



CITY OF  
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING  
TUESDAY, OCTOBER 09, 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 - 6:05 PM**
4. **MAYOR'S REPORT - 6:10 PM**
5. **CITY MANAGER'S REPORT - 6:15 PM**
6. **PUBLIC HEARING(S)**
  - 6.A (6:20 PM) Public Hearing on Ordinance No. 2018-42, Amending Chapter 16.32 BIMC to Include Additional Criteria and Considerations Related to Landmark Trees - Planning, 15 Minutes  
[Ordinance No. 2018-42 - Amending Chapter 16.32 BIMC to Add Additional Criteria for Landmark Trees and Landmark Tree Removals](#)
7. **UNFINISHED BUSINESS**
  - 7.A (6:35 PM) Budget Discussions - Finance Staff and Operating Departments, 60 Minutes  
[2019-2020 Proposed Budget key assumptions.pdf](#)  
[Planning and Community Development Department Text and Proposed Budget.pdf](#)  
[Police Department Text and Proposed Budget.pdf](#)  
[Public Works Department Text and Proposed Budget.pdf](#)
  - 7.B (7:35 PM) Ordinance No. 2018-20 Relating to Revisions to Title 2 BIMC related to Land Use Review Approval Bodies and Procedures - Planning 10 Minutes  
[Transmittal - Proposed land use review changes financial estimates](#)  
[Ordinance No. 2018-20 - Relating to Revisions to Title 2 BIMC Related to Land Use Review Approval Bodies and Procedures](#)  
[Exhibit A to Ordinance No. 2018-20 - Amendments to Table 2.16.010-1](#)

- 7.C (7:45 PM) FEMA Port Security Grant Acceptance - Police, 5 Minutes  
[Port Security Grant: Factory Service Quote](#)  
[Port Security Grant: M8 Life Extension Program](#)  
[Port Security Grant: M8 Role and Grant Justification](#)

## 8. NEW BUSINESS

- 8.A (7:55 PM) 2018 Culvert Replacement Project - Public Works, 10 Minutes  
[2018 Culvert Replacement Project Map](#)
- 8.B (8:05 PM) Resolution No. 2018-25, Recognizing Road Vacation of County Road No. 229 by Operation of Law - Public Works, 10 Minutes  
[Resolution No. 2018-25 - Recognizing Vacation of County Road No. 229](#)
- 8.C (8:15 PM) Ordinance No. 2018 - 36 Adopting the 2019-2024 Capital Improvement Plan - Finance, 20 Minutes  
[Ordinance 2018-36 - Adopting 2019-2024 CIP 2019-2020 Proposed CIP.pdf](#)

## 9. CONSENT AGENDA

- 9.A (8:35 PM) Agenda Bill for Consent Agenda, 5 Minutes
- 9.B Accounts Payable and Payroll  
[Report to Council of Cash Disbursements 10-10-18.pdf](#)  
[Payroll.pdf](#)
- 9.C City Council Study Session Meeting Minutes, September 18, 2018  
[CCMIN 091818 STUDY SESSION](#)
- 9.D Regular City Council Business Meeting Minutes, September 25, 2018  
[CCMIN 092518 BUSINESS](#)
- 9.E Resolution No. 2018-27, Stating the City Council's Position on "Clean Air Clean Energy" Initiative 1631 - Mayor Medina, 5 Minutes  
[Resolution No. 2018-27, Stating the City Council's Position on I-1631](#)
- 9.F Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement - Public Works, 5 Minutes  
[Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement](#)

## 10. COMMITTEE REPORTS

- 10.A (8:40 PM) Committee Reports, 5 Minutes  
[Utility Advisory Committee Minutes - September 12, 2018.pdf](#)

## 11. FOR THE GOOD OF THE ORDER - 8:45 PM

## 12. ADJOURNMENT - 8:55 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](mailto:cityclerk@bainbridgewa.gov) by noon on the day preceding the meeting.**



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 15 Minutes

**AGENDA ITEM:** (6:20 PM) Public Hearing on Ordinance No. 2018-42, Amending Chapter 16.32 BIMC to Include Additional Criteria and Considerations Related to Landmark Trees - Planning,

**STRATEGIC PRIORITY:** Green, Well-Planned Community

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Ordinance

**PROPOSED BY:** Planning & Community Development

**RECOMMENDED MOTION:**

I move to approve Ordinance No. 2018-42 as it appears in the agenda packet prepared for tonight's meeting.

**SUMMARY:**

On September 4, 2018, the City Council discussed further revisions to Chapter 16.32 BIMC, proposing to add the Pacific Yew to the list of applicable Landmark Trees and to add another criteria for the review process for Landmark Tree removal. In addition, staff suggests another clarification to the Landmark Tree Ordinance related to the decision criteria for granting removal of a Landmark Tree to ensure that relevant shoreline or critical area regulations are applied. If adopted, proposed Ordinance No. 2018-42 would amend Chapter 16.32 BIMC to include both the City Council's proposed changes and the staff recommendations.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:** On June 26, 2018, the City Council adopted Ordinance No. 2018-25, which imposed an interim official control governing the preservation, protection, and retention of Landmark Trees located on Bainbridge Island. The interim official control created a new chapter of the municipal code, Chapter 16.32 BIMC - Protection of Landmark Trees. The interim official control took effect immediately and remains in effect until December 26, 2018, unless terminated earlier by the City Council.

On August 21, 2018, the City Council approved Ordinance No. 2018-32, another interim official control, to revise the review procedures for removal of Landmark Trees. On September 25, 2018, the City Council held a public hearing on Ordinance No. 2018-32, as required under state law.

On September 4, 2018, the City Council discussed further revisions to Chapter 16.32 BIMC, proposing to add the Pacific Yew to the list of applicable Landmark Trees and to add additional criteria that the Planning Director will consider when deciding on whether to grant an application for removal of a Landmark Tree. On September 25, 2018, the City Council set a public hearing on Ordinance No. 2018-42 for October 9, 2018. The proposed revisions that were discussed by the City Council on September 4, 2018, and were before the City Council on September 25, 2018, when the public hearing was set are highlighted in green on the attached version of proposed Ordinance No. 2018-42.

In addition to the revisions proposed by the City Council, staff recommends several additional clarifications to the Landmark Tree Ordinance to ensure that all relevant shoreline or critical area regulations are applied. The staff recommendations are highlighted in yellow in the attached version of proposed Ordinance No. 2018-42.

**ATTACHMENTS:**

[Ordinance No. 2018-42 - Amending Chapter 16.32 BIMC to Add Additional Criteria for Landmark Trees and Landmark Tree Removals](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

**ORDINANCE NO. 2018-42**

**AN ORDINANCE** of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; amending Chapter 16.32 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; stating the effect on vested rights; authorizing interpretative authority; providing for severability; and leaving the effective date and duration of the interim official control unchanged.

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

**WHEREAS**, the City Council of the City of Bainbridge Island (“City”) updated the City’s Comprehensive Plan in February of 2017; and

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

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

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

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

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

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

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

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

**WHEREAS**, on June 26, 2018, the City Council adopted Ordinance No. 2018-25, which imposed an interim official control to promote the public good and was necessary for the protection of public health, property, safety, and welfare; and

**WHEREAS**, in adopting Ordinance No. 2018-25, the City Council found that a public emergency exists requiring that the City’s interim official control come into effect immediately upon adoption; and

**WHEREAS**, on August 14, 2018, the City Council held a public hearing on Ordinance No. 2018-25; and

**WHEREAS**, the City Council approved Ordinance No. 2018-32 on August 21, 2018, to change the procedure through which an Application for Removal of a Landmark Tree is reviewed; and

**WHEREAS**, in adopting Ordinance No. 2018-32, the City Council found that a public emergency exists requiring that the City’s amendment to the interim official control come into effect immediately upon adoption; and

**WHEREAS**, the City Council held a public hearing on Ordinance No. 2018-32 on September 25, 2018; and

**WHEREAS**, on September 4, 2018, the City Council discussed the Landmark Tree regulations and tree regulations more broadly and requested some amendments to Chapter 16.32 BIMC, *Protection of Landmark Trees*; and

**WHEREAS**, the interim official control promotes the public good and is necessary for the protection of public health, property, safety, and welfare, and the public emergency on which the interim official control was imposed continues to exist and this ordinance does not change the basis for that declaration of emergency nor the effective date of the interim official control, which is June 26, 2018.

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

**Section 1. Interim Official Control Amended.** Chapter 16.32 of the Bainbridge Island Municipal Code is amended to read as follows:

**Chapter 16.32 Protection of Landmark Trees**

**16.32.010 Definitions**

- A. “City Attorney” means the city attorney of the City of Bainbridge Island, or their designee.

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

**16.32.020 Landmark Tree Criteria.**

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

Species	Size (Greater than or equal to)
Birch ( <i>Betula papyrifera</i> )	30”
Beech ( <i>Fagus grandifolia</i> )	36”
Catalpa ( <i>Catalpa speciosa</i> )	36”
American Elm ( <i>Ulmus americana</i> )	30”
Douglas Fir ( <i>Pseudotsuga menzesii</i> )	40”
Grand Fir ( <i>Abies grandis</i> )	40”
Horsechestnut ( <i>Aesculus hippocastanum</i> )	40”
Western Hemlock ( <i>Tsuga heterophylla</i> )	30”
Black locust ( <i>Robinia pseudoacacia</i> )	30”
Lombardy poplar ( <i>Populus nigra</i> )	38”
Pacific Madrone ( <i>Arbutus menzesii</i> )	24”
Bigleaf Maple ( <i>Acer macrophyllum</i> )	36”
Silver maple ( <i>Acer saccharinum</i> )	36”
Monkey Puzzle tree ( <i>Araucaria araucana</i> )	36”

Monterey pine ( <i>Pinus radiata</i> )	30"
Oregon White Oak ( <i>Quercus garryana</i> )	30"
Pacific Yew ( <i>Taxus brevifolia</i> )	20"
Pin Oak ( <i>Quercus palustris</i> )	30"
Red Oak ( <i>Quercus rubra</i> )	38"
Ponderosa pine ( <i>Pinus ponderosa</i> )	30"
Western White pine ( <i>Pinus monticola</i> )	30"
Sitka Spruce ( <i>Picea sitchensis</i> )	36"
Sycamore ( <i>Platanus occidentalis</i> )	36"
English walnut ( <i>Juglans regia</i> )	30"
Western Red Cedar ( <i>Thuja plicata</i> )	30"
Coast Redwood ( <i>Sequoia sempervirens</i> )	30"
Japanese Laceleaf Maple	12"

**16.32.030 Landmark Tree Retention.**

- A. Except as otherwise allowed under this chapter, no person, corporation, or other legal entity shall remove a Landmark Tree without having obtained approval from the Planning Director.
- B. Prior to the removal of a Landmark Tree, any person, corporation, or other legal entity seeking to remove a Landmark Tree must submit an Application for Removal of a Landmark Tree to the Department of Planning and Community Development.
- C. Upon receipt of an Application for Removal of a Landmark Tree, the Planning Director will review the application materials and consider the request based upon the criteria outlined in this chapter and any other City regulations that apply to the tree requested for removal, such as, but not limited to, Chapter 16.12 BIMC, Shoreline Master Program, Chapter 16.20 BIMC, Critical Areas, and BIMC 18.15.010, Landscaping, Screening, and Tree Retention, Protection and Replacement.

D. The Planning Director shall approve the removal, deny the removal, or request additional information. The Planning Director shall only approve the removal of a Landmark Tree **if all other applicable City regulations are met and** upon a finding that at least one of the following criteria is met:

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

In making the decision about deciding whether or not to approve the removal of a Landmark Tree is necessary under BIMC 16.32.030.D.1 or BIMC 16.32.030.D.2, the Planning Director shall consider all land use regulations applied to the subject property, such as: Chapter 15.19 BIMC, Site Assessment Review, Chapter 16.12 BIMC, Shoreline Master Program, Chapter 16.20 BIMC, Critical Areas, or any other tree retention regulations applied through a land use permit.

E. If the Planning Director grants an Application for Removal of a Landmark Tree upon a finding that the removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible, then the property owner that submitted the application shall be required to provide mitigation through the planting of Replacement Trees on the property from which the Landmark Tree was removed in accordance with the following:

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

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

1. Planting at least three Replacement Trees on the property from which the Landmark Tree was removed; and

2. Contributing to the Bainbridge Island Tree Fund at a rate of \$500.00 per each replacement inch not accounted for in the planting of Replacement Trees; and
3. The sum of the tree replacement inches accounted for by contributing to the Bainbridge Island Tree Fund and the total caliper inches of the Replacement Trees planted shall not be less than the total replacement inches calculated in subsection (E) of this section.

**16.32.040 Emergencies.**

- A. In emergency situations involving immediate danger to life or real property, removal of a Landmark Tree is permitted without first obtaining approval from the Planning Director; Provided, that the following conditions are satisfied:
  1. The person, corporation, or other legal entity that removed the Landmark Tree submits an Application for Removal of a Landmark Tree under this chapter within fourteen (14) days after the emergency situation is stabilized; and
  2. The person, corporation, or other legal entity that removed the Landmark Tree provides, within fourteen (14) days after the emergency situation is stabilized, the city with documentation establishing the existence of the emergency situation, with such documentation including at least four high resolution photographs evidencing the existence of the emergency situation; and
  3. The Planning Director subsequently approves the removal pursuant to this chapter.
- B. If the conditions of subsection (A) of this section are not satisfied, the person, corporation, or other legal entity that removed the Landmark Tree without first obtaining approval from the Planning Director will be in violation of this chapter.

**16.32.050 Appeals.**

- A. The Planning Director's decision on an Application for Removal of a Landmark Tree may be appealed to the hearing examiner as described in BIMC 2.16.020.P.1.
- B. All appeals must be filed within fourteen (14) days following the issuance of the Planning Director's decision on the application.

### **16.32.060 Violations and Penalties.**

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

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

**Section 3. Interpretive Authority.** The City of Bainbridge Island Director of Planning and Community Development, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance.

**Section 4. Severability.** Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

**Section 5. No Change to Basis for Declaration of Emergency; Effective Date; Duration.** This ordinance shall take effect and be in force five (5) days from and after its passage and publication as required by law. Provided, that this ordinance is not intended to change the basis of the emergency declaration stated in Ordinance No. 2018-25, which preceded this ordinance. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration were included in the “Whereas” clauses in Ordinance No. 2018-25 and were restated in this ordinance, and those “Whereas” clauses are adopted as findings of fact. This ordinance amending the interim official control shall remain effective for the six (6) month period as established for the interim official control, which interim official control has an effective date of June 26, 2018, unless terminated earlier by the City Council. The Council may, at its sole discretion, renew the interim official control for one or more six month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED BY THE CITY COUNCIL this \_\_\_ day of \_\_\_\_, 2018.

APPROVED BY THE MAYOR this \_\_\_ day of \_\_\_\_, 2018.

\_\_\_\_\_  
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

/s/\_\_\_\_\_  
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:                   September 21, 2018  
PASSED BY THE CITY COUNCIL:               , 2018  
PUBLISHED:                                       , 2018  
EFFECTIVE DATE:                               , 2018  
ORDINANCE NUMBER:                           2018-42



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 60 Minutes

**AGENDA ITEM:** (6:35 PM) Budget Discussions - Finance Staff and Operating Departments,

**STRATEGIC PRIORITY:** Good Governance

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Discussion

**PROPOSED BY:** Finance & Administrative Services

**RECOMMENDED MOTION:**

Discussion.

**SUMMARY:**

Staff will provide information on the following topics:

- \* Key assumptions regarding revenue and expenditures;
- \* Responses to budget queries received to date.

Department staff from the following departments will be available to answer questions:

- \* Planning and Community Development Department budget changes;
- \* Police Department budget changes;
- \* Public Works Department budget changes, including planned focus on major maintenance.

This item is intended to provide the Council the opportunity to ask department directors and the Police Chief budget questions as well as to set aside meeting time for Council budget deliberations.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

The Proposed Budget was presented to the City Council on September 25. Since that time, the Council has reviewed the budget and has asked staff for additional information. Staff has responded to requests and made the information available to the Council and community.

**ATTACHMENTS:**

[2019-2020 Proposed Budget key assumptions.pdf](#)

[Planning and Community Development Department Text and Proposed Budget.pdf](#)

[Police Department Text and Proposed Budget.pdf](#)

[Public Works Department Text and Proposed Budget.pdf](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



## KEY ASSUMPTIONS IN 2019 – 2020 BUDGET DEVELOPMENT

The City developed the 2019-2020 Proposed Budget beginning with some key citywide assumptions, and with additional detailed spending developed on a department-by-department basis.

Estimated beginning fund balances for each fund for 2019 based on actual 2018 performance through July and estimated revenue and expenditure performance through the end of 2018.

### **Revenue Estimates**

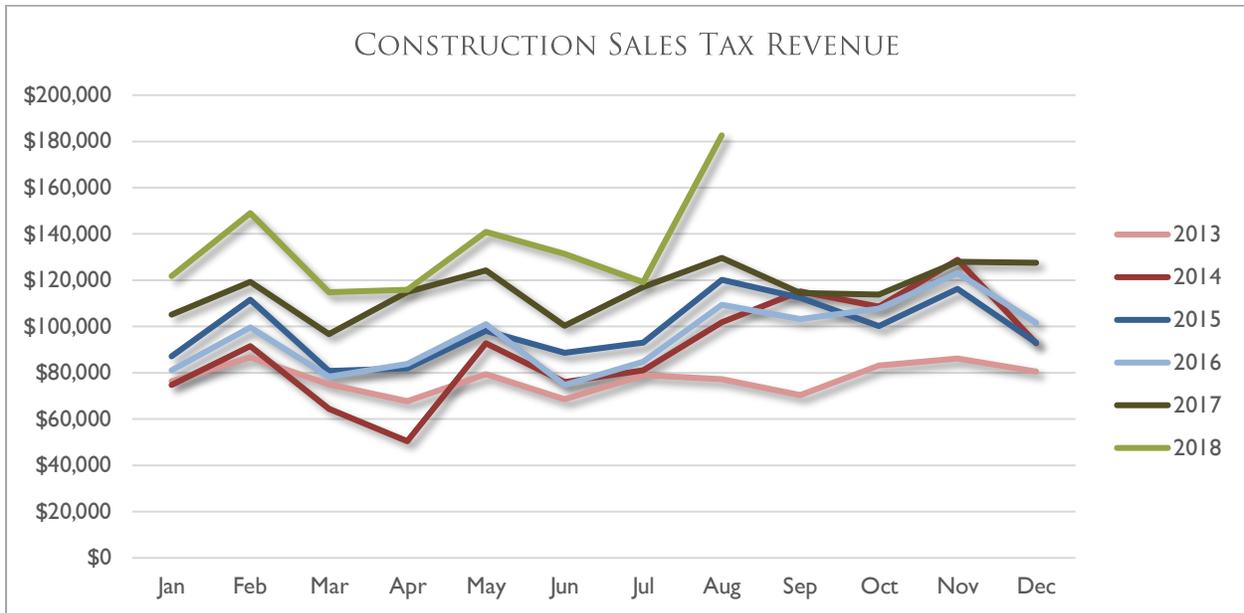
Revenue estimates were prepared by each source after an analysis of the City's past five years of revenue performance and expected near-term economic variabilities. In some cases, such as the statutory limits to increases to property tax, external factors guide the revenue estimate. In other cases, actual performance indicated a reduction or increase was warranted, and for other revenue sources, a general inflator was applied to the average of recent years' actuals.

### **Property Tax**

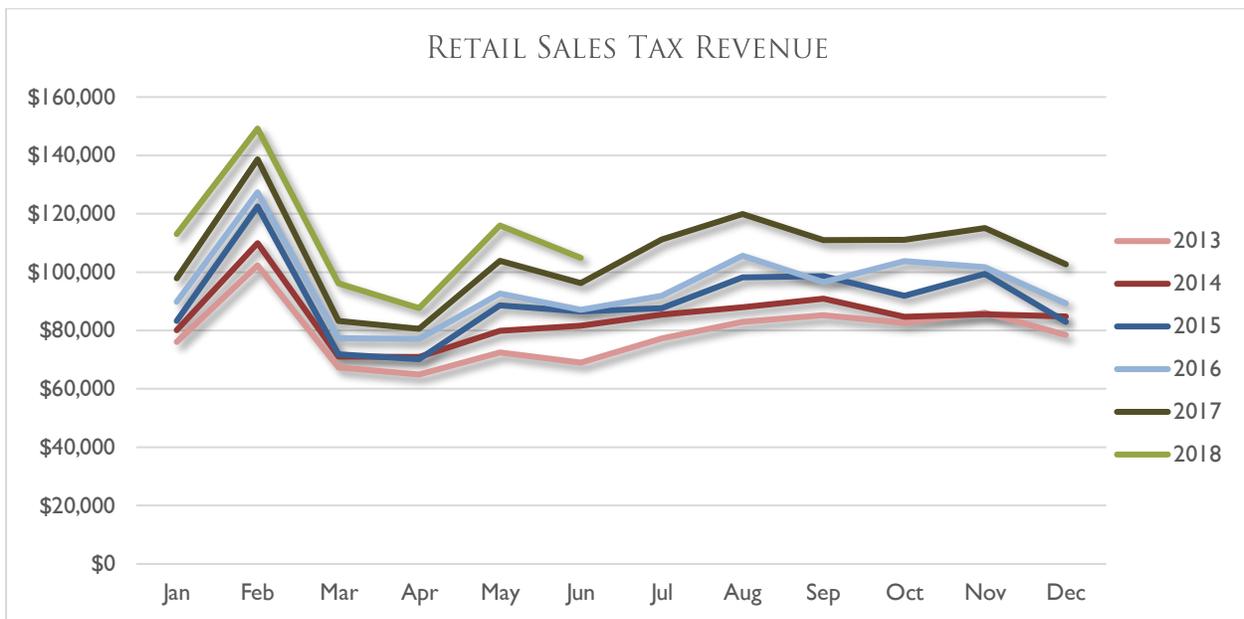
Growth in property tax in Washington State is limited to 1% plus new construction. Recent development has led to increases in construction. Therefore, estimated assessed value of Bainbridge Island property is also expected to grow. Kitsap County Assessor's Office forecasts assessed value to grow from \$7.5 billion in 2018 to \$8.4 billion in 2019. The 2019 – 2020 Biennium Budget assumes a 1.75% year over year increase in property tax revenue.

### **Sales Tax**

The strong local economy is generating significant growth in sales tax. Future growth is projected, but at slower rates. One reason for the current strong growth and projection for slowing in the future is the large influence of construction-related sales tax on the total. Construction sales tax revenue is typically 30 to 35 percent of the sales tax base. In the last five years construction sales tax revenue has been averaging 9% growth. Development is highly influenced by economic conditions and historically comprises a large portion of the City's sales tax revenue leaving the City's sales tax revenues at risk during economic downturns. This is the main reason for the slower growth rates.



Retail trade also makes up approximately 30 to 35 percent of total sales tax revenue. Retail trade sales tax revenue in the last five years has been averaging 7% growth. While retail sales tax revenue is also dependent on overall economic conditions, the year over year growth has been more consistent than construction sales tax revenue.



In summary, in 2019 we assumed a 15 percent increase in sales and use tax over 2018 Modified Budget, and in 2020 we assumed another 2 percent increase over 2019.

**Real Estate Excise Tax**

Washington State law allows cities to impose up to a 0.5 percent excise tax on property sales, which is known as the Real Estate Excise Tax (REET). The City has experienced substantial growth in REET in the

past three years. REET has grown from 2015 actual annual revenue of \$2.2 million to \$3.3 million in 2017. The City has averaged approximately 20 percent growth in revenue year-over-year since 2015. Growth in recent years can be attributed to both volume and average selling price. The number of properties sold in 2017 was 804 which is a 9 percent increase over 2016. Furthermore, the average selling price from 2016 to 2017 increased approximately 14 percent. However, recent months in 2018 REET revenue has shown some slowing. 2018 REET revenue is estimated at \$3.3 million. 2019 REET revenue is budgeted at \$3.2 million, and 2020 REET revenue is budgeted at \$3.0 million. This is consistent with other local jurisdiction REET revenue forecasts.



**Expenditure Estimates**

Expense estimates were prepared for specific expenditures after an analysis of the City’s past five years of expense performance and expected near-term services.

**Personnel Costs**

Cost allocation factors were updated. Consistent with best practices, the City reviewed the factors that it uses to distribute personnel costs across operating funds. For example, personnel costs related to Human Resources are distributed based on the number of full-time equivalent employees, while the Code Compliance officer’s costs are distributed based on the past three years of cases by topic. Departments including City Council, Public Safety, and the Municipal Court are entirely allocated to the General Fund. To prepare for the 2019-2020 budgets, staff updated the data on allocation factors based on information from the most recent years. Staff used updated data to distribute personnel costs and incorporated this information into the budgets. These changes represent a redistribution of personnel expenses rather than a net increase or decrease to City personnel spending.

Personnel costs were calculated for 2019-2020 using current proposed position lists and approved salary schedules along with estimated costs provided by external service providers such as the Department of



Retirement Services and the Association of Washington Cities (AWC). Vacant positions are estimated at top step. Personnel costs increase by 2.5% in 2019 and 2020, as an assumption for a cost-of-living increase based on current IAM collective bargaining agreement and expected increases due to employees moving up the established position steps. Medical costs increase by 6% for 2019 and 6% in 2020, based on current information from AWC. Also, under Washington's new Paid Family and Medical Leave (PFML) law, the City has phased in over the biennium a 0.4 percent of salary expense for additional benefits.

**Other Costs**

Other central costs such as insurance and utilities were updated based on recent actual costs or estimates from outside service providers.

Capital costs were updated based on the Capital Improvement Plan proposed with the budget.

Operating transfers were updated to match budgeted expenditure levels.

Departmental costs were developed for existing programs and services at approved service levels. Changes in costs for additional services or enhanced services are detailed in the department budget sections.

**Other Key Assumptions**

The Proposed Budget assumes a total Police and Municipal Court Building project budget of \$20 million, with half (\$10 million) funded from City cash and half (\$10 million) funded from Councilmanic bonds. The spending assumptions are as follows: \$10 million will be spent in 2018, \$5 million will be spent in 2019, and \$5 million will be spent in 2020. Revenue from the bonds, \$10 million in total, is assumed to be receipted in 2019.

In 2020, the sale of the Suzuki property is included in General Fund revenues in the amount of \$800,000.

S.A.F.E. Bainbridge Mobility Levy assumptions are not included in the 2019 – 2020 Proposed Biennial Budget. When the outcome of the November election is known, the budget will be adjusted if needed.



## GENERAL FUND RESERVES

During 2018, Council reviewed and approved the City’s comprehensive financial policies, including the following reserve targets and definitions.

- **Emergency Reserve:** established to pay for unexpected emergencies that cannot reasonably be accommodated by current budget appropriations. The target level for this reserve is \$1.0 million.
- **General Fund Stability Reserve:** defined as the dollar amount of unencumbered fund balance, excluding amounts held in restricted or designated reserves. The year-end target level for this reserve is 25% of ongoing General Fund revenues, or approximately \$4.5 million in 2019 and 2020.
- The 2019-2020 Proposed Budget provides for additional items to be tracked as part of financial management. These amounts include the following:
  - Specially-tracked General Fund monies. These include PEG Capital Reserve, Police Investigative Reserve, Police Marine Reserve, Public Arts Reserve.
  - General Fund reserve for 2021-2022 capital plans. This reserve is the net City investment required to fund the current 2019-2020 CIP for projects that will begin in those two years.

The table below provides detail behind the total shown for the General Fund policy reserves at the end of 2019 and 2020. The budgeted total balance of the General Fund year-end is \$10,496,000 for 2019 and \$11,189,000 for 2020.

### Detail of General Fund Reserves at end of 2019 and 2020

General Fund Reserve Category	2019	2020
<b>Emergency Reserve</b>	1,000,000	1,000,000
<b>General Fund Stability Reserve Minimum</b>	4,500,000	4,600,000
<b>Other specially-tracked General Fund Monies</b>	133,000	133,000
<b>Reserve for 2021-2022 CIP</b>	-	1,625,000



## PLANNING & COMMUNITY DEVELOPMENT

### BUDGET NOTES AND CHANGES – PLANNING & COMMUNITY DEVELOPMENT

- Add 1.0 FTE Arborist and \$121,000 to provide urban forestry and planning services including the review of development proposals, code enforcement, long range comprehensive and subarea plans, drafts of development regulations and standards, public information about tree and vegetative management policies, conducts site inspections, and make decisions on tree/vegetation selection, retention, maintenance, health, safety and other issues.
- Add 1.0 FTE Administrative Specialist to provide additional capacity for customer service, public record requests, and provide support for advisory committee, boards, and commissions.
- Include Professional Services funding of \$200,000 in each year of the biennium to provide consultant support for the highest priority efforts associated with implementing the Comprehensive Plan.

### DEPARTMENT SUMMARY – PLANNING & COMMUNITY DEVELOPMENT

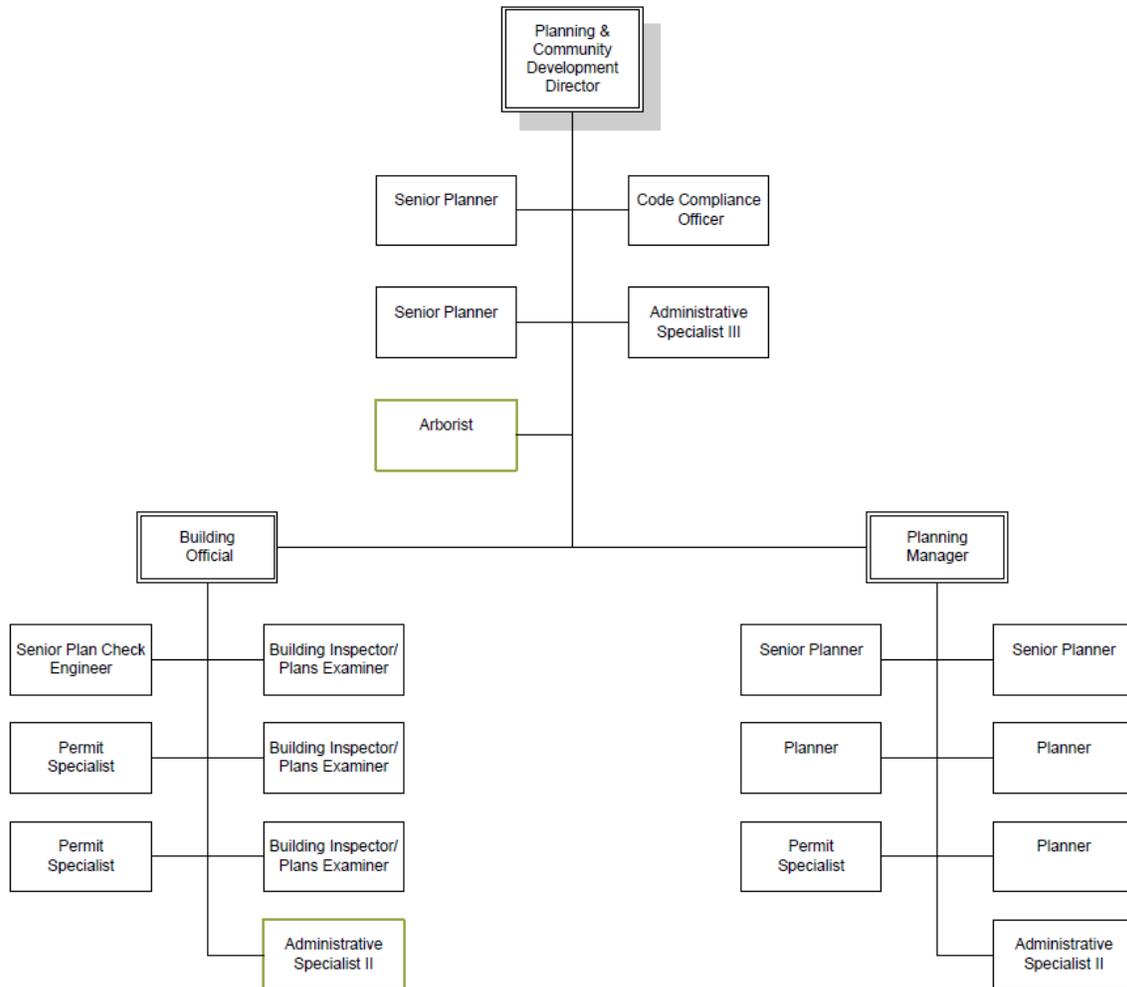
The Planning and Community Development Department implements the City's land use policies and regulations through planning and building permit review, ordinance development and code compliance. The department engages the public through a variety of avenues intended to keep citizens involved in development activities, regulatory changes and planning projects. Department staff also provide public information on and front counter customer service for Current and Long Range Planning, Building Services and Code Compliance.

Current and Long Range Planning staff review development proposals for conformance with applicable zoning, shoreline, critical areas and environmental regulations. Planning Staff are also responsible for developing and administering the municipal code (Titles 1, 2, 15-18), and processing zoning and development-related ordinances as well as maintaining and updating required plans such as the Comprehensive Plan and the Shoreline Management Program.

Building Services Staff administer the International Building Codes for residential, commercial and industrial structures through plan review, permitting and inspection services in order to protect the health, safety and welfare of the community. The Building Division is also responsible for FEMA Floodplain Management and citywide parcel addressing coordination.

Code Compliance Staff investigates code violation complaints with the goal of working with citizens to resolve code enforcement issues and bring properties into compliance while increasing awareness of the City's regulations.

### ORGANIZATIONAL CHART – PLANNING & COMMUNITY DEVELOPMENT



**PRIORITY BASED BUDGETING RESULTS – PLANNING & COMMUNITY DEVELOPMENT**



Green, Well-Planned Community



Healthy and Attractive Community



Good Governance



Vibrant Economy



Reliable Infrastructure and Connected Mobility

**SERVICES PROVIDED – PLANNING & COMMUNITY DEVELOPMENT**

- Serve as a resource to the community for information on the comprehensive plan and the municipal code (i.e., zoning, development regulations, building requirements, environmental, shoreline environs, and critical areas) and City planning and permitting processes.
- Review and process applications for land use development permits and conduct site inspections.
- Review and process building permit applications and conduct building inspections.
- Review and investigate alleged code violations.
- Review and process Comprehensive Plan amendment requests and rezone requests.
- Develop and process ordinances amending the City’s land use and zoning regulations.
- Provide staffing to the Planning Commission, Historic Preservation Commission, Design Review Board, Environmental Technical Advisory Committee, Affordable Housing Task Force, and Island Center Subarea Plan Steering Committee.
- Coordinate with the County and its cities on regional planning activities.

**OBJECTIVES FOR 2019–2020 – PLANNING & COMMUNITY DEVELOPMENT**

- Ensure all staff has completed training and certifications needed in their respective areas to best serve the community of Bainbridge Island.
- Coordinate long-term implementation of the 2016 Comprehensive Plan through work program items, program development and consideration of budget priorities.
- Prepare Shoreline Master Plan amendments to conform to state laws.
- Continue to improve development review timelines through the creation of SmartGov templates to facilitate permitting steps and staff report development.
- Process land use permit applications within state-mandated timelines.



- Maintain SMARTGov database as the City's official filing format for permits, easing the way toward a paperless permit review process.
- Implement City Council annual work program priorities.

**CITY OF BAINBRIDGE ISLAND**  
**FY 2019 & 2020 PROPOSED BUDGET - ALL FUNDS**  
**PLANNING & COMMUNITY DEV**

	2017 ACTUAL	2018 REVISED	2019 PROPOSED	2020 PROPOSED
Salaries	1,577,358	1,719,730	1,968,991	2,042,954
Benefits	624,062	700,240	778,723	808,673
<b>Salaries &amp; Benefits</b>	<b>2,201,420</b>	<b>2,419,970</b>	<b>2,747,714</b>	<b>2,851,627</b>
Supplies	35,287	52,360	49,500	30,000
Computer Equipment & Software	21,372	-	-	-
<b>Supplies</b>	<b>56,660</b>	<b>52,360</b>	<b>49,500</b>	<b>30,000</b>
Professional Services	101,828	225,196	260,000	212,000
Communication	-	3,675	2,500	-
Travel	532	1,050	250	250
Training	13,741	18,900	41,880	25,030
Advertising	8,051	12,443	13,000	13,300
Operating Leases	30,861	49,177	52,000	59,050
Insurance	15	32	-	-
Repair & Maintenance	7,113	-	2,000	2,000
<b>Services &amp; Charges</b>	<b>162,141</b>	<b>310,472</b>	<b>371,630</b>	<b>311,630</b>
All Other Miscellaneous	5,163	7,455	11,100	11,400
<b>Services &amp; Charges</b>	<b>5,163</b>	<b>7,455</b>	<b>11,100</b>	<b>11,400</b>
Intergovernmental Services	630	-	1,000	1,000
<b>Intergovernmental &amp; Interfund</b>	<b>630</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>
<b>TOTAL EXPENDITURES</b>	<b>5,793</b>	<b>7,455</b>	<b>12,100</b>	<b>12,400</b>
<b>TOTAL RESOURCES</b>	<b>2,426,014</b>	<b>2,790,257</b>	<b>3,180,944</b>	<b>3,205,657</b>



## PUBLIC SAFETY

### BUDGET NOTES AND CHANGES – PUBLIC SAFETY

- Add two (a total of 2.0 FTE) Patrol Officers and \$225,000 in ongoing funding. The addition to the sworn staff will allow the department to staff all shifts with three officers and complete the staffing plan proposed in 2014. These new positions create an expected reduction of \$30,000 in overall overtime.
- Increase budget by \$132,000 two police vehicles and associated equipment to support the new officers.
- Increase budget by \$20,000 to implement a Corporal salary band. The four corporal positions will provide relief supervisory capacity for on-duty officers.
- Add \$30,000 to support the Navigator Program, which pairs mentally ill individuals with trained advocates who offer support and assist them in navigating the myriad of resources available.
- The Department of Public Safety applied for a FEMA grant in fall of 2018 to repair, refurbish, and upgrade its primary marine vessel. They were awarded the grant in September 2018. The grant amount awarded is approximately \$172,000 and the City's local match is \$57,000.
- Add required supplies, training, and services in anticipation of the arrival of the K9 officer in early 2019 and the launch of a search and rescue K9 program.

### DEPARTMENT SUMMARY – PUBLIC SAFETY

The Bainbridge Island Police Department serves and protects the residents, businesses, guests and visitors to the Island. Members of the department work individually and collectively to promote peace and public safety through education, enforcement and outreach. The department consists of four divisions: Administration, Patrol, Investigations and Marine.

