



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, OCTOBER 23, 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. **PRESENTATION(S)**
 - 6.A (6:20 PM) Proclamation Declaring the Week of November 11 - 19 as "National Hunger and Homelessness Awareness Week" - Mayor Medina, 5 Minutes
[National Hunger and Homelessness Awareness Week Proclamation 2018](#)
 - 6.B (6:25 PM) Waterfront Park APA Award - Public Works, 5 Minutes
[2018 APA WA Great Places](#)
7. **PUBLIC HEARING(S)**
 - 7.A (6:30 PM) Conduct Public Hearing on Ordinance No. 2018-20 Relating to Revisions to BIMC Title 2 related to Land Use Review Approval Bodies and Procedures - Planning, 30 Minutes
[Staff Memo](#)
[Ordinance No. 2018-20 - Relating to Title 2 and Land Use Review](#)
[Exhibit A to Ordinance No. 2018-20](#)
[Proposed land use review changes financial estimates](#)
8. **UNFINISHED BUSINESS**
 - 8.A (7:00 PM) 2018 Culvert Replacement Project - Public Works, 10 Minutes
[2018 Culvert Replacement Project - Contract](#)

[2018 Culvert Replacement Project - Bid Form](#)
[2018 Culvert Replacement Project - Map](#)
[2018 Culvert Replacement Project - Bid Tabulation Form](#)

- 8.B (7:10 PM) Old Treatment Plant Pump Station Replacement Project Contract Award - Public Works, 10 Minutes
[Old Treatment Plant Pump Station Replacement Project - Contract](#)
[Old Treatment Plant Pump Station Replacement Project - Bid Form](#)
[Old Treatment Plant Pump Station Replacement Project - Bid Tabulation Form](#)
- 8.C (7:20 PM) Budget Discussions - Finance, 45 Minutes
- 8.D (8:05 PM) Revisions to the Development Moratorium for Certain Developments - Planning, 45 Minutes
[Moratorium Memo](#)
[Development Moratorium Summary](#)
[Business Industrial Areas Map](#)
[ADU & Condos Memo](#)
[ADU & Condos Memo - Attachment A](#)
[ADU & Condos Memo - Attachment B](#)
- 8.E (8:50 PM) Ordinance No. 2018 - 36 Adopting the 2019-2024 Capital Improvement Plan - Public Works and Finance, 20 Minutes
[Ordinance 2018-36 - Adopting 2019-2024 CIP](#)
[2019-2020 Proposed CIP.pdf](#)
[Clty Hall Presentation for CC 23 May 2017.pptx](#)
- 8.F (9:10 PM) Request from Arts and Humanities Bainbridge for 2018 Funding - Mayor Medina, 10 Minutes
[AHB Email 9 Sep 2018.docx](#)
[9.14.18 PAC Funding Request to COBI.pdf](#)
[9.13.18 COBI PAC Admin Invoice.pdf](#)
[2018 Draft COBI_Art and Humanities_Contract.docx](#)
- 8.G (9:20 PM) Ordinance No. 2018-19, Modifying Chapter 16.18 BIMC, Land Clearing, and BIMC 18.15.010 - Planning, 15 Minutes
[Staff Memo on Ordinance No. 2018-19](#)
[Transmittal - BIMC 16.18 Proposed Changes Financial Estimates](#)
[Ordinance No. 2018-19](#)
[Exhibit A to Ordinance No. 2018-19](#)

9. NEW BUSINESS

- 9.A (9:35 PM) Interlocal Agreement with Kitsap Conservation District for Agricultural Technical Assistance and Services - Public Works, 5 Minutes
[2019-2020 ILA with Kitsap Conservation District Regarding Agricultural Assistance, Support, and Conservation](#)

- 9.B (9:40 PM) Roadside Mower Purchase - Public Works, 5 Minutes
[Roadside Mower Purchase - Quote](#)
- 9.C (9:45 PM) Conduct First Reading of and Schedule Public Hearing for Ordinance No. 2018-39, Adopting the 2019-2020 Budget - Finance, 5 Minutes
[Ordinance No. 2018-39 Adopting Two-Year Biennial Budget 2019 Exhibit A.pdf](#)
[2020 Exhibit B.pdf](#)
- 9.D (9:50 PM) Conduct First Reading and Schedule Public Hearing for Ordinance No. 2018-40 Relating to the Levy of Property Taxes for Collection in 2019 10 Minutes
[Ordinance No. 2018-40 Relating to the Levy of Property Taxes for Collection in 2019 2019 Tax Year Levy Limit Calculation.pdf](#)
- 9.E (10:00 PM) Professional Services Agreement Related to Design Guidelines - Planning, 5 Minutes
[Design Guidelines RFQ Framework PSA](#)
[Framework PSA - Attachment A](#)
- 9.F (10:05 PM) Appointment of Deputy Mayor for November 2018 through February 2019 - Mayor Medina, 5 Minutes
- 9.G (10:10 PM) Appointments to Island Center Subarea Planning Process Steering Committee - Mayor Medina 5 Minutes
[Clineschmidt - ICCPPSC - Redacted.pdf](#)
[Decker - ICCPPSC - Redacted.pdf](#)
[Glosser - ISPPSC - Redacted.pdf](#)
[Llewellyn - ICCPPSC - Redacted.pdf](#)
[Marshall - ICCPPSC - Redacted.pdf](#)
[Ougland - ICCPPSC - Redacted.pdf](#)
[Tiernan - ICCPPSC - Redacted.pdf](#)

10. CONSENT AGENDA

- 10.A (10:15 PM) Agenda Bill for Consent Agenda, 5 Minutes
- 10.B Accounts Payable and Payroll
[PAYROLL.pdf](#)
[Report to Council of Cash Disbursements 10-24-18.pdf](#)
- 10.C Special City Council Meeting Minutes, September 22, 2018
[CCMIN 092218 SPECIAL](#)
- 10.D City Council Regular Business Meeting Minutes, October 9, 2018
[CCMIN 100918 BUSINESS](#)

- 10.E Resolution No. 2018-25, Recognizing Road Vacation of County Road No. 229 by Operation of Law - Public Works, 5 Minutes
[Resolution No. 2018-25 - Recognizing Vacation of County Road No. 229](#)

11. COMMITTEE REPORTS

- 11.A (10:20 PM) Committee Reports, 5 Minutes
[Environmental Technical Advisory Committee Minutes 060118 Approved.pdf](#)
[Marine Access Committee Minutes 061118 Approved.pdf](#)
[Multi-Modal Transportation Advisory Committee Minutes 071118 Approved.pdf](#)
[Climate Change Advisory Committee Minutes 071818 Approved.pdf](#)
[Marine Access Committee Minutes 072918 Approved.pdf](#)
[Multi-Modal Transportation Advisory Committee Minutes 090818 Approved.pdf](#)
[Marine Access Committee Minutes 091018 Approved.pdf](#)
[Ethics Board Minutes 091718 Approved.pdf](#)
[Human Services Advisory Committee Minutes 091718 Approved.pdf](#)

12. FOR THE GOOD OF THE ORDER - 10:25

13. ADJOURNMENT - 10:30 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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



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



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (6:20 PM) Proclamation Declaring the Week of November 11 - 19 as "National Hunger and Homelessness Awareness Week" - Mayor Medina,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Proclamation

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to authorize the Mayor to sign the proclamation declaring the week of November 11 - 19 as "National Hunger and Homelessness Awareness Week," and to add this proclamation to the list of annual proclamations that may be signed by the Mayor without further authorization.

SUMMARY:

Consider approval of proclamation declaring the week of November 11 - 19 as "National Hunger and Homelessness Awareness Week."

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[National Hunger and Homelessness Awareness Week Proclamation 2018](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

PROCLAMATION

WHEREAS, for more than 26 years the National Coalition for the Homeless and the National Student Campaign Against Hunger and Homelessness have sponsored National Hunger and Homelessness Awareness Week; and

WHEREAS, the City of Bainbridge Island recognizes that hunger and homelessness continue to be a serious problem for many individuals and families; and

WHEREAS, the City of Bainbridge Island is committed to making homelessness rare, brief, and one-time in Kitsap County and ensuring that affordable housing is accessible to all Bainbridge Island residents who need it; and

WHEREAS, the purpose of this proclamation is to educate the public about the many reasons people are hungry and homeless, including the shortage of affordable housing in Kitsap County and on Bainbridge Island for very low income residents, to encourage support for homeless assistance service providers, and to create community service opportunities for our citizens; and

WHEREAS, there are many organizations committed to sheltering and providing supportive services as well as meals and food supplies to the homeless and hungry, including member organizations of the Kitsap Continuum of Care Coalition and the Kitsap County Foodbank Coalition; and

WHEREAS, the intent of National Hunger and Homelessness Awareness Week is to shed light on the positive efforts of individuals and organizations in our community that are working to assist people with housing, food, employment, and self-sufficiency;

NOW THEREFORE, I, Kol Medina, Mayor of the City of Bainbridge Island, on behalf of the City Council, hereby proclaim November 11 – 19, 2018 as

NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK

in the City of Bainbridge Island and encourage its citizens to recognize that many people do not have access to the basic necessities of life, such as housing and food, and need support from citizens and public and private service organizations.

SIGNED this 23rd day of October, 2018.

Kol Medina, Mayor



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (6:25 PM) Waterfront Park APA Award - Public Works,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Presentation

PROPOSED BY: Public Works

RECOMMENDED MOTION:

Information Only.

SUMMARY:

The City received an award on October 5, 2018, from the American Planning Association and the Planning Association of Washington for their Great Gathering Spaces in Washington competition.

FISCAL IMPACT:

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

BACKGROUND:

On October 5, 2018, the American Planning Association and the Planning Association of Washington presented awards for their Great Gathering Spaces in Washington competition.

They received twenty nominations from across the state and presented four awards in total. The City of Bainbridge Island's Waterfront Park was selected in the "large spaces" category and was recognized as having a wide variety of attributes that encourage human contact and social activity for all age groups.

ATTACHMENTS:

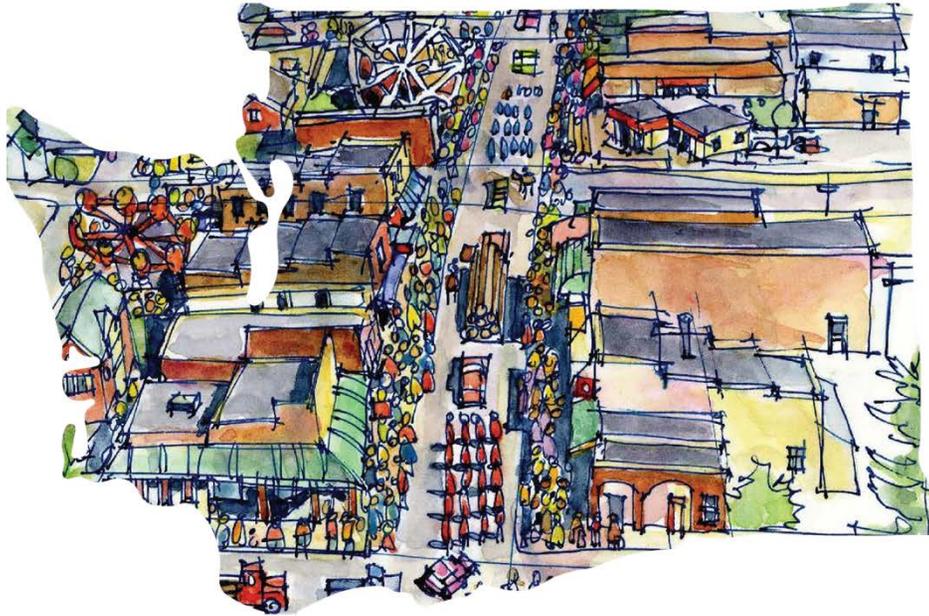
[2018 APA WA Great Places](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Great Places in Washington State



2018 Award Winners

Great Gathering Spaces

Great Places in America

Celebrating 11 years of exceptional stories
during National Community Planning Month

<https://www.planning.org/greatplaces/>



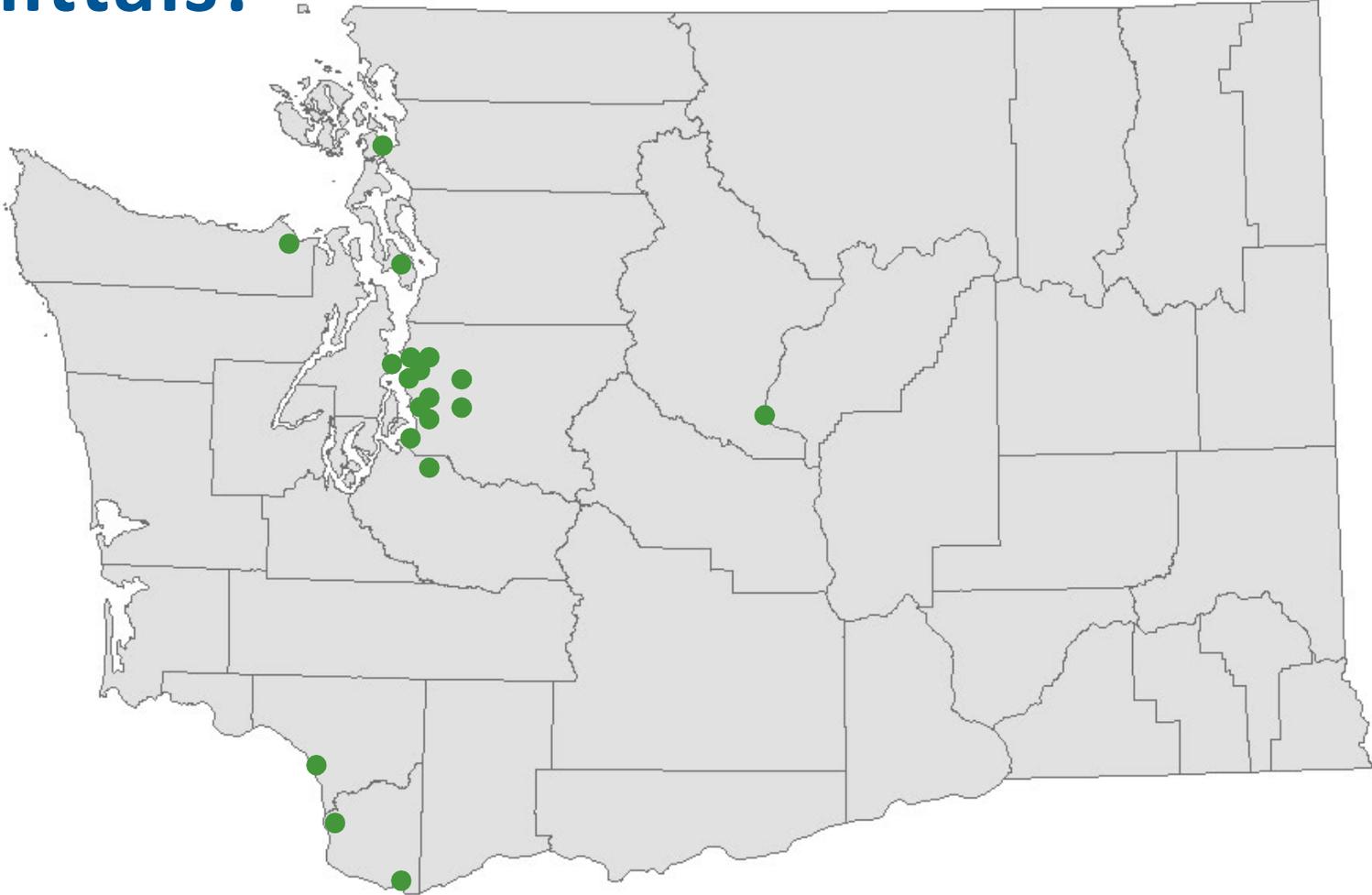
American Planning Association
Making Great Communities Happen

Great Gathering Spaces - Criteria

1. Outdoors, publicly accessible & free
2. Include a variety of functional attributes that encourage human contact and social activity for all age groups
3. Feature definable boundaries while having good linkages to surrounding uses and areas
4. Features design elements and architectural features that are visually interesting and contribute to the use and enjoyment of the space



20 Submittals!



Great Gathering Spaces - Categories

Small Spaces - generally less than 10,000sf

Medium spaces - generally up to about an acre

Large spaces - more than an acre

Small Gathering Space – Second Street Plaza

City of Langley & Framework



Medium Gathering Space

We had a Tie.....

Medium Gathering Space – Hing Hay Park

City of Seattle & MIG



Medium Gathering Space – Pike Place Market Front

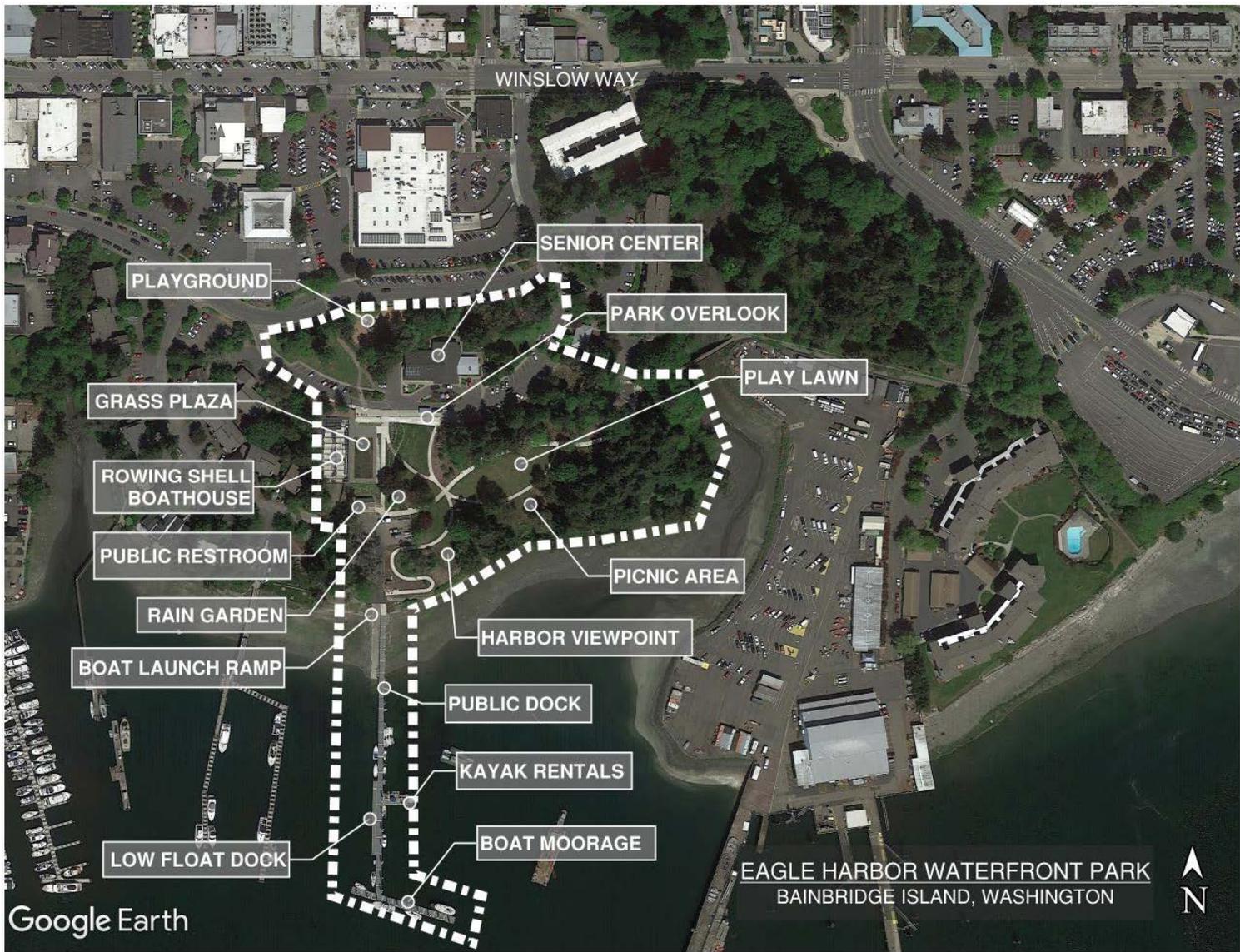
City of Seattle, Pike Place Market PDA & Berger Partnership



Large Gathering Space – Eagle Harbor Waterfront Park City of Bainbridge Island & Walker Macy













ARTS IN THE PARK
 JULY 2nd, 11am-3pm, WATERFRONT PARK
 ARTISTS EN PLEIN AIR, LIVE MUSIC, WINE TASTING, LOCAL FOOD, ART FOR SALE AND ACTIVITIES!
 SPECIAL THANK YOU TO SOUNDARTSPROJECT.COM / CELEBRATE BAINBRIDGE.COM

ALL PROCEEDS
 WILL BENEFIT
 OUR INDIVIDUAL
 ARTIST FUND







CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:30 PM) Conduct Public Hearing on Ordinance No. 2018-20 Relating to Revisions to BIMC Title 2 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:

Conduct Public hearing on Ordinance No. 2018-20.

The City Council make take one of the following options:

- (1). Consider public comment and discuss further amendments; take action; or
- (2). Consider public comment and defer action until Planning Commission has completed its recommendations on the remaining land use review procedures.

SUMMARY:

Conduct a Public Hearing on Ordinance No. 2018-20, regarding Revisions to BIMC Title 2 related to Planning Commission and Design Review Board roles and responsibilities and land use review procedures.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Staff Memo](#)

[Ordinance No. 2018-20 - Relating to Title 2 and Land Use Review](#)

[Exhibit A to Ordinance No. 2018-20](#)

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

FISCAL DETAILS:

See attached memorandum.

Fund Name(s):

Coding:



Department of Planning and Community Development

Memorandum

Date: October 23, 2018
To: City Council
From: Christy Carr, AICP
Senior Planner
Subject: Ordinance 2018-20 – Revisions to BIMC 2.14 and 2.16

I. PURPOSE OF AGENDA ITEM

The purpose of the agenda item is for the City Council to hold a public hearing on Ordinance 2018-20. The City Council may wish to discuss the proposed revisions within the ordinance and/or direct staff to make changes to the ordinance. The City Council discussed Ordinance 2018-20 at their October 9, 2018, meeting and summary of policy direction from that meeting is described in Section III. below.

Note: At the Council's October 9, 2018, meeting, the City Council directed staff to consider revising the procedures at issue to include for the Council's consideration in the draft proposed review procedures new language related to written documentation of, substantial weight given to, and written documentation of deviation from Design Review Board and Planning Commission recommendations. As described at the end of the memorandum, the Planning Commission is currently considering those topics, as well as other topics as described below, and will be making a recommendation to the Council as part of a future Council meeting.

II. BACKGROUND

Ordinance 2018-20 is a task of the development moratorium work plan. The focus of the ordinance is on the authority and role of the City's various land use approval bodies since a) this topic is specifically stated in the City's Comprehensive Plan¹ and the original development moratorium ordinance and b) the Planning Commission expressed an interest in knowing the City's Council's position on decision-making authority early on since it may inform their future discussions about other land use review procedures and decision criteria.

Roles and responsibilities of the City's various land use approval bodies and its land use review procedures are codified in BIMC 2.14 and BIMC 2.16, respectively. You may access and review the City's existing municipal code through the City's website:

<http://www.codepublishing.com/WA/BainbridgeIsland/#!/BainbridgeIsland02/BainbridgeIsland02.html>

1. Land Use Policy 6.8 of the City's Comprehensive Plan states: Review and specify the authority and the role of the Design Review Board, Hearing Examiner, Planning Commission and City Council in the land use development review and decision-making process. Land use actions can be ministerial, quasi-judicial and legislative in nature. As part of this review, consider a role for the Planning Commission and/or Design Review Board in reviewing preliminary long subdivisions.

As outlined in Ordinance 2018-20, alternatives for land use review procedures were extensively discussed and considered:

- The City's Design Review Board and Planning Commission discussed alternatives at a total of nine meetings from May through July.
- 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.
- 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
- The City Council participated in a workshop related to land use review roles, responsibilities, and decision-making authority on August 27, 2018; and
- The City Council reviewed and considered the alternatives at regularly scheduled meetings on September 4 and 11 and October 9, 2018.

The focus of the City Council's discussion was on the decision-making authority of the City's various land use approval bodies. The Planning Commission recommended an increased role for themselves and the Design Review Board, including a new review and recommendation role for long subdivisions. The Planning Commission also recommended that the City Council be the decision-making authority for several types of land use reviews (replacing the Hearing Examiner). The public hearing draft of Ordinance 2018-20 reflects City Council input and direction, including an increased role for the Planning Commission and Design Review Board, but no change to the City Council's role or decision-making authority.

A memorandum from Finance and Administrative Services addresses the "financial impact of proposed changes to the land use review" process. The memorandum has been provided to the City Council, Design Review Board, and the Planning Commission.

Ordinance 2018-20 also includes minor changes to BIMC 2.14 and BIMC 2.16.180.

III. Additional Council Policy Direction on Ordinance 2018-20

Based on the October 9 City Council discussion, staff will be providing to the City Council prior to the October 23 meeting proposed revisions to the public hearing draft of Ordinance 2018-20. The City Council will have the opportunity to consider those proposed revisions, as well as public comments that the Council receives, as the part of the Council's consideration of this topic at the public hearing. Proposed revisions resulting from the Council's previous discussion are generally described as:

- BIMC 2.14: Land use approval bodies – Revisions to reflect new roles for the Planning Commission and Design Review Board and other minor changes largely housekeeping in nature.
- BIMC 2.16.010, Land use procedures summary table – Revisions to reflect new roles for the Planning Commission and Design Review Board.
- BIMC 2.16.180.D: Legislative review of regulations and area-wide rezones – Revisions largely housekeeping in nature to reflect current practice related to Planning Commission review of changes for the full breadth of development regulations including Chapters 2.14 and 2.16 of Title 2 and Title 16 (Environment), and Title 17 (Subdivisions and Boundary Line Adjustments). The City's current code limits Planning Commission review to Title 18 (Zoning). Proposed revisions also address inconsistencies between department practice and specific code language in the applicability and City Council review sections.

IV. Next Steps

The Design Review Board and Planning Commission are continuing work on the moratorium work plan, including additional revisions to land use review procedures and decision criteria. The Planning Commission will discuss preliminary long subdivision review procedures at their October 25, 2018, meeting. The draft proposed review procedures include additional "early touch" meetings with the Design Review Board, a new required four-step design process, review and recommendation meetings with both the Design Review Board and Planning Commission, and revised decision criteria.

As indicated in the note at the start of this memorandum, based on the City Council's request at their October 9, 2018, meeting, staff will also include new language related to written documentation of, substantial weight given to, and written documentation of deviation from Design Review Board and Planning Commission recommendations to include in the draft proposed review procedures. Those topics will be included for the Council's consideration at a future Council meeting after the Planning Commission completes its consideration of those and other related topics and transmits those recommendations to the Council.

1. Land Use Policy 6.8 of the City's Comprehensive Plan states: Review and specify the authority and the role of the Design Review Board, Hearing Examiner, Planning Commission and City Council in the land use development review and decision-making process. Land use actions can be ministerial, quasi-judicial and legislative in nature. As part of this review, consider a role for the Planning Commission and/or Design Review Board in reviewing preliminary long subdivisions.

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

R = Review and Recommendation, (R) = Optional Review, D = Decision, A = Appeal, P = Public Hearing, (P) = Optional Public Hearing						
	DRB	Planning Comm.	Director	Hearing Examiner	City Council	Courts
Administrative Approvals						
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		

R = Review and Recommendation, (R) = Optional Review, D = Decision, A = Appeal, P = Public Hearing, (P) = Optional Public Hearing						
	DRB	Planning Comm.	Director	Hearing Examiner	City Council	Courts
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		
Quasi-Judicial Decisions by the Hearing Examiner						
Conditional Use Permits	(R) R	(R) 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
Quasi-Judicial Decisions by City Council						
Long Subdivisions (Final)			R		D	A
Site-Specific Rezones		(R)	R	R/P	D	A
Consolidated Project Review						
See BIMC 2.16.170						
Legislative Approvals						
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.)



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

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



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:00 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 award the 2018 Culvert Replacement project to Seton Construction Inc. in the amount of \$78,111.25.

SUMMARY:

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

FISCAL IMPACT:

Amount:	\$78,111.25
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	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, Daily Journal of Commerce, and the City's bids & awards webpage and listserv. The bid opening was held on Monday, October 8, 2018, and three bids were received. On October 9, 2018, the City Council forwarded consideration of this contract to the October 23, 2018 business meeting. Staff has reviewed the bid documentation and contractor's qualifications and recommends that the City Council award this contract to the apparent low bidder, Seton Construction Inc., in the amount of \$78,111.25. See attached bid form for results.

ATTACHMENTS:

[2018 Culvert Replacement Project - Contract](#)

[2018 Culvert Replacement Project - Bid Form](#)

[2018 Culvert Replacement Project - Map](#)

[2018 Culvert Replacement Project - Bid Tabulation Form](#)

FISCAL DETAILS:

Fund Name(s): SSWM Fund

Coding:

Contract

CONTRACT FOR CONSTRUCTION

THIS CONTRACT FOR CONSTRUCTION (“Contract”), is entered into by and between the City of Bainbridge Island (“CONTRACTING AGENCY”) and Seton Construction Inc. (“CONTRACTOR”).

WHEREAS, the CONTRACTING AGENCY has caused the Project Manual, Specifications, Drawings, and other contract documents to be prepared for certain work as described therein, known as the **2018 Culvert Replacement Project**; and

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

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the CONTRACTOR hereby agrees that the foregoing recitals are true and correct and are incorporated into this Contract and to complete the work at the price and on the terms and conditions herein contained. The CONTRACTING AGENCY agrees to pay the CONTRACTOR the contract price of Seventy-Eight Thousand, One Hundred Eleven Dollars and 25/100; (\$78,111.25) (“Contract Price”) for the fulfillment of the work and the performance of the covenants set forth herein.

The further terms, conditions, and covenants of this Contract are set forth in the following documents, all of which are component parts of this Contract, are included in this Contract as if set out in full, and are collectively referred to as the “Contract Documents”:

1. This Contract, including the form “Proposal – Items of Work and Materials to be Provided, Estimated Quantities, Units of Measurement at the Unit Bid Prices”
2. The Standard Specifications for Road, Bridge, and Municipal Construction, 2018 edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter “Standard Specifications”)
3. Amendments to the Standard Specifications
4. Indemnity and Insurance Agreement
5. Special Indemnity and Insurance Agreement
6. Special Provisions
7. Prevailing Wage Schedules and Regulations
8. Specifications, Drawings, Details, and all other Documents contained in and made applicable by this Contract and the Project Manual
9. Certification of Compliance with Wage Payment Statutes
10. All Plans, Drawings, Specifications, and Addenda issued prior to the Bid Opening Date.

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

CONTRACTOR’s Initials: _____

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

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

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

SETON CONSTRUCTION INC:

By: _____

Its: _____

Date: _____

CITY OF BAINBRIDGE ISLAND:

By: _____

Morgan Smith, City Manager

Date: _____



CITY OF
BAINBRIDGE ISLAND

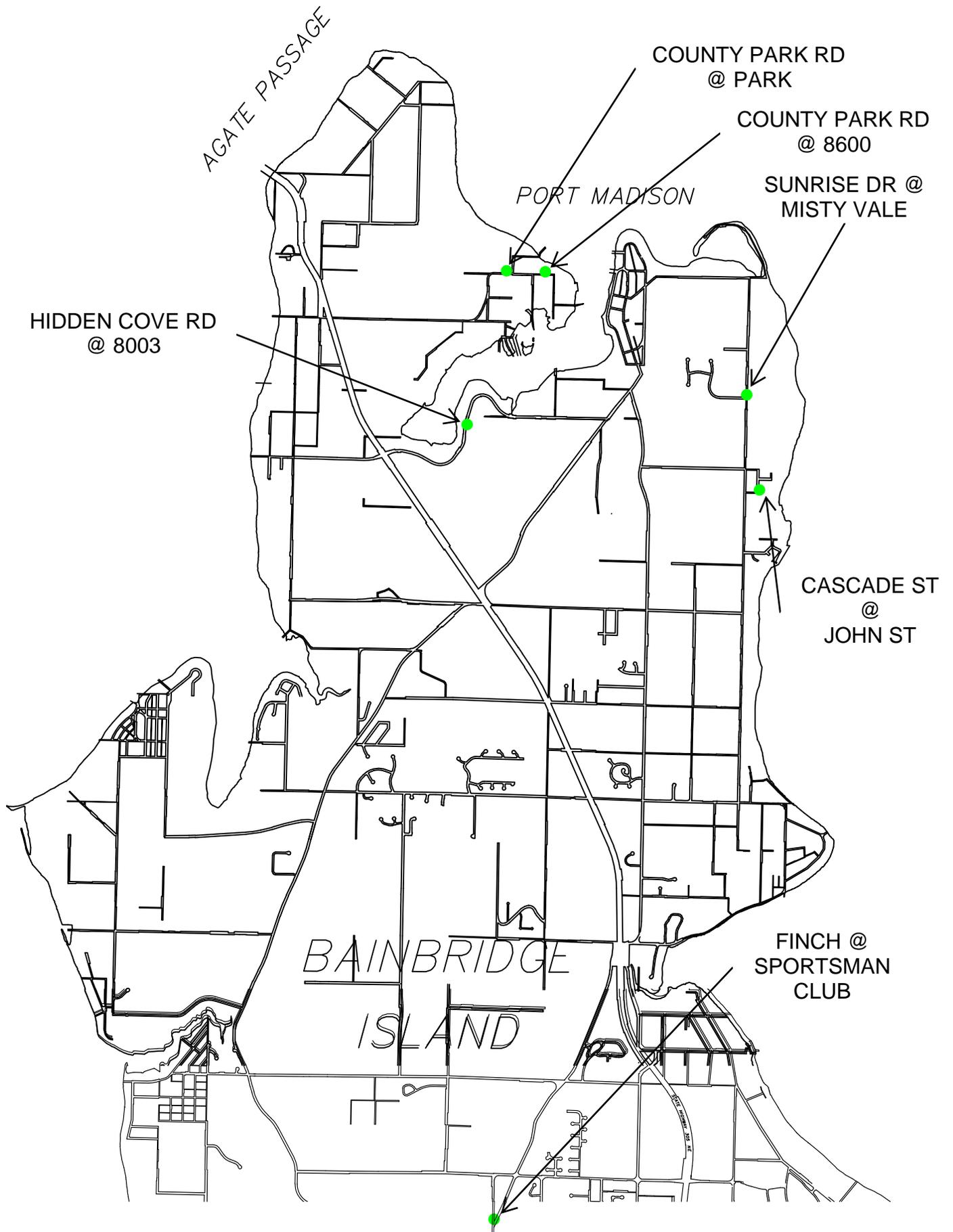
2018 Culvert Replacement Project

Bid Opening Date: October 8, 2018, Due 9:30. AM – Open 10:00 AM

Council Chambers Conference Room

Note: Bids Are Opened in Order Received. Bids Solicited by: <input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Small Works Roster The Engineers Estimate is: \$70,000 - \$90,000	Seton Construction	SeaLevel Bulkhead Builders	Liden Land Development	
Proposal	√	√	√	
Signature Page	√	√	√	
Non-Collusion Declaration	√	√	√	
5 % Bid Deposit / Bond	√	√	√	
Statement of Bidder's Qualifications	√	√	√	
Base Bid Amount	\$78,111.25	\$85,645.24	\$92,679.20	
WA State Sales Tax @ 9.0%	N/A	N/A	N/A	
Grand Total Bid Amount	\$78,111.25	\$85,645.24	\$92,679.20	

A total of three bids were received for the 2018 Culvert Replacement project. The apparent low bidder is Seton Construction in the bid amount of \$ 78,111.25



2018 CULVERT REPAIRS PROJECT
VICINITY MAP



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:10 PM) Old Treatment Plant Pump Station Replacement Project Contract Award - 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 award the contract for the Old Treatment Plant Pump Station Replacement Project to Gary Harper Construction Inc. in the amount of \$339,529.55.

SUMMARY:

The Old Treatment Plant Pump Station Replacement Project includes removing and replacing pumps and motors and installing a new 40-kilowatt generator.

FISCAL IMPACT:

Amount:	\$339,529.55
Ongoing Cost:	
One-Time Cost:	\$0.000
Included in Current Budget?	Yes

BACKGROUND: The Old Treatment Plant pump station was constructed in the 1950's to serve the Winslow sewer system and is located in the parking lot area of several downtown businesses. The station receives gravity collection and pumped discharged from the Lovell Avenue Pump Station.

The proposed work includes the contractor removing and replacing pumps and motors and installing a new 40-kilowatt generator. All materials needed to install the new pumps, motor, and new valving is included as a part of the installation. The existing generator shall be removed and associated facilities shall be properly disposed of.

Due to the recurrence of pump station failures and resulting sewer spills and the location and interdependence for other sewer stations, it has become imperative to rebuild this station.

Bids were solicited in August with one bid received in the amount of \$342,139.01. This bid was rejected by City Council on September 11, 2018. Public Works proceeded to re-bid the project. Bids were solicited a second time through the area newspapers, Daily Journal of Commerce, and the City's bids & awards webpage and listserv. The bid opening was held October 8, 2018, and four bids were received. Staff has reviewed the bid documentation and contractor's qualifications and recommends that the City Council award this contract to the apparent low bidder, Gary Harper Construction Inc., in the amount of \$339,529.55. See attached bid form for results.

ATTACHMENTS:

[Old Treatment Plant Pump Station Replacement Project - Contract](#)

[Old Treatment Plant Pump Station Replacement Project - Bid Form](#)

[Old Treatment Plant Pump Station Replacement Project - Bid Tabulation Form](#)

FISCAL DETAILS:

Fund Name(s): Sewer Fund

Coding: 72423434 663000 00921

Contract

CONTRACT FOR CONSTRUCTION

THIS CONTRACT FOR CONSTRUCTION (“Contract”), is entered into by and between the City of Bainbridge Island (“CONTRACTING AGENCY”) and Gary Harper Construction Inc. (“CONTRACTOR”).

WHEREAS, the CONTRACTING AGENCY has caused the Project Manual, Specifications, Drawings, and other contract documents to be prepared for certain work as described therein, known as the **Old Treatment Plant Pump Station Replacement Project**; and

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

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the CONTRACTOR hereby agrees that the foregoing recitals are true and correct and are incorporated into this Contract and to complete the work at the price and on the terms and conditions herein contained. The CONTRACTING AGENCY agrees to pay the CONTRACTOR the contract price of Three Hundred Thirty-Nine Thousand Five Hundred Twenty-Nine Dollars and 55/100 (\$339,529.55) (“Contract Price”) for the fulfillment of the work and the performance of the covenants set forth herein.

The further terms, conditions, and covenants of this Contract are set forth in the following documents, all of which are component parts of this Contract, are included in this Contract as if set out in full, and are collectively referred to as the “Contract Documents”:

1. This Contract, including the form “Proposal – Items of Work and Materials to be Provided, Estimated Quantities, Units of Measurement at the Unit Bid Prices”
2. The Standard Specifications for Road, Bridge, and Municipal Construction, 2018 edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter “Standard Specifications”)
3. Amendments to the Standard Specifications
4. Indemnity and Insurance Agreement
5. Special Indemnity and Insurance Agreement
6. Prevailing Wage Schedules and Regulations
7. Specifications, Drawings, Details, and all other Documents contained in and made applicable by this Contract and the Project Manual
8. Certification of Compliance with Wage Payment Statutes
9. All Plans, Drawings, Specifications, and Addenda issued prior to the Bid Opening Date.

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

CONTRACTOR’s Initials: _____

CONTRACTOR hereby warrants and represents it has reviewed, understands, and agrees to the terms and conditions of this Contract, all Addenda, and the Standard Specifications as modified by the Amendments and Special Provisions and all other Documents contained in the Project Manual and

incorporated herein by this reference. The person executing this Contract warrants and represents that they are fully authorized to execute this Contract.

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

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

CONTRACTOR:
Gary Harper Construction Inc.

By: _____

Its: _____

Date: _____

CONTRACTING AGENCY:
City of Bainbridge Island

By: _____
Morgan Smith, City Manager

Date: _____



CITY OF
BAINBRIDGE ISLAND

Old Treatment Plant Pump Station Replacement Project
 Bid Opening Date: October 8, 2018, Due 10:00 AM – Open 10:30 AM
 Map Room

Note: Bids Are Opened in Order Received. Bids Solicited by: <input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> Small Works Roster The Engineers Estimate is: \$347,000 - \$400,000	Liden Land Development	Redside Construction	Gary Harper Construction	McClure & Sons Inc.
Proposal	√	√	√	√
Signature Page	√	√	√	√
Addendum Acknowledged	√	√	√	√
Non-Collusion Declaration	√	√	√	√
5 % Bid Deposit / Bond	√	√	√	√
Statement of Bidder's Qualifications	√	√	√	√
Base Bid Amount	\$344,455.00	336,650.00	311,495.00	434,579.00
WA State Sales Tax @ 9.0%	31,000.95	30,298.50	28,034.55	39,112.11
Grand Total Bid Amount	\$375,455.95	\$366,948.50	\$339,529.55	\$473,691.11

A total of four bids were received for the Old Treatment Plant Pump Station Replacement project. The apparent low bidder is Gary Harbor Construction Inc. in the bid amount of \$339,529.55.

