENERAL - ACCOUNTS PAYABLE | | 6,104.15 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | 08/14/2018 | M081418 | 081418 | | | CASH | | | 6,406.71 |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 401-213000 | 08/14/2018 | M081418 | 081418 | | | ACCOUNTS PAYABLE | | 28.96 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 631-213000 | 08/14/2018 | M081418 | 081418 | | | ACCOUNTS PAYABLE | | 273.60 | |
| | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | 6,406.71 | 6,406.71 |
| APP 631-130000 | 08/14/2018 | M081418 | 081418 | | | DUE TO/FROM CLEARING | | 6,133.11 | |
| APP 001-130000 | 08/14/2018 | M081418 | 081418 | | | GENERAL - DUE TO/FROM CLEARING | | | 6,104.15 |
| APP 401-130000 | 08/14/2018 | M081418 | 081418 | | | DUE TO/FROM CLEARING | | | 28.96 |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | 6,133.11 | 6,133.11 |
| JOURNAL 2018/08/148 TOTAL | | | | | | | | 12,539.82 | 12,539.82 |

08/14/2018 14:14
 cchristianson

|CITY OF BAINBRIDGE ISLAND
 |A/P CASH DISBURSEMENTS JOURNAL

|P 3
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|--------------------------|----------|-----|------------|--------------------------------|----------|----------|
| 001 GENERAL FUND | 2018 8 | 148 | 08/14/2018 | | | |
| 001-130000 | | | | GENERAL - DUE TO/FROM CLEARING | | 6,104.15 |
| 001-213000 | | | | GENERAL - ACCOUNTS PAYABLE | 6,104.15 | |
| | | | | FUND TOTAL | 6,104.15 | 6,104.15 |
| 401 WATER OPERATING FUND | 2018 8 | 148 | 08/14/2018 | | | |
| 401-130000 | | | | DUE TO/FROM CLEARING | | 28.96 |
| 401-213000 | | | | ACCOUNTS PAYABLE | 28.96 | |
| | | | | FUND TOTAL | 28.96 | 28.96 |
| 631 CLEARING FUND | 2018 8 | 148 | 08/14/2018 | | | |
| 631-130000 | | | | DUE TO/FROM CLEARING | 6,133.11 | |
| 631-213000 | | | | ACCOUNTS PAYABLE | 273.60 | |
| 635-111100 | | | | CASH | | 6,406.71 |
| | | | | FUND TOTAL | 6,406.71 | 6,406.71 |

08/14/2018 14:14
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|----------------------|----------|----------|
| 001 | GENERAL FUND | | 6,104.15 |
| 401 | WATER OPERATING FUND | | 28.96 |
| 631 | CLEARING FUND | 6,133.11 | |
| | TOTAL | 6,133.11 | 6,133.11 |

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

Manual (US Bank)

(cc) 8/15/18

08/15/2018 08:18 | CITY OF BAINBRIDGE ISLAND
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
 | apcshdsb

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

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|----------|------------------------|------|--------------|---------|----------------------|---|----|-----------|--------|
| 348280 | 08/15/2018 | PRTD | 7314 US BANK | 224575 | 06/29/18-JB | 07/25/2018 | | USBANK07 | 93.47 |
| | Invoice: 06/29/18-JB | | | | | | | | |
| | | | | 93.47 | 54025212 532000 | POL/PORT OF BROWNSVILLE/FUEL MARINE - FUEL | | | |
| | | | | 224576 | 07/05/18-JB | 07/25/2018 | | USBANK07 | 700.28 |
| | Invoice: 07/05/18-JB | | | | | | | | |
| | | | | 700.28 | 54025212 532000 | POL/PORT OF BROWNSVILLE/FUEL MARINE - FUEL | | | |
| | | | | 224577 | 06/26/18-BB | 07/25/2018 | | USBANK07 | 309.68 |
| | Invoice: 06/26/18-BB | | | | | | | | |
| | | | | 309.68 | 55011757 54110000159 | POL/S.PARK MARINA/MORRAGE FOR DVRP PD-DERELICT VES-DISPOSAL SVCS | | | |
| | | | | 224578 | 06/27/18-BB | 07/25/2018 | | USBANK07 | 27.00 |
| | Invoice: 06/27/18-BB | | | | | | | | |
| | | | | 27.00 | 51011211 549100 | POL/BYS/REG FOR CHIEF FOR 4TH JUL FUN RUN PD-C/E-ADM-DUES/SUBCR/MEMBRSHP | | | |
| | | | | 224579 | 06/27/18-A | 07/25/2018 | | USBANK07 | 82.92 |
| | Invoice: 06/27/18-A | | | | | | | | |
| | | | | 82.92 | 53011212 531100 | POL/AMAZON/TOWELETTES PD-C/E-PATROL SUPPLIES | | | |
| | | | | 224580 | 06/28/18-BB | 07/25/2018 | | USBANK07 | -27.00 |
| | Invoice: 06/28/18-BB | | | | | | | | |
| | | | | -27.00 | 51011211 549100 | POL/BYS/REFUND OF REG FEES PD-C/E-ADM-DUES/SUBCR/MEMBRSHP | | | |
| | | | | 224581 | 07/10/18-BB | 07/25/2018 | | USBANK07 | 159.80 |
| | Invoice: 07/10/18-BB | | | | | | | | |
| | | | | 159.80 | 53011212 531100 | POL/AMAZON/RITE IN RAIN NOTEPADS (20) PD-C/E-PATROL SUPPLIES | | | |
| | | | | 224582 | 07/10/18-BB-A | 07/25/2018 | | USBANK07 | 414.19 |
| | Invoice: 07/10/18-BB-A | | | | | | | | |
| | | | | 414.19 | 53011560 531100 | POL/COSTCO/BOTTLED WATER POLICE - C/E PATROL EP OFC SUP | | | |
| | | | | 224583 | 07/13/18-BB | 07/25/2018 | | USBANK07 | 223.72 |
| | Invoice: 07/13/18-BB | | | | | | | | |
| | | | | 223.72 | 53011212 531100 | POL/INTOXIMETERS/DRY GAS FOR BAC MACHINE PD-C/E-PATROL SUPPLIES | | | |
| | | | | 224584 | 07/17/18-CC | 07/25/2018 | | USBANK07 | 15.00 |
| | Invoice: 07/17/18-CC | | | | | | | | |
| | | | | 15.00 | 41011141 549900 | PCD/EB SHORELINE MGMT/PLACEHOLDER FOR RECEIPT FIN-C/E-MISC EXP | | | |
| | | | | 224585 | 07/06/18-GC | 07/25/2018 | | USBANK07 | 32.80 |
| | Invoice: 07/06/18-GC | | | | | | | | |
| | | | | 32.80 | 61011581 543100 | PCD/YACHT CLUB BROILER/DIRECTOR'S LUNCH PCD - C/E ADMIN TRAVEL EXPENSE | | | |
| | | | | 224586 | 07/12/18-JH | 07/25/2018 | | USBANK07 | 23.98 |
| | Invoice: 07/12/18-JH | | | | | | | | |
| | | | | 23.98 | 51011211 539100 | POL/SLUY'S/DONUTS FOR CHIEF-SHERRIF'S MTG PD-C/E-ADM-WORKED MEALS | | | |
| | | | | 224587 | 07/11/18-DJ | 07/25/2018 | | USBANK07 | 106.21 |
| | Invoice: 07/11/18-DJ | | | | | | | | |
| | | | | 106.21 | 53011212 531100 | POL/BROS POWERSPORTS/RAIL MOUNT, BATTERY TENDER PD-C/E-PATROL SUPPLIES | | | |

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

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|------------------------|----------|------|-------------|-----------|----------------------|--------------------------------------|----|-----------|-----------|
| | | | | | | | | | |
| | | | | | | INVOICE DTL DESC | | | |
| Invoice: 07/06/18-JR | | | | 224631 | 07/06/18-JR | 07/25/2018 | | USBANK07 | 233.26 |
| | | | | 233.26 | 61011581 531100 | PCD/AMAZON/ROLLING TABLE | | | |
| | | | | | | PCD - C/E ADMIN SUPPLIES | | | |
| Invoice: 07/16/18-JR | | | | 224632 | 07/16/18-JR | 07/25/2018 | | USBANK07 | 18.52 |
| | | | | 18.52 | 62471591 531100 | PCD/AMAZON/DATE STAMP | | | |
| | | | | | | BLDG - BLDG OFFICE SUPPLIES | | | |
| Invoice: 07/13/18-JR | | | | 224633 | 07/13/18-JR | 07/25/2018 | | USBANK07 | 9.46 |
| | | | | 9.46 | 63470588 531100 | PCD/USPS/CERTIFIED POSTAGE | | | |
| | | | | | | CUR - DEV DEV PLAN OFC SUPPLY | | | |
| Invoice: 07/19/18-BS | | | | 224634 | 07/19/18-BS | 07/25/2018 | | USBANK07 | 523.72 |
| | | | | 523.72 | 54025212 532000 | POL/PORT OF BROWNSVILLE/FUEL FOR M8 | | | |
| | | | | | | MARINE - FUEL | | | |
| Invoice: 07/18/18-BS | | | | 224635 | 07/18/18-BS | 07/25/2018 | | USBANK07 | -1,181.50 |
| | | | | -1,181.50 | 54025212 531100 | POL/SEASPENSION TECH/SEATS RETURN | | | |
| | | | | | | MARINE - SUPPLIES | | | |
| Invoice: 07/23/18-BS | | | | 224636 | 07/23/18-BS | 07/25/2018 | | USBANK07 | 18.51 |
| | | | | 18.51 | 54025212 531100 | POL/AMAZON/CABLE TIE MOUNTS, ANCHORS | | | |
| | | | | | | MARINE - SUPPLIES | | | |
| Invoice: 07/01/18-CS | | | | 224637 | 07/01/18-CS | 07/25/2018 | | USBANK07 | 21.20 |
| | | | | 21.20 | 51011211 53110000589 | POL/WALMART/POPSICLES FOR 4TH | | | |
| | | | | | | PD-COMM OUTREACH-SUPPLIES | | | |
| Invoice: 07/01/18-CS-A | | | | 224638 | 07/01/18-CS-A | 07/25/2018 | | USBANK07 | 95.45 |
| | | | | 95.45 | 51011211 53110000589 | POL/T&C/POPSICLES, CANDY FOR BOAFAIR | | | |
| | | | | | | PD-COMM OUTREACH-SUPPLIES | | | |
| Invoice: 07/03/18-CS | | | | 224639 | 07/03/18-CS | 07/25/2018 | | USBANK07 | 64.31 |
| | | | | 64.31 | 51011211 53110000649 | POL/WALMART/BIKE FOR NNO PRIZE | | | |
| | | | | | | NAT'L NIGHT OUT-SUPPLIES | | | |
| Invoice: 07/04/18-CS | | | | 224640 | 07/04/18-CS | 07/25/2018 | | USBANK07 | 50.12 |
| | | | | 50.12 | 51011211 53110000589 | POL/AMAZON/INFLATABLE POOL | | | |
| | | | | | | PD-COMM OUTREACH-SUPPLIES | | | |
| Invoice: 07/05/18-CS | | | | 224641 | 07/05/18-CS | 07/25/2018 | | USBANK07 | 92.52 |
| | | | | 92.52 | 51011211 53110000649 | POL/AMAZON/YARD SIGN STAKES: NNO | | | |
| | | | | | | NAT'L NIGHT OUT-SUPPLIES | | | |
| Invoice: 07/05/18-CS-A | | | | 224642 | 07/05/18-CS-A | 07/25/2018 | | USBANK07 | 108.90 |
| | | | | 108.90 | 51011211 53110000649 | POL/AMAZON/HELIUM TANK FOR NNO | | | |
| | | | | | | NAT'L NIGHT OUT-SUPPLIES | | | |
| Invoice: 07/07/18-CS | | | | 224643 | 07/07/18-CS | 07/25/2018 | | USBANK07 | 468.10 |
| | | | | 468.10 | 51011211 53110000649 | POL/AMAZON/PARTY SUPPLIES | | | |
| | | | | | | NAT'L NIGHT OUT-SUPPLIES | | | |

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

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|------------------------|----------|------|-------------|---------|----------------------|--|----|-----------|---------|
| | | | | 206.94 | 62471594 443410 | | | | |
| | | | | | | BLDG - BLDG TRAINING TRAVEL | | | |
| Invoice: 07/06/18-SW | | | | 224657 | 07/06/18-SW | 07/25/2018 | | USBANK07 | 6.70 |
| | | | | | | POL/USPS/POSTAGE | | | |
| | | | | 6.70 | 91011215 542500 | | | | |
| | | | | | | GG-C/E-PD-POSTAGE | | | |
| Invoice: 07/09/18-SW | | | | 224658 | 07/09/18-SW | 07/25/2018 | | USBANK07 | 80.63 |
| | | | | | | POL/GALCO/HOLSTER FOR DET PEPPER | | | |
| | | | | 80.63 | 52011212 531100 | | | | |
| | | | | | | POLICE - C/E INVEST SUPPLIES | | | |
| Invoice: 06/29/18-TZ | | | | 224659 | 06/29/18-TZ | 07/25/2018 | | USBANK07 | 11.29 |
| | | | | | | POL/UPS/SHIPPING | | | |
| | | | | 11.29 | 91011215 542500 | | | | |
| | | | | | | GG-C/E-PD-POSTAGE | | | |
| Invoice: 06/30/18-TZ | | | | 224660 | 06/30/18-TZ | 07/25/2018 | | USBANK07 | 69.10 |
| | | | | | | POL/WESTSOUND PIZZA/PIZZA FOR AUCTION OFFICERS | | | |
| | | | | 69.10 | 53011212 539100 | | | | |
| | | | | | | PD-C/E-PATROL-WORKED MEALS | | | |
| Invoice: 07/07/18-TZ | | | | 224661 | 07/07/18-TZ | 07/25/2018 | | USBANK07 | 53.96 |
| | | | | | | POL/EMDOM/PISTOL POUCH: FASTAIA | | | |
| | | | | 53.96 | 53011212 531100 | | | | |
| | | | | | | PD-C/E-PATROL SUPPLIES | | | |
| Invoice: 07/07/18-TZ-A | | | | 224662 | 07/07/18-TZ-A | 07/25/2018 | | USBANK07 | 349.60 |
| | | | | | | POL/DELTA/AIRFARE: KAZER | | | |
| | | | | 349.60 | 53011212 443410 | | | | |
| | | | | | | POLICE - C/E PATROL TRAINING | | | |
| Invoice: 07/13/18-TD | | | | 224663 | 07/13/18-TD | 07/25/2018 | | USBANK07 | 10.00 |
| | | | | | | CRT/USPS/STAMPS | | | |
| | | | | 10.00 | 91011255 542500 | | | | |
| | | | | | | GG-C/E-COURT BLDG-POSTAGE | | | |
| Invoice: 06/25/18-KB | | | | 224664 | 06/25/18-KB | 07/25/2018 | | USBANK07 | 25.00 |
| | | | | | | HR/AWC/WEBINAR | | | |
| | | | | 25.00 | 33011164 443410 | | | | |
| | | | | | | HR-C/E-TRAINING EXP | | | |
| Invoice: 06/26/18-KB | | | | 224665 | 06/26/18-KB | 07/25/2018 | | USBANK07 | 37.62 |
| | | | | | | HR/ICMA/JOB AD: EM MGMT | | | |
| | | | | 37.62 | 33011161 544000 | | | | |
| | | | | | | HR-C/E-ADVERTISING | | | |
| Invoice: 06/26/18-KB-A | | | | 224666 | 06/26/18-KB-A | 07/25/2018 | | USBANK07 | 45.00 |
| | | | | | | HR/CRAIGSLIST/JOB AD: EM MGMT | | | |
| | | | | 45.00 | 33011161 544000 | | | | |
| | | | | | | HR-C/E-ADVERTISING | | | |
| Invoice: 06/29/18-KB | | | | 224667 | 06/29/18-KB | 07/25/2018 | | USBANK07 | 45.00 |
| | | | | | | HR/CRAIGSLIST/JOB AD: MAINT TECH III | | | |
| | | | | 45.00 | 33011161 544000 | | | | |
| | | | | | | HR-C/E-ADVERTISING | | | |
| Invoice: 06/12/18-SM | | | | 224668 | 06/12/18-SM | 07/25/2018 | | USBANK07 | -742.89 |
| | | | | | | EXCC/AMAZON/ITEM RETURN | | | |
| | | | | -742.89 | 36011143 53510000929 | | | | |
| | | | | | | AGENDA SOFTWARE ACQUISITION | | | |
| Invoice: 06/28/18-SM | | | | 224669 | 06/28/18-SM | 07/25/2018 | | USBANK07 | 840.39 |
| | | | | | | IT/EFFICIENCY/FTR ANNUAL MAINT | | | |