The Administration division provides overall direction to the department through policy development, training, and financial management. The Chief and Deputy Chief provide oversight, assistance with capital projects, budgeting, emergency operations, intergovernmental relations, and work with community groups to improve the quality of life for all islanders. The Administration division also maintains records and evidence and responds to public records requests.

The Patrol division is responsible for proactive patrol, traffic enforcement, and is the first response to calls for service. Along with traditional vehicles, this group uses bicycle and foot patrols to serve the public and is the most frequently seen division of the department. Patrol responds to calls for service 24 hours a day to maintain peace and order on the Island.

The Investigations division consists of detectives that are assigned cases based on reports received from citizens, patrol and outside agencies. They gather information through court-approved search warrants,



witness interviews and other research. Detectives perform follow-up investigations on cases initially handled by patrol officers with regard to property crimes and crimes against persons and may also provide courtroom testimony and conduct background checks.

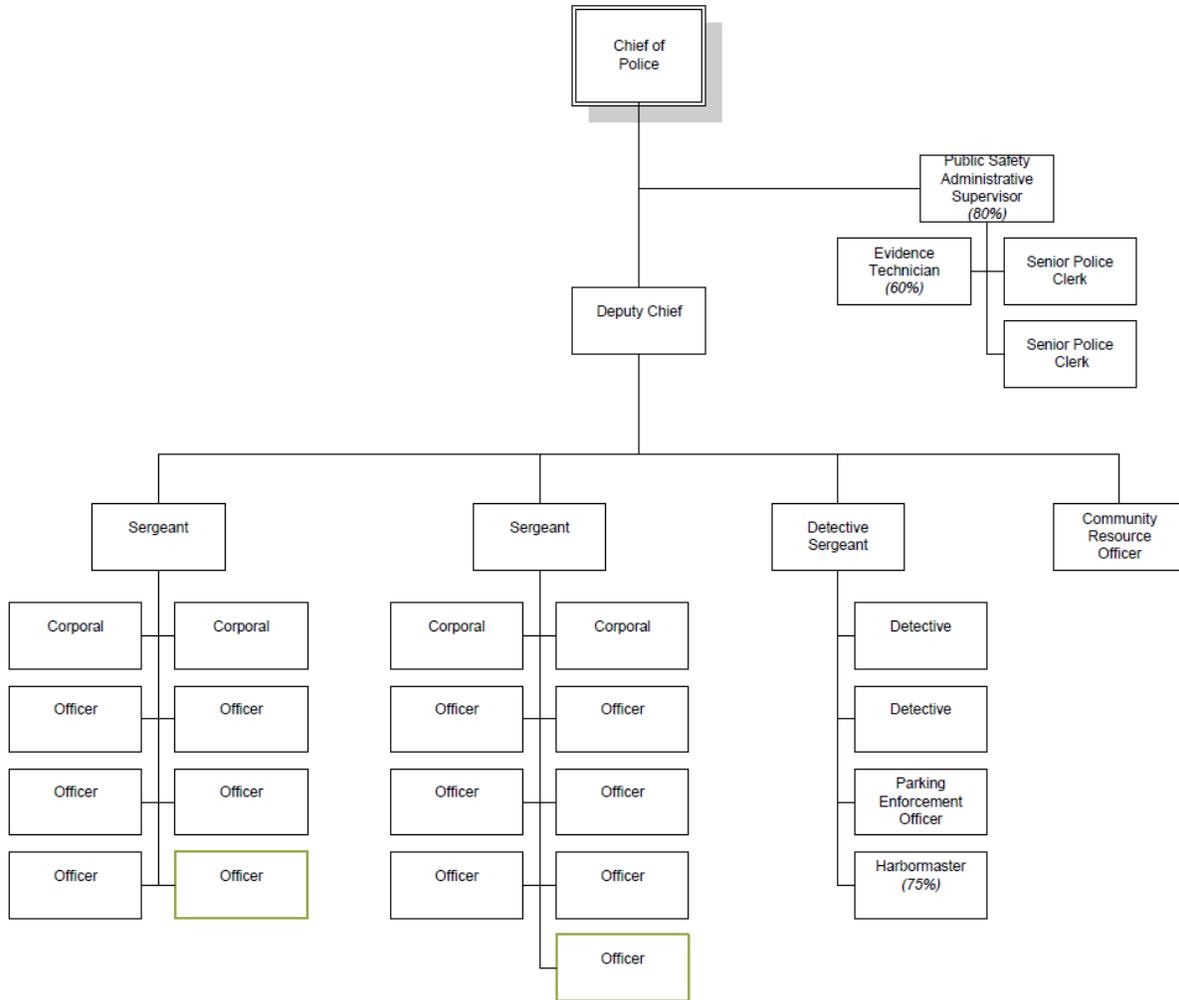
The Marine division provides enforcement and safety on the waters surrounding the Island. With 53 miles of shoreline the Marine division is a critical component of public safety. This division has several missions; namely the enforcement of marine laws, search and rescue calls for persons and vessels in distress, emergency environmental response, and homeland security duties. Additionally, the Marine division participates in recreational boating enforcement, education, training, and provides vessel inspections.

The Harbormaster coordinates activities related to Bainbridge Island harbors, as well as ensuring compliance with federal, state and local laws regulating harbor activity, and addressing derelict or abandoned vessels.

The Parking Enforcement Officer (PEO) performs field and office work relating to the enforcement of traffic and parking regulations.



### ORGANIZATIONAL CHART – PUBLIC SAFETY



**PRIORITY BASED BUDGETING RESULTS – PUBLIC SAFETY**



Safe City



Healthy and Attractive  
Community

**SERVICES PROVIDED – PUBLIC SAFETY**

- 911 Calls for service
- Traffic control
- Process protection orders and bench warrants
- Register stolen property
- Homeland and maritime security
- Emergency preparedness
- Animal licensing
- Concealed pistol licenses
- Special events permits
- Fingerprinting
- Found property
- Community outreach events and citizens' academy
- Alarm registration and vacation house checks

**OBJECTIVES FOR 2019-2020 – PUBLIC SAFETY**

- Maintain WASPC Accreditation.
- Continue expanded emphasis on officer training and professional development.
- Expand recruitment and succession planning efforts.
- Continue support for planning and design of new police facility.
- Continue expanded community engagement initiatives.
- Implement K9 program

**CITY OF BAINBRIDGE ISLAND**  
**FY 2019 & 2020 PROPOSED BUDGET - ALL FUNDS**  
**PUBLIC SAFETY**

	2017 ACTUAL	2018 REVISED	2019 PROPOSED	2020 PROPOSED
Salaries	2,697,651	2,925,314	3,199,142	3,363,116
Benefits	948,334	1,074,760	1,158,597	1,204,328
<b>Salaries &amp; Benefits</b>	<b>3,645,986</b>	<b>4,000,074</b>	<b>4,357,739</b>	<b>4,567,444</b>
Supplies	162,314	179,784	223,499	172,463
Computer Equipment & Software	5,699	4,120	42,139	79,090
<b>Supplies</b>	<b>168,012</b>	<b>183,904</b>	<b>265,638</b>	<b>251,553</b>
Professional Services	64,988	24,690	115,932	119,200
Travel	9,782	8,240	12,100	12,705
Training	54,248	47,174	56,200	69,038
Advertising	1,265	4,120	6,530	6,857
Operating Leases	195,364	197,287	212,500	223,375
Insurance	-	40	-	-
Repair & Maintenance	83,550	69,783	410,660	171,582
<b>Services &amp; Charges</b>	<b>409,197</b>	<b>351,334</b>	<b>813,922</b>	<b>602,757</b>
All Other Miscellaneous	13,109	17,656	27,300	28,665
<b>Services &amp; Charges</b>	<b>13,109</b>	<b>17,656</b>	<b>27,300</b>	<b>28,665</b>
Intergovernmental Services	367,567	369,257	393,000	445,650
<b>Intergovernmental &amp; Interfund</b>	<b>367,567</b>	<b>369,257</b>	<b>393,000</b>	<b>445,650</b>
<b>TOTAL EXPENDITURES</b>	<b>380,676</b>	<b>386,913</b>	<b>420,300</b>	<b>474,315</b>
Capital Equipment	273,471	249,735	306,786	163,168
<b>Other Expenditures</b>	<b>273,471</b>	<b>249,735</b>	<b>306,786</b>	<b>163,168</b>
<b>TOTAL RESOURCES</b>	<b>4,877,343</b>	<b>5,171,960</b>	<b>6,164,385</b>	<b>6,059,237</b>



## PUBLIC WORKS

### **BUDGET NOTES AND CHANGES – PUBLIC WORKS**

- Add 1.0 FTE Operations Project Manager position and \$134,000 in ongoing funding to support the City's major maintenance initiative, allowing for more projects to be completed, reducing maintenance backlog and improve condition of City facilities.
- The 2019-2020 budget establishes major facility maintenance as a focus for the coming biennium. With the addition of the position listed above, the budget anticipates delivery of a total of \$1.5 million of projects at City-owned facilities across the Island in the coming biennium. Additional detail is provided in the Major Maintenance section on the following page.
- The 2019-2020 budget includes \$150,000 in funding for projects on City-owned farmland in the coming biennium.
- Eliminate 1.0 FTE Engineering Specialist – Water Resources position as part of a reorganization of some aspects of the existing water resources program. The goal is to continue a baseline level of data collection efforts by City staff, and to continue and expand technical analysis of that data by certified hydrologists.
- Add 1.0 FTE Wastewater Treatment Plant Operator II position and \$100,000 to provide for additional trained and certified staff and address succession planning at this critical community facility.

**MAJOR MAINTENANCE – 2019-2020 PROPOSED BUDGET**

The 2019-2020 budget includes several major maintenance projects within the operating budget. These projects are not listed in the Capital Improvement Plan, as they are not capital in nature, but do represent significant investments in the infrastructure of the City. Projects in the Major Maintenance category include those shown in the table below. As project budgets are more fully scoped, the complement of projects may change.

**Governmental Funds (Facilities and Streets)**

<i>Project Description</i>	<b>2019</b>	<b>2020</b>
Replace failing board and batten siding system (City Hall)	\$155,000	-
I/R economizer operations and tune-up building	\$29,000	-
Shade covenant tree management (Suyematsu Farm)	\$52,000	-
Replace carpet (City Hall)	-	\$173,000
Replace HVAC controls and install air quality detectors (PW Yard)	-	\$42,000
Develop and manage hazardous tree removal contract	\$62,000	\$64,000
Develop and manage HWY 305 overhead vegetation management contract	\$26,000	\$27,000
Develop and manage sidewalk repair contract	-	\$27,000

**Utility Funds (Water Utility)**

<i>Project Description</i>	<b>2019</b>	<b>2020</b>
Meter Improvements	-	\$300,000

**Utility Funds (Sewer Utility)**

<i>Project Description</i>	<b>2019</b>	<b>2020</b>
Control Building-Replace roof (Wastewater Treatment Plant)	\$30,000	-
Lift Station SCADA Upgrades	\$140,000	\$70,000
Clean 305 wet well	\$26,000	-
Install regulatory air gap (Wastewater Treatment Plant)	-	\$36,000
SCADA Upgrades	\$150,000	-

**Utility Funds (Shared)**

<i>Project Description</i>	<b>2019</b>	<b>2020</b>
Develop Water/Sewer/SSWM lab testing contract	\$28,000	\$29,000

Ongoing major maintenance programs are also funded:

- Annual asset maintenance programs for streets (\$657,000), facilities (\$120,000), water utility (\$75,000), sewer utility (\$50,000), storm and surface water management utility (\$150,000). These are existing programs and represent ongoing investment in City assets.
- Projects on city-owned farmland total \$150,000. Planned projects include septic, water, tree management, and building repairs on the Suyematsu and Morales farm properties.



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## **DEPARTMENT SUMMARY – PUBLIC WORKS**

The Public Works Department plans, designs, constructs, operates and maintains public improvements, facilities and equipment owned by the City of Bainbridge Island and the public. The department provides services in five main areas: Administration, Engineering, Development Engineering, Water Resources, and Operations & Maintenance.

The Administration Division provides overall direction and management to the department, including contract and work order management. This group also provides a range of public services such as gathering information for public records requests, maintaining the department's website, and processing permits.

The Engineering Division oversees the pre-design, design and construction of all public improvements and implementation of the Capital Improvement Plan adopted by the City Council. This division also provides project management, professional services, survey and construction management.

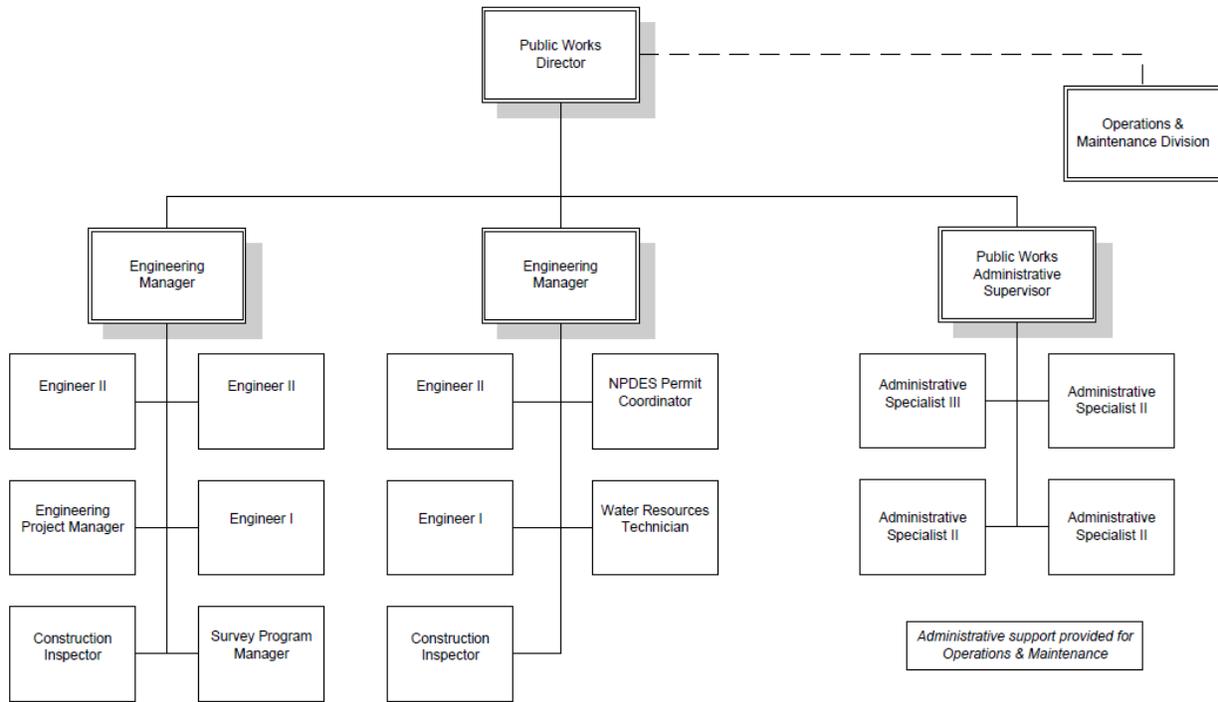
Development Engineering staff review applications for compliance with local and state regulations and technical requirements associated with the City's design and construction standards and stormwater management regulations. Staff also conduct site inspections for private development construction of public facilities.

The Water Resources group oversees ground and surface water planning, protection, and monitoring activities. This group also oversees overall City regulatory compliance with the stormwater permit.

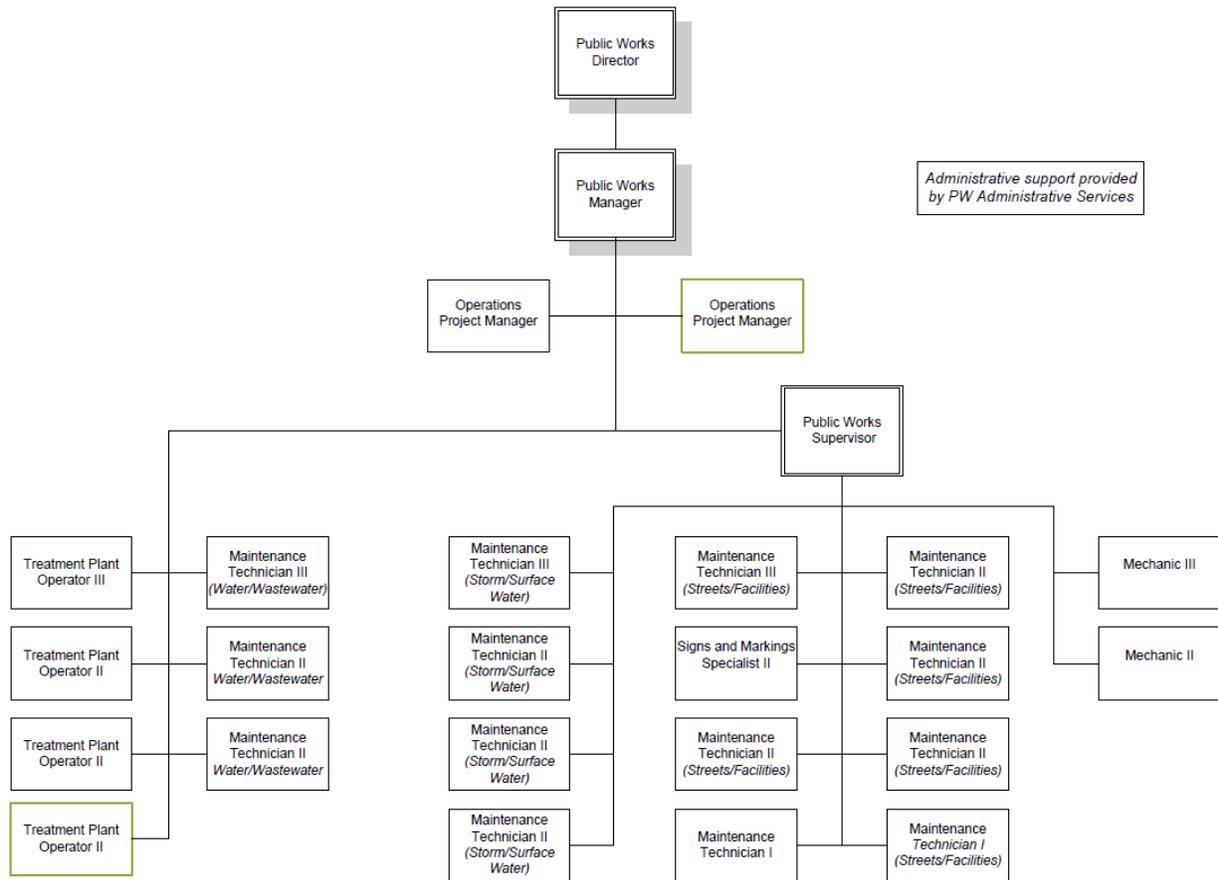
The Operations and Maintenance Division operates, repairs, and maintains the City's infrastructure, including streets, sidewalks, medians, green space, trails, buildings, water utility production, treatment and distribution, wastewater utility collection and treatment, and stormwater utility collection, treatment, and conveyance. This group includes mechanics who maintain the City's vehicles and mechanical equipment.



### ORGANIZATIONAL CHART – PUBLIC WORKS: ENGINEERING DIVISION



### ORGANIZATIONAL CHART – PUBLIC WORKS: OPERATIONS & MAINTENANCE DIVISION



**PRIORITY BASED BUDGETING RESULTS – PUBLIC WORKS**Green, Well-Planned  
CommunityHealthy and Attractive  
Community

Safe City

Reliable Infrastructure  
and Connected Mobility**SERVICES PROVIDED – PUBLIC WORKS**

- Operates the water, sewer, and stormwater utilities.
- Manages the City-owned rights-of-way including the street, sidewalk, and trail networks.
- Manages the City Capital Improvement Program from planning and programming through design and construction.
- Maintains City-owned facilities including: City Hall, police station, parks, trails, and road ends.
- Manages and maintains equipment and vehicle fleet.
- Monitors the surface and groundwater resources of the island.

**OBJECTIVES FOR 2019 – 2020 – PUBLIC WORKS**

- Manage delivery of Police/Municipal Court Building project within established schedule and budget.
- Complete construction of the State Route 305/Olympic Drive project, including non-motorized improvements and power undergrounding.
- Complete the Wyatt Way Improvements project.
- Complete the Sportsman Club and New Brooklyn Road intersection improvement project.
- Implement enhanced major maintenance program at City facilities, including hiring new staff person to coordinate increased number of projects.
- Continue American Public Works Association accreditation process, with goal of accreditation in 2020.
- Complete the culvert replacement for McDonald Creek at Eagle Harbor Drive.
- Complete construction of a new sewer force main on Madison Avenue.

**CITY OF BAINBRIDGE ISLAND**  
**FY 2019 & 2020 PROPOSED BUDGET - ALL FUNDS**  
**PUBLIC WORKS**

	2017 ACTUAL	2018 REVISED	2019 PROPOSED	2020 PROPOSED
Salaries	3,584,559	4,065,168	4,032,637	4,192,706
Benefits	1,516,162	1,768,702	1,710,947	1,798,922
<b>Salaries &amp; Benefits</b>	<b>5,100,721</b>	<b>5,833,870</b>	<b>5,743,584</b>	<b>5,991,628</b>
Supplies	525,993	501,750	592,023	924,323
Computer Equipment & Software	4,665	4,000	4,000	4,000
<b>Supplies</b>	<b>530,658</b>	<b>505,750</b>	<b>596,023</b>	<b>928,323</b>
Professional Services	478,130	1,341,418	614,206	587,524
Communication	29	2,630	26,839	26,879
Travel	1,457	650	2,200	2,200
Training	33,065	29,721	48,200	48,950
Advertising	1,904	1,224	1,300	1,300
Operating Leases	368,973	339,011	395,677	414,461
Insurance	60	400	250	250
Utilities	93,666	140,146	151,870	156,424
Repair & Maintenance	657,367	2,320,762	2,628,005	2,699,080
<b>Services &amp; Charges</b>	<b>1,634,652</b>	<b>4,175,963</b>	<b>3,868,547</b>	<b>3,937,068</b>
All Other Miscellaneous	23,006	93,760	70,528	133,657
<b>Services &amp; Charges</b>	<b>23,006</b>	<b>93,760</b>	<b>70,528</b>	<b>133,657</b>
Intergovernmental Services	241,090	240,675	270,800	275,800
<b>Intergovernmental &amp; Interfund</b>	<b>241,090</b>	<b>240,675</b>	<b>270,800</b>	<b>275,800</b>
<b>TOTAL EXPENDITURES</b>	<b>264,096</b>	<b>334,435</b>	<b>341,328</b>	<b>409,457</b>
Capital Equipment	201,950	433,675	823,141	668,832
Capital Projects	6,304,172	17,985,839	11,528,000	7,870,000
<b>Other Expenditures</b>	<b>6,506,122</b>	<b>18,419,514</b>	<b>12,351,141</b>	<b>8,538,832</b>
<b>TOTAL RESOURCES</b>	<b>14,036,249</b>	<b>29,269,532</b>	<b>22,900,623</b>	<b>19,805,308</b>



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 10 Minutes

**AGENDA ITEM:** (7:35 PM) Ordinance No. 2018-20 Relating to Revisions to Title 2 BIMC related to Land Use Review Approval Bodies and Procedures - Planning

**STRATEGIC PRIORITY:** Green, Well-Planned Community

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Ordinance

**PROPOSED BY:** Planning & Community Development

**RECOMMENDED MOTION:**

I move to schedule a public hearing on Ordinance No. 2018-20 on October 23, 2018.

**SUMMARY:**

Revisions to Title 2 BIMC related to Planning Commission and Design Review Board roles and responsibilities and land use review procedures.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[Transmittal - Proposed land use review changes financial estimates](#)

[Ordinance No. 2018-20 - Relating to Revisions to Title 2 BIMC Related to Land Use Review Approval Bodies and Procedures](#)

[Exhibit A to Ordinance No. 2018-20 - Amendments to Table 2.16.010-1](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

Finance and Administrative Services Department  
Memorandum

TO: City Council members  
Morgan Smith, Deputy City Manager

FROM: Ellen Schroer, Finance Director; Ron Logghe, Sr. Financial Analyst

DATE: September 25, 2018

RE: Financial impact of proposed changes to land use review

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The Council is considering some changes to the land use review procedures and asked for Finance to take a look at the potential costs of the changes. At the meeting on September 11, Council indicated that the Council role in the review and decision would not change, but that the Planning Commission and Design Review Board (DRB) roles would increase.

The proposal makes changes to several types of reviews. According to staff estimates the proposal creates 10 to 20 new meeting-topics annually for the Planning Commission, or 20 to 40 hours of new Planning Commission work for the land-use related review assuming two hours of work for these new topics. Staff hours will be greater due to preparation time. If we estimate that the planning commission meets 25 - 30 times per year and is already busy, the planning commission will need to schedule additional meetings, or plan for at least one hour and perhaps two or more hours of land use review at most meetings in addition to their current work.

Assuming that planning staff would prepare for the meetings and attend for the new topics, there would be additional staff cost. The staff cost would likely be between \$6,000 and \$10,000 in additional overtime pay for these evening meetings, largely depending on the number of short subdivisions reviewed by the Planning Commission. If staff has the opportunity to take comp time instead of pay, 95 hours of overtime equates to 140 hours of comp time or three and a half weeks out of the office for a staff person who chooses that option. Additional administrative support would also be needed and would add to the workload for those staff members.

If the DRB also reviews the same topics, it would translate into additional meeting hours. While the DRB meets during the day and meeting attendance wouldn't result in overtime, 65 hours of new work for a planner or engineer, as well as for administrative support, will supplant other work that would have been done by those staff people, or create a need for overtime.

I've prepared a summary chart to show potential high and low time and dollar costs, as shown below. Please note that these are preliminary estimates.

Planning Commission New Meeting Topics

Type	Meetings	Hours (estimate)	Total New Planning Commission Hours	Total New Planner/ Dev. Engineer Hours	Total New Admin Support Hours	Comments
Long subdivisions	4	2	8	20	8	
Short subdivisions	9	2	18	45	18	Optional review
Major conditional use permits	3	2	6	15	6	
Major shoreline conditional use permits	3	2	6	15	6	
Total	10 to 19		20 to 38	50 to 95	20 to 38	Range depends on number of short subdivisions reviewed

Planning Commission meetings 2018 to date:

- 11 projects, totaling 15 meetings for project review (3 projects took more than 1 meeting)
- 1 project review tentatively scheduled for late 2018
- 23 meetings total (8 meetings with legislative review only); 7 more scheduled Sept. – Dec.
- Forecast 30 meetings total (27 meetings held in 2017)

Notes:

- If legislative and project review are both on agenda, meetings may be extended to 3 hours
- Legislative work load expected to continue or increase in 2019
- Part of Planning Commission recommendation is to limit short subdivisions to 4 lots (currently allowed to go up to 9), which means there may be more long subdivisions to review
- Part of Planning Commission recommendation is to revise definition of minor site plan review (SPR), which means there may be more major SPRs to review
- 8 short subdivision and 1 long subdivision pre-applications have been received in 2018
- Staff needs time to prepare for meetings, in addition to actual meeting time

A similar analysis for the Design Review Board is shown on the next page.

Design Review Board New Meeting Topics

Type	Meetings	Hours (estimate)	Total New Design Review Board Hours	Total New Planner/ Dev. Engineer Hours	Total New Admin Support Hours	Comments
Long subdivisions	4	2	8	20	8	
Short subdivisions	9	2	18	45	18	Optional review
Major conditional use permits						May not require new meetings
Major shoreline conditional use permits						May not require new meetings
Total	4 to 11		8 to 26	20 to 65	8 to 26	Range depends on number of short subdivisions reviewed

Design Review Board meetings 2018 to date:

- 7 projects, totaling 10 meetings for project review (3 projects took more than 1 meeting)
- 2 additional projects scheduled for 2018
- 15 meetings total (5 meetings with no project review); 6 more scheduled Oct. – Dec.
- Forecast 17-21 meetings total (18 meetings held in 2017)

Notes:

- Non-project work load expected to continue or increase in 2019 (design guidelines, green building)
- Part of Planning Commission recommendation is to limit short subdivisions to 4 lots (currently allowed to go up to 9), which means there may be more long subdivisions to review
- Part of Planning Commission recommendation is to revise definition of minor site plan review (SPR), which means there may be more major SPRs to review
- 8 short subdivision and 1 long subdivision pre-applications have been received in 2018
- Staff needs time to prepare for meetings, in addition to actual meeting time

This analysis does not include additional attendance or spending estimates for internal or external counsel. If that should be added, please let me know.

cc: Gary Christensen, Director of Planning and Community Development

**ORDINANCE NO. 2018-20**

**AN ORDINANCE** of the City of Bainbridge Island, Washington, relating to land use review procedures revising Chapter 2.1.4 and 2.16 of the Bainbridge Island Municipal Code.

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

**WHEREAS**, the City Council has 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, stating the City Council's concerns regarding likely adverse impacts related to growth and development under existing regulations including compliance with design review standards, including as relates to, for example, Policy LU 6.8 of the City's Comprehensive Plan, regarding the role of the Design Review Board, Hearing Examiner, Planning Commission, and City Council in the land use development review and decision-making process; and

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

**WHEREAS**, a number of priorities to address the items at issue in the moratorium were identified at a joint meeting of the City's Design Review Board and Planning Commission on February 22, including the following:

- (1) Revise review procedures for preliminary subdivisions to include the Design Review Board and Planning Commission in process; and
- (2) Analyze alternatives to decision-making authority for the Design Review Board, Planning Commission, and Hearing Examiner for subdivisions, conditional use permits, and site plan and design review.

**WHEREAS**, at an April 3, 2018 City Council study session, the City's Department of Planning and Community Development provided a briefing on the Design Review Board and Planning Commission joint meeting wherein the City Council authorized staff to proceed with a work plan addressing the priorities identified at the joint meeting; and

**WHEREAS**, on May 7 and 21 and on June 4, 2018 the City’s Design Review Board discussed alternatives for land use review procedures; and

**WHEREAS**, on May 10 and 24, June 7, 14 and 21 and on July 12, 2018 the City’s Planning Commission discussed alternatives for revisions to the City’s land use review procedures; and

**WHEREAS**, each of the nine Design Review Board and Planning Commission meetings included an opportunity for public comment on the alternatives for revisions to the City’s land use review procedures; and

**WHEREAS**, the City provided legal background on the roles of land use bodies, presented in a memorandum from James E. Haney, “*Roles of City Council, Planning Commission, Design Review Board, and Hearing Examiner in Land Use Permits*” dated June 1, 2018; and

**WHEREAS**, staff forwarded the Planning Commission’s recommendations related to land use approval bodies, land use review procedures, and land use decision making authority to the City Council at its July 24, 2018 regular meeting; and

**WHEREAS**, the City Council participated in a workshop related to land use review roles, responsibilities, and decision-making authority on August 27, 2018; and

**WHEREAS**, the City Council reviewed and considered the alternatives for revisions to the City’s land use review procedures and decision-making authority at regularly scheduled meetings on September 4 and 11 and October 9, 2018; and

**WHEREAS**, the City issued a State Environmental Policy Act (“SEPA”) Determination of Non-Significance for this Ordinance No. 2018-20 on June 8, 2018 which was revised and reissued on September 24, 2018; and

**WHEREAS**, the City notified the Department of Commerce on June 11, 2018, and again on September 24, 2018, of its intent to revise its development regulations relating to land use review procedures; and

**WHEREAS**, the City Council conducted a public hearing on Ordinance No. 2018-20 on October 23, 2018; and

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

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

**Section 1.** Section 2.14.020.B of the Bainbridge Island Municipal Code is hereby amended as follows.

B. Duties and Responsibilities. Pursuant to the provisions of Chapter 35A.63 RCW, there is established within the city a planning commission. The title “planning commission” is substituted for the title “planning agency” in all city ordinances and other documents approved prior to the effective date of the ordinance codified in this chapter. The planning commission ~~that~~ shall have the following duties and responsibilities:

1. Participate in the preparation and review of the comprehensive plan for the city; ~~and~~
2. Consider the location, character, extent, and effect of any proposed dedication of any street or other area for public use, including parks, public ways, public buildings, or public structures, with reference to the comprehensive plan, pursuant to RCW 35A.63.080;
- ~~23.~~ Review and make recommendations on all applications for amendments to the comprehensive plan, official zoning map and official zoning ordinance of the city pursuant to Table 2.16.010-1; ~~and~~
- ~~34.~~ Review and make recommendations on all housing design demonstration project applications pursuant to BIMC 2.16.020.Q, including those housing design demonstration project applications involving land subdivision, based on a comprehensive review of the project at a public meeting; ~~and~~
5. Review and make recommendations on preliminary short subdivisions if requested by the director;
6. Review and make recommendations on all preliminary large lot subdivisions; preliminary long subdivisions; major site plan and design reviews; major conditional use permits, and major shoreline conditional use permits, taking into consideration the recommendation from the Design Review Board and a comprehensive review of the project at a public meeting;
- ~~5. The title “planning commission” is substituted for the title “planning agency” in all city ordinances and other documents approved prior to the effective date of the ordinance codified in this chapter; and~~
- ~~47.~~ Such other advisory duties as may be assigned to it by the city council, or as specified in the BIMC; ~~and~~
- ~~68.~~ Create the planning commission agenda prior to its publication per in consultation with the director’s recommendation; ~~and~~
- ~~7. Report annually to the city council prior to the start of the budget process.~~

**Section 2.** Section 2.14.020.G of the Bainbridge Island Municipal Code is hereby amended as follows.

G. Public Meetings and Hearings. The planning commission will consider ~~the~~ land use applications at a public meeting and shall recommend approval, approval with conditions, or denial of an application. For legislative decisions, the planning commission will hold a public hearing and shall recommend approval, approval with conditions, or denial of an application. In making a recommendation, the planning commission shall consider the applicable decision criteria of this code, the comprehensive plan, all other applicable law, any necessary documents and approvals, and any testimony presented verbally or in writing at the public meeting. If the applicable criteria are not met, the planning commission shall recommend the proposal be subject to conditions or denied. A planning commission recommendation is not a final decision and is not subject to appeal. The planning commission's written recommendation and other documents upon which its decision is based shall be immediately transmitted to the director, the city council, and/or the hearing examiner, as applicable.

**Section 3.** Section 2.14.020.H of the Bainbridge Island Municipal Code is hereby amended as follows.

H. Public Records. Minutes of each meeting, including a record of attendance, shall be prepared by the secretary and approved and signed at a subsequent meeting. The minutes do not need to reflect the actual discussion, but only the formal actions taken by the planning commission, and shall include findings of fact and conclusions of law where applicable to support the planning commission's recommendation. The meeting minutes shall be posted on the city's web site.

**Section 4.** Section 2.14.040.D of the Bainbridge Island Municipal Code is hereby amended as follows.

D. Duties and Responsibilities. The board shall have the following duties and responsibilities:

1. Review and make recommendations on all preliminary large lot subdivisions; preliminary long subdivisions; major site plan and design reviews; major conditional use permits, and major shoreline conditional use permits. Serve in an advisory capacity to the director, hearing examiner, and planning commission, as applicable, regarding site plan and design reviews and conditional use permits pursuant to BIMC 2.16.040, 2.16.050, and 2.16.110 that are subject to city-adopted design guidelines. Applications related to single-family residences such as family day care homes, minor/major home occupations, and single-family residential height variations are exempt from design review board consideration. In addition, applications related to utility facilities and to non-city outdoor recreation facilities are exempt from design review board consideration.
2. Review and make recommendations on preliminary short subdivisions if requested by the director;

23. Review and make recommendations to the planning commission and the city council on changes, amendments, and/or additions to the design guidelines.

34. Serve in an advisory and review capacity to housing design demonstration project applications pursuant to BIMC 2.16.020.Q, including those design demonstration project applications involving land subdivision.

5. Review and serve in an advisory capacity to the city regarding major public projects.

46. Such other duties and responsibilities as may be provided by resolution or ordinance of the city council.

57. Report annually to the city council prior to the start of the budget process.

**Section 5.** Table 2.16.010-1, *Summary Table of Land Use Review Procedures*, of the Bainbridge Island Municipal Code is hereby amended as set forth in Exhibit A, which is attached hereto and made a part hereof by this reference.

**Section 6.** Section 2.16.180 of the Bainbridge Island Municipal Code is hereby amended as follows.

**2.16.180 Legislative review of land use regulations and area-wide rezones.**

A. Purpose. The purpose of this section is to describe the procedures used when the city council makes legislative (not quasi-judicial, site-specific) decisions related to certain sections of the BIMC.

B. Applicability. This section applies to adoption of or amendments to the BIMC related to land use procedures and regulations, including area-wide rezones initiated by the city and area-wide rezones accompanying privately initiated amendments to the comprehensive plan.

C. Who Can Apply. Any person, entity, or the city may propose an amendment to the BIMC. The city may propose a rezoning on an area-wide basis, and private entities may request the city to consider an area-wide rezoning. If the proposed area-wide rezone is not consistent with the adopted comprehensive plan the applicant shall also submit an application for a comprehensive plan amendment with the rezone application. However, any owner or authorized agent, or group of owners of contiguous property acting jointly, must represent at least 75 percent of the assessed valuation of the subject properties.

D. Planning Commission Review and Recommendation.

1. Planning commission review and recommendation is ~~only~~ required for amendments to ~~BIMC Chapter 2.16 BIMC, and Titles 16, 17, and 18 BIMC~~, area-wide rezones initiated by the city, or area-wide rezones associated with a privately initiated amendment to the comprehensive plan.

2. The planning commission shall hold a public hearing for all amendments to the official zoning map and ~~zoning~~ municipal code of the city prior to issuing a recommendation to the city council.

3. Any person may participate in the public hearing. The planning commission has discretion to limit testimony to relevant, nonrepetitive comments and to set time limits.

4. Any person may submit written comments, photographs, or other exhibits on the proposed amendment to the planning commission prior to or at the public hearing.

5. The planning commission shall maintain a record of the exhibits presented and a tape recording of the testimony and arguments presented, which shall be kept by the city clerk.

#### E. Planning Commission Action and Written Recommendation.

1. In making a recommendation, the planning commission shall consider applicable decision criteria of this ~~code~~ chapter, all applicable law, the comprehensive plan, public comment, and any necessary documents and approvals.

2. The planning commission shall issue a written recommendation that contains (a) a statement recommending that the proposed amendment be approved, approved ~~with~~ conditions as amended or denied, and (b) a statement of facts upon which the recommendation is based and the conclusions derived from those facts.