		CITY OF BAINBRIDGE ISLAND														
		Public Works Department														
		280 Madison Avenue N., Bainbridge Island, WA 98110														
		OLD TREATMENT PLANT PUMP STATION REPLACEMENT PROJECT- Bid #2														
		BID OPENING DATE: October 8th, 2018 @ 10:30 AM														
		Compare low bidder														
BID TABULATION				ENGR.'S ESTIMATE		Gary Harper		Redside		Liden		McClure				
ITEM #	DESCRIPTION	UNITS	QTY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST			
1	Mobilization	LS	1	16,500	16,500	25,000.00	25,000.00	18,000.00	18,000.00	15,000.00	15,000.00	75,000.00	75,000.00	-8,500.00	31149.5	ok
2	Removal of obstructions and existing equipment including disposal	LS	1	16,500	16,500	12,300.00	12,300.00	18,500.00	18,500.00	14,000.00	14,000.00	20,000.00	20,000.00	4,200.00	15574.75	ok
3	Project Temporary Traffic Control	LS	1	5,500	5,500	3,000.00	3,000.00	1,500.00	1,500.00	3,000.00	3,000.00	5,000.00	5,000.00	2,500.00	small	ok
4	S&B Telemetry and SCADA	LS	1	55,600	55,600	55,600.00	55,600.00	55,600.00	55,600.00	55,600.00	55,600.00	55,600.00	55,600.00	0.00	set	ok
5	10 hp Drypit Submersible pumps with non-clog impellers 4 suction, 6 discharge, 10 hp premium efficiency motors, explosion proof, 460 v, 3ph, 1800 rpm, equipped with motor protection, full installation & Spare 10 hp pump and motor, identical to pre-approved installed.	EACH	2	38,750	77,500	28,300.00	56,600.00	43,000.00	86,000.00	57,837.50	115,675.00	37,000.00	74,000.00	20,900.00	very low	Material costs \$35K elec \$38K, Training is supposed to be included (\$2-5K) addition section 8, specials
6	Spare 10 hp pump and motor, identical to pre-approved installed	EACH	1	10,500	10,500	16,100.00	16,100.00	11,000.00	11,000.00	19,500.00	19,500.00	27,000.00	27,000.00	-5,600.00	higher	helps item5
7	Miscellaneous valving or piping modifications, interal to drypit pump station	LS	1	12,000	12,000	4,900.00	4,900.00	15,000.00	15,000.00	10,000.00	10,000.00	35,000.00	35,000.00	7,100.00	low	Need knife valves cost \$4k(2)
8	Reinforced Concrete pad for RTU, and Generator, including gravel base	CY	25	300	7,500	4.00	100.00	250.00	6,250.00	187.20	4,680.00	700.00	17,500.00	7,400.00	very low	concern requested confirm from contractor
9	40 KW Generator, including fuel tank, fuel	LS	1	62,000	62,000	87,000.00	87,000.00	72,000.00	72,000.00	68,000.00	68,000.00	55,000.00	55,000.00	-25,000.00	high	helps cover item8
10	Install Steel removal bollards, including installation	EACH	7	875	6,125	1,100.00	7,700.00	900.00	6,300.00	1,000.00	7,000.00	2,000.00	14,000.00	-1,575.00	small	okay
11	Asphalt replacemtn, including removal, dispoal, and the installation of compacted gravel base	CY	15	400	6,000	293.00	4,395.00	400.00	6,000.00	433.33	6,499.95	750.00	11,250.00	1,605.00	small	okay
12	By-pass Sanitary Sewer pumping	LS	1	40,500	40,500	38,300.00	38,300.00	40,000.00	40,000.00	25,000.00	25,000.00	38,229.00	38,229.00	2,200.00	small	okay
13	Spill Prevention, Control, and Countermeasures Plan	LS	1	1,725	1,725	500.00	500.00	500.00	500.00	500.00	500.00	7,000.00	7,000.00	1,225.00	small	maybe still has to excavate for pad?
Sub-Total Bid Items					317,950.00		311,495.00		336,650.00		344,454.95		434,579.00			
+ WSST @ 9.0%					28,615.50		28,034.55		30,298.50		31,000.95		39,112.11			
GRAND TOTAL					346,565.50		339,529.55		\$366,948.50		\$375,455.90		\$473,691.11			



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 45 Minutes

AGENDA ITEM: (7:20 PM) Budget Discussions - Finance,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION:

Continued budget discussions.

SUMMARY:

Staff presented the Proposed Budget on September 25. Since that time, Council has received information regarding all department budget proposals. Time at this meeting is reserved for Council discussions and potential motions to consider changes to the budget.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 45 Minutes

AGENDA ITEM: (8:05 PM) Revisions to the Development Moratorium for Certain Developments - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Consider revisions to the development moratorium and direct staff which revisions, if any, should be brought back to the City Council as an ordinance.

SUMMARY:

See attached memorandum

FISCAL IMPACT:

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

BACKGROUND: See attached memorandum.

ATTACHMENTS:

[Moratorium Memo](#)

[Development Moratorium Summary](#)

[Business Industrial Areas Map](#)

[ADU & Condos Memo](#)

[ADU & Condos Memo - Attachment A](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Department of Planning and Community Development

Memorandum

Date: October 23, 2018
To: City Council
From: Christy Carr, AICP Senior Planner
Jennifer Sutton, AICP Senior Planner
Subject: Potential Modifications to Development Moratorium

BACKGROUND

On January 9, 2018 the City Council passed Ordinance No. 2018-02, declaring a temporary six-month moratorium on the acceptance of certain development applications, with specified exclusions. The development moratorium was subsequently amended by Ordinance 2018-03 (January 16, 2018), Ordinance No. 2018-05 (February 15, 2018), Ordinance No. 2018-09 (March 13, 2018), and Ordinance 2018-14 (April 24, 2018). The moratorium continues to have an effective date of January 9, 2018, and was originally set to expire on July 9, 2018. The City Council approved Ordinance 2018-23 on June 26, 2018, extending the moratorium for another 90 days (i.e., to October 8) and then approved Ordinance 2018-41 on September 25, 2018 to extend the development moratorium for another 6 months. It now is set to expire on April 8, 2019.

The attached one-page summary was created to assist the public in understanding what activities are included AND excluded from the development moratorium.

POTENTIAL REVISIONS TO DEVELOPMENT MORATORIUM

A. Consider Exempting Short Subdivisions (aka Short Plats) from the Development Moratorium
When the City Council approved Ordinance 2018-41 extending the development moratorium until April 2019, the Council concurred with staff's recommendation related to exempting from the moratorium 2-lot short subdivisions where there is an existing residence. In the Council's consideration about exempting all short subdivisions from the development moratorium, the Council then asked, "Will the Planning Commission (PC) and Design Review Board (DRB) make recommendations that will affect development in these zones?" "In these zones" is not defined, but staff is assuming that the Council is referring to the "ARPA zones" – R-0.4, R-1, and R-2.

- It is important to note that there are a number of issues other than aquifer/vegetation protection related to both short and long subdivisions being addressed by the PC and DRB, including:
 - Excessive lot coverage (large houses on small lots)
 - Tree removal throughout site
 - Fences at street
 - Fences at stormwater ponds
 - Isolated stormwater ponds – not enough infiltration/dispersion
 - No variety in housing type/size
 - Emphasis on garages
 - No native vegetation retention in buffers

- Structures/signs allowed in buffers
- No maximum impervious surface area
- Road widths too wide
- Doesn't fit roadside/neighborhood character
- The short answer is yes, the PC and DRB will make recommendations that will affect short plats (subdivisions) in these zones.
- How will recommendations affect development in these zones?
 - Review process: The PC is recommending that short subdivisions be limited to 4 lots. Currently, subdivisions up to 9 lots can be processed as short subdivisions (an administrative process approved by the Director of PCD) if the subdivision includes additional open space. The additional open space amount is an additional 15 percent above the maximum 25 percent required (40% total). The PC's current recommendation for required open space is 55% in R-0.4, 45% in R-1, and 30% in R-2.
 - Review process: The PC and DRB have recommended, and the Council will be considering an ordinance related to, optional PC and DRB review of short subdivisions.
 - Review process: The PC and DRB are reviewing procedures for subdivisions, including short subdivisions, and considering which steps in the process may or may not apply to short subdivisions (e.g., conceptual guidance meeting).
 - Review process: The PC and DRB are reviewing decision criteria for subdivisions, including short subdivisions, and considering new decision criteria and requirements for the DRB's recommendations to be included in Director's approval of such applications.
 - Design guidelines: The PC and DRB have completed work on a new set of subdivision design guidelines. Most, if not all, of these new subdivision design guidelines will be applicable to short subdivisions. No recommendation has been made to exclude short subdivisions from consistency with the design guidelines.
 - Dimensional standards: The PC is reviewing dimensional standards. Most of these revised dimensional standards will be applicable to short subdivisions. Only the requirement for a certain percentage of a site to be dedicated "community space" has been discussed as not applicable to short subdivisions.
 - Design standards: The PC will begin review of other standards at their 10/25 meeting. Most, if not all, of these revised subdivision design standards will be applicable to short subdivisions. No recommendation has been made to exclude short subdivisions from consistency with the design standards.
- **Short subdivision** (up to 4 lots) potential far outweighs long subdivision potential in the ARPA zones, particularly if the 40% open space incentive (up to 9 lots) is included. The table below shows the number of subdividable parcels and their potential number of lots.

Existing Number of Parcels	Unit Potential/ Lot Through Subdivision	Existing Number of Parcels	Unit Potential/ Lot Through Subdivision
R-0.4 Zone		R-2 Zone	
2	20+ lots	15	10+ lots
2	15-20 lots	8	10 lots
1	10-14 lots	96	5-9 lots
25	5-9 lots	99	4 lots
46	4 lots	223	3 lots
		288	2 lots
R-1 Zone			
1	14	22	4 lots
1 -radio tower on property-	11 lots	87	3 lots
57	5-9 lots	81	2 lots

B. Consider Exempting Business/Industrial Zone

The submission of new Major Site Plans and Design Review and Major Conditional Use Permits in the Business/Industrial (B/I) zone (see attached map) are prohibited under Section 3.C of the development moratorium. The following outstanding issues are on the development moratorium workplan and would affect these projects in the B/I zone:

- Land Use Review Procedures (City Council Public Hearing on October 23 for Ordinance 2018-20); and
- Update to Design Guidelines (City Contract with Framework for design guideline update work recently signed).

Since development in the B/I zone is subject to full screen roadside buffers, full screen buffers to residential areas, and parking lot landscaping pursuant to BIMC Section 18.15.010, development is overall less visible to the public than other types of development. Therefore, when the design guidelines are updated, the results of that update in the B/I zone will be less visible to the public from the outside of the B/I zone.

In considering whether to exclude the B/I zone from the development moratorium, the City Council wanted to know the number of undeveloped B/I zoned properties, see below.

- Day Road West- 6 undeveloped properties
- Day Road East- 1 undeveloped property
- New Brooklyn Road- 4 undeveloped properties

C. Delete "Part B" of the Development Moratorium (see attached one page summary)

When the Critical Areas Ordinance (CAO), and new Aquifer Recharge Protection Area (ARPA) regulations, [BIMC Section 16.20.100](#) took effect in April 2018, the development moratorium was amended (Ordinance 2018-14) to apply the ARPA regulations in the shoreline jurisdiction, since the CAO had not yet been integrated into shoreline regulations through a Shoreline Master Program (SMP) amendment to BIMC Chapter 16.12. The Council is currently discussing such an amendment, and at their meeting on October 16, 2018, the Council made the policy decision to not integrate the CAO ARPA regulations into the SMP, meaning that the ARPA regulations would not apply within the shoreline jurisdiction. This policy decision means that "Part B" can be removed from the development moratorium. See "Part B" of the development moratorium on the attached one-page summary.

D. Adding Accessory Dwelling Units to the Development Moratorium Under Certain Circumstances

See attached memorandum from Deputy City Attorney Robbie Sepler.

October 3, 2018

DEVELOPMENT MORATORIUM SUMMARY: Effective beginning January 9, 2018 until April 8, 2019. (Ordinance No. 2018-02, amended by Ordinance Nos. 2018-03, 2018-05, 2018-09, 2018-14, 2018-23 & 2018-41)

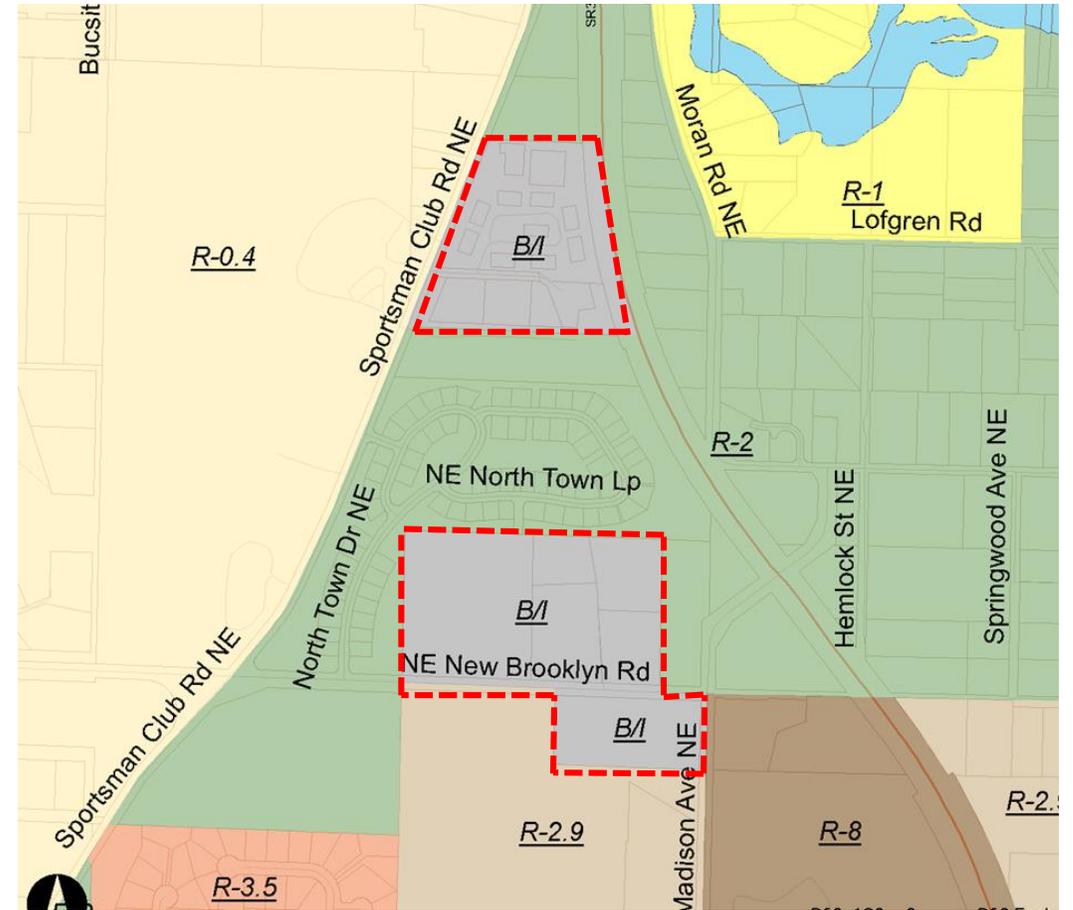
Development Activity PROHIBITED During the Moratorium:

- A. All applications for new short subdivisions (BIMC 2.16.070), except two-lot short subdivisions in which there is an existing single-family residence, new preliminary long subdivisions (BIMC 2.16.125), and new large lot subdivisions (BIMC 2.16.080).
- B. Structures, buildings, and land use permits and approvals in the R-1, R-2, and R-0.4 zones within the City's shoreline jurisdiction areas (see Chapter 16.12 BIMC):
 - (i) That will result in less than 65% of the subject property being retained as native vegetation; or
 - (ii) That will result in reducing the native vegetation on the subject property by any amount if that property had native vegetation existing on less than 65% of the property as of the effective date of the moratorium.
 - (iii) Provided, that this Section B does not apply to complete land use applications (see BIMC Table 2.16.010-1) that were submitted prior to the effective date of the moratorium, and to the resultant site work and associated approvals related to such complete land use applications.
- C. Major Site Plan and Design Review and Major Conditional Use Permit proposals that are not otherwise subject to this moratorium and that did not, before the effective date of the moratorium, have a pre-application conference on the Planning Department's calendar. Provided, that the moratorium does not apply to Major Site Plan and Design Review and Major Conditional Use Permit proposals for properties located in the Mixed Use Town Center/Central Core Overlay District.

EXCEPTIONS to the Above Development Activities Prohibited During the Moratorium:

- A. Permits and approvals for affordable housing projects that qualify as Housing Design Demonstration Project (HDDP) Tier 3 projects pursuant to BIMC 2.16.020.Q. and Table 2.16.020.Q-1, and
- B. Permits and approvals for government facilities and structures; educational facilities and preschools; wireless communication facilities; and emergency medical and disaster relief facilities.

Business/Industrial Zoning Areas





CITY OF
BAINBRIDGE ISLAND

**Office of the City Attorney
Memorandum**

Date: 10/19/2018
To: City Council
From: Robbie Sepler, Deputy City Attorney
Re: Making Condominiums Out of Accessory Dwelling Units (ADUs)

1. Question Presented:

Can the City of Bainbridge Island prohibit, regulate, or otherwise discourage property owners from making condominiums out of accessory dwelling units (ADUs) located on their property?

2. Brief Answer:

A local regulation directly prohibiting the creation of condominiums would likely be preempted by state law and impermissible. However, there are other avenues through which the City can address or mitigate unwanted effects of property owners making condominiums out of ADUs.

3. Background

A. State Law Requires the City to Adopt ADU Regulations

As a code city with a population of more than 20,000, the City is required to have ADU regulations pursuant to RCW 36.70A.400 and RCW 43.63A.215. Specifically, the City is required to incorporate the model ordinance recommendations previously prepared by the Department of Commerce. While the recommendations must be adopted, RCW 43.63A.215(3) gives the City considerable flexibility to adapt the recommendations to local needs and preferences.

B. The City’s Current ADU Requirements

BIMC 18.36.030.10 defines “accessory dwelling unit” to mean:

separate living quarters containing kitchen facilities, where the living quarters are contained within or detached from a single-family dwelling on a single lot.

The City’s ADU regulations are contained in BIMC 18.09.030.I.5. Currently, ADUs may be created within, or detached from, any single-family dwelling, whether existing or new, as a subordinate use wherever single-family dwellings are a permitted use. However, in the shoreline jurisdiction, ADUs are a conditional use. Only one ADU may be created per parcel. The full text of BIMC 18.09.030.I.5 is included as **Attachment A** to this memo.

Nothing in BIMC 18.09.030.I.5 currently prevents a property owner from creating condominiums out of a primary dwelling and an ADU located on the same lot.

4. Analysis

This section analyzes several approaches that the City could take to address or mitigate unwanted effects of property owners making condominiums out of ADUs.

A. Can the City prohibit a property owner from creating condominiums in which the primary dwelling on the lot is one unit and the ADU on the lot is the second unit?

No. The key to this question is RCW 64.34.050(1), which states in relevant part:

A zoning, subdivision, building code, or other real property law, ordinance, or regulation may not prohibit the condominium form of ownership or impose any requirement upon a condominium which it would not impose upon a physically identical development under a different form of ownership. . . .

If a local regulation prohibited a property owner from making condominiums out of a primary dwelling and its associated ADU, then that local regulation would prohibit the “condominium form of ownership” of the primary dwelling and ADU and would therefore be preempted by RCW 64.34.050(1).

B. Can the City require common ownership of a primary dwelling and ADU located on the same lot?

Most likely. Again, the key to this question is RCW 64.34.050(1), which preempts local regulations that either:

1. Prohibit the condominium form of ownership; or
2. Impose any requirement upon a condominium which it would not impose upon a physically identical development under a different form of ownership.

A common ownership requirement would not prohibit the condominium form of ownership. While the term “condominium form of ownership” is undefined, the plain language of the statute is not ambiguous: it clearly refers to owning property as a condominium. A local regulation requiring common ownership does not prohibit a property owner from owning the primary dwelling and ADU as separate units of a condominium because nothing in state law requires separate ownership of all of the units of a condominium. In other words, the property owner would be free to make their primary dwelling and associated ADU into units of a condominium—they would just be required to own both units of the condominium, thus still allowing the condominium form of ownership.

Similarly, a local regulation requiring common ownership would not impose any requirement upon a condominium that it would not impose upon a physically identical development under a different form of ownership—regardless of how the ADU and primary dwelling were owned, the requirement of common ownership would apply the same.

Many cities in Washington have adopted local regulations requiring common ownership of primary dwellings and associated ADUs. Here are some examples:

Bellingham Municipal Code Section 20.28.100.B.8:

The [detached accessory dwelling unit] may not be divided from the property ownership of the primary dwelling.

Bellevue Municipal Code Section 20.20.120.A.1 (Mercer Island Municipal Code Section 19.02.030.B.3 and Redmond Municipal Code Section 20C.30.35-030.4 use substantially the same wording):

Accessory dwelling units may not be subdivided or otherwise segregated in ownership from the primary residence structure.

Enumclaw Municipal Code Section 19.34.080:

The accessory dwelling unit, or the land on which the accessory dwelling unit is located, shall not be subdivided or otherwise segregated in ownership from the principal dwelling unit or the land on which the principal dwelling unit is located.

Sequim Municipal Code Section 18.66.060.A:

Sale or ownership of such [accessory dwelling unit] separate from the primary residential unit is prohibited.

C. Can the City require owner occupancy of the primary dwelling or the ADU?

Yes. Many cities and counties in Washington have adopted local regulations requiring owner occupancy of the primary dwelling or ADU. Here are some examples:

Bothell Municipal Code Section 12.06.140.B.4.a states:

Either the primary dwelling unit or the accessory dwelling unit shall be occupied by an owner of the property or by an immediate family member of the property owner. The owner must occupy one of the dwelling units on the property for more than six months of each calendar year.

Bremerton Municipal Code Section 20.46.010.k:

The property owner, which shall include titleholders and contract purchasers, must occupy either the principal unit or the ADU as their permanent residence for all twelve (12) months of the year.

Pierce County Code Section 18A.37.120.A.2:

An ADU shall be converted to another permitted use or shall be removed if one of the two dwelling units is not owner occupied.

Sammamish Municipal Code Section 21A.20.030.B.5.a.(3):

The primary dwelling unit or the accessory dwelling unit shall be owner occupied.

Some jurisdictions have also adopted additional requirements meant to ensure that the owner-occupancy requirement is followed. For example, Pierce County Code Section 18A.37.120.D requires that a property owner seeking to establish an ADU must complete the following:

- An affidavit affirming that the owner will occupy the principal dwelling or the ADU and agreeing to all the general ADU requirements contained in the county code; and
- Prior to issuance of Building Permits, the owner occupant must record a notice on the property title acknowledging the existence of the ADU with the Pierce County Auditor. Such notice must be in a specific form, and the current form used by Pierce County is included as **Attachment B** to this memo.

D. Can the City require new ADUs sold separately from the primary dwelling to be sold as affordable housing?

Most likely. The Department of Commerce’s ADU recommendations state that one of the purposes of allowing ADUs is to:

Make housing units available to moderate-income people who might otherwise have difficulty finding homes within the (city/county).

The City is required by state law to adopt these recommendations, but is given considerable flexibility in tailoring the recommendations to fit Bainbridge Island’s unique needs. Arguably, limiting the sale of ADUs that have been subdivided or segregated from ownership of the primary dwelling to affordable housing would further an express purpose of ADUs: creating affordable housing. Such a limitation would need to be specifically tailored to the area in which it was to take effect. For example, BIMC 18.09.03.I.5.n currently limits new ADUs in the Mixed Use Town Center to only those permitted as part of a housing design demonstration project single-family subdivision. By way of illustration, the City could, arguably, similarly limit the sale of new ADUs sold separately from the primary dwelling in certain areas of the City to only those sold as affordable housing.

5. Conclusion

In summary, the City cannot adopt a local regulation prohibiting a property owner from making an ADU into a condominium. However, there are multiple avenues that the City can permissibly pursue to address or mitigate unwanted effects of such activity. These avenues include requiring:

- Common ownership of the primary dwelling and the ADU;
- Owner occupancy of the primary dwelling, ADU, or both; and
- ADUs sold separately from the primary dwelling be sold as affordable housing.

BIMC 18.09.030.I.5

5. Accessory Dwelling Unit.

- a. An accessory dwelling unit (ADU) may be created within, or detached from, any single-family dwelling, whether existing or new, as a subordinate use, where permitted (“P”) by this chapter.
- b. In the shoreline jurisdiction, an accessory dwelling unit may be created within, or detached from, any single-family dwelling, whether existing or new, as a subordinate use, where conditional (“C”) pursuant to this chapter. See Chapter [16.12](#) BIMC for shoreline conditional use process.
- c. Only one accessory dwelling unit may be created per parcel.
- d. No variances shall be granted for an accessory dwelling unit.
- e. One off-street parking space shall be provided in addition to off-street parking that is required for the primary dwelling.
- f. Accessory dwelling units shall be designed to maintain the appearance of the primary dwelling as a single-family dwelling, containing 900 square feet of floor area or less. However, if the accessory dwelling unit will be located within a building existing as of the approval date of Ordinance No. 2015-16 (for example, in a basement) the city may allow an increased size in order to efficiently use all floor area. If a separate outside entrance is necessary for an accessory dwelling unit located within the primary dwelling, that entrance must be located either on the rear or side of the building.
- g. If an accessory dwelling unit is constructed in conjunction with a garage, the square footage of the garage shall not count towards the 900-square-foot limitation.
- h. An accessory dwelling unit not attached to the single-family dwelling may not contain any accessory use other than a garage.
- i. No recreational vehicle shall be an accessory dwelling unit.
- j. When stairs utilized for the ADU are enclosed within the exterior vertical walls of the building, they shall not count towards the floor area of the ADU.
- k. The ADU shall share a single driveway with the primary dwelling.
- l. School impact fees and qualified exemptions from those fees as provided in Chapter [15.28](#) BIMC shall apply.

m. All other applicable standards including, but not limited to, lot coverage, setbacks, parking requirements, and health district or city requirements for water, sewer, and/or septic must be met.

n. In the Mixed Use Town Center, new accessory dwelling units are only permitted as part of a housing design demonstration project single-family subdivision approved pursuant to BIMC 2.16.020.Q.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 20 Minutes

AGENDA ITEM: (8:50 PM) Ordinance No. 2018 - 36 Adopting the 2019-2024 Capital Improvement Plan - Public Works and 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 approve Ordinance No. 2018-36, Adopting the 2019-2024 Capital Improvement Plan.

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. The Council conducted further discussions on this item on October 9 and October 16.

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	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, and has been discussed by the Council at subsequent meetings.

ATTACHMENTS:

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

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

[Clty Hall Presentation for CC 23 May 2017.pptx](#)

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.

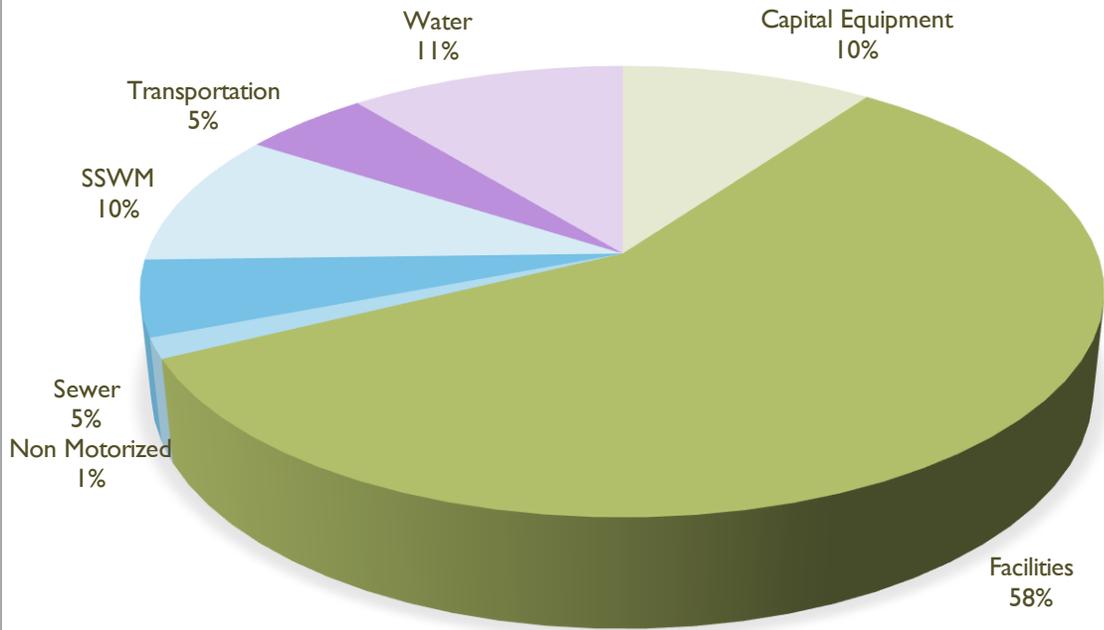
Capital projects at the City have a construction or acquisition cost equal to or greater than \$50,000 and an estimated useful life of one year or greater. Projects and assets that do not meet these requirements are operating expenses and included in the operating budget. Major repairs will be capitalized 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
In (1000s)									
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
TOTAL PROJECT COST	19,165	9,447	8,952	5,087	7,030	4,204	5,089	-	58,974

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

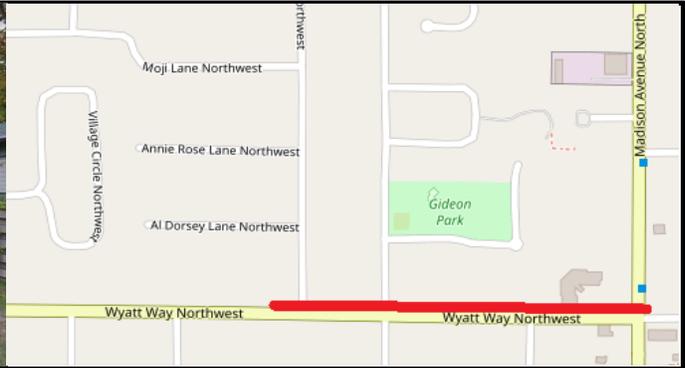
Project / Location	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Strts Component	Wtr Component	Swr Component	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
TRANSPORTATION PROJECTS - 6-YEAR CIP																	
Wyatt Way Reconstruction Phase I <i>Madison - Lovell</i>	X	X	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
TOTALS									3,880	100	820	25	300	550	500	-	6,175

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$3,850	\$0	\$3,850						
FUNDING USES (1000's)									
Design/permitting	\$3,850	\$0							
Construction			\$0						
Sub-total	\$3,850	\$0	\$3,850						

Estimated Impact on Future Operating Budget (1000's)

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

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

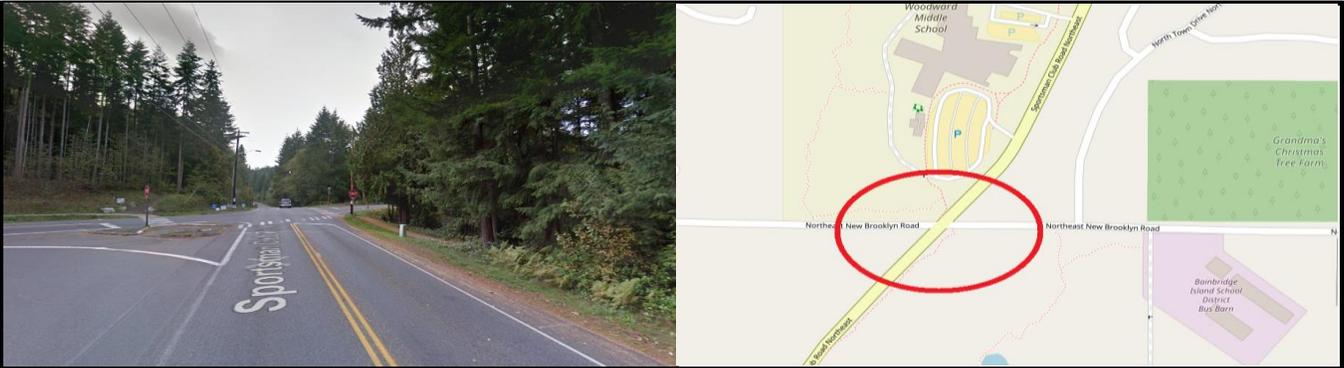
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-total	\$24	\$0	\$24						

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$180	\$100	\$820	\$0	\$0	\$0	\$0	\$0	\$1,100
FUNDING USES (1000's)									
Design/permitting	\$180	\$100							\$280
Construction			\$820						\$820
Sub-total	\$180	\$100	\$820	\$0	\$0	\$0	\$0	\$0	\$1,100

Estimated Impact on Future Operating Budget (1000's)

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

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

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

*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
NON-MOTORIZED PROJECTS - 6-YEAR CIP																	
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
TOTALS									2,860	30	240	860	2,550	-	500	-	7,040
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
FUNDING SOURCES (1000's)									
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
Sub-total	\$2,988	\$0	\$2,988						
FUNDING USES (1000's)									
Design/permitting	\$120								
Construction	\$2,868								
Sub-total	\$2,988	\$0	\$2,988						

Estimated Impact on Future Operating Budget (1000's)

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

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

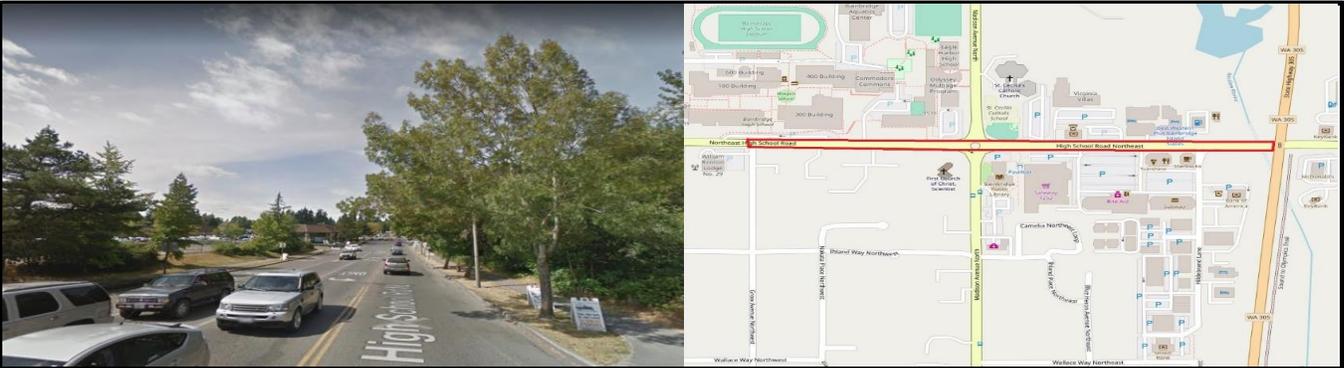
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-Total	\$16	\$0	\$16						

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$30	\$150	\$0	\$0	\$0	\$0	\$0	\$180
FUNDING USES (1000's)									
Design/permitting									
Construction		\$30	\$150						
Sub-total	\$0	\$30	\$150	\$0	\$0	\$0	\$0	\$0	\$180

Estimated Impact on Future Operating Budget (1000's)

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

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

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$0	\$190	\$0	\$0	\$500	\$500	\$0	\$1,190
FUNDING USES (1000's)									
Design/permitting			\$190						\$190
Construction						\$500	\$500	\$0	\$1,000
Sub-total	\$0	\$0	\$190	\$0	\$0	\$500	\$500	\$0	\$1,190

Estimated Impact on Future Operating Budget (1000's)

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

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

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$47	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$647
FUNDING USES (1000's)									
Design/permitting	\$47								\$47
Construction				\$600					\$600
Sub-total	\$47	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$647

Estimated Impact on Future Operating Budget

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

2% Contribution to Public Art Account

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

*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
FLEET & EQUIPMENT - 6-YEAR CIP (1000s)														
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
TOTALS								995	832	627	380	1,464	759	5,057

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

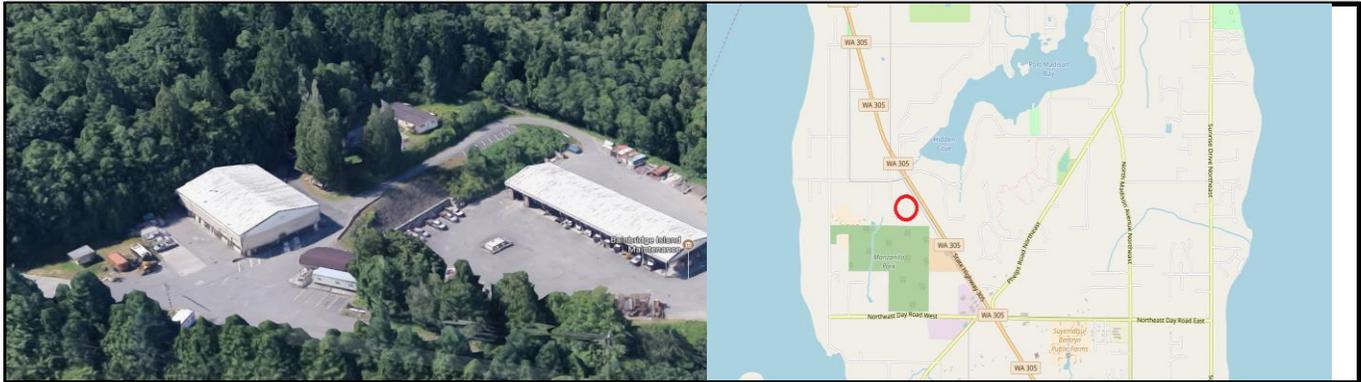
Project	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Strts Component	Wtr Component	Swr Component	SSWM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
FACILITIES PROJECTS - 6-YEAR CIP																	
City Dock			-	Y					-	50	100	-	-	-	-	-	150
<i>Waterfront Park</i>																	
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)

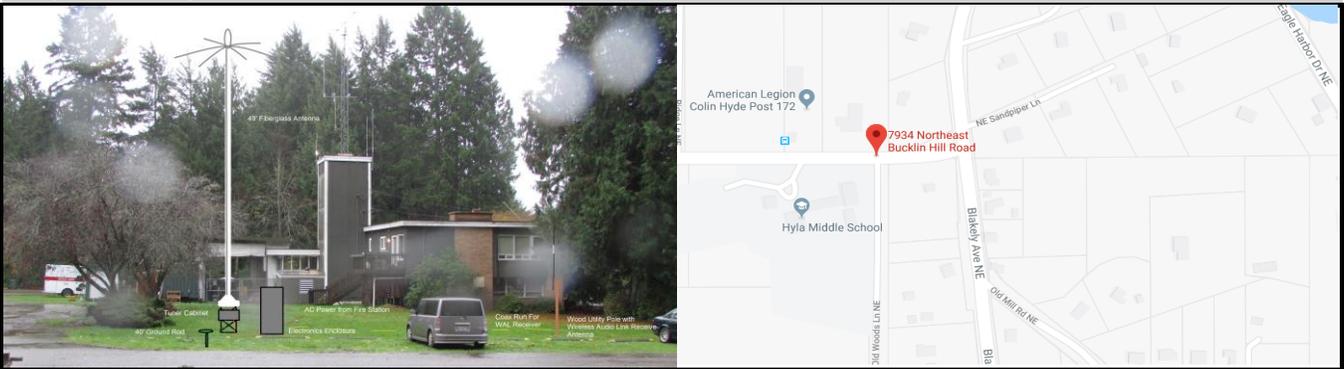
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
FUNDING SOURCES (1000's)									
General Fund	\$90	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$0	\$0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

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$100	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$150
FUNDING USES (1000's)									
Design/permitting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$100	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$150
Sub-total	\$100	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$150

Estimated Impact on Future Operating Budget (1000's)

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

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

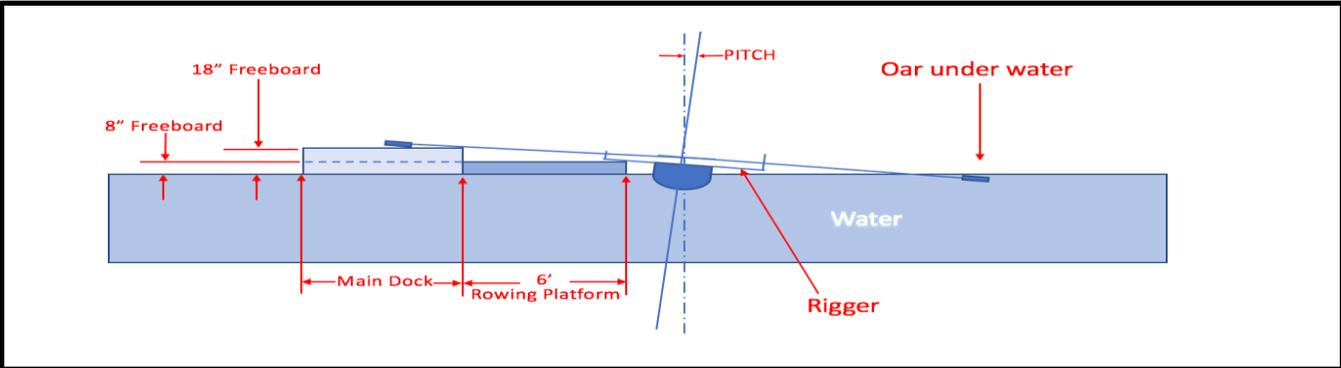
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-total	\$2	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$3

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$50	\$100	\$0	\$0	\$0	\$0	\$0	\$150
FUNDING USES (1000's)									
Design/permitting	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$0	\$50
Construction	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$100
Sub-total	\$0	\$50	\$100	\$0	\$0	\$0	\$0	\$0	\$150

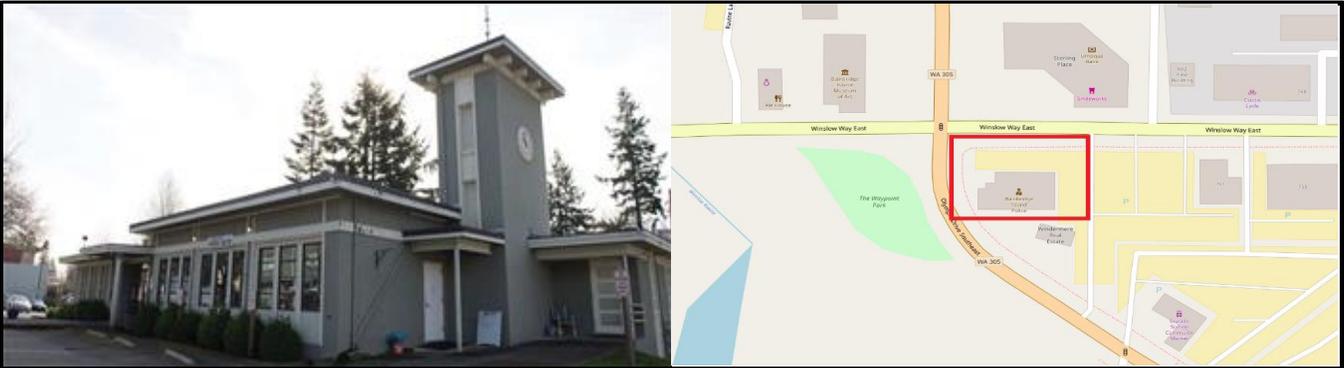
Estimated Impact on Future Operating Budget (1000's)