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

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|------------------------|----------|------|-------------|---------|----------------------|------------------------------------|----|-----------|--------|
| | | | | 840.39 | 81011881 548500 | | | | |
| | | | | | | IT - C/E COMPUTER SUPPORT | | | |
| Invoice: 07/02/18-SM | | | | 224670 | 07/02/18-SM | 07/25/2018 | | USBANK07 | 93.49 |
| | | | | | | IT/RAKUTEN.COM/PRINTER REPLACEMENT | | | |
| | | | | 93.49 | 81011881 535500 | | | | |
| | | | | | | IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 07/13/18-SM | | | | 224671 | 07/13/18-SM | 07/25/2018 | | USBANK07 | 445.89 |
| | | | | | | ENG/CAMPBELL/RTMC SOFTWARE UPGRADE | | | |
| | | | | 445.89 | 72637319 53110000809 | | | | |
| | | | | | | WATER QUAL FLOW MONIT-SUPPLIES | | | |
| Invoice: 07/16/18-SM | | | | 224672 | 07/16/18-SM | 07/25/2018 | | USBANK07 | 192.83 |
| | | | | | | IT/AMAZON/PLANTRONICS HEADSET | | | |
| | | | | 192.83 | 81011881 535500 | | | | |
| | | | | | | IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 07/16/18-SM-A | | | | 224673 | 07/16/18-SM-A | 07/25/2018 | | USBANK07 | 107.32 |
| | | | | | | EX/AMAZON/POWER STRIPS | | | |
| | | | | 107.32 | 31011256 531100 | | | | |
| | | | | | | EX-GF-EMERG PREP-SUPPLIES | | | |
| Invoice: 07/17/18-SM | | | | 224674 | 07/17/18-SM | 07/25/2018 | | USBANK07 | 151.99 |
| | | | | | | IT/RAKUTEN.COM/FLAT PANEL MONITOR | | | |
| | | | | 151.99 | 81011881 535500 | | | | |
| | | | | | | IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 07/18/18-SM | | | | 224675 | 07/18/18-SM | 07/25/2018 | | USBANK07 | 19.00 |
| | | | | | | IT/ACUITY/WEBSITE CALENDAR | | | |
| | | | | 19.00 | 81011881 548500 | | | | |
| | | | | | | IT - C/E COMPUTER SUPPORT | | | |
| Invoice: 07/18/18-SM-A | | | | 224676 | 07/18/18-SM-A | 07/25/2018 | | USBANK07 | 48.87 |
| | | | | | | IT/AMAZON/WIRELESS POINTER | | | |
| | | | | 48.87 | 81011881 535500 | | | | |
| | | | | | | IT - C/E COMPUTER PARTS & EQ | | | |
| Invoice: 07/18/18-SM-B | | | | 224677 | 07/18/18-SM-B | 07/25/2018 | | USBANK07 | 64.30 |
| | | | | | | EXCC/AMAZON/VIDEO CONVERTER | | | |
| | | | | 64.30 | 36011143 53510000929 | | | | |
| | | | | | | AGENDA SOFTWARE ACQUISITION | | | |
| Invoice: 07/25/18-MS | | | | 224678 | 07/25/18-MS | 07/25/2018 | | USBANK07 | 325.00 |
| | | | | | | EX/WCMA/CONF REG | | | |
| | | | | 325.00 | 31011134 443410 | | | | |
| | | | | | | EXEC - C/E TRAINING | | | |
| Invoice: 06/27/18-KS | | | | 224679 | 06/27/18-KS | 07/25/2018 | | USBANK07 | 500.00 |
| | | | | | | FIN/CONF SOLUTIONS/WFOA CONF: KS | | | |
| | | | | 500.00 | 41011144 443410 | | | | |
| | | | | | | FIN - C/E TRAINING | | | |
| Invoice: 07/11/18-KS | | | | 224680 | 07/11/18-KS | 07/25/2018 | | USBANK07 | 903.76 |
| | | | | | | FIN/AMAZON/PAYROLL REF BOOKS | | | |
| | | | | 903.76 | 41011141 531100 | | | | |
| | | | | | | FIN - C/E ADMIN SUPPLIES | | | |
| Invoice: 07/11/18-KS-A | | | | 224681 | 07/11/18-KS-A | 07/25/2018 | | USBANK07 | 100.00 |
| | | | | | | FIN/USPS/STAMPS | | | |
| | | | | 100.00 | 41011141 542500 | | | | |
| | | | | | | FIN-C/E-ADM-POSTAGE/SHIPPING | | | |
| Invoice: 07/23/18-KS | | | | 224682 | 07/23/18-KS | 07/25/2018 | | USBANK07 | 135.00 |
| | | | | | | FIN/GFOA/GOVT GAAP UPDATE | | | |

08/15/2018 08:18 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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 |apcshdsb

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

INVOICE DTL DESC

CHECK 348281 TOTAL: 166.86

348282 08/15/2018 PRD 6359 GRAVITEC SYSTEMS INC 224734 10847 06/15/2018 M081518 13,380.00
 Invoice: 10847 FACILITIES ROOF FALL PROTECTIO

13,380.00 73011183 54110000912 FAC ROOF FALL PROTECTION-P SVC

CHECK 348282 TOTAL: 13,380.00

NUMBER OF CHECKS 3 *** CASH ACCOUNT TOTAL *** 27,640.92

| | COUNT | AMOUNT |
|----------------------|-------|-----------|
| TOTAL PRINTED CHECKS | 3 | 27,640.92 |

*** GRAND TOTAL *** 27,640.92

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|-----|-------------|----------|-------|-------|-------|--------------------------------|------|-----------|-----------|
| EFF DATE | | | | | | | LINE DESC | | | |
| 2018 | 8 | 157 | | | | | | | | |
| APP 001-213000 | | | | | | | GENERAL - ACCOUNTS PAYABLE | | 26,279.97 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | | | | | | | CASH | | | 27,640.92 |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 407-213000 | | | | | | | ACCOUNTS PAYABLE | | 376.97 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 631-213000 | | | | | | | ACCOUNTS PAYABLE | | 652.72 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 403-213000 | | | | | | | ACCOUNTS PAYABLE | | 167.17 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 501-213000 | | | | | | | ER&R-ACCOUNTS PAYABLE | | 147.75 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 401-213000 | | | | | | | ACCOUNTS PAYABLE | | 16.34 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | | 27,640.92 | 27,640.92 |
| APP 631-130000 | | | | | | | DUE TO/FROM CLEARING | | 26,988.20 | |
| 08/15/2018 | | USBANK07 | 081518 | | | | | | | |
| APP 001-130000 | | | | | | | GENERAL - DUE TO/FROM CLEARING | | | 26,279.97 |
| 08/15/2018 | | USBANK07 | 081518 | | | | | | | |
| APP 407-130000 | | | | | | | DUE TO/FROM CLEARING | | | 376.97 |
| 08/15/2018 | | USBANK07 | 081518 | | | | | | | |
| APP 403-130000 | | | | | | | DUE TO/FROM CLEARING | | | 167.17 |
| 08/15/2018 | | USBANK07 | 081518 | | | | | | | |
| APP 501-130000 | | | | | | | ER&R-DUE TO/FROM CLEARING | | | 147.75 |
| 08/15/2018 | | USBANK07 | 081518 | | | | | | | |
| APP 401-130000 | | | | | | | DUE TO/FROM CLEARING | | | 16.34 |
| 08/15/2018 | | USBANK07 | 081518 | | | | | | | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | | 26,988.20 | 26,988.20 |
| JOURNAL 2018/08/157 TOTAL | | | | | | | | | 54,629.12 | 54,629.12 |

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | DEBIT | CREDIT |
|----------------------------------|------|-----|-----|--------------------------------|-----------|-----------|
| ACCOUNT | | | | ACCOUNT DESCRIPTION | | |
| 001 GENERAL FUND | 2018 | 8 | 157 | 08/15/2018 | | |
| 001-130000 | | | | GENERAL - DUE TO/FROM CLEARING | | 26,279.97 |
| 001-213000 | | | | GENERAL - ACCOUNTS PAYABLE | 26,279.97 | |
| | | | | FUND TOTAL | 26,279.97 | 26,279.97 |
| 401 WATER OPERATING FUND | 2018 | 8 | 157 | 08/15/2018 | | |
| 401-130000 | | | | DUE TO/FROM CLEARING | | 16.34 |
| 401-213000 | | | | ACCOUNTS PAYABLE | 16.34 | |
| | | | | FUND TOTAL | 16.34 | 16.34 |
| 403 STORM & SURFACE WATER FUND | 2018 | 8 | 157 | 08/15/2018 | | |
| 403-130000 | | | | DUE TO/FROM CLEARING | | 167.17 |
| 403-213000 | | | | ACCOUNTS PAYABLE | 167.17 | |
| | | | | FUND TOTAL | 167.17 | 167.17 |
| 407 BUILDING & DEVELOPMENT FUND | 2018 | 8 | 157 | 08/15/2018 | | |
| 407-130000 | | | | DUE TO/FROM CLEARING | | 376.97 |
| 407-213000 | | | | ACCOUNTS PAYABLE | 376.97 | |
| | | | | FUND TOTAL | 376.97 | 376.97 |
| 501 EQUIPMENT RENTAL & REVOLVING | 2018 | 8 | 157 | 08/15/2018 | | |
| 501-130000 | | | | ER&R-DUE TO/FROM CLEARING | | 147.75 |
| 501-213000 | | | | ER&R-ACCOUNTS PAYABLE | 147.75 | |
| | | | | FUND TOTAL | 147.75 | 147.75 |
| 631 CLEARING FUND | 2018 | 8 | 157 | 08/15/2018 | | |
| 631-130000 | | | | DUE TO/FROM CLEARING | 26,988.20 | |
| 631-213000 | | | | ACCOUNTS PAYABLE | 652.72 | |
| 635-111100 | | | | CASH | | 27,640.92 |
| | | | | FUND TOTAL | 27,640.92 | 27,640.92 |

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cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|-------|------------------------------|-----------|-----------|
| ----- | | | |
| 001 | GENERAL FUND | | 26,279.97 |
| 401 | WATER OPERATING FUND | | 16.34 |
| 403 | STORM & SURFACE WATER FUND | | 167.17 |
| 407 | BUILDING & DEVELOPMENT FUND | | 376.97 |
| 501 | EQUIPMENT RENTAL & REVOLVING | | 147.75 |
| 631 | CLEARING FUND | 26,988.20 | |
| ----- | | | |
| | TOTAL | 26,988.20 | 26,988.20 |

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

Manual

CC 8/21/18

08/21/2018 10:54 | CITY OF BAINBRIDGE ISLAND
cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
| apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

348283 08/21/2018 PRD 8777 HILARY HILSCHER 224819 08/08/18 08/08/2018 M082018 1,847.00
Invoice: 08/08/18 EX/GREENING OF THE STO PHASE 2

1,847.00 31011572 54110000810 NEIGHBORHOOD MATCHING GRANTS

CHECK 348283 TOTAL: 1,847.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 1,847.00

COUNT AMOUNT

TOTAL PRINTED CHECKS 1 1,847.00

*** GRAND TOTAL *** 1,847.00

08/21/2018 10:54
 cchristianson

|CITY OF BAINBRIDGE ISLAND
 |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|------------|----------|--------|-------|-------|--------------------------------|------|----------|----------|
| SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | |
| 2018 8 223 | | | | | | | | | |
| APP 001-213000 | | | | | | GENERAL - ACCOUNTS PAYABLE | | 1,847.00 | |
| | 08/21/2018 | M082018 | 082118 | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | | | | | | CASH | | | 1,847.00 |
| | 08/21/2018 | M082018 | 082118 | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | 1,847.00 | 1,847.00 |
| APP 631-130000 | | | | | | DUE TO/FROM CLEARING | | 1,847.00 | |
| | 08/21/2018 | M082018 | 082118 | | | | | | |
| APP 001-130000 | | | | | | GENERAL - DUE TO/FROM CLEARING | | | 1,847.00 |
| | 08/21/2018 | M082018 | 082118 | | | | | | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | | 1,847.00 | 1,847.00 |
| JOURNAL 2018/08/223 TOTAL | | | | | | | | 3,694.00 | 3,694.00 |

08/21/2018 10:54
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|-------------------|----------|-----|------------|--------------------------------|----------|----------|
| 001 GENERAL FUND | 2018 8 | 223 | 08/21/2018 | | | |
| 001-130000 | | | | GENERAL - DUE TO/FROM CLEARING | | 1,847.00 |
| 001-213000 | | | | GENERAL - ACCOUNTS PAYABLE | 1,847.00 | |
| | | | | FUND TOTAL | 1,847.00 | 1,847.00 |
| 631 CLEARING FUND | 2018 8 | 223 | 08/21/2018 | | | |
| 631-130000 | | | | DUE TO/FROM CLEARING | 1,847.00 | |
| 635-111100 | | | | CASH | | 1,847.00 |
| | | | | FUND TOTAL | 1,847.00 | 1,847.00 |

08/21/2018 10:54
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|-------------------|-------|----------|----------|
| 001 GENERAL FUND | | | 1,847.00 |
| 631 CLEARING FUND | | 1,847.00 | |
| | TOTAL | 1,847.00 | 1,847.00 |

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

Manual

8/22/18

08/22/2018 07:37 | CITY OF BAINBRIDGE ISLAND
cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
| apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

348284 08/22/2018 PRD 9020 CHRISTOPHER CARL LUC 224924 442 WYATT WAY NW 08/21/2018 M082118 13,125.00

Invoice: 442 WYATT WAY NW

ENG/EASEMENT FOR WYATT WAY RECONSTRUCTION

13,125.00 72321952 64500000708 WYATT-TEMP EASEMENTS

CHECK 348284 TOTAL: 13,125.00

348285 08/22/2018 PRD 5321 CHRIS & PATRICIA WHI 224926 8266 HIGH SCHOOL RD 08/21/2018 M082118 19,000.00

Invoice: 8266 HIGH SCHOOL RD

ENG/EASEMENT: WYATT WAY RECONSTRUCTION

19,000.00 72321952 64500000708 WYATT-TEMP EASEMENTS

CHECK 348285 TOTAL: 19,000.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 32,125.00