3. The planning commission's written recommendation and other documents upon which its decision is based shall be immediately transmitted to the city council and department director.

#### F. City Council Review.

1. The city council shall have the option to hold a public hearing on the proposed amendment ~~at the second reading of the proposed regulation~~. Any person may participate in the public hearing, if held. The city council has discretion to limit testimony to relevant, nonrepetitive comments and to set time limits.

~~2. The agenda for second reading of the proposed development regulation shall reflect the full title of the development regulation being reviewed.~~

~~3.~~ Any person may submit written comments, photographs or other exhibits on the proposed amendment to the city council prior to or at the public hearing.

~~4.~~ The city council shall maintain a record of the exhibits presented and a tape recording of the testimony and arguments presented, which shall be kept by the city clerk.

#### G. City Council Action.

1. The city council shall either adopt an ordinance amending the BIMC, reject the proposal, or remand the proposed amendment to the applicable department, the city council committee, or the planning commission for further consideration.
2. The city council shall consider the following in deciding upon a proposed regulation:
  - a. Testimony presented, or the minutes of any city council public hearing, on the proposed amendment; and
  - b. Any written material submitted as part of the public hearing process; and
  - c. The recommendation of the planning commission and applicable department director; and
  - d. Any applicable decision criteria; and
  - e. Any relevant RCW or WAC.

H. Transmittal to State. The department shall notify the appropriate Washington State Department of Commerce of its intent to adopt a development regulation at least 60 days prior to final passage and shall also transmit a copy of all adopted amendments within 10 days after passage by the city council.

**Section 7.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared invalid or unconstitutional for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

**Section 8.** This ordinance shall take effect and be in force five (5) days 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.

/s/ \_\_\_\_\_  
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

/s/ \_\_\_\_\_  
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	October 5, 2018
PASSED BY THE CITY COUNCIL:	, 2018
PUBLISHED:	, 2018
EFFECTIVE DATE:	, 2018
ORDINANCE NUMBER:	2018-20

## Exhibit A

**Table 2.16.010-1: Summary Table of Land Use Procedures**

<b>R = Review and Recommendation, (R) = Optional Review, D = Decision, A = Appeal, P = Public Hearing, (P) = Optional Public Hearing</b>						
	<b>DRB</b>	<b>Planning Comm.</b>	<b>Director</b>	<b>Hearing Examiner</b>	<b>City Council</b>	<b>Courts</b>
<b>Administrative Approvals</b>						
Clearing Permit			D	A		
Conversion Option Harvest Plan Permit			D	A		
Minor Conditional Use	(R)	(R)	D	A		
Minor Variance		(R)	D	A		
Agricultural Conditional Use			D	A		
Large Lot Subdivisions (Prelim)	<u>R</u>	<u>R</u>	D	A		
(Final)			D			A
Minor Shoreline Variance [1]		(R)	D	A		A [2]
Minor Shoreline Conditional Use [1]		(R)	D	A		A [2]
Public Works Administrative Decisions			D			A
SEPA Determinations			D	A		
Shoreline Substantial Development Exemption [1]			D	A		
Shoreline Substantial Development [1]		(R)	D	A		A [2]
Short Subdivisions (Prelim)	<u>(R)</u>	<u>(R)</u>	D	A		
(Final)			D	A		A
Sign Permits			D			A
Minor Site Plan and Design Review	(R)	(R)	D	A		
Major Site Plan and Design Review (Any SPR in the B/I district must be processed through a major SPR)	R	R	D	A		

<b>R = Review and Recommendation, (R) = Optional Review, D = Decision, A = Appeal, P = Public Hearing, (P) = Optional Public Hearing</b>						
	<b>DRB</b>	<b>Planning Comm.</b>	<b>Director</b>	<b>Hearing Examiner</b>	<b>City Council</b>	<b>Courts</b>
Critical Area Permit – Major and Minor			D	A		
All other administrative decisions: This includes agricultural retail plans, boundary line adjustments (See BIMC 2.16.090), building and other construction permits, building administrative decisions, clearing permits, BIMC interpretations, vegetation management permit, extension of construction noise hours (See BIMC 16.16.025), and any other administrative land use decision authorized by this code to be made by the director.						
			D	A		
<b>Quasi-Judicial Decisions by the Hearing Examiner</b>						
Conditional Use Permits	<del>(R)</del> R	<del>(R)</del> R	R	D/P		A
Variances		(R)	R	D/P		A
Reasonable Use Exception (See BIMC 16.20.080)		(R)	R	D/P		A
Major Shoreline Variances [1]		(R)	R	D/P		A [2]
Major Shoreline Conditional Use Permits [1]	<u>R</u>	<u>R</u>	R	D/P		A [2]
Long Subdivisions (Prelim)	<u>R</u>	<u>R</u>	R	D		A
<b>Quasi-Judicial Decisions by City Council</b>						
Long Subdivisions (Final)			R		D	A
Site-Specific Rezones		(R)	R	R/P	D	A
<b>Consolidated Project Review</b>						
See BIMC 2.16.170						
<b>Legislative Approvals</b>						
Adoption or Amendment of Development Regulations		R/P	R		D (P)	A
Comprehensive Plan Amendments		R/P	R		D (P)	A
Legislative Area-Wide Rezones		R/P	R		D (P)	A
Special Area Plans		R/P	R		D (P)	A

[1] City decisions on shoreline variances, shoreline substantial development permits, and shoreline conditional use permits must be reviewed by the Washington Department of Ecology pursuant to WAC 173-27-130 and RCW 90.58.140(10). The Department of Ecology may approve, approve with conditions, or deny the application.

[2] The hearing examiner's decision is forwarded to the Department of Ecology (DOE) for decision. The DOE decision is then appealable to the Shoreline Hearings Board. (See BIMC 2.16.165.I.)



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** (7:45 PM) FEMA Port Security Grant Acceptance - Police,

**STRATEGIC PRIORITY:** Safe City

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Contract

**PROPOSED BY:** Police

**RECOMMENDED MOTION:**

I move to accept the FEMA Port Security Grant in the amount of \$171,565.46.

**SUMMARY:**

On July 10, City Council authorized the Police Department to apply for a FEMA Port Security Grant to upgrade its primary marine vessel. The grant amount applied for was \$171,565.46 and required a 20% match (\$57,188.49) from the City for a total of \$228,753.95. FEMA has awarded the grant to the City. City Council acceptance of the grant funding is required before work can proceed.

**FISCAL IMPACT:**

<b>Amount:</b>	\$228,753.95
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	\$228,753.95
<b>Included in Current Budget?</b>	No

**BACKGROUND:** Funding is available through a FEMA Port Security Grant to address deficiencies and upgrade the police department's primary vessel, a 33' Safeboat referred to as M8. Some of M8's deficiencies (noted by the vessel manufacturer during a recent inspection) come from age and use, and others could be improved as a result of newer processes and technology.

On July 10, 2018, City Council authorized the Police Department to apply for a FEMA Port Security Grant to upgrade its primary marine vessel. The grant amount applied for was \$171,565.46 and required a 20% match (\$57,188.49) for a total of \$228,753.95. FEMA has awarded the grant to the City. City Council acceptance of the grant funding is required before work can proceed. If the grant funding is accepted, and the identified repairs and upgrades are made, the City can expect another 11 years out of the vessel.

**ATTACHMENTS:**

[Port Security Grant: Factory Service Quote](#)

[Port Security Grant: M8 Life Extension Program](#)

[Port Security Grant: M8 Role and Grant Justification](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

# SAFE Boats International, LLC

8800 Barney White Road  
 Bremerton, WA 98312  
 Phone: 360-674-7161 Fax: 360-674-7149  
[www.safeboats.com](http://www.safeboats.com)



# Factory Service Quote

11-Jun-18

QUOTE # S-BJ-180611-206  
 Option :  
 Revision: 0

<b>CUSTOMER</b>  Customer: <b>Bainbridge Island PD</b> P.O.C. Name: Ben Sias P.O.C. Phone: 206-730-8990 Email: <a href="mailto:bsias@bainbridgewa.gov">bsias@bainbridgewa.gov</a> Hull #: <u>966</u> Quote Date: 6/11/2018	<b>SHIPPING ADDRESS</b>  Customer: Bainbridge Island PD Address 1: 625 Winslow Way E Address 2: City/State/Zip: Bainbridge Island, WA 98110 POC: Ben Sias Phone Number: 206-730-8990
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**Work Description**  
 Services & Parts as listed in Price Breakdown Sheet

LABOR				
Labor Item	Hours	Rate	Extended Price	Comments
<b>TOTAL LABOR</b>				

PARTS AND SERVICES						
Part/Material Description	Part Number	UOM	Qty	Price	Total	Comments
Services & Parts as listed in Price Breakdown			1	\$209,866.01	\$209,866.01	
<b>TOTAL PARTS AND SERVICES</b>						<b>\$209,866.01</b>

<b>SUBTOTAL</b>		<b>\$209,866.01</b>
	Shipping	
	9% Sales Tax	\$18,887.94
<b>TOTAL</b>		<b>\$228,753.95</b>

NOTE: Once a Purchase Order is received from customer work will be scheduled and agreed upon by both parties. Quote is valid for 45 days.

POC: Bryan Johnson Cell: (360) 277-6135 Desk: (360) 674-7161 x1017 Email: [bjohnson@safeboats.com](mailto:bjohnson@safeboats.com)



# Bainbridge Island PD 966 Refurb 350

TASK	LABOR HOURS	LABOR COST	PART #	DESCRIPTION	QTY	UOM	PRICE	PARTS PRICE EXTENDED	TOTAL LABOR + PARTS
1. Repower Existing Triple Outboard Setup with Triple Suzuki 350hp Outboard Setup	150	\$18,750.00	D#350AT	Triple DF350AT Series Engines with Fly by Wire Controls & Dual Prop Lower Unit	1	LOT	\$70,707.60	\$70,707.60	\$89,457.60
2. Install Rigging Package for Suzuki 300	80	\$0.00	BOM# 1054	Triple Engine-Single Station Rigging Package for Suzuki 350	1	KIT	\$10,547.18	\$10,547.18	\$10,547.18
3. Replace Bucket Structure with New	50	\$10,000.00	DKHW0096	Outboard Bracket Upgrade	1	KIT	\$8,358.36	\$8,358.36	\$16,358.36
4. Replace All Non Skid Decking	48	\$6,250.00	XDR13310/ HDWR0978	Kit Non-Skid 33FC, black (966)	1	KIT	\$13,161.51	\$13,161.51	\$7,566.51
5. Replace Collar Skins, Bow Cover & Expansion Foam	12	\$6,000.00	LGHT0698/ LGHT0699/ LGHT0696	Collar, Sex (P & S), 33" x 10" XDR1, Fabric & Comp Foam, Bow Cover, 33 Complete (BKA) with foam	1	SET	\$8,576.36	\$8,576.36	\$14,576.36
6. Upgrade & Reposition FWD Searchlights	6	\$1,500.00	FNSH0040	Search Light Remote Control LED 12224V 220K Cd	2	EA	\$1,680.00	\$3,360.00	\$4,860.00
7. Replace all 3 Navigation Lights	3	\$750.00	NSC-WYL25-8	Navigation Light Port, Navigation Light Stbd, Anchor Light, White All Round w/Custom Base 12-24V	1	LOT	\$246.40	\$246.40	\$996.40
8. Repair Dent in PORT FWD of vessel	20	\$375.00	OBHW0418	Aluminum Plate & Sundries for Fabrication	1	LOT	\$400.00	\$400.00	\$775.00
9. Remove & Reseal All windows	65	\$2,500.00	SFTY0150/ SFTY0010	Trim Lock - D-bulb-gasket	189	FT	\$0.47	\$88.83	\$2,588.83
10. Install new Hydraulic System for drop bow	4	\$8,125.00	PLUMB206	BOM for Custom Drop Bow	1	KIT	\$5,615.00	\$5,615.00	\$13,740.00
11. Install new Front Hatch Door	4	\$500.00	POWR0200/ POWR0303	Front Cuddy Door for WP10 Cabin, 200 Series, Trim Lock - D-bulb gasket	1	EA	\$2,844.33	\$2,844.33	\$9,344.33
12. Install New Rail Wrap Grip Tape	12	\$1,500.00	SPK-4-P-2018	Grab rail wrap tape BLACK 8" 60Roll, Grabrail wrap tape BLACK 6" 60 Roll	1	SET	\$228.80	\$228.80	\$1,728.80
13. Install New Cabin Decals	8	\$0.00	ROM	Install New Cabin Decals	1	SET	\$1,500.00	\$1,500.00	\$1,500.00
14. Install New Weld-On Collar Decals	3	\$1,000.00	ROM	Install New Weld-On Collar Decals	1	SET	\$1,000.00	\$1,000.00	\$1,000.00
15. Replace and Relocate Antennas & Cables	3	\$375.00	ROM	Antennas & Cables	1	LOT	\$1,500.00	\$1,500.00	\$2,500.00
16. Diagnose & Repair Rooftop Leak (Port Aft)	4	\$1,250.00	ROM	Retractable Tow Spool	1	EA	\$5,000.00	\$5,000.00	\$375.00
17. Replace Tow Spool with Electro-Mechanical Feeding Spool	4	\$500.00	HDWR0220	20"x20" gas filled lift strut	2	EA	\$13.40	\$26.80	\$6,250.00
18. Replace Hatch Spring Hold-Opens with Stint Type	4	\$500.00	POWR0206	5/8" Anodized Thru-Hull Vent	3	EA	\$4.64	\$13.92	\$526.80
19. Replace All Tank Vents	6	\$1,000.00	POWR0303	(X4) Battery, Optima SG34M (Start/Crank), (X2) Battery, Optima Blue Top 34DM (Deep Cycle)	1	SET	\$1,561.40	\$1,561.40	\$2,561.40
20. Install New Batteries	6	\$750.00	POWR2194	Charger, ProNautic 1230P 30A 3 Bank Battery	1	EA	\$394.48	\$394.48	\$1,144.48
21. Install New Battery Charger	6	\$750.00	ROM	Shore Power Kit	1	LOT	\$2,407.04	\$2,407.04	\$750.00
22. Diagnose Charging Discrepancies and Repair	50	\$6,250.00	ROM	Fuel lines and fittings	1	SET	\$800.00	\$800.00	\$8,657.04
23. Replace Shore Power Kit	10	\$1,250.00	ROM	Sea Trials and Customer Acceptance	1	SET	\$2,500.00	\$2,500.00	\$2,050.00
24. Replace Fuel Lines with New	20	\$2,500.00	ROM	Contingency amount in case of unfoseen discrepancies	1	SET	\$0.00	\$0.00	\$2,500.00
25. Diagnose hull leaks	8	\$1,000.00	ROM		1	SET	\$12,000.00	\$12,000.00	\$1,000.00
26. Sea Trials and Customer Acceptance	8	\$1,000.00	ROM		1	SET	\$0.00	\$0.00	\$1,000.00
27. Unidentified Work Allocation	587	\$0.00	ROM		1	SET	\$12,000.00	\$12,000.00	\$12,000.00
<b>LABOR HOURS TOTAL</b>									
TOTAL PARTS									\$136,491.01
TOTAL LABOR (@ 125\$/hr)									\$73,375.00
TOTAL PARTS & LABOR									\$209,866.01
SHIPPING + Wrap Roundtrip									
<b>GRAND TOTAL</b>									<b>\$209,866.01</b>

**Bainbridge Island PD Vessel Marine 8 Service Life Extension Program**

**A. Personnel.**

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
0	N/A	0
TOTAL	<u>0</u>	

**B. Fringe Benefits.**

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
0	N/A	0
TOTAL	<u>0</u>	
Total Personnel & Fringe Benefits	<u>0</u>	

**C. Travel.**

<u>Purpose of Travel</u>	<u>Location</u>	<u>Item</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	N/A	0	
TOTAL	<u>0</u>			

**D. Equipment.**

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
Re-Power w/ new engines	vendor quote	\$89,457.60
Install engine rigging	vendor quote	\$10,547.18
Replace bucket (transom)	vendor quote	\$16,358.56
Replace non-skid decking	vendor quote	\$7,566.51
Replace flotation collar skins	vendor quote	\$14,576.36
Upgrade searchlights	vendor quote	\$4,860.00
Replace Nav lights	vendor quote	\$996.00
Repair visor dent	vendor quote	\$775.00
Remove and reseal all windows	vendor quote	\$2,588.53
New drop bow hydraulics	vendor quote	\$13,740.00
New front hatch door	vendor quote	\$3,344.33
New rail wrap	vendor quote	\$1,726.80
New decals	vendor quote	\$1,500.00
New collar decals	vendor quote	\$1,000.00

Replace and re-locate antennas	vendor quote	\$2,500.00
Repair roof leak	vendor quote	\$375.00
Replace tow spool	vendor quote	\$6250.00
Replace hatch springs with struts	vendor quote	\$526.80
Replace aft tank vents	vendor quote	\$513.92
Install new batteries	vendor quote	\$2,561.40
Install new battery charger	vendor quote	\$1,144.48
Repair charging issue	vendor quote	\$750.00
Replace shore power kit	vendor quote	\$8657.04
Replace fuel lines	vendor quote	\$2,050.00
Diagnose hull leaks	vendor quote	\$2,500
Sea Trials	vendor quote	\$1,000.00
Unidentified work allotment	vendor quote	\$12,000.00
Sales Tax (Bremerton, WA)	vendor quote	\$18,887.94

**Budget Narrative:** All equipment items will be acquired through Safe Boats International (SBI). The narrative for each item is as follows:

**New Engines with rigging:** With over 1,000 hours of hard use and at 8 years old, the current engines need to be replaced for reliability and maintenance reasons. The likely switch from Mercury to Suzuki engines will require different hardware (throttles, cables, etc.)

**Replace Bucket:** The 2007 transom design has been found to be problematic. This will upgrade the vessel to the latest hull design.

**Replace all non-skid:** This critical safety item has worn out over the last eleven years.

**Replace collar skins:** These areas wear from contact with docks and other vessels, as well as from water pressure during acceleration and deceleration.

**Replace searchlights:** These lights are obsolete and located in an obstructed position

**Replace navigation lights.** These lights are essential for safe and lawful operation and are failing due to salt and moisture.

**Repair dent in visor:** The visor above the navigator windshield was damaged while the vessel was conducting a boarding exercise on an underway ferry.

**Remove and reseal all windows:** The rubber seals are failing and the windows are difficult to open.

**Install hydraulic system in drop bow:** The previous linear actuator system is problematic and obsolete.

**Install new front hatch door:** The present door leaks, as do most of this design. Upgrade to newer system.

**Install new rail wrap:** Being able to hold onto the handrails is essential for crew safety.

**Install new cabin decals:** Current decals are faded and an old design.

Install new weld on collar letters: These letters and numbers identify the vessel to all by agency name and vessel number.

Replace and relocate antennas and cable: The current antennas are corroded and worn from salt exposure, decreasing the efficiency of the AIS, VHF, UHF and other radio and navigation systems.

Repair roof leak: When it rains, the rear of the cabin gets wet, as a cable clam has failed.

Replace tow spool: During stern tow operations, it is difficult for the crew to pull in hundreds of feet of wet towing hawser.

Replace hatch springs with struts: This is an upgrade of a failure-prone way to secure lockers to a better option.

Replace aft tank vents: Fuel tanks must be vented, but over time, these have become corroded from salt and the interaction between aluminum and stainless steel.

Install new batteries: The current starting and house batteries are not holding a charge which disrupts the sensitive electronics.

Install new battery charger: The present system is obsolete.

Diagnose and repair charge system: Something is wrong with the vessel's onboard charging system.

Replace shore power kit: On vessels without auxiliary generators, shore power can be critical, and the present kit is obsolete.

Replace fuel lines: Rubber fuel lines age and can crack or become brittle over time. This is a critical safety and reliability issue.

Diagnose Hull Leaks: These boats are sealed, and can be tested for leaks by pressurizing the hull. A minute drop in pressure during a check for a marine survey in 2016 led the manufacturer to believe there was a small hole above the waterline, on the interior.

Sea Trials: Before accepting the vessel, we need the manufacturer to test newly installed and repaired systems.

Unidentified work allotment: It is possible that when removing components that some that were previously thought to be adequate will be determined to be defective or unserviceable.

Tax: We are required to pay 9% sales tax.

**TOTAL \_\$228,753.95**

**E. Supplies.**

<u>Supply Items</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	0
TOTAL: N/A		

**F. Consultants/Contracts.**

**Consultant Fees:**

<u>Name of Consultant</u>	<u>Service Provided</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	N/A	0

Budget Narrative: N/A

Subtotal     0    

**Consultant Expenses:**

<u>Item</u>	<u>Location</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	N/A	0

Budget Narrative: N/A

Subtotal     0    

**Contracts:**

<u>Item</u>	<u>Cost</u>
N/A	0

Budget Narrative: N/A

Subtotal     0    

TOTAL     0    

**G. Other Costs.**

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	0

Budget Narrative: N/A

TOTAL 0

H. Indirect Costs.

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	0
TOTAL <u>0</u>		

**Budget Summary** - When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project. *Under Section G list any cost not captured or categorized in Sections A-H.*

<u>Budget Category</u>	<u>Federal Amount</u>	<u>Non-Federal Amount</u>
A. Personnel	_____	_____
B. Fringe Benefits	_____	_____
C. Travel	_____	_____
D. Equipment	\$171,565.46	\$57,188.49
E. Supplies	_____	_____
F. Consultants/Contracts	_____	_____
G. Other	_____	_____
<b>Total Direct Costs</b>	_____	_____
H. Indirect Costs	_____	_____
<b>* TOTAL PROJECT COSTS</b>	_\$228,753.95	_____
<b>Federal Request</b>	_\$171,565.46	
<b>Non-Federal Amount</b>	_\$57,188.49	

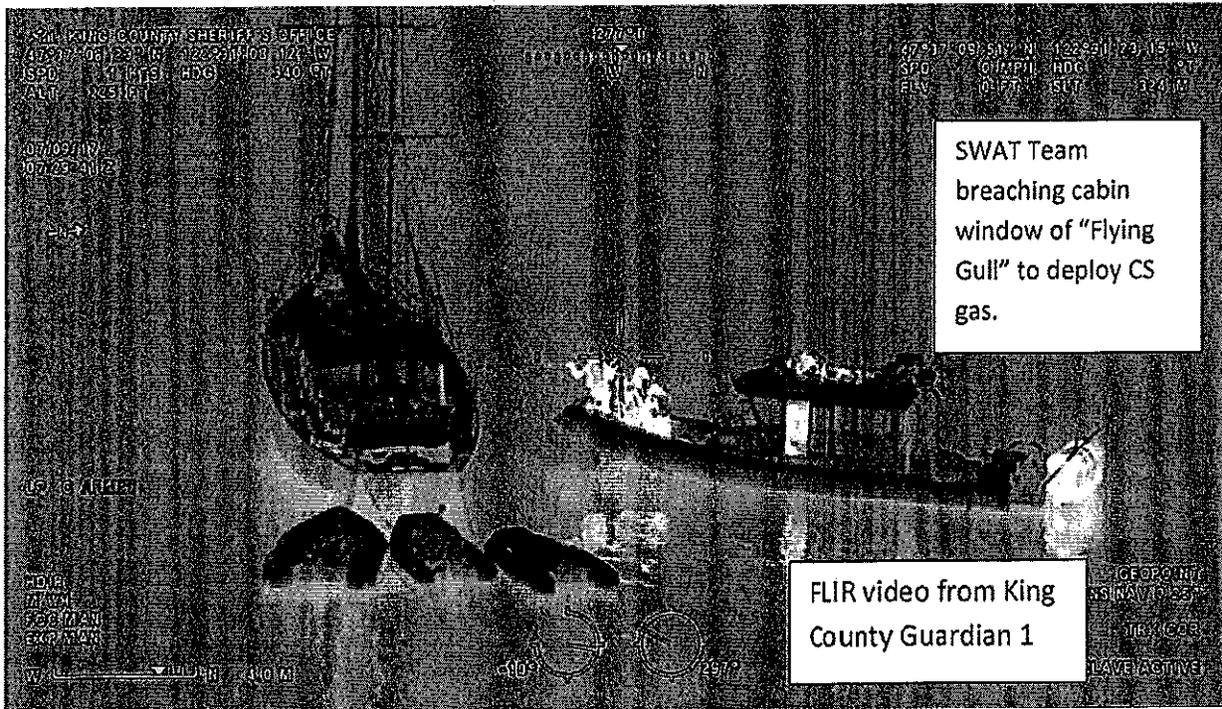
Describe your organization's specific roles, responsibilities and activities in delivering layered protection.

**Agency Role in Layered Defense:** The BIPD is a Port Security partner with other law enforcement agencies and the United States Coast Guard. As part of this ongoing relationship the BIPD has formed MOUs and MAAs with the USCG, Washington State Patrol, the Kitsap County Sheriff's Office and other agencies to provide both operational and tactical support of the Port Security mission. The main BIPD marine unit vessel, Marine 8, currently serves a multi-function role, being a tactical boarding platform, a C4ISR vessel as well as an everyday police patrol boat.

Since taking delivery of this extremely capable vessel in 2007, the BIPD has worked special marine events; enforced security zones and responded to requests and tasking from the USCG Sector Seattle relating to port security as well as general SAR and law enforcement missions.

Marine 8 has successfully deployed SWAT teams from the FBI, Washington State Patrol, King County Sheriff's Office, and Kitsap County Sheriff's office. This includes static and underway boardings of vessels such as the Super Class Washington State Ferry M/V Hyak, as well as smaller vessels such as the 99 gross ton tour vessel Goodtime II.

While the vast majority of these missions were training exercises, Marine 8 has proven to be a tremendous asset for countless emergency missions, most notably an active shooter incident in Eagle Harbor on July 8, 2017 that shut down the largest route of the nation's largest ferry system.



(Photo courtesy of Washington State Patrol)

The BIPD is also an active participant in the AMSC Law Enforcement Sub-Committee and the DNDO PRND Puget Sound Pilot Project. The latter has seen all of the department's marine officers trained in the use of personal radiation detectors (PRD) and handheld radiation detectors (RIID). Marine 8 now has a state of the art hard mounted radiation detection system from Radiation Solutions Inc. All members of the BIPD are trained in the NIMS Incident Command System and BIPD currently has 14 state-certified boat operators to include 3 USCG licensed Masters with TWIC identification.

Describe any operational issues you deem important to the consideration of your application (e.g interrelationships of your operations with other eligible high-risk ports, Memorandum of Understanding (MOU) or Memorandum of agreement (MOA, etc.) Please list all agencies with whom you have a maritime security MOU or MOA.

## **Operational Issues:**

### **Ferry and Terminal Security**

The largest Port Security concern for the BIPD is ferry and terminal security for the Washington State Ferries. While BIPD is not the lead agency for ferry security, the largest ferry run in the United States, with 6.37 million passengers annually, docks a Jumbo MKII class ferry in our jurisdiction every 40 minutes. These vessels can carry up to 2499 passengers and 202 automobiles. Additionally, the Seattle to Bremerton ferry transits our jurisdiction and carries an additional 2.5 million passengers a year.

The Washington State Patrol VATS (Vessel and Terminal Security) detachment has limited personnel to oversee ferry security, and no waterborne response capability, so the BIPD is often the first organization to arrive on-scene when there is a problem involving the ferries, especially if this problem occurs on the water.

### **Asset Degradation**

During FY 2005, BIPD applied for and was awarded a \$637,646 Homeland Security Grant for the purchase of a state of the art patrol vessel. This vessel, Marine 8, has been a phenomenal asset not only to the benefit of BIPD and our Port Security partners, but also to the residents and guests of the entire Puget Sound. This C4ISR vessel can carry a crew of 18, can achieve 48 knots and operate in all weather in relative comfort. Marine 8 came from the SAFE boat factory with gyro-stabilized FLIR and advanced navigational electronics. These electronics have been upgraded and an encrypted AIS transponder has been added, along with one of only a handful of boat-mounted RSX radiation detection systems in the Puget Sound region.

Time is of the essence in marine incidents, and to minimize response time, Marine 8 has been kept in the saltwater of Puget Sound since delivery. While Marine 8 has bottom paint and numerous sacrificial anodes, this constant exposure to a corrosive medium has taken a toll on the hull, engines, and electronics. The vessel has over 1,000 hard hours logged on it's second set of engines and in September of 2016 the hull failed a pressure test, indicating a small hole above the water line. A gearcase failure on the starboard engine in May of 2018 prevented Marine 8 from responding to a fatality plane crash in Bainbridge Island waters.

#USCG, locals responding to report of plane crash in water near Eagle Harbor w/2 ppl aboard, good Sam rescued one, 2nd missing. #USCG Port Angeles helicopter crew and Station Seattle boat crew en route to search.

5:28 PM - 27 May 2018

As of June 2018 Marine 8 remains in service, repaired, and back in Eagle Harbor, awaiting funding to complete a Service Life Extension Program (SLEP) overhaul at the SAFE Boats International factory in nearby Bremerton, WA.

Summarize the proposed investment justification.

The following must be included:

Describe how this investment addresses the Captain of the Port's Priorities

Explain how this investment will achieve a more secure and resilient port area

Identify assets being requested

Identify similar assets that already exist

This project investment is a follow on to an award that the department received in 2005. That award allowed the Bainbridge Island Police Department, (BIPD), to acquire a state of the art patrol vessel. The vessel enables officers to quickly respond, day or night, in any weather conditions to situations on the water, as well as be a sturdy police patrol boat in everyday operations.

In a June 7<sup>th</sup> AMSC meeting in Tacoma, Captain of the Port Linda Sturgis asked that all grant requests be "Regional, useful, and effective." We believe that the repair and upgrades to our vessel fit these three priorities. We have deployed our vessel as far north as Discovery Bay in the Strait of Juan De Fuca and as far south as the Tacoma Harbor. Should there be a need, we will be able to respond to assist as needed throughout the Puget Sound Region. Marine 8 has shown its usefulness over the last eleven years whether the need be for speed and power to deliver a SWAT team, or the technology to locate and identify radioactive isotopes on the waterfront. We have been fortunate to have such a capable vessel that does so many things very well.

We want to continue and build on that success, however one ongoing problem that the BIPD has struggled with is maintaining this key piece of hardware with limited funds. Currently, if the boat is out of service for maintenance issues it is potentially out of service for some time. We have identified areas of wear and tear on the vessel and engines and discovered ways these can be mitigated to increase the availability of the boat.

For example, the recent gearcase failure was on a 4.88" diameter gearcase. The repair upgraded one engine to a 5.44" gearcase that is better able to handle the horsepower produced. We would like to re-power the vessel, and upgrade to stouter gearcases for all three engines. We have been able to successfully reduce downtime by sending one of our marine officers to two repair and maintenance classes at Mercury Marine's Service School in Burnaby, BC. This has allowed us to order parts as a Mercury dealer and to keep all but the most major repairs in-house.

We have been working closely with SAFE Boats and their Service Life Extension Program (SLEP) and they have identified areas for improvement on their vessels over the eleven years that have passed since our vessel was built. This includes upgrades to the transom as well as the wings on the hull, cuddy door, bow door, and foam collar. We ask for funds to help us maintain and upgrade our asset as it is one proven piece of equipment that stands ready to serve the region.

The SLEP would renew the hull warranty, upgrade to the latest vessel design, fix the air leak, provide three new engines, and address other age-related issues such as non-skid failure, and antenna and coaxial corrosion. The vessel would return to service, keeping our ports secure and resilient more capably than before, and for less than half the cost of a new vessel.

Identify one national priority this investment most closely supports.

Describe how, and the extent this investment justification meets one or more of the national priorities.

The following must be included:

How this investment addresses vulnerabilities identified within an area maritime security plan, facility security plan, vessel security plan, or other identified plan(s).

The national priority for critical infrastructure security and resilience this project most closely supports is the strengthening the management of cyber and physical risks to critical infrastructure. While our asset is not designed to minimize cyber risks, it excels at mitigating physical risk. The COTP has identified the major risk gap is the threat from waterside attacks on vessels of strategic importance.

One of the largest vulnerabilities in our AOR is the ferry system. This could manifest itself as a threat to a soft target such as a loaded passenger ferry during the morning commute. Our asset may be called to deploy a group of Washington State Patrol VATS troopers to address the concern.

Another identified Critical Infrastructure Vulnerability is the military installations in the area. Our asset is just as likely to respond to maintain a security zone should there be a spill from a JP-5 tank at the Manchester Fuel Depot. Depending on available assets we could also be pulling 1800' of boom from a staged oil spill response trailer with our HAZWOPER certified crew.

The BIPD Marine Unit's core value is to be on the water as much as possible. More time spent on the water equates to more contacts with the boating community by BIPD Marine Officers. These contacts are useful for dynamic detection of Rad/Nuc sources as well as to develop intelligence on potential threats.

The impediment for being on the water is maintenance on the boat itself. The BIPD is always in the water to assure a fast response. Operating a boat in the Puget Sound is a mechanical challenge for two reasons – saltwater and debris in the water. Currently the BIPD boat is out of service between 2 and 10 days a month for maintenance issues. These issues result from marine growth on the hull, corrosion and propeller strikes to semi-submerged debris in the water. The hull growth slows the boat down and raises fuel consumption. The propeller strikes cause the lower units of the outboard motors to be destroyed.

A refurbished and strengthened vessel will dramatically reduce the time that Marine 8 is out of service.

The overarching objective of this project is to build on success that has been realized. The return on investment will be an enhanced resource that will be a key piece of the port security system. This investment will keep the BIPD marine officers safer and make them more effective, not only in the port security mission, but also in the overall marine mission.

In order to have this type of capability the vessel that carries the technology needs to be available and on the water as much as possible. For that to occur the age-related maintenance issues need to be addressed.

Identify one core capability this investment most closely supports: Interdiction and disruption

Provide a high-level timeline of milestones for the implementation of this investment, such as planning, training, exercises, and major acquisitions or purchases. Up to 10 milestones may be submitted.

The following must be included:

Major milestones or relevant information that is critical to the success of the investment

Major tasks that will need to occur (e.g. design and development, contractual agreements, procurements, delivery, installation, and project completion)

1. The timeline for this investment is simpler than most since we are seeking to refurbish and upgrade an asset that already exists in an immediate response posture. Our fourteen operators have differing levels of experience, however they have already been trained in the safe operation and navigation of the vessel, as well as on the electronics such as the GPS, encrypted AIS, radiation detectors, FLIR, etc. We have already met with SAFE and specified the work we would like completed.
2. The award of funds from FEMA and acceptance of the 25% match by the City Council will be critical to the success of this endeavor.
3. We have entered into numerous contractual agreements with SAFE Boats International and have found them to be easy to work with, not to mention local. They have re-powered the vessel, and replaced the flotation collar on it twice, and have been one of our main parts suppliers.
4. Once we are notified of an award, we will be able to get on the production schedule, and this will allow SAFE to order engines for the asset. The project is currently specified utilizing Suzuki powerplants, but may switch to Mercury or Yamaha engines depending on availability, as costs are comparable. The entire process is estimated to be completed by the end of 2018.



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 10 Minutes

**AGENDA ITEM:** (7:55 PM) 2018 Culvert Replacement Project - 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 consideration of the 2018 Culvert Replacement Project to the October 23, 2018 Unfinished Business Agenda.

**SUMMARY:**

The 2018 Culvert Replacement Project includes replacing culverts and constructing drainage improvements at several locations on Bainbridge Island.

**FISCAL IMPACT:**

<b>Amount:</b>	\$TBD
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	Yes

**BACKGROUND:** The 2018 Culvert Replacement Project includes replacing culverts and constructing drainage improvements at several locations on Bainbridge Island in accordance with the State of Washington Standard Specification for Road and Bridge Construction, 2018 Edition, project manual. See attached map for culvert replacement locations.

Bids were solicited through the area newspapers and the City's bids & awards page. Bids are scheduled to be opened on October 8, 2018. Following the bid opening, Public Works proposes to present the bid results for the City Council's consideration at the October 23, 2018 Business Meeting.

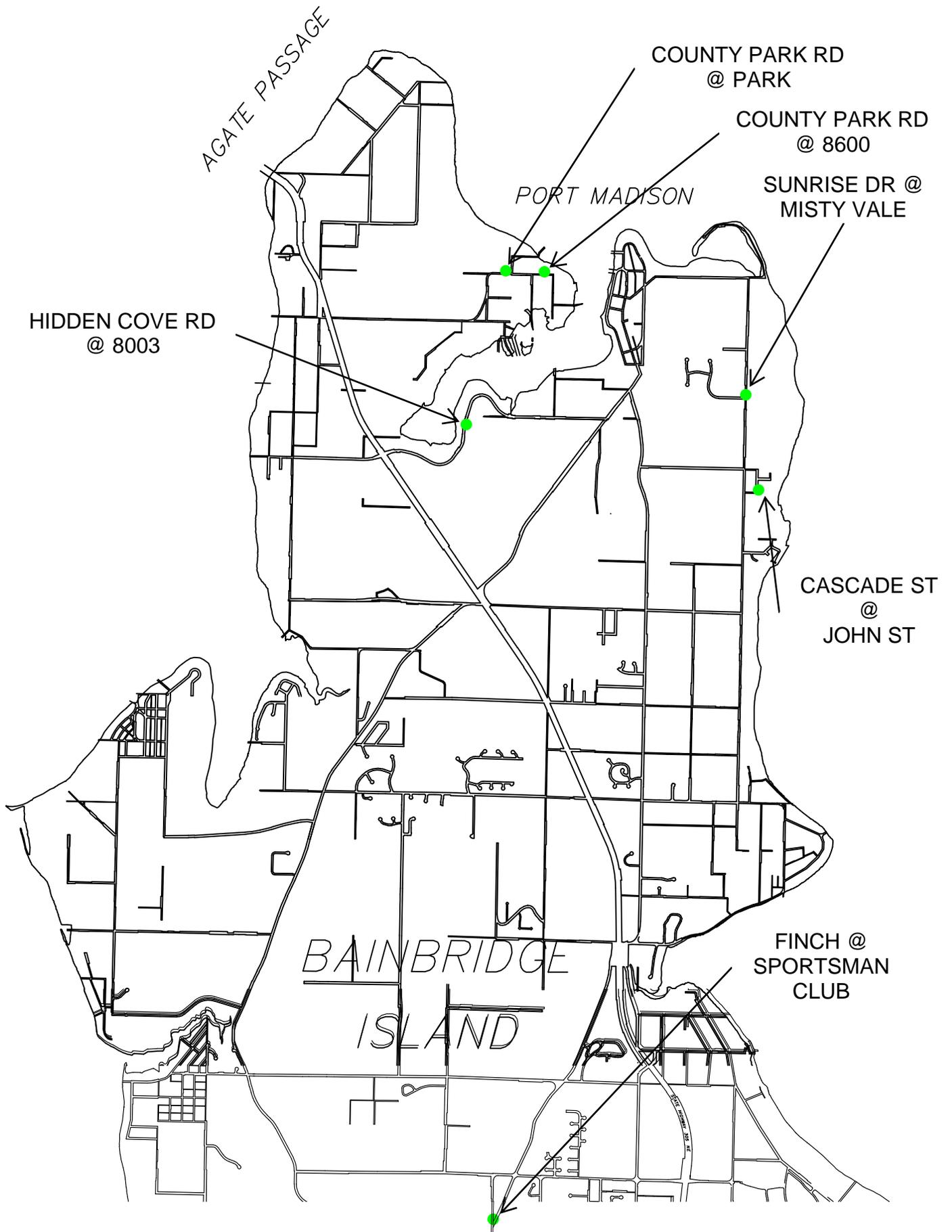
**ATTACHMENTS:**

[2018 Culvert Replacement Project Map](#)

**FISCAL DETAILS:**

**Fund Name(s):** SSWM Fund

**Coding:**



2018 CULVERT REPAIRS PROJECT  
VICINITY MAP



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 10 Minutes

**AGENDA ITEM:** (8:05 PM) Resolution No. 2018-25, Recognizing Road Vacation of County Road No. 229 by Operation of Law - Public Works,

**STRATEGIC PRIORITY:** Reliable Infrastructure and Connected Mobility

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Resolution

**PROPOSED BY:** Public Works

**RECOMMENDED MOTION:**

I move to forward Resolution No. 2018-25 for approval with the October 23, 2018 Consent Agenda.