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

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

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$10,000	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$20,000
FUNDING USES (1000's)									
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
Sub-total	\$10,000	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$20,000

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
Sub-total	\$0	\$360	\$720	\$820	\$820	\$820	\$820	\$11,480	\$15,840

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

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$350
FUNDING USES (1000's)									
Design/permitting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$350
Sub-total	\$0	\$0	\$350	\$0	\$0	\$0	\$0	\$0	\$350

Estimated Impact on Future Operating Budget (1000's)

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

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

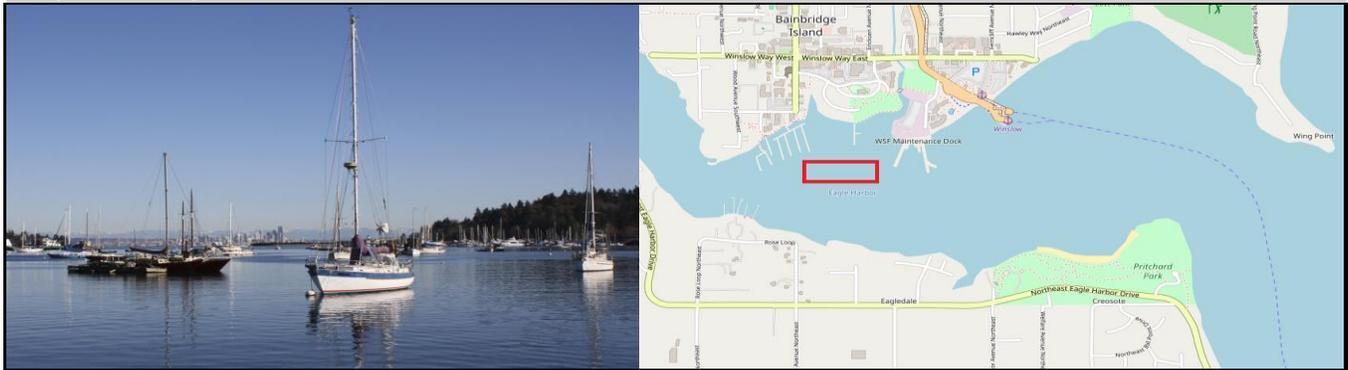
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-total	\$0	\$0	\$7	\$0	\$0	\$0	\$0	\$0	\$7

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$72
FUNDING USES (1000's)									
Design/permitting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$72
Sub-total	\$0	\$72	\$0	\$0	\$0	\$0	\$0	\$0	\$72

Estimated Impact on Future Operating Budget (1000's)

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

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

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-total	\$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
WATER PROJECTS - 6-YEAR CIP (1000s)																
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
City Project Funding								725	1,250	750	75	2,600	790	1,930	-	8,120
Grant Totals								-	-	-	-	-	-	-	-	-
TOTALS								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
FUNDING SOURCES (1000's)									
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
Sub-total	\$2,988	\$0	\$2,988						
FUNDING USES (1000's)									
Design/permitting									
Construction	\$2,988								
Sub-total	\$2,988	\$0	\$2,988						

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$250	\$0	\$250						
FUNDING USES (1000's)									
Design/permitting									
Construction	\$250								
Sub-total	\$250	\$0	\$250						

Estimated Impact on Future Operating Budget (1000's)

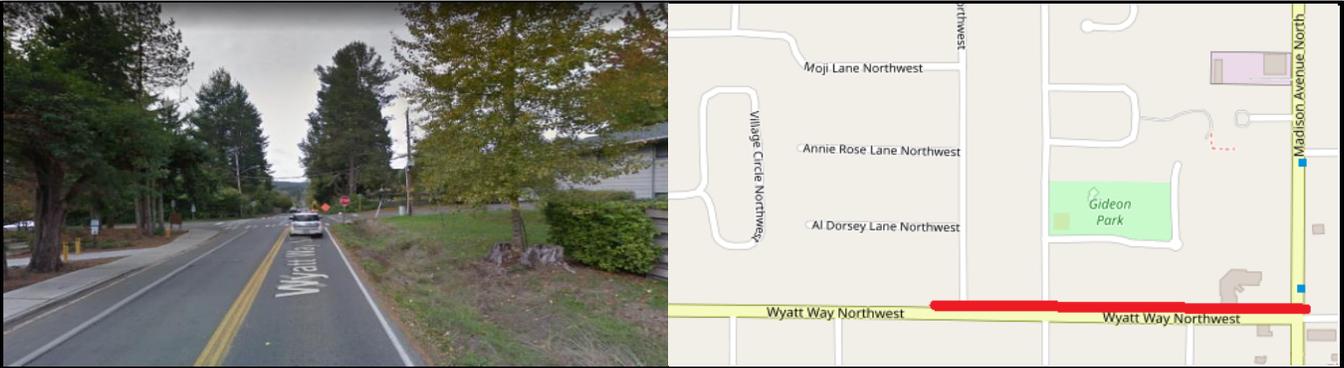
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
Sub-total	\$0								

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$3,850	\$0	\$3,850						
FUNDING USES (1000's)									
Design/permitting	\$3,850								
Construction									
Sub-total	\$3,850	\$0	\$3,850						

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$150	\$0	\$750	\$0	\$0	\$0	\$0	\$0	\$900
FUNDING USES (1000's)									
Design/permitting	\$150								
Construction			\$750						
Sub-total	\$150	\$0	\$750	\$0	\$0	\$0	\$0	\$0	\$900

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$250
FUNDING USES (1000's)									
Design/permitting									
Construction		\$250							\$250
Sub-total	\$0	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$250

Estimated Impact on Future Operating Budget (1000's)

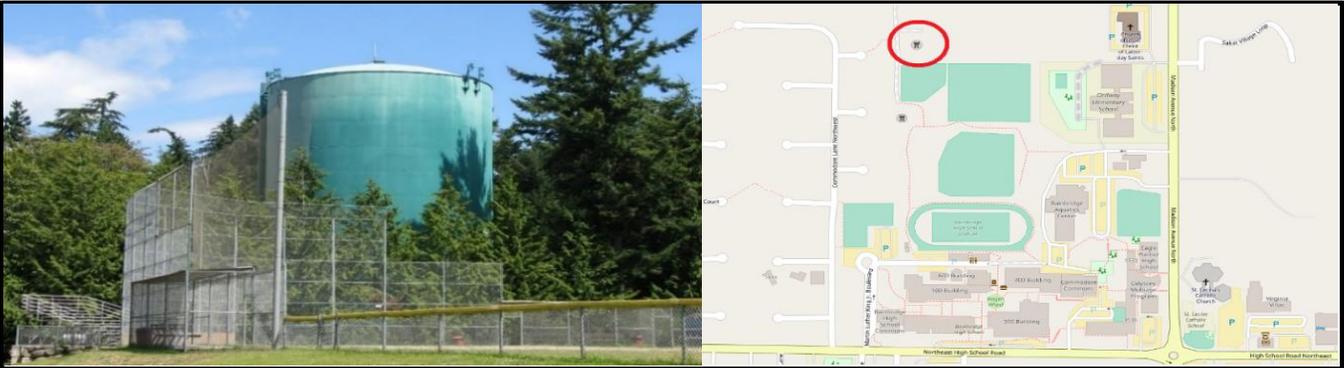
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
Sub-total	\$0								

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$1,000	\$0	\$0	\$2,250	\$0	\$0	\$0	\$3,250
FUNDING USES (1000's)									
Design/permitting									
Construction		\$1,000			\$2,250				\$3,250
Sub-total	\$0	\$1,000	\$0	\$0	\$2,250	\$0	\$0	\$0	\$3,250

Estimated Impact on Future Operating Budget (1000's)

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

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

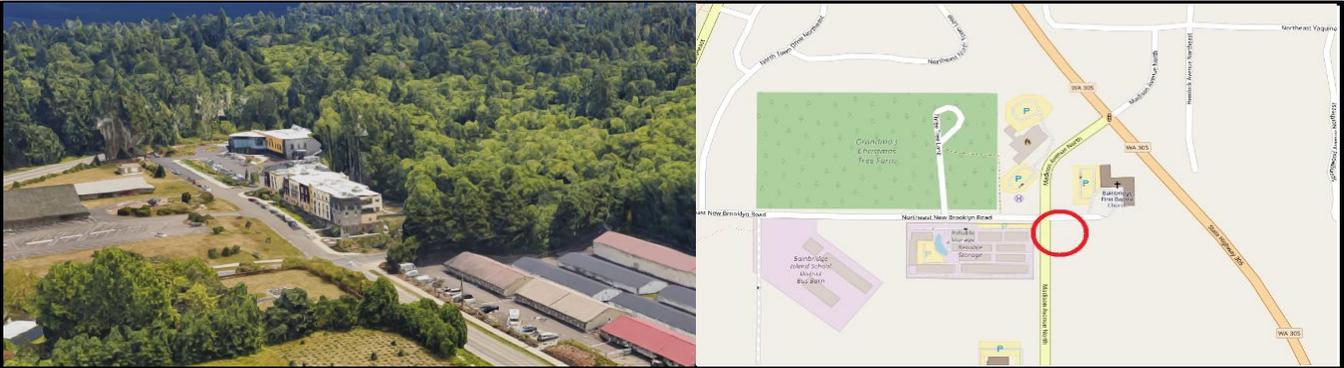
Project	Location and/or Phase	Grant Eligible	Grant Awarded	Grant Funds	General Comp	Surts Component	Wtr Component	Swr Component	SSWMM Comp	Prior Years	2019	2020	2021	2022	2023	2024	2025 - 2038	Total
SEWER PROJECTS - 6-YEAR CIP (1000s)																		
Pump Station/Force Main Upgrade	NTW/New Brooklyn/Madison			-				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
City Total										1,250	900	100	3,050	600	750	1,400	-	8,050
Grant Total										-	-	-	-	-	-	-	-	-
TOTALS										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
FUNDING SOURCES (1000's)									
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
Sub-total	\$700	\$0	\$700						
FUNDING USES (1000's)									
Design/permitting									
Construction	\$700								\$700
Sub-total	\$700	\$0	\$700						

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$550	\$0	\$550						
FUNDING USES (1000's)									
Design/permitting									
Construction	\$550								\$550
Sub-total	\$550	\$0	\$550						

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$150
FUNDING USES (1000's)									
Design/permitting									
Construction		\$150							\$150
Sub-total	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$150

Estimated Impact on Future Operating Budget (1000's)

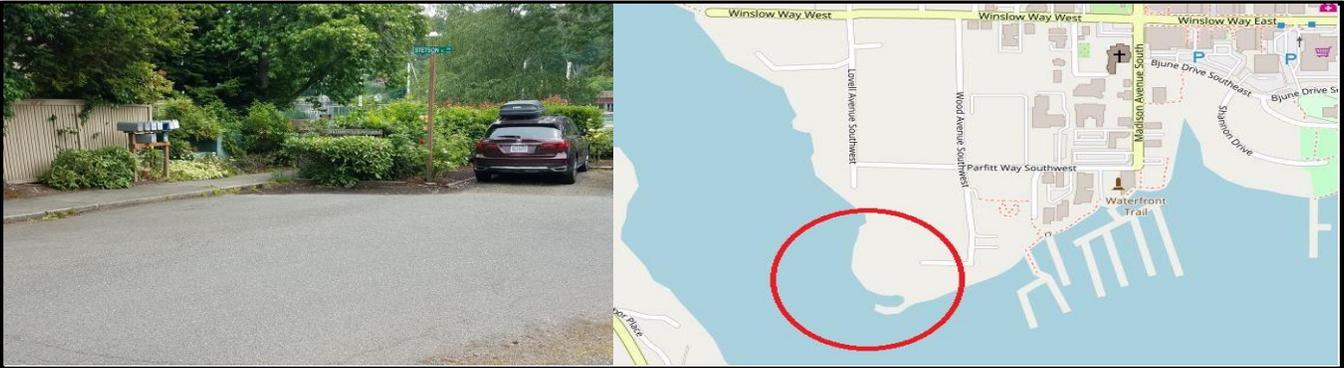
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
Sub-total	\$0								

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$750	\$0	\$2,500	\$0	\$0	\$0	\$0	\$3,250
FUNDING USES (1000's)									
Design/permitting									\$0
Construction		\$750		\$2,500			\$0		\$3,250
Sub-total	\$0	\$750	\$0	\$2,500	\$0	\$0	\$0	\$0	\$3,250

Estimated Impact on Future Operating Budget (1000's)

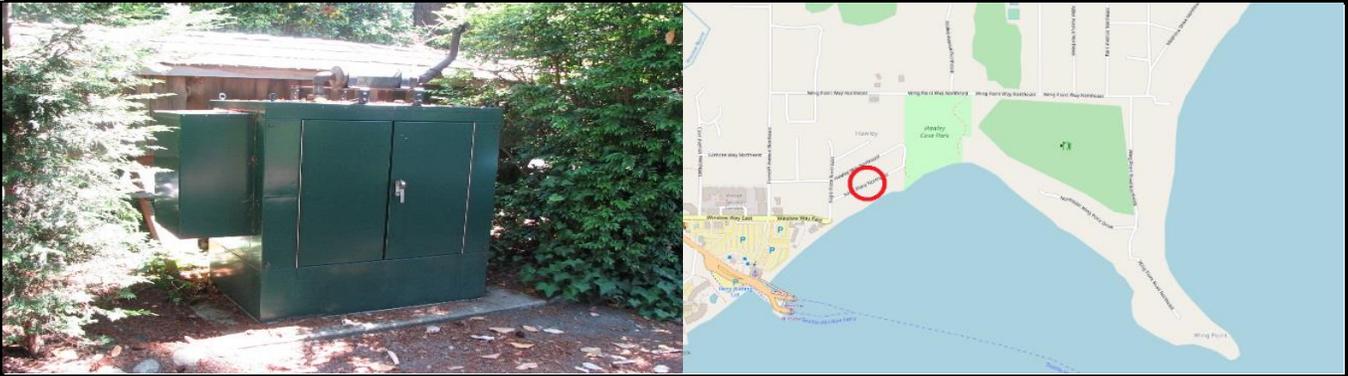
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
Sub-total	\$0								

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$0	\$100	\$450	\$0	\$0	\$0	\$0	\$550
FUNDING USES (1000's)									
Design/permitting			\$100						\$100
Construction				\$450					\$450
Sub-total	\$0	\$0	\$100	\$450	\$0	\$0	\$0	\$0	\$550

Estimated Impact on Future Operating Budget (1000's)

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

*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
STORMWATER PROJECTS - 6-YEAR CIP (1000s)																	
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
TOTALS									260	1,000	760	450	600	650	-	-	3,720

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$200	\$900	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100
FUNDING USES (1000's)									
Design/permitting	\$200	\$0							\$200
Construction		\$900		\$0					\$900
Sub-total	\$200	\$900	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100

Estimated Impact on Future Operating Budget (1000's)

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

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.

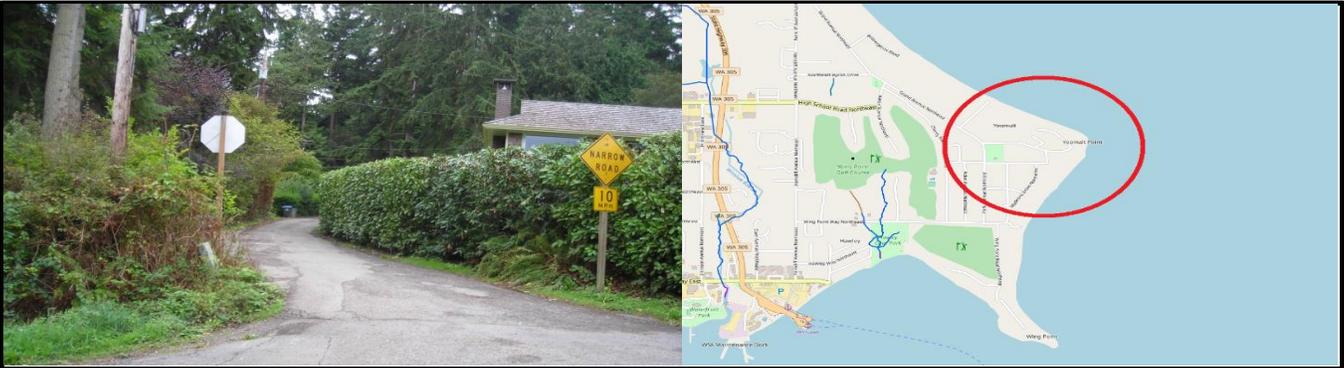
Capital Funding (1000's)

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

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$60	\$0	\$510	\$0	\$0	\$0	\$0	\$0	\$570
FUNDING USES (1000's)									
Design/permitting	\$60								\$60
Construction			\$510						\$510
Sub-total	\$60	\$0	\$510	\$0	\$0	\$0	\$0	\$0	\$570

Estimated Impact on Future Operating Budget (1000's)

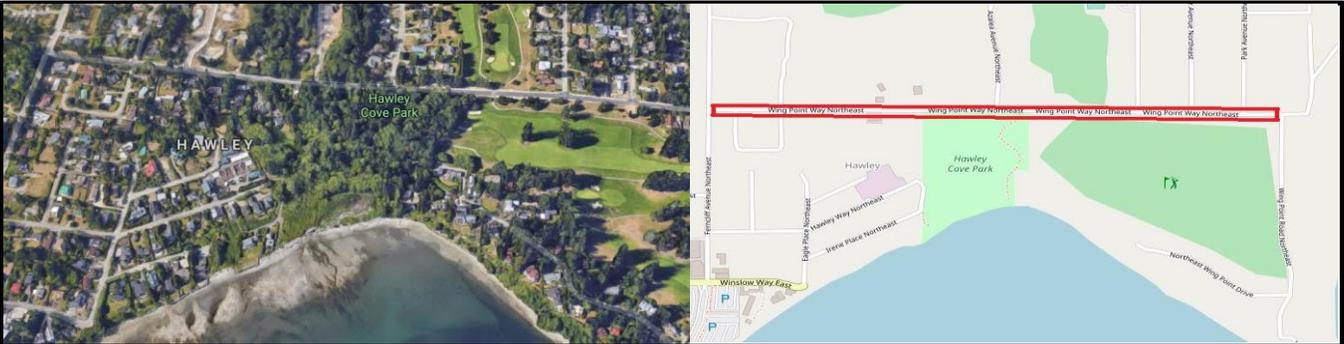
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating Debt Service									
Sub-total	\$0								

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$150
FUNDING USES (1000's)									
Design/permitting									\$0
Construction			\$150						\$150
Sub-total	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$150

Estimated Impact on Future Operating Budget (1000's)

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

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
FUNDING SOURCES (1000's)									
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
Sub-total	\$0	\$0	\$190	\$0	\$0	\$500	\$500	\$0	\$1,190
FUNDING USES (1000's)									
Design/permitting			\$190						\$190
Construction						\$500	\$500	\$0	\$1,000
Sub-total	\$0	\$0	\$190	\$0	\$0	\$500	\$500	\$0	\$1,190

Estimated Impact on Future Operating Budget (1000's)

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



CITY OF
BAINBRIDGE ISLAND

Proposed City Hall Renovations

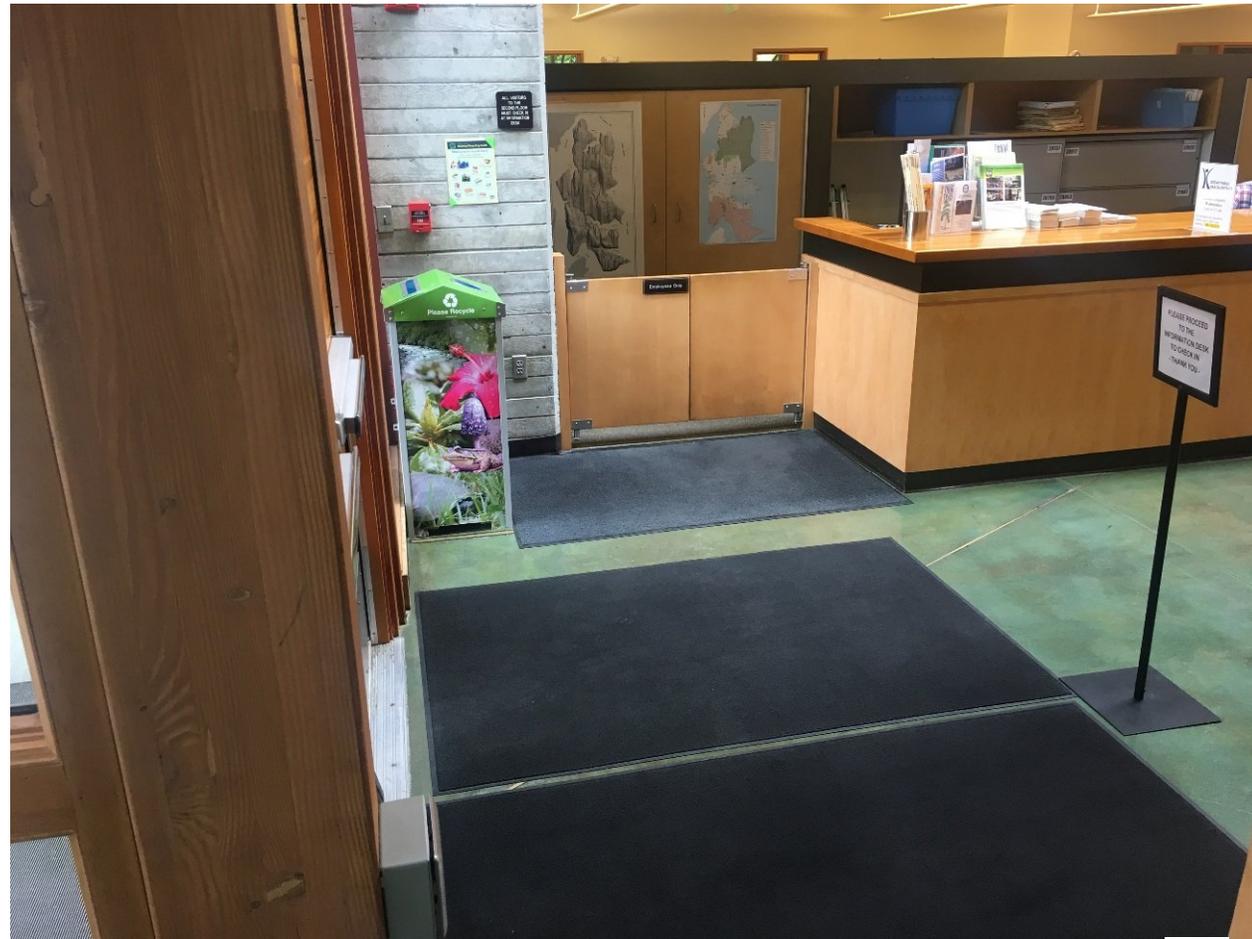
May 23, 2017

Considerations:

- Nearly 20 y/o building without renovations
- Staff concerns about safety and control of access to non-public spaces
- Increased patterns of usage
 - More frequent conflicts in finding meeting rooms
 - More committee and task force meeting requirements
 - Increased staffing
- Inefficient use of current spaces
- Improve customer service

Access control:

- Remote location of front desk from Madison entrance
- Low, swinging-gate access controls at counters



Access control:

- New utility billing reception upstairs
- No access control



Inefficient use of space:



- Attractive but underutilized space
- Increasing use as overflow conference area
- Not suitable for meetings
 - Uncomfortable seating
 - No ADA location
 - Lack of separation from lobby
 - No technology

Inefficient use of space:

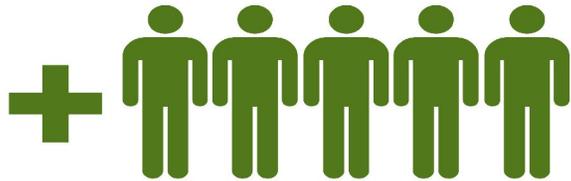
- Underutilized counter on PW side
- Functions as redundant circulation space
- Potential for customer-service enhancements



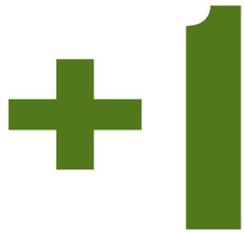
Proposed Renovations:

+300
SQUARE FEET

**PUBLIC LOBBY/
LOUNGE SPACE**

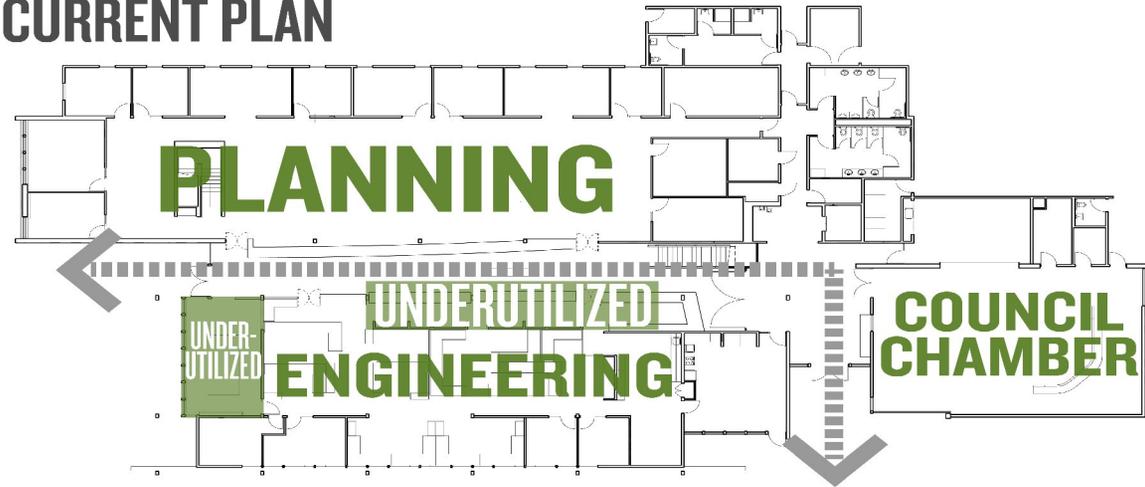


**FIVE ADDITIONAL
STAFF WORKSTATIONS**

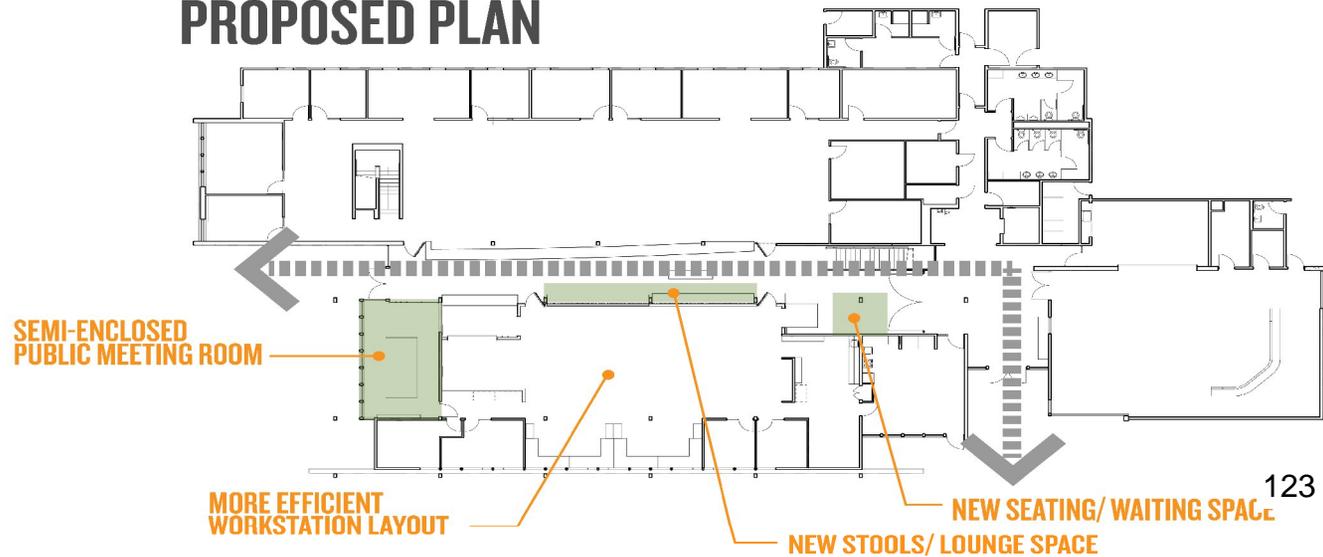


MEETING ROOM

CURRENT PLAN



PROPOSED PLAN



123

Summary of Proposed Renovations:

- Move front counter closer to center of building
- Install full-height access doors along counters
- Move wall to back of counter on PW side
 - Extend low PW counter for customer service area
 - Stools and technology for better customer utilization of counter
- Wall and door to separate map room from lobby
 - Lower existing table-top to conference room height
- Install wall and door at upstairs utility billing counter.

Proposed Renovations:

BAINBRIDGE ISLAND CITY HALL | LOBBY EXPERIENCE AND SPACE EFFICIENCY IMPROVEMENTS



Estimated Costs:

- \$233,000 estimated for construction
- Additional costs could include:
 - Moving expenses
 - Additional cubicles and furniture
 - New lobby technology
- \$300,000 budget recommended

Potential Timeline:

- Council concurs with scope of project
- June 15 - PW solicits bids
- July 25 – Council authorizes award of contract and budget amendment
- Sept 1-4 – Relocate staff and demolition
- Sept - Nov – Renovation work
- Nov 10-12 – Move in to renovated spaces

Questions?



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (9:10 PM) Request from Arts and Humanities Bainbridge for 2018 Funding - Mayor Medina,

STRATEGIC PRIORITY: Healthy and Attractive Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION:

TBD.

SUMMARY:

In September, Arts and Humanities Bainbridge (AHB) submitted a request to the City Council for funding to reimburse AHB for administrative support AHB provided to the Public Art Committee (PAC) during 2018. The materials AHB submitted are attached.

FISCAL IMPACT:

Amount:	\$24,000
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	No

BACKGROUND:

It is very unusual for the City to provide funding for services after the fact, and so this request has been reviewed by the City Finance staff and City Attorney:

-- The Finance Department works with departments to identify funding prior to any financial commitments in order to assist with adhering to budgeted amounts and provide a clear audit trail for services rendered and invoices paid. Thus, it is very unusual to sign a contract to provide compensation for services which have occurred in the past. In addition, professional service contracts are typically included in the budget process to allow for clarity regarding the level of planned spending for outside resources. 129

-- Based on the experience of City staff (including the City Attorney) with the State Auditor's Office (SAO) regarding such matters, the SAO does not look favorably on contracting arrangements which involve payment for services that have already been rendered and for which the activities were performed without a contract in place at the time they were performed.

-- Note that the proposed professional services agreement that is attached with this item is a draft that was prepared and provided to the City by AHB. The draft is based on an outdated version of the City's contract template. If the Council decides to proceed with a proposed contract, the contract proposed by AHB would need to be replaced by an updated version developed by the City Attorney.

ATTACHMENTS:

[AHB Email 9 Sep 2018.docx](#)

[9.14.18 PAC Funding Request to COBI.pdf](#)

[9.13.18 COBI PAC Admin Invoice.pdf](#)

[2018 Draft COBI Art and Humanities Contract.docx](#)

FISCAL DETAILS:

If approved by the City Council, this expenditure will be supported by the City's Public Art Subfund, a specially tracked fund within the General Fund. The current available fund balance for the Public Art Subfund is roughly \$90,000. Expenditures from the Public Art Subfund are only made at the direction of the City Council.

Fund Name(s): General Fund

Coding:

From: Anne Smart <ed@bainbridgeartshumanities.org>
Sent: Friday, September 14, 2018 9:32 AM
To: Kol Medina <kmedina@bainbridgewa.gov>; Sarah Blossom <sblossom@bainbridgewa.gov>; Ron Peltier <rpeltier@bainbridgewa.gov>; Matthew Tirman <mtirman@bainbridgewa.gov>; Joe Deets <jdeets@bainbridgewa.gov>; Rasham Nassar <rnassar@bainbridgewa.gov>; Leslie Schneider <LSchneider@bainbridgewa.gov>
Cc: Bill Baran-Mickle <baranmickle@gmail.com>; Carl Sussman (carl.sussman@rsir.com) <carl.sussman@rsir.com>; Grace and Peter Harris <harrisgr01@gmail.com>; Jenny Smart <ED@ahbainbridge.org>; LT Yoson <programs@ahbainbridge.org>; Mike Seidl <mike@seidlphoto.com>; Sandra Fischer <sandy@fbpartnership.com>; Sean & Shannon Campbell Parker <sean@seanparkerarchitects.com>; Steve Rabago <steve@rabago.me>; Susan and Wes Arens <susanarens@gmail.com>; Anne Smart <aksmith217@gmail.com>; Claire Hicks <claireohicks@comcast.net>; Kate Melia <kate.melia@me.com>; Linda Kramer Jenning <linda.kramerjennings@gmail.com>; Linda Semlitz <linda.semlitz@gmail.com>; Michael Lewars <mikewlews@gmail.com>; Nicolas Daluiso <ndaluiso.law@gmail.com>; Patty Bell <lovewa2@yahoo.com>; Doug Schulze <dschulze@bainbridgewa.gov>; Morgan Smith <msmith@bainbridgewa.gov>
Subject: Public Art Committee Administration & Support

City Council Members,

Thank you all for signaling your continued support for the Public Art Committee at last week's City Council meeting. We look forward to implementing this more streamlined and consistent funding model.

The meeting briefly touched on the fact that for 2018, AHB has not been compensated at all for the work we have done to administer PAC and curate our Public Art Portfolio.

We are a small, non-profit organization supported entirely by donation and in order to fulfill the work we do for the City of Bainbridge Island for Public Art we have always relied on the financial compensation received from COBI in the form of a contract.

Throughout 2018, PAC and AHB have continued to do the work we have always done for the City of Bainbridge Island and made several attempts to renew our contract with the city. We are urging the City Council to authorize timely payment to compensate us for this year's expenses.

AHB has already submitted several draft proposals for 2018 funding, including:

11/17/17 PAC and AHB submitted a proposal to City Staff

11/28/17 PAC and AHB met with the Ad Hoc committee to discuss options for PAC funding

1/4/2018 A Proposal Document was submitted to City Staff
1/16/2018 Updated proposed document was submitted
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5/14/2018 Revised proposal was sent to COBI staff
5/23/2018 Email with PAC recommendations for funding to COBI staff
5/25/2018 PAC and AHB received revision from COBI staff for proposal to council

5/22/2018 PAC and AHB presented to City Council re: something New (without the funding proposal)

In spite of not receiving any administrative support through August 2018, PAC, its volunteers and AHB's staff continued to curate, create programs, manage art calls for three new public pieces, coordinate juries, manage public events, provide the public relations, supported PAC in developing the Something New program (with full support of the City Council), managed site research process and did extensive public outreach, and provided marketing support on behalf of COBI and the Bainbridge Island community; ALL in keeping with PAC's mission to make Bainbridge Island and its public spaces, artistically and aesthetically vibrant.

Please see the attached service agreement, signed by PAC and AHB and an invoice for 2018 through August.

Please let us know how to best proceed to secure payment from the Art Fund account.

Thank you,
Carl Sussman, Chair of Public Art Committee and members of the committee

Steve Rabago
Bill Barn-Mickle
Susan Arens
Grace Harris
Mike Seidl
Sean Parker
Sandy Fischer

Patricia Bell, President of the AHB Board of Directors on behalf of the members of the Board of Directors

Mike Lewars

Claire Hicks
Carl Sussman
Linda Semlitz
Linda Jennings
Pernell Tyus
Nicolas Daluiso
Kate Melia

cc: Doug Schultz, Morgan Smith

Anne Smart, Executive Director

Arts & Humanities Bainbridge

221 Winslow Way W, Ste 201, Bainbridge Island, WA 98110 | [206.842.7901](tel:206.842.7901)

ED@AHBainbridge.org | www.AHbainbridge.org | [Facebook](#)



Arts & Humanities Bainbridge
221 Winslow Way West, Suite 201
Bainbridge Island, WA 98110
Phone 206.842.7901

www.AHBainbridge.org

September 13, 2018

BOARD OF DIRECTORS

Patricia Bell
President

Pernell Tyus
Vice President

Linda Semlitz
Secretary

Claire Hicks
Treasurer

Patricia Bell
Nick Daluiso
Claire Hicks
Linda Kramer Jennings
Mike Lewars
Kate Melia-Morichetti
Linda Semlitz
Carl Sussman
Pernell Tyus

Advisory Members

Diane Bonciolini
Jenny Coates
Matthew Coates
Barb Magusin
Christopher Snow
Debbie Vancil

Anne Smart
Executive Director

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Phone 206.842.7901

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Carl Sussman

Thank you,
Carl Sussman, Chair of Public Art Committee and members of the committee

Steve Rabago
Bill Barn-Mickle
Susan Arens
Grace Harris
Mike Seidl
Sean Parker
Sandy Fischer

A handwritten signature in blue ink, appearing to read "Patricia Bell".

Patricia Bell, President of the AHB Board of Directors on behalf of the members of the Board of Directors

Mike Lewars
Claire Hicks
Carl Sussman
Linda Semlitz
Linda Jenning
Pernell Tyus
Nicolas Daluiso
Kate Melia

cc: Doug Schultz, Morgan Smith



Print preview

To print, right-click the preview and select **Print**. Or, click the **Print** icon if you see one below.

Arts & Humanities Bainbridge 221 Winslow Way W, Ste 201 Bainbridge Island, WA 98110	 Arts & Humanities bainbridge	
BILL TO City of Bainbridge Island Public Art Program 280 Madison Ave N Bainbridge Island, WA 98110 Accounts, Payable	INVOICE 1818	
	DATE 09/13/2018 TERMS Upon receipt	
	DUE DATE 09/13/2018	
<hr/>		
DATE	ACTIVITY	AMOUNT
09/13/2018	AHB Administration AHB Administration and Public Art Program Mgmt Services - Q1 thru Q3, 2018 - \$2,000 per Month	18,000.00
<hr/>		
	TOTAL DUE	\$18,000.00

AGREEMENT FOR COMMUNITY SERVICES

THIS AGREEMENT FOR COMMUNITY SERVICES (this “Agreement”) is entered into and is effective on January 2, 2018 between the City of Bainbridge Island, a Washington state municipal corporation (the “City”) and The Public Art Committee, a sub-committee of Arts and Humanities Bainbridge, and Arts and Humanities Bainbridge (the “Service Provider”).

WHEREAS, the Cultural Element of the City’s Comprehensive Plan includes significant goals for the City’s support of arts and humanities activities within the community; and

WHEREAS, the City owns a public art collection

WHEREAS, the Service Provider have expertise in curating, managing and developing public art programs and public art and other expertise and experience to provide services in support of the City’s Public Art Program and is willing to do so in accordance with the terms and conditions of this Agreement.

WHEREAS, the Service Provider and the City share a mutual interest in maintaining, managing existing public art pieces and identifying new art for the City’s public spaces.

WHEREAS, the Service Provider has continued to provide services to the City beginning January 2, 2018 without a written or signed agreement

WHEREAS, the City recognizes the work that has been provided by the Service Provider and the administrative oversight that kept the Service Provider from being compensated for all past services provided prior to the execution date.

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 Service Provider as follows:

1. SERVICES BY SERVICE PROVIDER

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

The Service Provider will acknowledge support from the City in promotional materials.

2. PAYMENT

A. The City shall pay the Service Provider a Twenty-Four Thousand Dollars (\$24,000) for all services performed under this Agreement.

Payments shall be made quarterly as follows:

First Payment by January 10, 2018 - \$6,000.00

Second Payment by April 10, 2018 - \$6,000.00

Third Payment by July 10, 2018 - \$6,000.00

Fourth and final payment October 10, 2018 - \$6,000.00

Payments for subsequent years shall be increased by (*identify an index*)

B. The Service Provider shall submit an annual invoice in advance of services being delivered. The Service Provider shall maintain time and expense records and the City may review or audit the times and expense records, during regular business hours of the Service Provider.

C. The Service Provider shall provide a single invoice for the full year of services and the invoice shall be paid by mailing a city check in accordance with the schedule provided in Section A above.

D. If the services rendered do not meet the requirements of this Agreement, the Service Provider shall correct or modify the work to comply with this Agreement.

E. The City may not withhold payment for work provided by the Service Provider.

3. REPORT ON EXECUTION OF SERVICES

The Service Provider shall present a summary of accomplishments and work completed at the regular City Council of work completed at least quarterly, or as the City Council Agenda allows.

Within each quarterly report and the final report to the Council and public, the Service Provider shall:

- A. Summarize the activities undertaken in providing the services described in Attachment A.
- B. Provide a status update on the activities, programs and projects funded by City funds.

4. INSPECTION AND AUDIT

The Service Provider 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 Service Provider 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 where necessary to conduct or document an audit. The Service Provider 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 Service Provider 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 Service Provider and the City understand and expressly agree that the Service Provider is an independent contractor in the performance of each and every part of this Agreement. The Service Provider expressly represents, warrants and agrees that his 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 Service Provider, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Service Provider shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

B. The Service Provider 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 Service Provider 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 Service Provider performs hereunder.

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

6. DISCRIMINATION AND COMPLIANCE WITH LAWS

A. The Service Provider 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 Service Provider 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. TERM, TERMINATION, RENEWAL AND REOPENING THE AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force until December 31, 2018, 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 Service Provider pursuant to this Agreement shall be submitted to the City, and the Service Provider shall be entitled to just and equitable compensation at the rate set forth in Section 2 for any satisfactory work completed prior to the date of termination.

C. This Agreement shall renew automatically until terminated by either party in accordance with Section 7.B.

D. This Agreement may be periodically reopened for new negotiations at the request of either party any time after January 1, 2021.

8. 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, shall be forwarded to the City in hard copy and in digital format that is compatible with the City's computer software programs.

9. 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.