COUNT AMOUNT

TOTAL PRINTED CHECKS 2 32,125.00

*** GRAND TOTAL *** 32,125.00

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|--------------------------------|----------|--------|-------|-------|-------------------------------|--------------|-----------|-----------|--------|
| SRC ACCOUNT | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | | |
| EFF DATE | | | | | | | | | |
| 2018 8 | 233 | | | | | | | | |
| APP 301-213000 | | | | | ACCOUNTS PAYABLE | | 32,125.00 | | |
| 08/22/2018 | M082118 | 082218 | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| APP 635-111100 | | | | | CASH | | | 32,125.00 | |
| 08/22/2018 | M082118 | 082218 | | | AP CASH DISBURSEMENTS JOURNAL | | | | |
| GENERAL LEDGER TOTAL | | | | | | | 32,125.00 | 32,125.00 | |
| APP 631-130000 | | | | | DUE TO/FROM CLEARING | | 32,125.00 | | |
| 08/22/2018 | M082118 | 082218 | | | | | | | |
| APP 301-130000 | | | | | DUE TO/FROM CLEARING | | | 32,125.00 | |
| 08/22/2018 | M082118 | 082218 | | | | | | | |
| SYSTEM GENERATED ENTRIES TOTAL | | | | | | | 32,125.00 | 32,125.00 | |
| JOURNAL 2018/08/233 TOTAL | | | | | | | 64,250.00 | 64,250.00 | |

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cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|-------------------------------|------|-----|-----|------------|----------------------|-----------|-----------|
| 301 CAPITAL CONSTRUCTION FUND | 2018 | 8 | 233 | 08/22/2018 | | | |
| 301-130000 | | | | | DUE TO/FROM CLEARING | | 32,125.00 |
| 301-213000 | | | | | ACCOUNTS PAYABLE | 32,125.00 | |
| | | | | | FUND TOTAL | 32,125.00 | 32,125.00 |
| 631 CLEARING FUND | 2018 | 8 | 233 | 08/22/2018 | | | |
| 631-130000 | | | | | DUE TO/FROM CLEARING | 32,125.00 | |
| 635-111100 | | | | | CASH | | 32,125.00 |
| | | | | | FUND TOTAL | 32,125.00 | 32,125.00 |

08/22/2018 07:37
cchristianson

|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|-------------------------------|-------|-----------|-----------|
| 301 CAPITAL CONSTRUCTION FUND | | | 32,125.00 |
| 631 CLEARING FUND | | 32,125.00 | |
| | TOTAL | 32,125.00 | 32,125.00 |

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

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

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|---------------------|------------|------|---------------------------|---------|----------------------|---------------------------------------|----------|---------------|--------|
| ----- | | | | | | | | | |
| | | | | | | INVOICE DTL DESC | | | |
| | | | | 224824 | 41454/1 | 08/09/2018 | | 08/26/18 | 30.49 |
| Invoice: 41454/1 | | | | | | PW/SCREWDRIVER SET, HOUSEHOLD SPRAYER | | | |
| | | | | 30.49 | 73421355 531100 | WIN COLL-SUPPLIES | | | |
| | | | | 224825 | 41222/1 | 07/13/2018 | | 08/26/18 | 12.50 |
| Invoice: 41222/1 | | | | | | PW/2GAL PAILS, 5G BUCKET | | | |
| | | | | 12.50 | 73638935 531100 | O&M-STD ALLOCATION-SUPPLIES | | | |
| | | | | 224887 | 41497/1 | 08/15/2018 | | 08/26/18 | 45.20 |
| Invoice: 41497/1 | | | | | | ENG/KNEE PADS | | | |
| | | | | 45.20 | 72431832 531100 | ENG - SSWM PLAN SUPPLIES | | | |
| | | | | | | | CHECK | 348286 TOTAL: | 565.38 |
| 348287 | 08/29/2018 | PRTD | 7726 AIR MANAGEMENT SOLUT | 224710 | 0000130143 | 05/02/2018 | 21800024 | 08/26/18 | 360.00 |
| Invoice: 0000130143 | | | | | | SHORT PD AMY INV130143 | | | |
| | | | | 322.77 | 73011183 54810000495 | BLDG SVCS CONTRACT-CH-MAINT | | | |
| | | | | 37.23 | 73425358 54810000495 | BLDG SVCS CONTR-WWTP-MAINT | | | |
| | | | | | | | CHECK | 348287 TOTAL: | 360.00 |
| 348288 | 08/29/2018 | PRTD | 863 INTERSTATE BATTERIES | 224826 | 22053590 | 07/19/2018 | | 08/26/18 | 130.75 |
| Invoice: 22053590 | | | | | | PW/BATTERY FOR #76 | | | |
| | | | | 130.75 | 73011321 531100 | O&M-C/E-ENG VEH WORK-SUPPLIES | | | |
| | | | | 224827 | 22053795 | 08/02/2018 | | 08/26/18 | 245.20 |
| Invoice: 22053795 | | | | | | POL/BATTERY FOR #222 | | | |
| | | | | 245.20 | 53011212 531100 | PD-C/E-PATROL SUPPLIES | | | |
| | | | | | | | CHECK | 348288 TOTAL: | 375.95 |
| 348289 | 08/29/2018 | PRTD | 7994 PENINSULA SERVICES | 224735 | 85952 | 07/31/2018 | 21800008 | 08/26/18 | 128.00 |
| Invoice: 85952 | | | | | | POL/MOBILE SHREDDING | | | |
| | | | | 128.00 | 51011211 541100 | PD-C/E-ADM-PROF SVCS | | | |
| | | | | 224828 | 85951 | 07/31/2018 | | 08/26/18 | 64.00 |
| Invoice: 85951 | | | | | | CRT/MOBILE SHRED SERVICES | | | |
| | | | | 64.00 | 21011125 541100 | COURT - PROFESSIONAL SERVICES | | | |
| | | | | | | | CHECK | 348289 TOTAL: | 192.00 |
| 348290 | 08/29/2018 | PRTD | 8991 ALLIANCE 2020, INC | 224829 | 563427 | 07/31/2018 | | 08/26/18 | 109.12 |
| Invoice: 563427 | | | | | | HR/BACKGROUND CHECKS | | | |
| | | | | 109.12 | 33011161 541100 | HR-C/E-PROF SVCS | | | |
| | | | | | | | CHECK | 348290 TOTAL: | 109.12 |

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| Invoice: 1279072-IN | | | | | | PW/500 GAL UNLEADED | | | |
| | | | | 1,373.55 | 73638932 532000 | O&M-FUEL ALLOC TO OTH DEPTS | | | |
| | | | | | | | CHECK | 348293 TOTAL: | 9,123.71 |
| 348294 | 08/29/2018 | PRTD | 7821 AUS WEST LOCKBOX | 224712 | 1990828970 | 08/02/2018 | | 08/26/18 | 53.99 |
| Invoice: 1990828970 | | | | | | PW/LAUNDRY SERVICES | | | |
| | | | | 53.99 | 73638893 589310 | LAUNDRY SERVICES | | | |
| | | | | | | | | | |
| | | | | 224713 | 1990818726 | 07/26/2018 | | 08/26/18 | 53.99 |
| Invoice: 1990818726 | | | | | | PW/LAUNDRY SERVICES | | | |
| | | | | 53.99 | 73638893 589310 | LAUNDRY SERVICES | | | |
| | | | | | | | | | |
| | | | | 224842 | 1990849427 | 08/16/2018 | | 08/26/18 | 53.99 |
| Invoice: 1990849427 | | | | | | PW/LAUNDRY SERVICES | | | |
| | | | | 53.99 | 73638893 589310 | LAUNDRY SERVICES | | | |
| | | | | | | | | | |
| | | | | 224843 | 1990839187 | 08/09/2018 | | 08/26/18 | 53.99 |
| Invoice: 1990839187 | | | | | | PW/LAUNDRY SERVICES | | | |
| | | | | 53.99 | 73638893 589310 | LAUNDRY SERVICES | | | |
| | | | | | | | | | |
| | | | | | | | CHECK | 348294 TOTAL: | 215.96 |
| 348295 | 08/29/2018 | PRTD | 4365 AUTOMATIC FUNDS TRAN | 224716 | 102804 | 08/03/2018 | | 08/26/18 | 10.02 |
| Invoice: 102804 | | | | | | FIN/FINAL BILL PRIN AND MAIL | | | |
| | | | | 1.96 | 43411341 541100 | FIN - WATER ADMIN PROF SERVICE | | | |
| | | | | 1.95 | 43421351 541100 | FIN - SEWER ADMIN PROF SERVICE | | | |
| | | | | 3.05 | 91411891 542500 | GG-WTR-FAC-POSTAGE | | | |
| | | | | 3.06 | 91421891 542500 | GG-SWR-FAC-POSTAGE | | | |
| | | | | | | | | | |
| | | | | 224717 | 102755 | 08/02/2018 | | 08/26/18 | 734.52 |
| Invoice: 102755 | | | | | | FIN/STATEMENT PREP & MAIL | | | |
| | | | | 155.74 | 43411341 541100 | FIN - WATER ADMIN PROF SERVICE | | | |
| | | | | 155.74 | 43421351 541100 | FIN - SEWER ADMIN PROF SERVICE | | | |
| | | | | 211.52 | 91411891 542500 | GG-WTR-FAC-POSTAGE | | | |
| | | | | 211.52 | 91421891 542500 | GG-SWR-FAC-POSTAGE | | | |
| | | | | | | | | | |
| | | | | | | | CHECK | 348295 TOTAL: | 744.54 |
| 348296 | 08/29/2018 | PRTD | 47 BAINBRIDGE DISPOSAL | 224718 | 0000779758 | 07/31/2018 | | 08/26/18 | 258.98 |
| Invoice: 0000779758 | | | | | | COMMONS/DISPOSAL SVCS | | | |
| | | | | 258.98 | 91011755 547900 | GG-C/E-COMMONS-GARBAGE | | | |
| | | | | | | | | | |
| | | | | | | | CHECK | 348296 TOTAL: | 258.98 |
| 348297 | 08/29/2018 | PRTD | 49 BAINBRIDGE GARDENS | 224719 | 690207 | 08/06/2018 | | 08/26/18 | 571.13 |
| Invoice: 690207 | | | | | | PW/PLANTING COMPOST, PLANTS | | | |
| | | | | 571.13 | 73431835 531100 | OFFICE SUPPLIES | | | |

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | | | | | CHECK 348297 TOTAL: | 571.13 |
| 348298 | 08/29/2018 | PRTD | 54 BAINBRIDGE RENTAL IN | 224720 | CON#38067 | 07/31/2018 | | 08/26/18 | 33.66 |
| | | | Invoice: CON#38067 | | | | | PW/PROPANE | |
| | | | | 33.66 | 73111264 53110000908 | 2018 PAVEMENT MARKINGS-SUPPLY | | | |
| | | | Invoice: CON#36624 | 224845 | CON#36624 | 08/14/2018 | | 08/26/18 | 102.45 |
| | | | | 102.45 | 73111427 531100 | OFFICE SUPPLIES | | | |
| | | | Invoice: CON#37950 | 224846 | CON#37950 | 07/27/2018 | | 08/26/18 | 47.69 |
| | | | | 47.69 | 73011319 53110000827 | FARM MAINT PROJECTS TBD-SUPPLY | | | |
| | | | Invoice: CON#38616 | 224847 | CON#38616 | 07/19/2018 | | 08/26/18 | 423.93 |
| | | | | 423.93 | 73111427 531100 | OFFICE SUPPLIES | | | |
| | | | | | | | | CHECK 348298 TOTAL: | 607.73 |
| 348299 | 08/29/2018 | PRTD | 55 SOUND PUBLISHING, IN | 224736 | 7858931 | 07/31/2018 | | 08/26/18 | 75.00 |
| | | | Invoice: 7858931 | | | | | POL/CLASSIFIEDS: PROP ROOM | |
| | | | | 75.00 | 51011191 544000 | PD-C/E-PROP RM-ADVERTISING | | | |
| | | | | | | | | CHECK 348299 TOTAL: | 75.00 |
| 348300 | 08/29/2018 | PRTD | 55 SOUND PUBLISHING, IN | 224850 | 7858909 | 07/31/2018 | | 08/26/18 | 140.75 |
| | | | Invoice: 7858909 | | | | | EX/SAFE MOBILITY VOLUNTEER AD | |
| | | | | 140.75 | 31011131 54400000957 | SAFE MOBILITY LEVY-ADV | | | |
| | | | | | | | | CHECK 348300 TOTAL: | 140.75 |
| 348301 | 08/29/2018 | PRTD | 55 SOUND PUBLISHING, IN | 224721 | BIR819424 | 08/03/2018 | | 08/26/18 | 62.57 |
| | | | Invoice: BIR819424 | | | | | CC/PH 8/14/18 FLOOD DMG | |
| | | | | 62.57 | 11011113 544000 | COUNCIL - LEGAL NOTICES | | | |
| | | | Invoice: BIR819421 | 224722 | BIR819421 | 08/03/2018 | | 08/26/18 | 77.92 |
| | | | | 77.92 | 11011113 544000 | COUNCIL - LEGAL NOTICES | | | |
| | | | Invoice: BIR817762 | 224723 | BIR817762 | 07/27/2018 | | 08/26/18 | 138.13 |
| | | | | 138.13 | 55011757 54400000159 | PD-DERELICT VES-ADVERTISING | | | |
| | | | Invoice: BIR819442 | 224737 | BIR819442 | 08/03/2018 | | 08/26/18 | 203.06 |
| | | | | 203.06 | 72011262 54400000778 | WFP BRIDGE REDECKING-ADV | | | |

CASH ACCOUNT: 635 111100 CASH

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| | | | | 224888 | BIR820470 | 08/10/2018 | | 08/26/18 | 43.68 |
| Invoice: BIR820470 | | | | | | ENG/NOC, PA: #21600026 | | | |
| | | | | 43.68 | 72311475 64400000732 | WF PARK DOCK IMPRV-ADV | | | |
| | | | | 224889 | BIR820472 | 08/10/2018 | | 08/26/18 | 43.68 |
| Invoice: BIR820472 | | | | | | ENG/NOC, PA: #2170040 | | | |
| | | | | 43.68 | 72011768 54400000637 | WFP-NON CAP-ADV | | | |
| | | | | | | | CHECK | 348301 TOTAL: | 569.04 |
| 348302 | 08/29/2018 | PRTD | 55 SOUND PUBLISHING, IN | 224849 | 7859123 | 07/31/2018 | | 08/26/18 | 44.90 |
| Invoice: 7859123 | | | | | | HR/JOB AD: MAINT TECH III | | | |
| | | | | 44.90 | 33011161 544000 | HR-C/E-ADVERTISING | | | |
| | | | | | | | CHECK | 348302 TOTAL: | 44.90 |
| 348303 | 08/29/2018 | PRTD | 50 BAINBRIDGE ISLAND EL | 224851 | 20180076 | 08/10/2018 | | 08/26/18 | 561.66 |
| Invoice: 20180076 | | | | | | PW/SOOWA CABLE | | | |
| | | | | 561.66 | 73011897 548100 | O&M-C/E-PWYD FAC-REPAIRS | | | |
| | | | | | | | CHECK | 348303 TOTAL: | 561.66 |
| 348304 | 08/29/2018 | PRTD | 5490 BAINBRIDGE ISLAND ME | 224724 | PLN18708 DEM | 08/10/2018 | | 08/26/18 | 3,100.00 |
| Invoice: PLN18708 DEM | | | | | | PLN18708 DEM MAINT AGMT MET | | | |
| | | | | 3,100.00 | 62338 386000 | SURETY DEPOSITS CUS | | | |
| | | | | | | | CHECK | 348304 TOTAL: | 3,100.00 |
| 348305 | 08/29/2018 | PRTD | 69 GALLS, LLC | 224725 | 010389945 | 07/25/2018 | | 08/26/18 | 370.05 |
| Invoice: 010389945 | | | | | | POL/MEDALS X4 | | | |
| | | | | 370.05 | 51011211 531100 | PD-C/E-ADM-SUPPLIES | | | |
| | | | | | | | CHECK | 348305 TOTAL: | 370.05 |
| 348306 | 08/29/2018 | PRTD | 4225 THE BROTHERS POWERSP | 224738 | 9973098 | 07/27/2018 | | 08/26/18 | 330.67 |
| Invoice: 9973098 | | | | | | POL/MOTORCYCLE REPAIR | | | |
| | | | | 330.67 | 53011212 548100 | POLICE - C/E PATROL MAINTENANC | | | |
| | | | | | | | CHECK | 348306 TOTAL: | 330.67 |
| 348307 | 08/29/2018 | PRTD | 8595 BRUCE TITUS FORD, IN | 224853 | 67074484/2 | 07/27/2018 | | 08/26/18 | 1,222.09 |
| Invoice: 67074484/2 | | | | | | PW/MULTI POINT INSPECTION #15 | | | |
| | | | | 1,222.09 | 73111264 548100 | O&M-STREET-TRAF CONTROL-R&M | | | |
| | | | | 224855 | 67073953/3 | 07/16/2018 | | 08/26/18 | 57.08 |