**SUMMARY:**

Consider recognizing the vacation of a portion of County Road No. 229 by operation of law.

**FISCAL IMPACT:**

<b>Amount:</b>	\$ N/A
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:** County Road No. 229 was established on August 8, 1911, and was built in a different location than the originally described alignment. Specifically, the road that was actually built and opened for public use followed the course of present-day Vincent Road NE, rather than the originally described alignment. Therefore, portions of the original alignment were never opened and used by the public, and such portions include the 30-foot strip described in Exhibit A to attached Resolution No. 2018-25. See Exhibit B to attached Resolution No. 2018-25 for a map of the proposed road vacation area.

Under RCW 36.87.090, any county road, or part thereof, which remains unopen for public use for a period of five years after the order is made or authority granted for opening it is automatically vacated by operation of law. There is no evidence that this 30-foot portion of County Road No. 229 was ever opened for public use in the five years following its establishment on August 8, 1911. The abutting property owners have asked the City to recognize the road vacation of this 30-foot strip by operation of law in order to help clarify their property rights.

Under state law, the City Council is not required to pass a resolution for a road vacated pursuant to RCW 36.87.090 to be effective. However, a resolution, such as proposed Resolution No. 2018-25, may help resolve ambiguity with respect to property rights, preventing future uncertainty and, potentially, reducing the need for legal proceedings by the abutting property owners to quiet title.

**ATTACHMENTS:**

[Resolution No. 2018-25 - Recognizing Vacation of County Road No. 229](#)

**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

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**CITY OF BAINBRIDGE ISLAND RESOLUTION NO. 2018-25  
RIGHT-OF-WAY VACATION**

Reference Number(s) of  
Documents Assigned  
or Released:

N/A

Short Legal Description:

Portion E ½, SW ¼, Sec. 28, T.28N., R.2E., W.M.  
City of Bainbridge Island, Kitsap County, Washington,  
(Complete legal description on **Exhibit A**)

Assessor's Property Tax

Parcel/Account Number(s): 282502-3-008-2009, 282502-3-068-2006, 282502-3-069-2005

**RESOLUTION NO. 2018-25**

**A RESOLUTION** of the City Council of the City of Bainbridge Island, Washington, recognizing the vacation by operation of law pursuant to RCW 36.87.090 of a portion of County Road No. 229 located in the East half of the Southwest quarter of Section 28, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington.

**WHEREAS**, County Road No. 229 was established on August 8, 1911; and

**WHEREAS**, some portions of County Road No. 229 were built in a different location than the originally described alignment and other portions were never opened or used by the public; and

**WHEREAS**, under RCW 36.87.090, any county road, or part thereof, which remains unopen for public use for a period of five years after the order is made or authority granted for opening it is automatically vacated by operation of law; and

**WHEREAS**, that 30-foot wide portion of County Road No. 229 located in the Southwest quarter of Section 28, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington was designated as a County Road in 1911 in an area that was subsequently annexed into the City of Bainbridge Island in 1991; and

**WHEREAS**, the City desires to recognize and acknowledge that the 30-foot wide portion of County Road No. 229 lying east of Island Center Road NE and west of Kojima Avenue has been vacated by operation of law.

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

**Section 1.** The City of Bainbridge Island hereby recognizes and acknowledges that, pursuant to RCW 36.87.090, the 30-foot wide portion of County Road No. 229 lying east of Island Center Road NE and west of Kojima Avenue, as legally described on **Exhibit A** and depicted on **Exhibit B**, has been vacated by operation of law.

**Section 2.** **Exhibit A** and **Exhibit B** are both attached hereto and incorporated herein by this reference.

**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:	October 5, 2018
PASSED BY THE CITY COUNCIL:	_____, 2018
RESOLUTION NO.	2018-25

**EXHIBIT A**  
**LEGAL DESCRIPTION**

The South 15.00 feet of the Southwest quarter of the Northeast quarter of the Southwest quarter Section 28, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington.

EXCEPT the West 30.00 feet thereof.

AND EXCEPT the East 15.00 feet thereof.

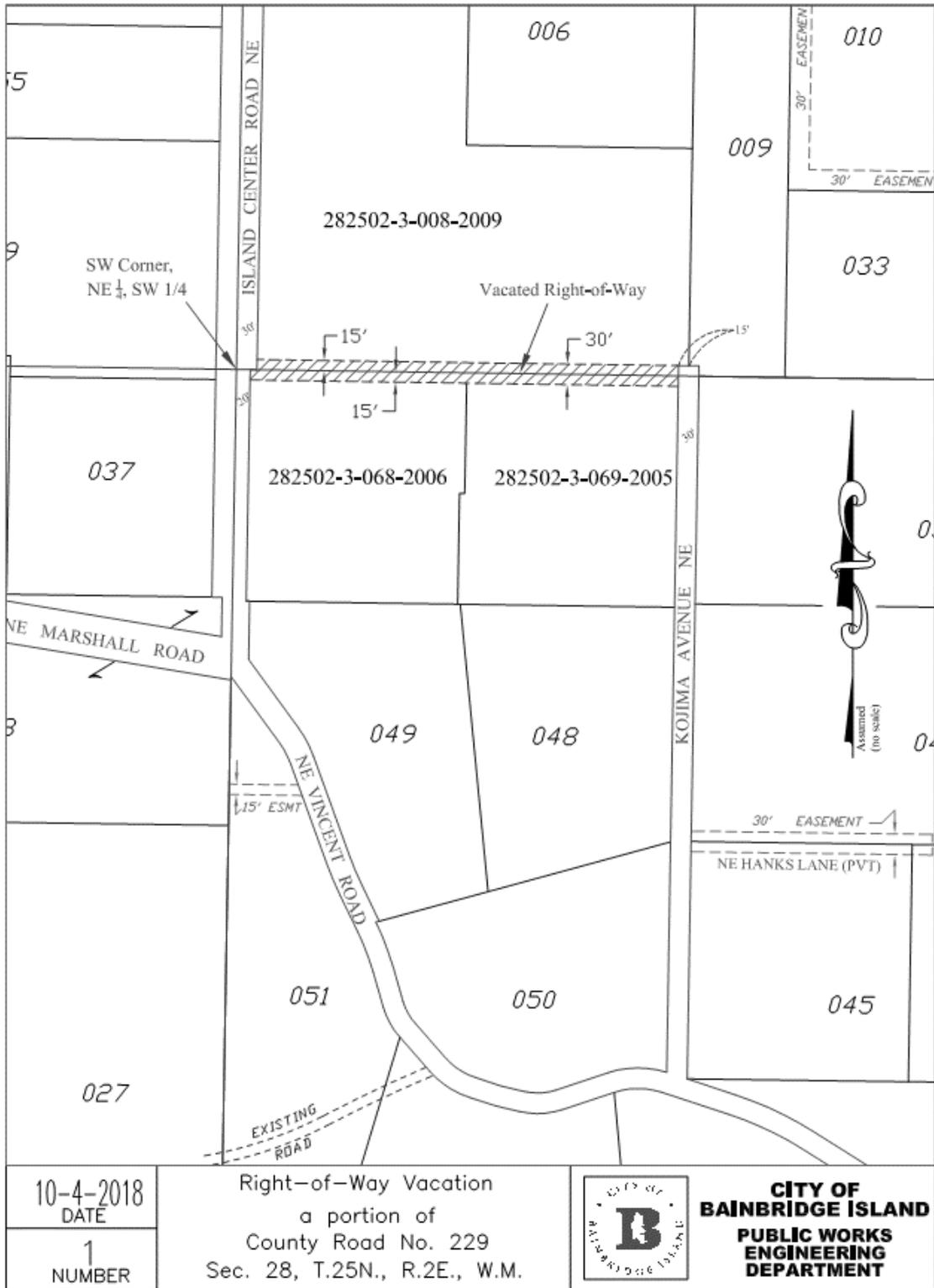
ALSO

The North 15.00 feet of the Northwest quarter of the Southeast quarter of the Southwest quarter Section 28, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington.

EXCEPT the West 20.00 feet thereof.

AND EXCEPT the East 15.00 feet thereof.

**EXHIBIT B**  
**MAP OF VACATED PORTION OF COUNTY ROAD NO. 229**





CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 20 Minutes

**AGENDA ITEM:** (8:15 PM) Ordinance No. 2018 - 36 Adopting the 2019-2024 Capital Improvement Plan - Finance,

**STRATEGIC PRIORITY:** Reliable Infrastructure and Connected Mobility

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Ordinance

**PROPOSED BY:** Finance & Administrative Services

**RECOMMENDED MOTION:**

I move to forward to the October 23, 2018, agenda for consideration of approval Ordinance No. 2018-36.

**SUMMARY:**

Consideration of Ordinance No. 2018-36, which is the 2019-2024 Capital Improvement Plan ("CIP").

The City Council first considered an initial proposed set of projects in June 2018, the Planning Commission held a public hearing on this topic on July 12, and the Council discussed capacity and new projects on August 28, 2018.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	Yes

**BACKGROUND:**

The City of Bainbridge Island annually updates its capital project planning in accordance with the policies in the Comprehensive Plan. The updates include new information on timing of projects, current information on grants, and new projects as indicated by current information.

The projects shown in the attached documentation are included in the 2019-2020 Proposed Budget, which was initially presented to the Council on September 25, 2018.

**ATTACHMENTS:**

[Ordinance 2018-36 - Adopting 2019-2024 CIP](#)

[2019-2020 Proposed CIP.pdf](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

**ORDINANCE NO. 2018-36**

**AN ORDINANCE** of the City of Bainbridge Island, Washington, adopting the 2019-2024 update of the six-year Capital Improvement Plan.

**WHEREAS**, in accordance with the Growth Management Act, the City of Bainbridge Island adopted a Comprehensive Plan on September 1, 1994, revised it on December 8, 2004, and completed an update on February 28, 2017; and

**WHEREAS**, the Comprehensive Plan contains a Capital Facilities Element that establishes goals and policies for the provision and financing of capital facilities for the citizens of Bainbridge Island; and

**WHEREAS**, the Capital Facilities Element is implemented through the City's Capital Improvement Plan, which is a six-year plan that is updated annually; and

**WHEREAS**, the 2019-2024 update of the six-year Capital Improvement Plan addresses the goals and requirements set forth in the Growth Management Act and the Bainbridge Island Comprehensive Plan; and

**WHEREAS**, the 2019-2024 update of the six-year Capital Improvement Plan is consistent with the Comprehensive Plan, functional plans, and adopted capital and operating budgets as stated in Policy CF 1.1 of the Comprehensive Plan; and

**WHEREAS**, on July 12, 2018, the Planning Commission held a public hearing regarding the 2019-2024 update of the six-year Capital Improvement Plan; and

**WHEREAS**, the City Council will conduct a public hearing on the 2019-2020 Biennial Budget, and the 2019-2024 update of the six-year Capital Improvement Plan will be a component of that budget, such that the 2019-2020 capital improvements are incorporated into the 2019-2020 Biennial Budget; and

**WHEREAS**, the Planning Commission and the City Council have received, discussed, and considered testimony, written comments, and materials from the public regarding the 2019-2024 update of the six-year Capital Improvement Plan.

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

**Section 1.** The 2019-2024 update of the six-year Capital Improvement Plan, attached as Exhibit A, is adopted as of the effective date of this ordinance.

**Section 2.** In the event that there are instances in which the dollar amounts or timing of capital projects included in this update differ from those in other sections of the Comprehensive Plan, the amounts and timing in this update shall prevail.

**Section 3.** This ordinance authorizes the reformatting of Exhibit A into a final edition for publication and the reformatting of information and the transmission of this information to the State of Washington as the City’s annual State Transportation Improvement Program (“STIP”), as applicable.

**Section 4.** If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

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

PASSED BY THE CITY COUNCIL this \_\_\_\_ day of October, 2018.

APPROVED BY THE MAYOR this \_\_\_\_ day of October, 2018.

\_\_\_\_\_  
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

\_\_\_\_\_  
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	October 5, 2018
PASSED BY THE CITY COUNCIL:	October ____, 2018
PUBLISHED:	October ____, 2018
EFFECTIVE DATE:	October ____, 2018
ORDINANCE NUMBER:	2018-36
ATTACHED:	Exhibit A



## CAPITAL IMPROVEMENT PLAN SUMMARY

The Capital Improvement Plan (CIP) represents an important element in the City's long-range and strategic planning. The CIP is a multi-year planning tool used to identify needed capital projects for preservation and improvements to the City's owned and operated infrastructure and to coordinate the financing and timing of these improvements. The CIP document is a roadmap for the next six years, and is strategically implemented to address the City's six key priorities; safe city, green well-planned community, reliable infrastructure and connected mobility, healthy and attractive community, vibrant economy, and good governance.

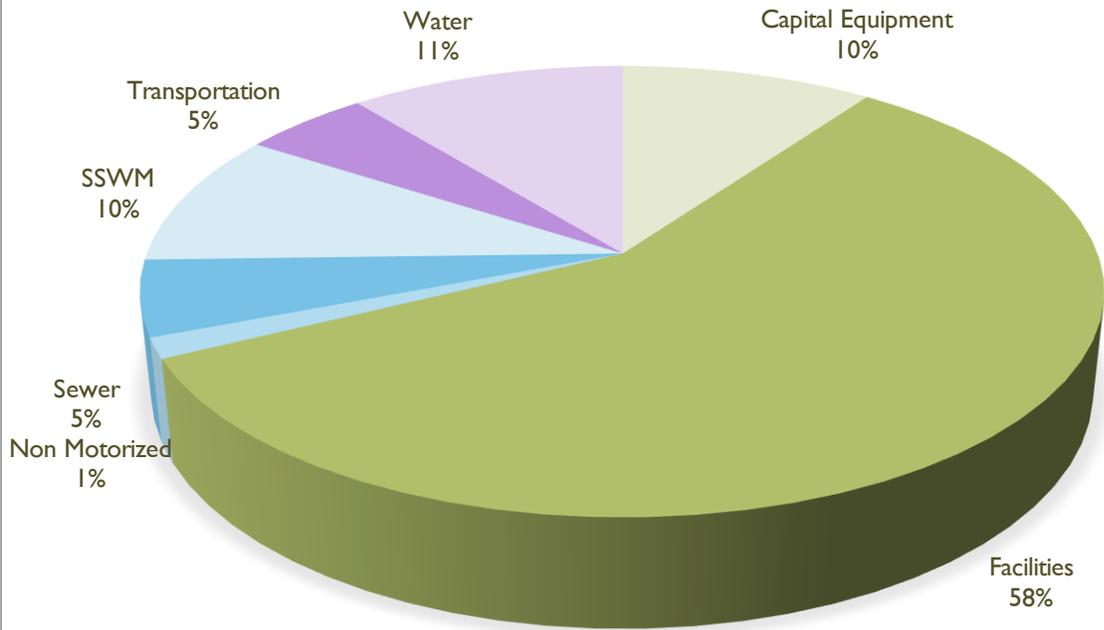
Capital projects at the City have a construction or acquisition cost equal to or greater than \$50,000 and an estimated useful life of one year or greater. Projects and assets that do not meet these requirements are operating expenses and included in the operating budget. Major repairs will be capitalized only if they increase the value, extend the useful life beyond the original estimate, or increase the capacity, capability or efficiency of the existing capital asset.

The 2019-2020 CIP in comparison to more recent plans has an emphasis on Facilities, stormwater, and water utility projects and fewer new projects in the transportation and non-motorized sections. The non-motorized projects related to the S.A.F.E. Bainbridge Mobility Levy are not included in the capital improvement plan at this time, pending the results of the November general election. If the ballot initiative passes this fall, projects will be evaluated by a citizen committee and staff for inclusion in the levy project portfolio. The acquisition of land and building for the new Police and Municipal Court is planned in 2018 and the renovation is planned in 2019-2020.

Fiscal year 2019 and 2020 capital improvements are incorporated into the 2019 – 2020 Biennial Budget. The following pages organize each project by project type, such as: transportation, non-motorized, fleet & capital equipment, facilities, water, sewer or stormwater. In addition to the summary "Level Zero", for each section, a "Level One" sheet lists the projects, estimated costs, and whether or not the project has potential grant funding. For capital projects that have spending authority this biennium, there is an additional "Level Two" sheet describing the project, its benefits, estimated schedule, funding sources and uses, and, where appropriate, estimates the on-going annual impact on the operating budget.



### 2019-2020 CAPITAL IMPROVEMENT PLAN SUMMARY BY PROJECT TYPE TOTAL \$19,879,000



*City of Bainbridge Island  
Total CIP (2019 - 2024)  
2019-2020 Proposed Budget*

	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>In (1000s)</b>									
Transportation Projects	3,880	100	820	25	300	550	500	-	6,175
<i>Transportation Grants</i>	2,671	-	703	-	-	-	-	-	3,374
Non Motorized Projects	2,860	30	240	860	2,550	-	500	-	7,040
<i>Non Motorized Grants</i>	2,036	9	150	210	1,900	-	-	-	4,305
Fleet and Equipment	-	995	832	627	380	1,464	759	-	5,057
<i>General Gov't Funded</i>	-	574	688	567	341	384	353	-	2,907
<i>Utility Funded</i>	-	421	144	60	39	1,080	406	-	2,150
Facility Projects	10,190	5,172	5,450	-	-	-	-	-	20,812
<i>Facility Grants</i>	-	-	-	-	-	-	-	-	-
Water Projects	725	1,250	750	75	2,600	790	1,930	-	8,120
<i>Water Grants</i>	-	-	-	-	-	-	-	-	-
Sewer Projects	1,250	900	100	3,050	600	750	1,400	-	8,050
<i>Sewer Grants</i>	-	-	-	-	-	-	-	-	-
SSWM Projects	260	1,000	760	450	600	650	-	-	3,720
<i>SSWM Grants</i>	-	-	-	-	450	-	-	-	450
Utility Funding	2,235	3,571	1,754	3,635	3,389	3,270	3,736	-	21,590
General Govt Funding	12,223	5,867	6,345	1,242	1,291	934	1,353	-	29,255
Total Project Cost Less Grants	14,458	9,438	8,099	4,877	4,680	4,204	5,089	-	50,845
Grant Totals	4,707	9	853	210	2,350	-	-	-	8,129
<b>TOTAL PROJECT COST . . . . .</b>	<b>19,165</b>	<b>9,447</b>	<b>8,952</b>	<b>5,087</b>	<b>7,030</b>	<b>4,204</b>	<b>5,089</b>	<b>-</b>	<b>58,974</b>

*City of Bainbridge Island  
Transportation CIP (2019- 2024)  
2019-2020 Proposed Budget*

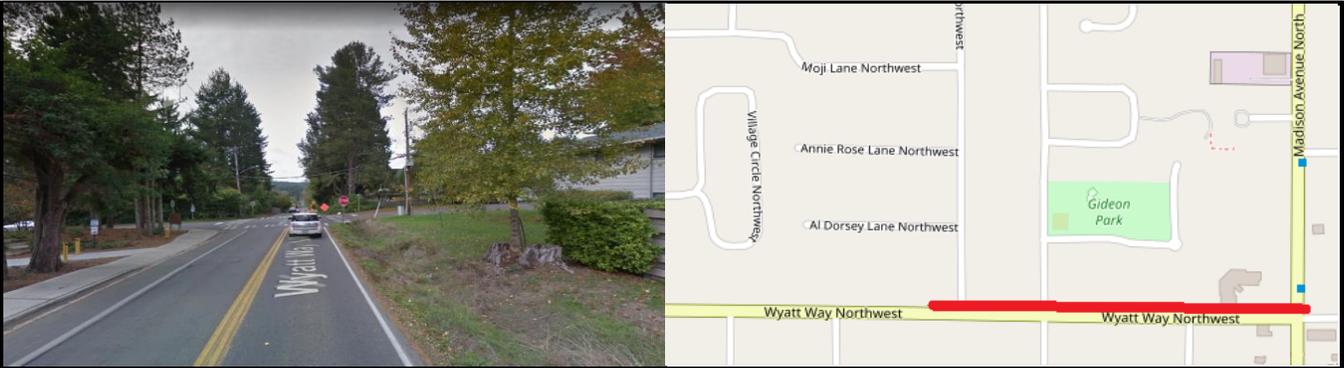
Project / Location	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Strts Component	Wtr Component	Swr Component	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>TRANSPORTATION PROJECTS - 6-YEAR CIP</b>																	
Wyatt Way Reconstruction Phase I <i>Madison - Lovell</i>	X	X	2,516		Y	Y			3,700	-	-	-	-	-	-	-	3,700
Sportsman Club/New Brooklyn <i>Intersection Imprv.</i>	X	X	858		Y				180	100	820	-	-	-	-	-	1,100
Country Club Rd Reconstruction & Drainage Improvements <i>Past Toe Jam to Seawall</i>			-		Y				-	-	-	25	250	-	-	-	275
Manitou Beach Road Stabilization (Phase 1) <i>Murden Cove to Falk</i>			-		Y				-	-	-	-	50	500	-	-	550
Manitou Beach Road Stabilization (Phase 2) <i>Falk to Skiff</i>			-		Y				-	-	-	-	-	50	500	-	550
City Funding									1,209	100	117	25	300	550	500	-	2,801
Grant Totals									2,671	-	703	-	-	-	-	-	3,374
<b>TOTALS</b>									<b>3,880</b>	<b>100</b>	<b>820</b>	<b>25</b>	<b>300</b>	<b>550</b>	<b>500</b>	<b>-</b>	<b>6,175</b>

**Project:** Wyatt Way Reconstruction Phase I

**Number:** 00708

**Location:** Madison to Lovell

**Project Description**



**Description:** Capacity (level of service) improvements to the intersection of Madison Avenue and Wyatt Way, including a roundabout. Complete sidewalk and bicycle facilities on both sides of Wyatt from Madison to Lovell. Reconstruct roadway surfacing and drainage. Additional right of way needed along frontage. Design 50% completed in 2006. State (TIB) grant funding received in 2015.

**Benefit:** Relieve current and future intersection congestion and ensure mobility by implementing improvements prior to development. Address a gap in non-motorized facilities to improve mobility and safety. Support businesses and employment in the downtown area.

**Schedule:** YR1/2: design, ROW, and permitting, YR3: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$1,184	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,184
Water Fund	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150
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	\$2,516	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,516
<b>Sub-total</b>	<b>\$3,850</b>	<b>\$0</b>	<b>\$3,850</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$3,850	\$0							
Construction			\$0						
<b>Sub-total</b>	<b>\$3,850</b>	<b>\$0</b>	<b>\$3,850</b>						

**Estimated Impact on Future Operating Budget (1000's)**

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

**2% Contribution to Public Art Account (1000's)**

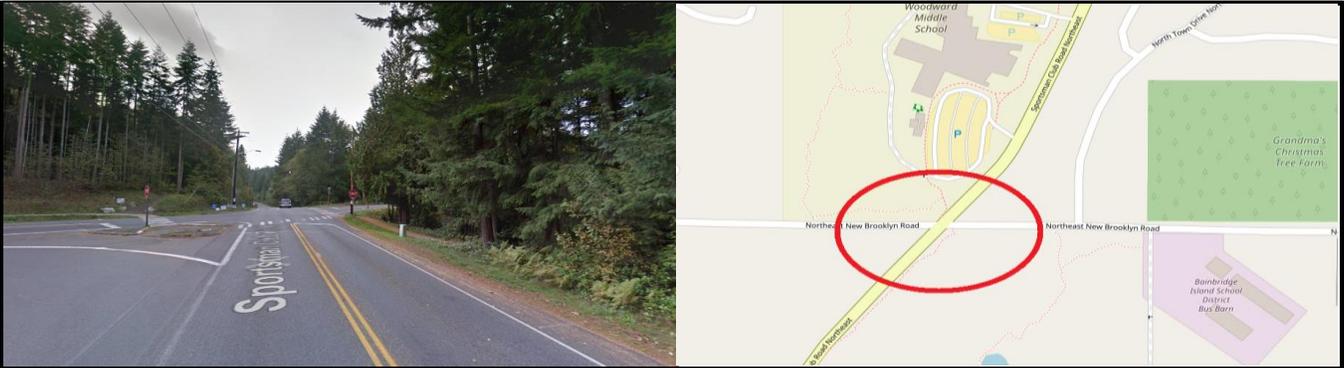
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	<b>\$24</b>	<b>\$0</b>	<b>\$24</b>						

**Project:** Sportsman Club Road and New Brooklyn Road

**Number:** 00715

**Location:** Intersection Improvements

**Project Description**



**Description:** Capacity (level of service) improvements at intersection of Sportsman Club Road and New Brooklyn Road. Level of service C from 2004 study. Since that time, the Sakai and Woodward schools have changed schedules, resulting in impacts to the intersection. A roundabout is proposed. Estimated schedule and costs assume a right-of-way donation by the School District.

**Benefit:** Relieve current and future congestion.

**Schedule:** YR1: design and permitting, YR2: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trans. Impact Fees	\$25	\$100	\$117	\$0	\$0	\$0	\$0	\$0	\$242
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	\$155	\$0	\$703	\$0	\$0	\$0	\$0	\$0	\$858
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$180</b>	<b>\$100</b>	<b>\$820</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,100</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$180	\$100							\$280
Construction			\$820						\$820
<b>Sub-total</b>	<b>\$180</b>	<b>\$100</b>	<b>\$820</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,100</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

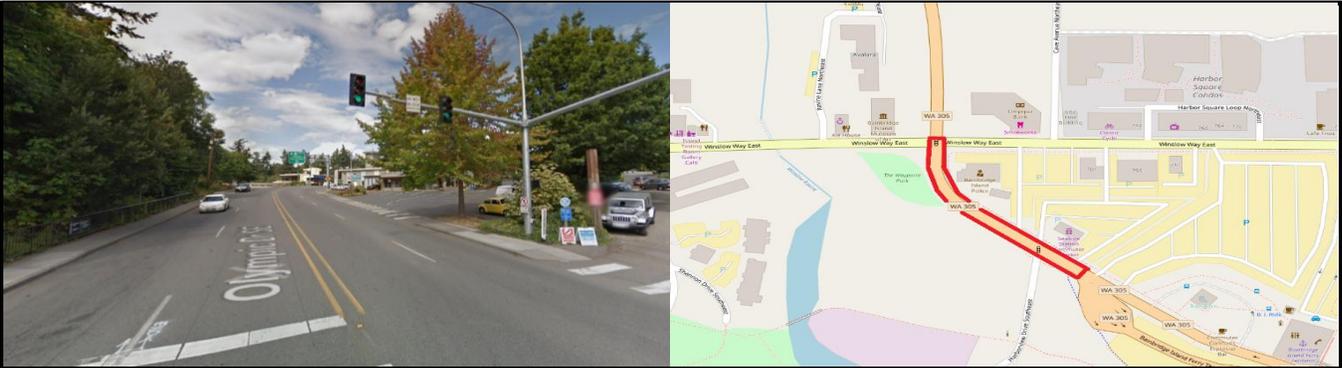
**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	<b>\$0</b>								

*City of Bainbridge Island  
Non-Motorized Transportation CIP (2019- 2024)  
2019-2020 Proposed Budget*

Project	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Strts Comp	Wtr Comp	Swr Comp	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>NON-MOTORIZED PROJECTS - 6-YEAR CIP</b>																	
SR305/Olympic Drive Non Motorized	X	X	2,036		Y	Y			2,813	-	-	-	-	-	-	-	2,813
<i>Harbor Dr. to Winslow Way</i>																	
High School Road Safety Improvements	X		159						-	30	150	-	-	-	-	-	180
<i>SR305 to Grow</i>																	
Madison Avenue Sidewalk Improvements	X		1,410		Y				-	-	-	260	1,750	-	-	-	2,010
<i>Wyatt to High School</i>																	
C40 - Bucklin Ph 2	X		-		Y				47	-	-	600	-	-	-	-	647
<i>Blakely - Fletcher Bay</i>																	
C40 - Eagle Harbor - Phase I	X		-		Y		Y		-	-	90	-	-	-	500	-	590
<i>Wyatt - Past Bucklin</i>																	
C40 - Eagle Harbor - Phase 2	X		700						-	-	-	-	800	-	-	-	800
<i>Past Bucklin to Eagle</i>																	
City Project Funding									824	21	90	650	650	-	500	-	2,735
Grant Totals									2,036	9	150	210	1,900	-	-	-	4,305
<b>TOTALS</b>									<b>2,860</b>	<b>30</b>	<b>240</b>	<b>860</b>	<b>2,550</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>7,040</b>
Manitou Beach Rd Impr.	Manitou Beach Rd															TBD	
Crosswalk to STO	Crossing SR305 at Vineyard Lane															TBD	
Sidewalk Extension	Pt. White Dr. Schel Chelb Park to Lynwood. Ctr															TBD	
Intersection Improvements	SR305 at High School Rd															TBD	
Miller Road Improvements	Crosswalk and other safety improvements															TBD	

**Project Description**



**Description:** The Olympic Drive/Winslow Way intersection serves the ferry on and off-loading traffic. This project provides improvements for pedestrians and cyclists along this heavily-trafficked roadway. The unique needs of multi-modal transportation within a limited intersection area have led to a complex project planned and approved by WSDOT and FHWA. The project will also replace an existing undersized water main in Olympic Drive and Harborview Drive with a new 8-inch line and install one new fire hydrant.

**Benefit:** Non-motorized level of service improvement, safety enhancements.

**Schedule:** Phase I Design started in 2013, additional grant funding received in 2018, construction planned to begin in winter 2018-2019.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$777	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$777
Water Fund	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$872	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$872
State Grant	\$1,164	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,164
<b>Sub-total</b>	<b>\$2,988</b>	<b>\$0</b>	<b>\$2,988</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$120								
Construction	\$2,868								
<b>Sub-total</b>	<b>\$2,988</b>	<b>\$0</b>	<b>\$2,988</b>						

**Estimated Impact on Future Operating Budget (1000's)**

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

**2% Contribution to Public Art Account (1000's)**

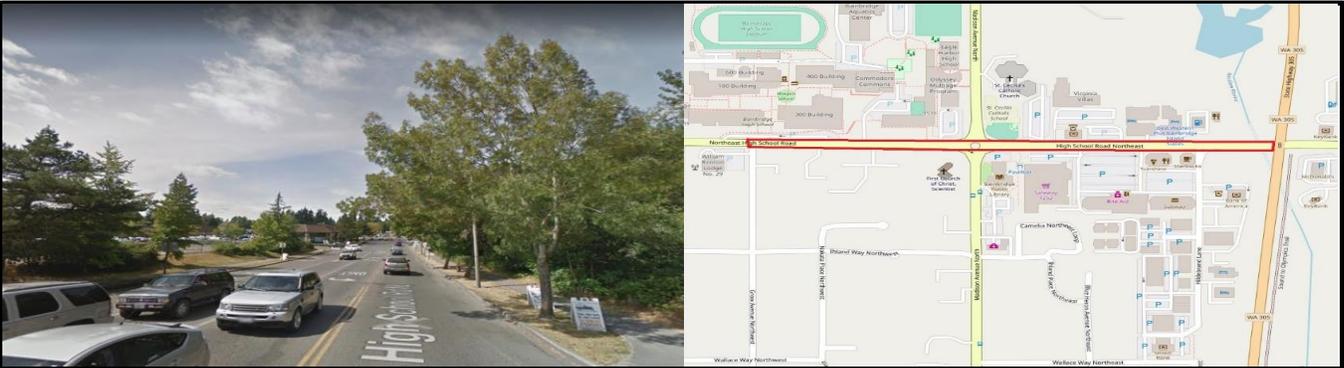
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-Total</b>	<b>\$16</b>	<b>\$0</b>	<b>\$16</b>						

**Project:** High School Road Safety Improvements

**Number:**

**Location:** SR305 to Grow

**Project Description**



**Description:** Improve pedestrian safety by installing mid-block crosswalk improvements on High School Road near Hildebrand and Grow. Modify parking on High School Road near Hildebrand crossing to reduce conflicts with non-motorized users. Install speed reader sign near Ordway Elementary on Madison Ave.

**Benefit:** Increase pedestrian and other non-motorized safety.

**Schedule:** Design in 2019, construction in 2020.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$21	\$0	\$0	\$0	\$0	\$0	\$0	\$21
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	\$9	\$150	\$0	\$0	\$0	\$0	\$0	\$159
<b>Sub-total</b>	<b>\$0</b>	<b>\$30</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$180</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction		\$30	\$150						
<b>Sub-total</b>	<b>\$0</b>	<b>\$30</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$180</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	<b>\$0</b>	<b>\$1</b>							

**Project:** C40 Eagle Harbor Drive Phase I

**Number:**

**Location:** Wyatt to past Bucklin Hill

**Project Description**



**Description:** Current level of service E for Pedestrians and D for cyclists. Provides shoulder widening on both sides. Necessitates upgrading Cooper Creek Culvert to accommodate road widening. Involves ROW acquisition. Assumes additional land will be needed to mitigate displaced wetlands. It is desirable to improve curb radius at bottom of Wyatt.

**Benefit:** Safety and Non Motorized Transportation Connectivity.

**Schedule:** YR1: preliminary design, ROW, YR2: ROW, YR3/4: ROW, permitting, design, YR5: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$90	\$0	\$0	\$0	\$500	\$0	\$590
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	\$100	\$0	\$0	\$500	\$0	\$0	\$600
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	<b>\$1,190</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting			\$190						\$190
Construction						\$500	\$500	\$0	\$1,000
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	<b>\$1,190</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10</b>	<b>\$0</b>	<b>\$12</b>

**Project Description**



**Description:** Provide shoulder widening on both sides of Bucklin Hill Road and Lynwood Center Road from Blakely Avenue to Fletcher Bay Road. The project is planned to be designed by COBI staff with the support of a consultant for right-of-way acquisition.