10. HOLD HARMLESS AND INDEMNIFICATION

A. The Service Provider agrees to protect, defend, indemnify, and hold harmless the City, its elected officials, officers, employees and agents from any and all claims, demands, losses, liens, liabilities, penalties, fines, lawsuits, and other proceedings and all judgments, awards, costs and expenses (including reasonable attorneys' fees and disbursements) caused by or occurring by reason of any negligent act, error and/or omission of the Service Provider, its officers, employees, and/or agents, arising out of or in connection with the performance or non-performance of the services, duties, and obligations required of the Service Provider under this Agreement.

B. In the event that the Service Provider and the City are both negligent, then the Service Provider's liability for indemnification of the City shall be limited to the contributory negligence for any resulting suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorneys' fees and disbursements) that can be apportioned to the Service Provider, its officers, employees and agents.

C. The foregoing indemnity is specifically and expressly intended to constitute a waiver of the immunity of the Service Provider under Washington's Industrial Insurance Act, RCW Title 51, as respects the other parties only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the employees of the Service Provider. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

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

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

F. The provisions of this section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

11. INSURANCE

Service Provider shall maintain insurance as follows:

- Commercial General Liability as described in Attachment B.
- Directors and Officers Liability as described in Attachment B.
- Automobile Liability as described in Attachment B.
- None.

12. 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 Service Provider 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 Service Provider as stated herein.

13. 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.

14. 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.

15. 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.

16. NON-WAIVER

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.

17. 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 Service Provider: Arts and Humanities Bainbridge
221 Winslow Way West, Ste. 201
Bainbridge Island, WA 98110
Attention: Executive Director

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

18. 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.

19. GOVERNING LAW

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

20. VENUE

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

21. COUNTERPARTS

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

IN WITNESS WHEREOF, the parties have executed this Agreement as of October _____, 2018.

ARTS AND HUMANITIES BAINBRIDGE

CITY OF BAINBRIDGE ISLAND

By 

By _____
Douglas Schulze, City Manager

Name Patricia Bell

Title President, Board of Directors , Arts & Humanities Bainbridge

Tax I.D. # 91-1341760

ATTACHMENT A

SCOPE OF SERVICES

1. Fulfill the responsibilities set forth in Chapter 2.42 BIMC, including the specific responsibilities set forth in Section 2.42.020 BIMC Actively promote, support, develop and implement the City's goals as identified in the Cultural Element of the Comprehensive Plan relating to the development and enrichment of the arts and humanities on in the City of Bainbridge Island.
2. Manage and curate the existing Public Art Collection.
3. Develop new public art programs
4. Provide marketing leadership for the Public Art Collection
5. Maintain a record and archive of the Public Art Collection
6. Identify new public art for purchase or lease
7. Provide the administrative support for the Public Art Committee
8. Coordinate and manage the Public Relations surrounding the Public Art Collection
9. Maintain communications with the City Council at Public Meetings.
10. Meet with council members when requested
11. Maintain communications with the City
12. Coordinate at least quarterly meetings of the Public Art Committee
13. Support the work of the Public Art Committee, a subcommittee of the Board of Arts and Humanities Bainbridge, in their role as a citizen advisory committee
14. Assist the City with issues related to the management and stewardship of the City's existing portfolio of public artwork
15. Fulfill the responsibilities set forth in Section 3.80.040 BIMC relating to the process to identify, propose and implement new public art projects.

ATTACHMENT B

Insurance against claims for injuries to persons or damage to property arising out of or in connection with the performance of this Agreement by the Service Provider, its officers, employees and agents:

A. Automobile Liability Insurance with limits no less than \$1,000,000.00 combined single limit per accident for bodily injury and property damage.

B. Directors and Officers Liability Insurance with limits no less than \$1,000,000.00 limit per occurrence.

C. Commercial General Liability Insurance written on an occurrence basis with limits no less than \$1,000,000.00 combined single limit per occurrence and \$2,000,000.00 aggregate for personal injury, bodily injury and property damage. Coverage shall include, but not be limited to blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability.

Before commencing work and services, the Service Provider shall provide to the person identified in Section 9 of the Agreement a Certificate of Insurance evidencing the required insurance. City reserves the right to request and receive a certified copy of all required insurance policies.

Any payment of deductible or self-insured retention shall be the sole responsibility of the Service Provider. City shall be named as an additional insured on the Commercial General Liability Insurance Policy, with regard to work and services performed by or on behalf of the Service Provider, and a copy of the endorsement naming City as an additional insured shall be attached to the Certificate of Insurance.

The insurance policies (1) shall state that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (2) shall be primary insurance with regard to City; and (3) shall state that City will be given at least 30 days' prior written notice of any cancellation, suspension or material change in coverage.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: (9:20 PM) Ordinance No. 2018-19, Modifying Chapter 16.18 BIMC, Land Clearing, and BIMC 18.15.010 - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

1. I move to approve Ordinance No. 2018-19, as amended by the City Council on October 16, 2018, and as amended by staff.

or

2. I move to approve Ordinance No. 2018-19, as amended by the City Council on October 16, 2018.

SUMMARY:

Continued consideration of Ordinance No. 2018-19, which would amend Chapter 16.18 BIMC and BIMC 18.15.010.

FISCAL IMPACT:

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

BACKGROUND: The City Council discussed Ordinance No. 2018-19 at its Study Session on September 4, 2018, removing references to "exceptional tree" regulations and forwarding the ordinance on to public hearing on September 25, 2018.

On September 25, 2018, the City Council held the public hearing, discussed the ordinance, and agreed to continue further discussion on the ordinance at a future meeting.

On October 16, 2018, the City Council directed the City Manager to execute a contract with a group of arborists, headed by Master Arborist Katy Bigelow, to review and recommend changes to the City's tree and landscaping regulations, including the interim Landmark Tree regulations (Chapter 16.32 BIMC), Chapter 16.18 BIMC, and BIMC 18.15.010. These last two sections are proposed for amendment through Ordinance No. 2018-19. Also on October 16, 2018, the City Council further discussed Ordinance No. 2018-19, amended the ordinance, then forwarded the amended Ordinance No. 2018-19 to the October 23, 2018 consent agenda.

Staff recommends discussing the ordinance under Unfinished Business instead of the Consent Agenda at the October 23, 2018 business meeting. This would allow the City Council to discuss the changes to Ordinance No. 2018-19 proposed by staff and the suggestion to delay the approved ordinance from taking effect until Monday, December 3, 2018, allowing time to educate local tree and landscaping professionals and the real estate community about the changes brought about by Ordinance No. 2018-19. For more information, see the attached memo.

The changes to Ordinance No. 2018-19 proposed by Staff are highlighted yellow. The amendments to Ordinance No. 2018-19 made by the City Council on October 16, 2018, are highlighted in green and appear exclusively in Exhibit A to Ordinance No. 2018-19.

ATTACHMENTS:

[Staff Memo on Ordinance No. 2018-19](#)

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

[Ordinance No. 2018-19](#)

[Exhibit A to Ordinance No. 2018-19](#)

FISCAL DETAILS: See attached transmittal.

Fund Name(s):

Coding:



Department of Planning and Community Development

Memorandum

Date: October 23, 2018
To: City Council
From: Jennifer Sutton, AICP
Senior Planner
Subject: Ordinance 2018-19 Revisions to Section 18.15.010 *Landscaping, screening, and tree retention, protection and replacement* and Replacing BIMC Chapter 16.18 Land Clearing

I. BACKGROUND

The Tree/LID Ad Hoc Committee is a temporary Council Ad Hoc committee comprised of three Councilmembers and two Planning Commissioners and has been meeting since February 2014 to review the City's tree and landscaping regulations. Currently, Ad Hoc Committee members are:

Councilmember Ron Peltier	Commissioner Jon Quitslund
Councilmember Sarah Blossom	Commissioner Mack Pearl
Councilmember Rasham Nassar	

Realizing that reviewing the regulations in their entirety is a large task, the Ad Hoc Committee organized their work by first focusing on tree and landscaping regulations that apply to the Mixed Use Town Center (MUTC) /High School Road (HS) zoning districts (Ordinance 2015-04) and then regulations that applied to developments outside the Winslow Core (Ordinance 2016-01).

The last phase of the Tree/LID Ad Hoc Committee's work is to review tree regulations that apply to existing single-family development. Trees and vegetation on existing single-family properties are regulated by [BIMC Chapters 16.12 Shoreline Master Program](#) and [16.20 Critical Areas](#) where applicable, and outside of those sensitive areas, tree removal and property maintenance type activity is regulated by [BIMC Chapter 16.18 Land Clearing](#).

The Ad Hoc Committee also discussed whether to add single-family tree retention standards to both existing single-family properties, and existing undeveloped single-family properties. Outside of shoreline and critical area regulations, tree retention standard are located in [BIMC Section 18.15.010.G](#). Currently, tree retention requirements only apply to commercial, mixed-use and multifamily developments. The tree retention requirements are in addition to any required perimeter or roadside buffer, which may be required for single-family subdivisions, commercial, mixed-use and multifamily developments, pursuant to [BIMC Section 18.15.010.D & E](#). Open Space requirements for single-family subdivision ([BIMC Chapter 17.12.030](#)) round out the list of existing tree retention regulations.

The Planning Commission held a study session on this ordinance on June 7, a public hearing on June 14, and additional study sessions on July 26 and August 9.

II. Summary of Changes in Ordinance 2018-19

There are enough changes and reorganizing proposed to [BIMC Chapter 16.18 Land Clearing](#) that the chapter is proposed to be repealed and replaced in full (Exhibit A to Ordinance 2018-19). Substantive changes to [BIMC Chapter 16.18 Land Clearing](#) include:

- Chapter title changed to Tree Removal, Forest Stewardship, and Vegetation Maintenance
- Permit name changed from Clearing Permit to Tree Removal/Vegetation Maintenance Permit
- The purpose of the chapter is more explicit and expansive.
- All tree and vegetation activities within shoreline areas, critical areas or their buffers are subject to a minor shoreline or critical area permit instead of a permit under BIMC Chapter 16.18 (see page 3, BIMC 16.18.030).
- The time-period for limited tree removal without a permit lengthened from 12-months to 36-months (see page 3, BIMC 16.18.040.B).
- Currently, outside of the Mixed Use Town Center/High School Road Districts, a property owner may remove 6 significant trees without needing to get a permit. This regulation is proposed to be split by property size, with properties one acre or less in size only allowed to remove 3 significant trees without a permit (see page 3, BIMC 16.18.040.B).
- The new tree retention requirement is based upon tree units/acre in the R-2.9, R-3.5 and R-4.3 zones, described in [BIMC Section 18.15.010.G.4.iii](#) (see page 6 of Ordinance 2018-19, page 5 of Exhibit A BIMC 16.18.050.E).
- The “Exceptional tree” category was recommended by the Planning Commission to replace the recent “Landmark tree” designation created by Ordinance 2018-25 and amended by Ordinance 2018-32 and 2018-42. During their initial discussion of this ordinance in September, the City Council heard Staff’s concerns about the “exceptional tree” language, and took it out of the ordinance and Exhibit A. This issue will be reviewed by a group of arborists that the City is hiring this fall to review the tree regulations, and a recommendation about how to address this issue of special trees is part of their work.

The most impactful change proposed to [BIMC Section 18.15.010 Landscaping, screening, and tree retention, protection and replacement](#) in Ordinance 2018-19 is new tree retention requirements for single-family properties in the R-2.9, R-3.5 and R-4.3 zones, both developed and undeveloped. The new tree retention requirement is based upon tree units/acre in, described in [BIMC Section 18.15.010.G.4.iii](#) (see page 6 of Ordinance 2018-19).

III. Council Review of Ordinance 2018-19

The City Council discussed Ordinance 2018-19 at their meeting on October 16, including whether or not to hold off considering Ordinance 2018-19 further until the team of arborists, led by Katy Bieglow, completes their review and recommendations on the City’s tree regulations at the end of 2018. The Council then opted to continue to consider the ordinance, and made several amendments to it. Council amendments are shown in **light green**, and were entirely in Exhibit A- changing Chapter 16.18.

Staff suggests additional amendments to Ordinance 2018-19, and those suggestions **are highlighted yellow**, and the changes are related to the new tree retention requirements for the R-2.9, R-3.5 and R-4.3. Staff suggests that single-family residential development in these zones should not need to submit survey information or International Society of Arboriculture (ISA) Valuation for trees to be retained that will contribute to the property meeting the 30 tree unit/acre requirement of [BIMC Section 18.15.010.G.4](#). Up till this change, the tree unit requirement has only applied to development projects that trigger site plan review or conditional use permits. These requirements make sense to require for a development project such as an apartment building or school- those bigger projects will already have to

produce a survey and landscaping plan for their project submittal. However, to request the same of a single-family homeowner seems arduous.

Staff is also recommending that if the City Council does approve Ordinance 2018-19 on October 23, that the ordinance not become effective till Monday December 3. This would allow time to set up a workshop in November for local tree and landscaping professionals and the real estate community about the new lower permit thresholds and in the R-2.9, R-3.5 and R-4.3 zones, the new retention requirements.



CITY OF
BAINBRIDGE ISLAND

Finance and Administrative Services Department
Memorandum

TO: Doug Schulze, City Manager; Morgan Smith, Deputy City Manager

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

DATE: September 20, 2018

RE: Financial impact of proposed changes to BIMC 16.18

Staff has reviewed the proposal to provide information about staff time and effort required to implement the proposed changes. Key points to the review include:

- With the existing clearing permit, which will be retitled to Tree/Vegetation Management Permit, staff rarely makes site visits when reviewing the permit. Staff estimates under current code that permit review averages 3 hours.
- In recent years, the number of clearing permits reviewed has been roughly 100. We estimate that about 60% of the number of clearing permits currently reviewed have critical areas or shoreline regulations that are part of the review.
 - Assuming 100 permits, this equates to 300 hours of estimated current staff work.
- One of the changes of the new ordinance is that tree/vegetation maintenance work in critical areas/buffers will be reviewed through a "minor critical area permit" instead of through a clearing permit. For the time being, shoreline-related permits will still be reviewed through a clearing permit. So that divides the 100 permits/year into two buckets: about 50-60 permits, or 50 – 60%, in the "minor critical area permit" bucket and the balance remaining in the clearing permit bucket.
- Christy estimates that on average a "minor critical area permit" will take about 4.5 hours of total staff time (including a site visit). Because these permits may involve geotechnical reports, the development engineer may be part of the review process, adding to average time.
 - Assuming 60 "minor critical area permits", this equates to 270 hours of additional staff work.
- The proposed changes will increase the complexity of the review of this type of permit, including a potential result that staff will make site visits for all permits.
 - The estimated average review time for clearing permits will remain 3 hours. Part of the reason why the average review time remains the same is that a class of more difficult permits has been moved to be reviewed through a "minor critical area permit" instead (see above).
 - A site visit will now be required.

- The proposed changes will likely increase the number of clearing permits due to adding tree retention requirements in the R-2.9, R-3.5 & R-4.3 zones, lowering thresholds for the number of permissible removals of trees in residential zones overall, and potential landmark tree-type regulations. Staff estimates that the number of clearing permits could double to around 80-100 permits per year (note: this does not include the number of "minor critical area permits").
 - Assuming 80 permits, this equates to 240 hours of additional staff work.

Using these estimates, the changes will create approximately 250 hours of new staff work, as well as some additional cost for vehicle usage. Using 1,600 as the number of direct project hours available from a full-time employee in a year, this is 22% of an FTE, or \$30,000, using a Senior Planner as a benchmark.

Without new staffing, other work will be delayed or cancelled, or the work will be performed on an overtime basis, increasing the cost or potential time out of the office significantly.

ORDINANCE NO. 2018-19

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to tree removal permitting and tree and landscaping retention and maintenance requirements; repealing and replacing Bainbridge Island Municipal Code Chapter 16.18 and amending Section 18.15.010.

WHEREAS, in January 2014, the City Council convened an Ad Hoc Committee consisting of two Planning Commissioners and three Councilmembers to review and make recommendations on the City's tree regulations; and

WHEREAS, the Ad Hoc Committee organized their review by first focusing on regulations that apply to the Mixed Use Town Center and High School zoning districts (approved Ordinance No. 2015-04); and

WHEREAS, the Ad Hoc Committee then reviewed tree and landscaping regulations that apply to the rest of the island, outside of the Winslow commercial zoning districts (approved Ordinance No. 2016-01); and

WHEREAS, the last phase of the Tree/LID Ad Hoc Committee's work was to review tree regulations that apply to existing single-family development; and

WHEREAS, the Tree/LID Ad Hoc Committee discussed tree regulations that apply to existing single-family development during their meetings throughout 2017 and into 2018; and

WHEREAS, the Tree/LID Ad Hoc Committee completed their recommendations on tree regulations for single-family development in April 2018; and

WHEREAS, the Tree/LID Ad Hoc Committee recommendations for changes have been integrated into Ordinance No. 2018-19; and

WHEREAS, the Tree/LID Ad Hoc Committee recommendations for changes to Chapter 16.18 BIMC include substantial reorganization, making it more clear to repeal and replace in full the current Chapter 16.18 BIMC, as shown in Exhibit A to this ordinance; and

WHEREAS, the Planning Commission reviewed the draft Ordinance No. 2018-19 at a study session on June 7, 2018; and

WHEREAS, the Planning Commission conducted a public hearing on Ordinance No. 2018-19 on June 14, 2018, and continued to discuss the ordinance on July 26 and August 9; and

WHEREAS, the Planning Commission recommended approval of Ordinance No. 2018-19 on August 9 after integrating new regulations for “exceptional trees” intended to replace the “landmark tree” requirements of Ordinance No. 2018-25; and

WHEREAS, on September 4, 2018, the City Council removed reference to “exceptional trees” from proposed Ordinance No. 2018-19; and

WHEREAS, the City Council conducted a public hearing on Ordinance No. 2018-19 on September 25, 2018; and

WHEREAS, the City Council continued discussion on Ordinance No. 2018-19 on October 16, 2018, further amending the proposed ordinance; and

WHEREAS, on October 16, 2018, the City Council authorized the City Manager to contract with a team of arborists for recommendations on how to revise Chapter 16.18 BIMC and BIMC 18.15.010; and

WHEREAS, notice was given on June 11, 2018, to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106.

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

Section 1. Chapter 16.18 of the Bainbridge Island Municipal Code is hereby repealed and replaced as shown in Exhibit A.

Section 2. Section 18.15.010.A.2 of the Bainbridge Island Municipal Code is amended to read as follows:

2. Specific Zone Districts. In addition to the regulations listed in subsection A.1 of this Section:

a. For single-family residential development and redevelopment in the R-2.9, R-3.5, and R-4.3 residential districts the intent is to preserve and enhance the City’s physical and aesthetic character by retaining and maintaining trees within the residential landscape.

ab. For single-family residential short plats and subdivisions in residential districts, the intent is to preserve the greenbelts along designated scenic roadway corridors.

bc. In the R-8 and R-14 multifamily residential districts, the intent is to screen urban multifamily projects from adjacent lower density residential properties and to soften the appearance of surface parking areas.

ed. For nonresidential uses outside the Winslow Mixed Use Town Center, High School Road I and II, NC, B/I, and WD-I districts, the intent is to retain the natural landscape qualities of the Island by retaining existing vegetated buffers to screen views of structures and parking areas and to buffer between areas of high and low intensity uses.

de. In the Winslow Mixed Use Town Center central core and ferry terminal overlay districts, the intent is to provide an urban character by incorporating landscape standards; and to provide landscape development to screen uses from single-family residential properties; and to soften the appearance of surface parking areas.

ef. In the Winslow Mixed Use Town Center, Ericksen Avenue and Madison overlay districts, the intent is to retain the character of landscape front yards; and to provide landscape development to screen uses from single-family residential properties; and to soften the appearance of surface parking areas.

fg. In the Winslow Mixed Use Town Center gateway overlay district, the intent is to retain the greenbelt located adjacent to SR 305 consistent with the greenways plan and to provide landscape development to screen uses from single-family residential properties.

gh. In the High School Road I and II districts, the intent is to provide landscape development to screen uses from adjacent single-family residential properties and to soften the appearance of surface parking areas.

hi. In the NC district, the intent is to incorporate landscape standards that support pedestrian scale neighborhood uses compatible with the intensity of the surrounding residential neighborhood; to minimize the impact of lighting, noise and views of surface parking areas; and to provide a buffer between higher and lower intensity uses.

ij. In the B/I district, the intent is to provide a year-round vegetated screen and a noise and site lighting buffer of industrial development from adjacent nonindustrial properties and roadways.

jk. In the WD-I district, the intent is to provide landscape development that screens parking lots and large structures, but allows visual access to the shoreline and small scale active industrial facilities.

Section 3. Section 18.15.010.B of the Bainbridge Island Municipal Code is amended to read as follows:

B. Applicability.

1. All new development, except single-family residential building permits in the R-0.4, R-1, and R-2 zones, shall be subject to the requirements of this section, except as modified by subsections B.2 and B.3 of this section.
2. Projects subject to the conditional use permit process may be required to exceed the requirements of this chapter.
3. Specific submittal requirements for landscaping plans (tree protection, retention and planting plans) are included in the city's administrative manual.
4. Specific landscape requirements applicable to development in each zone district are indicated with an "X" and summarized in the following Table 18.15.010-1.

Table 18.15.010-1: Landscape Requirements by Zone District

Landscape Requirements for Land Uses and Districts		Significant Tree and Tree Stand Retention <u>General Regulations</u>	Perimeter Landscape	Roadside Buffer	Parking Lot Landscaping	Total Site Tree Unit (TU) Requirements 18.15.010.G	Planting Requirements	Irrigation	Maintenance
Single-family Residential Properties in R-2.9, R-3.5, and R-4.3 Zones		X				X	X	X	X
Single-family Residential Short Plats & Subdivisions		X	X (Cluster Sub Only)	X			X	X	X
R-8 and R-14 Multifamily Districts		X	X	X	X	X	X	X	X
Nonresidential Uses in Residential Districts		X	X	X	X	X	X	X	X
Winslow Mixed Use Town Center [1]	Central Core Overlay	X	X	X [2]	X	X	X	X	X
	Ericksen Ave. Overlay	X	X	X [2]	X	X	X	X	X
	Madison Ave. Overlay	X	X	X [2]	X	X	X	X	X
	Gateway Overlay	X	X	X [2]	X	X	X	X	X
	Ferry Terminal Overlay	X	X	X [2]	X	X	X	X	X
High School Road District		X	X	X [2]	X	X	X	X	X
NC District		X	X		X	X	X	X	X
B/I District		X	X	X	X		X	X	X
WD-I District		X	X	X	X		X	X	X

[1] Refer to Chapter 18.18 BIMC for additional landscape requirements specific to the Mixed Use Town Center districts.

[2] Roadside buffer requirement is adjacent to Highway 305 only.

Section 4. Section 18.15.010.C of the Bainbridge Island Municipal Code is amended to read as follows:

C. ~~General Regulations Tree Retention, Protection and Replacement.~~ Where Table 18.15.010-1 indicates that development must comply with the requirements of this subsection C, all development shall comply with the following requirements. These requirements are intended to supplement any regulations in Chapters 16.12 (Shoreline Master Program) and 16.20 (Critical Areas) BIMC, which remain the primary source of regulation for environmentally sensitive areas in Bainbridge Island. In the event of any inconsistency between the requirements of this subsection C and the requirements of Chapters 16.12 and 16.20 BIMC, the requirements of Chapters 16.12 and 16.20 BIMC shall apply.

Section 5. Section 18.15.010.G of the Bainbridge Island Municipal Code is amended to read as follows:

G. Total Site Tree Unit Requirements.

1. Intent. The overall purpose of this section is to preserve the landscape character of the community through development standards by encouraging the retention of existing vegetation and significant trees by incorporating them into site design. The intent of this subsection G is to ensure that, to the degree practicable, (a) each development approval in the MUTC, HSR I and II, R-5, R-8, R-14, and NC zone districts, and (b) each development approval for nonresidential development property in the R-5, R-4.3, R-3.5, R-2.9, R-2, R-1, and R-0.4 zone districts, and (c) new and existing single-family residential development in the R-2.9, R-3.5, and R-4.3 zone districts leaves the development parcel with at least a specified minimum amount of tree coverage, measured in tree units per acre, that reflects the degree of tree coverage prior to development or redevelopment and that discourages avoidable site disturbances that would require tree removal.
2. Applicability. The regulations of this subsection G apply to ~~each~~ development applications involving (a) any modification to a ~~development~~ parcel located in the MUTC, HSR I and II, R-5, R-8, R-14, or NC districts, or (b) a permitted nonresidential development in the R-5, R-4.3, R-3.5, R-2.9, R-2, R-1, and R-0.4 zone districts, and (c) new and existing single-family residential development in the R-2.9, R-3.5, and R-4.3 zones. If a ~~substantial-significant~~ portion of a significant tree trunk, dripline, and/or critical root zone extends onto an adjacent property, both properties may use the tree units ~~for retaining the trees~~ to meet the requirements of subsection G.4 of this section, upon mutual agreement. These provisions shall not apply to projects involving only interior renovation of existing buildings.
3. Site Specific Evaluation of Total Impact on Tree Coverage.
 - a. In order to show how the tree unit requirements of subsection G.4 of this section are being met, the applicant shall submit the following information as part of the landscaping plan information for a land use permit application:

- i. Identify and survey all existing trees to be retained as part of the proposed development. New and existing single-family residential development in the R-2.9, R-3.5, and R-4.3 zone districts are required to only identify, not survey, trees to be retained;
 - ii. If opting to meet tree unit requirements pursuant to subsection G.4.a.~~iv~~ⁱⁱⁱ of this section, the applicant shall also identify the species and DBH of each tree to be removed;
 - iii. The applicant shall also submit valuation of all trees to be retained, using the valuation standards of the International Society of Arboriculture (see administrative manual for submittal requirements for landscaping plans). This provision does not apply to new and existing single-family residential development in the R-2.9, R-3.5, and R-4.3 zone districts.
- b. In determining which trees will be retained on a property to meet the tree unit requirements of subsection G.4, an applicant shall attempt to retain trees greater than 15 inches, trees in tree stands, and trees adjacent to tree stands on adjacent properties, unless such retention would prevent reasonable use of a property and no other alternative is feasible.
- c. A Tree Removal/Vegetation Maintenance permit pursuant to Chapter 16.18 BIMC is required to request removal of any tree that is contributing to a property meeting the tree unit retention requirements of section G.4. Replanting may be required to ensure that the property continues to meet the retention requirements.

4. Requirements.

- a. A development application covered by subsection G.2 of this section shall only be approved if it complies with the applicable requirements of subsections C (General Regulations ~~Tree Retention, Protection, and Replacement~~), D (Perimeter Buffering and Screening), E (Street Frontage Landscaping), and F (Parking Lot Landscaping) of this section, and also complies with subsection G.4.a.i, ii or iii of this section.
 - i. In the MUTC central core and ferry terminal overlay districts, the development parcel shall have at least 30 tree units per acre following the proposed development or redevelopment.
 - ii. In the MUTC Ericksen Avenue, Madison Avenue, and gateway overlay districts, and each site in the R-5, R-8, R-14, HSR I and II, and NC districts, and for permitted nonresidential development in the ~~R-5~~, R-4.3, R-3.5, R-2.9, R-2, R-1, and R-0.4 zone districts, the development parcel shall have at least 40 tree units per acre following the proposed development or redevelopment.

iii. In the R-4.3, R-3.5, and R-2.9 zone districts, existing single-family residential development, developing single-family residences, and vacant parcels shall have at least 30 tree units per acre following the proposed development, redevelopment, and as part of ongoing property maintenance for existing single-family development.

iv. ~~iii.~~ As an alternative to subsections G.4.a.i, ~~and ii,~~ and iii of this section, and at the applicant's option, the development parcel will contain at least the same number of tree units after the proposed development or redevelopment as it had before that development or redevelopment.

b. Existing and new trees in roadside, perimeter, and shoreline buffers and/or critical areas and their buffers do not count towards the tree unit requirements of this section. If an applicant is choosing to meet their tree unit requirements using subsection G.4.a.iii of this section, the existing trees in those protected areas and buffers will not count towards the "pre-development" amount of tree units.

5. Calculation of Tree Units.

a. Each tree preserved on a development parcel shall earn the number of tree units shown in Table 18.15.010-5, based on its diameter at breast height (DBH) as measured in inches. If the DBH measurement results in a fraction, the requirement shall be rounded to the nearest whole number (greater than or equal to 0.5 is rounded up; less than 0.5 is rounded down).

Table 18.15.010-5: Tree Unit Conversion Table for Preserved Trees [1]

DBH	Tree Units	DBH	Tree Units	DBH	Tree Units
3 – 5	1.0	24 – 26	6.2	39 – 40	10.8
6 – 10	1.2	27 – 28	7.0	41 – 42	11.4
11 – 12	1.4	29 – 30	7.8	43 – 44	12.0
13 – 15	2.0	30 – 31	8.4	45 – 46	12.6
16 – 18	3.2	32 – 33	9.0	47 – 48	13.2
19 – 20	3.8	34 – 36	9.6	49+	13.8
21 – 23	4.6	37 – 38	10.2		

[1] For multi-stemmed trees, measure the DBH of each trunk separately, multiply each of these measurements by itself, add up these amounts, and calculate the square root of that total to find the DBH for the tree as a whole.

b. ~~Tree Retention Bonus.~~

~~i. If retained trees occur in a tree stand, they shall earn 1.2 times the tree unit value shown in Table 18.15.010-5.~~

~~ii. If the retained trees occur in a tree stand that is adjacent to a tree stand on an adjacent lot that is already protected as part of a land use permit or conservation easement, they shall earn one and one-half times the tree unit value shown in Table 18.15.010-5 instead of the bonus described in subsection G.5.b.i of this section.~~

~~iii. If the retained tree is one designated through the city's heritage tree program it shall earn two times the tree unit value shown in Table 18.15.010-5, and the tree shall not receive additional bonus in subsections G.5.b.i and ii of this section for location in a tree stand.~~

~~iv. If the retained tree is located within a designated wildlife corridor network, it shall earn one and one-half times the tree unit value shown in Table 18.15.010-5.~~

be. Each new or replacement tree planted shall earn one tree unit. New trees planted to meet the minimum parking lot landscaping requirements of subsection F of this section do not count towards meeting tree unit credits under this section. New trees planted in or around a parking lot that exceed the minimum requirements of subsection F of this section can be counted towards meeting required tree units.

cd. If, after complying with subsections C, D, E, and F of this section, additional trees need to be planted to meet the minimum tree unit requirements in subsection G.4 of this section:

- i. In the MUTC central core and ferry terminal overlay districts, those trees may be planted either at ground level or above ground level (such as a patio, terrace, or rooftop); and
- ii. In the MUTC Ericksen Avenue, Madison Avenue, and gateway overlay districts, R-8, R-14, HSR I and II, NC districts, as well as for nonresidential developments within residential districts, those trees shall be planted at ground level.

Section 6. This ordinance shall take effect and be in force on Monday, December 3, 2018 and be in force five (5) days from its passage, approval, and publication as required by law.

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	September 21, 2018
PASSED BY THE CITY COUNCIL:	,2018
PUBLISHED:	,2018
EFFECTIVE DATE:	,2018
ORDINANCE NUMBER:	2018-19

Exhibit A to Ordinance No. 2018-19

10/23/2018 Business Meeting

BIMC Chapter 16.18 Tree Removal, Forest Stewardship, and Vegetation Maintenance

16.18.010 Overview.

- A. The policies presented in this chapter rest on an assumption that in the care of trees and vegetation on their property, citizens will be guided by common sense and best practices, responsive to the Purposes stated in section 16.18.025 below. Sanctions shall be applied to activities that are found by the planning director to be reckless and destructive, and to any action or negligence that adversely affects a neighboring property, pursuant to the provisions of section 16.18.120 and other applicable provisions of the Code.
- B. To a large extent, work carried out in landscaped yards and forested areas does not require a permit (see section 16.18.040 below). However, property owners who are considering major changes to the landscape and trees on their property should seek advice and professional services from a licensed arborist who is certified by the American Society of Consulting Arborists or the International Society of Arboriculture, or a landscape professional who is certified by the City.
- C. This chapter is one of several in the Municipal Code that pertain to the care of trees, vegetation, and forested areas on Bainbridge Island. Its policies and non-regulatory provisions pertain especially to the plans and ongoing activities of Island residents, outside of their homes or places of business but on their own property, when the use and enjoyment of the property involves stewardship and maintenance of trees and vegetation.

16.18.020 Findings.

- A. Forested areas and trees on individual lots are integral parts of Bainbridge Island's character; they enhance the City's appearance and livability, as well as providing significant environmental benefits and natural resource values.
- B. Conserving and managing the Island's forested areas and native vegetation is a central goal of the Bainbridge Island *Comprehensive Plan*: see Guiding Principles 1 & 5 and related Policies; Goals LU-6, 12 & 13; EN-3, 4, 5, 18 & 19; WR-3 & 4; and Policies LU 4.10 & EN 15.3.
- C. Trees are valued by homeowners and, when well cared for, enhance property values.
- D. Removal of trees and understory vegetation, combined with extensive disturbance of soils, cause loss of habitat and wildlife, runoff and soil erosion, degradation of surface water and aquifer recharge, and adverse impacts on air quality, as well as loss of aesthetic appeal.

- E. The community forest resources of the Island are best understood as a mosaic, with some large and many small pieces, on publicly owned and private properties. When clearing for development further fragments the mosaic, both individual and community interests are affected.
- F. On Bainbridge Island and elsewhere, examples exist to demonstrate that development for residential and other uses can be compatible with careful conservation of forest conditions and other natural features; and that such development can be cost-effective, attractive, energy-efficient, and well adapted to our climate.

16.18.025 Purposes.

This Chapter is adopted for the following purposes:

- A. To promote the public health, safety, and general welfare of Bainbridge Island citizens without preventing the reasonable use of private property.
- B. To preserve and enhance the City's physical and aesthetic character, to promote the healthy functioning of our Island's natural systems, and to provide economic benefits to the community, for the sake of present and future generations.
- C. To implement the purposes of the State Growth Management Act relating to conservation of natural resources, pursuant to RCW 36.70A.
- D. To implement goals and policies in the current *Comprehensive Plan*, the *Community Forest Management Plan (2006)*, the *Bainbridge Island Open Space Study (October 2008)*, and the *Bainbridge Island Community Wildfire Protection Plan (2010)*, or subsequent updated versions.
- E. To promote forest stewardship practices and carefully planned development that results in minimal disturbance to the prior conditions of a property and neighboring properties.
- F. To implement a long-range policy of maintaining the Island's forest canopy cover while taking measures to prevent wildfires and protect structures in accordance with recommendations of the Bainbridge Island Fire Department.
- G. To allow limited tree and vegetation removal to provide for solar access, agriculture and gardens.
- H. To promote infiltration of stormwater and aquifer recharge; to minimize erosion and prevent pollution; to prevent landslides; to protect the waters of Puget Sound and the quality and quantity of water in wells.

- I. To maintain in a healthy state significant trees, clusters of trees, and forested areas, allowing for thinning, pruning, removal of invasive and undesirable vegetation, selective harvest and replanting, developing and maintaining trails, and removal of dead, or dangerous trees.

16.18.030 Applicability.

Provisions of this chapter apply citywide to all properties where trees and naturally occurring vegetation are found, except where the following chapters of the Municipal Code apply:

- A. ~~This chapter does not apply to any portion of a parcel that is identified as a critical area pursuant to BIMC Chapter 16.20 Critical Areas, including designated aquifer recharge protection areas (ARPAs) or prescribed critical area buffers or setbacks. BIMC Chapter 16.20 applies to critical areas, designated ARPAs, and buffer zones, and critical area setbacks. This chapter does not apply to any portion of a property that is identified as critical area(s) pursuant to BIMC Chapter 16.20 Critical Areas (i.e., wetland, fish and wildlife conservation area, geologically hazardous areas, frequently flooded areas and a designated aquifer recharge protection area [ARPA]) or a prescribed critical area buffer zone. In these areas, including an ARPA if one has been designated pursuant to BIMC Section 16.20.100, the regulations of BIMC Chapter 16.20 Critical Areas apply. Additionally, the regulations of this chapter do not apply to any property with a designated and approved ARPA.~~
- B. This chapter does not apply to the portion(s) of a shoreline property within 200 feet landward of an Ordinary High Water Mark, where the regulations of BIMC 16.12 (the *Shoreline Master Program*) apply.

16.18.040 Activities Allowed without a Permit.

The following activities are allowed without a Tree Removal/Vegetation Maintenance Permit, subject to any other applicable City regulations.

- A. Routine landscaping and maintenance of vegetation, such as pruning and planting, removal of invasive/exotic species, management of brush and seedling trees. Pruning should comply with ANSI A300 (Part 1 – 2017) Tree, Shrub and Other Woody Plant Management – Standard Practices to maintain long term health. This includes maintenance of trees and vegetation required to be retained or planted through a land use permit such as a subdivision, site plan review, or conditional use permit.

- B. Outside of the Mixed Use Town Center and High School Road zoning districts, removal of some healthy significant trees (see section 16.18.130 Definitions) is allowed without a permit, except for trees required to meet any tree retention provisions of this chapter, BIMC 18.15.010 (*Landscaping, Screening, and Tree Retention, Protection and Replacement*), BIMC 17.12 (*Subdivision Design Standards*) or other applicable provisions of the Code.
1. On a lot that is larger than one acre, a property owner may remove up to six significant trees in any 36-month period without a permit.
 2. On a lot one acre or less in size, a property owner may remove up to three significant trees in any 36-month period without a permit.
 3. After the tree removal limits of this section have been reached, see sections 16.18.050, 16.18.060, and 16.18.070 related to obtaining a Tree Removal/Vegetation Maintenance Permit.
- C. Removal of trees and ground cover in emergency situations involving immediate danger to life or structure or substantial fire hazards. If this activity would ordinarily require a tree removal/vegetation maintenance permit, it shall be obtained as soon as possible after the emergency situation is stabilized.
- D. Removal of dead, or fallen trees. The city encourages property owners to leave dead trees in place for ecological benefit such as wildlife snags or nurse logs where possible. If a standing dead tree poses a hazard, creating a shorter wildlife snag is recommended.
- E. Routine maintenance activities in rights-of-way and required roadside buffers, including removal of hazard trees and invasive/exotic species, trimming of overgrown hedges, thinning and planting to replace removed vegetation to control vegetation on road and utility rights-of-way (see BIMC Chapter 12.04).
- F. The installation and maintenance of fire hydrants, water meters, and pumping stations, and street furniture by the city or utility companies or their contractors.
- G. Pruning and limbing of significant trees that are required to be retained, to remove dead or hazardous branches, and to improve the tree's form and long-term vitality, provided that such work is done by an ISA certified arborist.

16.18.050 Activities Requiring a Permit.

The following activities require an applicant to obtain a Tree Removal / Vegetation Maintenance Permit prior to commencing:

- A. A permit is required for any tree removal or vegetation maintenance in an area required to be retained or planted, pursuant to BIMC 18.15.010, through a land use permit such as a subdivision, a site plan review, or a conditional use permit. Tree retention requirements for the R-2.9, R-3.5 and R-4.3 single-family residential zones, R-0.4, R-1, R-2 (see below, section BIMC Section 16.18.050.F) and R-2.9, R-3.5 and R-4.3 zones (BIMC 16.18.050.EG) also apply (see below).
- B. For developed properties located within the Mixed Use Town Center and High School Road zoning districts, a tree removal / vegetation maintenance permit is required for removing any tree eight inches in diameter or greater, measured 4.5 feet above grade. The applicant must demonstrate that the requested removal meets one of the following criteria:
1. The tree is dead, or determined to be hazardous, as certified by an International Society of Arboriculture (ISA) Tree Risk Assessment Qualified (TRAQ) arborist; or
 2. The removal is necessary to allow reasonable use or enable permitted construction, and no alternative is feasible; or
 3. The removal is necessary to maintain utilities, provide access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter.
- C. For undeveloped properties within the Mixed Use Town Center and High School Road zoning districts, a tree removal/ vegetation maintenance permit is required to remove any tree except trees that are hazardous, dead, fallen, or contributing to an emergency. The tree removal permit will be reviewed for consistency with any applicable provisions of BIMC 18.15.010 that would apply to future development permits.
- D. For properties located outside of the Mixed Use Town Center and High School Road zoning districts, a tree removal/ vegetation maintenance permit is required for removing more than the number of significant trees allowed without a permit, pursuant to section 16.18.040.B above. A permit is required:
1. On a lot that is larger than one acre, a property owner needs an approved permit to remove seven or more significant trees in any 36-month period, up to any retention requirements of section E (if applicable) and F.
 2. On a lot one acre or less in size, a property owner needs an approved permit to remove four or more significant trees in any 36-month period without a permit, up to any retention requirements of sections E (if applicable) and F.

- ~~E. For developed single-family residential properties in the R-0.4, R-1 and R-2 zones without an approved ARPA pursuant to Section 16.20.100, the following limits on non-invasive vegetation removal apply:~~
- ~~1. Properties \leq 40,000 square foot in size could clear up to 2,000 square feet of vegetation. Clearing between 2,001-6,999 square feet would be allowed with an approved ARPA stewardship plan (BIMC Section 16.20.180.H)~~
 - ~~2. Developed Properties between 40,000 square feet and 100,000 square feet in size could clear up to 4,000 square feet of vegetation. Clearing between 4,001-6,999 square feet would be allowed with an approved ARPA stewardship plan (BIMC Section 16.20.180.H)~~
 - ~~3. Developed Properties $>$ 100,000 square foot in size could clear up to 6,999 square feet of vegetation.~~

EF. In the R-4.3, R-3.5 and R-2.9 zoning districts, existing single-family residential development, developing single-family residences and vacant parcels shall retain at least 30 tree units per acre, or at least as many tree units as the property had on **(INSERT DATE WHEN ORDINANCE 2018-19 TAKES EFFECT)**, pursuant to BIMC section 18.15.010.G. Replanting may be required as described in BIMC section 18.15.010.G.