CASH ACCOUNT: 635 111100 CASH

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| Invoice: 67073953/3 | | | | | | PW/FLUID LEAK DIAGNOSIS #230 | | | |
| | | | | 28.54 | 73111423 548100 | | | | |
| | | | | 28.54 | 73111427 548100 | | | | |
| | | | | | | | | CHECK 348307 TOTAL: | 1,279.17 |
| 348308 | 08/29/2018 | PRTD | 5517 PALACE ENTERPRISES I | 224852 | 19162 | 08/14/2018 | | 08/26/18 | 272.89 |
| Invoice: 19162 | | | | | | PW/TOILET LEAK REPAIR, POL STN | | | |
| | | | | 272.89 | 73011215 548100 | | | | |
| | | | | | | | | CHECK 348308 TOTAL: | 272.89 |
| 348309 | 08/29/2018 | PRTD | 9012 KAYLIE CHINN | 224726 | 08/01/18 | 08/01/2018 | | 08/26/18 | 202.93 |
| Invoice: 08/01/18 | | | | | | POL/SUPPLIES FOR NNO | | | |
| | | | | 202.93 | 51011211 53110000649 | | | | |
| | | | | | | | | CHECK 348309 TOTAL: | 202.93 |
| 348310 | 08/29/2018 | PRTD | 8253 CHS NORTHWEST | 224727 | 26603/H | 07/26/2018 | | 08/26/18 | 912.24 |
| Invoice: 26603/H | | | | | | PW/COARSE SALT (98) | | | |
| | | | | 912.24 | 73637892 531100 | | | | |
| | | | | | | | | CHECK 348310 TOTAL: | 1,368.36 |
| | | | | 224856 | 27107/H | 08/15/2018 | | 08/26/18 | 456.12 |
| Invoice: 27107/H | | | | | | PW/COARSE SALT BAGS (49) | | | |
| | | | | 456.12 | 73637892 531100 | | | | |
| | | | | | | | | CHECK 348310 TOTAL: | 1,368.36 |
| 348311 | 08/29/2018 | PRTD | 8491 CHUCKALS, INC. | 224857 | 957631-0 | 07/31/2018 | | 08/26/18 | 83.30 |
| Invoice: 957631-0 | | | | | | CRT/OFFICE SUPPLIES | | | |
| | | | | 83.30 | 21011125 531100 | | | | |
| | | | | | | | | CHECK 348311 TOTAL: | 83.30 |
| 348312 | 08/29/2018 | PRTD | 9019 CITIES DIGITAL, INC. | 224890 | 43646 | 08/16/2018 | | 08/26/18 | 5,356.26 |
| Invoice: 43646 | | | | | | IT/RECORDS ARCHIVE SOFTWARE MAINT | | | |
| | | | | 5,356.26 | 81011881 548500 | | | | |
| | | | | | | | | CHECK 348312 TOTAL: | 5,356.26 |
| 348313 | 08/29/2018 | PRTD | 103 CITY OF BAINBRIDGE I | 224891 | 21800146 | 08/15/2018 | | 08/26/18 | 175.74 |
| Invoice: 21800146 | | | | | | PW/SANDS WELL H2O USAGE | | | |
| | | | | 33.90 | 73011189 547500 | | | | |
| | | | | 47.97 | 73111290 547500 | | | | |
| | | | | 33.90 | 73421355 547500 | | | | |
| | | | | 59.97 | 73431835 547500 | | | | |

CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

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| | | | | | | | | CHECK 348313 TOTAL: | 175.74 |
| 348314 | 08/29/2018 | PRTD | 104 CITY OF BREMERTON | 224858 | BKAT000441 | 08/01/2018 | | 08/26/18 | 2,750.00 |
| | | | Invoice: BKAT000441 | | | | | IT/BKAT-AUG 2018 | |
| | | | | 2,750.00 | 81011881 542420 | | | IT-C/E-TELEVISTED COUNCIL MEET | |
| | | | | | | | | CHECK 348314 TOTAL: | 2,750.00 |
| 348315 | 08/29/2018 | PRTD | 7823 CIVICPLUS, LLC | 224859 | 173064 | 08/01/2018 | | 08/26/18 | 122.62 |
| | | | Invoice: 173064 | | | | | IT/WEBSITE SSL CERIFICATE THROUGH 7/31/18 | |
| | | | | 122.62 | 81011881 548500 | | | IT - C/E COMPUTER SUPPORT | |
| | | | | | | | | | |
| | | | Invoice: 173424 | | | | | IT/WEBSITE ANNUAL MAINT | |
| | | | | 5,188.40 | 81011881 548500 | | | IT - C/E COMPUTER SUPPORT | |
| | | | | | | | | | |
| | | | Invoice: J27942 | | | | | IT/CREDIT FOR SALES TAX CHGD IN ERROR | |
| | | | | -359.66 | 81011881 548500 | | | IT - C/E COMPUTER SUPPORT | |
| | | | | | | | | CHECK 348315 TOTAL: | 4,951.36 |
| 348316 | 08/29/2018 | PRTD | 6363 LN CURTIS & SONS | 224728 | INV205038 | 07/31/2018 | | 08/26/18 | 47.80 |
| | | | Invoice: INV205038 | | | | | POL/NAME PATCHES: BUONVINO | |
| | | | | 47.80 | 53011212 520000 | | | POLICE - C/E PATROL BENEFITS | |
| | | | | | | | | | |
| | | | Invoice: INV205019 | | | | | POL/NAME PATCHES: ENGET | |
| | | | | 47.80 | 53011212 520000 | | | POLICE - C/E PATROL BENEFITS | |
| | | | | | | | | | |
| | | | Invoice: INV204493 | | | | | POL/CLASS A PANTS (2): KOON | |
| | | | | 137.14 | 53011212 520000 | | | POLICE - C/E PATROL BENEFITS | |
| | | | | | | | | | |
| | | | Invoice: INV205017 | | | | | POL/NAME PATCHES: LEDBETTER | |
| | | | | 44.53 | 53011212 520000 | | | POLICE - C/E PATROL BENEFITS | |
| | | | | | | | | | |
| | | | Invoice: INV205025 | | | | | POL/NAME PATCHES: LEWIS | |
| | | | | 47.80 | 53011212 520000 | | | POLICE - C/E PATROL BENEFITS | |
| | | | | | | | | | |
| | | | Invoice: INV205702 | | | | | POL/CARRIER & POUCHES: B. SIAS | |
| | | | | 409.57 | 53011212 520000 | | | POLICE - C/E PATROL BENEFITS | |
| | | | | | | | | | |
| | | | Invoice: INV205036 | | | | | POL/NAME PATHES: NORTON | |
| | | | | 47.80 | | | | | |

CASH ACCOUNT: 635 111100 CASH

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | 47.80 | 53011212 520000 | | | | |
| | | | | | | POLICE - C/E PATROL BENEFITS | | | |
| Invoice: INV205039 | | | | 224741 | INV205039 | 07/31/2018 | | 08/26/18 | 47.80 |
| | | | | | | POL/NAME PATCHES: WEISS | | | |
| | | | | 47.80 | 53011212 520000 | | | | |
| | | | | | | POLICE - C/E PATROL BENEFITS | | | |
| | | | | | | | CHECK | 348316 TOTAL: | 830.24 |
| 348317 | 08/29/2018 | PRTD | 7016 CUSTOM PRINTING | 224742 | 7859 | 07/05/2018 | | 08/26/18 | 267.70 |
| Invoice: 7859 | | | | | | POL/ANIMAL LICENSE TAGS X1000 | | | |
| | | | | 267.70 | 51011211 531100 | | | | |
| | | | | | | PD-C/E-ADM-SUPPLIES | | | |
| Invoice: 7919 | | | | 224743 | 7919 | 08/03/2018 | | 08/26/18 | 345.18 |
| | | | | | | FIN/WINDOW SECURITY ENVELOPES | | | |
| | | | | 345.18 | 41011141 531100 | | | | |
| | | | | | | FIN - C/E ADMIN SUPPLIES | | | |
| Invoice: 7892 | | | | 224744 | 7892 | 07/25/2018 | | 08/26/18 | 403.95 |
| | | | | | | PCD/PLANNING ENVELOPES | | | |
| | | | | 403.95 | 63470588 531100 | | | | |
| | | | | | | CUR - DEV DEV PLAN OFC SUPPLY | | | |
| | | | | | | | CHECK | 348317 TOTAL: | 1,016.83 |
| 348318 | 08/29/2018 | PRTD | 152 DAILY JOURNAL OF COM | 224745 | 3339500 | 08/08/2018 | | 08/26/18 | 276.00 |
| Invoice: 3339500 | | | | | | ENG/NTC: WFP BRIDGE | | | |
| | | | | 276.00 | 72011262 54400000778 | | | | |
| | | | | | | WFP BRIDGE REDECKING-ADV | | | |
| | | | | | | | CHECK | 348318 TOTAL: | 276.00 |
| 348319 | 08/29/2018 | PRTD | 4192 DMCMA | 224747 | 09/27/18 | 08/08/2018 | | 08/26/18 | 100.00 |
| Invoice: 09/27/18 | | | | | | CRT/REG FEE FOR DEANNA JONES | | | |
| | | | | 100.00 | 21011125 443410 | | | | |
| | | | | | | COURT - TRAINING | | | |
| | | | | | | | CHECK | 348319 TOTAL: | 100.00 |
| 348320 | 08/29/2018 | PRTD | 9014 MARK DONAHUE | 224815 | 08/14/18 | 08/14/2018 | | 08/26/18 | 150.00 |
| Invoice: 08/14/18 | | | | | | ROOM RENTAL DEP REFUND | | | |
| | | | | 150.00 | 41625860 586000 | | | | |
| | | | | | | SC/COMMONS ROOM DEP-DISBURSEME | | | |
| | | | | | | | CHECK | 348320 TOTAL: | 150.00 |
| 348321 | 08/29/2018 | PRTD | 672 DSC INC | 224862 | 98235 | 07/31/2018 | | 08/26/18 | 30.69 |
| Invoice: 98235 | | | | | | PW/ADAPTERS | | | |
| | | | | 30.69 | 73011897 531100 | | | | |
| | | | | | | O&M-C/E-PWY FAC-SUPPLIES | | | |
| | | | | | | | CHECK | 348321 TOTAL: | 30.69 |

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 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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CASH ACCOUNT: 635 111100 CASH
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| 348322 | 08/29/2018 | PRTD | 7144 DTMICRO, INC | 224863 | 3961 | 07/15/2018 | | 08/26/18 | 136.25 |
| | Invoice: 3961 | | | | | POL NETWORK CONNECT W/ KITSAP CO AUG 2018 | | | |
| | | | | 136.25 | 91011215 542100 | GG-C/E-PD-PHONE | | | |
| | | | | | | CHECK | 348322 | TOTAL: | 136.25 |
| 348323 | 08/29/2018 | PRTD | 9016 DUFFY, CHRISTOPHER & | 224817 | 71529 | 08/16/2018 | | 08/26/18 | 381.06 |
| | Invoice: 71529 | | | | | UB 10652 1039 IHLAND WAY PLACE NE | | | |
| | | | | 381.06 | 411 122100 | WATER ACCOUNTS RECEIVABLE | | | |
| | | | | | | CHECK | 348323 | TOTAL: | 381.06 |
| 348324 | 08/29/2018 | PRTD | 8993 EATON CORPORATION | 224748 | 49304193 | 07/16/2018 | | 08/26/18 | 21,685.55 |
| | Invoice: 49304193 | | | | | PW/ENGINEERING SVCS | | | |
| | | | | 21,685.55 | 73425358 54810000948 | WWTP-TRANSFER SW-REPAIRS | | | |
| | | | | | | CHECK | 348324 | TOTAL: | 21,685.55 |
| 348325 | 08/29/2018 | PRTD | 8816 ECOANALYSTS, INC. | 224864 | 01516 | 08/06/2018 | | 08/26/18 | 1,200.00 |
| | Invoice: 01516 | | | | | PW/WWTP 3Q FATHEAD MINNOW TESTING | | | |
| | | | | 1,200.00 | 73425358 54110000391 | LAB & TESTING SVCS-WWTP | | | |
| | | | | | | CHECK | 348325 | TOTAL: | 1,200.00 |
| 348326 | 08/29/2018 | PRTD | 8996 EDINGER ASSOCIATES P | 224865 | 5367 | 08/13/2018 | | 08/26/18 | 106.25 |
| | Invoice: 5367 | | | | | LEGAL/LEGAL SVCS, FCC MATTERS | | | |
| | | | | 106.25 | 32011152 54111100955 | LIT-CHALLENGE TO RADIO STATION | | | |
| | | | | | | CHECK | 348326 | TOTAL: | 106.25 |
| 348327 | 08/29/2018 | PRTD | 7510 EXPERIAN | 224749 | CD1904002039 | 07/27/2018 | 21800001 | 08/26/18 | 92.65 |
| | Invoice: CD1904002039 | | | | | POL/INFORMATION SERVICES | | | |
| | | | | 92.65 | 52011212 549100 | PD-C/E-INV-DUES/SUBSCR/MEMBRSH | | | |
| | | | | | | CHECK | 348327 | TOTAL: | 92.65 |
| 348328 | 08/29/2018 | PRTD | 216 FEDERAL EXPRESS CORP | 224750 | 6-257-43489 | 07/27/2018 | | 08/26/18 | 183.48 |
| | Invoice: 6-257-43489 | | | | | PW/FEDEX SHIPMENTS JUL18 | | | |
| | | | | 33.12 | 73638594 66400000900 | O&M ADMIN SUV-VEHICLE | | | |
| | | | | 33.12 | 73638594 66400000901 | NEW ENG LIGHT DUTY P/U-VEH | | | |
| | | | | 117.24 | 91431891 542500 | GG-SWM-FAC-POSTAGE | | | |
| | | | | | | CHECK | 348328 | TOTAL: | 183.48 |