**Benefit:** Safety and non-motorized transportation connectivity.

**Schedule:** YR1: design to 30% and begin ROW acquisition, YR2/3: completion of right of way acquisition, permitting, and design, YR4: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$47	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$647
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
<b>Sub-total</b>	<b>\$47</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$647</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$47								\$47
Construction				\$600					\$600
<b>Sub-total</b>	<b>\$47</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$647</b>

**Estimated Impact on Future Operating Budget**

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

**2% Contribution to Public Art Account**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	<b>\$1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13</b>

*City of Bainbridge Island  
FLEET and EQUIPMENT CIP (2019 - 2024)  
2019-2020 Proposed Budget*

Project	Grant Eligible	Grant Awarded	General Comp	Strts Component	Wtr Component	Swr Component	SSVM Comp	2019	2020	2021	2022	2023	2024	Total
<b>FLEET &amp; EQUIPMENT - 6-YEAR CIP (1000s)</b>														
Police Vehicles (3)			1,341					198	208	219	230	237	249	1,341
Broom Sweeper				96				96	-	-	-	-	-	96
Chipper				95				95	-	-	-	-	-	95
Van					49	12		61	-	-	-	-	-	61
PUP Trailer				13			13	26	-	-	-	-	-	26
Dump Truck Cab/Chassis				138			138	276	-	-	-	-	-	276
Light Duty Pick Up			11	11	11	11	11	55	-	-	-	-	-	55
SUV			12		23		23	58	-	-	-	-	-	58
Slope Mower and Trailer							60	60	-	-	-	-	-	60
Video Inspection Camera						35	35	70	-	-	-	-	-	70
Heavy Duty Pickup			19	76				-	95	-	-	-	-	95
Van					14	56		-	70	-	-	-	-	70
Medium Duty Pickup Truck					59	15		-	74	-	-	-	-	74
Light Duty Pick Up			60					-	60	-	-	-	-	60
Manlift				325				-	325	-	-	-	-	325
Track Excavator				160				-	-	160	-	-	-	160
Medium Duty Pickup				66				-	-	66	-	-	-	66
Medium Duty Pickup			20	20	20	20	20	-	-	100	-	-	-	100
Police Motorcycle			41					-	-	41	-	-	-	41
Police Motorcycle			41					-	-	41	-	-	-	41
Light Duty Pickup			13	13	13	13	13	-	-	-	65	-	-	65
Light Duty Pickup			65					-	-	-	65	-	-	65
Police Boat Trailer			20					-	-	-	20	-	-	20
Vactor Truck						460	460	-	-	-	-	920	-	920
Heavy Duty Pickup					59		59	-	-	-	-	118	-	118
Heavy Duty Pickup			24	95				-	-	-	-	119	-	119
Light Duty Pickup			14	14	14	14	14	-	-	-	-	70	-	70
Light Duty Pickup			14	14	14	14	14	-	-	-	-	-	70	70
Light Duty Pickup			70					-	-	-	-	-	70	70
Van						92	23	-	-	-	-	-	115	115
Police Boat			95					-	-	-	-	-	95	95
Loader				160				-	-	-	-	-	160	160
<b>TOTALS</b> .....								<b>995</b>	<b>832</b>	<b>627</b>	<b>380</b>	<b>1,464</b>	<b>759</b>	<b>5,057</b>

*City of Bainbridge Island  
Facilities CIP (2019 - 2024)  
2019-2020 Proposed Budget*

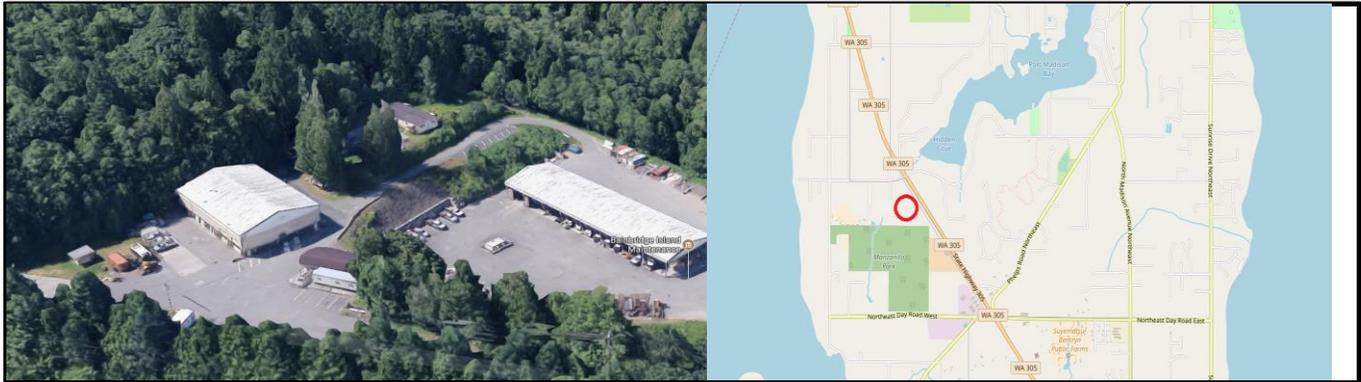
Project	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Strts Component	Wtr Component	Swr Component	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>FACILITIES PROJECTS - 6-YEAR CIP</b>																	
City Dock			-	Y					-	50	100	-	-	-	-	-	150
<i>Waterfront Park</i>																	
Police and Municipal Court Building			-	Y					10,000	5,000	5,000	-	-	-	-	-	20,000
<i>Police Station/Court</i>																	-
AM Radio	x	x	-	Y					100	50	-	-	-	-	-	-	150
<i>EOC</i>																	-
City Hall Renovations			-	Y					-	-	350	-	-	-	-	-	350
<i>City Hall</i>																	
Downtown Parking Facility			-	Y					-	TBD	TBD	-	-	-	-	-	-
<i>Winslow</i>																	
Fueling System				Y					90	-	-	-	-	-	-	-	90
<i>Public Works Facility</i>																	
Open Water Marina Additional Buoys				Y					-	72	-	-	-	-	-	-	72
<i>Marina</i>																	
City Total									10,190	5,172	5,450	-	-	-	-	-	20,812
Grant Totals									-	-	-	-	-	-	-	-	-
TOTALS .....									10,190	5,172	5,450	-	-	-	-	-	20,812

**Project:** Fueling System Design/Upgrade

**Number:** 00811

**Location:** Public Works Facility

**Project Description**



Description: Design and construction of capacity improvements to the fuel system at the Public Works facility.

Benefit: Upgrades to system will allow better service to users, including City police and public works. The improvements will include biodiesel tank installation to better facilitate renewable energy alternatives. Additionally, the system will increase the City's emergency management reserve, allowing continuing service in emergency situations.

Schedule: Design in 2018, construction in 2019.

**Capital Funding (1000's)**

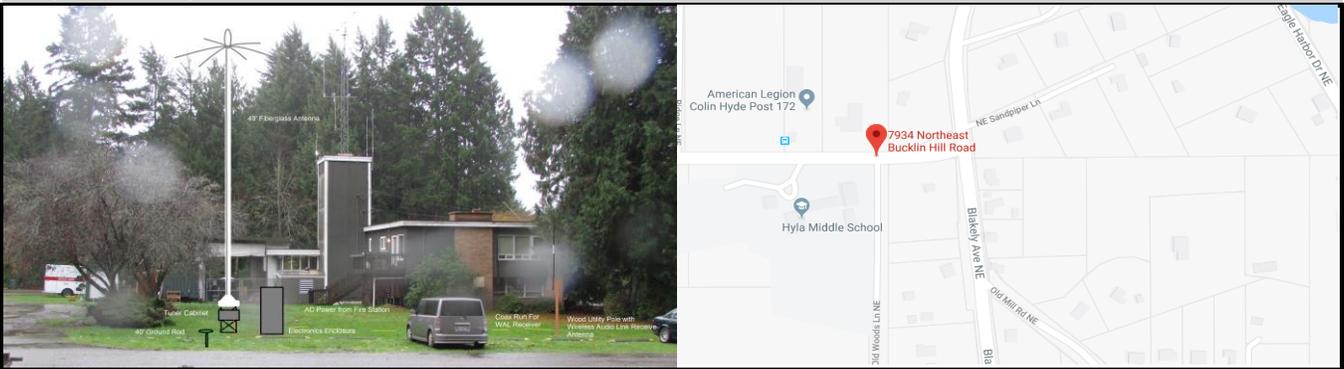
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$90	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$90</b>	<b>\$0</b>	<b>\$90</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20
Construction	\$70	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70
<b>Sub-total</b>	<b>\$90</b>	<b>\$0</b>	<b>\$90</b>						

**Estimated Impact on Future Operating Budget (1000's)**

	Prior Yrs	2017	2018	2019	2020	2021	2022	2023-2034	Total
Operating									
Debt Service									
<b>Sub-total</b>									

**Project:** AM Radio  
**Location:** EOC, Bucklin Fire Station  
**Project Description**

**Number:**



**Description:** Construct radio antenna foundation and electrical service connection.

**Benefit:** Installation of an AM radio transmitter at the Fire Station on Bucklin Hill Road will provide for improved communications throughout the island during emergency preparation response, and recovery operations.

**Schedule:** Construction in 2019.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$100	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$150
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
<b>Sub-total</b>	<b>\$100</b>	<b>\$50</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$100	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$150
<b>Sub-total</b>	<b>\$100</b>	<b>\$50</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>

**Estimated Impact on Future Operating Budget (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
<b>Sub-total</b>									

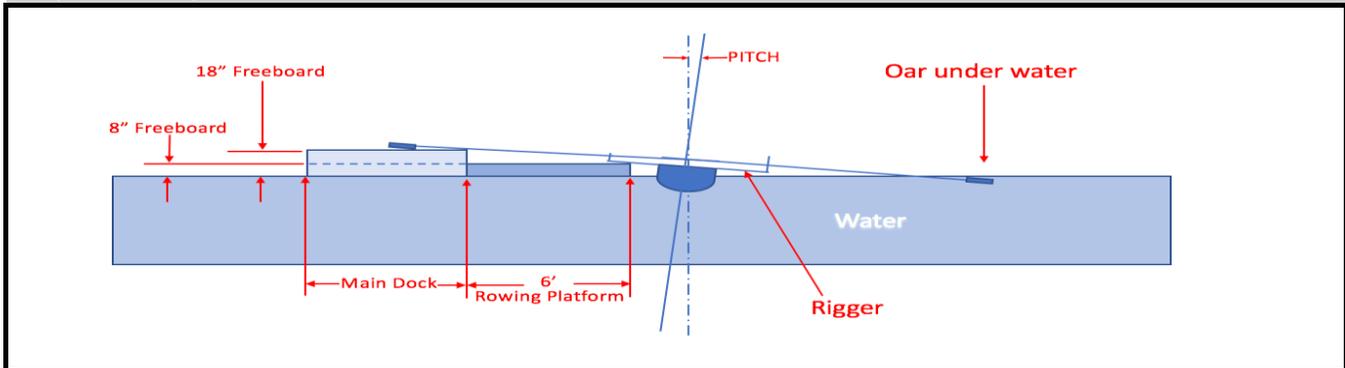
**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	\$2	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$3

**Project:** City Dock Modifications  
**Location:** Waterfront Park

**Number:**

**Project Description**



Description: This project provides for improvements to the new Waterfront Park City Dock.

Benefit: Maintain utility of public infrastructure associated with the City park. Ensure user safety is maintained. Enhance accessibility and utility for various user groups.

Schedule: Design in 2019, Construction to begin in 2020.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$50	\$100	\$0	\$0	\$0	\$0	\$0	\$150
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$50</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$50
Construction	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$100
<b>Sub-total</b>	<b>\$0</b>	<b>\$50</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>

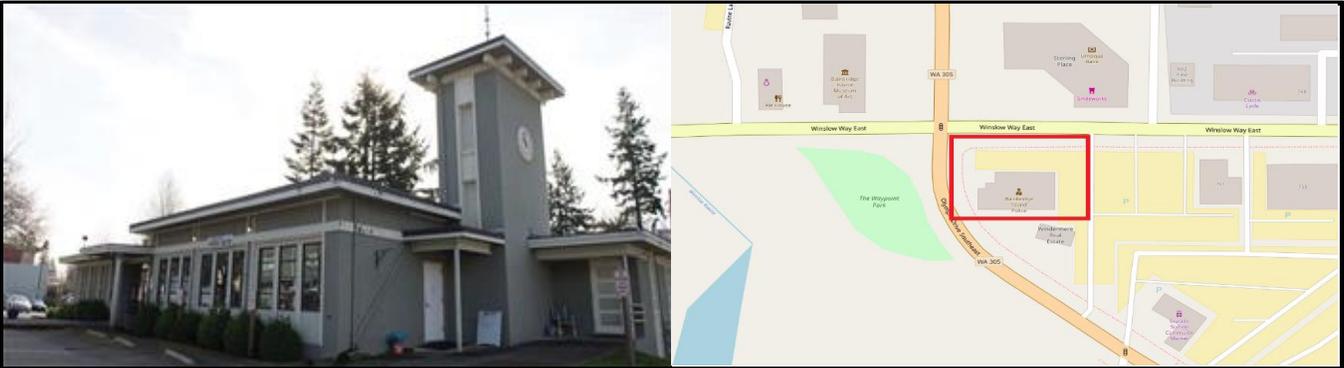
**Estimated Impact on Future Operating Budget (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
<b>Sub-total</b>									

**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	<b>\$0</b>	<b>\$1</b>	<b>\$2</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3</b>

**Project Description**



Description: This project provides for the replacement of the Police Station and relocation of the Municipal Court.

Benefit: Replacement Police facility will provide adequate space for current and future departmental needs, while correcting numerous space, structural, and security deficiencies in the current facility. New Court facility will replace existing leased space, which marginally meets current requirements and will create operational efficiencies by being co-located with the Police Station.

Schedule: Site selection process underway.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
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
Long-Term Debt	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$10,000
<b>Sub-total</b>	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>
<b>FUNDING USES (1000's)</b>									
Design/Land Acquisition	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Construction	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$10,000
<b>Sub-total</b>	<b>\$10,000</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>

**Estimated Impact on Future Operating Budget (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating				\$100	\$100	\$100	\$100	\$1,400	\$1,800
Debt Service		\$360	\$720	\$720	\$720	\$720	\$720	\$10,080	\$14,040
<b>Sub-total</b>	<b>\$0</b>	<b>\$360</b>	<b>\$720</b>	<b>\$820</b>	<b>\$820</b>	<b>\$820</b>	<b>\$820</b>	<b>\$11,480</b>	<b>\$15,840</b>

**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-Total</b>	<b>\$0</b>	<b>TBD</b>							

**Project:** City Hall Renovations

**Number:** 00807

**Location:** City Hall

**Project Description**



**Description:** City Hall was constructed nearly 20 years ago and changes in City personnel and procedures, established patterns of usage, and general wear and tear have created the need to renovate the potential for renovations to the facility. The renovations will allow a more efficient use of space for both the public and staff.

**Benefit:** More efficient use of space, upgrades to building systems and security.

**Schedule:** Construction in 2020.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$350
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$350
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350</b>

**Estimated Impact on Future Operating Budget (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
<b>Sub-total</b>									

**2% Contribution to Public Art Account (1000's)**

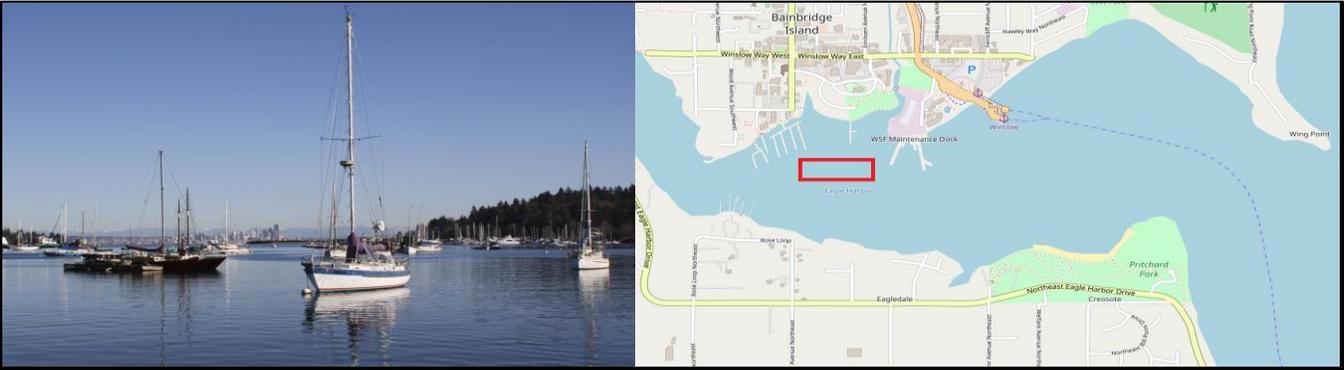
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	\$0	\$0	\$7	\$0	\$0	\$0	\$0	\$0	\$7

**Project:** Open Water Marina Additional Buoys

**Number:**

**Location:** Marina

**Project Description**



**Description:** Install additional mooring buoys in the City's leased area inside Eagle Harbor.

**Benefit:** The City has an open-water marina in an area of Eagle Harbor that has been served over the years by a number of buoys and a linear moorage system. The linear moorage system will be removed in 2018 due to deterioration and obsolescence. In order to accommodate as many boaters as possible in the marina, additional mooring buoys will be installed where the linear moorage system used to be.

**Schedule:** Construction in 2019.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$72
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$72</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$72</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$72
<b>Sub-total</b>	<b>\$0</b>	<b>\$72</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$72</b>

**Estimated Impact on Future Operating Budget (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
<b>Sub-total</b>									

**2% Contribution to Public Art Account (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>Sub-total</b>	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$1

*City of Bainbridge Island  
Water CIP (2019 - 2024)  
2019-2020 Proposed Budget*

Project	Location	Grant Eligible	General Comp	Strts Comp	Wtr Comp	Swr Comp	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>WATER PROJECTS - 6-YEAR CIP (1000s)</b>																
SR 305 Olympic Drive Non-Motorized Improvements	Olympic Drive			Y	Y			175	-	-	-	-	-	-	-	175
Rockaway Intertie	Rockaway				Y			250	-	-	-	-	-	-	-	250
Wyatt Way Reconstruction	Wyatt Way				Y			150	-	-	-	-	-	-	-	150
High Zone Improvements	High School/New Brooklyn				Y			150	-	750	-	-	-	-	-	900
Chlorine Generator Upgrades	Various				Y			-	250	-	-	-	-	-	-	250
New Storage Tank	New Brooklyn				Y			-	1,000	-	-	2,250	-	-	-	3,250
Fire Flow Improvements	Winslow				Y			-	-	-	75	350	-	-	-	425
Well Development/Rehab	Pritchard Park				Y			-	-	-	-	-	200	-	-	200
Pipeline Improvements	Shephard Way				Y			-	-	-	-	-	50	300	-	350
Emergency Generator	Head of the Bay				Y			-	-	-	-	-	40	130	-	170
Water Treatment Improvements	Head of the Bay				Y			-	-	-	-	-	500	1,500	-	2,000
<b>City Project Funding</b>								725	1,250	750	75	2,600	790	1,930	-	8,120
<b>Grant Totals</b>								-	-	-	-	-	-	-	-	-
<b>TOTALS</b>								725	1,250	750	75	2,600	790	1,930	-	8,120

**Project Description**



**Description:** The Olympic Drive/Winslow Way intersection serves the ferry on and off-loading traffic. This project provides improvements for pedestrians and cyclists along this heavily-trafficked roadway. The unique needs of multi-modal transportation within a limited intersection area have led to a complex project planned and approved by WSDOT and FHWA. The project will also replace an existing undersized water main in Olympic Drive and Harborview Drive with a new 8-inch line and install one new fire hydrant.

**Benefit:** Non-motorized level of service improvement, safety enhancements.

**Schedule:** Phase I Design started in 2013, 2018 grant applications awarded.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$777	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$777
Water Fund	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$872	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$872
State Grant	\$1,164	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,164
<b>Sub-total</b>	<b>\$2,988</b>	<b>\$0</b>	<b>\$2,988</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction	\$2,988								
<b>Sub-total</b>	<b>\$2,988</b>	<b>\$0</b>	<b>\$2,988</b>						

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project:** Rockaway Intertie

**Number:** 00815

**Location:** Rockaway

**Project Description**



**Description:** The Rockaway Beach Water System has a single well with declining production and limited capacity to meet peak demands. This project will complete an intertie with the adjacent KPUD water system to provide redundant source of supply to meet peak demands and facilitate well maintenance.

**Benefit:** Improve the reliability and fire protection for the Rockaway Water System.

**Schedule:** YR I : Design and construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250
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
<b>Sub-total</b>	<b>\$250</b>	<b>\$0</b>	<b>\$250</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction	\$250								
<b>Sub-total</b>	<b>\$250</b>	<b>\$0</b>	<b>\$250</b>						

**Estimated Impact on Future Operating Budget (1000's)**

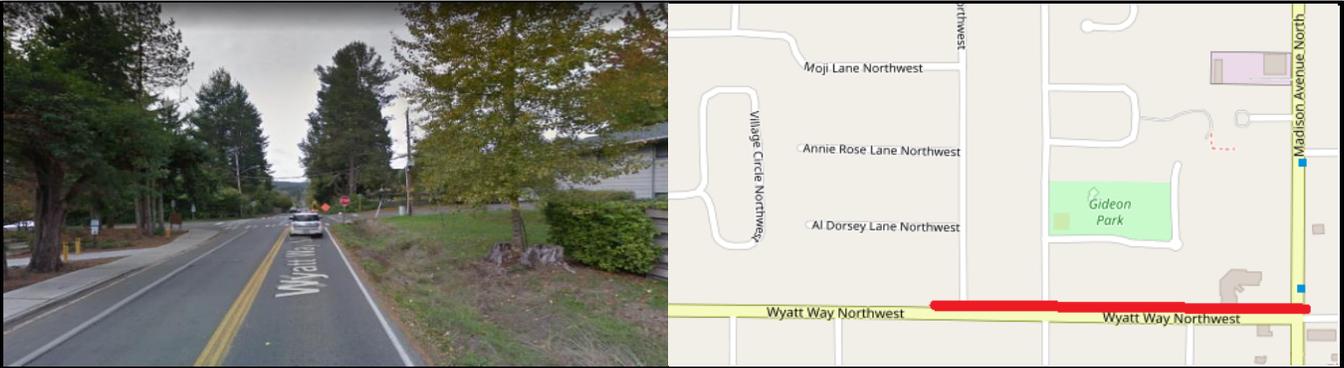
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
<b>Sub-total</b>	<b>\$0</b>								

**Project:** Wyatt Way Reconstruction Phase I

**Number:** 00708

**Location:** Madison to Lovell

**Project Description**



**Description:** Capacity (level of service) improvements to the intersection of Madison Avenue and Wyatt Way, including a roundabout. Complete sidewalk and bicycle facilities on both sides of Wyatt from Madison to Lovell. Reconstruct roadway surfacing and drainage. Additional right of way needed along frontage. Design 50% completed in 2006. State (TIB) grant funding received in 2015.

**Benefit:** Relieve current and future intersection congestion and ensure mobility by implementing improvements prior to development. Address a gap in non-motorized facilities to improve mobility and safety. Support businesses and employment in the downtown area.

**Schedule:** YR1/2: design, ROW, and permitting, YR3: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$1,184	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,184
Water Fund	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150
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	\$2,516	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,516
<b>Sub-total</b>	<b>\$3,850</b>	<b>\$0</b>	<b>\$3,850</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$3,850								
Construction									
<b>Sub-total</b>	<b>\$3,850</b>	<b>\$0</b>	<b>\$3,850</b>						

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project Description**



**Description:** Construction of a new storage tank to correct several deficiencies including service to a higher pressure zone requires additional booster pumps and piping to supply water to this location.

**Benefit:** Improve water system quality and fire protection.

**Schedule:** YR1: design. YR2: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$150	\$0	\$750	\$0	\$0	\$0	\$0	\$0	\$900
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
<b>Sub-total</b>	<b>\$150</b>	<b>\$0</b>	<b>\$750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$900</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$150								
Construction			\$750						
<b>Sub-total</b>	<b>\$150</b>	<b>\$0</b>	<b>\$750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$900</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project:** Chlorine Generator Upgrades

**Number:**

**Location:** Various

**Project Description**



Description: The City's chlorine generators at the Sands, Fletcher Bay, and Head of the Bay Well Site are between 9 and 15 years old. These three 36 pounds per day (ppd) units need to be replaced.

Benefit: Improve water quality for the system.

Schedule: YR1: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$250
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction		\$250							\$250
<b>Sub-total</b>	<b>\$0</b>	<b>\$250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250</b>

**Estimated Impact on Future Operating Budget (1000's)**

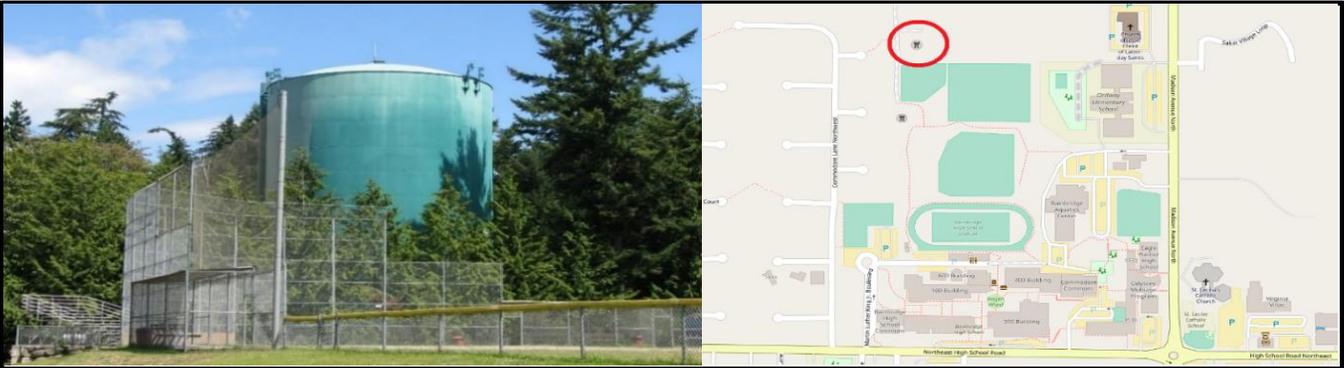
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
<b>Sub-total</b>	<b>\$0</b>								

**Project:** New Storage Tank

**Number:**

**Location:** New Brooklyn

**Project Description**



**Description:** Construct a new, approximately 500,000 gallon reservoir near the existing tank site near the high school.

**Benefit:** A new tank built at a sufficient elevation, and to the most recent design standards, will correct several deficiencies associated with existing tanks including: significant dead storage, pressure zone deficiencies, water quality issues, and seismic deficiencies.

**Schedule:** YR1: design, YR4: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$1,000	\$0	\$0	\$2,250	\$0	\$0	\$0	\$3,250
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,250</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction		\$1,000			\$2,250				\$3,250
<b>Sub-total</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,250</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

*City of Bainbridge Island  
Sewer CIP (2019 - 2024)  
2019-2020 Proposed Budget*

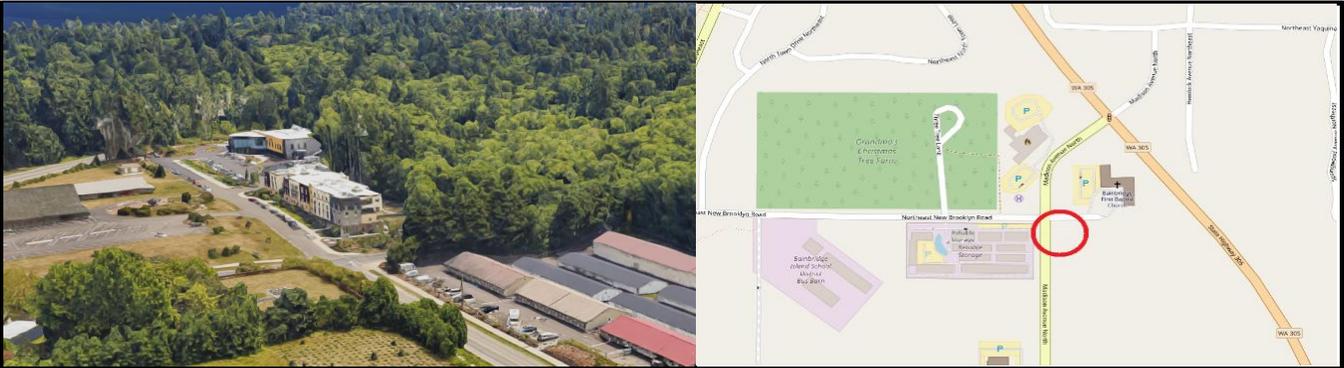
Project	Location and/or Phase	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Surts Component	Wtr Component	Swr Component	SSWWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>SEWER PROJECTS - 6-YEAR CIP (1000s)</b>																		
Pump Station/Force Main Upgrade	NTW/New Brooklyn/Madison			-				Y		700	-	-	-	-	-	-	-	700
Rehabilitate Pump Station (Old Treatment Plant)	Old Treatment Plant			-				Y		550	-	-	-	-	-	-	-	550
Rehabilitate Pumps	Sunday Cove			-				Y		-	150	-	-	-	-	-	-	150
Pump Station & Force Main	Wood Ave			-				Y		-	750	-	2,500	-	-	-	-	3,250
Rehabilitate Pump Station (Wing Point)	Wing Point			-				Y		-	-	100	450	-	-	-	-	550
Rehabilitate Pump Station (Island Terrace)	Island Terrace			-				Y		-	-	-	100	400	-	-	-	500
Install Gravity Sewers	Sunday Cove			-				Y		-	-	-	-	200	450	-	-	650
Rehabilitate Pump Station (Lower Lovell)	Lower Lovell			-				Y		-	-	-	-	-	100	500	-	600
Extend WWTP Outfall	Wing Point			-						-	-	-	-	-	200	900	-	1,100
<b>City Total</b>										1,250	900	100	3,050	600	750	1,400	-	8,050
<b>Grant Total</b>										-	-	-	-	-	-	-	-	-
<b>TOTALS</b>										1,250	900	100	3,050	600	750	1,400	-	8,050

**Project:** Pump Station/Force Main Upgrade

**Number:** 00783

**Location:** NTW/New Brooklyn/Madison

**Project Description**



**Description:** This project provides upgrades to the City’s North Town Woods sanitary sewer pump station and force main pipe in New Brooklyn Road and Madison Avenue. These upgrades will increase the capacity of the sewer system to serve the planned service area. The first project has been awarded to replace the force main from Madison Avenue to Three Tree Lane with a new section of gravity main. This work will be completed by the end of 2017. A new force main from High School Road to New Brooklyn Road is under design and will be constructed in early 2018.

**Benefit:** System capacity and reliability.

**Schedule:** YRI: Design and construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700
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
<b>Sub-total</b>	<b>\$700</b>	<b>\$0</b>	<b>\$700</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction	\$700								\$700
<b>Sub-total</b>	<b>\$700</b>	<b>\$0</b>	<b>\$700</b>						

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project:** Rehabilitate Pump Station

**Number:** 00921

**Location:** Old Treatment Plant

**Project Description**



**Description:** This pump station was last upgraded in 1978 and the station needs upgrading of the mechanical equipment, electrical system, wet well controls, and the emergency generator.

**Benefit:** Replacement of a deteriorated system with a reliable sewer collection system that can be maintained in the future.

**Schedule:** Design in 2019, construction in 2020.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$550
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
<b>Sub-total</b>	<b>\$550</b>	<b>\$0</b>	<b>\$550</b>						
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction	\$550								\$550
<b>Sub-total</b>	<b>\$550</b>	<b>\$0</b>	<b>\$550</b>						

**Estimated Impact on Future Operating Budget (1000's)**

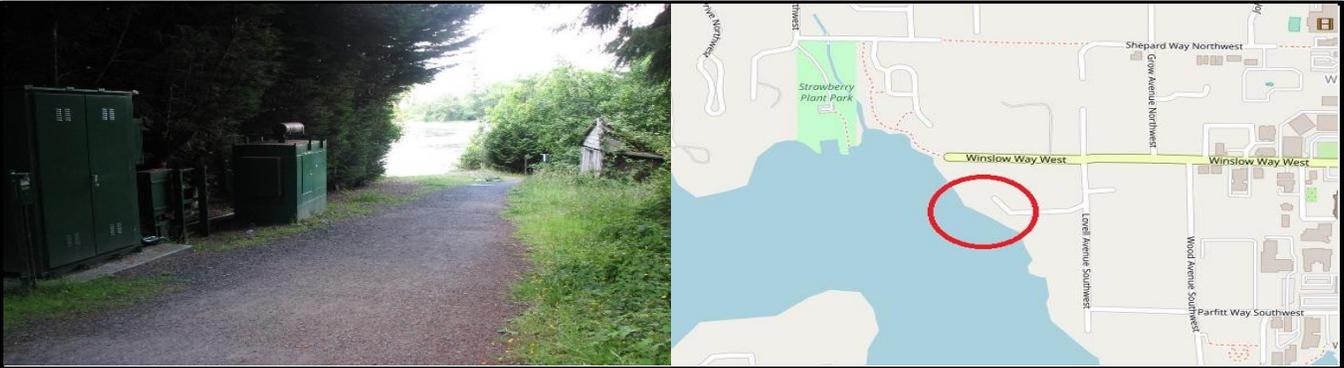
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
<b>Sub-total</b>	<b>\$0</b>								

**Project:** Rehabilitate Pumps

**Number:**

**Location:** Sunday Cove

**Project Description**



**Description:** Some components of the Sunday Cove pump station will reach the end of their useful life, which is assumed to be approximately 30 years, over the next few years. In addition to replacement of the pumps and motors, this project will include the replacement of the station’s emergency generator.

**Benefit:** Replacement of a deteriorated system with a reliable sewer collection system that can be maintained in the future.

**Schedule:** YR1: Design and construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$150
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting									
Construction		\$150							\$150
<b>Sub-total</b>	<b>\$0</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>

**Estimated Impact on Future Operating Budget (1000's)**

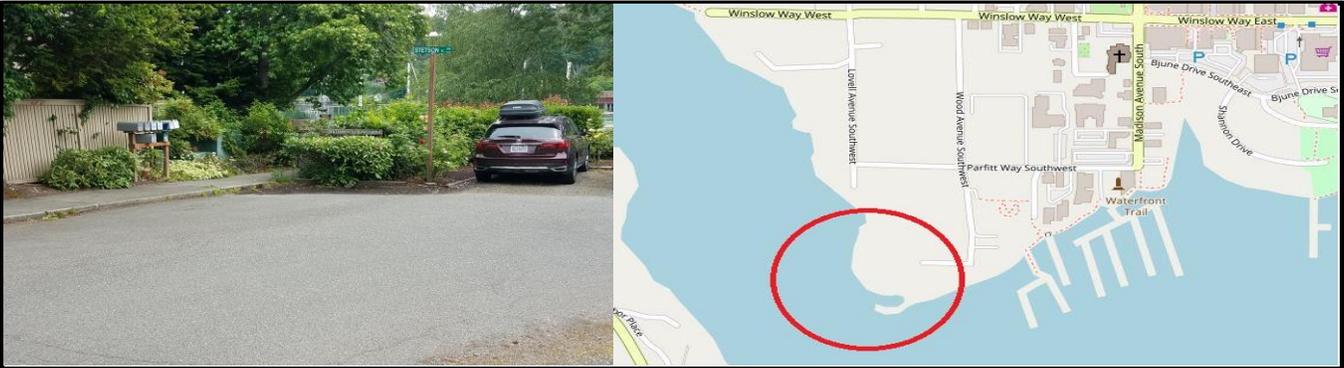
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
<b>Sub-total</b>	<b>\$0</b>								

**Project:** Pump Station and Force Main

**Number:**

**Location:** Wood Ave

**Project Description**



**Description:** The current Lower Lovell sewer beach main is severely deteriorated. It is infeasible to repair or replace the line in its current location, so projects are needed to design and construct a new collection system for the basin in the upland area. The City has contracted with Gray & Osborne to evaluate alternatives to facilitate replacing the West Eagle Harbor Beach Sewer Main. The preferred alternative to address the flows in the Wood Avenue Subbasin is a Wood Lift Station and Existing Beach Main. This alternative would continue to collect flows from the east end of the basin through the existing beach main and direct these flows to the proposed Wood Lift Station. In addition to the existing beach main flows, the Wood Lift Station would also collect flows from the west portion of the basin and would direct these flows to the manhole at the intersection of Wood Avenue SW and Parfitt SW.

**Benefit:** Replacement of a deteriorated system with a reliable sewer collection system that can be maintained in the future.

**Schedule:** YR1: design/permitting, YR3: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$750	\$0	\$2,500	\$0	\$0	\$0	\$0	\$3,250
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$750</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,250</b>

**FUNDING USES (1000's)**

Design/permitting									\$0
Construction		\$750		\$2,500			\$0		\$3,250
<b>Sub-total</b>	<b>\$0</b>	<b>\$750</b>	<b>\$0</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,250</b>

**Estimated Impact on Future Operating Budget (1000's)**

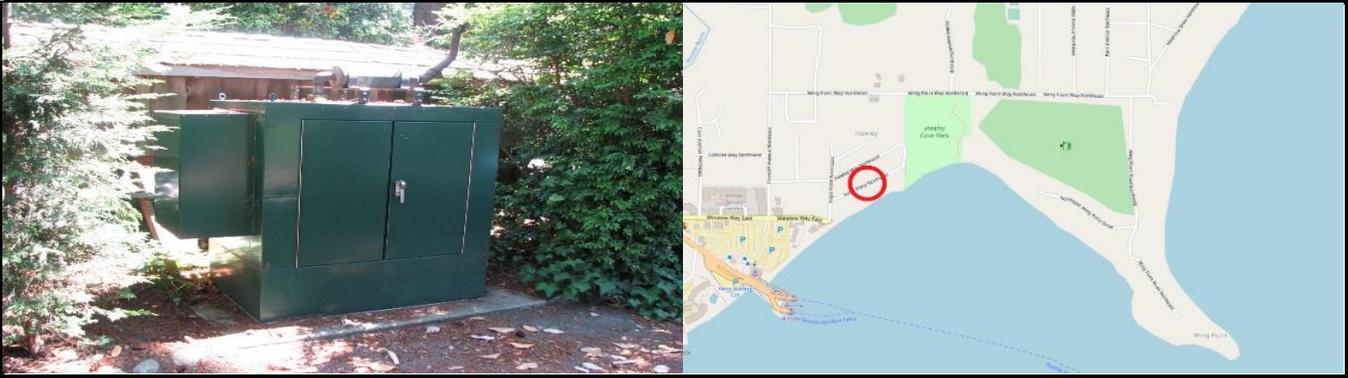
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
<b>Sub-total</b>	<b>\$0</b>								

**Project:** Rehabilitate Pump Station

**Number:** 00820

**Location:** Wing Point

**Project Description**



**Description:** The Wing Point Pump Station has not been upgraded since its construction in 1979 and it is reaching the end of its useful life. Besides the general condition concerns that also apply to the City’s other aging pump stations (wet well controls should be replaced to meet current safety standards and the performance of the cathodic protection components of these stations should be assessed), the Wing Point Pump Station has some unique upgrade requirements. First, the station access hatch is currently under water during extreme high tides and should be extended. Second, it is recommended that an air vacuum relief valve be installed in the force main at the discharge of the Wing Point pumps.

**Benefit:** Improves reliability of current sewer collection system.

**Schedule:** YR1: design, YR2: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$100	\$450	\$0	\$0	\$0	\$0	\$550
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
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100</b>	<b>\$450</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$550</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting			\$100						\$100
Construction				\$450					\$450
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100</b>	<b>\$450</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$550</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

*City of Bainbridge Island  
Stormwater CIP (2019 - 2024)  
2019-2020 Proposed Budget*

Project	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Strts Component	Wtr Component	Swr Component	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
<b>STORMWATER PROJECTS - 6-YEAR CIP (1000s)</b>																	
Eagle Hrbr. Dr. @ McDonald Creek Culvert			-					Y	200	900	-	-	-	-	-	-	1,100
Pritchard Park Outfall			-					Y	-	100	-	-	-	-	-	-	100
Yeomalt Area Drainage Improvements			-					Y	60	-	510	-	-	-	-	-	570
Wing Point Culvert			-					Y	-	-	150	-	-	-	-	-	150
Blakely Ave. Drainage Improvements			-					Y	-	-	-	450	-	-	-	-	450
Springbrook Creek Restoration and Culvert Replacement	x		450					Y	-	-	-	-	600	-	-	-	600
Blakely Falls Creek Culvert (Halls Hill)			-					Y	-	-	-	-	-	150	-	-	150
C40 Eagle Harbor Phase I			-	Y				Y	-	-	100	-	-	500	-	-	600
City Funding									260	1,000	760	450	150	650	-	-	3,270
Grant Totals									-	-	-	-	450	-	-	-	450
<b>TOTALS</b>									<b>260</b>	<b>1,000</b>	<b>760</b>	<b>450</b>	<b>600</b>	<b>650</b>	<b>-</b>	<b>-</b>	<b>3,720</b>

**Project:** Eagle Harbor Drive at McDonald Creek

**Number:** 00823

**Location:** 5530 Eagle Harbor Drive

**Project Description**



**Description:** The existing concrete culvert is perched at its outlet and a section of pipe has dropped. Shoulder settlement is an indicator there may be separations. The project provides for the repair of the existing concrete culvert, assuming trenchless methods can be employed to line the culvert.