16.18.060 General Regulations and Standards.

- A. While non-native and invasive species should be kept under control and eradicated if possible, native understory vegetation shall be maintained and land disturbing activity shall be kept to a minimum. Stump pulling and use of heavy equipment is only allowed if the activity will not affect the health of adjacent trees.
- B. An applicant shall protect any trees or landscaped area that must be retained during approved tree removal or vegetation maintenance work, pursuant to the protection provisions of BIMC 18.15.010.C.4.
- C. Once a portion of a property is cleared, the property owner shall ensure that invasive species do not reestablish or expand into cleared areas.
- D. Any tree or vegetation removal or maintenance undertaken without a permit pursuant to this section shall be done to ensure long-term health of the trees or vegetation. A property owner shall follow the ANSI A300 (Part 1 – 2017) Tree, Shrub and Other Woody Plant Management – Standard Practices (Pruning) or 60% live-crown ratio, whichever standards is more appropriate for the species.
- E. A forest practice permit from the State Department of Natural Resources may be required pursuant to RCW 76.09. Failure to obtain a forest practice permit when applicable shall be grounds for denial of all applications for permits or approvals, including building permits and

subdivision approvals, relating to non-forestry uses of the land for a period of six years, in accordance with RCW 76.09.060.

16.18.070 Tree Removal/Vegetation Maintenance Permit Administration and Review Process.

- A. For activities requiring a permit, the process begins with submission of a complete permit application, usually after discussion of the proposed activity with a member of the Planning staff.
- B. Tree removal and vegetation maintenance activities shall comply with this chapter's provisions for permits and related regulations. Permits for tree removal / vegetation maintenance may require the planting of replacement trees and/or other City permits such as a *Site Assessment Review* (BIMC Chapter 15.19).
- C. The planning director shall grant a tree removal/ vegetation maintenance permit if the application meets the requirements of this chapter and is consistent with other relevant city codes, including but not limited to Chapters 15.19, 15.20, 16.12, 16.20, 17.12, 18.15.010 BIMC. If the tree removal permit application is denied, the decision may be appealed pursuant to BIMC 16.18.110.
- D. No work authorized by a tree removal/ vegetation maintenance permit shall commence until a permit notice has been posted by the applicant at a conspicuous location on the subject property. The notice shall describe specific plans for tree removal and land disturbing activity and shall remain posted in said location until the authorized tree removal has been completed.
- E. Any tree removal/ vegetation maintenance permit granted under this chapter shall expire one year from the date of issuance. Upon a showing of good cause, the permit may be extended for six months by the planning director. Approved tree removal permits shall not be amended without authorization of the planning director.
- F. A tree removal / vegetation maintenance permit may be suspended or revoked by the planning director because of incorrect information supplied or any violation of the provisions of this chapter.

16.18.080 After-the-fact Tree Removal/Vegetation Maintenance Permit.

- A. In response to a report that one or more trees have been removed improperly or vegetation maintenance activity did not comply with requirements of the BIMC, the City's Code Enforcement Officer shall investigate. If in fact the reported activity was legitimate without a permit, no action will be taken. If the reported activity would have been allowed if a permit had been applied for, an after-the-fact Tree Removal/Vegetation Maintenance Permit shall be issued. The person or persons responsible for unauthorized tree removal shall be made aware of all the conditions for approval and any applicable regulations and remedies. The fee for an after-the-fact permit shall be established by a resolution of the City Council.
- B. If the reported activity would not have been permitted, entirely or in some particulars, the Code Enforcement Officer, in consultation with the planning director or the city attorney, shall follow the procedures for Enforcement and penalty in section 16.18.120 of this chapter.

16.18.090 Mitigation and Restoration

- A. For alterations to or removal of significant trees or vegetation that require a permit under this chapter, the following minimum performance standards for mitigation shall be met when replanting or other mitigation is required; provided, that if the applicant can demonstrate that greater functions or values can be obtained through the application of different standards, these standards may be modified:
 - 1. Historic structural and functional values shall be restored, including water quality and habitat functions;
 - 2. Historic soil types and configuration shall be replicated;
 - 3. The disturbed area shall be replanted with vegetation that replicates the vegetation historically found on the site in species types, sizes, and densities. The historic functions and values should be replicated at the location of the alteration;
 - 4. Any applicable tree retention or replanting requirements shall be met through restoration, if required.
- B. Information demonstrating compliance with the requirements of this section shall be submitted to the director.

16.18.100 Performance assurance.

- A. The planning director may require, as a condition for the granting of a permit, that the applicant furnish a performance assurance in a form approved by the planning director, in order to obligate the applicant, after the approved tree removal has been accomplished, to complete all required replanting, erosion control, and cleanup on the property. The surety device shall be in an amount equal to the estimated cost of such services, with surety and conditions satisfactory to the planning director.
- B. In order to stay enforcement, the director may choose to enter into a voluntary correction agreement (VCA). This is a civil contract entered between the City and the applicant. The VCA will outline several performance items that will be required within an agreed-upon time frame.

16.18.110 Appeals.

Appeals of the planning director's decision on a tree removal/vegetation maintenance permit application shall be in accordance with the administrative decision procedures established in Chapter 2.16 BIMC.

16.18.120 Violations, Restoration and Enforcement

- A. It is a violation of this chapter for any person to fail to comply with a requirement of this chapter. It is also a violation of this chapter for any person to:
 - 1. Initiate or maintain, or cause to be initiated or maintained, the removal of significant tree(s) or native vegetation within the city without first obtaining permits or authorizations required by this chapter, or in a manner that violates the terms or conditions of such permits or authorizations or this chapter;
 - 2. Misrepresent any material fact in any application, plans or other information submitted to obtain permits or authorizations under this chapter; or
 - 3. Remove or deface any sign, notice, complaint, or order required by or posted in accordance with this chapter.
- B. When a significant tree or vegetation has been removed or altered in violation of this chapter, all ongoing development work shall stop, and the significant tree or vegetation shall be restored or replaced. The city shall have the authority to issue a stop work order to cease all ongoing development work, and order restoration, rehabilitation, or replacement measures at the owner's or other responsible party's expense to compensate for violation of provisions of this chapter.

- C. Restoration Plan Required. All development work shall remain stopped until a restoration plan is prepared and approved by the director. Such a plan shall be prepared by a qualified professional using the best available science and shall describe how the actions proposed meet the minimum requirements described in subsection 16.18.090 of this chapter. The director shall, at the violator's expense, seek expert advice in determining the adequacy of the plan. Inadequate plans shall be returned to the applicant or violator for revision and resubmittal.
- D. Site Investigations. The director is authorized to make site inspections and take such actions as are necessary to enforce this chapter. The director shall present proper credentials and make a reasonable effort to contact any property owner before entering onto private property.
- E. Penalties. Any development or activity carried out contrary to the provisions of this chapter shall constitute a public nuisance and may be enjoined as provided by the statutes of the state of Washington. Enforcement of this chapter and the imposition of penalties for violations of this chapter shall be as provided for in Chapter 1.26 BIMC; provided, that in addition to the civil penalties provided for in BIMC 1.26.090, an additional penalty shall be imposed on any person, party, firm, corporation, property owner, or other legal entity who fails to complete a required restoration plan, who conducts any disturbance (including cutting or removing trees or vegetation) in violation of this chapter, or who is otherwise in violation of this chapter.

For such violations, the additional penalty shall be in the amount equal to 200 percent of the cost of restoration as approved under a restoration plan pursuant to subsections C and D of this section for a minor violation. For a major violation, the additional penalty shall be in the amount equal to 200 percent of the cost of restoration as approved under a restoration plan pursuant to subsections C and D of this section, or \$2,500, whichever is greater. The director shall determine whether the disturbance is a minor or major violation. Any person, party, firm, corporation, or other legal entity who knowingly and willfully refuses to complete a required restoration pursuant to subsections C and D of this section shall be guilty of a misdemeanor punishable by not more than 30 days in jail and/or not more than a \$1,000 fine.

16.18.130 Definitions.

"Applicant" means a person, corporation, or organization that files an application for a land use or development permit with the city: either the owner of the land in question, or the authorized agent of such a person.

“Aquifer recharge protection area (ARPA)” means a portion of a development site comprised of native or equivalent vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the aquifer recharge of the total site area.

“Arborist” means an individual engaged in the profession of arboriculture who, through experience, education, and related training, possesses the competence to provide for or supervise the management of trees and other woody plants. Must be concurrently an International Society of Arboriculture (ISA) Certified Arborist to perform any role required of a Certified Arborist.

“Arborist, ISA Certified” means an arborist holding a current International Society of Arboriculture (ISA) Certified Arborist credential.

“Arborist, Tree Risk Assessment Qualified (TRAQ)” means an arborist who has successfully completed the International Society of Arboriculture (ISA) TRAQ training course and assessment and holds a valid ISA TRAQ credential.

“Clearing” means the destruction and removal of vegetation by manual, mechanical, or chemical methods.

“Invasive / exotic species” means opportunistic plant species (either native or non-native) that colonize disturbed ecosystems and may come to dominate the plant community in ways that are seen by us as reducing the values provided by the previous plant community.

“Land disturbing activity” means any activity that results in a change in the existing soil cover (both vegetative and nonvegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to, clearing, grading, filling and excavation. Compaction that is associated with stabilization of structures and road construction shall also be considered a land disturbing activity. Vegetation maintenance practices are not considered land disturbing activity. Stormwater facility maintenance is not considered land disturbing activity if conducted according to established standards and procedures.

“Low impact development (LID)” means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.

“Low impact development best management practices (LID BMPs)” means distributed stormwater management practices, integrated into a project design, that emphasize pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to: bioretention, rain gardens, permeable pavements, roof downspout controls, dispersion, improvements to soil quality and depth, minimal excavation foundations, vegetated roofs, and water re-use.

“Significant tree” means a: (1) a live evergreen tree 10 inches in diameter or greater, measured four and one-half feet above existing grade; or (2) a live deciduous tree 12 inches in diameter or greater, measured 4.5 feet above existing grade; or (3) in the Mixed Use Town Center and High School Road zoning districts, any live tree eight inches in diameter or greater, measured 4.5 feet above existing grade; or (4) any live trees located within a required critical area or critical area buffer as defined in Chapter 16.20 BIMC.

“Vegetation” means plant matter, including trees, shrubs and ground cover.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:35 PM) Interlocal Agreement with Kitsap Conservation District for Agricultural Technical Assistance and Services - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Interlocal Agreement

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to forward the 2019-2020 Interlocal Agreement with Kitsap Conservation District in the amount of \$43,950.00 annually for approval with the November 13, 2018 consent agenda.

SUMMARY:

The City has contracted for many years with the Kitsap Conservation District for assistance and services in providing farm plans to meet the requirements of BIMC 18.09.030.

The current price and scope of work do not change in the coming two years.

FISCAL IMPACT:

Amount:	\$43,950.00 Annually through 2020.
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	Yes

BACKGROUND: Bainbridge Island currently has over 1400 acres of agriculture. The City currently lacks the technical expertise to adequately and effectively support farm uses. The City and the District share a common goal to promote best management practices to protect water quality, provide agricultural impacts, and support the use of low impact development practices. The City has contracted with the District for many years for assistance in providing “farm plans” to meet the requirements of BIMC 18.09.030.

Typical referrals include aid to property owners for assistance in farm and livestock waste and management plans generally associated with conditional use and/or building permits. The District also promotes cooperative solutions to landowners in regards to protecting surface water bodies from potential sources of contamination 175

caused by agricultural related land uses. A complete scope of work is included in the attached draft of the proposed ILA.

ATTACHMENTS:

[2019-2020 ILA with Kitsap Conservation District Regarding Agricultural Assistance, Support, and Conservation](#)

FISCAL DETAILS: Multi-Year: 2019 & 2020 @ \$43,950.00 each.

Fund Name(s): General Fund

Coding:

**2019-2020 Interlocal Agreement Between the
City of Bainbridge Island and the Kitsap Conservation District
Regarding Agricultural Assistance, Support, and Conservation**

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into by and between the City of Bainbridge Island, a Washington State municipal corporation (“City”) and the Kitsap Conservation District, a Washington State municipal corporation (“District”) pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.

WHEREAS, there are currently approximately 1,424 acres of agriculture on Bainbridge Island; and

WHEREAS, the City is committed to preventing stormwater runoff pollution; and

WHEREAS, the District’s contribution of services assists the City in complying with its NPDES Municipal Stormwater Permit, implementing the Illicit Discharge Detection Elimination Program, and providing education and outreach on best management practices; and

WHEREAS, the District has the expertise and experience to provide Farm Plans to meet the requirements of BIMC 18.09.030 and provide assistance to agriculture and non-agriculture property owners regarding land management activities and their impacts on water quality; and

WHEREAS, the District is a non-regulatory agency and is not responsible for code compliance, but the District is experienced in working with “cooperating landowners” to complete required work; and

WHEREAS, the City and the District have a common goal to promote best management practices to protect water quality, provide education to land owners on agricultural impacts, and support the use of low impact development practices; and

WHEREAS, the City and the District desire to enter into an agreement and continue to work collaboratively in providing information and services to property owners that will protect water quality.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the City and the District agree as follows:

1. SERVICES BY DISTRICT

The District shall perform such duties and services as are described in the scope of work attached hereto as **Attachment A**. All services funded under this Agreement shall be provided exclusively within the boundaries of incorporated City of Bainbridge Island. The District shall furnish all services, labor, and related equipment to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. PAYMENT

The City shall reimburse the District only for actual incurred costs upon presentation of a properly executed invoice in a form approved by the City. Costs shall be charged, and funds reimbursed, based upon cost categories as set forth in **Attachment A**.

The sum of the District's reimbursement requests during the duration of this Agreement shall not exceed Forty-Three Thousand Nine Hundred Fifty Dollars (\$43,950) per year. The District may exceed line item amounts, as established in **Attachment A**, in order to respond to the nature and number of requests received within a quarter. The anticipated (budgeted) and actual distribution of funds will be reported by the District quarterly and monitored by the City. Reimbursement requests shall be submitted once a quarter. The City reserves the right to withhold payments pending timely delivery of progress reports or documents as may be required under this Agreement. The City shall reimburse the District within sixty (60) days of receipt of a properly executed District invoice.

3. GENERAL ADMINISTRATION AND MANAGEMENT

The City Manager of the City, or his/her 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.

The Chair of the Board of Supervisors for the Kitsap Conservation District, or his/her designee, shall represent the District in all matters pertaining to the services and materials to be rendered under this Agreement. All requirements of the City pertaining to the services or materials to be rendered under this Agreement shall be coordinated through the District's representative.

4. PROGRESS REPORTING

The District shall produce quarterly and year-end reports summarizing the work performed and evaluating the performance and results of the work performed pertaining to this Agreement.

Progress reports shall include, but are not limited to, the following information:

- a. Status of annual work plan.
- b. A description of work performed during the period and progress made to date, including monitoring data or performance indicators that reflect effectiveness of the program elements as set forth in **Attachment A**.
- c. A description of any adverse conditions that have affected the program objectives and/or time scheduled, and actions taken to resolve these issues.
- d. Progress reports shall be submitted as follows: For each year, quarterly reports are due the closest workday to April 15, July 15, and October 15. A year-end report is due January 15.

- e. The year-end report shall contain a summary of major accomplishments realized during the year. This report shall include, but not be limited to, photographs, slides, and any other graphics that would enhance the content and/or appearance of the report.

5. INSPECTION AND AUDIT

The District 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 District 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 District shall preserve and make available all such books of account and records for a period of five (5) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the District shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

6. INDEPENDENT CONTRACTOR

A. The District and the City understand and expressly agree that the District is an independent contractor in the performance of each and every part of this Agreement. The District expressly represents, warrants, and agrees that its 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 District, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The District shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

B. The District 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 District 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 District performs hereunder.

7. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

A. The District 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 District 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 7 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.

8. TERM AND TERMINATION OF AGREEMENT

A. Once executed by both parties, this Agreement shall become effective on December 31, 2018, and shall continue in full force 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 District pursuant to this Agreement shall be submitted to the City, and the District shall be entitled to just and equitable compensation as set forth in Section 2 for any satisfactory work or services completed prior to the date of termination.

9. HOLD HARMLESS AND INDEMNIFICATION

A. The District agrees to protect, defend, indemnify, and hold harmless the City, its elected officials, officers, employees, agents, and volunteers from any and all claims, demands, losses, liens, liabilities, penalties, fines, lawsuits, and other proceedings and all judgments, awards, costs, and expenses (including reasonable attorneys' fees and disbursements) caused by or occurring by reason of any negligent act, error, or omission of the District, its officers, employees, or agents, arising out of or in connection with the performance or non-performance of the services, duties, and obligations required of the District under this Agreement.

B. In the event that the District and the City are both negligent, then the District's liability for indemnification of the City shall be limited to the contributory negligence for any resulting suits, actions, claims, liability, damages, judgments, costs, and expenses (including reasonable attorneys' fees and disbursements) that can be apportioned to the District, its officers, employees, and agents.

C. The foregoing indemnity is specifically and expressly intended to constitute a waiver of the immunity of the District under Washington’s Industrial Insurance Act, RCW Title 51, as respects the other party only, and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the employees of the District. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

D. The City’s inspection or acceptance of any of the District’s work when completed shall not be grounds to avoid any of these covenants of indemnification.

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

F. The provisions of this section shall survive the expiration or termination of this Agreement with respect to any event occurring prior to such expiration or termination.

10. INSURANCE

The District 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.
- None

The District shall comply with the provisions of RCW Title 51, Industrial Insurance. For the duration of this Agreement, the District shall provide or purchase industrial insurance coverage for its employees, as may be required of an “employer” as defined in Title 51 RCW and shall maintain full compliance with Title 51 RCW.

11. SUBLETTING OR ASSIGNING CONTRACT

The District shall not assign or subcontract any portion of the services provided within the terms of this Agreement without obtaining prior written approval from 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 District 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. NON-WAIVER

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
Phone: (206) 842-2545

To the District: Kitsap Conservation District
10332 Central Valley Rd
Poulsbo, WA 98370
Attention: Chair of the Board of Supervisors
Phone: (360) 204-5529
Fax: (360) 204-5519

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.

KITSAP CONSERVATION DISTRICT

CITY OF BAINBRIDGE ISLAND

Chair, Board of Supervisors

Morgan Smith, City Manager

Date: _____

Date: _____

ATTACHMENT A

Annual Scope of Work for Agricultural Technical Assistance Between the City of Bainbridge Island and the Kitsap Conservation District

PURPOSE

The City of Bainbridge Island (“City”) currently has over 1,400 acres of agricultural lands. Many of these farms are required to establish and implement farms plans in accordance with provisions in the City’s Municipal Code. The City and the Kitsap Conservation District (the “District”) share a common goal to promote best management practices (“BMPs”) to protect water quality, provide education to landowners on agricultural impacts, and support the use of low impact development practices. Well-designed conservation practices increase farm productivity while protecting water quality and reducing soil erosion. The District has the expertise and experience to provide Farm Plans to meet the requirements of BIMC 18.09.030 and to provide assistance on land management activities and their impacts on natural resources. In providing these services, the District assists with compliance of the City’s Municipal Permit, including assistance with the Illicit Discharge Detection Elimination Program and education/outreach.

The City and the District desire to enter into this Agreement and continue to work collaboratively in providing information and services to property owners.

SCOPE OF WORK

The District will partner with the City to develop and accomplish the following tasks:

- Task 1- Respond to referrals
- Task 2 - Education and outreach
- Task 3 - Develop resource management plans (farm plans)
- Task 4 - BMP Design
- Task 5 - BMP installation
- Task 6 - BMP inspection and maintenance
- Task 7 - Inventory
- Task 8 - Administration and reporting

TASK 1 - RESPOND TO REFERRALS

Objective: Respond to and address water quality and fish and wildlife related referrals from the City and the Kitsap Public Health District (KPHD).

Scope:

- 1.1 Respond to referrals from the City. Requests may be generated from: 1) conditional use permits; 2) building permit processes that require farm plans and/or livestock waste management plans; 3) sites which may impact sensitive land areas including but not limited to aquatic critical areas; 4) grading permits associated with farming activity; and 5) stormwater issues for fish passage and barrier problems on private land.
- 1.2 Respond to referrals from the City's Department of Planning and Community Development to assist in the review of Retail Plans under the category Agricultural Activity when: 1) livestock are raised and/or maintained on the property; 2) livestock waste is being utilized on property as a soil amendment; and 3) additional assurances for surface water protection are necessary for year-round agricultural activities.
- 1.3 Respond to water quality and solid waste complaints on Bainbridge Island referred by the KPHD. The referrals may be water quality complaints, or a solid waste enforcement action associated with agricultural activity.
- 1.4 Respond to water quality and solid waste complaints referred by the City's Water Resources Program. These may be water quality complaints, solid waste enforcement actions associated with agricultural activity, or findings of an Illicit Discharge Detection and Elimination (IDDE) investigation.

TASK 2 - EDUCATION AND OUTREACH

Objective: Promote public knowledge of local natural resources and fish habitat issues. Maintain a Conservation District agricultural and natural resource educational program.

Scope:

- 2.1 Maintain effective working relationships with local media and community groups on Bainbridge Island. Submit articles to Bainbridge Island media involving local conservation issues and actions being taken by the District. Participate in selected Bainbridge Island public events.
- 2.2 Maintain a mailing list of Bainbridge landowners interested in agriculture, natural resource conservation practices, and fish and wildlife habitat. Publish and distribute the District's newsletters to Bainbridge Island residents who are on the District's mailing list.
- 2.3 Inform landowners of rain garden workshops conducted throughout the county. Technical specifications will be made available to the public through the WSU rain garden specification manual, District engineering and design staff, and through online sources. The District will provide additional outreach opportunities through the District's Annual Tree Sale, newsletters, and social media.

- 2.4 The District will maintain a program offering District speakers, sponsoring special interest events, and accepting invitations to make community presentations. The District will coordinate the development and maintenance of this program with the City, KPHD, WSU Extension, and other existing educational programs.
- 2.5 Identify and/or recommend resources (websites, local and national agencies, nonprofit groups, etc.) that publish materials or documents the City could potentially utilize for education and IDDE associated with agriculture.

TASK 3 - DEVELOP RESOURCE MANAGEMENT PLANS (FARM PLANS)

Objective: Protect surface water bodies from potential sources of contamination caused by agricultural-related land use. Provide technical services to landowners. Promote cooperative solutions. Facilitate federal, state, and local incentive programs.

Scope:

- 3.1 Offer farm-planning services that inventory existing conditions, evaluate resource needs, and recommend alternative farm management practices that protect humans and the quality of soil, water, animals, plants, and air.
- 3.2 Encourage and offer assistance regarding the preservation and enhancement of fish and wildlife habitat as part of the District's technical services. The District will stay apprised of Clean Water Act and Endangered Species Act regulations, threats, and associated action recommendations that may affect City residents.
- 3.3 Provide nutrient management plans for crop farms when: 1) livestock waste is utilized for nutrient application purposes; 2) livestock waste is generated or transported to a crop farm and will be stored and/or composted on site for later land application; and 3) an opportunity exists to demonstrate or model to the public for education purposes the storage and utilization of livestock waste as a component of sustainable agricultural land use.
- 3.4 As directed by the Clean Water Act, Endangered Species Act, and Farm Bill, the District will facilitate all programs and coordinate efforts with the Farm Services Agency (FSA), Natural Resources Conservation Service (NRCS), and U.S. Fish & Wildlife Service, as well as with state agencies including the Conservation Commission, Department of Ecology, Washington Department of Fish & Wildlife (WDFW), and the Puget Sound Partnership for the benefit of agriculture.
- 3.5 Assist landowners with the application process for eligible incentive and cost-share programs. These programs may include land that is in agricultural use or land that emphasizes fish and wildlife habitat issues.
- 3.6 Provide landowners technical assistance for LID practice designs and installations.

TASK 4 - BMP DESIGN

Objective: Provide agronomic and engineering design services that support natural resource protection in City watersheds. Provide designs for BMPs that meet USDA Natural Resources Conservation Service standards and specifications. Develop alternative cost-effective BMPs that are suitable for a specific site's needs and the financial needs of landowners. Provide landowners with rain garden designs.

Scope:

- 4.1 Deliver a completed design package to Bainbridge Island landowners with appropriate construction and material specifications included. Staff will maintain a direct presence with construction, project coordination, and implementation.
- 4.2 When existing NRCS standards and specifications are beyond the scope of a particular project site, staff will seek and/or develop alternative designs. On a site-specific basis, the District will utilize alternative design providers and coordinate design efforts with City and local consulting engineers.

TASK 5 - BMP IMPLEMENTATION AND INSTALLATION

Objective: Improve water quality and fish and wildlife habitat in Bainbridge Island watersheds by facilitating and assisting with the implementation of BMPs. Provide technical services to cooperators for implementation of farm management practices and habitat enhancement efforts. Offer contracted and/or volunteer labor forces for installation of BMPs. Coordinate joint installation. Provide technical support for rain garden installation.

Scope:

- 5.1 Assist cooperating landowners with supplies and materials lists for implementation of agricultural best management practices and provide on-site project management to oversee installation.
- 5.2 Assist with the processing of cost-share reimbursement or other incentive program components.
- 5.3 Whenever funding is available, contract annually for work crews with the Department of Ecology's Washington Conservation Corp (WCC) for the City. Offer WCC crews to District and partner agency project sites on Bainbridge Island.
- 5.4 Coordinate volunteer labor for the implementation of planting projects with the City's Watershed Council, local schools, and community groups.
- 5.5 Seek partnerships with the WDFW, Regional Fisheries Enhancement groups, local tribes, and other local agencies and community groups to combine efforts for project implementation.

- 5.6 Assist cooperating landowners with supplies and materials lists for implementation of rain gardens and other Low Impact Development/Green Stormwater Solutions (LID/GSS) and, if necessary, provide on-site project management to oversee installation.

TASK 6 - BMP INSPECTION AND MAINTENANCE

Objective: Determine the operational effectiveness of BMPs on water quality and habitat within the City. Monitor the operation and maintenance of installed BMPs. Demonstrate BMPs.

Scope:

- 6.1 Evaluate individual farm and habitat BMPs for operational efficiency and ease of maintenance. Provide follow-up assistance to landowners. Encourage landowners to maintain and monitor farm and habitat BMPs for maximum efficiency and seek to meet landowner needs for solutions to maintenance problems.
- 6.2 Use projects as demonstration sites for other potential cooperators or agencies.

TASK 7 – INVENTORY

Objective: Address non-point pollution caused by inadequate agricultural management practices. Identify, prioritize, and map agriculturally related property within the City.

Scope:

- 7.1 Update the existing inventory of agricultural properties annually.
- 7.2 As part of the inventory process, District staff shall prioritize inventoried sites based on their potential to pollute. Criteria include livestock proximity to surface water, livestock waste management, pasture condition, and other visual assessments. The District will follow-up with technical assistance services based on the prioritization. The District's priority list will be reevaluated annually.
- 7.3 Inventoried and prioritized properties will be entered into a GIS database based on the parcel's tax identification number. The database entries will be updated annually. The District will produce a GIS map, updated as necessary.
- 7.4 The District will provide an overlay of agricultural properties as well as fish barrier sites on a habitat refugia map based on the Kitsap County Fish Habitat Refugia Study.

TASK 8 - ADMINISTRATION AND REPORTING

Objective: To provide project management, including communication, submit billing invoices, and submit annual and progress reports.

Scope:

- 8.1 Project management efforts shall include conducting, coordinating, and scheduling project activities, including quality control.
- 8.2 Communication with the City shall be through email, consultation meetings, and phone discussions.
- 8.3 Billing invoices, progress reports, and supportive documentation shall be submitted to the City’s Project Manager on a quarterly basis.
- 8.4 The District shall maintain all records throughout the duration of the Agreement and archive those records for an additional five years for audit purposes.

Program Breakout	Proposed Budget
Planner Budget	\$30,000.00
Fiscal Administration	\$1,000.00
WA Conservation Crew, Equipment rental	\$5,000.00
Travel	\$200.00
Overhead	\$7,750.00
Total	\$43,950.00

ATTACHMENT B

Based on the types of insurance identified in Section 10 of the Agreement, the following insurance coverage shall be maintained by the District pursuant to this Agreement:

Insurance against claims for injuries to persons or damage to property arising out of or in connection with the performance of this Agreement by the District, its officers, employees, and agents:

- A. Automobile Liability Insurance with limits no less than \$ 1,000,000.00 combined single limit per accident for bodily injury and property damage.

- B. Commercial General Liability Insurance written on an occurrence basis with limits no less than \$1,000,000.00 combined single limit per occurrence and \$2,000,000.00 aggregate for personal injury, bodily injury, and property damage. Coverage shall include, but not be limited to blanket contractual; products/completed operations; broad form property damage; explosion, collapse and underground (XCU) if applicable; and employer's liability.

Before commencing work and services, the District shall provide to the person identified in Section 16 of the Agreement a Certificate of Insurance evidencing the required insurance. The City reserves the right to request and receive a certified copy of all required insurance policies.

Any payment of a deductible or self-insured retention shall be the sole responsibility of the District. The City shall be named as an additional insured on the Commercial General Liability Insurance Policy, with regard to work and services performed by or on behalf of the District, and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance.

The insurance policies: (1) shall state that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (2) shall be primary insurance with regard to the City; and (3) shall state that the City will be given at least 30 days' prior written notice of any cancellation, suspension, or material change in coverage.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:40 PM) Roadside Mower Purchase - Public Works,

STRATEGIC PRIORITY: Reliable Infrastructure and Connected Mobility

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Contract

PROPOSED BY: Public Works

RECOMMENDED MOTION:

I move to forward the tractor and boom mower attachment purchase in the amount of \$175,151.76 for approval with the November 13, 2018 consent agenda.

SUMMARY:

The Capital Improvement Plan budgeted \$197,000 for a roadside mower in 2018. Staff proposes to purchase a John Deere roadside tractor and Alamo Maverick boom mower attachment in the combined amount of \$175,151.76.

FISCAL IMPACT:

Amount:	\$175,151.76
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	Yes

BACKGROUND: The Capital Improvement Plan budgeted \$197,000 for a roadside mower in 2018. Staff proposes to purchase a John Deere roadside tractor and Alamo Maverick boom mower attachment using the Washington State Department of Enterprise Services contract number 10212 in the combined amount of \$175,151.76.

City staff has determined that a John Deere 6110M tractor with the Alamo Maverick boom attachment is the best fit for the City's roadside vegetation program.

ATTACHMENTS:

[Roadside Mower Purchase - Quote](#)

FISCAL DETAILS: Note: CIP shows two funds: Streets & SSWM

Fund Name(s): Streets Fund

Coding:



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Washington Tractor, Inc.
20054 Viking Ave Nw
Poulsbo, WA 98370
360-930-0095
poulsbo@washingtontractor.org

Quote Summary

Prepared For:

City Of Bainbridge Island Transportation & Facilities
7305 Ne Hidden Cove Rd
Bainbridge Is, WA 98110
Business: 206-842-1212

Delivering Dealer:

Washington Tractor, Inc.
Chris-s0826 Lee
20054 Viking Ave Nw
Poulsbo, WA 98370
Phone: 360-930-0095
clee@washingtontractor.com

Quote ID: 18190943

Created On: 17 September 2018

Last Modified On: 17 September 2018

Expiration Date: 29 September 2018

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 6110M Cab Tractor	\$ 85,846.04 X	1 =	\$ 85,846.04
Contract: WA Lawn and Grounds 10212 (PG 4S CG 22)			
Price Effective Date: November 13, 2017			
Equipment Total			\$ 85,846.04

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 85,846.04
Trade In	
SubTotal	\$ 85,846.04
Sales Tax - (9.00%)	\$ 7,726.14
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 93,572.18
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 93,572.18

Salesperson : X _____

Accepted By : X _____



Quote Summary

Prepared For:

City Of Bainbridge Island Transportation & Facilities
7305 Ne Hidden Cove Rd
Bainbridge Is, WA 98110
Business: 206-842-1212

Prepared By:

Washington Tractor, Inc.
Chris-s0826 Lee
Washington Tractor, Inc.
20054 Viking Ave Nw
Poulsbo, WA 98370
Phone: 360-930-0095
clee@washingtontactor.com

Quote Id: 18192811

Created On: 17 September 2018

Last Modified On: 17 September 2018

Expiration Date: 29 September 2018

Equipment Summary	Selling Price	Qty	Extended
2018 ALAMO MAVERICK Contract: Alamo Corporation (PG YJ CG 34) Price Effective Date:	\$ 58,734.45 X	1 =	\$ 58,734.45
2018 ALAMO 50" ROTARY CUTTER Contract: Alamo Corporation (PG YJ CG 34) Price Effective Date:	\$ 16,109.20 X	1 =	\$ 16,109.20
Equipment Total			\$ 74,843.65

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 74,843.65
SubTotal	\$ 74,843.65
Sales Tax - (9.00%)	\$ 6,735.93
Est. Service Agreement Tax	\$ 0.00
Total	\$ 81,579.58
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 81,579.58

Salesperson : X _____

Accepted By : X _____



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (9:45 PM) Conduct First Reading of and Schedule Public Hearing for Ordinance No. 2018-39, Adopting the 2019-2020 Budget - Finance,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION:

I move to schedule for November 13, 2018, a public hearing of Ordinance No. 2018-39.

SUMMARY:

Conduct first reading of the ordinance adopting the 2019-2020 budget.

Schedule a public hearing for the budget ordinance.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Ordinance No. 2018-39 Adopting Two-Year Biennial Budget](#)

[2019 Exhibit A.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2018-39

AN ORDINANCE of the City of Bainbridge Island, Washington, adopting the final budget of the City for fiscal years ending December 31, 2019, and December 31, 2020.

WHEREAS, on September 4, 2018, the budget was submitted to the City Manager with estimates of revenues and requests from all departments for expenditures for the fiscal year ending December 31, 2019 (these dates being prior to the dates required by law); and

WHEREAS, the City Manager reviewed the estimates and made such changes and/or additions as deemed appropriate, and on September 21, 2018, filed the revised preliminary budget with the City Clerk, and

WHEREAS, the preliminary budget was presented to the City Council at a Council meeting on September 25, 2018, and was discussed and considered subsequently by the Council at several Council meetings in October and November 2018; and

WHEREAS, a public hearing was held concerning the budget on November 13, 2018, for the purpose of providing information to the public regarding the estimates and programs contained in the preliminary budget, and at which hearing all taxpayers were heard who appeared for or against any part of said budget; and

WHEREAS, the City Council met regarding the proposed budget on November 19, 2018, for the purpose of adopting a final budget for 2019 and a budget for 2020, and at which meeting the Council made such changes as it deemed necessary and proper.

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

Section 1. The final budget for fiscal year 2019 is hereby adopted in full, and the budget for fiscal year 2020 is adopted. The entire budget document is to be placed on file with the office of the City Clerk for public inspection.

Section 2. Attached hereto and identified as Exhibit A (2019) and Exhibit B (2020), in summary form, are the totals of budgeted expenditures for each separate fund and the aggregate totals for all such funds combined.

Section 3. Because the amounts of revenues and expenditures to be recorded in the Building & Development Services Fund are not clearly fixed, and because the Building & Development Services Fund receives operating transfers from the General Fund, this budget authorizes additional amounts to be spent from the Building & Development Services Fund and to be covered by additional operating transfers from the General Fund, provided that the total expenditures for these two funds shall be no more than the amount authorized by this ordinance.

Section 4. A complete copy of the final budget for 2019, as adopted, and the final budget for 2020, as adopted, together with a copy of this ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 5. This ordinance shall take effect on January 1, 2019.

PASSED by the City Council this ___ day of November, 2018.

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	October __, 2018
PASSED BY THE CITY COUNCIL:	November __, 2018
PUBLISHED:	December __, 2018
EFFECTIVE DATE:	January 1, 2019
ORDINANCE NO.:	2018-39

**CITY OF BAINBRIDGE ISLAND - 2019 PROPOSED BUDGET
SUMMARY BY FUND**

**Exhibit B
ORDINANCE NO. 2018-39**

<u>CITY FUNDS</u>	<u>2019 EXPENDITURES</u>
001 GENERAL FUND	18,465,497
101 STREET FUND	3,634,662
103 REAL ESTATE EXCISE TAX FUND	3,082,372
104 CIVIC IMPROVEMENT FUND	260,000
108 AFFORDABLE HOUSING FUND	114,500
171 TRANSPORTATION BENEFIT FUND	402,000
173 TRANSPORTATION IMPACT FEE FUND	100,000
201 GO BOND FUND	1,845,709
203 LID BOND FUND	45,883
301 CAPITAL CONSTRUCTION FUND	8,528,000
401 WATER OPERATING FUND	2,985,220
402 SEWER OPERATING FUND	5,354,131
403 STORM & SURFACE WATER FUND	3,199,547
407 BUILDING & DEVELOPMENT FUND	3,315,583
501 EQUIPMENT RENTAL & REVOLVING	68,498
	<hr/>
TOTAL EXPENDITURES	<u><u>51,401,602</u></u>

**CITY OF BAINBRIDGE ISLAND - 2020 PROPOSED BUDGET
SUMMARY BY FUND**

**Exhibit B
ORDINANCE NO. 2018-39**

<u>CITY FUNDS</u>	<u>2020 EXPENDITURES</u>
001 GENERAL FUND	18,735,779
101 STREET FUND	3,815,719
103 REAL ESTATE EXCISE TAX FUND	3,117,748
104 CIVIC IMPROVEMENT FUND	260,000
108 AFFORDABLE HOUSING FUND	114,500
171 TRANSPORTATION BENEFIT FUND	402,000
173 TRANSPORTATION IMPACT FEE FUND	117,000
201 GO BOND FUND	1,795,779
203 LID BOND FUND	44,179
301 CAPITAL CONSTRUCTION FUND	6,510,000
401 WATER OPERATING FUND	2,830,953
402 SEWER OPERATING FUND	4,743,226
403 STORM & SURFACE WATER FUND	2,877,129
407 BUILDING & DEVELOPMENT FUND	3,377,962
501 EQUIPMENT RENTAL & REVOLVING	83,148
TOTAL EXPENDITURES	<u><u>48,825,122</u></u>



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (9:50 PM) Conduct First Reading and Schedule Public Hearing for Ordinance No. 2018-40 Relating to the Levy of Property Taxes for Collection in 2019

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Ordinance

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION:

I move to schedule for November 13, 2018, a Public Hearing on Ordinance No. 2018-40, Relating to the Levy of Property Taxes for Collection in 2019.

SUMMARY:

In the event that the SAFE Mobility Levy does not pass when voters consider Proposition 1 at the General Election on November 6, the City must have a public hearing for the property tax ordinance before setting the levy amount by the end of November. In order to allow for enough time for public notice of a public hearing on November 13, this item is being added to the agenda for this meeting (October 23).

FISCAL IMPACT:

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

BACKGROUND:

Part of the process for approving the 2019 Budget includes setting the Property Tax Levy for collection in 2019. In 2018, the City has placed a property tax levy lid lift before the voters, the SAFE Mobility Levy. The outcome of the election affects the property tax process:

- If voters approve the proposition and the levy lid lift, that action sets the property tax levy and a public hearing is not needed as the successful ballot measure fulfills the statutory requirement (RCW 84.55.050). In addition, the ballot measure ordinance fulfills the requirement to adopt a levy setting ordinance.

- Alternatively, if voters do not approve the proposition and the SAFE Mobility Levy Lid Lift does not pass, the City will follow the annual process of holding a public hearing for property tax and passing an ordinance to set the property tax levy.

The general election is on November 6 and the earliest that the County Auditor's office will certify the results will be November 9, 2018. The public hearing on the property tax levy must be held and a levy increase (1%) ordinance along with the levy/budget certification form must be adopted prior to November 30.

The following information is pertinent in the event that Proposition 1 does not pass:

The budget proposes an increase in the dollar amount being collected (plus charges on new construction) in the amount allowed by Initiative 747 as calculated by the Kitsap County Assessor. The dollar increase for the property tax is \$46,000, the amount due to new construction is \$100,000, and the tax refund amount is \$6,000. These amounts are added to the previous year's levy to bring the total levy to \$7,649,535 on a total assessed valuation of \$8.381 billion. The assessed valuation has increased 11% over last year's total of \$7.542 billion. Additional detail is provided on the attached sheets, which are provided by Kitsap County to explain the calculations.

In addition, Ordinance No. 2018-40 will levy \$610,000 to pay the 2019 debt service cost of the Open Space General Bond Obligation Bonds. The levy is equal to the amount of the debt service.

ATTACHMENTS:

[Ordinance No. 2018-40 Relating to the Levy of Property Taxes for Collection in 2019](#)

[2019 Tax Year Levy Limit Calculation.pdf](#)

FISCAL DETAILS:

Fund Name(s): General Fund

Coding:

ORDINANCE NO. 2018-40

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to the levy of property taxes for the City of Bainbridge Island for the fiscal year commencing January 1, 2019, on all real and personal property within the City that is subject to taxation; levying both general property taxes for the purpose of providing sufficient revenue to carry on the usual activities of the City as required by law, and special levy taxes as authorized by the voters in the November 6, 2001, election.

WHEREAS, the City Council of Bainbridge Island has considered the financial requirements of the City for 2019 as set forth in the City Manager’s 2019 Budget Modifications, and the amounts necessary and available to be raised by ad valorem taxes on real, personal, and utility property which are included therein; and

WHEREAS, the population of the City is greater than 10,000; and

WHEREAS, the City Council has properly given notice of the public hearing held on November 13, 2018, to consider the City’s revenue sources for the City’s 2019 General Fund budget; and

WHEREAS, the previous year’s actual levy was \$7,500,402; and

WHEREAS, the City Council, after hearing and duly considering all relevant evidence and testimony presented, has determined that the City requires an increase in property tax revenue from the previous year equal to 0.61768 percent of the amount levied for collection in 2019 as authorized by chapter 84.55 RCW (see, e.g., RCW 84.55.005), in addition to the increase resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations of the City and in its best interest; and

WHEREAS, at an election held on November 6, 2001, the voters of the City approved and authorized the City to issue general obligation bonds to finance the costs of acquiring and preserving forested areas, open space, wildlife habitat, and farms and agricultural lands and creating new trails and passive parks, and to levy excess property taxes to repay such bonds (referred to as the “2002 Unlimited Tax General Obligation Bonds” and the “Unlimited General Obligation Bonds, 2004”); and

WHEREAS, the debt service on such bonds for the year 2019 will be \$610,400.

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

Section 1. The 2018 regular property tax levy for collection in 2019 is declared to be the previous year’s levy of \$7,500,402 plus an increase of \$46,328.48, which is an increase of 0.61768 percent, plus an increase equal to the amount allowed under the new construction

provisions of RCW 84.55.010 (\$96,953) and any increase in the value of state-assessed property, and any additional amounts resulting from any refunds made (\$5,853). The total is \$7,649,535.