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| CASH ACCOUNT: 635 111100 CASH | | | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| CHECK NO | CHK DATE | TYPE VENDOR NAME | | | | | | |
| INVOICE DTL DESC | | | | | | | | |
| 348336 | 08/29/2018 | PRTD 233 GATEWAY TOWING | 224756 | 40469 | 07/04/2018 | | 08/26/18 | 190.75 |
| | | Invoice: 40469 | | | | | | |
| | | | 190.75 | 53011212 549900 | | | | |
| | | | | | POL/IMPOUND I18-000976 | | | |
| | | | | | PD-C/E-PATROL-MISC | | | |
| | | | | | CHECK | 348336 | TOTAL: | 190.75 |
| 348337 | 08/29/2018 | PRTD 9007 GENUINE IMAGE PHOTOG | 224931 | 1061 | 08/20/2018 | | 08/26/18 | 523.20 |
| | | Invoice: 1061 | | | | | | |
| | | | 523.20 | 11011116 531100 | | | | |
| | | | | | CC/CITY COUNCIL PHOTOS | | | |
| | | | | | COUNCIL - SUPPLIES | | | |
| | | | | | CHECK | 348337 | TOTAL: | 523.20 |
| 348338 | 08/29/2018 | PRTD 9017 GORI, CATHERINE F | 224818 | 71530 | 08/16/2018 | | 08/26/18 | 105.85 |
| | | Invoice: 71530 | | | | | | |
| | | | 105.85 | 411 122100 | | | | |
| | | | | | UB 10213 1191 NAKATA PLACE NW | | | |
| | | | | | WATER ACCOUNTS RECEIVABLE | | | |
| | | | | | CHECK | 348338 | TOTAL: | 105.85 |
| 348339 | 08/29/2018 | PRTD 8955 GRANICUS, LLC | 224894 | 101513 | 08/08/2018 | | 08/26/18 | 12,032.63 |
| | | Invoice: 101513 | | | | | | |
| | | | 12,032.63 | 36011143 53510000929 | | | | |
| | | | | | EXCC/AGENDA MGMT SOFTWARE | | | |
| | | | | | AGENDA SOFTWARE ACQUISITION | | | |
| | | | | | CHECK | 348339 | TOTAL: | 12,032.63 |
| 348340 | 08/29/2018 | PRTD 2096 GRAY & OSBORNE INC | 224936 | 17614-10 | 07/24/2018 | 21700158 | 08/26/18 | 1,707.30 |
| | | Invoice: 17614-10 | | | | | | |
| | | | 1,707.30 | 72413434 64110000819 | | | | |
| | | | | | WATER SYSTEM DESIGN IMPRVMENTS | | | |
| | | | | | WATER IMPR PROJECTS 2017-ENG | | | |
| | | | | | CHECK | 348340 | TOTAL: | 1,707.30 |
| 348341 | 08/29/2018 | PRTD 9009 GROSSBERG, ALLAN | 224603 | 71322 | 08/10/2018 | | 08/26/18 | 24.84 |
| | | Invoice: 71322 | | | | | | |
| | | | 24.84 | 411 122100 | | | | |
| | | | | | UB 10121 1521 ARTHUR PLACE NW | | | |
| | | | | | WATER ACCOUNTS RECEIVABLE | | | |
| | | | | | CHECK | 348341 | TOTAL: | 24.84 |
| 348342 | 08/29/2018 | PRTD 5275 KAISER PERMANENTE | 224870 | 67249240 | 07/31/2018 | | 08/26/18 | 125.00 |
| | | Invoice: 67249240 | | | | | | |
| | | | 62.50 | 73637892 541100 | | | | |
| | | | 62.50 | 73637893 541100 | | | | |
| | | | | | PW/OCC HEALTH SVCS | | | |
| | | | | | O&M-ALLOC-WTR-PROF SVCS | | | |
| | | | | | O&M-ALLOC-SWR CONSUMABLES | | | |
| | | | | | CHECK | 348342 | TOTAL: | 125.00 |

CASH ACCOUNT: 635 111100 CASH

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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | | | | | CHECK 348349 TOTAL: | 239.26 |
| 348350 | 08/29/2018 | PRTD | 8114 KENYON DISEND, PLLC | 224927 | 187361 | 07/31/2018 | | 08/26/18 | 264.00 |
| | | | Invoice: 187361 | | | | | LEGAL/PROF SVCS | |
| | | | | 264.00 | 32470152 | 54111100775 | | LIT-RICH PERMITTING | |
| | | | | | | | | CHECK 348350 TOTAL: | 264.00 |
| 348351 | 08/29/2018 | PRTD | 8135 MIDWEST MOTOR SUPPLY | 224762 | 6524593 | 08/06/2018 | | 08/26/18 | 607.23 |
| | | | Invoice: 6524593 | | | | | PW/SHOP SUPPLIES | |
| | | | | 607.23 | 73638935 | 531100 | | O&M-STD ALLOCATION-SUPPLIES | |
| | | | | | | | | CHECK 348351 TOTAL: | 607.23 |
| 348352 | 08/29/2018 | PRTD | 1010 PAUL L KING | 224872 | 50718 | 08/10/2018 | | 08/26/18 | 168.95 |
| | | | Invoice: 50718 | | | | | PW/KEYS FOR FACILITIES | |
| | | | | 168.95 | 73011189 | 531100 | | O&M - C/E FACIL OFC SUPPLIES | |
| | | | | | | | | CHECK 348352 TOTAL: | 168.95 |
| 348353 | 08/29/2018 | PRTD | 579 KITSAP SUN | 224873 | 2054663 | 07/31/2018 | | 08/26/18 | 66.55 |
| | | | Invoice: 2054663 | | | | | HR/JOB AD: MAINT TECH III | |
| | | | | 66.55 | 33011161 | 544000 | | HR-C/E-ADVERTISING | |
| | | | | | | | | CHECK 348353 TOTAL: | 66.55 |
| 348354 | 08/29/2018 | PRTD | 579 KITSAP SUN | 224764 | 932206-1928978 | 07/31/2018 | | 08/26/18 | 105.86 |
| | | | Invoice: 932206-1928978 | | | | | POL/NNO ADS, 7/20, 7/27 | |
| | | | | 105.86 | 51011211 | 54400000649 | | NAT'L NIGHT OUT-ADVERTISING | |
| | | | | | | | | CHECK 348354 TOTAL: | 105.86 |
| 348355 | 08/29/2018 | PRTD | 5011 LEXISNEXIS RISK SOLU | 224765 | 1272084-20180731 | 07/31/2018 | 21800010 | 08/26/18 | 54.50 |
| | | | Invoice: 1272084-20180731 | | | | | POL/INFORMATION SERVICES | |
| | | | | 54.50 | 52011212 | 549100 | | PD-C/E-INV-DUES/SUBSCR/MEMBRSH | |
| | | | | | | | | CHECK 348355 TOTAL: | 54.50 |
| 348356 | 08/29/2018 | PRTD | 5607 LMN ARCHITECTS | 224929 | 59571 | 08/10/2018 | | 08/26/18 | 8,120.00 |
| | | | Invoice: 59571 | | | | | DOWNTOWN PARKING STRUCTURE FEA | |
| | | | | 8,120.00 | 31011587 | 54110000928 | | DOWNTOWN PARKING STRUC STUDY | |
| | | | | | | | | CHECK 348356 TOTAL: | 8,120.00 |

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

348357 08/29/2018 PRD 5717 MAKERS ARCHITECTURE 224768 1807-1 07/20/2018 08/26/18 9,193.75
 Invoice: 1807-1 ISLAND CENTER SUBAREA PLANNING

9,193.75 61011586 54110000930 COMP PLAN IMPL-PROF SVCS

224769 1807-2 08/07/2018 08/26/18 3,010.00

Invoice: 1807-2 ISLAND CENTER SUBAREA PLANNING

3,010.00 61011586 54110000930 COMP PLAN IMPL-PROF SVCS

CHECK 348357 TOTAL: 12,203.75

348358 08/29/2018 PRD 6333 MASCO PETROLEUM 224770 0241371-IN 07/19/2018 08/26/18 2,132.01
 Invoice: 0241371-IN PW/FLEET SHOP OIL SUPPLY

2,132.01 73638935 531100 O&M-STD ALLOCATION-SUPPLIES

CHECK 348358 TOTAL: 2,132.01

348359 08/29/2018 PRD 8587 NAACP BREMERTON 224771 2018-DUES 07/19/2018 08/26/18 30.00
 Invoice: 2018-DUES POL/ANNUAL DUES: HAMNER

30.00 51011211 549100 PD-C/E-ADM-DUES/SUBCR/MEMBRSH

CHECK 348359 TOTAL: 30.00

348360 08/29/2018 PRD 8954 ONE WAY BACKFLOW TES 224772 PAYREQ8-510 08/07/2018 21800075 08/26/18 1,930.00
 Invoice: PAYREQ8-510 2018 BACKFLOW TESTING

1,930.00 73411349 54110000510 BACKFLOW TEST-PRO SVCS

224874 PAYREQ9-510 08/14/2018 21800075 08/26/18 630.00

Invoice: PAYREQ9-510 2018 BACKFLOW TESTING

630.00 73411349 54110000510 BACKFLOW TEST-PRO SVCS

CHECK 348360 TOTAL: 2,560.00

348361 08/29/2018 PRD 8286 SUPERINTENDENT OF P 224773 14214 08/03/2018 08/26/18 86.00
 Invoice: 14214 POL/FINGERPRINTING

86.00 65438 386110 AGENCY-FINGERPRINT REV TO SPI

224774 14221 08/03/2018 08/26/18 86.00

Invoice: 14221 POL/FINGERPRINTING

86.00 65438 386110 AGENCY-FINGERPRINT REV TO SPI

CHECK 348361 TOTAL: 172.00

348362 08/29/2018 PRD 4129 OWEN EQUIPMENT COMPA 224775 21049 073118 07/31/2018 08/26/18 43.47
 Invoice: 21049 073118 SERVICE CHARGES MAY-JUL 2018

43.47 41011141 549900 FIN-C/E-MISC EXP

08/22/2018 10:13 | CITY OF BAINBRIDGE ISLAND
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CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | | | | | CHECK 348369 TOTAL: | 1,257.82 |
| 348370 | 08/29/2018 | PRTD | 9015 RYAN, THOMAS | 224816 | 71528 | 08/16/2018 | | 08/26/18 | 271.98 |
| | | | Invoice: 71528 | | | | | UB 11005 11305 WING POINT DRIVE NE | |
| | | | | 271.98 | 411 122100 | | | WATER ACCOUNTS RECEIVABLE | |
| | | | | | | | | CHECK 348370 TOTAL: | 271.98 |
| 348371 | 08/29/2018 | PRTD | 6820 RICH BOTTALICO | 224881 | 1953 | 07/31/2018 | | 08/26/18 | 100.00 |
| | | | Invoice: 1953 | | | | | PW/1/4" STEEL BRACKET | |
| | | | | 100.00 | 73637958 531100 | | | ROADSIDE MOWER ALLOC-SUPPLIES | |
| | | | | | | | | CHECK 348371 TOTAL: | 100.00 |
| 348372 | 08/29/2018 | PRTD | 7240 SEECLICKFIX | 224883 | 2017-1753 | 07/27/2018 | | 08/26/18 | 2,750.00 |
| | | | Invoice: 2017-1753 | | | | | IT/SEECLICKFIX 6 MOS | |
| | | | | 2,750.00 | 81011881 548500 | | | IT - C/E COMPUTER SUPPORT | |
| | | | | | | | | CHECK 348372 TOTAL: | 2,750.00 |
| 348373 | 08/29/2018 | PRTD | 7173 SKILLINGS CONNOLLY I | 224779 | 11287 | 08/01/2018 | | 08/26/18 | 7,909.10 |
| | | | Invoice: 11287 | | | | | SPORTSMAN CLUB & NEW BROOKLYN | |
| | | | | 7,909.10 | 72321953 64110000715 | | | SP CLUB/NB INTERSECTN-DESIGN | |
| | | | | | | | | CHECK 348373 TOTAL: | 7,909.10 |
| 348374 | 08/29/2018 | PRTD | 8129 SMARSH INC | 224882 | INV00386389 | 07/31/2018 | | 08/26/18 | 639.50 |
| | | | Invoice: INV00386389 | | | | | IT/TEXT & SOCIAL MEDIA ARCHIVE JUL 2018 | |
| | | | | 639.50 | 81011881 548500 | | | IT - C/E COMPUTER SUPPORT | |
| | | | | | | | | CHECK 348374 TOTAL: | 639.50 |
| 348375 | 08/29/2018 | PRTD | 7193 EVERGREEN BOAT TRANS | 224780 | 08/06/18 | 08/06/2018 | | 08/26/18 | 647.87 |
| | | | Invoice: 08/06/18 | | | | | POL/VESSEL STORAGE/MARSHALLS ISLAND | |
| | | | | 647.87 | 55011757 54110000159 | | | PD-DERELICT VES-DISPOSAL SVCS | |
| | | | | | | | | CHECK 348375 TOTAL: | 647.87 |
| 348376 | 08/29/2018 | PRTD | 8132 SPECTRA LABORATORIES | 224781 | 18-05829 | 07/31/2018 | | 08/26/18 | 57.96 |
| | | | Invoice: 18-05829 | | | | | PW/ECOLI TESTING | |
| | | | | 57.96 | 73411345 54110000391 | | | LAB SVCS-WATER | |
| | | | | 224782 | 18-05864 | 08/03/2018 | | 08/26/18 | 472.88 |
| | | | Invoice: 18-05864 | | | | | PW/HEAD OF WAY PESTICIDE TESTING | |

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

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| | | | | 472.88 | 73411345 54110000391 | LAB SVCS-WATER | | | |
| Invoice: 18-05894 | | | | 224783 | 18-05894 | 08/03/2018 | | 08/26/18 | 19.32 |
| | | | | | | PW/WINWTR ECOLI TESTING | | | |
| | | | | 19.32 | 73411345 54110000391 | LAB SVCS-WATER | | | |
| Invoice: 18-05504 | | | | 224784 | 18-05504 | 07/24/2018 | | 08/26/18 | 135.00 |
| | | | | | | PW/ROCKAWAY TESTING | | | |
| | | | | 135.00 | 73415345 54110000391 | LAB SVCS-WATER ROCKAWAY | | | |
| Invoice: 18-06095 | | | | 224884 | 18-06095 | 08/10/2018 | | 08/26/18 | 184.00 |
| | | | | | | PW/WINWTR VOC TESTING | | | |
| | | | | 184.00 | 73411345 54110000391 | LAB SVCS-WATER | | | |
| Invoice: 18-06080 | | | | 224885 | 18-06080 | 08/09/2018 | | 08/26/18 | 38.64 |
| | | | | | | PW/ECOLI TESTING | | | |
| | | | | 38.64 | 73411345 54110000391 | LAB SVCS-WATER | | | |
| Invoice: 18-06105 | | | | 224886 | 18-06105 | 08/10/2018 | | 08/26/18 | 62.10 |
| | | | | | | PW/FLUORIDE TESTING | | | |
| | | | | 62.10 | 73411345 54110000391 | LAB SVCS-WATER | | | |
| Invoice: 18-06081 | | | | 224895 | 18-06081 | 08/09/2018 | | 08/26/18 | 19.32 |
| | | | | | | PW/ECOLI TESTING | | | |
| | | | | 19.32 | 73011897 54110000391 | LAB SVCS-PWY FAC | | | |
| Invoice: 18-06082 | | | | 224896 | 18-06082 | 08/09/2018 | | 08/26/18 | 19.32 |
| | | | | | | PW/ROCKAWAY ECOLI TESTING | | | |
| | | | | 19.32 | 73415345 54110000391 | LAB SVCS-WATER ROCKAWAY | | | |
| Invoice: 18-06106 | | | | 224897 | 18-06106 | 08/10/2018 | | 08/26/18 | 55.66 |
| | | | | | | PW/ROCKAWAY TESTING | | | |
| | | | | 55.66 | 73415345 54110000391 | LAB SVCS-WATER ROCKAWAY | | | |
| | | | | | | | | CHECK 348376 TOTAL: | 1,064.20 |
| 348377 | 08/29/2018 | PRTD | 2467 STAPLES | 224785 | 3386213775 | 08/04/2018 | | 08/26/18 | 181.66 |
| Invoice: 3386213775 | | | | | | POL/SUPPLIES | | | |
| | | | | 181.66 | 51011211 531100 | PD-C/E-ADM-SUPPLIES | | | |
| Invoice: 3386213665 | | | | 224786 | 3386213665 | 08/04/2018 | | 08/26/18 | 65.37 |
| | | | | | | ENG/PENS | | | |
| | | | | 65.37 | 72011321 531100 | ENG - C/E ADMIN SUPPLIES | | | |
| Invoice: 3386213669 | | | | 224787 | 3386213669 | 08/04/2018 | | 08/26/18 | 92.93 |
| | | | | | | ENG/KLEENEX, PAPER | | | |
| | | | | 92.93 | 72011321 531100 | ENG - C/E ADMIN SUPPLIES | | | |
| Invoice: 3386213666 | | | | 224788 | 3386213666 | 08/04/2018 | | 08/26/18 | 13.83 |
| | | | | | | PW/FRAME | | | |
| | | | | 13.83 | 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