**Benefit:** Preservation. Avoid a more costly replacement and mitigate failure risk.

**Schedule:** Design and permitting in 2017 and 2018, construction in 2019.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$200	\$900	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$200</b>	<b>\$900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,100</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$200	\$0							\$200
Construction		\$900		\$0					\$900
<b>Sub-total</b>	<b>\$200</b>	<b>\$900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,100</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project:** Pritchard Park Outfall

**Number:**

**Location:** Pritchard Park

**Project Description**



**Description:** Relocate stormwater outfall for Nikkei Memorial Park as agreed in legal settlement with adjacent property owner.

**Benefit:** Achieve compliance with legal settlement and coordinate on-site construction with planned improvements to the memorial.

**Schedule:** Design in 2018, construction in 2019.

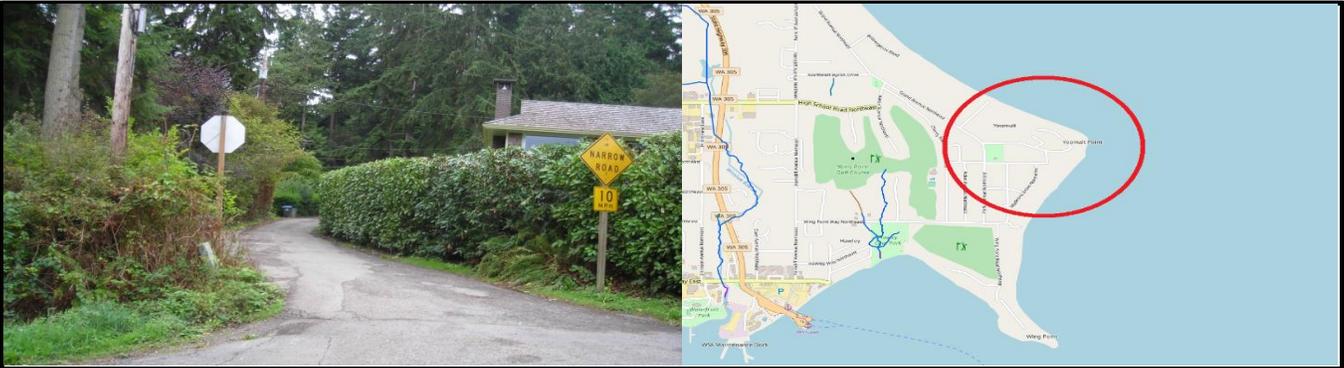
**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$100
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$0</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting									\$0
Construction		\$100							\$100
<b>Sub-total</b>	<b>\$0</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project Description**



**Description:** Provides for storm drainage improvements in the Yeomalt area. The City completed design in 2014 with funds received from a DOE grant for water quality improvements. This work was identified in the 2013 Area Drainage Study performed by Browne Wheeler Engineering.

**Benefit:** Much of the Wing Point area above Yeomalt Point was developed before regulations required conveyance systems. Currently there are drainage problems in many areas and/or existing conveyances are lacking or inadequate.

**Schedule:** Design completed in 2014.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$60	\$0	\$510	\$0	\$0	\$0	\$0	\$0	\$570
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$60</b>	<b>\$0</b>	<b>\$510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$570</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting	\$60								\$60
Construction			\$510						\$510
<b>Sub-total</b>	<b>\$60</b>	<b>\$0</b>	<b>\$510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$570</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project:** Wing Point Culvert

**Number:**

**Location:** Wing Point Way

**Project Description**



**Description:** Complete repairs to culvert under Wing Point Way as identified during prior construction project that widened the road.

**Benefit:** Ensures culvert can continue to provide drainage under the road ensuring protection of road surface.

**Schedule:** Construction in 2020.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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	\$150	\$0	\$0	\$0	\$0	\$0	\$150
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting									\$0
Construction			\$150						\$150
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150</b>

**Estimated Impact on Future Operating Budget (1000's)**

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

**Project:** C40 Eagle Harbor Drive Phase I

**Number:**

**Location:** Wyatt to past Bucklin Hill

**Project Description**



**Description:** Current level of service E for pedestrians and D for cyclists. Provides shoulder widening on both sides. Necessitates upgrading Cooper Creek Culvert to accommodate road widening. Involves ROW acquisition. Assumes additional land will be needed to mitigate displaced wetlands. It is desirable to improve curb radius at bottom of Wyatt.

**Benefit:** Safety and Non Motorized Transportation Connectivity.

**Schedule:** YR1: preliminary design, ROW, YR2: ROW, YR3/4: ROW, permitting, design, YR5: construction.

**Capital Funding (1000's)**

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
<b>FUNDING SOURCES (1000's)</b>									
General Fund	\$0	\$0	\$90	\$0	\$0	\$0	\$500	\$0	\$590
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	\$100	\$0	\$0	\$500	\$0	\$0	\$600
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	<b>\$1,190</b>
<b>FUNDING USES (1000's)</b>									
Design/permitting			\$190						\$190
Construction						\$500	\$500	\$0	\$1,000
<b>Sub-total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$500</b>	<b>\$0</b>	<b>\$1,190</b>

**Estimated Impact on Future Operating Budget (1000's)**

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



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** (8:35 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:

1. Accounts Payable and Payroll
2. Study Session Meeting Minutes, September 18, 2018
3. Regular Business Meeting Minutes, September 25, 2018
4. Resolution No. 2018-27, Stating the City Council's Position on "Clean Air Clean Energy" Initiative 1631 - Mayor Medina
5. Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement - Public Works

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 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:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[Report to Council of Cash Disbursements 10-10-18.pdf](#)

[Payroll.pdf](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

# ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: September 24, 2018 - October 8, 2018  
CITY COUNCIL: September 25, 2018 - October 9, 2018

Last check from previous run: 348625 dated 09/26/2018 issued to The Bainbridge Building in the amount of \$371.28

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	9/25/18	314	COBI/Utility billing - September 2018	3,534.70
ACH	9/25/18	315	WA State DOL/Concealed weapon permits - September 2018	216.00
EFT	9/25/18	316	WA State DOR/Excise taxes - August 2018	9,277.51
ACH	10/1/18	317	US Bank Debt Service payments: principal & interest	391,260.00
VOID	9/25/18	313	WA State DOR/Excise taxes - August 2018 (print error)	N/A
VOID	10/10/18	348639	EX/Colin Hyde Post #172/Void for reprint, vendor name error	N/A
Manual	10/1/18	348626	CenturyLink/Weaver PRV water telemetry - September 2018	58.32
Manual	10/1/18	348627	LEGAL/Thomas Alpaugh/Public defender services - September 2018	4,375.00
Manual	10/1/18	348628	Puget Sound Energy/Green Power contract - September 2018	849.33
Manual	10/4/18	348629	PW/Columbia Ford/2018 Ford F-150	37,393.66
Manual	10/4/18	348630	PW/Island Hands/City Hall janitorial services - September 2018	11,116.13
<b>Manual Checks and Electronic Disbursements</b>				<b>458,080.65</b>

Regular Run	10/10/18	348631-348750	Regular Check Run	<b>375,967.52</b>
				<b>834,048.17</b>

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.

 Ellen Schroer, Director of Finance Date 10-04-2018

ACH-UB .. Sept '18

cc 10/4/18

09/24/2018 15:17 |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
314	09/25/2018	MANL	103 CITY OF BAINBRIDGE I	225605	13005SEP18	09/01/2018		ACH09UB	1,367.23
Invoice: 13005SEP18									
				1,367.23	91011768 547500	309 SHANNON DR			
						GG-C/E-PARKS-WTR/SWR			
				225606	13006SEP18	09/01/2018		ACH09UB	449.95
Invoice: 13006SEP18									
				449.95	91011768 547500	309 SHANNON DR DOCK			
						GG-C/E-PARKS-WTR/SWR			
				225607	10461SEP18	09/01/2018		ACH09UB	814.54
Invoice: 10461SEP18									
				814.54	91011768 547500	289 SHANNON DR			
						GG-C/E-PARKS-WTR/SWR			
				225608	10463SEP18	09/01/2018		ACH09UB	378.51
Invoice: 10463SEP18									
				378.51	91011755 547500	370 BRIEN DR			
						GG-C/E-COMMONS-WTR/SWR			
				225609	10464SEP18	09/01/2018		ACH09UB	447.07
Invoice: 10464SEP18									
				447.07	91011755 547500	402 BRIEN DR			
						GG-C/E-COMMONS-WTR/SWR			
				225610	11573SEP18	09/01/2018		ACH09UB	77.40
Invoice: 11573SEP18									
				77.40	91011768 547500	5350 CREOSOE PL NE			
						GG-C/E-PARKS-WTR/SWR			

CHECK 314 TOTAL: 3,534.70

NUMBER OF CHECKS 1 \*\*\* CASH ACCOUNT TOTAL \*\*\* 3,534.70

COUNT AMOUNT

TOTAL MANUAL CHECKS 1 3,534.70

\*\*\* GRAND TOTAL \*\*\* 3,534.70

09/24/2018 15:17 |CITY OF BAINBRIDGE ISLAND  
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2  
 |apcshdsb

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	9	202										
APP	001-213000		09/25/2018	ACH09UB	UB			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		3,534.70		
APP	635-111100		09/25/2018	ACH09UB	UB			CASH AP CASH DISBURSEMENTS JOURNAL			3,534.70	
										-----	-----	
										GENERAL LEDGER TOTAL	3,534.70	3,534.70
APP	631-130000		09/25/2018	ACH09UB	UB			DUE TO/FROM CLEARING		3,534.70		
APP	001-130000		09/25/2018	ACH09UB	UB			GENERAL - DUE TO/FROM CLEARING			3,534.70	
										-----	-----	
										SYSTEM GENERATED ENTRIES TOTAL	3,534.70	3,534.70
										-----	-----	
										JOURNAL 2018/09/202 TOTAL	7,069.40	7,069.40

09/24/2018 15:17  
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 9	202	09/25/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		3,534.70
001-213000				GENERAL - ACCOUNTS PAYABLE	3,534.70	
				FUND TOTAL	3,534.70	3,534.70
631 CLEARING FUND	2018 9	202	09/25/2018			
631-130000				DUE TO/FROM CLEARING	3,534.70	
635-111100				CASH		3,534.70
				FUND TOTAL	3,534.70	3,534.70

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

JOURNAL ENTRIES TO BE CREATED

|P 4  
|apcshdsb

FUND		DUE TO	DUE FROM
001	GENERAL FUND		3,534.70
631	CLEARING FUND	3,534.70	
	TOTAL	3,534.70	3,534.70

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

ACH - FA SEP '18



09/24/2018 15:17 | 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

315 09/25/2018 MANL 969 WA ST DEPT OF LICENS 225604 SEP18CPL 09/20/2018 ACH09FA 216.00  
Invoice: SEP18CPL SEP18 CPL TRANSMITTAL  
216.00 41654860 586000 GUN PERMIT OUT

CHECK 315 TOTAL: 216.00

NUMBER OF CHECKS 1 \*\*\* CASH ACCOUNT TOTAL \*\*\* 216.00

COUNT AMOUNT

TOTAL MANUAL CHECKS 1 216.00

\*\*\* GRAND TOTAL \*\*\* 216.00

09/24/2018 15:17  
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	9	203								
APP 650-213000		09/25/2018	ACH09FA	FA			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL	216.00		
APP 635-111100		09/25/2018	ACH09FA	FA			CASH AP CASH DISBURSEMENTS JOURNAL		216.00	
								-----	-----	
GENERAL LEDGER TOTAL								216.00	216.00	
APP 631-130000		09/25/2018	ACH09FA	FA			DUE TO/FROM CLEARING	216.00		
APP 650-130000		09/25/2018	ACH09FA	FA			DUE TO/FROM CLEARING		216.00	
								-----	-----	
SYSTEM GENERATED ENTRIES TOTAL								216.00	216.00	
								-----	-----	
JOURNAL 2018/09/203							TOTAL	432.00	432.00	

09/24/2018 15:17  
cchristianson

CITY OF BAINBRIDGE ISLAND  
A/P CASH DISBURSEMENTS JOURNAL

P 3  
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION					
631 CLEARING FUND	2018	9	203	09/25/2018		
631-130000				DUE TO/FROM CLEARING	216.00	
635-111100				CASH		216.00
				FUND TOTAL	216.00	216.00
650 AGENCY FUND	2018	9	203	09/25/2018		
650-130000				DUE TO/FROM CLEARING		216.00
650-213000				ACCOUNTS PAYABLE	216.00	
				FUND TOTAL	216.00	216.00

09/24/2018 15:17  
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		216.00	
650 AGENCY FUND			216.00
	TOTAL	216.00	216.00

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

EFT-Excise Aug '18

9/24/18

09/24/2018 15:16 | 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

313 09/25/2018 VOID 124 WA ST DEPT OF REVENU  
Invoice:

VOID - printing error

.00

CHECK 313 TOTAL: .00

replaces 313

316 09/25/2018 MANL 124 WA ST DEPT OF REVENU 225611 2018-08  
Invoice: 2018-08

08/31/2018 EFTAUG18

9,277.51

AUG18 EXCISE TAXES

599.74	91411341	553000	FINANCE - WATER EXTRNL TAXES
-665.19	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
3,571.20	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
31.61	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
12.23	91411341	553000	FINANCE - WATER EXTRNL TAXES
2.93	91411341	553000	FINANCE - WATER EXTRNL TAXES
173.29	91431383	553000	FINANCE - SSWM - EXTRNL TAXES
4,819.59	91411341	553000	FINANCE - WATER EXTRNL TAXES
427.11	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
6.12	41011141	531100	FIN - C/E ADMIN SUPPLIES
5.42	51011191	531100	PD-C/E-PROP RM-SUPPLIES
3.29	52011212	531100	POLICE - C/E INVEST SUPPLIES
7.69	53011212	531100	PD-C/E-PATROL SUPPLIES
21.90	81011881	535500	IT - C/E COMPUTER PARTS & EQ
66.35	81011881	535500	IT - C/E COMPUTER PARTS & EQ
194.23	81011881	535500	IT - C/E COMPUTER PARTS & EQ

CHECK 316 TOTAL: 9,277.51

NUMBER OF CHECKS 2 \*\*\* CASH ACCOUNT TOTAL \*\*\* 9,277.51

COUNT AMOUNT

TOTAL MANUAL CHECKS	1	9,277.51
TOTAL VOIDED CHECKS	1	.00

\*\*\* GRAND TOTAL \*\*\* 9,277.51

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	9	201									
APP	401-213000		09/25/2018	EFTAUG18	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		5,434.49	
APP	635-111100		09/25/2018	EFTAUG18	EXCISE			CASH AP CASH DISBURSEMENTS JOURNAL			9,277.51
APP	402-213000		09/25/2018	EFTAUG18	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		3,364.73	
APP	403-213000		09/25/2018	EFTAUG18	EXCISE			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		173.29	
APP	001-213000		09/25/2018	EFTAUG18	EXCISE			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		305.00	
-----											
GENERAL LEDGER TOTAL										9,277.51	9,277.51
APP	631-130000		09/25/2018	EFTAUG18	EXCISE			DUE TO/FROM CLEARING		9,277.51	
APP	401-130000		09/25/2018	EFTAUG18	EXCISE			DUE TO/FROM CLEARING			5,434.49
APP	402-130000		09/25/2018	EFTAUG18	EXCISE			DUE TO/FROM CLEARING			3,364.73
APP	403-130000		09/25/2018	EFTAUG18	EXCISE			DUE TO/FROM CLEARING			173.29
APP	001-130000		09/25/2018	EFTAUG18	EXCISE			GENERAL - DUE TO/FROM CLEARING			305.00
-----											
SYSTEM GENERATED ENTRIES TOTAL										9,277.51	9,277.51
-----											
JOURNAL 2018/09/201 TOTAL										18,555.02	18,555.02

09/24/2018 15:16  
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 |A/P CASH DISBURSEMENTS JOURNAL

|P 3  
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2018 9	201	09/25/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		305.00
001-213000				GENERAL - ACCOUNTS PAYABLE	305.00	
				FUND TOTAL	305.00	305.00
401 WATER OPERATING FUND	2018 9	201	09/25/2018			
401-130000				DUE TO/FROM CLEARING		5,434.49
401-213000				ACCOUNTS PAYABLE	5,434.49	
				FUND TOTAL	5,434.49	5,434.49
402 SEWER OPERATING FUND	2018 9	201	09/25/2018			
402-130000				DUE TO/FROM CLEARING		3,364.73
402-213000				ACCOUNTS PAYABLE	3,364.73	
				FUND TOTAL	3,364.73	3,364.73
403 STORM & SURFACE WATER FUND	2018 9	201	09/25/2018			
403-130000				DUE TO/FROM CLEARING		173.29
403-213000				ACCOUNTS PAYABLE	173.29	
				FUND TOTAL	173.29	173.29
631 CLEARING FUND	2018 9	201	09/25/2018			
631-130000				DUE TO/FROM CLEARING	9,277.51	
635-111100				CASH		9,277.51
				FUND TOTAL	9,277.51	9,277.51

09/24/2018 15:16  
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|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		305.00
401	WATER OPERATING FUND		5,434.49
402	SEWER OPERATING FUND		3,364.73
403	STORM & SURFACE WATER FUND		173.29
631	CLEARING FUND	9,277.51	
	TOTAL	9,277.51	9,277.51

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# ACH - US Bank Debt Svc

(cc) 10/14/18

10/04/2018 14:57 | CITY OF BAINBRIDGE ISLAND  
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| 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

317	10/04/2018	MANL	8330 US BANK	225877	1178248	08/09/2018	ACHUSB10		391,260.00
			Invoice: 1178248				US BANK-OCT 1 DEBT SVC-2005 PRINC & INT		
				375,000.00	91213119 771000	GG-2005 GO-PRIN REDEMPTION			
				16,260.00	91213219 783000	FINANCE - 2005 LTGO INTEREST			

CHECK 317 TOTAL: 391,260.00

NUMBER OF CHECKS 1 \*\*\* CASH ACCOUNT TOTAL \*\*\* 391,260.00

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	391,260.00

\*\*\* GRAND TOTAL \*\*\* 391,260.00

10/04/2018 14:57 |CITY OF BAINBRIDGE ISLAND  
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|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 10	38								
APP 201-213000					ACCOUNTS PAYABLE		391,260.00		
10/04/2018	ACHUSB10	DEBTSV			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH			391,260.00	
10/04/2018	ACHUSB10	DEBTSV			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL							391,260.00	391,260.00	
APP 631-130000					DUE TO/FROM CLEARING		391,260.00		
10/04/2018	ACHUSB10	DEBTSV							
APP 201-130000					DUE TO/FROM CLEARING			391,260.00	
10/04/2018	ACHUSB10	DEBTSV							
SYSTEM GENERATED ENTRIES TOTAL							391,260.00	391,260.00	
JOURNAL 2018/10/38 TOTAL							782,520.00	782,520.00	

10/04/2018 14:57  
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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
201 GO BOND FUND	2018 10	38	10/04/2018			
201-130000				DUE TO/FROM CLEARING		391,260.00
201-213000				ACCOUNTS PAYABLE	391,260.00	
				FUND TOTAL	391,260.00	391,260.00
631 CLEARING FUND	2018 10	38	10/04/2018			
631-130000				DUE TO/FROM CLEARING	391,260.00	
635-111100				CASH		391,260.00
				FUND TOTAL	391,260.00	391,260.00

10/04/2018 14:57  
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|CITY OF BAINBRIDGE ISLAND  
|A/P CASH DISBURSEMENTS JOURNAL

|P 4  
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
201 GO BOND FUND			391,260.00
631 CLEARING FUND		391,260.00	
	TOTAL	391,260.00	391,260.00

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# Manual

9/28/18

09/28/2018 15:48 | CITY OF BAINBRIDGE ISLAND  
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P 1  
apcshdsb

CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
-----									
348626	10/01/2018	PRTD	551 CENTURYLINK	225687	6124SEP18	09/16/2018		M092618	58.32
Invoice: 6124SEP18									
						WEAVER PRV WATER TELEMETRY			
						GG-WTR-FAC-PHONE			
						CHECK	348626	TOTAL:	58.32
348627	10/01/2018	PRTD	7849 LAW OFFICE OF THOMAS	225689	09/17/18	09/17/2018		M092618	4,375.00
Invoice: 09/17/18									
						LEGAL/SEPT 2018 PUB DEFENDER SERVICES			
						LGL-PUBLIC DEFENDER			
						CHECK	348627	TOTAL:	4,375.00
348628	10/01/2018	PRTD	1205 PUGET SOUND ENERGY	225688	4376SEP18	09/18/2018		M092618	849.33
Invoice: 4376SEP18									
						SEP18 GREEN POWER CONTRACT			
						ELECTRIC-GREEN POWER			
						CHECK	348628	TOTAL:	849.33
						NUMBER OF CHECKS	3	*** CASH ACCOUNT TOTAL ***	5,282.65
						COUNT		AMOUNT	
						-----			
TOTAL PRINTED CHECKS						3		5,282.65	
						*** GRAND TOTAL ***			5,282.65

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

|P 2  
 |apcshdsb

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	9	313									
APP	401-213000		09/28/2018	M092618	100118			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		58.32	
APP	635-111100		09/28/2018	M092618	100118			CASH AP CASH DISBURSEMENTS JOURNAL			5,282.65
APP	001-213000		09/28/2018	M092618	100118			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		5,224.33	
										-----	-----
GENERAL LEDGER TOTAL										5,282.65	5,282.65
APP	631-130000		09/28/2018	M092618	100118			DUE TO/FROM CLEARING		5,282.65	
APP	401-130000		09/28/2018	M092618	100118			DUE TO/FROM CLEARING			58.32
APP	001-130000		09/28/2018	M092618	100118			GENERAL - DUE TO/FROM CLEARING			5,224.33
										-----	-----
SYSTEM GENERATED ENTRIES TOTAL										5,282.65	5,282.65
										-----	-----
JOURNAL 2018/09/313 TOTAL										10,565.30	10,565.30

09/28/2018 15:48  
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|CITY OF BAINBRIDGE ISLAND  
 |A/P CASH DISBURSEMENTS JOURNAL

|P 3  
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION					
001 GENERAL FUND	2018	9	313	09/28/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		5,224.33
001-213000				GENERAL - ACCOUNTS PAYABLE	5,224.33	
				FUND TOTAL	5,224.33	5,224.33
401 WATER OPERATING FUND	2018	9	313	09/28/2018		
401-130000				DUE TO/FROM CLEARING		58.32
401-213000				ACCOUNTS PAYABLE	58.32	
				FUND TOTAL	58.32	58.32
631 CLEARING FUND	2018	9	313	09/28/2018		
631-130000				DUE TO/FROM CLEARING	5,282.65	
635-111100				CASH		5,282.65
				FUND TOTAL	5,282.65	5,282.65

09/28/2018 15:48  
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|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		5,224.33
401	WATER OPERATING FUND		58.32
631	CLEARING FUND	5,282.65	
	TOTAL	5,282.65	5,282.65

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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 10	30								
APP 402-213000					ACCOUNTS PAYABLE		37,738.26		
10/04/2018	M100218	100218			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH			48,509.79	
10/04/2018	M100218	100218			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		10,771.53		
10/04/2018	M100218	100218			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL							48,509.79	48,509.79	
APP 631-130000					DUE TO/FROM CLEARING		48,509.79		
10/04/2018	M100218	100218							
APP 402-130000					DUE TO/FROM CLEARING			37,738.26	
10/04/2018	M100218	100218							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			10,771.53	
10/04/2018	M100218	100218							
SYSTEM GENERATED ENTRIES TOTAL							48,509.79	48,509.79	
JOURNAL 2018/10/30						TOTAL	97,019.58	97,019.58	

10/04/2018 09:34  
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|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 10	30	10/04/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		10,771.53
001-213000				GENERAL - ACCOUNTS PAYABLE	10,771.53	
				FUND TOTAL	10,771.53	10,771.53
402 SEWER OPERATING FUND	2018 10	30	10/04/2018			
402-130000				DUE TO/FROM CLEARING		37,738.26
402-213000				ACCOUNTS PAYABLE	37,738.26	
				FUND TOTAL	37,738.26	37,738.26
631 CLEARING FUND	2018 10	30	10/04/2018			
631-130000				DUE TO/FROM CLEARING	48,509.79	
635-111100				CASH		48,509.79
				FUND TOTAL	48,509.79	48,509.79

10/04/2018 09:34  
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|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			10,771.53
402 SEWER OPERATING FUND			37,738.26
631 CLEARING FUND		48,509.79	
	TOTAL	48,509.79	48,509.79

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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

				46.81	73425358	531100		O&M-WWTP-SUPPLIES			
								CHECK	348635	TOTAL:	422.76
348636	10/10/2018	PRTD	1014 ALLDATA LLC	225868	20181002/322220		10/02/2018	10/07/18			1,635.00
			Invoice: 20181002/322220					IT/O&M MECHANIC'S SOFTWARE MAINT			
				1,635.00	81011881	548500		IT - C/E COMPUTER SUPPORT			
								CHECK	348636	TOTAL:	1,635.00
348637	10/10/2018	PRTD	8991 ALLIANCE 2020, INC	225800	564842		09/30/2018	10/07/18			128.54
			Invoice: 564842					HR/BACKGROUND CHECKS			
				128.54	33011161	541100		HR-C/E-PROF SVCS			
								CHECK	348637	TOTAL:	128.54
348638	10/10/2018	PRTD	8672 ALLSTREAM	225801	15521654		09/01/2018	10/07/18			949.41
			Invoice: 15521654					SEP18 CITYWIDE PHN SVCS			
				949.41	41637891	542100		FIN - ALLOC TELEPHONE			
				225802	15575786		10/01/2018	10/07/18			939.05
			Invoice: 15575786					OCT 18 CITYWIDE PHN SVCS			
				939.05	41637891	542100		FIN - ALLOC TELEPHONE			
								CHECK	348638	TOTAL:	1,888.46
348639	10/10/2018	VOID	4739 COLIN HYDE POST #172								.00
			Invoice:								
								CHECK	348639	TOTAL:	.00
348640	10/10/2018	PRTD	7166 AMERICAN MESSAGING	225615	W4104492SI		09/01/2018	10/07/18			85.05
			Invoice: W4104492SI					PW/MESSAGING SERVICES			
				85.05	73637891	542100		O&M - ALLOC FACIL TELEPHONE			
								CHECK	348640	TOTAL:	85.05
348641	10/10/2018	PRTD	4710 ASSOCIATED PETROLEU	225616	1303167-IN		09/06/2018	10/07/18			813.55
			Invoice: 1303167-IN					PW/293.2 GAL UNLEADED			
				813.55	73638932	532000		O&M-FUEL ALLOC TO OTH DEPTS			
				225617	1303166-IN		09/06/2018	10/07/18			385.81
			Invoice: 1303166-IN					PW/107.4 GAL DIESEL			
				385.81	73638893	532000		O&M-FUEL USE-ALLOCATION			
				225618	0184726-IN		09/04/2018	10/07/18			480.17

VOID: incorrect payee/remit  
 Replaced w/ ck # 348750

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: 0184726-IN						PW/140 GAL DIESEL			
				480.17	73638893 532000	O&M-FUEL USE-ALLOCATION			
				225619	0184725-IN	09/04/2018		10/07/18	764.14
Invoice: 0184725-IN						PW/271 GAL UNLEADED			
				764.14	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				225834	1309845-IN	09/20/2018		10/07/18	1,015.39
Invoice: 1309845-IN						PW/335 GAL UNLEADED			
				1,015.39	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				225835	1309769-IN	09/18/2018		10/07/18	192.65
Invoice: 1309769-IN						PW/40 GAL DIESEL			
				192.65	73638893 532000	O&M-FUEL USE-ALLOCATION			
				225836	1309770-IN	09/18/2018		10/07/18	1,206.40
Invoice: 1309770-IN						PW/436 GAL UNLEADED			
				1,206.40	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				225837	1306412-IN	09/13/2018		10/07/18	775.00
Invoice: 1306412-IN						PW/276 GAL UNLEADED			
				775.00	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				225838	1306411-IN	09/13/2018		10/07/18	521.42
Invoice: 1306411-IN						PW/155 GAL DIESEL			
				521.42	73638893 532000	O&M-FUEL USE-ALLOCATION			
				225839	1305993-IN	09/11/2018		10/07/18	662.81
Invoice: 1305993-IN						PW/207 GAL DIESEL			
				662.81	73638893 532000	O&M-FUEL USE-ALLOCATION			
				225840	1305994-IN	09/11/2018		10/07/18	964.04
Invoice: 1305994-IN						PW/350 GAL UNLEADED			
				964.04	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
								CHECK 348641 TOTAL:	7,781.38
348642	10/10/2018	PRTD	7821 AUS WEST LOCKBOX	225701	1990890488	09/13/2018		10/07/18	57.52
Invoice: 1990890488						PW/LAUNDRY SERVICES			
				57.52	73638893 589310	LAUNDRY SERVICES			
				225702	1990900665	09/20/2018		10/07/18	58.40
Invoice: 1990900665						PW/LAUNDRY SERVICES			
				58.40	73638893 589310	LAUNDRY SERVICES			
				225803	1990910842	09/27/2018		10/07/18	53.99
Invoice: 1990910842						PW/LAUNDRY SERVICE			
				53.99	73638893 589310	LAUNDRY SERVICES			

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 348642 TOTAL:	169.91
348643	10/10/2018	PRTD	1200 ARNESS INCORPORATED	225703	4996	09/07/2018		10/07/18	2,899.40
			Invoice: 4996						
				2,899.40	73425358 548100				
								CHECK 348643 TOTAL:	2,899.40
348644	10/10/2018	PRTD	2138 ASPECT CONSULTING LL	225841	30897A	09/18/2018	21700005	10/07/18	501.25
			Invoice: 30897A						
				501.25	72011322 54110000485				
				225842	30897B	09/18/2018	21700139	10/07/18	1,828.57
			Invoice: 30897B						
				1,828.57	72637319 54110000809				
								CHECK 348644 TOTAL:	2,329.82
348645	10/10/2018	PRTD	37 ASSOCIATION OF WASHI	225620	10/218	09/18/2018		10/07/18	748.84
			Invoice: 10/218						
				748.84	63011586 520000				
								CHECK 348645 TOTAL:	748.84
348646	10/10/2018	PRTD	55 SOUND PUBLISHING, IN	225629	7865504	08/31/2018		10/07/18	281.50
			Invoice: 7865504						
				281.50	31011131 544000				
								CHECK 348646 TOTAL:	281.50
348647	10/10/2018	PRTD	55 SOUND PUBLISHING, IN	225622	BIR825254	09/14/2018		10/07/18	81.46
			Invoice: BIR825254						
				81.46	63470586 544000				
				225623	BIR825248	09/14/2018		10/07/18	140.49
			Invoice: BIR825248						
				140.49	63470586 544000				
				225624	BIR825244	09/14/2018		10/07/18	139.31
			Invoice: BIR825244						
				139.31	63470586 544000				
				225625	BIR825279	09/14/2018		10/07/18	70.83
			Invoice: BIR825279						
				70.83	11011113 544000				
				225626	BIR825282	09/14/2018		10/07/18	68.47

CASH ACCOUNT: 635 111100 CASH

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						INVOICE DTL DESC					
Invoice: BIR825282						68.47	11011113	544000	CC/ORD 2018-32 COUNCIL - LEGAL NOTICES		
Invoice: BIR825368						225627	BIR825368		09/14/2018	10/07/18	69.65
						69.65	11011113	544000	CC/ORD #2018-41 COUNCIL - LEGAL NOTICES		
Invoice: BIR825406						225628	BIR825406		09/14/2018	10/07/18	61.39
						61.39	61011581	544000	PCD/ORD #2018-30 PCD - C/E ADMIN ADVERTISING		
Invoice: BIR826304						225804	BIR826304		09/21/2018	10/07/18	105.07
						105.07	11011113	544000	CC/SMP CRITICAL AREAS COUNCIL - LEGAL NOTICES		
Invoice: BIR827404						225869	BIR827404		09/28/2018	10/07/18	75.56
						75.56	63470586	544000	PCD/BLD23289 R-BLK CUR-DEV-ZONING-ADV		
									CHECK	348647 TOTAL:	812.23
348648	10/10/2018	PRTD	9022 JILLIAN BATEMAN	225630	09/17/18	09/17/2018		10/07/18	150.00		
Invoice: 09/17/18						150.00	41625860	586000	FIN/DAMAGE DEPOSIT REFUND SC/COMMONS ROOM DEP-DISBURSEME		
									CHECK	348648 TOTAL:	150.00
348649	10/10/2018	PRTD	57 BAY HAY & FEED	225805	1366709	09/26/2018		10/07/18	76.25		
Invoice: 1366709						76.25	73011768	531100	PW/PITCHFORK O&M-C/E-PARKS-SUPPLIES		
Invoice: 1366966						225806	1366966		09/27/2018	10/07/18	81.59
						81.59	73111427	531100	PW/GARDEN HOES(3) OFFICE SUPPLIES		
									CHECK	348649 TOTAL:	157.84
348650	10/10/2018	PRTD	5412 BENEFIT ADMINISTRATI	225807	1809513	09/26/2018		10/07/18	250.80		
Invoice: 1809513						30.10	21011125	520000	FSA/HSA BENEFIT ADMINISTRATION COURT - BENEFITS		
						35.11	31011131	520000	EX-GF-BEN		
						42.64	41011141	520000	FIN - C/E ADMIN BENEFITS		
						17.56	51011211	520000	PD-C/E ADMIN-BENEFITS		
						25.08	61011581	520000	PCD - C/E ADMIN BENEFITS		
						82.76	71011321	520000	PW - C/E BENEFITS		
						17.55	81011881	520000	IT - C/E ADMIN BENEFITS		

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
								CHECK 348650 TOTAL:	250.80
348651	10/10/2018	PRTD	7769 BERK & ASSOCIATES, I	225632	10284-08-18	09/12/2018		10/07/18	5,457.80
			Invoice: 10284-08-18					2018 CODE CONSISTENCY REVIEW	
				5,457.80	31011131 541100			EX-GF-PROF SERVICES	
								CHECK 348651 TOTAL:	5,457.80
348652	10/10/2018	PRTD	6574 BETHEL TOWING	225764	05116	08/30/2018		10/07/18	313.38
			Invoice: 05116					POL/IMPOUND I18-001120	
				313.38	53011212 549900			PD-C/E-PATROL-MISC	
			Invoice: 05259-8						
				225765	05259-8	09/19/2018		10/07/18	68.12
								POL/IMPOUND I18-001120	
				68.12	53011212 549900			PD-C/E-PATROL-MISC	
								CHECK 348652 TOTAL:	381.50
348653	10/10/2018	PRTD	8425 BRIAN HARVEY	225808	BIPD 18-01	09/27/2018		10/07/18	360.00
			Invoice: BIPD 18-01					POL/ACCREDITATION SERVICES	
				360.00	51011211 541100			PD-C/E-ADM-PROF SVCS	
								CHECK 348653 TOTAL:	360.00
348654	10/10/2018	PRTD	45 BAINBRIDGE ISLAND CH	225809	SEP 18-30	10/01/2018		10/07/18	200.00
			Invoice: SEP 18-30					OKTOBERFEST DEPOSIT REFUND	
				200.00	62238 386000			PARK/DOCK USE DEPOSIT	
								CHECK 348654 TOTAL:	200.00
348655	10/10/2018	PRTD	50 BAINBRIDGE ISLAND EL	225707	20180086	09/18/2018		10/07/18	458.13
			Invoice: 20180086					PW/WELCOME SIGN BULB REPLACEMENT	
				458.13	73111290 548100			O&M-STREET-MAINT O/H-R&M	
								CHECK 348655 TOTAL:	458.13
348656	10/10/2018	PRTD	971 BAINBRIDGE ISLAND HI	225633	874	09/05/2018		10/07/18	3,750.00
			Invoice: 874					Q1 2018 LTAC: OPERATING	
				3,750.00	91140573 541100			GG-TOUR-PROF SERVICES	
			Invoice: 976						
				225634	976	09/05/2018		10/07/18	3,750.00
								Q1 2018 CULTURAL FUNDING - OPERATING S	
				3,750.00	31011732 541100			EX-GF-CULTURAL ARTS & SCIENCES	
			Invoice: 878						
				225635	878	09/05/2018		10/07/18	3,750.00
								Q2 2018 CULTURAL FUNDING - OPERATING S	

CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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				3,750.00	31011732 541100				
						09/05/2018		10/07/18	3,750.00
Invoice: 875				225636	875				
				3,750.00	91140573 541100				
						08/24/2018		10/07/18	6,653.95
348657 10/10/2018 PRD			64 BAINBRIDGE ISLAND AR	225637	1815				
Invoice: 1815						09/10/2018		10/07/18	594.60
						09/10/2018		10/07/18	1,526.00
				594.60	53011212 520000				
				225767	201809B062				
Invoice: 201809B062				457.80	52011212 520000				
				1,068.20	53011212 520000				
						09/20/2018		10/07/18	400.80
348658 10/10/2018 PRD			8747 SEATTLE SEWING SOLUT	225766	201809B063				
Invoice: 201809B063						09/11/2018		10/07/18	44.56
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				400.80	73011581 548100				
				225709	67076243/2				
Invoice: 67076243/2				44.56	73411345 548100				
						09/13/2018		10/07/18	340.53
348659 10/10/2018 PRD			8595 BRUCE TITUS FORD, IN	225708	67076566/3				
Invoice: 67076566/3						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				400.80	73011581 548100				
				225709	67076243/2				
Invoice: 67076243/2				44.56	73411345 548100				
						09/13/2018		10/07/18	340.53
348660 10/10/2018 PRD			5517 PALACE ENTERPRISES I	225639	22242				
Invoice: 22242						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
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				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						09/27/2018		10/07/18	392.87
				340.53	73011768 548100				
				225810	22314				
Invoice: 22314				392.87	73011183 548100				
						09/13/2018		10/07/18	340.53
						0			