Section 2. In addition to the City’s regular property tax levy described in Section 1 above, there is levied for collection in 2019, upon all property, both real and personal within the City and within the area subject to taxation, a voter-approved special levy property tax to pay the debt service on the City’s 2004 Unlimited Tax General Obligation Bonds which were refunded in 2013. The special levy to pay the 2019 debt service on the refunded debt service amount is \$610,400.

Section 3. This ordinance shall be certified to the proper Kitsap County officials, as provided by law. The taxes levied in this ordinance shall be collected and paid to the Director of Finance and Administrative Services of the City of Bainbridge Island at the time and in the manner provided by the laws of the State of Washington for the collection of taxes for non-charter code cities.

Section 4. This ordinance shall take effect on January 1, 2019, after its passage, approval and publication as required by law.

PASSED by the City Council this ___ day of November, 2018.

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK
PASSED BY THE CITY COUNCIL
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO:

October __, 2018
November __, 2018
November __, 2018
January 1, 2019
2018-40

2019 TAX YEAR LEVY LIMIT CALCULATION

CITY OF BAINBRIDGE ISLAND

District # 8730

Previous Year's Levy Including Any Refunds & Canceled Taxes Levied = 7,500,402

The district's resolution or ordinance must authorize any increase in terms of both the dollars and percentage over the previous year's levy. This increase is exclusive of new construction, increases in state assessed property (utilities), any annexations and refunds requested.

Highest Allowed Levy Since 1986 = 7,472,009

Differences between this amount and the previous year's levy are refunds and canceled taxes levied last year which are not included in this amount and/or any banked capacity your district may have.

1% Increase to Highest Allowed Levy = 7,546,729

This is the maximum allowed but may change to match what is authorized by resolution or is lawfully allowed for your district. It is exclusive of the items listed under the previous year's levy. The dollar and percent increase over the previous year's actual levy to collect this amount is \$46,327 and 0.61768%.

Amount due to New Construction = 96,953

New construction assessed value 97,493,183 X .994464 (the prior year's levy rate) = 96,953

Amount due to Increase in Utilities = 0

This amount will be zero until the values are received from the Department of Revenue. Since this amount may be unknown when you have your budget hearings, you may want to add an amount in your budget or levy certification in order to collect any unknown amount due to an increase in utilities.

AV of Annexed Property = 0

Amount due to Annexations = 0

The amount due for annexations is set when assessed values are final in January. Districts with annexations may want to add an amount in the budget or levy certification for any increases allowed.

Current Total Assessed Value = 8,380,768,667

This amount may fluctuate until values are final in January.

Tax Refunds & Canceled Taxes less Supplements = 5,853

Please include a dollar amount for refunds and canceled taxes in your budget and or levy certification to show the district's intent to collect these amounts.

Projected Levy Rate = .91205

Maximum Levy Rate = 2.40

Maximum levy rates for cities are estimated until final levy rates for Fire and Library Districts are known.

ESTIMATED TOTAL LEVY LIMIT AMOUNT = 7,649,535



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (10:00 PM) Professional Services Agreement Related to Design Guidelines - Planning,

STRATEGIC PRIORITY: Green, Well-Planned Community

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Contract

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION:

Four options:

(1). I move to approve the professional services agreement with Framework in the amount of \$113,573, with funding coming from the Council Contingency Fund.

or

(2). I move to approve the professional services agreement with Framework in the amount of \$113,573, and to increase the Department of Planning and Community Development's budget by \$113,573.

or

(3). I move to forward the professional services agreement with Framework in the amount of \$113,573, with funding coming from the Council Contingency Fund, for approval with the November 6, 2018, Consent Agenda.

or

(4). I move to forward the professional services agreement with Framework in the amount of \$113,573, and a corresponding \$113,573 increase in the Department of Planning and Community Development's budget, for approval with the November 6, 2018, Consent Agenda.

SUMMARY:

The Department of Planning and Community Development ("PCD") is requesting that the City Council approve a professional services agreement with Framework in the amount of \$113,573 to provide technical assistance and produce an updated set of design guidelines (Chapter 18.18 BIMC). Complete funding for this contract is not included in the PCD budget. Because the contract supports the work of the Council moratorium, staff recommends that the funding come from the Council Contingency Fund, which is \$113,573 in 2018. If the Council chooses not to use contingency funding, the request is to increase the PCD budget by \$113,573.

FISCAL IMPACT:	
Amount:	\$113,573
Ongoing Cost:	
One-Time Cost:	\$113,573
Included in Current Budget?	No

BACKGROUND: The Department of Planning and Community Development ("PCD") is requesting that the City Council approve a professional services agreement with Framework in the amount of \$113,573 to provide technical assistance and produce an updated set of design guidelines (Chapter 18.18 BIMC). The City's recently updated Comprehensive Plan (Plan) renewed a growth strategy to prevent sprawl, promote smart growth, and preserve the Island's special character. The Plan's vision, goals, policies and several of its guiding principles provide direction to navigate toward the Island's desired future; including:

Guiding Policy 1.3

The built environment represents an important element of the Island's special character. Improve the quality of new development through a review process that implements the community vision and supports long-term goals for the preservation of the Island's special character.

Guiding Policy 8.4

Nurture a healthy and attractive community including a focus on the quality of the built environment through progressive development regulations and reviews.

An update to the City's design guidelines is one of five tasks in the development moratorium work plan. Progress to date on this task has included developing the request for qualifications (RFQ), selecting the consulting team, and developing the scope of work and budget. The City Council has been updated on this work plan item at regular study sessions over the past several months. The City's Design Review Board (DRB) assisted staff with development of the request for qualifications (RFQ) and two DRB members participated in the interview panel that decided on the selected consultant team.

The City solicited requests for qualifications through area newspapers, the American Planning Association webpage, and the City's bid posting webpage. PCD staff reviewed the qualifications of three firms and conducted interviews with each firm. Following the interviews, PCD recommends that the Council award the contract to complete the design guidelines update to Framework for \$113,573.

Once the contract is approved, the consultant will begin work. Alternatives include approving the contract at the October 23 business meeting or approving the contract as a second touch on the November 6 consent agenda.

Complete funding for this contract is not included in the PCD budget. Because the contract supports the work of the Council moratorium, staff recommends that the funding come from the Council Contingency Fund, which is \$113,573 in 2018. If the Council chooses not to use contingency funding, the request is to increase the PCD 207 budget by \$113,573.

ATTACHMENTS:

[Design Guidelines RFQ](#)

[Framework PSA](#)

[Framework PSA - Attachment A](#)

FISCAL DETAILS: Four funding approaches are provided in the Suggested Action section of this agenda item. Without additional identified funding, the Department will not move forward with this contract.

Fund Name(s): General Fund

Coding:

REQUEST FOR QUALIFICATIONS



**CITY OF
BAINBRIDGE ISLAND**

DESIGN GUIDELINES UPDATE

DATE ISSUED: JULY 27, 2018

Request for Qualifications (RFQ) Instructions and General Scope of Services

1. Public Notice

The City of Bainbridge Island (City) is soliciting Statements of Qualifications (SOQs) from a qualified architectural, urban design, or planning firm or team of professional consultants to assist in updating and improving the City's design guidelines for buildings, streetscapes, and neighborhood centers.

The City is seeking a firm/team whose combination of experience and expertise will provide professional, timely, and cost-effective services to the City. The City reserves the right to enter into one or more contracts with any firm/team(s) selected under this RFQ process.

Information related to this solicitation, including any addenda, will be posted to the City's website at <http://www.bainbridgewa.gov/bids.aspx>. For questions related to this solicitation contact:

Christy Carr, AICP
Senior Planner
Department of Planning & Community Development
City of Bainbridge Island
280 Madison Avenue North, Bainbridge Island, WA 98110
Phone: (206) 780-3719
Email: ccarr@bainbridgewa.gov

2. Project Location

The information produced through this project will be used both citywide and separately and perhaps distinctly, in specific zoning districts.

3. Background

The City's recently updated [Comprehensive Plan](#) (Plan) renewed a growth strategy to prevent sprawl, promote smart growth, and preserve the Island's special character. The Plan's vision, goals, policies and several of its guiding principles provide direction to navigate toward the Island's desired future; including:

Guiding Policy 1.3

The built environment represents an important element of the Island's special character. Improve the quality of new development through a review process that implements the community vision and supports long-term goals for the preservation of the Island's special character.

Guiding Policy 8.4

Nurture a healthy and attractive community including a focus on the quality of the built environment through progressive development regulations and reviews.

The City expects this project to produce a suite of recommendations that will inform the development of an adoptable set of design guidelines. Objectives for the project include:

- Assess community preferences and appropriate aesthetic and design standards through public education and outreach efforts.
- Analyze the [existing design guidelines](#) and develop a recommended outline of reorganized and updated guidelines that serves the entire island community and individual commercial, mixed use, and neighborhood districts.
- Produce an adoptable set of new or updated design guidelines that will preserve and enhance the Island’s special character, and ensure sustainability, affordability, and appropriateness for the community, neighborhood, and environment while allowing for variety and creativity.
- Maximize the effectiveness of the guidelines as a tool in encouraging better design while keeping the guidelines clear and easy to use by applicants, Design Review Board members, City staff, and the public.
- Identify ways to improve administration of the design guidelines.

4. Scope of Work

The City anticipates the project will include three phases:

Phase I – Establish Baseline

These tasks will be completed with City staff and the City’s [Design Review Board](#). The outcome will be a set of findings that will inform the approach taken by the consultant in developing options for the update, provide better direction and priorities, and, likely, influence the new/updated guidelines themselves.

- Assist with public education and outreach to assess community preferences and appropriate aesthetic and design standards.
- Assess adequacy of existing guidelines in terms of content, format and graphics and identify where revisions are most needed.
- Identify important categories for design guidelines (e.g., site planning, site elements, building design, building performance, streetscape, public/private space, pedestrian/vehicle space, etc.).
- Review design guidelines from other similar sized communities to better understand current practices in design review and design guidelines – identify qualities of other design guidelines and review process to consider in update.

Phase II – Recommendations

Based on the set of findings developed in Phase I, the consultant is expected to provide recommendations for the following:

- Including broader issues of appropriateness of design from the standpoint of site design, resource consumption, energy efficiency, and new materials and architectural styles; integrating (or separating) future green building code.
- Integrating (or separating) new subdivision design guidelines.
- Integration and timing of design guidelines for ongoing and future neighborhood center planning efforts (e.g., [Island Center](#)).
- Improving preservation and fit of existing historic buildings and neighborhoods, properties, and features
- Considering landscape design standards.
- Implementing procedural improvements for design review, including improved/updated checklist(s), developing a process for departures from design guidelines, resolving conflicts with land use (zoning) code, creating new information materials for applicants to facilitate the review process, and considering options to make design guidelines more flexible and effective.
- Improving submittal requirements in the City's [Administrative Manual](#).

Phase III – Anticipated Deliverables

- Assistance with meeting facilitation, including preparation of materials appropriate to the purpose of the meeting such as handouts, large exhibits, presentation and other displays. Public meetings and meetings with City staff as necessary. Presentations to the Design Review Board, Planning Commission and City Council.
- Summary of recommendations (from above).
- Outline of design guidelines update including identification of absent content, content to be eliminated, revision of standards, and improved administrative processes.
- Production of internal (working) draft and public review draft of design guidelines document.
- Production of internal (working) draft and review draft of improved/updated checklist(s).
- Production of a final web-based design guidelines document that will be appealing and useful for a range of users including property owners, community members, design professionals, and City staff and review bodies. Document will include images, both photographic and illustrative, of sufficient quality and quantity to graphically convey the intent and meaning of the design guidelines.

5. RFQ Schedule of Events and SOQ Submission

Provided below is the anticipated schedule of events. The City reserves the right to adjust the schedule and to add/remove specific events to meet the unique needs of the Project.

Date Issued:	Friday, July 27, 2018
Deadline for Questions	Friday, August 3, 2018
Deadline for Submittal of Qualifications	Friday, August 17, 2018 - 4:00 p.m.

SOQs should be prepared simply and economically. Special bindings, colored displays, promotional materials, etc. are not desired. Use of recycled paper for SOQs is desirable whenever practicable.

SOQs shall be enclosed in a sealed envelope or package and addressed to the City of Bainbridge Island. The name and address of the firm/team, and the RFQ Title, shall be noted on the outside of the package. All items required for a responsive SOQ shall be included. It is the sole responsibility of the firm/team to ensure that the SOQ package is received no later than the established due date and time at the proper location. SOQs received after the due date and time will not be considered. Facsimile submittals will not be accepted.

Statement of Qualifications Deadline: Two (2) paper copies and one (1) electronic (PDF) file must be received no later than 4:00 p.m., local time, on Friday, August 17, 2018 to the following address:

Submit/Deliver to: City of Bainbridge Island
Department of Planning & Community Development
280 Madison Avenue North
Bainbridge Island, WA 98110
Attn: Gary R. Christensen, AICP
Director, Planning & Community Development

6. Evaluation Criteria and Process

Evaluation criteria include:

- Qualifications of the firm/team members, including understanding of the City's current design guidelines and regulations.
- Relevant past project experience of the firm/team.
- Completeness, clarity, and visual appeal of the application.
- Demonstrated ability to produce an effective set of design guidelines and related administrative documents and forms.
- Demonstrated ability to design and implement an exceptional community outreach and engagement process with meaningful and measurable results.
- Working knowledge of and demonstrated experience with the Smart Growth Manual;
- Success with developing design guidelines in similar communities, as evidenced in previous projects.
- Past history with communities of similar size and character.

The City will appoint an evaluation committee whose responsibilities will include performing technical evaluations of each SOQ and making selection recommendations

based on the evaluation criteria provided above. Evaluations will focus on identifying the relative strengths, weaknesses, and deficiencies associated with each SOQ. The City reserves the right to obtain clarification or additional information from any firm/team regarding its SOQ.

The City reserves the sole right to select the most qualified firm/team(s) based on best overall proposal(s) that is most advantageous to the City. Firms/teams that submit SOQs will be notified of the selection results. Final approval of any selected firm/team is subject to the approval of City Council and/or City officials.

SOQ's should be prepared simply and economically, providing a clear and concise description of the firm/team's capabilities to satisfy the requirements of the request. All qualifications must include the following information:

- a. A cover letter/statement of interest indicating the firm's/team's interest in the project and highlighting its qualifications to perform the project.
- b. A brief overview of the firm/team.
- c. A statement of the firm's/team's qualifications, including brief resumes of key staff members proposed to work on the project. The information should be focused on similar and/or complementary projects. Identification of the project manager and the roles proposed for each team member as well as their qualifications in that area shall also be identified. The firm/team members should be able to exhibit appropriate licenses and certifications for each discipline for which they will be used. Copies of licenses and certifications shall be provided upon the request of the City.
- d. A description of two (2) to three (3) of the most recent projects that included similar scope of work. The following information shall be included for each project: client, project description, key staff member's role, overall budget, contact information of reference person.

7. Terms and Conditions

- a. The City of Bainbridge Island reserves the right to reject all submissions and waive any irregularities and informalities in the information provided.
- b. The City of Bainbridge Island reserves the right to request clarification of information submitted, and to request additional information from any firm/team.
- c. The contract resulting from acceptance of a proposal by the City of Bainbridge Island shall be in a form supplied or approved by the City of Bainbridge Island, and shall reflect the specifications in this RFQ. The City reserves the right to reject any proposed

agreement or contract that does not conform to the specifications contained in the RFQ, and which is not approved by the City Attorney.

- d. The City of Bainbridge Island shall not be responsible for the costs incurred by the firm/team in preparing, submitting or presenting its response to the RFQ.
- e. In submitting qualifications, the respondent agrees to comply with all applicable Federal, State, and City of Bainbridge Island laws in the conduct of work specified herein. The consultant selected to work on this project will be required to obtain a City of Bainbridge Island business license.
- f. The City of Bainbridge Island fully complies with Title VI of the Civil Rights Act of 1964 and related statues in all programs and activities. Those requiring disability accommodations and/or materials made available in an alternate format, please contact the City Clerk at 206.842.2545 or cityclerk@bainbridgewa.gov.

Date of Issuance: July 27, 2018.

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 Platform Design, LLC, a Washington State limited liability company, d/b/a Framework (“Consultant”).

WHEREAS, the City needs professional services in connection with updating the City’s Design Guidelines; 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, 2019, unless sooner terminated by either party as provided below.

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

3. PAYMENT

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

Hourly, plus actual expenses, in accordance with **Attachment A**, but not more than a total of one hundred thirteen thousand five hundred and seventy-three dollars (\$113,573.00);

Fixed Sum: a total amount of \$ _____;

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

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project 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: Framework
 Attn: Lesley Bain
 1221 East Pike Street, Suite 300
 Seattle, WA 98122

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.

PLATFORM DESIGN, LLC, D/B/A
FRAMEWORK

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Lesley Bain, Principal

Morgan Smith, City Manager

Tax I.D. # _____

City Bus. Lic. # _____

ATTACHMENT A
SCOPE OF SERVICES

The six-page scope of work dated October 11, 2018, that was approved as part of this Agreement by the City Council, constitutes the scope of services for this Agreement.

**ATTACHMENT B
INSURANCE REQUIREMENTS**

A. Insurance Term

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

B. No Limitation

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

C. Minimum Scope of Insurance

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

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

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.

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

E. Other Insurance Provision

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

F. Acceptability of Insurers

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

G. Verification of Coverage

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

H. Notice of Cancellation

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

I. Failure to Maintain Insurance

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

J. City Full Availability of Consultant Limits

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

BAINBRIDGE ISLAND DESIGN GUIDELINES UPDATE

SCOPE OF WORK

October 11, 2018

PROJECT OVERVIEW

The City of Bainbridge Island desires to update the City's Design Guidelines to improve the quality of design in the community and support the City's vision for Bainbridge as a sustainable and thriving place. This scope of work addresses the project tasks, timeline, public engagement events, and project milestones and deliverables. Highlights of the scope of work including:

- > Gap Analysis and Existing Conditions Report
- > Public Open House
- > Review and Update Administrative Procedures
- > Design Review Board and City Council Meetings
- > Draft and Final Design Guideline Updates
- > Web-based Design Guidelines (Optional Task)

SCOPE OF WORK

Task 1 - Kick-off and Project Management

1.1 PROJECT KICK-OFF + SITE TOUR

A project kick-off meeting will be held in Bainbridge with the consultant team and City staff to review the project scope, schedule, and major project milestones and deliverables. The consultant team will provide an outline for the public engagement plan and a schedule of events for review and discussion prior to the meeting. Staff and consultant team will also tour recent developments and other sites to understand the key issues to be addressed in the guidelines update and obtain site photos.

1.2 PROJECT MANAGEMENT (ONGOING)

Ongoing project management includes regular updates to the City, the coordination of project tasks for team members and subconsultants, project billing, and coordination with City staff.

1.3 CITY STAFF MEETINGS

Up to four meetings with staff are anticipated during the course of the project to review interim deliverables, plan for public engagement events and discuss the results, review the project schedule, and other project coordination tasks.

Task 2 - Existing Conditions Assessment

2.1 GAP ANALYSIS OF EXISTING GUIDELINES + CODE

The consultant team will review all existing guidelines and the relative sections of development regulations in the COBI Municipal Code. The review and analysis will identify existing gaps in information and recommendations for the design guidelines update including new guidelines, standards, graphics, policies, administration, and the overall design process. In addition, the gap analysis will include a best practices review of plans and design guidelines from other cities. The gap analysis will inform the development of an outline for the design guidelines update with a unified structure and framework.

2.2 STAKEHOLDER INTERVIEWS/FOCUS GROUPS

As part of our baseline assessment of existing conditions it would be beneficial to interview key stakeholders that have been involved in using the design guidelines and the design review process including members of the Design Review Board (DRB), designers, engineers, developers,

and residents. The input received during the stakeholder interviews and/or focus groups will be summarized with the key themes to inform the gap analysis and existing conditions analysis.

Deliverable: Stakeholder Interview/Focus Group Summary

2.3 EXISTING CONDITIONS REPORT

The information compiled under 2.1 and 2.2 will be summarized in an existing conditions report for review and input from City staff, the DRB, and other stakeholders. This input will inform the final existing conditions report and the next phase of work.

2.4 FINAL EXISTING CONDITIONS REPORT

Based on input received under 2.3 the consultant team will finalize the existing conditions report.

Deliverable: Existing Conditions Report

Task 3 - Public Engagement

3.1 PUBLIC ENGAGEMENT PLAN

The consultant team will work with the City to develop a more detailed public engagement plan including details on objectives, engagement methods, key stakeholder groups, public engagement events, meeting dates and locations, public surveys, and deliverables.

Deliverable: Public Engagement Plan

3.2 PUBLIC MEETINGS (2)

The consultant team will lead two public meetings. The first meeting will be to present the findings of the existing conditions analysis, best practices, and opportunities for the design guidelines update. The second public meeting will be focused on presenting recommendations and design guideline concepts for feedback from the public. The meetings will include a combination of informational and interactive boards, a public presentation, Q&A, workshop exercises, and may include live polling and other methods to obtain input. The program for the meetings will be included in the public engagement plan under 3.1.

Deliverable: Public Meeting Materials, Public Meeting Summaries

3.3 DESIGN REVIEW MEETINGS

The consultant team will attend up to four meetings with the Design Review Board (DRB) to get input from the board early on, to review the existing conditions assessment, and to review draft and final design guidelines.

3.4 CITY COUNCIL MEETINGS (2)

The consultant team will attend two City Council Meetings. The first meeting will be to present the findings from the existing conditions analysis and public engagement. The second meeting will be to present the draft design guidelines for input from the City Council.

Task 4 - Design Guidelines

4.1 DOCUMENT DESIGN + OUTLINE

The current guidelines are in multiple separate documents specific to each overlay district and do not follow a unified format or structure. One of the goals for this project is to develop a unified set of guidelines with general guidance and specific focus on the overlay districts. The document design will be high-quality and user friendly with a consistent look and feel throughout. The final document can be adapted to a web-based version using the City's website or a standalone website under 4.5. The document template will include an outline and list of graphics for 4.2. The document template will be provided to the City in the native format for future use.

Deliverable: Document Template and Outline

4.2 GRAPHIC PRODUCTION

Design guidelines should be simple to use and easy to understand including strong graphic communication. Graphics are anticipated to include diagrams and annotated photographs. Graphics will be developed to communicate design concepts and examples in a consistent format for use in print and on the web. The consultant team will provide all final graphics to the City in the preferred format.

Deliverable: Final Graphics

4.3 DRAFT DESIGN GUIDELINES

Based on the final document template, outline, and figure list the draft guidelines will be developed for review and input from City staff, the DRB, and other stakeholders including at the public open house under 3.4. The draft guidelines will pull together all of the existing overlay

districts and design guidelines into a unified format and document structure. The draft guidelines will address the overall design review process and administration including design review checklists.

Deliverable: Draft Design Guidelines

4.4 FINAL DESIGN GUIDELINES

The draft design guidelines will be revised and finalized based on input received on the draft guidelines including at the public open house.

Deliverable: Final Design Guidelines

4.5 WEB-BASED GUIDELINES (OPTIONAL TASK)

If desired by the City the consultant team has the capabilities to develop a web-based version of the design guidelines either using the City’s website or as a standalone website with design for mobile devices. Web-based guidelines have the potential to be more accessible and user friendly as opposed to the standard practice of posting PDF documents for most cities. However, there are good examples of web-based plans and design guidelines that can inform the development web-based guidelines for the City.



Framework

Coates
Design

Berger
Partnership

Total Hours and
Estimated Cost
by Task

	Lesley Bain, Project Manager	Jeff Arango, Lead Planner	Daniel Harris, Planner	Project Support	Matthew Coates, Architect	Jonathan Morley, Landscape Architect	
2018 Hourly Rate	\$175	\$175	\$125	\$60	\$180	\$195	
Task 1: Project Management							
1.1 Kick-off Meeting	6	6	0	0	0	0	12
1.2 Project Management (Ongoing)	10	0	0	0	0	0	10
1.3 Staff Meetings	10	10	0	0	6	6	32
Subtotal	26	16	0	0	6	6	54
Task 2: Existing Conditions Assessment							
2.1 Gap Analysis of Existing Guidelines + Codes	12	10	10	0	8	8	48
2.2 Stakeholder Interviews/Focus Groups	14	14	0	0	0	0	28
2.3 Draft Existing Conditions Assessment Report	12	8	12	0	0	0	32
2.4 Final Existing Conditions Assessment Report	8	6	8	0	0	0	22
Subtotal	46	38	30	0	8	8	130
Task 3: Public Engagement							
3.1 Public Engagement Plan	4	2	0	0	0	0	6
3.2 Public Meetings (2)	14	14	16	0	0	0	44
3.3 Design Review Board Meetings (4)	20	14	0	0	0	0	34
3.4 City Council Meetings (2)	12	6	0	0	0	0	18
Subtotal	50	36	16	0	0	0	102
Task 4: Design Guidelines							
4.1 Document Design + Outline	14	10	20	0	0	0	44
4.2 Graphic Production	20	16	20	60	0	0	116
4.3 Draft Design Guidelines	40	30	24	0	18	24	136
4.4 Final Guidelines	14	10	14	0	0	0	38
4.5 Web-based Guidelines (Optional Task)	10	24	50	20	0	0	104
Subtotal	98	90	128	80	18	24	438
Total Estimated Hours	220	180	174	80	32	38	724
Cost (Hours*Rate)	\$38,500	\$31,500	\$30,450	\$10,000	\$5,760	\$7,410	\$109,720
Project Cost Subtotal	\$96,320						
Expenses (2% of Project Cost)	\$3,853						
Estimated Total Costs	\$100,173						
Optional Web-Based Guidelines	\$13,400						
Total Project Cost with All Options	\$113,573						



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (10:05 PM) Appointment of Deputy Mayor for November 2018 through February 2019 - Mayor Medina,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Appointment

PROPOSED BY: City Council

RECOMMENDED MOTION:

Accept nominations for Deputy Mayor and make appointment.

SUMMARY:

Councilmembers will nominate and appoint a Councilmember to serve as Deputy Mayor for November 2018 through February 2019.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (10:10 PM) Appointments to Island Center Subarea Planning Process Steering Committee - Mayor Medina

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Appointment

PROPOSED BY: City Council

RECOMMENDED MOTION:

I move to appoint John Decker, Asaph Glosser, Sam Marshall, and Mark Tierman to the Island Center Subarea Planning Process Committee.

SUMMARY:

A call for participation was issued for additional volunteers to serve on the Island Center Subarea Plan Steering Committee. The City received ten applications. One applicant withdrew from consideration and two were out of the country during the interview period.

Council Liaison Sarah Blossom and Committee Chair Maradel Gale conducted interviews over a two-day period.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[Clineschmidt - ICPPSC - Redacted.pdf](#)

[Decker - ICPPSC - Redacted.pdf](#)

[Glosser - ISPPSC - Redacted.pdf](#)

[Llewellyn - ICCPPSC - Redacted.pdf](#)

[Marshall - ICPPSC - Redacted.pdf](#)

[Ougland - ICCPPSC - Redacted.pdf](#)

[Tiernan - ICPPSC - Redacted.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Friday, September 7, 2018 8:47:34 AM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name Erik Clineschmidt

Email

Phone

Address

City Bainbridge Island

State WA

Zip 98110

Current Employer Self Employed

Current Position Sound City

I am interested in serving on one of the following advisory groups (select all that apply): Island Center Subarea Planning Process Steering Committee

Experience & Qualifications

Have you served on any city advisory groups in the past? No

If so, please indicate which groups: *Field not completed.*

Please share your qualifications for this appointment (skills, BA Business Administration, UW 1992 Resident of Island Center, 20 years Self Employed Business Owner 5 years

activities, training,
education) if any:

Please share your
community interests
(groups, committees,
organizations) if any:

I owned a business in Winslow for 15 months.

Feel free to attach your
resume (optional):

Field not completed.

Type the Year

2018

How did you hear
about the volunteer
opportunity?

City Announcement

Other

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Saturday, September 8, 2018 5:33:27 PM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name	john decker
Email	
Phone	
Address	
City	Bainbridge Island
State	WASHINGTON
Zip	98110
Current Employer	Decker Studio
Current Position	Architect
I am interested in serving on one of the following advisory groups (select all that apply):	Island Center Subarea Planning Process Steering Committee
Experience & Qualifications	
Have you served on any city advisory groups in the past?	No
If so, please indicate which groups:	<i>Field not completed.</i>
Please share your qualifications for this appointment (skills,	I have worked in the field of architecture and development since 1989. As a licensed Architect, having participated in property development, as an architect, a contractor and an owner I have a

activities, training, education) if any:

clear picture of the implications of planning decisions and the potential benefits and implications of new development. We live in a fantastic place and managing the forthcoming pressures is critical to maintaining the quality of life on the island. Change is inevitable. Smart change requires planning.

Please share your community interests (groups, committees, organizations) if any:

My community interests are centered around environmental preservation, sustainable development, public access to the environment and local voices leading the direction on public processes.

Feel free to attach your resume (optional):

Field not completed.

Type the Year

2018

How did you hear about the volunteer opportunity?

Other - See below

Other

Internet

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Wednesday, September 5, 2018 1:13:05 PM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name Asaph Glosser

Email

Phone

Address

City Bainbridge Island

State WA

Zip 98110

Current Employer MEF Associates

Current Position Principal Associate

I am interested in serving on one of the following advisory groups (select all that apply): Island Center Subarea Planning Process Steering Committee

Experience & Qualifications

Have you served on any city advisory groups in the past? Yes

If so, please indicate which groups: HSFAC (2016, current)

Please share your qualifications for this appointment (skills, Professionally, I lead the Seattle office of a small social policy consulting and research firm. In this capacity I regularly interact with multiple federal, state, local, and non-profit stakeholders

activities, training, education) if any:

around issues facing families and communities. My current work includes a study of housing mobility which has a specific focus on how low-income populations interact with their communities and address issues with livability, affordability, and mobility. In addition to relevant substantive expertise, I also have experience working in groups and communicating collaboratively. This includes roles in facilitating meetings, presenting to elected officials, and participating in collaborative decision-making discussions. I have a BA and an MA in political science.

Please share your community interests (groups, committees, organizations) if any:

I have prior relevant volunteer experience. In addition to my prior and current service on the HSFAC, I am a Board Member at Congregation Kol Shalom (current Secretary), and I volunteer at my children's school (Montessori Country School). In addition, I live in Island Center. I am personally committed to ensuring the livability of my community. I have a strong affection for where I live and this part of the Island, and I feel it's my responsibility to be an active participant in a process that charts the future of this space.

Feel free to attach your resume (optional):

Type the Year

2018

How did you hear about the volunteer opportunity?

City Announcement

Other

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

Asaph Glosser

PRINCIPAL ASSOCIATE



EDUCATION

- 2009 M.A., Political Science, University of Washington**
Subfields: American Politics, Public Policy, Methodology
- 2002 B.A., Political Science, Bates College**
Minor: Criminal Sociology and Law

EXPERIENCE

Mr. Glosser has substantial experience conducting public policy and implementation analysis and research for federal, state, and city clients on an array of health, human services, and workforce topics. He has used expertise in policies relating to welfare, child support enforcement, employment and training, workforce investment, and disability to provide in-depth analysis of specific federal, state, and local programs. He has substantive experience with both quantitative and qualitative research methods.

RELEVANT PROJECTS

Building the Next Generation of Child Support Policy Research and the Benefits and Costs of Child Support Distribution Reform. MEF Associates is leading this project that will explore key policy questions in the child support field and develop a long-term child support research agenda. Project activities include planning and convening a Roundtable consisting of researchers, policy experts, practitioners, and federal staff to develop and disseminate a child support research agenda, as well as collecting qualitative and quantitative data to better understand the facilitators of child support distribution at the state level. The study is funded by the Office of the Assistant Secretary for Planning and Evaluation in the U.S. Department of Health and Human Services. Mr. Glosser is the Project Director.

Understanding Poverty: Childhood and Family Experiences and TANF Office Culture. MEF Associates is leading this project that seeks to better understand poverty and the safety net system. The project, funded by the Administration for Children and Families, involves two separate studies: one study focuses specifically on children's perspectives of living in poverty while the other study centers around client experiences and organizational culture of TANF and other human services offices. This two-pronged approach aims to provide a more comprehensive understanding of ACF's target populations and their experience within the safety net programs, with a specific aim of interviewing young children and identifying exemplars of TANF office culture. Mr. Glosser is the Project Manager.

Subsidized and Transitional Employment Demonstration and Evaluation Project. Subsidized employment programs use public funds to create or support work opportunities for economically disadvantaged people. ACF funded this study to rigorously evaluate up to seven promising programs serving parents who are directly or indirectly connected to TANF, the main cash welfare program for needy families. The evaluation used a random assignment design. MEF is a subcontractor to

MDRC on this evaluation, and it is leading several tasks, including a study of how states implemented subsidized employment under the American Recovery and Reinvestment Act, site recruitment, and a benefit/cost analysis. Mr. Glosser authored implementation and impact evaluation reports for the site. Mr. Glosser also authored a report describing approaches to subsidized employment in Tribal TANF programs.

Pathways for Advancing Careers and Education (PACE). PACE is a ten-year effort, funded by the Administration for Children and Families, seeking to refine, evaluate, and promote knowledge about career pathways. These programs are designed to foster advancement through well-articulated training and employment steps in occupations that are in demand in local communities. MEF Associates is a subcontractor to Abt Associates in this rigorous random assignment evaluation project. Mr. Glosser participated in site development, the implementation of random assignment procedures, and the implementation research. He is leading two sites in Washington State.

Evaluation of the Financial Empowerment Centers Initiative. MEF Associates conducted an evaluation of the Financial Empowerment Center (FEC) initiative. In 2012, the CFE Fund launched a national replication of the FEC model first developed in New York City in 2008. Through the FEC model, the CFE Fund works with local government administrations to integrate one-on-one financial counseling into antipoverty service delivery. The project evaluates the evolution and value of the FEC model. MEF's work includes a detailed case studies and qualitative analysis of the FEC model in six cities and a detailed cost study in one city. Mr. Glosser served as the Project Director.

Seattle Youth Violence Prevention Initiative (SYVPI): Evaluability Assessment. SYVPI is a neighborhood based strategy to connect at-risk youth to services and programs with the goals of reducing juvenile court referrals for violence and reducing suspensions and expulsions from middle schools due to violence-related incidents. Funded by the Seattle City Council, the project involved describing the SYVPI theory of change, evaluating the SYVPI program design and alignment with the theory of change, identifying central evaluation questions, reviewing current implementation, and identifying options for a rigorous impact evaluation. Mr. Glosser served as the Project Director and lead author on the final report.

RELEVANT PUBLICATIONS

Glosser, Asaph, and Emily Ellis. (Forthcoming). *Tribal Solutions: Subsidized Employment Programs Serving American Indians and Alaska Natives*. Washington, DC: Office of Planning, Research, and Evaluation, Administration for Children and Families, U.S. Department of Health and Human Services.

Glosser, A., Judkins, D., and C. Morrison. (2017). *Workforce Development Council of Seattle-King County Health Careers for All Program: Implementation and Early Impact Report*, OPRE Report #2017-106, Washington, DC: Office of Planning, Research, and Evaluation, Administration for Children and Families, U.S. Department of Health and Human Services.

Glosser, Asaph, Bret Barden, and Sonya Williams, with Chloe Anderson. (2016). *Testing Two Subsidized Employment Approaches for Recipients of Temporary Assistance for Needy Families: Implementation and Early Impacts of the Los Angeles County Transitional Subsidized Employment Program*. OPRE Report 2016-77. Washington, DC: Office of Planning, Research and Evaluation, Administration for Children and Families, U.S. Department of Health and Human Services.

Glosser, Asaph, Dan Cullinan, and Emmi Obara (2016). *Simplify, Notify, Modify: Using Behavioral Insights to Increase Incarcerated Parents' Requests for Child Support Modifications*. OPRE Report 2016-43.

Washington, DC: Office of Planning, Research and Evaluation, Administration for Children and Families, U.S. Department of Health and Human Services.

Plotnick, R., Glosser, A., Moore, M., Obara, E. “Increasing Child Support Collections from the Hard-to-Collect: Experimental Evidence from Washington State.” *Social Service Review* 89, no. 3 (September 1, 2015): 427–54.

Glosser, A. Obara, E., Dyke, A., Harris, A., and Kim, E. *Seattle Youth Violence Prevention Initiative – Evaluability Assessment*. MEF Associates: prepared for the City of Seattle – Office of City Auditor. 2014.

Gais, T. Strach, P., Zuber, K., Fishman, M., and Glosser, A. *Poverty and Evidence-Based Governance: The New York City Center for Economic Opportunity*, Rockefeller Report. Albany, NY: Rockefeller Institute of Government. 2014.

Glosser, A., Hamadyk, J., Gardiner, K., and Fishman, M. *Innovative Strategies for Increasing Self-Sufficiency Career Pathways Profile: Washington’s Integrated Basic Education and Skills Training (I-BEST) Program in Three Colleges*. Washington, DC: Office of Planning, Research and Evaluation, Administration for Children and Families, U.S. Department of Health and Human Services. 2014.

Glosser, A., Hamadyk, J., Wille, J. *Innovative Strategies for Increasing Self-Sufficiency Career Pathways Profile: Workforce Development Council of Seattle-King County’s Health Careers for All Program*. Washington, DC: Office of Planning, Research and Evaluation, Administration for Children and Families, U.S. Department of Health and Human Services. 2014.

AWARDS

Cum Laude graduate, Bates College.

Garold W. Thumm Prize in Politics. Awarded by vote of the faculty of the Department of Political Science at Bates College to the political science major whose senior thesis is judged to be the most outstanding in empirical politics.

U.S Department of Health and Human Services’ Administration for Children and Families, Outstanding Contractor. Member of Lewin Group team receiving the 2006 award.

PROFESSIONAL HISTORY

MEF Associates	Research Associate/Senior Research Associate/Principal Associate	2010–Present
The Lewin Group	Research Analyst/Associate	2002-2008

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Saturday, September 1, 2018 10:17:44 AM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name Jim Llewellyn

Email

Phone

Address

City Bainbridge Island

State WA

Zip 98110

Current Employer Self

Current Position Owner

I am interested in serving on one of the following advisory groups (select all that apply):
Island Center Subarea Planning Process Steering Committee

Experience & Qualifications

Have you served on any city advisory groups in the past? No

If so, please indicate which groups: *Field not completed.*

Please share your qualifications for this appointment (skills, Familiarity with most aspects of city operation from 8 years on City Council. Property owner in Island Center for 40 years. Business owner in Island Center. Resident of Island Center for

activities, training, education) if any: 11 years. Reasonably well acquainted with most of the business owners and many residents of the area. MBA Seattle Univ.

Please share your community interests (groups, committees, organizations) if any: Have served on City Council, Chamber of Commerce BOD, Housing Resources BOD, Bainbridge TV BOD, Bainbridge Economic Council, Port Madison Yacht Club BOD, Pacific NW Ski Instructors BOD, Mountaineers Climbing Committee, Currently on hiatus from civic involvement.

Feel free to attach your resume (optional): *Field not completed.*

Type the Year 2018

How did you hear about the volunteer opportunity? City Announcement

Other *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Friday, September 7, 2018 12:03:44 PM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name	Sam Marshall
Email	
Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	City of Seattle, Department of Transportation
Current Position	Planning & Development Specialist
I am interested in serving on one of the following advisory groups (select all that apply):	Island Center Subarea Planning Process Steering Committee
Experience & Qualifications	
Have you served on any city advisory groups in the past?	No
If so, please indicate which groups:	<i>Field not completed.</i>
Please share your qualifications for this appointment (skills,	I am a Planning & Development Specialist for the City of Seattle's Department of Transportation. I have experience developing policy and performance metrics that assess

activities, training, education) if any:

community outcomes, as well as experience developing community programs. Equity and community resiliency have been at the center of this work. I also have experience improving information flow and communications to maximize public benefit. I hold a Master's degree in public policy from the Evans School of Public Policy and Governance at UW, and a BS in agriculture from Oregon State University. I am a graduate of Bainbridge High School (2003).

Please share your community interests (groups, committees, organizations) if any:

Field not completed.

Feel free to attach your resume (optional):

Field not completed.

Type the Year

2018

How did you hear about the volunteer opportunity?

City Announcement

Other

Field not completed.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Friday, September 7, 2018 1:06:20 AM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name Ingrid Ougland

Email

Phone

Address

City Bainbridge Island

State WA

Zip 98110

Current Employer Wilderness Land Trust

Current Position Director of Communications

I am interested in serving on one of the following advisory groups (select all that apply): Island Center Subarea Planning Process Steering Committee

Experience & Qualifications

Have you served on any city advisory groups in the past? No

If so, please indicate which groups: *Field not completed.*

Please share your qualifications for this appointment (skills, I have experience leading guidance teams and task forces in my 17 year career as a communications manager at Virginia Mason and now as a director of communications with The Wilderness

activities, training, education) if any:	Land Trust. I have experience developing collaborative partnerships with the public and private sectors.
Please share your community interests (groups, committees, organizations) if any:	I have been involved in suicide prevention work on the island and have volunteered with the schools. I have also helped organize various community gatherings. I am a board member with Washington Green Schools and volunteer with Refugees Northwest.
Feel free to attach your resume (optional):	<i>Field not completed.</i>
Type the Year	2018
How did you hear about the volunteer opportunity?	Other - See below
Other	My neighbor

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Sunday, August 26, 2018 9:44:30 AM

Citizen Advisory Group Application

Step 1

Please complete the form below if you are interested in serving on a committee or commission. Once completed, this form will become part of the City's Volunteer Roster. Please note: once submitted, this application becomes a public record. Your address and contact information will not be shared.

Applicant Name mark tiernan

Email

Phone

Address

City Bainbridge Island

State WA

Zip 98110

Current Employer Tiernan's Home Improvements LLC

Current Position Owner

I am interested in serving on one of the following advisory groups (select all that apply):
Island Center Subarea Planning Process Steering Committee

Experience & Qualifications

Have you served on any city advisory groups in the past? No

If so, please indicate which groups: *Field not completed.*

Please share your qualifications for this appointment (skills, Over 23 years working as a Commercial Real Estate Professional leading teams in the success of management and development of Real Property for the Federal Government.

activities, training, education) if any:	Graduated with a B.A. in Business Mgt and Finance from U/Mass Boston. Also graduated from the USDA Executive Leadership program. Skilled at negotiating with diverse work-groups to accomplish organizationally goals.
Please share your community interests (groups, committees, organizations) if any:	Currently am a volunteer for Helpline House and Island Volunteer Caregivers. Also was a volunteer track coach for the Woodward track and Field team.
Feel free to attach your resume (optional):	<i>Field not completed.</i>
Type the Year	2018
How did you hear about the volunteer opportunity?	Social Media
Other	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (10:15 PM) Agenda Bill for Consent Agenda,

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to approve the consent agenda as presented.