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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|----------|------------|------|---------------------------|-----------|----------------------|------------|----------|--------------------------------|-----------|
| | | | | | | | | CHECK 348378 TOTAL: | 10.36 |
| 348379 | 08/29/2018 | PRTD | 5730 SUMMIT LAW GROUP | 224934 | 94509 | 08/20/2018 | | 08/26/18 | 1,708.00 |
| | | | Invoice: 94509 | | | | | LEGAL/JUL 2018 LEGAL SVCS | |
| | | | | 1,311.50 | 32011152 54111000870 | | | LGL-HR (NON-BARGAINING) | |
| | | | | 396.50 | 32011152 54111000274 | | | LGL-LABOR NEGOTIATIONS | |
| | | | Invoice: 94510 | 224935 | 94510 | 08/20/2018 | | 08/26/18 | 540.00 |
| | | | | | | | | LEGAL/JUL 2018 LEGAL SVCS | |
| | | | | 540.00 | 32011152 54111000274 | | | LGL-LABOR NEGOTIATIONS | |
| | | | | | | | | CHECK 348379 TOTAL: | 2,248.00 |
| 348380 | 08/29/2018 | PRTD | 8244 SUPPLYWORKS | 224798 | 448695601 | 07/26/2018 | | 08/26/18 | 155.30 |
| | | | Invoice: 448695601 | | | | | PW/SOAP REFILL | |
| | | | | 155.30 | 73637948 531100 | | | O&M ALLOC-CITY WIDE SUPPLIES | |
| | | | | | | | | CHECK 348380 TOTAL: | 155.30 |
| 348381 | 08/29/2018 | PRTD | 6746 SYMBOL ARTS | 224799 | 0312375-IN | 07/30/2018 | | 08/26/18 | 50.00 |
| | | | Invoice: 0312375-IN | | | | | POL/REPAIR BADGE FOR SHIELDS | |
| | | | | 50.00 | 53011212 548100 | | | POLICE - C/E PATROL MAINTENANC | |
| | | | | | | | | CHECK 348381 TOTAL: | 50.00 |
| 348382 | 08/29/2018 | PRTD | 8199 SYSTEMS FOR PUBLIC S | 224904 | 32688 | 08/16/2018 | 21800050 | 08/26/18 | 10,650.43 |
| | | | Invoice: 32688 | | | | | POLICE VEHICLE EQUIP UPFIT | |
| | | | | 10,650.43 | 53011421 66400000834 | | | PD-2018 VEH REPLACEMENT | |
| | | | Invoice: 32689 | 224905 | 32689 | 08/16/2018 | 21800050 | 08/26/18 | 12,211.43 |
| | | | | | | | | POLICE VEHICLE EQUIP UPFIT | |
| | | | | 12,211.43 | 53011421 66400000834 | | | PD-2018 VEH REPLACEMENT | |
| | | | Invoice: 32687 | 224906 | 32687 | 08/16/2018 | 21800050 | 08/26/18 | 12,211.43 |
| | | | | | | | | POLICE VEHICLE EQUIP UPFIT | |
| | | | | 12,211.43 | 53011421 66400000834 | | | PD-2018 VEH REPLACEMENT | |
| | | | | | | | | CHECK 348382 TOTAL: | 35,073.29 |
| 348383 | 08/29/2018 | PRTD | 4819 THOMSON REUTERS - WE | 224913 | 838686983 | 07/31/2018 | | 08/26/18 | 531.62 |
| | | | Invoice: 838686983 | | | | | LEGAL/WEST INFO CHARGES | |
| | | | | 531.62 | 32011152 549100 | | | LGL-GF-DUES & SUBSCRIPTIONS | |
| | | | | | | | | CHECK 348383 TOTAL: | 531.62 |

| CASH ACCOUNT: 635 | 111100 | CASH | | | | | | | |
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| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
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| 348384 | 08/29/2018 | PRTD | 8243 CRANE & CRANE HOLDIN | 223591 | 05/31/18-C | 05/31/2018 | | 08/26/18 | -5.24 |
| | Invoice: 05/31/18-C | | | | | PW/PAYMENT ERROR ADJUSTMENT | | | |
| | | | | -5.24 | 91011768 547900 | GG-C/E-PARKS-GARBAGE | | | |
| | | | | 224907 | 06/19/18 | 06/19/2018 | | 08/26/18 | 15.00 |
| | Invoice: 06/19/18 | | | | | PW/1.5 Y YARD WASTE | | | |
| | | | | 15.00 | 91111427 547900 | GG-STREET-ROADSIDE-GARBAGE | | | |
| | | | | 224908 | 30861 | 08/03/2018 | | 08/26/18 | 291.00 |
| | Invoice: 30861 | | | | | PW/JUN-JUL 18 YARD WASTE | | | |
| | | | | 83.00 | 91111427 547900 | GG-STREET-ROADSIDE-GARBAGE | | | |
| | | | | 123.00 | 91011189 547900 | GG-C/E-CITY HALL-GARBAGE | | | |
| | | | | 80.00 | 91425358 547900 | GG-WWTP-GARBAGE (NOT BIOSOLIDS) | | | |
| | | | | 5.00 | 91020769 547900 | GG-ROAD ENDS-DISPOSAL/GARBAGE | | | |
| | | | | | | CHECK | 348384 | TOTAL: | 300.76 |
| 348385 | 08/29/2018 | PRTD | 1970 TOSHIBA AMERICA BUSI | 224801 | 23167807 | 08/13/2018 | | 08/26/18 | 353.16 |
| | Invoice: 23167807 | | | | | PCD/E-STUDIO6560C COPIER LEASE | | | |
| | | | | 353.16 | 61470581 545000 | PCD - DEV ADMIN RENTS & LEASES | | | |
| | | | | | | CHECK | 348385 | TOTAL: | 353.16 |
| 348386 | 08/29/2018 | PRTD | 558 TOWN & COUNTRY MARKE | 224803 | 07/25/18-A | 07/25/2018 | | 08/26/18 | 43.38 |
| | Invoice: 07/25/18-A | | | | | EX/JULY BIRTHDAY LUNCHESES | | | |
| | | | | 43.38 | 31011131 531100 | EX-GF-SUPPLIES | | | |
| | | | | | | CHECK | 348386 | TOTAL: | 43.38 |
| 348387 | 08/29/2018 | PRTD | 4929 TYLER TECHNOLOGIES I | 224909 | 045-234252 | 08/07/2018 | | 08/26/18 | 640.00 |
| | Invoice: 045-234252 | | | | | IT/EXECUTIME IMPLEMENTATION | | | |
| | | | | 640.00 | 81011881 541100 | IT - C/E PROF SERVICES | | | |
| | | | | 224910 | 045-233678 | 08/02/2018 | | 08/26/18 | 1,280.00 |
| | Invoice: 045-233678 | | | | | IT/EXECUTIME IMPLEMENTAION | | | |
| | | | | 1,280.00 | 81011881 541100 | IT - C/E PROF SERVICES | | | |
| | | | | | | CHECK | 348387 | TOTAL: | 1,920.00 |
| 348388 | 08/29/2018 | PRTD | 2190 UNITED PARCEL SERVIC | 224804 | 000028Y3Y1318 | 08/04/2018 | | 08/26/18 | 20.20 |
| | Invoice: 000028Y3Y1318 | | | | | POL/SHIPPING | | | |
| | | | | 20.20 | 91011215 542500 | GG-C/E-PD-POSTAGE | | | |
| | | | | | | CHECK | 348388 | TOTAL: | 20.20 |

CASH ACCOUNT: 635 111100 CASH

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|----------|----------|------|-------------|---------|---------|----------|----|-----------|-----|
|----------|----------|------|-------------|---------|---------|----------|----|-----------|-----|

INVOICE DTL DESC

| | | | | | | | | | |
|--------|------------|------|--------------------------|----------|----------------------|------------|--|---------------------|----------|
| 348389 | 08/29/2018 | PRTD | 1152 USA BLUE BOOK | 224805 | 631244 | 07/20/2018 | | 08/26/18 | 227.19 |
| | | | Invoice: 631244 | | | | | | |
| | | | | 227.19 | 73425358 531100 | | | | |
| | | | | | | | | | |
| | | | | 224806 | 638403 | 07/27/2018 | | 08/26/18 | 234.09 |
| | | | Invoice: 638403 | | | | | | |
| | | | | 234.09 | 73425358 531100 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348389 TOTAL: | 461.28 |
| 348390 | 08/29/2018 | PRTD | 553 UTILITIES UNDERGROUN | 224807 | 8070118 | 07/31/2018 | | 08/26/18 | 269.61 |
| | | | Invoice: 8070118 | | | | | | |
| | | | | 269.61 | 73637893 54110000393 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348390 TOTAL: | 269.61 |
| 348391 | 08/29/2018 | PRTD | 605 WA ST AUDITOR'S OFFI | 224932 | L126519 | 08/10/2018 | | 08/26/18 | 3,993.33 |
| | | | Invoice: L126519 | | | | | | |
| | | | | 2,588.70 | 91011423 541100 | | | | |
| | | | | 256.32 | 91111433 541100 | | | | |
| | | | | 136.13 | 91411341 541100 | | | | |
| | | | | 469.50 | 91421351 541100 | | | | |
| | | | | 252.09 | 91431383 541100 | | | | |
| | | | | 145.30 | 91470148 541100 | | | | |
| | | | | 145.29 | 91471148 541100 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348391 TOTAL: | 3,993.33 |
| 348392 | 08/29/2018 | PRTD | 938 WA ST DEPT OF HEALTH | 224912 | 07138F-2018 | 08/01/2018 | | 08/26/18 | 248.90 |
| | | | Invoice: 07138F-2018 | | | | | | |
| | | | | 248.90 | 73011897 549800 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348392 TOTAL: | 248.90 |
| 348393 | 08/29/2018 | PRTD | 4104 WA ST FERRIES | 224812 | RK315776 | 07/31/2018 | | 08/26/18 | 295.20 |
| | | | Invoice: RK315776 | | | | | | |
| | | | | 241.10 | 51011211 543100 | | | | |
| | | | | 16.70 | 72011321 543100 | | | | |
| | | | | 37.40 | 73011189 543100 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348393 TOTAL: | 295.20 |
| 348394 | 08/29/2018 | PRTD | 952 WA ST PATROL | 224811 | I19000638 | 08/08/2018 | | 08/26/18 | 160.00 |
| | | | Invoice: I19000638 | | | | | | |
| | | | | 160.00 | 41654861 586100 | | | | |
| | | | | | | | | | |
| | | | | | | | | CHECK 348394 TOTAL: | 160.00 |