10/04/2018 11:18 |CITY OF BAINBRIDGE ISLAND  
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 10  
 |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 348666 TOTAL:
									1,205.89
348667	10/10/2018	PRTD	102 CITY OF BAINBRIDGE I	225843	RETREQ1-910	09/13/2018	21800067	10/07/18	1,487.50
			Invoice: RETREQ1-910						
									CHECK 348667 TOTAL:
									1,487.50
348668	10/10/2018	PRTD	102 CITY OF BAINBRIDGE I	225846	RETREQ1-920	09/14/2018	21800083	10/07/18	1,389.34
			Invoice: RETREQ1-920						
									CHECK 348668 TOTAL:
									1,389.34
348669	10/10/2018	PRTD	104 CITY OF BREMERTON	225770	BPD0002309	09/11/2018		10/07/18	200.00
			Invoice: BPD0002309						
									CHECK 348669 TOTAL:
									200.00
348670	10/10/2018	PRTD	8636 CONTRACT LAND STAFF,	225649	3888.16.12-0103420	08/17/2018	21400146	10/07/18	10,946.65
			Invoice: 3888.16.12-0103420						
									CHECK 348670 TOTAL:
									20,585.95
									496.73
			Invoice: 3888.16.12-0104191-A						
									9,142.57
			Invoice: 3888.16.12-0104191-B						
348671	10/10/2018	PRTD	8564 WILLIAM E COOPER	225771	09-18	09/30/2018		10/07/18	134.00
			Invoice: 09-18						
									CHECK 348671 TOTAL:
									134.00
348672	10/10/2018	PRTD	142 COPIERS NORTHWEST IN	225772	INV1827914	09/24/2018		10/07/18	791.36
			Invoice: INV1827914						
									CHECK 348672 TOTAL:
									791.36

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
									CHECK 348672 TOTAL: 791.36
348673	10/10/2018	PRTD	9045 DORE, TIM	225761	72408	09/27/2018		10/07/18	53.48
			Invoice: 72408			283 GROW AVE			
				53.48	411	122100	WATER ACCOUNTS RECEIVABLE		
									CHECK 348673 TOTAL: 53.48
348674	10/10/2018	PRTD	7144 DTMICRO, INC	225847	4046	09/15/2018		10/07/18	136.25
			Invoice: 4046			POL NETWORK CONNECT W/ KC OCT18			
				136.25	91011215	542100	GG-C/E-PD-PHONE		
									CHECK 348674 TOTAL: 136.25
348675	10/10/2018	PRTD	8336 ENVIROISSUES, INC.	225685	240-002-000-1	09/12/2018		10/07/18	2,827.50
			Invoice: 240-002-000-1			SAFE MOBILITY LEVY OUTREACH			
				2,827.50	31011572	54245000957	SAFE MOBILITY LEVY-OUTREACH		
									CHECK 348675 TOTAL: 2,827.50
348676	10/10/2018	PRTD	5781 EXTERMINATION SERVIC	225711	30559	09/19/2018		10/07/18	282.31
			Invoice: 30559			PW/RODENT BAIT STATION SETUP			
				282.31	73011755	548100	O&M-COMMONS REPAIRS		
									CHECK 348676 TOTAL: 282.31
348677	10/10/2018	PRTD	212 FABRICARE 02 - PLANT	225815	SEP18	10/01/2018		10/07/18	341.76
			Invoice: SEP18			POL/LAUNDRY SERVICE			
				73.44	51011211	520000	PD-C/E ADMIN-BENEFITS		
				189.52	52011212	520000	POLICE - C/E INVEST BENEFITS		
				78.80	53011212	520000	POLICE - C/E PATROL BENEFITS		
									CHECK 348677 TOTAL: 341.76
348678	10/10/2018	PRTD	3097 WASHINGTON STATE UNI	225816	35091283	09/28/2018		10/07/18	65.00
			Invoice: 35091283			POL/FALL TRAINING CONF: HAMNER			
				65.00	51011214	443410	PD-C/E-ADMIN-TRAINING		
									CHECK 348678 TOTAL: 65.00
348679	10/10/2018	PRTD	1953 FERGUSON ENTERPRISES	225849	0697878	09/19/2018		10/07/18	200.89
			Invoice: 0697878			PW/METER BASE, LID			
				200.89	411	141100	WATER - INVENTORY		

10/04/2018 11:18 |CITY OF BAINBRIDGE ISLAND  
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 12  
 |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
								CHECK 348679 TOTAL:	200.89
348680	10/10/2018	PRTD	1953 FERGUSON ENTERPRISES	225848	SC37999	08/31/2018		10/07/18	11.76
			Invoice: SC37999					PW/SERVICE CHARGE FOR AUG	
				11.76	73411345 531100			OFFICE SUPPLIES	
								CHECK 348680 TOTAL:	11.76
348681	10/10/2018	PRTD	705 FCS GROUP	225817	2854-21809032	09/21/2018	21800065	10/07/18	7,237.05
			Invoice: 2854-21809032					WATER SEWER RATE STUDY	
				3,618.52	72411342 54110000923			WATER RATE STUDY-PROF SVCS	
				3,618.53	72421352 54110000923			SEWER RATE STUDY-PROF SVCS	
								CHECK 348681 TOTAL:	7,237.05
348682	10/10/2018	PRTD	4639 FLINT TRADING INC	225710	227274	09/06/2018		10/07/18	3,203.51
			Invoice: 227274					PW/PREMARK (17)	
				3,203.51	990 141100			MERCHANDISE	
								CHECK 348682 TOTAL:	3,203.51
348683	10/10/2018	PRTD	8292 PRJ GROUP INC	225712	20800	09/18/2018		10/07/18	3,835.78
			Invoice: 20800					PW/VEH#13 REPAIR	
				1,917.89	73111423 548100			REPAIRS & MAINTENANCE	
				1,917.89	73111427 548100			O&M-ACCESS RDSIDE R&M	
								CHECK 348683 TOTAL:	3,835.78
348684	10/10/2018	PRTD	7894 FOX FIRE PREVENTION,	225850	PAYREQ1-910	09/13/2018	21800066	10/07/18	13,387.50
			Invoice: PAYREQ1-910					FIRE SPRINKLER REPAIR PROJECT	
				13,387.50	73011183 54810000910			FIRE SPRINKLER R&M-REPAIRS	
								CHECK 348684 TOTAL:	13,387.50
348685	10/10/2018	PRTD	8520 FRANCISCAN MEDICAL G	225773	OMF6 AUG18	09/17/2018		10/07/18	271.00
			Invoice: OMF6 AUG18					POL/OCCUPATIONAL HEALTH TESTING	
				271.00	53011212 541100			POLICE - C/E PATROL PROF SVCS	
								CHECK 348685 TOTAL:	271.00
348686	10/10/2018	PRTD	6940 FREMONT ANALYTICAL	225851	1809113	09/17/2018	21800036	10/07/18	480.00
			Invoice: 1809113					CHEM & BIO ASSAY SVCS	
				480.00	72637319 54110000809			WATER QUAL FLOW MONIT-PRO SVCS	

10/04/2018 11:18 |CITY OF BAINBRIDGE ISLAND  
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 13  
 |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
								CHECK 348686 TOTAL:	480.00
348687	10/10/2018	PRTD	2096 GRAY & OSBORNE INC	225818	71614-12	09/18/2018	21700158	10/07/18	3,818.10
			Invoice: 71614-12					WATER SYSTEM DESIGN IMPRVMENTS	
				3,818.10	72413434 64110000819			WATER IMPR PROJECTS 2017-ENG	
								CHECK 348687 TOTAL:	3,818.10
348688	10/10/2018	PRTD	1517 GUARDIAN SECURITY SY	225713	843845	09/13/2018		10/07/18	174.36
			Invoice: 843845					PW/2 PANIC BUTTONS	
				174.36	73011255 531100			O&M-C/E-COURT FAC-SUPPLIES	
								CHECK 348688 TOTAL:	174.36
348689	10/10/2018	PRTD	8846 H.W. LOCHNER, INC.	225873	4	09/17/2018	21800064	10/07/18	1,204.39
			Invoice: 4					FOCUSTED TRAFFIC STUDY	
				1,204.39	72111444 54110000922			FOCUSED TRAFFIC STUDY-PROF SVC	
								CHECK 348689 TOTAL:	1,204.39
348690	10/10/2018	PRTD	4850 HOME DEPOT CREDIT SE	225714	9772008	09/06/2018		10/07/18	136.25
			Invoice: 9772008					PW/HOLLOW CORE	
				136.25	73431835 531100			OFFICE SUPPLIES	
				225819	3024540	09/12/2018		10/07/18	10.87
			Invoice: 3024540					PW/MOUTING BRACKET	
				10.87	73111264 53110000235			ROAD STRIPING-SUPPLIES	
								CHECK 348690 TOTAL:	147.12
348691	10/10/2018	PRTD	8935 HULTZ BHU ENGINEERS,	225852	18-088-3	09/25/2018		10/07/18	4,042.50
			Invoice: 18-088-3					PSA O&M FUEL TANK UPGRADE	
				4,042.50	73311448 64110000811			O&M FUEL SYS CAPACITY IMPR-PS	
								CHECK 348691 TOTAL:	4,042.50
348692	10/10/2018	PRTD	8498 INNOVAC	225686	PAYREQ1-721#2	09/14/2018	21800095	10/07/18	16,407.23
			Invoice: PAYREQ1-721#2					LOVELL SEWER PROJECT	
				16,407.23	73421355 54810000721			LOVELL BEACH MAINS-REPAIRS	
								CHECK 348692 TOTAL:	16,407.23
348693	10/10/2018	PRTD	7482 JUDGE PLUMBING COMPA	225854	92718693	09/27/2018		10/07/18	704.55
			Invoice: 92718693					PW/REPLACE BACKFLOW ASSY	
				704.55	73411345 548100			REPAIRS & MAINTENANCE	



10/04/2018 11:18 | CITY OF BAINBRIDGE ISLAND  
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 15  
 | 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
									CHECK 348698 TOTAL: 28,303.00
348699	10/10/2018	PRTD	8135 MIDWEST MOTOR SUPPLY	225716	6620020	09/19/2018		10/07/18	639.84
			Invoice: 6620020			PW/O&M SUPPLIES			
				639.84	73638935 531100	O&M-STD ALLOCATION-SUPPLIES			
									CHECK 348699 TOTAL: 639.84
348700	10/10/2018	PRTD	8546 KITSAP 911 PUBLIC AU	225775	BIPD2018-10	09/15/2018	21800003	10/07/18	9,563.04
			Invoice: BIPD2018-10			POL/CALL CENTER SERVICES			
				2,868.91	52011286 551000	POLICE - C/E - INVEST CENCOM			
				6,694.13	53011286 551000	POLICE - C/E PATROL CENCOM			
									CHECK 348700 TOTAL: 9,563.04
348701	10/10/2018	PRTD	315 KITSAP HUMANE SOCIET	225658	1593	09/01/2018		10/07/18	5,596.83
			Invoice: 1593			KITSAP HUMANE SOCIETY ANNUAL C			
				5,596.83	91011393 541100	FIN - C/E ANIMAL CONTROL FEES			
									CHECK 348701 TOTAL: 5,596.83
348702	10/10/2018	PRTD	694 KITSAP PUD #1	225777	JUL18-SEP18	09/15/2018		10/07/18	38.57
			Invoice: JUL18-SEP18			WATER/LOT1 BELFAIR AVE NE			
				38.57	91011768 547500	GG-C/E-PARKS-WTR/SWR			
									CHECK 348702 TOTAL: 38.57
348703	10/10/2018	PRTD	309 KITSAP TIRE CENTER I	225717	216825	09/18/2018		10/07/18	33.79
			Invoice: 216825			PW/FLAT REPAIR			
				33.79	73431835 548100	REPAIRS & MAINTENANCE			
			Invoice: 216898			PW/TIRE FOR #56			
				209.31	73111423 548100	REPAIRS & MAINTENANCE			418.62
				209.31	73111427 548100	O&M-ACCESS RDSIDE R&M			
									CHECK 348703 TOTAL: 452.41
348704	10/10/2018	PRTD	9046 LARSON, KENTON R & R	225762	72409	09/27/2018		10/07/18	7.03
			Invoice: 72409			ACCOUNT 10360 - 455 WINSLOW WAY W			
				7.03	411 122100	WATER ACCOUNTS RECEIVABLE			
									CHECK 348704 TOTAL: 7.03

10/04/2018 11:18 | CITY OF BAINBRIDGE ISLAND  
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 16  
 | apcshdsb

CASH ACCOUNT: 635	111100	CASH								
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
348705	10/10/2018	PRTD	8566 KURT R. LATIMORE	225659	18-14	08/29/2018		10/07/18	2,025.00	
			Invoice: 18-14							
				2,025.00	61011585 541100					
				225660	18-12	07/31/2018		10/07/18	6,975.00	
			Invoice: 18-12							
				6,975.00	61011585 541100					
								CHECK	348705 TOTAL:	9,000.00
348706	10/10/2018	PRTD	6963 GLEN F. DOYLE	225719	4747	09/20/2018		10/07/18	410.00	
			Invoice: 4747							
				410.00	73411345 548100					
				225720	4740	09/04/2018		10/07/18	410.00	
			Invoice: 4740							
				410.00	73411345 548100					
								CHECK	348706 TOTAL:	820.00
348707	10/10/2018	PRTD	5262 LIDEN LAND DEV & EXC	225778	PAYREQ3-782	09/12/2018	21800076	10/07/18	25,082.60	
			Invoice: PAYREQ3-782							
				25,082.60	72423434 66300000782					
								CHECK	348707 TOTAL:	25,082.60
348708	10/10/2018	PRTD	5717 MAKERS ARCHITECTURE	225725	1807-3	09/17/2018		10/07/18	1,637.50	
			Invoice: 1807-3							
				1,637.50	61011586 54110000930					
								CHECK	348708 TOTAL:	1,637.50
348709	10/10/2018	PRTD	9043 MISTER T'S TROPHIES	225661	114276	09/10/2018		10/07/18	117.92	
			Invoice: 114276							
				117.92	11011116 531100					
								CHECK	348709 TOTAL:	117.92
348710	10/10/2018	PRTD	2574 NATIONAL BARRICADE C	225721	278356	09/17/2018		10/07/18	178.83	
			Invoice: 278356							
				178.83	73111264 531100					
				225722	278355	09/17/2018		10/07/18	1,280.36	
			Invoice: 278355							
				1,183.89	990 141100					
				96.47	73111264 531100					

10/04/2018 11:18 | CITY OF BAINBRIDGE ISLAND  
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 17  
 | 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
									CHECK 348710 TOTAL: 1,459.19
348711	10/10/2018	PRTD	677 NORTH COAST ELECTRIC	225726	S8856888.003	09/21/2018		10/07/18	360.18
			Invoice: S8856888.003		PW/GREEN CREATIVE				
				360.18	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
				225727	S8856888.002	09/18/2018		10/07/18	259.97
			Invoice: S8856888.002		PW/LIGHTBULBS				
				259.97	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
				225728	S8856888.001	09/17/2018		10/07/18	187.48
			Invoice: S8856888.001		PW/LIGHTBULBS				
				187.48	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
									CHECK 348711 TOTAL: 807.63
348712	10/10/2018	PRTD	2430 OGDEN MURPHY WALLACE	225662	816691	09/13/2018		10/07/18	16,838.45
			Invoice: 816691		LEGAL/LEGAL SERVICES AUG 2018				
				240.00	32470152 54111100844	LIT-CLARK ADMIN APPEAL			
				570.00	32470152 54111100892	LIT-CAINION SUP CT WRIT			
				4,922.80	32011152 54111100935	LIT-KC REALTORS-GMHB			
				1,402.25	32470152 54111400949	HEX-HANSON DOCK REPL			
				3,604.80	32470152 54111400963	STAHL/ST. LOUIS VMP APPEAL			
				3,788.60	32011152 541110	LGL-GF-LEGAL ADVICE			
				2,010.00	91011211 541100	GG-C/E-CIVIL SVC-PROF SVCS			
				150.00	32470152 54111000711	SMP LEGAL ADVICE			
				150.00	32470152 54111100897	LIT-PRESERVE RESP SHORELINE			
									CHECK 348712 TOTAL: 16,838.45
348713	10/10/2018	PRTD	8286 SUPERINTENDENT OF P	225779	14401	09/13/2018		10/07/18	258.00
			Invoice: 14401		POL/FINGERPRINTING				
				258.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
									CHECK 348713 TOTAL: 258.00
348714	10/10/2018	PRTD	1754 OTIS ELEVATOR COMPAN	225820	ST05151GA18	09/20/2018		10/07/18	2,224.56
			Invoice: ST05151GA18		PW/10/1-12/31/18 ELEVATOR SERVICE				
				2,224.56	73011183 548100	O&M-C/E-CH FAC-REPAIRS			
									CHECK 348714 TOTAL: 2,224.56
348715	10/10/2018	PRTD	4417 PACIFIC NORTHWEST TI	225729	003951-IN	09/17/2018		10/07/18	661.63
			Invoice: 003951-IN		EX/CONDITION OF TITLE GUAR: SUZUKI PROP				
				661.63	31011593 54110000961	SUZUKI PROP DEV-PROF SVCS			



10/04/2018 11:18 | CITY OF BAINBRIDGE ISLAND  
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 19  
 | apcshdsb

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

348720 10/10/2018 PRD 6685 REGIONAL DISPOSAL CO 225860 0000154144 09/15/2018 21800022 10/07/18 2,781.19  
 Invoice: 0000154144 BIOSOLIDS DISPOSAL  
 2,781.19 73425358 54790100551 BIOSOLIDS WASTE DISPOSAL  
 CHECK 348720 TOTAL: 2,781.19

348721 10/10/2018 PRD 2409 RIVER OAKS COMMUNICA 225664 08/15/18 08/15/2018 10/07/18 716.75  
 Invoice: 08/15/18 LEGAL/CONSULTING SERVICES RE: KKOL  
 716.75 32011152 54110000955 CHALLENGE TO RADIO STATION-PS  
 CHECK 348721 TOTAL: 716.75

348722 10/10/2018 PRD 8691 ROBERT DAVY 225683 09/24/18 09/24/2018 10/07/18 180.00  
 Invoice: 09/24/18 CRT/JUDGE PRO TEMP SVCS  
 180.00 21011125 541210 COURT - JUDGE PRO TEMPORE SVCS  
 Invoice: 10/02/18 225872 10/02/18 10/02/2018 10/07/18 150.00  
 CRT/PRO TEMP SVCS  
 150.00 21011125 541210 COURT - JUDGE PRO TEMPORE SVCS  
 CHECK 348722 TOTAL: 330.00

348723 10/10/2018 PRD 408 ROLLING BAY COMMERC 225780 053488 09/21/2018 10/07/18 3,955.00  
 Invoice: 053488 CRT/OCTOBER RENT  
 3,955.00 91011255 545000 GG-C/E-COURT BLDG-RENT  
 CHECK 348723 TOTAL: 3,955.00

348724 10/10/2018 PRD 8035 SHINE QUARRY, LLC 225737 0020318 09/14/2018 10/07/18 1,135.64  
 Invoice: 0020318 PW/69.03 Y 3/4" MINUS  
 1,135.64 990 141100 MERCHANDISE  
 Invoice: 0020279 225738 0020279 09/12/2018 10/07/18 584.27  
 PW/46.61Y 3/4" MINUS  
 584.27 990 141100 MERCHANDISE  
 Invoice: 0020256 225739 0020256 09/11/2018 10/07/18 1,198.00  
 PW/95.57 Y 3/4" MINUS  
 1,198.00 990 141100 MERCHANDISE  
 Invoice: 0020238 225740 0020238 09/10/2018 10/07/18 1,199.50  
 PW/95.69 Y 3/4" MINUS  
 1,199.50 990 141100 MERCHANDISE  
 CHECK 348724 TOTAL: 4,117.41



10/04/2018 11:18 | CITY OF BAINBRIDGE ISLAND  
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 21  
 | 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
								CHECK 348730 TOTAL:	2,557.29
348731	10/10/2018	PRTD	8712 JADE CASTILLO	225812	SEP 18-24	10/01/2018		10/07/18	200.00
			Invoice: SEP 18-24					NOMADIK FEST DAMAGE DEPOSIT	
				200.00	62238 386000			PARK/DOCK USE DEPOSIT	
								CHECK 348731 TOTAL:	200.00
348732	10/10/2018	PRTD	8738 SPEAKWRITE, LLC	225823	F5537B16	10/01/2018		10/07/18	1,062.00
			Invoice: F5537B16					POL/TRANSCRIPTION SVCS	
				1,062.00	52011212 541100			POLICE - C/E INVEST PROF SVCS	
								CHECK 348732 TOTAL:	1,062.00
348733	10/10/2018	PRTD	8132 SPECTRA LABORATORIES	225742	18-07096	09/13/2018		10/07/18	19.32
			Invoice: 18-07096					PW/ROCKAWAY BEACH ECOLI TESTING	
				19.32	73415345 54110000391			LAB SVCS-WATER ROCKAWAY	
			Invoice: 18-07094					PW/WINWTR ECOLI TESTING	
				38.64	73411345 54110000391			LAB SVCS-WATER	38.64
			Invoice: 18-07172					PW/WINWTR FLOURIDE TESTING	
				62.10	73411345 54110000391			LAB SVCS-WATER	62.10
			Invoice: 18-07297					PW/ECOLI TESTING	
				38.64	73411345 54110000391			LAB SVCS-WATER	38.64
			Invoice: 18-07173					PW/ROCKAWAY TESTING	
				55.66	73415345 54110000391			LAB SVCS-WATER ROCKAWAY	55.66
								CHECK 348733 TOTAL:	214.36
348734	10/10/2018	PRTD	2467 STAPLES	225668	3389147432	09/01/2018		10/07/18	48.04
			Invoice: 3389147432					EX&FIN/OFFICE SUPPLIES	
				19.31	31011131 531100			EX-GF-SUPPLIES	
				28.73	41011141 531100			FIN - C/E ADMIN SUPPLIES	
								CHECK 348734 TOTAL:	48.04
348735	10/10/2018	PRTD	9047 STRACHAN, MARC	225763	72410	09/27/2018		10/07/18	9.76
			Invoice: 72410					ACCOUNT 11811 1898 COMMODORE LANE NW	
				9.76	411 122100			WATER ACCOUNTS RECEIVABLE	

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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								CHECK 348735 TOTAL:	9.76
348736	10/10/2018	PRTD	5730 SUMMIT LAW GROUP	225671	95332	09/19/2018		10/07/18	3,914.50
			Invoice: 95332					LEGAL/PROF SERVICES AUG 2018	
				3,914.50	32011152 54111000274	LGL-LABOR NEGOTIATIONS			
			Invoice: 95331	225672	95331	09/19/2018		10/07/18	3,080.50
								LEGAL/PROF SERVICES AUG 2018	
				2,714.50	32011152 54111000870	LGL-HR (NON-BARGAINING)			
				366.00	32011152 54111000274	LGL-LABOR NEGOTIATIONS			
			Invoice: 93888	225862	93888	07/19/2018		10/07/18	1,738.50
								HR/LEGAL SVCS JUN 2018	
				1,281.00	32011152 54111000870	LGL-HR (NON-BARGAINING)			
				457.50	32011152 54111000274	LGL-LABOR NEGOTIATIONS			
			Invoice: 93889	225863	93889	07/19/2018		10/07/18	203.50
								HR/LEGAL SVCS JUN 2018	
				203.50	32011152 54111000274	LGL-LABOR NEGOTIATIONS			
								CHECK 348736 TOTAL:	8,937.00
348737	10/10/2018	PRTD	6714 TOSHIBA FINANCIAL SE	225747	23405881	09/21/2018		10/07/18	188.58
			Invoice: 23405881					CRT/E-STUDIO3005AC COPIER LEASE	
				188.58	21011125 545000	COURT - RENTS & LEASES - OPER			
								CHECK 348737 TOTAL:	188.58
348738	10/10/2018	PRTD	558 TOWN & COUNTRY MARKE	225674	08/22/18	08/22/2018		10/07/18	130.15
			Invoice: 08/22/18					EX/AUG BIRTHDAY LUNCHES	
				130.15	31011131 531100	EX-GF-SUPPLIES			
			Invoice: 09/24/18	225745	09/24/18	09/24/2018		10/07/18	26.75
								PW/ICE, 2 GAL ZIPLOCK BAGS	
				26.75	73411345 531100	OFFICE SUPPLIES			
			Invoice: 09/25/18	225824	09/25/18	09/25/2018		10/07/18	13.04
								PW/DISTILLED WATER	
				13.04	73425358 531100	O&M-WWTP-SUPPLIES			
			Invoice: 09/26/18	225826	09/26/18	09/26/2018		10/07/18	9.45
								PW/ICE	
				9.45	73411345 531100	OFFICE SUPPLIES			
			Invoice: 09/21/18	225864	09/21/18	09/21/2018		10/07/18	13.04
								PW/DISTILLED WATER	
				13.04	73425358 531100	O&M-WWTP-SUPPLIES			

CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 348738 TOTAL:	192.43
348739	10/10/2018	PRTD	8293 TRENNON BIRD	225786	09/20/18	09/25/2018		10/07/18	141.50
			Invoice: 09/20/18			CS/CIV SVC CONF EXPENSES			
				141.50	91011211 443410	GG-C/E-CIVIL SVC-TRAINING			
								CHECK 348739 TOTAL:	141.50
348740	10/10/2018	PRTD	4929 TYLER TECHNOLOGIES I	225866	045-239603	09/28/2018		10/07/18	640.00
			Invoice: 045-239603			IT/EXECUTIME IMPLEMENTATION			
				640.00	81011881 541100	IT - C/E PROF SERVICES			
				225874	045-238951	10/01/2018		10/07/18	13,252.43
			Invoice: 045-238951			IT/MUNIS QTRLY SOFTWARE MAINT			
				13,252.43	81011881 548500	IT - C/E COMPUTER SUPPORT			
								CHECK 348740 TOTAL:	13,892.43
348741	10/10/2018	PRTD	2425 THE UPS STORE #1265	225788	9/25/18	09/25/2018		10/07/18	441.74
			Invoice: 9/25/18			PW/WATER POSTAGE			
				441.74	91411891 542500	GG-WTR-FAC-POSTAGE			
				225789	9/26/18	09/26/2018		10/07/18	412.58
			Invoice: 9/26/18			PW/POSTAGE			
				412.58	91411891 542500	GG-WTR-FAC-POSTAGE			
								CHECK 348741 TOTAL:	854.32
348742	10/10/2018	PRTD	1152 USA BLUE BOOK	225675	675032	09/06/2018		10/07/18	795.47
			Invoice: 675032			PW/PUMP			
				795.47	73415345 531100	OFFICE SUPPLIES			
				225748	685041	09/17/2018		10/07/18	-70.85
			Invoice: 685041			PW/VALVE RETURN			
				-70.85	73411345 531100	OFFICE SUPPLIES			
				225749	682188	09/13/2018		10/07/18	70.85
			Invoice: 682188			PW/VALVE			
				70.85	73411345 531100	OFFICE SUPPLIES			
				225875	680415	09/12/2018		10/07/18	171.22
			Invoice: 680415			PW/PVC PIPE, COUPLING			
				171.22	73425358 531100	O&M-WWTP-SUPPLIES			
								CHECK 348742 TOTAL:	966.69

CASH ACCOUNT: 635			111100		CASH					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
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348743	10/10/2018	PRTD	4688 BRUCE C. ALLEN & ASS	225752	17-0236B	06/29/2018		10/07/18	1,590.00	
Invoice: 17-0236B			ENG/MADISON AVE APPRAISAL							
				1,590.00	72321952	66100000708	WYATT-MAD TO LOVELL-ROW ACQ			
				225753	17-0236A	02/14/2018		10/07/18	23,700.00	
Invoice: 17-0236A			ENG/WYATT ROUNDABOUT APPRAISAL							
				23,700.00	72321952	66100000708	WYATT-MAD TO LOVELL-ROW ACQ			
								CHECK	348743 TOTAL:	25,290.00
348744	10/10/2018	PRTD	5457 VERN'S ORGANIC TOPSO	225676	88583	09/17/2018		10/07/18	1,613.20	
Invoice: 88583			PW/40 YD FINE BARK							
				1,613.20	73011768	531100	O&M-C/E-PARKS-SUPPLIES			
				225677	88595	09/17/2018		10/07/18	1,209.90	
Invoice: 88595			PW/30 YD FINE BARK							
				1,209.90	73011768	531100	O&M-C/E-PARKS-SUPPLIES			
				225754	88612	09/19/2018		10/07/18	1,209.90	
Invoice: 88612			PW/30Y FINE BARK							
				1,209.90	73011768	531100	O&M-C/E-PARKS-SUPPLIES			
								CHECK	348744 TOTAL:	4,033.00
348745	10/10/2018	PRTD	5271 WASHINGTON WATER SER	225876	4815979187-SEP18	09/20/2018		10/07/18	137.74	
Invoice: 4815979187-SEP18			SEP18 DECANT FACILITY WATER							
				137.74	91435838	547500	GG-DECANT-WATER/SEWER			
								CHECK	348745 TOTAL:	137.74
348746	10/10/2018	PRTD	9048 CHANCE WALES & TEMRE	225790	BLD20892	09/21/2018		10/07/18	1,254.00	
Invoice: BLD20892			BLD20892 SURETY DEPOSIT REFUND							
				1,254.00	62338	386000	SURETY DEPOSITS CUS			
								CHECK	348746 TOTAL:	1,254.00
348747	10/10/2018	PRTD	499 WESTBAY AUTO PARTS I	225755	394125	09/18/2018		10/07/18	46.13	
Invoice: 394125			PW/LAMPS							
				23.07	73111423	531100	OFFICE SUPPLIES			
				23.06	73111427	531100	OFFICE SUPPLIES			
				225756	394123	09/18/2018		10/07/18	58.99	
Invoice: 394123			PW/LAMPS							
				29.50	73111423	531100	OFFICE SUPPLIES			
				29.49	73111427	531100	OFFICE SUPPLIES			
				225758	392072	09/10/2018		10/07/18	32.57	



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 10	32	APP 001-213000					GENERAL - ACCOUNTS PAYABLE		174,538.87	
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				375,967.52
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000						STREETS - ACCOUNTS PAYABLE		27,453.34		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000						ACCOUNTS PAYABLE		60,425.03		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 631-213000						ACCOUNTS PAYABLE		12,958.28		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000						ACCOUNTS PAYABLE		12,649.59		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000						ACCOUNTS PAYABLE		530.64		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000						ACCOUNTS PAYABLE		6,553.87		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 622-213000						ACCOUNTS PAYABLE		30,407.00		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 104-213000						CIVIC IMPR - ACCOUNTS PAYABLE		7,500.00		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 901-213000						ACCOUNTS PAYABLE		13,256.40		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000						ACCOUNTS PAYABLE		29,436.50		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
APP 650-213000						ACCOUNTS PAYABLE		258.00		
10/04/2018	10/07/18	101018				AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									375,967.52	375,967.52
APP 631-130000						DUE TO/FROM CLEARING		363,009.24		
10/04/2018	10/07/18	101018								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			174,538.87	
10/04/2018	10/07/18	101018								
APP 101-130000						STREETS - DUE TO/FROM CLEARING			27,453.34	
10/04/2018	10/07/18	101018								
APP 402-130000						DUE TO/FROM CLEARING			60,425.03	
10/04/2018	10/07/18	101018								
APP 401-130000						DUE TO/FROM CLEARING			12,649.59	
10/04/2018	10/07/18	101018								
APP 403-130000						DUE TO/FROM CLEARING			530.64	
10/04/2018	10/07/18	101018								
APP 407-130000						DUE TO/FROM CLEARING			6,553.87	
10/04/2018	10/07/18	101018								
APP 622-130000						DUE TO/FROM CLEARING			30,407.00	
10/04/2018	10/07/18	101018								
APP 104-130000						CIVIC IMPR DUE TO/FROM CLEAR'G			7,500.00	

10/04/2018 11:18  
 cchristianson

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

|P 27  
 |apcshdsb

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			
APP 901-130000	10/04/2018	10/07/18	101018			DUE TO/FROM CLEARING			13,256.40
APP 301-130000	10/04/2018	10/07/18	101018			DUE TO/FROM CLEARING			29,436.50
APP 650-130000	10/04/2018	10/07/18	101018			DUE TO/FROM CLEARING			258.00
	10/04/2018	10/07/18	101018						
SYSTEM GENERATED ENTRIES TOTAL								363,009.24	363,009.24
JOURNAL 2018/10/32 TOTAL								738,976.76	738,976.76

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018 10	32	10/04/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		174,538.87
001-213000			GENERAL - ACCOUNTS PAYABLE	174,538.87	
			FUND TOTAL	174,538.87	174,538.87
101 STREET FUND	2018 10	32	10/04/2018		
101-130000			STREETS - DUE TO/FROM CLEARING		27,453.34
101-213000			STREETS - ACCOUNTS PAYABLE	27,453.34	
			FUND TOTAL	27,453.34	27,453.34
104 CIVIC IMPROVEMENT FUND	2018 10	32	10/04/2018		
104-130000			CIVIC IMPR DUE TO/FROM CLEAR'G		7,500.00
104-213000			CIVIC IMPR - ACCOUNTS PAYABLE	7,500.00	
			FUND TOTAL	7,500.00	7,500.00
301 CAPITAL CONSTRUCTION FUND	2018 10	32	10/04/2018		
301-130000			DUE TO/FROM CLEARING		29,436.50
301-213000			ACCOUNTS PAYABLE	29,436.50	
			FUND TOTAL	29,436.50	29,436.50
401 WATER OPERATING FUND	2018 10	32	10/04/2018		
401-130000			DUE TO/FROM CLEARING		12,649.59
401-213000			ACCOUNTS PAYABLE	12,649.59	
			FUND TOTAL	12,649.59	12,649.59
402 SEWER OPERATING FUND	2018 10	32	10/04/2018		
402-130000			DUE TO/FROM CLEARING		60,425.03
402-213000			ACCOUNTS PAYABLE	60,425.03	
			FUND TOTAL	60,425.03	60,425.03
403 STORM & SURFACE WATER FUND	2018 10	32	10/04/2018		
403-130000			DUE TO/FROM CLEARING		530.64
403-213000			ACCOUNTS PAYABLE	530.64	
			FUND TOTAL	530.64	530.64
407 BUILDING & DEVELOPMENT FUND	2018 10	32	10/04/2018		
407-130000			DUE TO/FROM CLEARING		6,553.87
407-213000			ACCOUNTS PAYABLE	6,553.87	
			FUND TOTAL	6,553.87	6,553.87
622 EXPENDABLE TRUST FUND	2018 10	32	10/04/2018		

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
622-130000				DUE TO/FROM CLEARING		30,407.00
622-213000				ACCOUNTS PAYABLE	30,407.00	
				FUND TOTAL	30,407.00	30,407.00
631 CLEARING FUND	2018 10	32	10/04/2018			
631-130000				DUE TO/FROM CLEARING	363,009.24	
631-213000				ACCOUNTS PAYABLE	12,958.28	
635-111100				CASH		375,967.52
				FUND TOTAL	375,967.52	375,967.52
650 AGENCY FUND	2018 10	32	10/04/2018			
650-130000				DUE TO/FROM CLEARING		258.00
650-213000				ACCOUNTS PAYABLE	258.00	
				FUND TOTAL	258.00	258.00
901 CITY-WIDE REPORTING FUND	2018 10	32	10/04/2018			
901-130000				DUE TO/FROM CLEARING		13,256.40
901-213000				ACCOUNTS PAYABLE	13,256.40	
				FUND TOTAL	13,256.40	13,256.40

10/04/2018 11:18  
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|CITY OF BAINBRIDGE ISLAND  
|A/P CASH DISBURSEMENTS JOURNAL

|P 30  
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JOURNAL ENTRIES TO BE CREATED

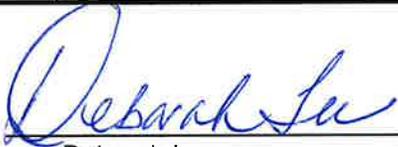
FUND		DUE TO	DUE FROM
001	GENERAL FUND		174,538.87
101	STREET FUND		27,453.34
104	CIVIC IMPROVEMENT FUND		7,500.00
301	CAPITAL CONSTRUCTION FUND		29,436.50
401	WATER OPERATING FUND		12,649.59
402	SEWER OPERATING FUND		60,425.03
403	STORM & SURFACE WATER FUND		530.64
407	BUILDING & DEVELOPMENT FUND		6,553.87
622	EXPENDABLE TRUST FUND		30,407.00
631	CLEARING FUND	363,009.24	
650	AGENCY FUND		258.00
901	CITY-WIDE REPORTING FUND		13,256.40
	TOTAL	363,009.24	363,009.24

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

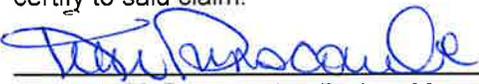
PAYROLL

PAYROLL CHECK RUN: 10 - 5 - 2018

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	10/5/2018	042885 - 043009	P/R check run - direct deposit	290,763.95
Normal	10/5/2018	108703 - 108707	P/R check run - regular	7,744.97
Vendor	10/5/2018	108708 - 108722	P/R vendor check run	305,883.32
EFTPS	10/5/2018		Federal Tax Electronic Transfer	112,152.46
			<b>TOTAL:</b>	<b>716,544.70</b>

Prepared and Reviewed by:  Date 10-4-18  
Deborah Lee

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

 Date 10/4/18  
Kimberly M. Dunscombe, Budget Manager



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:**

**AGENDA ITEM:** City Council Study Session Meeting Minutes, September 18, 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:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[CCMIN 091818 STUDY SESSION](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

CITY COUNCIL STUDY SESSION  
TUESDAY, SEPTEMBER 18, 2018

MEETING MINUTES

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

Deputy Mayor Deets called the City Council meeting to order at 6:02 p.m. in Council Chambers.

Deputy Mayor Deets, Mayor Medina, and Councilmembers Blossom, Nassar, Peltier, Schneider, and Tirman were present.

2) **EXECUTIVE SESSION**

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

[Cover Page](#)

2.B To 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).

[Cover Page](#)

Deputy Mayor Deets adjourned the meeting to an executive session at 6:02 p.m. pursuant to RCW 42.30.110(1)(i) and RCW 42.30.110(1)(g).

Deputy Mayor Deets extended the executive session for an additional 15 minutes at 6:30 p.m. Council returned from executive session at 6:45 p.m., and Deputy Mayor Deets re-convened the meeting. Councilmember Schneider was absent and excused for the remainder of the meeting. Deputy Mayor Deets stated that no action was taken during executive session.

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

Mayor Medina moved and Councilmember Nassar seconded to approve the agenda as presented. The motion was approved by unanimous consent. There were no conflicts of interest disclosed.

4) **MAYOR'S REPORT**

Mayor Medina provided information on the North Ward meeting, a tiny home presentation at Rolling Bay Presbyterian Church, and information sessions on the SAFE Mobility Levy.

## 5) PRESENTATIONS

### 5.A Recognition of Service of City Manager Doug Schulze

#### Cover Page

Mayor Medina enumerated City Manager Schulze's accomplishments and presented him with an engraved clock. Councilmembers Deets and Blossom expressed appreciation for City Manager Schulze's service.

#### Public Comment

Steve Bonkowski commended City Manager Schulze on his accomplishments.

Anne Blair commended City Manager Schulze on his accomplishments.

Val Tollefson commended City Manager Schulze on his accomplishments.

Gloria Saylor commended City Manager Schulze on his accomplishments.

John Powers commended City Manager Schulze on his accomplishments.

Dominique Cantwell commended City Manager Schulze on his accomplishments.

### 5.B Report from Kitsap Economic Development Alliance ("KEDA")

#### Cover Page

John Powers, Executive Director of the Kitsap Economic Development Alliance, provided a report on KEDA's work during the past two quarters of 2018.

## 6) UNFINISHED BUSINESS

### 6.A Update on Broadband Utility - Executive

#### Cover Page

City Manager Schulze provided information on a proposal for community broadband to be launched with private funds.

### 6.B Update on Moratorium - Planning

#### Cover Page

September 18, 2018 Moratorium Work Program Status Report

Ordinance No. 2018-23

Development Moratorium Summary

Planning Director Christensen provided an update on the moratorium.

### 6.C Proposal from Arborists for Code Review - Mayor Medina

#### Cover Page

Summary Cover letter

ArboristProposal2

Mayor Medina introduced the agenda item, and Council discussed the topic. There was consensus from Council for staff to proceed with a contract with the arborists for Code review.

**6.D Council Endorsement for Hwy 305 Washington Department of Transportation (WSDOT) Plan - Mayor Medina**

Cover Page

Mayor Medina introduced the agenda item.

**MOTION:** I move we accept the Washington State Department of Transportation's general plan for SR305 related to \$36.8 million in Connecting Washington funding approved by the Legislature in 2015 contingent upon further process related to final design of specific projects, such as roundabouts, involving both the public and the City of Bainbridge Island.

**Peltier/Nassar:** The motion was approved by unanimous consent.

7) NEW BUSINESS

**7.A Code Enforcement Update - Executive**

Cover Page

[September 18, 2018 Code Enforcement Update.pptx](#)  
[COBI Standard Operating Procedures for Code Enforcement Actions](#)  
[Chapter 1.26 BIMC - The City's Current General Code Enforcement Chapter](#)  
[Chapter 15.08 BIMC - The City's Current Sign Code](#)  
[MRSC: Reed v. Town of Gilbert Blog Post](#)  
[Title 6 BIMC - The City's Current Title Related to Animal Control](#)  
[Kitsap Humane Society Recommendations for COBI](#)

Deputy City Attorney Sepler provided a presentation on code enforcement issues and asked for direction from Council.

Council agreed to discuss the Kitsap Humane Society's recommendations further with a representative from that organization. Code Compliance Officer Vause will return to a future meeting to provide additional information on general code enforcement issues and recommendations.

8) CITY COUNCIL DISCUSSION

**8.A Regional Committee Reports by Councilmember Liaisons - Mayor Medina**

Cover Page

Councilmember Peltier provided an update on Puget Sound Regional Council Growth Management Policy Board.

Councilmember Tirman updated Council on Transpol (Kitsap Regional Coordinating Council Transportation Policy Board).

Mayor Medina provided a report on the Housing Kitsap Board, Kitsap Transit Board, Kitsap Emergency Management Council, Kitsap 911 Board, Kitsap Public Health District Board, KEDA, and Kitsap Regional Coordinating Council.

9) FUTURE COUNCIL AGENDAS

[Cover Page](#)

[Special City Council Meeting 092518](#)

[City Council Regular Business Meeting 092518](#)

[City Council Study Session 100218](#)

[City Council Regular Business Meeting 100918](#)

[City Council Study Session 101618](#)

Council discussed future agendas.

10) FOR THE GOOD OF THE ORDER

Mayor Medina noted that dinner would be provided to Council for meetings that begin before 6:00 p.m.

11) ADJOURNMENT

Deputy Mayor Deets adjourned the meeting at 9:56 p.m.

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Kol Medina, Mayor

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Christine Brown, City Clerk



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:**

**AGENDA ITEM:** Regular City Council Business Meeting Minutes, September 25, 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:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[CCMIN 092518 BUSINESS](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

REGULAR CITY COUNCIL BUSINESS MEETING  
TUESDAY, SEPTEMBER 25, 2018

MEETING MINUTES

1) CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

Mayor Medina called the meeting to order at 6:01 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 Schneider asked to add a discussion of a Council retreat under New Business. Councilmember Peltier moved, and Councilmember Schneider seconded to approve the agenda, as modified. The motion was approved by unanimous consent.

Mayor Medina noted his association with Kitsap Strong, in connection with the proclamation under item 6.D.

3) PUBLIC COMMENT

Tom Lent spoke about speeding and safety issues on Miller Road.

Molly Bogardus spoke about a permit issue with the proposed compost facility.

Pat Irlle spoke in favor of Resolution No. 2018-27.

4) MAYOR'S REPORT

Mayor Medina updated Council on a proposed City utility tour, Arts and Humanities Bainbridge 2018 request for funding, North Ward meeting, Open Streets Festival, SAFE Mobility Levy workshops, Kitsap Transit community meeting, and Indigenous Peoples Day.

5) CITY MANAGER'S REPORT

Acting City Manager Smith mentioned SAFE Mobility Levy information on the City's web site, 3 Days of Preparedness, and Chamber of Commerce Oktoberfest.

6) PRESENTATION(S)

**6.A Proclamation Declaring October 2018 as Filipino American History Month - Mayor Medina**

[Cover Page](#)  
[Filipino American History Month Proclamation 2018](#)

Mayor Medina read the proclamation.

**MOTION:** I move to authorize the Mayor to sign the Proclamation declaring October 2018, as Filipino American History Month and to add this proclamation to the list of annual proclamations that can be issued by the Mayor without further authorization.

**Tirman/Peltier:** The motion was approved by unanimous consent.

Eugene Tabafunda thanked Council for the proclamation.

**6.B Recognition of Indigenous Peoples Day - Councilmember Peltier**

[Cover Page](#)  
[Resolution No. 2016-21 Indigenous Peoples Day](#)

Councilmember Peltier provided information on Indigenous Peoples Day and read the resolution.

**6.C Proclamation Declaring October 2018 as National Community Planning Month - Planning**

[Cover Page](#)  
[2018 October National Community Planning Month Proclamation](#)

Planning Director Christensen read the proclamation.

**MOTION:** I move to authorize the Mayor to sign the Proclamation Declaring October 2018, as National Community Planning Month and to add this proclamation to the list of annual proclamations that the Mayor is authorized to sign without further action.

**Nassar/Schneider:** The motion was approved by unanimous consent.

**6.D Proclamation Declaring the Month of October 2018 as Resilience Awareness Month - Mayor Medina**

[Cover Page](#)  
[Resilience Awareness Month Proclamation](#)

Mayor Medina read the proclamation.

**MOTION:** I move to authorize the Mayor to sign the proclamation declaring the month of October 2018, as Resilience Awareness Month and to add this proclamation to the list of annual proclamations that may be signed by the Mayor without further action.

**Schneider/Deets:** The motion was approved by unanimous consent.

**6.E 2019-2020 Proposed Budget Presentation**

[Cover Page](#)

Acting City Manager Smith introduced the agenda item.

Finance Director Schroer provided a presentation on the 2019-2020 Proposed Budget.

7) PUBLIC HEARING(S)

**7.A Ordinance No. 2018-19, Modifying Chapter 16.18 BIMC, Land Clearing, and BIMC 18.15.010 - Planning**

[Cover Page](#)

[Ordinance No. 2018-19 Tree Regulations](#)

[Exhibit A 2018-19 Ch 16.18](#)

[Transmittal - BIMC 16.18 Proposed Changes Financial Estimates.docx](#)

Planning Director Christensen introduced the agenda item.

Mayor Medina opened the public hearing at 7:14 p.m.

**Public Comment**

Josh Potter from Puget Sound Energy spoke about their submitted comments.

Robert Dashiell spoke against the ordinance.

Mayor Medina closed the public hearing at 7:18 p.m.

Council discussed the topic.

**MOTION:** Councilmember Peltier moved and Councilmember Nassar seconded to amend the ordinance to remove Section 16.18.030.B

The motion carried unanimously.

Council continued their discussion of the ordinance and considered next steps.

**MOTION:** I move to forward consideration of Ordinance No. 2018-19 to a future City Council meeting.

**Peltier/Nassar:** Motion carried 5 – 2.

AYES: Ron Peltier, Rasham Nassar, Joe Deets, Matt Tirman, Leslie Schneider

NOES: Sarah Blossom, Kol Medina

ABSENT: None

ABSTAIN: None

**7.B Ordinance No. 2018-32, Amending the Procedure for Review of Applications for Removal of Landmark Trees - Executive**

[Cover Page](#)

[Ordinance No. 2018-32, Modifying Chapter 16.32 Relating to Landmark Trees \(as adopted on August 21, 2018\)](#)

Senior Planner Sutton introduced the agenda item.

Mayor Medina opened the public hearing at 7:46 p.m.

**Public Comment**

Josh Potter, Puget Sound Energy, spoke in favor of the amendment and noted he had sent in comments for Council's consideration.

Jon Quitslund spoke about the need to replace the ordinance.

Lauren Devie spoke against the ordinance.

Mayor Medina closed the public hearing 7:53 p.m.

**7.C Ordinance No. 2018-41, Relating to the Extension of Moratorium for Certain Developments - Planning**

Cover Page

Ordinance No. 2018-41, Relating to the Extension of Moratorium for Certain Developments

Planning Director Christensen introduced the agenda item.

Mayor Medina opened the public hearing at 8:11 p.m.

**Public Comment**

Jon Quitslund spoke about the Planning Commission's approach to Design Guidelines and supported an exemption for 2-lot subdivisions.

Patti Dusbabek spoke against development.

Terry McGuire spoke against the moratorium for business/industrial property.

Mayor Medina closed the public hearing at 8:20 p.m.

Councilmember Nassar proposed exempting 2-lot subdivisions in the R-1, R-2, and R 0.4 zones, and Council discussed the proposal.

Councilmember Blossom proposed expanding the moratorium to require a Notice to Title for Accessory Dwelling Units requiring either the primary or accessory dwelling to be owner-occupied.

Council agreed to discuss these two issues, plus exempting the Business/Industrial zone, further at an upcoming Council meeting.

**MOTION:** I move to approve Ordinance No. 2018-41.

**Tirman/Peltier:** Motion carried 6 – 1.

- AYES: Ron Peltier, Rasham Nassar, Joe Deets, Matt Tirman, Leslie Schneider, Kol Medina
- NOES: Sarah Blossom
- ABSENT: None
- ABSTAIN: None

8) UNFINISHED BUSINESS

**8.A Set Public Hearing on Ordinance No. 2018-42, Amending Chapter 16.32 BIMC to Include Additional Criteria and Considerations Related to Landmark Trees - Planning**

Cover Page

Ordinance No. 2018-42 - Amending Chapter 16.32 BIMC to Include Additional Landmark Tree Criteria

Planning Director Christensen introduced the agenda item.

**MOTION:** I move to set a public hearing on Ordinance No. 2018-42 as part of the agenda for the October 9, 2018 City Council Business Meeting.

**Nassar/Peltier:** The motion was approved by unanimous consent.

### **8.B Manitou Park Boulevard Shoreline Stabilization Project Professional Services Agreement - Public Works**

Cover Page

PSA with Coastal Geologic Services, Inc., for the Manitou Park Blvd Shoreline Stabilization Project  
Attachment A to PSA with Coastal Geologic Services, Inc.

Engineering Manager Hammer introduced the agenda item.

**MOTION:** I move to approve the Professional Services Agreement with Coastal Geologic Services Inc. in the amount of \$56,838.00 for the Manitou Park Boulevard Shoreline Stabilization Project.

**Peltier/Nassar:** The motion was approved by unanimous consent.

### **8.C Resolution No. 2018-29, Clarifying Public Involvement in Use of Funds Raised by City of Bainbridge Island Proposition No. 1, the Connecting Bainbridge SAFE Mobility Levy - Executive**

Cover Page

Resolution No. 2018-29 - SAFE Mobility Project Selection Committee

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

**MOTION:** I move to approve Resolution No. 2018-29.

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

### **8.D Resolution No. 2018-26, Stating the City Council's Position on City of Bainbridge Island Proposition No. 1, the Connecting Bainbridge SAFE Mobility Levy - Executive**

Cover Page

Resolution No. 2018-26, Stating the City Council's Position on City of Bainbridge Island Proposition No. 1, the Connecting Bainbridge Safe Mobility Levy

City Attorney Levan introduced the agenda item.

**MOTION:** I move to approve Resolution No. 2018-26, stating the City Council's support for City of Bainbridge Island Proposition No. 1, the Connecting Bainbridge: SAFE Mobility Levy.

**Nassar/Peltier:** The motion carried unanimously, 7-0.

### **8.E Contract for City Manager - Mayor Medina**

Mayor Medina introduced the agenda item.

**MOTION:** I move to approve the contract with Morgan Smith for the City Manager position.  
Schneider: The motion failed for lack of a second.

Council discussed next steps.

**MOTION:** I move to direct the Mayor to work with staff to begin the process of hiring an interim city manager and permanent city manager as quickly as possible.

**Nassar/Blossom:** The motion was approved by unanimous consent.

Mayor Medina adjourned the meeting for a break at 9:09 p.m. and reconvened the meeting at 9:17 p.m.

9) NEW BUSINESS

#### **9.[Added] Council Retreat**

Councilmember Schneider introduced the agenda item. Council decided to tentatively schedule a Council retreat on November 17, 2018 from 9 a.m. until 2 p.m.

#### **9.A Resolution No. 2018-27, Stating the City Council's Position on "Clean Air Clean Energy" Initiative 1631 - Mayor Medina**

Mayor Medina introduced the resolution.

##### **Public Comment**

Bobbi Morgan spoke in favor of the resolution.

Mike Kelly spoke in favor of the resolution.

Gary Lagerloef spoke in favor of the resolution.

John Kidd spoke in favor of the resolution.

**MOTION:** I move to forward Resolution No. 2018-27, stating the City Council's support for Initiative 1631, for approval with the October 9, 2018 Consent Agenda.

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

#### **9.B Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement - Public Works**

Engineering Manager Hammer introduced the agenda item.

**MOTION:** I move to forward for approval with the October 9, 2018 Consent Agenda a delegation of authority to the City Manager to execute an agreement with Soundwest Engineering Associates, Inc., in the amount of \$54,720.00 for work on the Country Club Road Bulkhead Repair and Outfall Replacement Project.  
**BlossomNassar:** The motion was approved by unanimous consent.

## 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 09-26-18.pdf](#)

[Payroll.pdf](#)

Accounts Payable: last check number 348489 from previous run = \$122.48; manual check number sequence 348490 – 348503 for \$95,323.53; regular check number sequence 348504 – 348628 for \$165,333.88. Total disbursement = \$260,657.41.

Payroll: normal direct deposit check sequence 042759 – 042884 for \$323,775.66; miscellaneous check number 108686 for \$7,736.24; regular payroll check sequence 108687 – 108690 for \$5,788.71; vendor check run sequence 108691 – 108702 for \$126,761.74; Federal Tax Electronic Funds Transfer for \$128,417.28. Total disbursement = \$717,227.98.

#### 10.C City Council Study Session Minutes, September 4, 2018

##### Cover Page

[CCMIN 090418 STUDY SESSION](#)

#### 10.D Special City Council Meeting Minutes, September 11, 2018

##### Cover Page

[CCMIN 091118 SPECIAL](#)

#### 10.E City Council Regular Business Meeting Minutes, September 11, 2018

##### Cover Page

[CCMIN 091118 BUSINESS](#)

#### 10.F Ordinance 2018-35 Amending BIMC Chapter 5 and Adopting Model Business License Code - Finance

##### Cover Page

[Ordinance No. 2018-35](#)

[MRSC - July 2018 Business License Code Update Explanation](#)

[MRSC - April 2018 Business Licensing Background](#)

#### 10.G Ordinance No. 2018-37, relating to the City Water Utility and Providing for No Automatic Fee Adjustment for Monthly Water Service Rates in 2019 - Finance

##### Cover Page

[Ordinance No. 2018-37 Providing for No Automatic Annual Adjustment for Water Rates in 2019](#)

#### 10.H Ordinance No. 2018-38, Providing for No Automatic Annual Adjustment for Monthly Sewer Service Utility Rates in 2019 - Finance,

[Cover Page](#)

[Ordinance No. 2018-38 Providing for No Automatic Annual Adjustment for Sewer Rates in 2019](#)

10.I Interlocal Agreement Between Kitsap Public Utility District No. 1 and the City of Bainbridge Island  
Transferring Wireless Frequency Interface (Wi-Fi) Assets - Executive

[Cover Page](#)

[Interlocal Agreement Transferring Wi-Fi Assets](#)

[Exhibit A - Interlocal Agreement with KPUD Transferring WiFi Assets](#)

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

**Blossom/Nassar:** The motion was approved by unanimous consent.

## 11) COMMITTEE REPORTS

### 11.A Committee Reports

[Cover Page](#)

[PSRC 9.6.18 Report](#)

[ETHMIN 073018 Approved](#)

[UACMIN 082218 Approved](#)

[Public Safety Committee Notes 061418 Approved](#)

## 12) FOR THE GOOD OF THE ORDER

Deputy Mayor Deets commented on the Council Police Academy.

Councilmember Peltier raised the possibility of a joint meeting with Planning Commission and Design Review Board to discuss the moratorium and the Shoreline Master Program amendment.

Councilmember Nassar noted that the Utility Advisory Committee has recommended that Council participate in a tour of the City's utilities.

## 13) ADJOURNMENT

Mayor Medina adjourned the meeting at 9:44 p.m.

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Kol Medina, Mayor

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Christine Brown, City Clerk



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** Resolution No. 2018-27, Stating the City Council's Position on "Clean Air Clean Energy" Initiative 1631 - Mayor Medina,

**STRATEGIC PRIORITY:** Green, Well-Planned Community

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Resolution

**PROPOSED BY:** Executive

**RECOMMENDED MOTION:**  
Approve with Consent Agenda.

**SUMMARY:**

Consider taking a position on "Clean Air Clean Energy" Initiative 1631, a statewide initiative to the people that would charge pollution fees on the largest corporate polluters and use the revenue to invest in healthy communities, clean air and water, and to promote clean energy.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:** I-1631 is a statewide initiative to the people that would charge pollution fees on the largest corporate polluters and use the revenue to invest in healthy communities, clean air and water, and to promote clean energy. For more information on the initiative, see the 2018 General Election Voters' Guide, which can be found online here: <https://tinyurl.com/yagdyukh>.

State law generally prohibits the use of public facilities to support or oppose a ballot measure. However, it is permissible for the City Council to, collectively, take a position on a ballot measure if certain conditions are met. Specifically, RCW 42.17A.555 states that no elected or appointed official or employee of a public agency may use or authorize the use of any public facilities to support or oppose a ballot measure, but goes on to list four exceptions. Relevant here is RCW 42.17A.555(1), which authorizes the City Council to use public facilities to express, at an open public meeting, a collective decision to support or oppose a ballot measure if (1) any

required notice of the meeting includes the title and number of the ballot proposition; and (2) members of the legislative body or public are afforded an approximately equal opportunity for the expression of an opposing view.

Notice has been provided in accordance with RCW 42.17A.555(1). When this agenda item is discussed, members of the legislative body or the public must be given an approximately equal opportunity for the expression of an opposing view to the position taken by a majority of the City Council on the ballot measure.

**ATTACHMENTS:**

[Resolution No. 2018-27, Stating the City Council's Position on I-1631](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**

**RESOLUTION NO. 2018-27**

**A RESOLUTION** of the City Council of Bainbridge Island, Washington, endorsing “Clean Air Clean Energy” Initiative 1631, a statewide initiative to the people that would charge pollution fees on the largest corporate polluters and use the revenue to invest in healthy communities, clean our air and water, promote clean energy, and slow down the impacts of climate change, and urging voters to “Approve” Initiative 1631 on the November 6, 2018 general election ballot.

**WHEREAS**, the residents of Bainbridge Island and those throughout Washington State all deserve to breath clean air, drink healthy water, and live in protected environments; and

**WHEREAS**, over 600,000 Washingtonians live with asthma and thousands more suffer from upper respiratory illnesses and diseases caused by air pollution; and

**WHEREAS**, climate change is one of the paramount challenges of our generation and will have near and long-term consequences for the economy, the environment, and public health and safety on Bainbridge Island; and

**WHEREAS**, residents of Bainbridge Island are already experiencing the impacts of a changing climate, including more extreme rainfall events, increasing flooding risk, and more-frequent heat events that impact health; and

**WHEREAS**, the City Council recognizes the need to pass on a safe, healthy environment and a stable climate to our children and future generations of Washingtonians; and

**WHEREAS**, the City Council supports policies that provide consumers with affordable, cleaner, and more efficient fuel, energy, and transportation choices; and

**WHEREAS**, state, county, and city shared climate change goals cannot be met without the accelerated phase out of coal-fired electricity and replacement with renewable energy, investments in energy efficiency, cleaner forms of transportation, and investments in healthy forests and agriculture, all of which will be aided by the passage of I-1631; and

**WHEREAS**, the largest corporate polluters causing the most damage to our health are currently not being held accountable nor being required to pay to mitigate the damage they’re doing to our communities; and

**WHEREAS**, I-1631, by hastening a transition from polluting fossil fuel energy to clean energy, will create thousands of high-paying local jobs that contribute to local economies, in rural and urban communities alike, without hurting the health of their neighbors; and

**WHEREAS**, I-1631 will provide a source of funding that the City of Bainbridge Island and other municipalities will be able to apply for to help fund projects that reduce climate pollution and mitigate the effects of climate change; and

**WHEREAS**, I-1631 prioritizes the protection of communities disproportionately harmed by pollution by targeting investments to provide direct, meaningful, and assured benefits to those communities; and

**WHEREAS**, I-1631 provides assistance to families with low incomes as we transition to clean energy; and

**WHEREAS**, I-1631 invests in our state's natural resources, which are vital to our state's economy and industries like agriculture, timber, tourism, and fishing, and which protect our health by reducing pollution in the air and water, and secure our community by lowering the risk of fires, floods, and landslides; and

**WHEREAS**, I-1631 provides funding to: restore and protect estuaries, fisheries, and marine shoreline habitats; prepare for sea level rise; increase sustainable supply of water; and improve infrastructure for treating stormwater; and

**WHEREAS**, I-1631 includes provisions for strong public oversight and accountability; and

**WHEREAS**, I-1631 respects tribal sovereignty and ensures that affected communities and tribal nations are consulted and involved in decision-making; and

**WHEREAS**, I-1631 was shaped by tribal nations and communities most affected by pollution and climate change, and is supported by an unprecedented coalition of business, labor unions, environmental and economic justice advocates, healthcare professionals, communities of color, faith-based organizations, and community leaders; and

**WHEREAS**, I-1631 provides Washington State an opportunity to lead the nation and set an example in how to address pollution and climate change in an equitable and economically responsible manner; and

**WHEREAS**, at the City Council's September 25, 2018 business meeting, persons in favor of I-1631 and those opposed to it were given an equal opportunity to share their views in an open public meeting; and

**WHEREAS**, notice of the September 25, 2018 business meeting was given in accordance with RCW 42.17A.555.

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

**Section 1.** The City Council publicly endorses Initiative 1631 as an essential component of the City of Bainbridge Island’s commitment to cut pollution, protect our citizens’ health and well-being, reduce our greenhouse gas emissions, preserve our environment, and invest in our future.

**Section 2.** The City Council urges all voters on Bainbridge Island and throughout Washington State to “Approve” Initiative 1631 on the November 6, 2018 general election ballot.

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: September 21, 2018  
PASSED BY THE CITY COUNCIL: ,2018  
RESOLUTION NO. 2018-27



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement - Public Works,

**STRATEGIC PRIORITY:** Reliable Infrastructure and Connected Mobility

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Contract

**PROPOSED BY:** Public Works

**RECOMMENDED MOTION:**  
Approve with Consent Agenda.

**SUMMARY:**

City Council to consider forwarding the Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement to the October 9, 2018 consent agenda.

**FISCAL IMPACT:**

<b>Amount:</b>	\$54,720.00
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	Yes

**BACKGROUND:** The proposed design is to repair an existing rock revetment and stormwater outfall along a portion of Country Club Road in Blakely Harbor.

The plans are to repair an existing 415-foot shoreline rock revetment and stormwater outfall, and relocate an existing fire hydrant. The revetment will be rebuilt at ordinary high water which is located at the toe of the marine bank along this portion of shore using a combination of existing and imported material. The culvert outfall will be replaced with no change in diameter or alignment. A new diffuser will be fitted to the outfall at beach grade and the existing fire hydrant will be relocated farther back from the bank crest.

Soundwest Engineering Associates, Inc. was selected to perform consulting services for this project. With the recent departure of our Engineer 1 position, Public Works is expanding our use of consultants for design work.

The City Attorney's Office and the consultant are finalizing the insurance and indemnity provisions in the agreement. However, the final version of the agreement will be in substantially the form of the agreement attached to this agenda bill.

**ATTACHMENTS:**

[Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement](#)

**FISCAL DETAILS:**

**Fund Name(s):** Streets Fund

**Coding:**

**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 Soundwest Engineering Associates, Inc., a Washington State corporation (“Consultant”).

**WHEREAS**, the City needs professional services in connection with design, permitting, and construction support services for the Country Club Road Bulkhead Repair and Culvert Replacement 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 December 31, 2020, 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 fifty-four thousand seven hundred and twenty dollars (\$54,720);
- Fixed Sum: a total amount of \$\_\_\_\_\_;
- Other: \$\_\_\_\_\_, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project 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:        Soundwest Engineering Associates  
4922 Bridle Tree Drive NW  
Bremerton, WA 98312  
Attention: John Piccone, P.E.

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.

SOUNDWEST ENGINEERING ASSOCIATES

CITY OF BAINBRIDGE ISLAND

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Name \_\_\_\_\_

Douglas Schulze, City Manager

Title \_\_\_\_\_

Tax I.D. # \_\_\_\_\_

City Bus. Lic. # \_\_\_\_\_

## Attachment A Scope of Services and Schedule of Estimated Costs

### CITY OF BAINBRIDGE ISLAND COUNTRY CLUB RD BULKHEAD REPAIR

#### INTRODUCTION

The City of Bainbridge Island (City) proposes to repair an existing rock revetment and stormwater outfall along a portion of Country Club Road in Blakely Harbor. The revetment has been severely damaged by wave-induced erosion in several places and the marine bank behind has been eroded by wave action. A site-specific analysis and SEPA exemption have previously been completed.

The proposed project will repair an existing 415-foot shoreline rock revetment, repair an existing stormwater outfall, and move an existing fire hydrant. The revetment will be rebuilt at ordinary high water (OHW), which is at the toe of the marine bank along this portion of shore using a combination of existing and imported material. The culvert outfall will be replaced with no change in diameter or alignment. A new diffuser will be fitted to the outfall at beach grade. The existing fire hydrant at the bank crest will be replaced in a more secure location, farther back from the bank crest.

The following tasks detail objectives, activities, deliverables, and assumptions associated with the scope of work performed by Soundwest Engineering Associates (SEA).

#### TASK 1 – 60% DESIGN AND PERMIT SUBMITTALS

##### **Objective:**

The objective of this Task is to utilize the existing project concept design submitted with the COBI site specific analysis and SEPA exemption to develop 60% complete design drawings for City review and permit submittals to the Washington State Department of Fish and Wildlife (WDFW) and the U.S. Army Corps of Engineers (USACE).

##### **Activities:**

This Task consists of the following activities:

- Review project documents and status and prepare 60% complete project design drawings in 11X17 format for City review and comment.
- Incorporate any City comments into the drawings for permit submittals to WDFW.
- Prepare mitigation plan and biological evaluation for permit submittals.
- Prepare and submit an application to WDFW for a hydraulic Project Approval (HPA).
- Convert the project drawings into USACE format, prepare work narrative, and submit Nationwide Permit 3 (NWP3) application.

- Assist the City with any necessary ongoing coordination with WDFW and USACE related to the project permit submittals. An allowance of 18 total consultant hours have been allocated for this activity.

**Deliverables:**

The following deliverables are associated with this Task:

- PDF and hard copies as needed of 11X17 plan sheets including title and information sheet, existing conditions, proposed improvements, TESC, details, and notes as necessary.
- Application and submittal to WDFW for project HPA.
- 8.5X11 USACE format drawings and narrative for NWP3.
- Project biological assessment for NWP3.
- Application and submittal to USACE.

## **TASK 2 – 90% PS&E (CITY REVIEW)**

**Objective:**

The objective of this Task is to complete 90% complete plans, specifications, and construction cost estimate (PS&E) for City review and comment prior to finalizing documents for construction.

**Activities:**

This Task consists of the following activities:

- Prepare 90% complete project design drawings in 11X17 format for City review and comment.
- Prepare 90% complete project special provisions (division 2-9 only) for City review and comment.
- Prepare a preliminary opinion of probable construction cost.

**Deliverables:**

The following deliverables are associated with this Task:

- PDF and up to 3 hard copies as needed of 11X17 plan sheets including title and information sheet, existing conditions, proposed improvements, TESC, details, and notes as necessary.
- PDF and up to 3 hard copies as needed of division 2-9 project specific special provision.
- PDF and up to 3 hard copies as needed of preliminary opinion of probable construction cost.

### TASK 3 – 100% PS&E (BID SET)

**Objective:**

The objective of this Task is to incorporate City comments received during Task 2 into final plans and special provisions, complete design and QA/AC to 100% and prepare stamped documents for bidding.

**Activities:**

This Task consists of the following activities:

- Incorporate City comments received with the 90% plans and div. 2-9 special provisions into final bid documents.
- Finalize, check, and stamp 100% plans and div. 2-9 special provisions for inclusion in the complete construction documents to be assembled by the City.
- Update the final opinion of probable construction cost as needed.

**Deliverables:**

The following deliverables are associated with this Task:

- PDF and up to 3 hard copies as needed of 11X17 plan sheets including title and information sheet, existing conditions, proposed improvements, TESC, details, and notes as necessary.
- PDF and up to 3 hard copies as needed of division 2-9 project specific special provision.
- PDF and up to 3 hard copies as needed of final opinion of probable construction cost.

### TASK 4 - BIDDING ASSISTANCE AND CONSTRUCTION OBSERVATION

**Objective:**

The objective of this Task is to provide as-needed assistance to the City with bidding, award, and submittals review and to perform part time construction observation during construction.

**Activities:**

This Task consists of the following activities:

- Provide as-needed assistance with bidder questions, addenda, award, and submittal review. An allowance of 24 total consultant hours have been allocated to this activity.
- Conduct part-time construction observation to assist City staff with contractor questions, RFI's, and determination of work acceptability. An allowance of 40 total consultant hours have been allocated to this activity.

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**Deliverables:**

Deliverables for this Task will be prepared as-needed within the available Task allowance.

**Assumptions:**

The following assumptions are associated with this scope of work (Tasks 1 - 4):

- The City will prepare all front-end contract documents including division 1 special provisions.
- The City will assemble bid documents and administer the advertisement and bidding process. SEA will provide assistance as requested within the budgeted allowance.
- The City will be responsible for all fees and direct project costs (permit fees, advertising, etc.) not specifically allocated to SEA in this scope of work.
- No survey, structural, or geotechnical services are included in this scope; should these services become necessary they will be provided by the City or added by addendum to the scope of work.
- The culvert repair will not require full replacement; new culvert will be connected on North side of Country Club Rd.
- Due to unknown variables and uncertain interpretation of project environmental impacts SEA cannot assure any specific outcome, schedule, or level of effort associated with successfully obtaining environmental permits.
- Construction Phase Services: SEA shall not supervise, direct, or have control over Contractor's work. SEA shall not have authority over or responsibility for the construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the Contractor. SEA does not guarantee the performance of the construction contract by the Contractor and does not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.
- Opinion of Probable Costs: When required as part of its work, SEA will furnish opinions of probable cost, but does not guarantee the accuracy of such estimates. Users of the probable cost opinions must recognize that SEA does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors methods of determining prices or performing the work.
- Information Reliance: SEA shall be entitled to rely, without liability, on the accuracy and completeness of any and all information provided by the Client, Client's consultants and contractors, and information from public records, without the need for independent verification.

**Schedule of Estimated Costs**

Associate Project Role	J. Piccone Sr. Eng./PM	EIT/ Designer	Labor	Direct
BILL RATES	\$165.00	\$100.00	Cost	Expense
<b>TASK 01 - 60% Design and Permit Submittals</b>				
60% Plan Set	24	48	\$8,760	
HPA Submittal	3	44	\$4,895	
USACE NWP3 Submittal	3	44	\$4,895	
Ongoing permitting coordination	6	12	\$2,190	
Task Management & Administration	8		\$1,320	
Direct Expense Budget (mileage, printing, etc.)				\$250
Task Sub Totals	44	148	\$22,060	\$250
<b>TASK 01 TOTAL</b>			<b>\$22,310</b>	
<b>TASK 02 - 90% PS&amp;E (City Review)</b>				
90% Plan Set	20	40	\$7,300	
Draft Special Provisions (Div. 2-9)	8	24	\$3,720	
Preliminary Opinion of Probable Construction Cost	2	8	\$1,130	
Task Management & Administration	6		\$990	
Direct Expense Budget (mileage, printing, etc.)				\$250
Task Sub Totals	36	72	\$13,140	\$250
<b>TASK 02 TOTAL</b>			<b>\$13,390</b>	
<b>TASK 03 - 100% PS&amp;E (Bid Set)</b>				
QA/QC & 100% Plan Set	16	16	\$4,240	
Final Special Provisions (Div. 2-9)	6	8	\$1,790	
Final Opinion of Probable Construction Cost	2	3	\$630	
Task Management & Administration	6		\$990	
Direct Expense Budget (mileage, printing, etc.)				\$250
Task Sub Totals	30	27	\$7,650	\$250
<b>TASK 03 TOTAL</b>			<b>\$7,900</b>	
<b>TASK 04 – Bidding Assistance and Construction Observation</b>				
Bidding Assistance Allowance	12	12	\$3,180	
Part Time Construction Observation Allowance	20		\$3,300	
Const. Admin. Assist. (RFIs & Submittals) Allowance	20		\$3,300	
Task Management & Administration	6		\$990	
Direct Expense Budget (mileage, printing, etc.)				\$350
Task Sub Totals	58	12	\$10,770	\$350
<b>TASK 04 TOTAL</b>			<b>\$11,120</b>	

**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.



CITY OF  
BAINBRIDGE ISLAND

## City Council Regular Business Meeting Agenda Bill

**MEETING DATE:** October 9, 2018

**ESTIMATED TIME:** 5 Minutes

**AGENDA ITEM:** (8:40 PM) Committee Reports,

**STRATEGIC PRIORITY:** Good Governance

**PRIORITY BASED BUDGETING PROGRAM:**

**AGENDA CATEGORY:** Minutes

**PROPOSED BY:** City Council

**RECOMMENDED MOTION:**

Committee reports are provided for information only.

**SUMMARY:**

Committee reports are provided for information only.

**FISCAL IMPACT:**

<b>Amount:</b>	
<b>Ongoing Cost:</b>	
<b>One-Time Cost:</b>	
<b>Included in Current Budget?</b>	

**BACKGROUND:**

**ATTACHMENTS:**

[Utility Advisory Committee Minutes - September 12, 2018.pdf](#)

**FISCAL DETAILS:**

**Fund Name(s):**

**Coding:**



CITY OF  
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE  
REGULAR MEETING  
WEDNESDAY, SEPTEMBER 12, 2018  
CITY HALL  
280 MADISON AVENUE NORTH  
BAINBRIDGE ISLAND, WA 98110

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## Minutes

### **Committee members present:**

Andy Maron, Jeff Kanter, Co-chairs

Ted Jones, Nancy Nolan, Emily Sato, Steve Johnson, Charles Averill

**CC Liaison:** Rasham Nassar

**Also present:** Barry Loveless, COBI Director of Public Works, Chris Gonzales of FCS Group, Scott Wilder of the Ethics Board

The meeting was called to order at 5:00 PM by Andy Maron, Co-chair.

The meeting minutes of August 22, 2018 were unanimously approved.

There was no public comment.

Barry stated that Doug Schulze could not attend, as he was attending another meeting.

Chris Gonzales of FCS presented new work done on the rate study, incorporating updated SPFs into his study and updating his results accordingly. The SPF calculations are based on an equitable share of the value of the system (the cost of existing assets plus capital projects). Chris selected the Average Cost approach in his analysis based on prior committee discussions. The committee discussed the resultant approximate doubling of SPF charges in order to more accurately reflect costs. One of the goals of the proposed rates is to get to 90% of depreciation fully funded by 2024 through moderate increases of utility rates. Water is projected to reach full depreciation funding by 2030, with sewer projected to reach full depreciation funding by 2025 under the FCS model. At the present time, rates do not provide a capital reserve based on depreciation for future projects.



CITY OF  
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE  
REGULAR MEETING  
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CITY HALL  
280 MADISON AVENUE NORTH  
BAINBRIDGE ISLAND, WA 98110

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Cost of Service Allocation was also discussed. Three approaches were outlined for reallocation of costs for water: 1) an across-the-board increase of 4% per year, 2) a class-specific reallocation based on pure COS analysis, and 3) class-specific costs phased in over time. Currently, single family customers in Winslow are underpaying. Gradual shifting of costs over time was favored by the committee.

The COS analysis for the sewer utility was not yet available.

Chris agreed to separate the SPF report from the rest of the rate analysis so that the UAC can present a recommendation to the council without waiting for the final report.

Barry then updated the UAC on developments with regard to the water and sewer CIPs. The new consultant report shows substantially higher costs for the reservoir project, which led to a discussion of the CIP budget.

Barry then gave a quick update of the City's internet project. Net 253 is willing to run fiber from City Hall to downtown, but will need a franchise agreement to do so.

Scott Wilder, the current chair of the Ethics Board, arrived and gave the annual presentation on ethics, including the 4 Cs of the Ethics Code (compensation & gifts, confidentiality, conflict of interest, and conduct of public meetings).

Andy Maron and Jeff Kanter were re-elected unanimously as co-chairs.

The meeting was adjourned at 6:51 pm.

10/3/18