CASH ACCOUNT: 635 111100 CASH

CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

| CHECK NO | CHK DATE | TYPE | VENDOR NAME | VOUCHER | INVOICE | INV DATE | PO | CHECK RUN | NET |
|----------|------------|------|---------------------------|-----------|----------------------|--------------------------------------|----|-----------|-------------------------------|
| | | | | | | | | | CHECK 348394 TOTAL: 160.00 |
| 348395 | 08/29/2018 | PRTD | 2251 WA ST TREASURER | 224809 | JUL18-SBCC | 07/31/2018 | | 08/26/18 | 230.00 |
| | | | Invoice: JUL18-SBCC | | | SBCC STATE OUT COURT REMIT JULY 2018 | | | |
| | | | | 230.00 | 41652860 586000 | SBCC BLDG. -OUT | | | |
| | | | | | | | | | CHECK 348395 TOTAL: 5,617.98 |
| | | | | 224810 | JUL18 | 07/31/2018 | | 08/26/18 | 5,387.98 |
| | | | Invoice: JUL18 | | | STATE OUT COURT REMIT JULY 2018 | | | |
| | | | | 2,125.82 | 41611860 586000 | PSEA 60% OUT | | | |
| | | | | 1,221.49 | 41610860 586000 | PSEA 30% OUT | | | |
| | | | | 50.97 | 41619860 586000 | PSEA 3 - STATE DISB OUT | | | |
| | | | | 415.66 | 41616860 586000 | THEFT PRV&TR BRAIN INJ-OUT | | | |
| | | | | 82.47 | 41616860 586000 | THEFT PRV&TR BRAIN INJ-OUT | | | |
| | | | | 1,092.46 | 41614860 586000 | JUDICIAL INFO SYST. -OUT | | | |
| | | | | .12 | 41615860 586000 | BREATH TEST-CUSTODIAL | | | |
| | | | | .69 | 41615860 586000 | BREATH TEST-CUSTODIAL | | | |
| | | | | 47.16 | 41617860 586000 | SCHOOL SAFETY ZONE-OUT | | | |
| | | | | 207.99 | 41618860 586000 | TRAUMA CARE-OUT | | | |
| | | | | 38.21 | 41618860 586000 | TRAUMA CARE-OUT | | | |
| | | | | 11.83 | 41618860 586000 | TRAUMA CARE-OUT | | | |
| | | | | 67.55 | 41618860 586000 | TRAUMA CARE-OUT | | | |
| | | | | 25.56 | 41615860 586961 | STATE CRIME LAB | | | |
| | | | | | | | | | CHECK 348396 TOTAL: 95.00 |
| 348396 | 08/29/2018 | PRTD | 512 WABO - WASHINGTON AS | 224808 | 35943 | 05/24/2018 | | 08/26/18 | 95.00 |
| | | | Invoice: 35943 | | | PCD/JULY ANNUAL MEETING: JW | | | |
| | | | | 95.00 | 62471594 443410 | BLDG - BLDG TRAINING TRAVEL | | | |
| | | | | | | | | | CHECK 348397 TOTAL: 147.50 |
| 348397 | 08/29/2018 | PRTD | 7551 WASHINGTON TRACTOR I | 224911 | 1637981 | 08/01/2018 | | 08/26/18 | 147.50 |
| | | | Invoice: 1637981 | | | PW/FILTERS FOR #225 | | | |
| | | | | 147.50 | 73637958 531100 | ROADSIDE MOWER ALLOC-SUPPLIES | | | |
| | | | | | | | | | CHECK 348398 TOTAL: 10,000.00 |
| 348398 | 08/29/2018 | PRTD | 5061 CHARLES WENZLAU | 224813 | 1739 | 07/23/2018 | | 08/26/18 | 10,000.00 |
| | | | Invoice: 1739 | | | SUBDIVISIONS AND DEVELOPMENT S | | | |
| | | | | 10,000.00 | 61011586 54110000930 | COMP PLAN IMPL-PROF SVCS | | | |
| | | | | | | | | | CHECK 348399 TOTAL: -314.49 |
| 348399 | 08/29/2018 | PRTD | 499 WESTBAY AUTO PARTS I | 224914 | 375104 | 07/09/2018 | | 08/26/18 | -314.49 |
| | | | Invoice: 375104 | | | PW/NON SANDING EPOXY RETURN | | | |
| | | | | -314.49 | 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 | | | |
| | | | | 224915 | 372196 | 06/27/2018 | | 08/26/18 | 314.49 |
| | | | Invoice: 372196 | | | | | | |
| | | | | 314.49 | 73111427 531100 | PW/NON SANDING EPOXY | | | |
| | | | | | | OFFICE SUPPLIES | | | |
| | | | | 224916 | 385207 | 08/14/2018 | | 08/26/18 | 23.54 |
| | | | Invoice: 385207 | | | | | | |
| | | | | 11.77 | 73111423 531100 | PW/LENSES | | | |
| | | | | 11.77 | 73111427 531100 | OFFICE SUPPLIES | | | |
| | | | | 224917 | 383947 | 08/09/2018 | | 08/26/18 | 50.97 |
| | | | Invoice: 383947 | | | | | | |
| | | | | 50.97 | 73638935 531100 | PW/MIST N SHINE | | | |
| | | | | | | O&M-STD ALLOCATION-SUPPLIES | | | |
| | | | | 224919 | 381646 | 08/01/2018 | | 08/26/18 | 16.87 |
| | | | Invoice: 381646 | | | | | | |
| | | | | 16.87 | 73637941 531100 | PW/FUEL FILTER | | | |
| | | | | | | VACTOR R&M-SUPPLIES | | | |
| | | | | 224920 | 376019 | 07/12/2018 | | 08/26/18 | 228.90 |
| | | | Invoice: 376019 | | | | | | |
| | | | | 228.90 | 73421355 531100 | PW/OIL CHANGE KIT | | | |
| | | | | | | WIN COLL-SUPPLIES | | | |
| | | | | | | | CHECK | 348399 TOTAL: | 320.28 |
| 348400 | 08/29/2018 | PRTD | 8759 WHISTLE WORKWEAR | 224921 | 144563 | 08/28/2017 | | 08/26/18 | 277.31 |
| | | | Invoice: 144563 | | | | | | |
| | | | | 277.31 | 73637891 531100 | PW/VESTS (14) | | | |
| | | | | | | OFFICE SUPPLIES | | | |
| | | | | | | | CHECK | 348400 TOTAL: | 277.31 |
| 348401 | 08/29/2018 | PRTD | 7175 WINERY ALLIANCE OF B | 224922 | Q2-2018 | 08/13/2018 | | 08/26/18 | 2,820.89 |
| | | | Invoice: Q2-2018 | | | | | | |
| | | | | 2,820.89 | 91140573 541100 | Q2 2018 LTAC: WINE ON THE ROCK | | | |
| | | | | | | GG-TOUR-PROF SERVICES | | | |
| | | | | | | | CHECK | 348401 TOTAL: | 2,820.89 |
| 348402 | 08/29/2018 | PRTD | 9018 WTD EQUIPMENT | 224923 | 3622 | 07/27/2018 | | 08/26/18 | 118.52 |
| | | | Invoice: 3622 | | | | | | |
| | | | | 118.52 | 73111427 531100 | PW/MURPHY SWITCH VEH #59 | | | |
| | | | | | | OFFICE SUPPLIES | | | |
| | | | | | | | CHECK | 348402 TOTAL: | 118.52 |
| 348403 | 08/29/2018 | PRTD | 2607 ZEE MEDICAL SERVICE | 224814 | 68361103 | 08/14/2018 | | 08/26/18 | 163.74 |
| | | | Invoice: 68361103 | | | | | | |
| | | | | 163.74 | 41011189 531100 | FIN/C.H. FIRST AID RESTOCK | | | |
| | | | | | | FIN - C/E CNTL SV SUPPLIES | | | |
| | | | | | | | CHECK | 348403 TOTAL: | 163.74 |

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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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NUMBER OF CHECKS 118 *** CASH ACCOUNT TOTAL *** 218,557.41

| | COUNT | AMOUNT |
|----------------------|-------|------------|
| TOTAL PRINTED CHECKS | 118 | 218,557.41 |

*** GRAND TOTAL *** 218,557.41

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

| YEAR PER | JNL | SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------------------|-----|-------------|------------|----------|--------|-------|-------|--------------------------------|------|------------|------------|
| | | | | | | | | LINE DESC | | | |
| 2018 | 8 | 245 | | | | | | | | | |
| APP 101-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | STREETS - ACCOUNTS PAYABLE | | 2,890.79 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 635-111100 | | | 08/22/2018 | 08/26/18 | 082918 | | | CASH | | | 218,557.41 |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 403-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 1,534.69 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 001-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | GENERAL - ACCOUNTS PAYABLE | | 131,929.54 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 401-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 7,160.81 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 402-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 36,488.22 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 631-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 15,233.62 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 301-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 7,952.78 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 622-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 4,788.00 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 407-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 1,735.43 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 650-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | ACCOUNTS PAYABLE | | 6,022.64 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| APP 104-213000 | | | 08/22/2018 | 08/26/18 | 082918 | | | CIVIC IMPR - ACCOUNTS PAYABLE | | 2,820.89 | |
| | | | | | | | | AP CASH DISBURSEMENTS JOURNAL | | | |
| GENERAL LEDGER TOTAL | | | | | | | | | | 218,557.41 | 218,557.41 |
| APP 631-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | 203,323.79 | |
| APP 101-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | STREETS - DUE TO/FROM CLEARING | | | 2,890.79 |
| APP 403-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 1,534.69 |
| APP 001-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | GENERAL - DUE TO/FROM CLEARING | | | 131,929.54 |
| APP 401-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 7,160.81 |
| APP 402-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 36,488.22 |
| APP 301-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 7,952.78 |
| APP 622-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 4,788.00 |
| APP 407-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 1,735.43 |
| APP 650-130000 | | | 08/22/2018 | 08/26/18 | 082918 | | | DUE TO/FROM CLEARING | | | 6,022.64 |

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

| YEAR PER | JNL | | | | | ACCOUNT DESC | T OB | DEBIT | CREDIT |
|----------------|------------|----------|--------|-------|-------|--------------------------------|-------|------------|------------|
| SRC ACCOUNT | EFF DATE | JNL DESC | REF 1 | REF 2 | REF 3 | LINE DESC | | | |
| | 08/22/2018 | 08/26/18 | 082918 | | | | | | |
| APP 104-130000 | | | | | | CIVIC IMPR DUE TO/FROM CLEAR'G | | | 2,820.89 |
| | 08/22/2018 | 08/26/18 | 082918 | | | | | | |
| | | | | | | SYSTEM GENERATED ENTRIES TOTAL | | 203,323.79 | 203,323.79 |
| | | | | | | JOURNAL 2018/08/245 | TOTAL | 421,881.20 | 421,881.20 |

JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR | PER | JNL | EFF DATE | DEBIT | CREDIT |
|---------------------------------|---------------------|-----|-----|--------------------------------|------------|------------|
| ACCOUNT | ACCOUNT DESCRIPTION | | | | | |
| 001 GENERAL FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 001-130000 | | | | GENERAL - DUE TO/FROM CLEARING | | 131,929.54 |
| 001-213000 | | | | GENERAL - ACCOUNTS PAYABLE | 131,929.54 | |
| | | | | FUND TOTAL | 131,929.54 | 131,929.54 |
| 101 STREET FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 101-130000 | | | | STREETS - DUE TO/FROM CLEARING | | 2,890.79 |
| 101-213000 | | | | STREETS - ACCOUNTS PAYABLE | 2,890.79 | |
| | | | | FUND TOTAL | 2,890.79 | 2,890.79 |
| 104 CIVIC IMPROVEMENT FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 104-130000 | | | | CIVIC IMPR DUE TO/FROM CLEAR'G | | 2,820.89 |
| 104-213000 | | | | CIVIC IMPR - ACCOUNTS PAYABLE | 2,820.89 | |
| | | | | FUND TOTAL | 2,820.89 | 2,820.89 |
| 301 CAPITAL CONSTRUCTION FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 301-130000 | | | | DUE TO/FROM CLEARING | | 7,952.78 |
| 301-213000 | | | | ACCOUNTS PAYABLE | 7,952.78 | |
| | | | | FUND TOTAL | 7,952.78 | 7,952.78 |
| 401 WATER OPERATING FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 401-130000 | | | | DUE TO/FROM CLEARING | | 7,160.81 |
| 401-213000 | | | | ACCOUNTS PAYABLE | 7,160.81 | |
| | | | | FUND TOTAL | 7,160.81 | 7,160.81 |
| 402 SEWER OPERATING FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 402-130000 | | | | DUE TO/FROM CLEARING | | 36,488.22 |
| 402-213000 | | | | ACCOUNTS PAYABLE | 36,488.22 | |
| | | | | FUND TOTAL | 36,488.22 | 36,488.22 |
| 403 STORM & SURFACE WATER FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 403-130000 | | | | DUE TO/FROM CLEARING | | 1,534.69 |
| 403-213000 | | | | ACCOUNTS PAYABLE | 1,534.69 | |
| | | | | FUND TOTAL | 1,534.69 | 1,534.69 |
| 407 BUILDING & DEVELOPMENT FUND | 2018 | 8 | 245 | 08/22/2018 | | |
| 407-130000 | | | | DUE TO/FROM CLEARING | | 1,735.43 |
| 407-213000 | | | | ACCOUNTS PAYABLE | 1,735.43 | |
| | | | | FUND TOTAL | 1,735.43 | 1,735.43 |
| 622 EXPENDABLE TRUST FUND | 2018 | 8 | 245 | 08/22/2018 | | |

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|CITY OF BAINBRIDGE ISLAND
 |A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

| FUND | YEAR PER | JNL | EFF DATE | ACCOUNT DESCRIPTION | DEBIT | CREDIT |
|-------------------|----------|-----|------------|----------------------|------------|------------|
| 622-130000 | | | | DUE TO/FROM CLEARING | | 4,788.00 |
| 622-213000 | | | | ACCOUNTS PAYABLE | 4,788.00 | |
| FUND TOTAL | | | | | 4,788.00 | 4,788.00 |
| 631 CLEARING FUND | 2018 8 | 245 | 08/22/2018 | | | |
| 631-130000 | | | | DUE TO/FROM CLEARING | 203,323.79 | |
| 631-213000 | | | | ACCOUNTS PAYABLE | 15,233.62 | |
| 635-111100 | | | | CASH | | 218,557.41 |
| FUND TOTAL | | | | | 218,557.41 | 218,557.41 |
| 650 AGENCY FUND | 2018 8 | 245 | 08/22/2018 | | | |
| 650-130000 | | | | DUE TO/FROM CLEARING | | 6,022.64 |
| 650-213000 | | | | ACCOUNTS PAYABLE | 6,022.64 | |
| FUND TOTAL | | | | | 6,022.64 | 6,022.64 |

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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

| FUND | | DUE TO | DUE FROM |
|------|-----------------------------|------------|------------|
| 001 | GENERAL FUND | | 131,929.54 |
| 101 | STREET FUND | | 2,890.79 |
| 104 | CIVIC IMPROVEMENT FUND | | 2,820.89 |
| 301 | CAPITAL CONSTRUCTION FUND | | 7,952.78 |
| 401 | WATER OPERATING FUND | | 7,160.81 |
| 402 | SEWER OPERATING FUND | | 36,488.22 |
| 403 | STORM & SURFACE WATER FUND | | 1,534.69 |
| 407 | BUILDING & DEVELOPMENT FUND | | 1,735.43 |
| 622 | EXPENDABLE TRUST FUND | | 4,788.00 |
| 631 | CLEARING FUND | 203,323.79 | |
| 650 | AGENCY FUND | | 6,022.64 |
| | TOTAL | 203,323.79 | 203,323.79 |

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

PAYROLL

PAYROLL CHECK RUN: 8 - 20 - 2018

| Run Type | Run Date | Check # Sequence | Comments | Amount |
|----------|-----------|------------------|---------------------------------|-------------------|
| Normal | 8/20/2018 | 042502 - 042631 | P/R check run - direct deposit | 305,795.72 |
| Normal | 8/20/2018 | 108644 - 108653 | P/R check run - regular | 20,397.23 |
| Vendor | 8/20/2018 | 108654 - 108665 | P/R vendor check run | 126,412.23 |
| Misc | 8/20/2018 | 108666 | P/R check run - misc | 13,832.72 |
| EFTPS | 8/20/2018 | | Federal Tax Electronic Transfer | 133,491.36 |
| | | | TOTAL: | 599,929.26 |

Prepared and Reviewed by: Deborah Lee Date 8-16-18
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.

Kimberly M. Dunscombe Date 8/16/18
Kimberly M. Dunscombe, Budget Manager



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME:

AGENDA ITEM: Special City Council Meeting Minutes, August 14, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

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 081418](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

SPECIAL CITY COUNCIL MEETING
AUGUST 14, 2018

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL

Mayor Medina called the meeting to order at 5:18 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Deets, and Councilmembers Blossom, Peltier, Nassar, Tirman, and Schneider were present.

2) EXECUTIVE SESSION

Mayor Medina recessed the meeting to an executive session to (1) evaluate the qualifications of an applicant for employment or to review the performance of a public employee pursuant to RCW 42.30.110(1)(g), and (2) 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 pursuant to RCW 42.30.110(1)(i). The doors to the Council Chambers were posted.

At 6:00 p.m., Mayor Medina returned to Council Chambers and extended the executive session until 6:15 p.m.

Mayor Medina reconvened the meeting at 6:15 p.m. with the aforementioned Councilmembers present and indicated that no action was taken during executive session.

3) ADJOURNMENT

Mayor Medina adjourned the meeting at 6:15 p.m.

Kol Medina, Mayor

Christine Brown, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: August 28, 2018

ESTIMATED TIME:

AGENDA ITEM: Regular City Council Meeting Minutes, August 14, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

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:

[Regular City Council Business Meeting Minutes 081418](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

REGULAR CITY COUNCIL BUSINESS MEETING
AUGUST 14, 2018

MEETING MINUTES

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

Mayor Medina called the meeting to order at 6:16 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Deets, and Councilmembers Blossom, Peltier, Nassar, Tirman, and Schneider were present.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Councilmember Peltier asked to add a discussion of possible additions to the Capital Improvement Plan under New Business. Councilmember Nassar asked to add a discussion of the Environmental Technical Advisory Committee chair under item 9(I). Councilmember Peltier moved and Councilmember Nassar seconded to approve the agenda, as modified. The motion was approved by unanimous consent.

3) PUBLIC COMMENT

Steve Rabago spoke about an upcoming proposal for public art.

Bonnie McBryan commented on the resignation of the City Manager.

4) MAYOR'S REPORT

Mayor Medina provided an update on filling the City Manager vacancy and invited City Manager Schulze to provide clarification on the article in the Kitsap Sun. City Manager Schulze provided clarification.

Mayor Medina mentioned Ward meetings will be scheduled in September.

5) CITY MANAGER'S REPORT

City Manager Schulze provided an update on staff departures, community broadband and WIFI, Emergency Preparedness vacancy interviews, ballot measure communications, Kitty Hall, and the land use workshop.

6) PRESENTATION(S)

6.A Presentation by Puget Sound Energy (PSE) on Green Direct Program

Cover Page

[Green Direct Overview CC 14Aug2018](#)

[PSE Green Direct Cost Model-Aug 2018](#)

[PSE - Renewable Energy Services Agreement](#)

[PSE Customer Cover Letter \(Legal\) - Example](#)

Heather Mulligan from Puget Sound Energy provided a presentation on the Green Direct program. Deputy City Manager Smith recommended the 10-year term and provided information on participation from City accounts.

Public Comment

Brandon Fouts inquired about the cost.

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 years and with participation from all non-utility City accounts.

Blossom/Tirman: The motion carried unanimously, 7-0.

7) [PUBLIC HEARING\(S\)](#)

7.A 6:25 PM Ordinance No. 2018-25 Relating to Landmark Tree Preservation - Planning

[Cover Page](#)

[Ordinance No. 2018-25 Imposing an Interim Official Control related to Landmark Trees Approved 062618](#)

Planning Director Christensen introduced the agenda item. City Attorney Levan provided information on the emergency passage of the ordinance. Planning Director Christensen provided information on the updated recommendation from the Planning Commission.

Mayor Medina opened the public hearing at 7:15 pm.

Public Comment

Josh Potter from Puget Sound Energy requested an exemption from the ordinance.

Adam Matschek spoke against the ordinance.

Tom Chiado expressed concerns with the ordinance.

Mike Juneau spoke about the arborist's proposal.

Charles Schmid spoke in favor of the interim ordinance.

Bonnie McBryan spoke about the emergency passage of the ordinance.

Mayor Medina closed the hearing at 7:35 p.m.

MOTION: I move to amend Ordinance No. 2018-25 for the authority to grant removal of a Landmark Tree so that the approval rests with the Planning Director.

Blossom/Tirman: The motion carried unanimously, 7-0.

The City Attorney will come back to Council with an ordinance for approval.

7.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.

Mayor Medina opened the public hearing at 7:48 p.m. There was no public comment. Mayor Medina closed the public hearing at 7:48 p.m.

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

Blossom/Nassar: The motion carried unanimously, 7-0.

8) UNFINISHED BUSINESS

8.A 2018 Midyear Report on Citywide Workplan Priorities - Executive

Cover Page

2018 Workplan-Midyear Report

Deputy City Manager presented the 2018 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

Cover Page

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

Draft Ordinance - BI Initiative Referendum Powers

MRSC Initiative and Referendum Guide

Councilmember Peltier introduced the agenda item, and Council discussed the resolution.

Public Comment

Jon Quitslund spoke against the resolution.

MOTION: I move to approve Resolution No. 2018-17.

Nassar/Peltier: Motion failed 3 – 4.

AYES: Ron Peltier, Rasham Nassar, Matt Tirman
NOES: Sarah Blossom, Joe Deets, Leslie Schneider, Kol Medina
ABSENT: None
ABSTAIN: None

9) NEW BUSINESS

9.A Ordinance No. 2018-19 Modifying BIMC Chapter 16.18 Land Clearing and BIMC Section 18.15.010 with Consideration for "Landmark Tree" Regulations - Planning,

Cover Page

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

Planner Sutton introduced the agenda item.

Public Comment

Charles Schmid commented on the need for an arborist.

Brandon Fouts commented on the need to clarify the regulations.

Mike Juneau spoke about the arborist's proposal.

Council will discuss the topic further at a future study session.

9.E Ordinance No. 2018-30, Establishing a Fee-In-Lieu Option for Certain Lots with Affordable Housing Restrictions - Executive

Cover Page

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

Mayor Medina asked to move up agenda item 9.E, and there was no objection. Deputy City Attorney Sepler introduced the agenda item.

Public Comment

Sally Kuhn clarified her proposal.

Sarah Sydor commented on the proposal from Housing Resource Board's perspective.

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.

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

Mayor Medina recessed the meeting for a break at 9:07 p.m. and reconvened the meeting at 9:19 p.m.

9.B Waterfront Park Bridge Repair Project - Public Works

[Cover Page](#)

[2013 KPFF Waterfront Park Bridge Assessment Final Report](#)

Public Works Director Loveless introduced the agenda item.

MOTION: I move to forward the award of the Waterfront Park Bridge Repair Project to the September 11, 2018 unfinished business agenda.

Nassar/Tirman: The motion was passed by unanimous consent.

9.C 2018 Midyear Report - Finance

[Cover Page](#)

[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](#)

Budget Manager Dunscombe provided a presentation on the 2018 Midyear Report.

9.D Ordinance No. 2018-29 Relating to 2018 Midyear Budget Amendments - Finance

[Cover Page](#)

[Ordinance No. 2018-29 Relating to 2018 2nd QTR Budget Adjustments](#)

[2nd QTR BUA CC 081418 Powerpoint Slides](#)

Budget Manager Dunscombe introduced the agenda item.

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.

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

9.F Commercial/Residential Ratio for Mixed Use Development in Central Winslow - Planning

[Cover Page](#)

[BIMC Table 18.12.020-3](#)

[Central Winslow Zoning Map](#)

Senior Planner Sutton introduced the agenda item, and Council discussed the topic.

MOTION: 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 provided that any changes include a provision for mandatory affordable housing.

Blossom/Tirman: The motion carried unanimously, 7-0.

Public Comment

Jon Quitslund spoke in favor of updating the Winslow Master Plan.

9.G Appointment of Bainbridge Island Representative to Bremerton Kitsap Access Television's Public Access Citizens Advisory Committee - Mayor Medina

[BTAK - Crittenden \(Redacted\).pdf](#)

Mayor Medina introduced the agenda item.

MOTION: I move to forward the appointment of Beth Crittenden as the Bainbridge Island Representative to Bremerton Kitsap Access Television's Public Access Citizens Advisory Committee to the August 28, 2018 Consent Agenda.

Tirman/Schneider: The motion was passed by unanimous consent.

9.[Added] Additional Capital Improvement Plan Items – Councilmember Peltier

Councilmember Peltier moved to add improvements to Valley Road to the Capital Improvement Plan. Deputy City Manager Smith provided information on the recommended process.

Councilmember Peltier withdrew his motion in light of the upcoming discussion at the August 28, 2018 City Council meeting.

9.H City Manager Search Process - Executive

[Cover Page](#)

Mayor Medina introduced the agenda item, and Council discussed the topic. Deputy City Manager Smith summarized the process previously used.

9.I Consider Removal of Committee Member - Mayor Medina

[Cover Page](#)

Mayor Medina introduced the agenda item, and Council discussed the topic.

Public Comment

Jon Quitslund spoke about the issue.

MOTION: I move that the Council remove Island Center Steering Committee member Lisa Neal.

Blossom/Nassar: Motion carried 5 – 2.

AYES: Sarah Blossom, Joe Deets, Matt Tirman, Leslie Schneider, Kol Medina

NOES: Ron Peltier, Rasham Nassar

ABSENT: None

ABSTAIN: None

Councilmember Nassar spoke about an interpersonal conflict between the Chair of the Environmental Technical Advisory Committee and committee members, and Council discussed the topic.

MOTION: I move that Council remove Frank Gremse as chair of the Environmental Technical Advisory Committee.

Peltier/Tirman: The motion carried unanimously, 7-0.

10) [CONSENT AGENDA](#)

10.A Agenda Bill for Consent Agenda

[Cover Page](#)

10.B Accounts Payable and Payroll

[Cover Page](#)

[Report to Council of Cash Disbursements 08-15-18](#)

[Payroll](#)

Accounts Payable: last check number 3481251 from previous run = \$121.87; ACH numbers 305, 307,308, 309 for \$3485.61; EFT number 306 for \$7919.38; manual check number sequence 348126 – 348146 for \$163,208.62; regular check number sequence 348147 – 348271 for \$521,617.63. Total disbursement = \$685,659.52.

Payroll: normal direct deposit check sequence 042368 – 042501 \$296,226.72; regular payroll check sequence 108624 - 108628 for \$6752.68; vendor check run sequence 108629 – 108643 for \$308,075.10; Federal Tax Electronic Funds Transfer for \$115,510.92. Total disbursement = \$726,565.42.

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

[Cover Page](#)

[Special City Council Meeting Minutes, July 17, 2018](#)

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

[Cover Page](#)

City Council Study Session Meeting Minutes, July 17 2018

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

Cover Page

Special City Council Meeting Minutes July 24 2018

Mayor Medina asked if any Councilmember wanted to pull an item from the Consent Agenda, and there were no requests.

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

Peltier/Schneider: The motion was approved by unanimous consent.

11) COMMITTEE REPORTS

12) FOR THE GOOD OF THE ORDER

Councilmember Peltier commented on the public comment received at this evening's meeting.

Council agreed that a special meeting for land use training will be scheduled for August 27, 2018 at 6:00 p.m.

13) ADJOURNMENT

Mayor Medina adjourned the meeting at 11:04 p.m.

Kol Medina, Mayor

Christine Brown, City Clerk

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: | <i>Field not completed.</i> |
| 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, 2012 **280**

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 28, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: 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:

Approve with Consent Agenda.

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 28, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Committee Reports,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Report

PROPOSED BY: Executive

RECOMMENDED MOTION:

Provided for information only.

SUMMARY:

Provided for information only.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Ethics Board Minutes - June 25, 2018](#)

[Utility Advisory Committee Minutes - July 11, 2018](#)

[Utility Advisory Committee Minutes - August 8, 2018](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

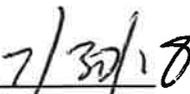
ETHICS BOARD
REGULAR MEETING
MONDAY, JUNE 25, 2018
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

1. Call to order. Meeting was called to order at 6:32 p.m. Present were Scott Wilder, Dennis Willerford, Maradel Gale, Ingrid Billies, and Joe Deets, Council representative.
2. Changes or Additions to Agenda. Maradel would like to add to Communications, Dennis would like some feedback from Joe regarding public outreach.
3. Disclosure of conflicts of interest. None.
4. Minutes of the May 21, 2018 meeting were accepted.
5. Communications. Joe.
6. Public Comment. None.
7. Farewell Dennis Willerford. Each member of the Board said a good bye and thank you to Dennis for his leadership and the veracity with which he served on the Board.
8. New Member Update. The City Council will be considering a new member for the Ethics Board at their June 26 meeting.
9. Updates on Education and Public Outreach. Scott reached out to Kristen Drew regarding the booth for the Farmer's Market. When he hears back from her, he will let us know. Joe invited members of the Ethics Board to join him at Cups on Saturday morning. There is also a Sound to Olympic Trail Dinner on August 4. Maybe there could be an Ethics Board table? Scott and Dennis recorded the BCB podcast with Christina Hulet. Podcast to be released soon.
10. Review Education Module. This will be moved to the next meeting agenda.
11. Items for Next Meeting Agenda. Welcome new member, education module, follow-up on the Farmer's Market and other outreach, possibly and advisory opinion.
12. Next meeting date. July 30, 2018.
13. Adjournment. 7:26 p.m.



Scott Wilder, Chair



Date



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, JULY 11, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Call to Order / Roll Call / Accept or Modify Agenda / Conflict of Interest Disclosure

Present:

Chair: Andy Maron

Vice Chair: Jeff Kanter

Members: Emily Sato, Ted Jones, Nancy Nolan, Steve Johnson, Charles Averill

Council Rep: Rasham Nassar

Staff Rep: Barry Loveless

Acceptance of Minutes: Unanimously approved.

Public Comment: Amy Tousley, Puget Sound Energy

- Ad in *The Islander* about tree trimming is a requirement of the Memorandum of Understanding with COBI.
- On 5 June Karen Brubaker gave a presentation on renewables to the Council.
- A lot of ongoing involvement with COBI staff. Thankful for cooperation with Public Works on both public and private projects.
 - i. On 4 July they provided an upgrade to the power boxes used for parade announcers.
 - ii. Working with WSF on plans to provide more electricity to electric ferries.
- PSE has a continuing interest in low impact development, Critical Area Ordinance, Waterfront Management Plan, Island Center Subarea Plan, extended moratorium on development, and the Landmark Trees Ordinance.
- On Miller Road, burial of the lines was cheaper than alternate of moving the poles and trimming trees much further back. Private developers are already required to underground everything new.
- Planning a town hall in 2019.
- Steve Johnson said he'd like PSE to periodically brief UAC on rates, reliability and environmental impact (carbon reduction and Integrated Resources Plan). Andy said he'd put that on a future UAC agenda.

Introduction of New Member: Charles Averill

- On City Council for most of the 90's
- On Planning Commission for most of the 2000's
- Investment background
- Parents used to own BI Review
- Considers himself and environmentalist and an advocate of "good" government.



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, JULY 11, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Water and Sewer Rate Structure Study and CIP Update and Public Works Update (Barry Loveless):

- FCS Group – Chris Gonzales is principal author. He led us through a slide show and discussion. Ted Jones asked Barry Loveless to post this presentation on both the public and private portals.
 - i. Scheduled to present to Council on August 21.
 - ii. There are few grants available for sewer and water projects.
 - iii. Cities do not usually get fined for sewer spills unless there is a pattern or gross negligence.
 - iv. It's unusual for a city to have zero debt on a utility like we do for Water.
 - v. Current funding does not have a depreciation account to build capital for replacement of assets. FSC will recommend we do.
 - vi. UAC asked that KPUD and Sewer District 7 rates be shown for comparison on slide 14.
 - vii. Schools are in our water rate structure as commercial, but they drive the system needs for fire flow. UAC members suggested we may need an "industrial" rate.
 - viii. UAC wants to know who the customers in the "other" category are.
 - ix. Law prohibits the City from giving service away to any class of customer, but heavy discounts are allowed.
 - x. If City wanted to improve sewer effluent quality (raise the level of service) that would show up first in the Capital Improvement projects.

Adjournment 7PM. Upcoming meeting schedule was revised.


8/22/18



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, AUGUST 8, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

The meeting was called to order by Co-Chair Andy Maron at 5:00PM.

Committee members present: Andy Maron, Jeff Kanter, Steve Johnson, Ted Jones, Nancy Nolan, Emily Sato, and Charles Averill.

Also present: Public Works Director Barry Loveless, Council Liaison Rasham Nassar, FCS Consultant Chris Gonzales, and Finance Director Ellen Schroer.

No public comment was provided.

Acceptance of meeting notes of July 11, 2018 was deferred.

Discussion of the FCS draft Water and Sewer Rate Study continued. Ellen Schroer and Chris Gonzales responded to questions from Jeff Kanter and other members of the committee. Chris reviewed the scope of the study. The committee discussed the "system investment policy" and what level of system reinvestment should be provided, and other issues in the draft Study.

The committee suggested the consultant's briefing for the council be postponed until the UAC could complete its recommendations, likely in late September.

Barry Loveless reported on the status of the water pump station rehabilitation projects.

The Internet / Cell Study Discussion and Election of Committee Chair were deferred to the next meeting.

The meeting adjourned at 7:00PM.



8/22/18