SUMMARY:

Consider approval of the following Consent Agenda items:

1. Accounts Payable and Payroll;
2. City Council Special Meeting Minutes, September 22, 2018;
3. City Council Regular Business Meeting Minutes, October 9, 2018;
4. Resolution No. 2018-25, Recognizing Road Vacation of County Road No. 229 by Operation of Law - Public Works

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME:

AGENDA ITEM: Accounts Payable and Payroll

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Finance & Administrative Services

RECOMMENDED MOTION:

Approve with Consent Agenda

SUMMARY:

Consider approval of accounts payable and payroll.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[PAYROLL.pdf](#)

[Report to Council of Cash Disbursements 10-24-18.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

PAYROLL

PAYROLL CHECK RUN: 10 - 20 - 2018

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	10/20/2018	043010 - 043133	P/R check run - direct deposit	298,243.95
Normal	10/20/2018	108723 - 108727	P/R check run - regular	20,004.93
Vendor	10/20/2018	108728 - 108739	P/R vendor check run	121,125.92
EFTPS	10/20/2018		Federal Tax Electronic Transfer	118,939.02
			TOTAL:	558,313.82

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

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

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

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: October 8, 2018 - October 22, 2018
CITY COUNCIL: October 9, 2018 - October 23, 2018

Last check from previous run: 348650 dated 10/10/2018 issued to Benefit Administration Co LLC in the amount of \$250.80

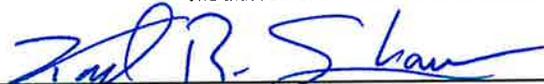
Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	N/A	N/A		N/A
ACH	N/A	N/A		N/A
EFT	N/A	N/A		N/A
VOID	8/29/18	348303	PW/Bainbridge Island Electric/Lost check	N/A
VOID	10/15/18	348764	PCD/WA State DOL/Notary license fee: Carla Lundgren (not needed)	N/A
Manual	10/4/18	348751	ENG/SeaLevel Bulkhead Builders/Winslow Way Ravine outfall	62,457.74
Manual	10/8/18	348752	PCD/CCHD Consulting/Permit fee refunds: BLD22875,22876,23392	10,516.60
Manual	10/8/18	348753	POL/Elizabeth Ozimek/Bike for Pie deposit refund	200.00
Manual	10/11/18	348754	PW/Bainbridge Island Electric/Replaces lost check 348303	561.66
Manual	10/11/18	348755	Puget Sound Energy/Citywide electric - September 2018	29,139.05
Manual	10/11/18	348756	ENG,POL/WA St Dept of Labor/Q3 2018 volunteer hours	71.85
Manual	10/12/18	348757	EX/Bainbridge Chorale/Cultural Funding	1,000.00
Manual	10/12/18	348758	GEN/Bloedel Reserve/Q2 2018 LTAC	4,210.34
Manual	10/12/18	348759	CenturyLink/Citywide telemetry - October 2018	1,363.51
Manual	10/12/18	348760	EX/Arnie Sturham/Taste of Lynwood matching grant	5,000.00
Manual	10/12/18	348761	Verizon/Citywide cellular phone services - September 2018	5,612.81
Manual	10/15/18	348762	ENG/Cascadia Archaeology/Cultural resources report	4,164.00
Manual	10/15/18	348763	PCD/WA State Dept of Ecology/Coastal training: Greetham	150.00
Manual	10/15/18	348764	PCD/WA State DOL/Notary license fee: Carla Lundgren	30.00
Manual	10/16/18	348765	US Bank/Credit card purchases - September 2018	26,180.89
Manual	10/17/18	348766	EXCC/Municipal Clerks Assoc/ORMCA annual dues	100.00
Manual Checks and Electronic Disbursements				150,758.45

Regular Run	10/10/18	348767-348888	Regular Check Run	314,558.97
				465,317.42

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

Prepared and Reviewed by  Carrie Christianson, Senior Accounting Technician

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


Karl R. Shaw, Accounting Manager

10-18-2018
Date

VOID
 @ 10/10/18 KRS
 10-11-18

10/10/2018 11:16 |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

348303	08/29/2018	VOID	50 BAINBRIDGE ISLAND EL	224851	20180076	08/10/2018			-561.66
	Invoice: 20180076					PW/SOOWA CABLE			
					-561.66	73011897	548100	O&M-C/E-PWYD FAC-REPAIRS	
								CHECK 348303 TOTAL:	-561.66
								NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL ***	-561.66
								COUNT	AMOUNT
								-----	-----
								TOTAL VOIDED CHECKS 1	561.66
								*** GRAND TOTAL ***	-561.66

Payment never received by vendor.
 Void for reissue.

10/10/2018 11:16 |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	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	100	APP 001-213000					GENERAL - ACCOUNTS PAYABLE			561.66
10/10/2018	348303	VOID				AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH		561.66		
10/10/2018	348303	VOID				AP CASH DISBURSEMENTS JOURNAL				
							GENERAL LEDGER TOTAL		561.66	561.66
APP 631-130000						DUE TO/FROM CLEARING				561.66
10/10/2018	08/26/18	VOID								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING		561.66		
10/10/2018	08/26/18	VOID								
							SYSTEM GENERATED ENTRIES TOTAL		561.66	561.66
							JOURNAL 2018/10/100	TOTAL	1,123.32	1,123.32

10/10/2018 11:16
cchristianson

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 10	100	10/10/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING	561.66	
001-213000				GENERAL - ACCOUNTS PAYABLE		561.66
				FUND TOTAL	561.66	561.66
631 CLEARING FUND	2018 10	100	10/10/2018			
631-130000				DUE TO/FROM CLEARING		561.66
635-111100				CASH	561.66	
				FUND TOTAL	561.66	561.66

10/10/2018 11:16
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			561.66
631 CLEARING FUND		561.66	
	TOTAL	561.66	561.66

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

VOID

 (cc) 10/17/18
 K123 10-17-18

10/17/2018 14:05 | CITY OF BAINBRIDGE ISLAND
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
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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

348764	10/15/2018	VOID	123 WA ST DEPT OF LICENS	226223	LIC FEE: CL	10/15/2018	-30.00
Invoice: LIC FEE: CL			PCD/NOTARY LICENSE FEE: C. LUNDGREN				
				-30.00	63470588 549100	CUR-DEV PLAN-DUES/SUBSCR	
						CHECK 348764 TOTAL:	-30.00
NUMBER OF CHECKS 1						*** CASH ACCOUNT TOTAL ***	-30.00
						COUNT	AMOUNT
						-----	-----
TOTAL VOIDED CHECKS						1	30.00
						*** GRAND TOTAL ***	-30.00

Check returned from requestor, not needed.
 Voided check & invoice in munis.

10/17/2018 14:05
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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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				
2018 10	205									
APP 407-213000						ACCOUNTS PAYABLE			30.00	
	10/17/2018	348764	VOID			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH		30.00		
	10/17/2018	348764	VOID			AP CASH DISBURSEMENTS JOURNAL				
							-----	-----		
							GENERAL LEDGER TOTAL		30.00	30.00
APP 631-130000						DUE TO/FROM CLEARING			30.00	
	10/17/2018	M101518	VOID							
APP 407-130000						DUE TO/FROM CLEARING		30.00		
	10/17/2018	M101518	VOID							
							-----	-----		
							SYSTEM GENERATED ENTRIES TOTAL		30.00	30.00
							-----	-----		
							JOURNAL 2018/10/205	TOTAL	60.00	60.00

10/17/2018 14:05
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
407 BUILDING & DEVELOPMENT FUND	2018 10	205	10/17/2018			
407-130000				DUE TO/FROM CLEARING	30.00	
407-213000				ACCOUNTS PAYABLE		30.00
				FUND TOTAL	30.00	30.00
631 CLEARING FUND	2018 10	205	10/17/2018			
631-130000				DUE TO/FROM CLEARING		30.00
635-111100				CASH	30.00	
				FUND TOTAL	30.00	30.00

10/17/2018 14:05
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
407 BUILDING & DEVELOPMENT FUND			30.00
631 CLEARING FUND		30.00	
	TOTAL	30.00	30.00

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

Manual
 (cc) 10/4/18

10/04/2018 15:40 | 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

 348751 10/04/2018 PRTD 5890 SEALEVEL BULKHEAD BU 225878 PAYREQ1-776 09/28/2018 21800089 M100418 62,457.74
 Invoice: PAYREQ1-776 WINSLOW WAY RAVINE OUTFALL
 62,457.74 72433438 66300000776 WINSLOW RAVINE OUTFALL-CONSTR

CHECK 348751 TOTAL: 62,457.74

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 62,457.74

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	62,457.74

*** GRAND TOTAL *** 62,457.74

10/04/2018 15:40 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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 |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				
2018 10	39								
APP 403-213000					ACCOUNTS PAYABLE		62,457.74		
	10/04/2018 M100418	100418			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH			62,457.74	
	10/04/2018 M100418	100418			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL							62,457.74	62,457.74	
APP 631-130000					DUE TO/FROM CLEARING		62,457.74		
	10/04/2018 M100418	100418							
APP 403-130000					DUE TO/FROM CLEARING			62,457.74	
	10/04/2018 M100418	100418							
SYSTEM GENERATED ENTRIES TOTAL							62,457.74	62,457.74	
JOURNAL 2018/10/39 TOTAL							124,915.48	124,915.48	

10/04/2018 15:40
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 |A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
403	2018 10	39	10/04/2018	STORM & SURFACE WATER FUND		
				403-130000 DUE TO/FROM CLEARING		62,457.74
				403-213000 ACCOUNTS PAYABLE	62,457.74	
				FUND TOTAL	62,457.74	62,457.74
631	2018 10	39	10/04/2018	CLEARING FUND		
				631-130000 DUE TO/FROM CLEARING	62,457.74	
				635-111100 CASH		62,457.74
				FUND TOTAL	62,457.74	62,457.74

10/04/2018 15:40
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
403 STORM & SURFACE WATER FUND			62,457.74
631 CLEARING FUND		62,457.74	
	TOTAL	62,457.74	62,457.74

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

Manual

cc 10/8/18

10/08/2018 13:15 |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

348752	10/08/2018	PRTD	9052	CCHD CONSULTING LLC	225882	10/05/18		10/05/2018	M100818	10,516.60
	Invoice: 10/05/18							REFUND DUP FEES: BLD22875, 22876,23392		
					3,483.80	47148	322100	BUILDINGS, STRUCT. & EQ		
					3,483.80	47148	322100	BUILDINGS, STRUCT. & EQ		
					3,549.00	47148	322100	BUILDINGS, STRUCT. & EQ		
								CHECK	348752 TOTAL:	10,516.60

348753	10/08/2018	PRTD	9051	ELIZABETH OZIMEK	225881	SEP 18-32		10/03/2018	M100818	200.00
	Invoice: SEP 18-32							POL/BIKE FOR PIE DEPOSIT REFUND		
					200.00	62238	386000	PARK/DOCK USE DEPOSIT		
								CHECK	348753 TOTAL:	200.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 10,716.60

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	10,716.60

*** GRAND TOTAL *** 10,716.60

10/08/2018 13:15
 cchristianson

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

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 |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	67							
APP 407-213000					ACCOUNTS PAYABLE		10,516.60	
10/08/2018	M100818	100818			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			10,716.60
10/08/2018	M100818	100818			AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000					ACCOUNTS PAYABLE		200.00	
10/08/2018	M100818	100818			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL							10,716.60	10,716.60
APP 631-130000					DUE TO/FROM CLEARING		10,716.60	
10/08/2018	M100818	100818						
APP 407-130000					DUE TO/FROM CLEARING			10,516.60
10/08/2018	M100818	100818						
APP 622-130000					DUE TO/FROM CLEARING			200.00
10/08/2018	M100818	100818						
SYSTEM GENERATED ENTRIES TOTAL							10,716.60	10,716.60
JOURNAL 2018/10/67 TOTAL							21,433.20	21,433.20

10/08/2018 13:15
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
407 BUILDING & DEVELOPMENT FUND	2018 10	67	10/08/2018			
407-130000				DUE TO/FROM CLEARING		10,516.60
407-213000				ACCOUNTS PAYABLE	10,516.60	
				FUND TOTAL	10,516.60	10,516.60
622 EXPENDABLE TRUST FUND	2018 10	67	10/08/2018			
622-130000				DUE TO/FROM CLEARING		200.00
622-213000				ACCOUNTS PAYABLE	200.00	
				FUND TOTAL	200.00	200.00
631 CLEARING FUND	2018 10	67	10/08/2018			
631-130000				DUE TO/FROM CLEARING	10,716.60	
635-111100				CASH		10,716.60
				FUND TOTAL	10,716.60	10,716.60

10/08/2018 13:15
cchristianson

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

JOURNAL ENTRIES TO BE CREATED

|P 4
|apcshdsb

FUND		DUE TO	DUE FROM
407 BUILDING & DEVELOPMENT FUND			10,516.60
622 EXPENDABLE TRUST FUND			200.00
631 CLEARING FUND		10,716.60	
	TOTAL	10,716.60	10,716.60

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

CASH ACCOUNT: 635 111100 CASH			VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME						
INVOICE DTL DESC								
Invoice: IL11SEP18			20.90	91111263 547100				
					STREET LIGHTS WW MAD TO 305			
					GG-STRT-STREET LIGHTING-UTIL			
			225909	520-330SEP18	10/01/2018		M101118	54.59
Invoice: 520-330SEP18			54.59	91011768 547100	210 WINSLOW; IRRIGATION/CHARGEPOINT			
					GG-C/E-PARKS-ELECTRIC			
			225910	823SEP18	10/01/2018		M101118	10.42
Invoice: 823SEP18			10.42	91011768 547100	BRIAN DR N/BOOTH EL PANEL			
					GG-C/E-PARKS-ELECTRIC			
			225911	682-B-SEP18	10/01/2018		M101118	28.62
Invoice: 682-B-SEP18			28.62	91111263 547100	MUNIC PARKING LOT/BOOTH EL PANEL			
					GG-STRT-STREET LIGHTING-UTIL			
			225912	736SEP18	10/01/2018		M101118	70.36
Invoice: 736SEP18			70.36	91011768 547100	SHANNON DR/WFP RESTROOM			
					GG-C/E-PARKS-ELECTRIC			
			225913	040-581SEP18	10/01/2018		M101118	129.07
Invoice: 040-581SEP18			129.07	91421355 547100	3900 HALLS HILL ROAD PUMP			
					GG-SWR-ELECTRIC			
			225914	884SEP18	10/01/2018		M101118	148.69
Invoice: 884SEP18			148.69	91421355 547100	SLS FERRY TERMINAL			
					GG-SWR-ELECTRIC			
			225915	111SEP18	10/01/2018		M101118	370.60
Invoice: 111SEP18			370.60	91011215 547100	POL STN METER 2			
					GG-C/E-PD-ELECTRIC			
			225916	717SEP18	10/01/2018		M101118	239.70
Invoice: 717SEP18			239.70	91011215 547100	POL STN METER 1			
					GG-C/E-PD-ELECTRIC			
			225917	520-374SEP18	10/01/2018		M101118	58.71
Invoice: 520-374SEP18			58.71	91111264 547100	SIGNAL AT 108 OLYMPIC DR SE			
					GG-STREET-TRAF CONTROL-UTILITY			
			225918	520-136SEP18	10/01/2018		M101118	3,280.24
Invoice: 520-136SEP18			3,280.24	91411345 547100	HOB BOOSTER PUMP/WELL			
					GG-WTR-ELECTRIC			
			225919	IL5SEP18	10/01/2018		M101118	99.85
Invoice: IL5SEP18			99.85	91111263 547100	COMMODORE OFF HS @ OLYMPIC			
					GG-STRT-STREET LIGHTING-UTIL			
			225920	021SEP18	10/01/2018		M101118	105.94
Invoice: 021SEP18			105.94	91421355 547100	SLS-3 TREATMENT PLANT			
					GG-SWR-ELECTRIC			
			225921	291SEP18	10/01/2018		M101118	14.31

CASH ACCOUNT: 635			111100	CASH					
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
Invoice: 291SEP18						HEAD OF BAY WELL FIELD			
				14.31	91411345 547100				
				225922	031SEP18	10/01/2018		M101118	119.02
Invoice: 031SEP18						SLS-6 LOVELL LOWER			
				119.02	91421355 547100				
				225923	IL12SEP18	10/01/2018		M101118	73.28
Invoice: IL12SEP18						STREET LIGHTS WW 305 FERNCLIFF			
				73.28	91111263 547100				
				225924	573SEP18	10/01/2018		M101118	13.45
Invoice: 573SEP18						COMMODORE/HS RESERVOIR			
				13.45	91411345 547100				
				225925	040-714SEP18	10/01/2018		M101118	10.42
Invoice: 040-714SEP18						7095 NE TWIN PONDS RD			
				10.42	91021182 547100				
				225926	206SEP18	10/01/2018		M101118	364.44
Invoice: 206SEP18						4586 POINT WHITE DR NE			
				364.44	91421355 547100				
				225927	256SEP18	10/01/2018		M101118	313.13
Invoice: 256SEP18						SLS-8 HWY 305/HARBORVIEW			
				313.13	91421355 547100				
				225928	636SEP18	10/01/2018		M101118	66.72
Invoice: 636SEP18						SLS-7 WING POINT WAY			
				66.72	91421355 547100				
				225929	888SEP18	10/01/2018		M101118	198.49
Invoice: 888SEP18						NE HS RD PUMP			
				198.49	91411345 547100				
				225930	658SEP18	10/01/2018		M101118	63.59
Invoice: 658SEP18						SLS-4 IRENE/LOWER HAWLEY			
				63.59	91421355 547100				
				225931	520-298SEP18	10/01/2018		M101118	216.58
Invoice: 520-298SEP18						SLS-5 WW/SUNDAY COVE			
				216.58	91421355 547100				
				225932	640SEP18	10/01/2018		M101118	13.64
Invoice: 640SEP18						BRIAN DR S/BOOTH EL PANEL			
				13.64	91011768 547100				
				225933	983SEP18	10/01/2018		M101118	11.54
Invoice: 983SEP18						MILLER RD NE BEACON			
				11.54	91111264 547100				
				225934	067SEP18	10/01/2018		M101118	10.42

CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME					
Invoice: 067SEP18								
				10.42	91111263	547100	MADISON PARKING LOT GG-STRT-STREET LIGHTING-UTIL	
				225935	IL7SEP18		10/01/2018 M101118	73.72
Invoice: IL7SEP18				73.72	91111263	547100	MADISON PRJ HS TO WINSLOW II GG-STRT-STREET LIGHTING-UTIL	
				225936	466SEP18		10/01/2018 M101118	10.42
Invoice: 466SEP18				10.42	91111264	547100	MADISON/HS RAINBRINGER GG-STREET-TRAF CONTROL-UTILITY	
				225937	093SEP18		10/01/2018 M101118	3,473.90
Invoice: 093SEP18				3,473.90	91411345	547100	FLETCHER BAY WELL FIELD GG-WTR-ELECTRIC	
				225938	444SEP18		10/01/2018 M101118	304.11
Invoice: 444SEP18				304.11	91011755	547100	BI COMMONS - 402 BJUNE GG-C/E-COMMONS-ELECTRIC	
				225939	461SEP18		10/01/2018 M101118	6,385.54
Invoice: 461SEP18				6,385.54	91425358	547100	WWTP-1220 DONALD PL GG-WWTP-ELECTRIC	
				225940	WW&305SEP18		10/01/2018 M101118	511.08
Invoice: WW&305SEP18				511.08	91111264	547100	WINSLOW WAY & 305 GG-STREET-TRAF CONTROL-UTILITY	
				225941	831SEP18		10/01/2018 M101118	4,442.53
Invoice: 831SEP18				4,442.53	91411345	547100	SANDS AVE WELL FIELD GG-WTR-ELECTRIC	
				225942	797SEP18		10/01/2018 M101118	103.77
Invoice: 797SEP18				103.77	91011255	547100	MUNI COURT - METER E3 GG-C/E-COURT BLDG-ELECTRIC	
				225943	247SEP18		10/01/2018 M101118	12.84
Invoice: 247SEP18				12.84	91435838	547100	SSWM/DECANT FAC GG-DECANT-ELECTRIC	
				225944	143SEP18		10/01/2018 M101118	11.14
Invoice: 143SEP18				11.14	91111264	547100	REITAN RD/WELCOME TO BI GG-STREET-TRAF CONTROL-UTILITY	
				225945	IL1SEP18		10/01/2018 M101118	216.39
Invoice: IL1SEP18				216.39	91111263	547100	ERCKSN/MDSN/WNSLW/KNCHTL GG-STRT-STREET LIGHTING-UTIL	
				225946	710SEP18		10/01/2018 M101118	249.77
Invoice: 710SEP18				249.77	91421355	547100	SLS-2 VILLAGE CENTER GG-SWR-ELECTRIC	
				225947	893SEP18		10/01/2018 M101118	694.12

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
Invoice: 893SEP18						MUNI STREET LIGHTING			
				694.12	91111263 547100				
				225948	040-751SEP18	10/01/2018		M101118	10.52
Invoice: 040-751SEP18						520 ERICKSEN AVE PRV			
				10.52	91411345 547100				
				225949	SPEINGSEP18	10/01/2018		M101118	51.06
Invoice: SPEINGSEP18						SPRINGRIDGE RD/HANSEN HILL			
				51.06	91111263 547100				
				225950	LYNCTRSEP18	10/01/2018		M101118	84.14
Invoice: LYNCTRSEP18						4238 LYNWOOD CENTER RD, BLOSSOM HILL			
				84.14	91111263 547100				
				225951	BKLYN&MADSEP18	10/01/2018		M101118	13.74
Invoice: BKLYN&MADSEP18						NEW BROOKLYN & MAD AVE STREET LT			
				13.74	91111263 547100				
				225952	2360-MADSEP18	10/01/2018		M101118	13.74
Invoice: 2360-MADSEP18						2360 MAD AVE N - E ENTRANCE ST LT			
				13.74	91111263 547100				
				225953	MAD&ORDSEP18	10/01/2018		M101118	13.74
Invoice: MAD&ORDSEP18						MAD AVE N, ORDWAY CROSS ST LT			
				13.74	91111263 547100				
				225954	NKLYN&NTOWNSEP18	10/01/2018		M101118	13.74
Invoice: NKLYN&NTOWNSEP18						NEW BROOKLYN & N TOWN ST LT			
				13.74	91111263 547100				
				225955	WING&AZALEASEP18	10/01/2018		M101118	11.33
Invoice: WING&AZALEASEP18						WING PT & AZALEA AVE NE ST LT			
				11.33	91111263 547100				
				225956	W.OFMAD-PH1SEP18	10/01/2018		M101118	941.01
Invoice: W.OFMAD-PH1SEP18						W. OF MAD-BAINBRIDGE CO PH1			
				941.01	91111263 547100				
				225957	E.OFMAD-PH2SEP18	10/01/2018		M101118	1,866.11
Invoice: E.OFMAD-PH2SEP18						E. OF MAD-BAINBRIDGE CO PH2			
				1,866.11	91111263 547100				
				225958	MAD&H.S.SEP18	10/01/2018		M101118	43.62
Invoice: MAD&H.S.SEP18						MAD AVE/H.S. AVE ST LT			
				43.62	91111263 547100				
				225959	2665SEP18	10/01/2018		M101118	127.09
Invoice: 2665SEP18						301 SHANNON DR SE, WFP			
				127.09	91011768 547100				
				225960	2681SEP18	10/01/2018		M101118	10.63

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL	SRC ACCOUNT			ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 10	130							
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		3,693.70	
10/11/2018	M101118	101118			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			29,139.05
10/11/2018	M101118	101118			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000					ACCOUNTS PAYABLE		11,928.95	
10/11/2018	M101118	101118			AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000					STREETS - ACCOUNTS PAYABLE		5,054.66	
10/11/2018	M101118	101118			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000					ACCOUNTS PAYABLE		8,448.90	
10/11/2018	M101118	101118			AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000					ACCOUNTS PAYABLE		12.84	
10/11/2018	M101118	101118			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL							29,139.05	29,139.05
APP 631-130000					DUE TO/FROM CLEARING		29,139.05	
10/11/2018	M101118	101118						
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			3,693.70
10/11/2018	M101118	101118						
APP 401-130000					DUE TO/FROM CLEARING			11,928.95
10/11/2018	M101118	101118						
APP 101-130000					STREETS - DUE TO/FROM CLEARING			5,054.66
10/11/2018	M101118	101118						
APP 402-130000					DUE TO/FROM CLEARING			8,448.90
10/11/2018	M101118	101118						
APP 403-130000					DUE TO/FROM CLEARING			12.84
10/11/2018	M101118	101118						
SYSTEM GENERATED ENTRIES TOTAL							29,139.05	29,139.05
JOURNAL 2018/10/130 TOTAL							58,278.10	58,278.10

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 10	130	10/11/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		3,693.70
001-213000				GENERAL - ACCOUNTS PAYABLE	3,693.70	
				FUND TOTAL	3,693.70	3,693.70
101 STREET FUND	2018 10	130	10/11/2018			
101-130000				STREETS - DUE TO/FROM CLEARING		5,054.66
101-213000				STREETS - ACCOUNTS PAYABLE	5,054.66	
				FUND TOTAL	5,054.66	5,054.66
401 WATER OPERATING FUND	2018 10	130	10/11/2018			
401-130000				DUE TO/FROM CLEARING		11,928.95
401-213000				ACCOUNTS PAYABLE	11,928.95	
				FUND TOTAL	11,928.95	11,928.95
402 SEWER OPERATING FUND	2018 10	130	10/11/2018			
402-130000				DUE TO/FROM CLEARING		8,448.90
402-213000				ACCOUNTS PAYABLE	8,448.90	
				FUND TOTAL	8,448.90	8,448.90
403 STORM & SURFACE WATER FUND	2018 10	130	10/11/2018			
403-130000				DUE TO/FROM CLEARING		12.84
403-213000				ACCOUNTS PAYABLE	12.84	
				FUND TOTAL	12.84	12.84
631 CLEARING FUND	2018 10	130	10/11/2018			
631-130000				DUE TO/FROM CLEARING	29,139.05	
635-111100				CASH		29,139.05
				FUND TOTAL	29,139.05	29,139.05

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			3,693.70
101 STREET FUND			5,054.66
401 WATER OPERATING FUND			11,928.95
402 SEWER OPERATING FUND			8,448.90
403 STORM & SURFACE WATER FUND			12.84
631 CLEARING FUND		29,139.05	
	TOTAL	29,139.05	29,139.05

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CASH ACCOUNT: 635 111100 CASH

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

348757	10/12/2018	PRTD	8904 BAINBRIDGE CHORALE	225969	S201824	08/09/2018		M101118	1,000.00
			Invoice: S201824			CULTURAL FUNDING - OPERATING S			
				1,000.00	31011732 541100	EX-GF-CULTURAL ARTS & SCIENCES			
								CHECK 348757 TOTAL:	1,000.00
348758	10/12/2018	PRTD	5923 THE BLOEDEL RESERVE	225970	INV-00121	08/28/2018		M101118	4,210.34
			Invoice: INV-00121			Q2 2018 LTAC: EXCITEMENT IN THE O			
				4,210.34	91140573 541100	GG-TOUR-PROF SERVICES			
								CHECK 348758 TOTAL:	4,210.34
348759	10/12/2018	PRTD	551 CENTURYLINK	225886	0225OCT18	10/02/2018		M101118	104.17
			Invoice: 0225OCT18			O&M FIRE ALARM MONIT			
				104.17	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
			Invoice: 0754OCT18			FLETCHER BAY WELL TELEM			72.94
				72.94	91411891 542100	GG-WTR-FAC-PHONE			
			Invoice: 1745OCT18			C.H. ELEVATOR SVC LINE			50.03
				50.03	91011189 542100	GG-C/E-CITY HALL-PHONE			
			Invoice: 3736OCT18			C.H. FIRE ALARM MONIT			104.17
				104.17	91011189 542100	GG-C/E-CITY HALL-PHONE			
			Invoice: 5211OCT18			POL PHONE SVCS			188.26
				188.26	91011215 542100	GG-C/E-PD-PHONE			
			Invoice: 8731OCT18			COMMONS FIRE ALARM MONIT			47.61
				47.61	91011755 542100	GG-C/E-COMMONS-PHONE			
			Invoice: 9136OCT18			C.H. SECURITY ALARM MONIT.			141.11
				141.11	91011189 542100	GG-C/E-CITY HALL-PHONE			
			Invoice: 9791OCT18			POL TI MANDUS TELCOM			137.80
				137.80	91011215 542100	GG-C/E-PD-PHONE			
			Invoice: 9840OCT18			HEAD OF BAY WELL TELEM			50.35
				50.35	91411891 542100	GG-WTR-FAC-PHONE			
			Invoice: 9858OCT18			SANDS AVE WELL TELEM			50.35

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CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
				50.35	91411891 542100				
						GG-WTR-FAC-PHONE			
				225966	0456OCT18	10/02/2018		M101118	416.72
Invoice: 0456OCT18						VILLAGE SEWER PUMP TELEM			
				416.72	91421891 542100				
						GG-SWR-FAC-PHONE			
						CHECK	348759	TOTAL:	1,363.51
348760	10/12/2018	PRTD	8780 ARNIE STURHAM	225968	10/01/2018	10/01/2018		M101118	5,000.00
Invoice: 10/01/2018						EX/TASTE OF LYNWOOD MATCHING GRANT			
				5,000.00	31011572 54110000810	NEIGHBORHOOD MATCHING GRANTS			
						CHECK	348760	TOTAL:	5,000.00
348761	10/12/2018	PRTD	1485 VERIZON WIRELESS	225967	9815718369	10/01/2018		M101118	5,612.81
Invoice: 9815718369						SEP 18 CITYWIDE CELL PHN SVC			
				5,612.81	91011189 542100	GG-C/E-CITY HALL-PHONE			
						CHECK	348761	TOTAL:	5,612.81
						NUMBER OF CHECKS	5	*** CASH ACCOUNT TOTAL ***	17,186.66
						COUNT		AMOUNT	
						TOTAL PRINTED CHECKS	5	17,186.66	
						*** GRAND TOTAL ***			17,186.66

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JOURNAL ENTRIES TO BE CREATED

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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	136									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		12,385.96		
10/12/2018	M101118	101218			AP CASH DISBURSEMENTS JOURNAL					
APP 635-111100						CASH			17,186.66	
10/12/2018	M101118	101218			AP CASH DISBURSEMENTS JOURNAL					
APP 104-213000						CIVIC IMPR - ACCOUNTS PAYABLE		4,210.34		
10/12/2018	M101118	101218			AP CASH DISBURSEMENTS JOURNAL					
APP 401-213000						ACCOUNTS PAYABLE		173.64		
10/12/2018	M101118	101218			AP CASH DISBURSEMENTS JOURNAL					
APP 402-213000						ACCOUNTS PAYABLE		416.72		
10/12/2018	M101118	101218			AP CASH DISBURSEMENTS JOURNAL					
							GENERAL LEDGER TOTAL		17,186.66	17,186.66
APP 631-130000						DUE TO/FROM CLEARING		17,186.66		
10/12/2018	M101118	101218								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			12,385.96	
10/12/2018	M101118	101218								
APP 104-130000						CIVIC IMPR DUE TO/FROM CLEAR'G			4,210.34	
10/12/2018	M101118	101218								
APP 401-130000						DUE TO/FROM CLEARING			173.64	
10/12/2018	M101118	101218								
APP 402-130000						DUE TO/FROM CLEARING			416.72	
10/12/2018	M101118	101218								
							SYSTEM GENERATED ENTRIES TOTAL		17,186.66	17,186.66
							JOURNAL 2018/10/136 TOTAL		34,373.32	34,373.32

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 10	136	10/12/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		12,385.96
001-213000				GENERAL - ACCOUNTS PAYABLE	12,385.96	
				FUND TOTAL	12,385.96	12,385.96
104 CIVIC IMPROVEMENT FUND	2018 10	136	10/12/2018			
104-130000				CIVIC IMPR DUE TO/FROM CLEAR'G		4,210.34
104-213000				CIVIC IMPR - ACCOUNTS PAYABLE	4,210.34	
				FUND TOTAL	4,210.34	4,210.34
401 WATER OPERATING FUND	2018 10	136	10/12/2018			
401-130000				DUE TO/FROM CLEARING		173.64
401-213000				ACCOUNTS PAYABLE	173.64	
				FUND TOTAL	173.64	173.64
402 SEWER OPERATING FUND	2018 10	136	10/12/2018			
402-130000				DUE TO/FROM CLEARING		416.72
402-213000				ACCOUNTS PAYABLE	416.72	
				FUND TOTAL	416.72	416.72
631 CLEARING FUND	2018 10	136	10/12/2018			
631-130000				DUE TO/FROM CLEARING	17,186.66	
635-111100				CASH		17,186.66
				FUND TOTAL	17,186.66	17,186.66

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		12,385.96
104 CIVIC IMPROVEMENT FUND		4,210.34
401 WATER OPERATING FUND		173.64
402 SEWER OPERATING FUND		416.72
631 CLEARING FUND	17,186.66	
	<hr/>	<hr/>
TOTAL	17,186.66	17,186.66

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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

348762 10/15/2018 PRD 8985 CASCADIA ARCHAEOLOGY 226225 CA#1954 09/05/2018 M101518 4,164.00
Invoice: CA#1954 CULTURAL RESOURCES REPORT

4,164.00 72431835 54110000779 PRITCHARD PARK OUTFALL-PRO SVC

CHECK 348762 TOTAL: 4,164.00

348763 10/15/2018 PRD 167 WA ST DEPT OF ECOLOG 226109 03457 10/15/2018 M101518 150.00
Invoice: 03457 PCD/COASTAL TRAINING: DG

150.00 63011586 443410 CUR - C/E TRAINING TRAVEL

CHECK 348763 TOTAL: 150.00

348764 10/15/2018 PRD 123 WA ST DEPT OF LICENS 226223 LIC FEE: CL 10/15/2018 M101518 30.00
Invoice: LIC FEE: CL PCD/NOTARY LICENSE FEE: C. LUNDGREN

30.00 63470588 549100 CUR-DEV PLAN-DUES/SUBSCR

CHECK 348764 TOTAL: 30.00

NUMBER OF CHECKS 3 *** CASH ACCOUNT TOTAL *** 4,344.00

COUNT AMOUNT

TOTAL PRINTED CHECKS 3 4,344.00

*** GRAND TOTAL *** 4,344.00

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T OB	DEBIT	CREDIT
								LINE DESC			
2018 10	162	APP 403-213000	10/15/2018	M101518	101518			ACCOUNTS PAYABLE		4,164.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100			10/15/2018	M101518	101518			CASH			4,344.00
								AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000			10/15/2018	M101518	101518			GENERAL - ACCOUNTS PAYABLE		150.00	
								AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000			10/15/2018	M101518	101518			ACCOUNTS PAYABLE		30.00	
								AP CASH DISBURSEMENTS JOURNAL			

GENERAL LEDGER TOTAL										4,344.00	4,344.00
APP 631-130000			10/15/2018	M101518	101518			DUE TO/FROM CLEARING		4,344.00	
APP 403-130000			10/15/2018	M101518	101518			DUE TO/FROM CLEARING			4,164.00
APP 001-130000			10/15/2018	M101518	101518			GENERAL - DUE TO/FROM CLEARING			150.00
APP 407-130000			10/15/2018	M101518	101518			DUE TO/FROM CLEARING			30.00

SYSTEM GENERATED ENTRIES TOTAL										4,344.00	4,344.00

JOURNAL 2018/10/162 TOTAL										8,688.00	8,688.00

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 10	162	10/15/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		150.00
001-213000				GENERAL - ACCOUNTS PAYABLE	150.00	
				FUND TOTAL	150.00	150.00
403 STORM & SURFACE WATER FUND	2018 10	162	10/15/2018			
403-130000				DUE TO/FROM CLEARING		4,164.00
403-213000				ACCOUNTS PAYABLE	4,164.00	
				FUND TOTAL	4,164.00	4,164.00
407 BUILDING & DEVELOPMENT FUND	2018 10	162	10/15/2018			
407-130000				DUE TO/FROM CLEARING		30.00
407-213000				ACCOUNTS PAYABLE	30.00	
				FUND TOTAL	30.00	30.00
631 CLEARING FUND	2018 10	162	10/15/2018			
631-130000				DUE TO/FROM CLEARING	4,344.00	
635-111100				CASH		4,344.00
				FUND TOTAL	4,344.00	4,344.00

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

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		150.00
403	STORM & SURFACE WATER FUND		4,164.00
407	BUILDING & DEVELOPMENT FUND		30.00
631	CLEARING FUND	4,344.00	
	TOTAL	4,344.00	4,344.00

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

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

INVOICE DTL DESC								
			225985	09/10/18-GC-A	09/25/2018		USBANK09	52.09
Invoice: 09/10/18-GC-A					PCD/CAMPBELLS/MEAL			
			52.09	61011584 443410	PCD - C/E ADM TRAINING			
			225986	09/11/18-GC	09/25/2018		USBANK09	23.60
Invoice: 09/11/18-GC					PCD/CAMPBELLS/MEAL			
			23.60	61011584 443410	PCD - C/E ADM TRAINING			
			225987	09/14/18-GC	09/25/2018		USBANK09	21.98
Invoice: 09/14/18-GC					PCD/CAMPBELLS/MEAL			
			21.98	61011584 443410	PCD - C/E ADM TRAINING			
			225988	09/21/18-GC	09/25/2018		USBANK09	32.80
Invoice: 09/21/18-GC					PCD/YACHTCLUBBROILER/DIRECTOR'S MEETING			
			32.80	61011581 543100	PCD - C/E ADMIN TRAVEL EXPENSE			
			225989	09/03/18-KD	09/25/2018		USBANK09	175.00
Invoice: 09/03/18-KD					EX/SEELICKFIX/WORKSHOP			
			175.00	31011572 443410	EX-GF-OUTREACH-TRAINING			
			225990	09/07/18-KD	09/25/2018		USBANK09	29.88
Invoice: 09/07/18-KD					EX/WALMART/LEVY WORKSHOP SUPPLIES			
			29.88	31011572 53110000957	SAFE MOBILITY LEVY-SUPPLIES			
			225991	09/12/18-KD	09/25/2018		USBANK09	33.95
Invoice: 09/12/18-KD					EX/SAFEWAY/COOKIES FOR LEVY WORKSHOP			
			33.95	31011572 53110000957	SAFE MOBILITY LEVY-SUPPLIES			
			225992	09/17/18-KD	09/25/2018		USBANK09	11.00
Invoice: 09/17/18-KD					EX/U-PARK/LEVY OUTREACH			
			11.00	31011572 54245000957	SAFE MOBILITY LEVY-OUTREACH			
			225993	09/21/18-KD	09/25/2018		USBANK09	705.00
Invoice: 09/21/18-KD					FIN/AMPAYROLLASSOC/CLASS: DL			
			705.00	41011144 443410	FIN - C/E TRAINING			
			225994	09/12/18-MH	09/25/2018		USBANK09	20.00
Invoice: 09/12/18-MH					POL/TRAVELOCITY/BOOKING FEE			
			20.00	51011214 443410	PD-C/E-ADMIN-TRAINING			
			225995	09/11/18-MH	09/25/2018		USBANK09	287.60
Invoice: 09/11/18-MH					POL/UNITED/AIRFARE			
			287.60	51011214 443410	PD-C/E-ADMIN-TRAINING			
			225996	09/20/18-MH	09/25/2018		USBANK09	71.30
Invoice: 09/20/18-MH					POL/LOVE'S/FUEL			
			71.30	51011214 443410	PD-C/E-ADMIN-TRAINING			
			225997	09/19/18-MH	09/25/2018		USBANK09	18.70
Invoice: 09/19/18-MH					POL/WSDOT/FERRY			
			18.70	51011214 443410	PD-C/E-ADMIN-TRAINING			

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

INVOICE DTL DESC								
			18.52	52011212 539100				
					09/25/2018			
							USBANK09	20.69
Invoice: 09/11/18-EP			226025	09/11/18-EP				
			20.69	52011212 531100				
					09/25/2018			
							USBANK09	6.00
Invoice: 09/13/18-EP			226026	09/13/18-EP				
			6.00	52011212 539100				
					09/25/2018			
							USBANK09	27.05
Invoice: 09/12/18-EP			226027	09/12/18-EP				
			27.05	52011212 543100				
					09/25/2018			
							USBANK09	36.75
Invoice: 09/12/18-EP-A			226028	09/12/18-EP-A				
			36.75	52011212 539100				
					09/25/2018			
							USBANK09	147.13
Invoice: 09/23/18-EP			226029	09/23/18-EP				
			147.13	54025212 520000				
					09/25/2018			
							USBANK09	864.73
Invoice: 09/20/18-JR			226030	09/20/18-JR				
			864.73	62471594 443410				
					09/25/2018			
							USBANK09	750.00
Invoice: 08/31/18-JR			226031	08/31/18-JR				
			750.00	62471594 443410				
					09/25/2018			
							USBANK09	900.00
Invoice: 09/01/18-JR			226032	09/01/18-JR				
			900.00	61470581 545000				
					09/25/2018			
							USBANK09	750.00
Invoice: 09/03/18-JR			226033	09/03/18-JR				
			750.00	62471594 443410				
					09/25/2018			
							USBANK09	522.60
Invoice: 09/21/18-AR			226034	09/21/18-AR				
			522.60	91011211 443410				
					09/25/2018			
							USBANK09	1,124.00
Invoice: 09/04/18-BS			226035	09/04/18-BS				
			337.20	52011212 531100				
			786.80	53011212 531100				
					09/25/2018			
							USBANK09	52.44
Invoice: 09/05/18-BS			226036	09/05/18-BS				
			52.44	54025212 443410				
					09/25/2018			
							USBANK09	206.84
Invoice: 09/07/18-BS			226037	09/07/18-BS				

CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME						
					INVOICE DTL DESC			
Invoice: 09/07/18-BS			206.84	54025212 443410				
					POL/CAMPBELLS/DINNER MARINE - TRAINING			
			226039	08/30/18-CS	09/25/2018		USBANK09	108.99
Invoice: 08/30/18-CS			108.99	52011212 539100				
					POL/THATS A SOME/I18-001120 MEALS PD-C/E-INV-WORKED MEALS			
			226040	08/30/18-CS-A	09/25/2018		USBANK09	35.30
Invoice: 08/30/18-CS-A			35.30	51011211 53110000589				
					POL/AMAZON/SELFIE STICK FOR EVENTS PD-COMM OUTREACH-SUPPLIES			
			226041	09/13/18-CS	09/25/2018		USBANK09	198.20
Invoice: 09/13/18-CS			198.20	51011211 53110000589				
					POL/BANNERSCHEAP/EVENT BANNERS PD-COMM OUTREACH-SUPPLIES			
			226042	09/14/18-CS	09/25/2018		USBANK09	107.94
Invoice: 09/14/18-CS			107.94	51011211 53110000589				
					POL/AMAZON/HALLOWEEN CANDY PD-COMM OUTREACH-SUPPLIES			
			226043	09/22/18-CS	09/25/2018		USBANK09	18.48
Invoice: 09/22/18-CS			18.48	51011211 53110000589				
					POL/SAFEGWAY/COUNCIL ACADEMY LUNCH PD-COMM OUTREACH-SUPPLIES			
			226044	09/22/18-CS-A	09/25/2018		USBANK09	146.59
Invoice: 09/22/18-CS-A			146.59	51011211 53110000589				
					POL/SAFEGWAY/COUNCIL ACADEMY LUNCH PD-COMM OUTREACH-SUPPLIES			
			226046	08/16/18-JW	09/25/2018		USBANK09	-314.50
Invoice: 08/16/18-JW			-314.50	41011141 549900				
					REVERSAL OF FRAUDULENT CHARGES FIN-C/E-MISC EXP			
			226047	08/30/18-SW	09/25/2018		USBANK09	34.87
Invoice: 08/30/18-SW			34.87	52011212 531100				
					POL/RITE AID/MEMORY STICK POLICE - C/E INVEST SUPPLIES			
			226048	08/30/18-SW-A	09/25/2018		USBANK09	20.74
Invoice: 08/30/18-SW-A			20.74	52011212 539100				
					POL/SAFEGWAY/I18-001120 SNACKS PD-C/E-INV-WORKED MEALS			
			226049	09/07/18-SW	09/25/2018		USBANK09	35.69
Invoice: 09/07/18-SW			35.69	52011212 539100				
					POL/SUBWAY/I18-001120 TEAM MEAL PD-C/E-INV-WORKED MEALS			
			226050	09/07/18-SW-A	09/25/2018		USBANK09	50.95
Invoice: 09/07/18-SW-A			50.95	52011212 539100				
					POL/SUBWAY/I18-001120 TEAM MEAL PD-C/E-INV-WORKED MEALS			
			226051	09/07/18-SW-B	09/25/2018		USBANK09	25.47
Invoice: 09/07/18-SW-B			25.47	52011212 539100				
					POL/SUBWAY/I18-001120 TEAM MEAL PD-C/E-INV-WORKED MEALS			
			226052	09/07/18-SW-C	09/25/2018		USBANK09	26.51

CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME					
				INVOICE DTL	DESC			
Invoice: 09/07/18-SW-C				26.51 52011212 539100				
					POL/SAFEWAY/I18-001120	TEAM SNACKS		
					PD-C/E-INV-WORKED MEALS			
				226053 09/19/18-SW	09/25/2018		USBANK09	6.70
Invoice: 09/19/18-SW				6.70 91011215 542500				
					POL/USPS/CERTIFIED MAIL			
					GG-C/E-PD-POSTAGE			
				226054 09/20/18-HW	09/25/2018		USBANK09	1,530.00
Invoice: 09/20/18-HW				1,530.00 63011586 443410				
					PCD/ACTION REG/APA CONF REG (6)			
					CUR - C/E TRAINING TRAVEL			
				226055 08/28/18-TZ	09/25/2018		USBANK09	354.58
Invoice: 08/28/18-TZ				354.58 54025212 532000				
					POL/PORT OF BROWNSVILLE/FUEL			
					MARINE - FUEL			
				226057 09/04/18-TD	09/25/2018		USBANK09	376.17
Invoice: 09/04/18-TD				376.17 21011125 549100				
					CRT/KITSAP SUN/SUBX RENEWAL			
					COURT-DUES/SUBSCR/MEMBERSHIPS			
				226058 09/08/18-TD	09/25/2018		USBANK09	-272.49
Invoice: 09/08/18-TD				-272.49 21011125 531100				
					CRT/COSTCO/RETURN: SECURITY SYST			
					COURT - SUPPLIES			
				226059 09/18/18-TD	09/25/2018		USBANK09	250.70
Invoice: 09/18/18-TD				250.70 21011125 549100				
					CRT/OFF CODE REV/2018 REVISED CODE			
					COURT-DUES/SUBSCR/MEMBERSHIPS			
				226060 08/31/18-KB	09/25/2018		USBANK09	12.00
Invoice: 08/31/18-KB				12.00 33011161 53110000302				
					HR/PERCEPTUS/BINGO GAME			
					EMPLOYEE RECOG-HR-C/E-SUPPLIES			
				226061 09/07/18-KB	09/25/2018		USBANK09	350.00
Invoice: 09/07/18-KB				350.00 33011161 544000				
					HR/AWC/JOB POSTINGS			
					HR-C/E-ADVERTISING			
				226062 09/10/18-KB	09/25/2018		USBANK09	45.00
Invoice: 09/10/18-KB				45.00 33011161 544000				
					HR/CRAIGSLIST/JOB AD: ENGINEER			
					HR-C/E-ADVERTISING			
				226063 09/10/18-KB-A	09/25/2018		USBANK09	92.99
Invoice: 09/10/18-KB-A				92.99 33011161 53110000302				
					HR/T&C/EE APREC AWARDS			
					EMPLOYEE RECOG-HR-C/E-SUPPLIES			
				226064 09/10/18-KB-B	09/25/2018		USBANK09	950.00
Invoice: 09/10/18-KB-B				950.00 33011161 53110000302				
					HR/SAFEWAY/SVC AWARD GIFTS			
					EMPLOYEE RECOG-HR-C/E-SUPPLIES			
				226065 09/12/18-KB	09/25/2018		USBANK09	3.78
Invoice: 09/12/18-KB				3.78 33011161 53110000302				
					HR/T&C/EE APPREC. LUNCH			
					EMPLOYEE RECOG-HR-C/E-SUPPLIES			
				226066 09/13/18-KB	09/25/2018		USBANK09	27.11

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

INVOICE DTL DESC

Invoice:	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
Invoice: 09/13/18-KB									
				27.11	33011161 53110000302				
				226067	09/13/18-KB-A	09/25/2018		USBANK09	107.62
Invoice: 09/13/18-KB-A									
				107.62	33011161 53110000302				
				226068	09/13/18-KB-B	09/25/2018		USBANK09	19.62
Invoice: 09/13/18-KB-B									
				19.62	33011161 53110000302				
				226069	09/16/18-KB	09/25/2018		USBANK09	295.00
Invoice: 09/16/18-KB									
				295.00	33011161 544000				
				226070	09/20/18-KB	09/25/2018		USBANK09	90.00
Invoice: 09/20/18-KB									
				90.00	33011161 544000				
				226071	09/21/18-KB	09/25/2018		USBANK09	81.55
Invoice: 09/21/18-KB									
				81.55	33011161 531100				
				226072	09/24/18-KB	09/25/2018		USBANK09	178.42
Invoice: 09/24/18-KB									
				178.42	41011141 531100				
				226073	08/23/18-SM	09/25/2018		USBANK09	264.44
Invoice: 08/23/18-SM									
				264.44	81011881 535500				
				226074	08/27/18-SM	09/25/2018		USBANK09	19.95
Invoice: 08/27/18-SM									
				19.95	81011881 535500				
				226075	08/31/18-SM	09/25/2018		USBANK09	16.34
Invoice: 08/31/18-SM									
				16.34	81011881 535500				
				226076	09/03/18-SM	09/25/2018		USBANK09	127.19
Invoice: 09/03/18-SM									
				127.19	81011881 535500				
				226077	09/06/18-SM	09/25/2018		USBANK09	34.31
Invoice: 09/06/18-SM									
				34.31	81011881 535500				
				226078	09/06/18-SM-A	09/25/2018		USBANK09	32.56
Invoice: 09/06/18-SM-A									
				32.56	81011881 535500				
				226079	09/18/18-SM	09/25/2018		USBANK09	19.00

CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME					
					INVOICE DTL DESC			
Invoice: 09/18/18-SM				19.00	81011881	548500	IT/ACUITY/WEBSITE CALENDAR SCHED IT - C/E COMPUTER SUPPORT	
				226080	09/10/18-SM		09/25/2018 USBANK09	133.15
Invoice: 09/10/18-SM				133.15	36011143	53510000929	IT/AMAZON/POWER STRIPS AGENDA SOFTWARE ACQUISITION	
				226081	09/21/18-SM		09/25/2018 USBANK09	159.90
Invoice: 09/21/18-SM				159.90	81011881	535500	IT/AMAZON/MS LAPTOP COVERS IT - C/E COMPUTER PARTS & EQ	
				226082	09/07/18-KJ		09/25/2018 USBANK09	560.00
Invoice: 09/07/18-KJ				560.00	36011143	545000	EXCC/BIMPRD/WARD MEETINGS CLERK-RENTS	
				226083	09/13/18-KJ		09/25/2018 USBANK09	-150.00
Invoice: 09/13/18-KJ				-150.00	36011143	545000	EXCC/BIMPRD/DEPOSIT REFUND CLERK-RENTS	
				226084	08/31/18-ES		09/25/2018 USBANK09	450.00
Invoice: 08/31/18-ES				450.00	41011144	443410	FIN/WFOA/CONF REG FIN - C/E TRAINING	
				226085	08/28/18-KS		09/25/2018 USBANK09	675.00
Invoice: 08/28/18-KS				675.00	41011144	443410	FIN/WFOA/CONF REG: BH FIN - C/E TRAINING	
				226086	09/10/18-KS		09/25/2018 USBANK09	435.00
Invoice: 09/10/18-KS				435.00	41011141	541100	FIN/GFOA/CAFR CERTIF FIN - C/E ADMIN PROF SERVICES	
				226087	09/17/18-KS		09/25/2018 USBANK09	88.00
Invoice: 09/17/18-KS				88.00	41011144	443410	FIN/MILO'S/WFOA MEAL: KS, BH FIN - C/E TRAINING	
				226089	09/18/18-KS		09/25/2018 USBANK09	60.00
Invoice: 09/18/18-KS				60.00	41011144	443410	FIN/SCREEN DOOR/WFOA MEAL: KS, BH FIN - C/E TRAINING	
				226090	09/18/18-KS-A		09/25/2018 USBANK09	38.00
Invoice: 09/18/18-KS-A				38.00	41011144	443410	FIN/MILO'S/WFOA MEAL: KS, BH FIN - C/E TRAINING	
				226091	09/19/18-KS		09/25/2018 USBANK09	89.00
Invoice: 09/19/18-KS				89.00	41011144	443410	FIN/MILO'S/WFOA MEAL: KS, BH FIN - C/E TRAINING	
				226092	09/21/18-KS		09/25/2018 USBANK09	31.00
Invoice: 09/21/18-KS				31.00	41011144	443410	FIN/SMOKIN OAK/WFOA MEAL: KS, BH FIN - C/E TRAINING	
				226093	09/22/18-KS		09/25/2018 USBANK09	842.64

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: 09/22/18-KS						FIN/HEATHMAN/LODGING: KS			
				842.64	41011144 443410	FIN - C/E TRAINING			
				226094	09/22/18-KS-A	09/25/2018		USBANK09	842.64
Invoice: 09/22/18-KS-A						FIN/HEATHMAN/LODGING: BH			
				842.64	41011144 443410	FIN - C/E TRAINING			
				226095	08/30/18-DS	09/25/2018		USBANK09	10.00
Invoice: 08/30/18-DS						EX/CH OF COMM/CHAMBER BKFST			
				10.00	31011131 543100	EX-GF-TRAVEL/MEALS/LODGING			
				226096	08/30/18-DS-A	09/25/2018		USBANK09	499.95
Invoice: 08/30/18-DS-A						EX/ROCKVILLE AUDIO/PORTABLE PA SYST			
				499.95	31011131 531100	EX-GF-SUPPLIES			
				226097	09/08/18-DS	09/25/2018		USBANK09	411.96
Invoice: 09/08/18-DS						EX/CONSTANT CONTACT/CM REPORT SUBX			
				411.96	31011131 549100	EX-GF-DUES/SUBCR/MEMBERSH			
				226098	09/13/18-DS	09/25/2018		USBANK09	10.00
Invoice: 09/13/18-DS						EX/CANVA/GRAPH DESIGN SOFTWARE			
				10.00	31011572 531100	EX-GF-OUTREACH-SUPPLIES			
				226099	09/12/18-KG	09/25/2018		USBANK09	250.00
Invoice: 09/12/18-KG						ENG/ACTIONREG/APA CONF: ME			
				125.00	72011324 443410	ENG - C/E - TRAINING			
				125.00	72111436 443410	ENG - ACCESS TRANS TRAINING			
				226100	09/10/18-KG	09/25/2018		USBANK09	486.72
Invoice: 09/10/18-KG						ENG/DAVENPORT/LODGING: ME			
				243.36	72111436 443410	ENG - ACCESS TRANS TRAINING			
				243.36	72011324 443410	ENG - C/E - TRAINING			
				226101	09/10/18-KG-A	09/25/2018		USBANK09	116.00
Invoice: 09/10/18-KG-A						ENG/WA PROF LIC/ENG LIC: PETER C			
				116.00	72011322 549100	ENG - C/E PLANS MISCELLANEOUS			
				226102	09/12/18-KG-A	09/25/2018		USBANK09	116.03
Invoice: 09/12/18-KG-A						ENG/BLUEBOOK/MANHOLE LID PULLER			
				116.03	72431831 531100	ENG - SSWM ADM SUPPLIES			
				226103	08/30/18-CK	09/25/2018		USBANK09	47.58
Invoice: 08/30/18-CK						PW/AMAZON/USB CHARGING CORDS			
				47.58	73637891 531100	OFFICE SUPPLIES			
				226104	09/10/18-CK	09/25/2018		USBANK09	176.53
Invoice: 09/10/18-CK						PW/PAPERTREE/SCIENCE CONCEPTS BOOK:AC			
				176.53	73637892 443410	O&M-ALLOC-WTR-TRAINING			
				226105	09/13/18-CK	09/25/2018		USBANK09	500.00
Invoice: 09/13/18-CK						PW/APWA/LEADERSHIP SKILLS: RN			
				250.00	73421355 443410	WIN COLL-TRAINING			

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CASH ACCOUNT: 635	111100	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME					
INVOICE DTL DESC								
				250.00	73431835 443410		O&M-SSWM MAINT-TRAVEL EXP	
Invoice: 09/14/18-CK				226106	09/14/18-CK	09/25/2018	USBANK09	16.34
							PW/ADOBE/PRO SUBX	
				16.34	73411345 549100		DUES/SUBSCRIPTIONS	
Invoice: 09/18/18-CK				226107	09/18/18-CK	09/25/2018	USBANK09	303.45
							PW/MOTEL 6/LODING	
				151.73	73421355 443410		WIN COLL-TRAINING	
				151.72	73431835 443410		O&M-SSWM MAINT-TRAVEL EXP	
Invoice: 09/19/18-CK				226108	09/19/18-CK	09/25/2018	USBANK09	418.00
							PW/ATA AUTO TRNG/ELECTRICAL: MB, JI	
				418.00	73638935 443410		O&M-STD ALLOCATION-TRAINING	
							CHECK 348765 TOTAL:	26,180.89
				NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***		26,180.89
						COUNT	AMOUNT	

				TOTAL PRINTED CHECKS	1	26,180.89		
							*** GRAND TOTAL ***	26,180.89

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	207							
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		20,759.22	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			26,180.89
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000					ACCOUNTS PAYABLE		3,475.38	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000					STREETS - ACCOUNTS PAYABLE		368.36	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000					ACCOUNTS PAYABLE		517.75	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000					ACCOUNTS PAYABLE		642.11	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000					ACCOUNTS PAYABLE		401.73	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000					ACCOUNTS PAYABLE		16.34	
10/17/2018	USBANK09	USBANK			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL							26,180.89	26,180.89
APP 631-130000					DUE TO/FROM CLEARING		25,538.78	
10/17/2018	USBANK09	USBANK						
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			20,759.22
10/17/2018	USBANK09	USBANK						
APP 407-130000					DUE TO/FROM CLEARING			3,475.38
10/17/2018	USBANK09	USBANK						
APP 101-130000					STREETS - DUE TO/FROM CLEARING			368.36
10/17/2018	USBANK09	USBANK						
APP 403-130000					DUE TO/FROM CLEARING			517.75
10/17/2018	USBANK09	USBANK						
APP 402-130000					DUE TO/FROM CLEARING			401.73
10/17/2018	USBANK09	USBANK						
APP 401-130000					DUE TO/FROM CLEARING			16.34
10/17/2018	USBANK09	USBANK						
SYSTEM GENERATED ENTRIES TOTAL							25,538.78	25,538.78
JOURNAL 2018/10/207 TOTAL							51,719.67	51,719.67

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 10	207	10/17/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		20,759.22
001-213000				GENERAL - ACCOUNTS PAYABLE	20,759.22	
				FUND TOTAL	20,759.22	20,759.22
101 STREET FUND	2018 10	207	10/17/2018			
101-130000				STREETS - DUE TO/FROM CLEARING		368.36
101-213000				STREETS - ACCOUNTS PAYABLE	368.36	
				FUND TOTAL	368.36	368.36
401 WATER OPERATING FUND	2018 10	207	10/17/2018			
401-130000				DUE TO/FROM CLEARING		16.34
401-213000				ACCOUNTS PAYABLE	16.34	
				FUND TOTAL	16.34	16.34
402 SEWER OPERATING FUND	2018 10	207	10/17/2018			
402-130000				DUE TO/FROM CLEARING		401.73
402-213000				ACCOUNTS PAYABLE	401.73	
				FUND TOTAL	401.73	401.73
403 STORM & SURFACE WATER FUND	2018 10	207	10/17/2018			
403-130000				DUE TO/FROM CLEARING		517.75
403-213000				ACCOUNTS PAYABLE	517.75	
				FUND TOTAL	517.75	517.75
407 BUILDING & DEVELOPMENT FUND	2018 10	207	10/17/2018			
407-130000				DUE TO/FROM CLEARING		3,475.38
407-213000				ACCOUNTS PAYABLE	3,475.38	
				FUND TOTAL	3,475.38	3,475.38
631 CLEARING FUND	2018 10	207	10/17/2018			
631-130000				DUE TO/FROM CLEARING	25,538.78	
631-213000				ACCOUNTS PAYABLE	642.11	
635-111100				CASH		26,180.89
				FUND TOTAL	26,180.89	26,180.89

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		20,759.22
101	STREET FUND		368.36
401	WATER OPERATING FUND		16.34
402	SEWER OPERATING FUND		401.73
403	STORM & SURFACE WATER FUND		517.75
407	BUILDING & DEVELOPMENT FUND		3,475.38
631	CLEARING FUND	25,538.78	
	TOTAL	25,538.78	25,538.78

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

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 (cc) 10/17/18

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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

348766	10/17/2018	PRTD	6921 MUNICIPAL CLERKS ASS	226340	2018 DUES	10/16/2018	M101618	100.00	
Invoice: 2018 DUES						EXCC/ORMCA ANNUAL DUES			
				100.00	36011143 549100	CLERK-DUES/SUBSCR/MEMBRSHPS			
							CHECK	348766 TOTAL:	100.00
					NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***		100.00
						COUNT	AMOUNT		
						-----	-----		
TOTAL PRINTED CHECKS						1	100.00		
								*** GRAND TOTAL ***	100.00

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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 10	180							
APP 001-213000	10/17/2018	M101618	101718			GENERAL - ACCOUNTS PAYABLE	100.00	
						AP CASH DISBURSEMENTS JOURNAL		
APP 635-111100	10/17/2018	M101618	101718			CASH		100.00
						AP CASH DISBURSEMENTS JOURNAL		
GENERAL LEDGER TOTAL							100.00	100.00
APP 631-130000	10/17/2018	M101618	101718			DUE TO/FROM CLEARING	100.00	
APP 001-130000	10/17/2018	M101618	101718			GENERAL - DUE TO/FROM CLEARING		100.00
SYSTEM GENERATED ENTRIES TOTAL							100.00	100.00
JOURNAL 2018/10/180 TOTAL							200.00	200.00

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 A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2018 10	180	10/17/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		100.00
001-213000				GENERAL - ACCOUNTS PAYABLE	100.00	
				FUND TOTAL	100.00	100.00
631 CLEARING FUND	2018 10	180	10/17/2018			
631-130000				DUE TO/FROM CLEARING	100.00	
635-111100				CASH		100.00
				FUND TOTAL	100.00	100.00

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|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			100.00
631 CLEARING FUND		100.00	
	TOTAL	100.00	100.00

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

CASH ACCOUNT: 635 111100 CASH			VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME			INVOICE DTL	DESC		
Invoice: 41898/1			226228	41898/1	10/05/2018		10/21/18	55.56
			55.56	73011189 531100	PW/JUMBO MINI KIT, PROTECTOR O&M - C/E FACIL OFC SUPPLIES			
Invoice: 41902/1			226229	41902/1	10/05/2018		10/21/18	-43.58
			-43.58	73011189 531100	PW/RESIN RETURN O&M - C/E FACIL OFC SUPPLIES			
Invoice: 41901/1			226230	41901/1	10/05/2018		10/21/18	43.58
			43.58	73011189 531100	PW/RESIN O&M - C/E FACIL OFC SUPPLIES			
							CHECK 348767 TOTAL:	854.61
348768	10/24/2018	PRTD 1030 KITSAP RENTALS INC	226122	390633	09/26/2018		10/21/18	1,610.15
		Invoice: 390633	1,610.15	73011768 545000	PW/FRONT LOADER O&M-C/E-PARKS-OP LEASES			
							CHECK 348768 TOTAL:	1,610.15
348769	10/24/2018	PRTD 7994 PENINSULA SERVICES	226124	86956	09/30/2018		10/21/18	32.00
		Invoice: 86956	32.00	21011125 541100	CRT/MOBILE SHREDDING COURT - PROFESSIONAL SERVICES			
Invoice: 86957			226127	86957	09/30/2018	21800008	10/21/18	64.00
			64.00	51011211 541100	POL/MOBILE SHREDDING PD-C/E-ADM-PROF SVCS			
							CHECK 348769 TOTAL:	96.00
348770	10/24/2018	PRTD 8014 ALSTON, COURTNAGE &	226123	116024	09/30/2018		10/21/18	1,000.00
		Invoice: 116024	1,000.00	72311942 64110000724	ENG/PROF SVCS: HARRISON BLDG PD/COURT BLDG-PROF SVCS/DESIGN			
							CHECK 348770 TOTAL:	1,000.00
348771	10/24/2018	PRTD 6488 WOOD ENVIRONMENT & I	226348	S51700877	10/01/2018		10/21/18	2,084.50
		Invoice: S51700877	2,084.50	72655860 58600000370	3RD PARTY GEOTECHNICAL REVIEW GEO TECCH-3RD PARTY REVIEWS			
							CHECK 348771 TOTAL:	2,084.50
348772	10/24/2018	PRTD 7166 AMERICAN MESSAGING	226128	W4104492SJ	10/01/2018		10/21/18	85.25
		Invoice: W4104492SJ	85.25	73637891 542100	PW/MESSAGING SERVICES O&M - ALLOC FACIL TELEPHONE			

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CASH ACCOUNT: 635			111100	CASH					NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
								CHECK 348772 TOTAL:	85.25
348773	10/24/2018	PRTD	4710 ASSOCIATED PETROLEU	226129	1313261-IN	09/27/2018		10/21/18	225.67
Invoice: 1313261-IN						PW/50.3 GAL DIESEL			
				225.67	73638893 532000	O&M-FUEL USE-ALLOCATION			
				226130	1313262-IN	09/27/2018		10/21/18	868.14
Invoice: 1313262-IN						PW/304 GAL UNLEADED			
				868.14	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				226131	1312826-IN	09/25/2018		10/21/18	568.59
Invoice: 1312826-IN						PW/200 GAL UNLEADED			
				568.59	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				226132	1312828-IN	09/25/2018		10/21/18	935.98
Invoice: 1312828-IN						PW/300 GAL DIESEL			
				935.98	73638893 532000	O&M-FUEL USE-ALLOCATION			
								CHECK 348773 TOTAL:	2,598.38
348774	10/24/2018	PRTD	9056 SUSANNAH ARNTSON	226133	09/25/18	09/25/2018		10/21/18	30.52
Invoice: 09/25/18						EX/3 DAYS PREP SUPPLIES			
				30.52	31011256 542450	EX-GF-EMERG PREP-COMM OUTREACH			
								CHECK 348774 TOTAL:	30.52
348775	10/24/2018	PRTD	2138 ASPECT CONSULTING LL	226231	31022	10/01/2018	21700004	10/21/18	1,303.00
Invoice: 31022						GROUNDWATER MGMT.			
				1,303.00	72637319 54110000809	WATER QUAL FLOW MONIT-PRO SVCS			
								CHECK 348775 TOTAL:	1,303.00
348776	10/24/2018	PRTD	1235 AT&T ONENET SERVICE	226134	1268898143	10/01/2018		10/21/18	.64
Invoice: 1268898143						PCD/FAX LONG DIST OCT 18			
				.64	91011189 542100	GG-C/E-CITY HALL-PHONE			
				226135	1268889347	10/01/2018		10/21/18	14.65
Invoice: 1268889347						FIN/FAX LONG DIST OCT 18			
				14.65	91011189 542100	GG-C/E-CITY HALL-PHONE			
								CHECK 348776 TOTAL:	15.29
348777	10/24/2018	PRTD	4365 AUTOMATIC FUNDS TRAN	226137	103822	09/26/2018		10/21/18	5.46
Invoice: 103822						FIN/FINAL BILL PRINT AND MAIL			
				1.08	43411341 541100	FIN - WATER ADMIN PROF SERVICE			
				1.09	43421351 541100	FIN - SEWER ADMIN PROF SERVICE			
				1.65	91411891 542500	GG-WTR-FAC-POSTAGE			

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
				1.64	91421891 542500				
						GG-SWR-FAC-POSTAGE			
Invoice: 103755				226138	103755	09/25/2018		10/21/18	29.73
						FIN/ACH INSERT: SEP&OCT 2018			
				29.73	43421351 541100				
						FIN - SEWER ADMIN PROF SERVICE			
Invoice: 103754				226139	103754	09/25/2018		10/21/18	29.73
						FIN/E-BILLING INSERT			
				29.73	43411341 541100				
						FIN - WATER ADMIN PROF SERVICE			
Invoice: 103591				226140	103591	09/14/2018		10/21/18	3.64
						FIN/FINAL BILL: PRINT & MAIL			
				.64	43411341 541100				
				.65	43421351 541100				
				1.17	91411891 542500				
				1.18	91421891 542500				
						GG-WTR-FAC-POSTAGE			
						GG-SWR-FAC-POSTAGE			
Invoice: 103461				226141	103461	09/10/2018		10/21/18	15.61
						FIN/FINAL BILL: PRINT & MAIL			
				3.11	43411341 541100				
				3.10	43421351 541100				
				4.70	91411891 542500				
				4.70	91421891 542500				
						GG-WTR-FAC-POSTAGE			
						GG-SWR-FAC-POSTAGE			
						CHECK	348777	TOTAL:	84.17
348778	10/24/2018	PRTD	4861 AXON ENTERPRISES, IN	226341	SI-1555659	09/29/2018		10/21/18	23,424.20
						POL/EVIDENCE.COM YEAR 1			
Invoice: SI-1555659				4,121.29	53011212 53110000956				
				11,994.36	53011212 53510000956				
				7,308.55	53011212 54850000956				
						AXON CAMERA SYSTEMS-HARDWARE			
						AXON CAMERA SYSTEMS-SOFTWARE			
						AXON CAMERA SYSTEMS-MAINT			
						CHECK	348778	TOTAL:	23,424.20
348779	10/24/2018	PRTD	47 BAINBRIDGE DISPOSAL	226143	0000797371	09/30/2018		10/21/18	261.44
						COMMONS/DISPOSAL SVCS			
Invoice: 0000797371				261.44	91011755 547900				
						GG-C/E-COMMONS-GARBAGE			
Invoice: 0000797410				226144	0000797410	09/30/2018		10/21/18	1,584.03
						CITYWIDE DISPOSAL SERVICES SEP 18			
				143.25	91011215 547900				
				436.16	91011768 547900				
				332.83	91425358 547900				
				656.79	91011897 547900				
				15.00	91435838 547900				
						GG-C/E-PD-GARBAGE			
						GG-C/E-PARKS-GARBAGE			
						GG-WWTP-GARBAGE (NOT BIOSOLIDS)			
						GG-C/E-O&M YARD FAC-GARBAGE			
						GG-DECANT-GARBAGE			
Invoice: 0000797675				226145	0000797675	09/30/2018		10/21/18	56.07
						BIG BELLY DISPOSAL SVCS SEP 18			
				56.07	91011189 547903				
						BIG BELLY SOLAR GARBAGE CANS			

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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

348790	10/24/2018	PRTD	9029 BRADY TRUCKING CO, I	226158	060001	09/13/2018		10/21/18	1,831.20
	Invoice: 060001					PW/PATHWAY BARK			
				1,831.20	73011768 531100	O&M-C/E-PARKS-SUPPLIES			
				226159	09052018	09/05/2018		10/21/18	143.88
	Invoice: 09052018					PW/PATHWAY BARK			
				143.88	73011768 531100	O&M-C/E-PARKS-SUPPLIES			
						CHECK	348790	TOTAL:	1,975.08
348791	10/24/2018	PRTD	8747 SEATTLE SEWING SOLUT	226161	201809B213	09/26/2018		10/21/18	527.02
	Invoice: 201809B213					POL/JUMPSUIT: LEWIS			
				527.02	53011212 520000	POLICE - C/E PATROL BENEFITS			
						CHECK	348791	TOTAL:	527.02
348792	10/24/2018	PRTD	4225 THE BROTHERS POWERSP	226342	9973765	09/30/2018		10/21/18	128.15
	Invoice: 9973765					POL/MOTORCYCLE REPAIR			
				128.15	53011212 548100	POLICE - C/E PATROL MAINTENANC			
						CHECK	348792	TOTAL:	128.15
348793	10/24/2018	PRTD	551 CENTURYLINK	226233	5996OCT18	10/07/2018		10/21/18	79.94
	Invoice: 5996OCT18					E-PHONE @ WFP DOCK			
				79.94	91011757 542100	GG-GF-WFP DOCK-PHONE			
						CHECK	348793	TOTAL:	79.94
348794	10/24/2018	PRTD	8253 CHS NORTHWEST	226164	28334/H	10/05/2018		10/21/18	456.12
	Invoice: 28334/H					PW/COARSE SALT BAGS(49)			
				456.12	73637892 531100	O&M-ALLOC-WTR-CONSUMABLES			
						CHECK	348794	TOTAL:	456.12
348795	10/24/2018	PRTD	8491 CHUCKALS, INC.	226165	963392-0	09/21/2018		10/21/18	274.67
	Invoice: 963392-0					CRT/PAPER			
				274.67	21011125 531100	COURT - SUPPLIES			
						CHECK	348795	TOTAL:	274.67
348796	10/24/2018	PRTD	460 CITY OF BI - PETTY C	226167	AUG-OCT 2018	10/05/2018		10/21/18	79.82
	Invoice: AUG-OCT 2018					FIN/PETTY CASH USE AUG-OCT			
				.50	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
				12.00	36011143 443410	CLERK-C/E-TRAINING			
				6.70	91011189 542500	GG-C/E-CITY HALL-POSTAGE			

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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

18.48 41011141 531100 FIN - C/E ADMIN SUPPLIES
 6.70 91011189 542500 GG-C/E-CITY HALL-POSTAGE
 6.99 91029179 531100 GG-SELF INS-WELLNESS-SUPPLIES
 17.00 72311520 631100 ENG - CONSTR ROW SUPPLIES
 11.45 72637319 53110000809 WATER QUAL FLOW MONIT-SUPPLIES

CHECK 348796 TOTAL: 79.82

348797 10/24/2018 PRD 460 CITY OF BI - PETTY C 226168 POL-2018-09 09/30/2018 10/21/18 12.90
 Invoice: POL-2018-09 POL/PETTY CASH USE SEPT 2018

12.90 91011215 542500 GG-C/E-PD-POSTAGE

CHECK 348797 TOTAL: 12.90

348798 10/24/2018 PRD 103 CITY OF BAINBRIDGE I 226166 21800185 10/04/2018 10/21/18 166.33
 Invoice: 21800185 PW/SANDS WELL H2O USAGE

32.85 73111290 547500 O&M-STREET-ADM OH-CITY WTR/SWR
 59.44 73421355 547500 O&M-SWR-CITY WATER/SEWER BILL
 74.04 73431835 547500 O&M-SSWM MAINT-CITY WTR/SWR

CHECK 348798 TOTAL: 166.33

348799 10/24/2018 PRD 8024 CLEARWAY ENVIRONMENT 226169 18-COBI-ROCK-1 09/19/2018 10/21/18 11,091.23
 Invoice: 18-COBI-ROCK-1 EEL GRASS MONITORING THROUGH 1

11,091.23 72011391 54110000710 ROCKAWAY-MIT/MONITORING-P SVCS

Invoice: 18-COBI-ROCK-2 226171 18-COBI-ROCK-2 10/07/2018 10/21/18 19,059.44
 EEL GRASS MONITORING THROUGH 1

19,059.44 72011391 54110000710 ROCKAWAY-MIT/MONITORING-P SVCS

CHECK 348799 TOTAL: 30,150.67

348800 10/24/2018 PRD 8435 COATES DESIGN INC 226173 123609 09/18/2018 21600085 10/21/18 40,147.25
 Invoice: 123609 PRF & ARCHTCT SVC JSTC CNTR

40,147.25 72311942 64110000724 PD/COURT BLDG-PROF SVCS/DESIGN

CHECK 348800 TOTAL: 40,147.25

348801 10/24/2018 PRD 8111 COMMUNITY SOLAR SOLU 226174 SEP18 10/01/2018 10/21/18 127.02
 Invoice: SEP18 SEP18 SOLAR NET MEETING

364.52 91011189 54500000627 CH SOLAR-NET METERING PYMTS
 -237.50 91011189 54500000627 CH SOLAR-NET METERING PYMTS

CHECK 348801 TOTAL: 127.02

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
348802	10/24/2018	PRTD	8564 WILLIAM E COOPER	226352	10-18	10/17/2018		10/21/18	134.00
	Invoice: 10-18								
				134.00	91029211 521500	LEOFF1 REIMB OCT 2018			
						POLICE - INS ADD MEDICAL COSTS			
						CHECK	348802	TOTAL:	134.00
348803	10/24/2018	PRTD	142 COPIERS NORTHWEST IN	226268	INV1837252	10/08/2018		10/21/18	584.12
	Invoice: INV1837252								
				292.06	61011581 545000	OCE PLOTTER OVERAGE			
				292.06	72011321 545000	PCD - C/E ADMIN RENTS & LEASES			
						ENG - C/E ADMIN RENTS & LEASES			
						CHECK	348803	TOTAL:	584.12
348804	10/24/2018	PRTD	152 DAILY JOURNAL OF COM	226188	3340779	09/26/2018		10/21/18	372.00
	Invoice: 3340779								
				372.00	72423434 64400000921	ENG/NTC: PUMP STATION			
						OLD WWTP LIFT STA IMPR-ADV			
				226189	3340780	09/26/2018		10/21/18	260.00
	Invoice: 3340780								
				260.00	72431835 54400000932	ENG/NTC: CULVERT REPLACE			
						2018 CULVERT REPLACEMENT-ADV			
						CHECK	348804	TOTAL:	632.00
348805	10/24/2018	PRTD	9061 DEFORT ARAMIS	226175	1	10/01/2018		10/21/18	213.23
	Invoice: 1								
				213.23	21011125 541230	CRT/SPANISH INTERPRETING SVCS 10/1			
						COURT - INTERPRETER			
						CHECK	348805	TOTAL:	213.23
348806	10/24/2018	PRTD	672 DSC INC	226177	98369	09/26/2018		10/21/18	27.55
	Invoice: 98369								
				27.55	73637958 531100	PW/STRAIGHT THREAD			
						ROADSIDE MOWER ALLOC-SUPPLIES			
						CHECK	348806	TOTAL:	27.55
348807	10/24/2018	PRTD	8975 ECONORTHWEST	226179	20191	09/30/2018		10/21/18	7,426.25
	Invoice: 20191								
				7,426.25	61011586 54110000930	INCLUSIONARY ZONING AND TDR			
						COMP PLAN IMPL-PROF SVCS			
				226180	20100	08/31/2018		10/21/18	7,767.50
	Invoice: 20100								
				7,767.50	61011586 54110000930	INCLUSIONARY ZONING AND TDR			
						COMP PLAN IMPL-PROF SVCS			
						CHECK	348807	TOTAL:	15,193.75

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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

348808 10/24/2018 PRD 8336 ENVIROISSUES, INC. 226181 240-002-000-02 10/11/2018 10/21/18 12,892.50
 Invoice: 240-002-000-02
 EX/PROF SVCS: SAFE MOBILITY
 12,892.50 31011572 54245000957 SAFE MOBILITY LEVY-OUTREACH
 CHECK 348808 TOTAL: 12,892.50

348809 10/24/2018 PRD 7510 EXPERIAN 226190 CD1906002042 09/28/2018 21800001 10/21/18 92.65
 Invoice: CD1906002042
 POL/INFORMATION SERVICES
 92.65 52011212 549100 PD-C/E-INV-DUES/SUBSCR/MEMBRSH
 CHECK 348809 TOTAL: 92.65

348810 10/24/2018 PRD 6374 FILEONQ INC 226191 7230 10/05/2018 10/21/18 4,038.01
 Invoice: 7230
 POL/ANNUAL SOFTWARE SUPPORT
 2,826.60 53011212 548500 PD-C/E-PATROL-COMP SPT MAINT
 1,211.41 52011212 548500 PD-C/E-INV-COMPUTER SUPT MAINT
 CHECK 348810 TOTAL: 4,038.01

348811 10/24/2018 PRD 8292 PRJ GROUP INC 226193 20909 09/28/2018 10/21/18 379.05
 Invoice: 20909
 PW/VEH 204 DIAGNOSTICS
 379.05 73431835 548100 REPAIRS & MAINTENANCE
 CHECK 348811 TOTAL: 379.05

348812 10/24/2018 PRD 6940 FREMONT ANALYTICAL 226234 1810053 10/10/2018 21800036 10/21/18 480.00
 Invoice: 1810053
 CHEM & BIO ASSAY SVCS
 480.00 72637319 54110000809 WATER QUAL FLOW MONIT-PRO SVCS
 226235 1809424 10/03/2018 21800037 10/21/18 637.50
 Invoice: 1809424
 CHEM & BIO ASSAY SVCS
 637.50 72011322 54110000485 GROUNDWTR MNGT PRGM-PROF SVCS
 CHECK 348812 TOTAL: 1,117.50

348813 10/24/2018 PRD 4828 GAMETIME 226194 PJI-0094819 09/10/2018 10/21/18 2,092.80
 Invoice: PJI-0094819
 PW/WFP PLAYGROUND
 2,092.80 73011768 531100 O&M-C/E-PARKS-SUPPLIES
 CHECK 348813 TOTAL: 2,092.80

348814 10/24/2018 PRD 233 GATEWAY TOWING 226195 40803 09/27/2018 10/21/18 190.75
 Invoice: 40803
 POL/IMPOUND 18-001286
 190.75 53011212 549900 PD-C/E-PATROL-MISC

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

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INVOICE DTL DESC

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
								CHECK 348820 TOTAL:	510.00
348821	10/24/2018	PRTD	7180 HELPLINE HOUSE	226206	Q3-2018	10/09/2018		10/21/18	5,353.11
			Invoice: Q3-2018					Q3 2018 FOOD PURCHASES	
				5,353.11	31017512 54110000297			EX-HELPLINE-WELFARE SVCS	
								CHECK 348821 TOTAL:	5,353.11
348822	10/24/2018	PRTD	4850 HOME DEPOT CREDIT SE	226236	7625195	08/29/2018		10/21/18	106.80
			Invoice: 7625195					PW/MAIL MANAGER	
				106.80	73111264 53110000235			ROAD STRIPING-SUPPLIES	
								CHECK 348822 TOTAL:	106.80
348823	10/24/2018	PRTD	8027 INFORMATION STATION	226207	1121709-M	09/18/2018		10/21/18	350.00
			Invoice: 1121709-M					EX/RENTAL SEP-OCT 2018	
				350.00	31011256 54500000830			EMERG AM RADIO STATION-RENTS	
								CHECK 348823 TOTAL:	350.00
348824	10/24/2018	PRTD	280 INTEGRA CHEMICAL COM	226208	0128912-IN	10/05/2018		10/21/18	2,830.62
			Invoice: 0128912-IN					PW/SODIUM FLUORIDE	
				2,830.62	73637892 5311100			O&M-ALLOC-WTR-CONSUMABLES	
								CHECK 348824 TOTAL:	2,830.62
348825	10/24/2018	PRTD	5275 KAISER PERMANENTE	226210	67451610	09/30/2018		10/21/18	125.00
			Invoice: 67451610					PW/CDL EXAM: KF	
				125.00	73111290 5411100			O&M-STREET-MAINT O/H-PRO SVCS	
								CHECK 348825 TOTAL:	125.00
348826	10/24/2018	PRTD	7961 KATY BIGELOW, ARBORI	226237	5293	10/08/2018		10/21/18	106.25
			Invoice: 5293					PW/HEMLOCK CONSULT: SKOGEN	
				106.25	73111427 54110000354			TREE PRES/REMOVAL-RD-PROF SVCS	
								CHECK 348826 TOTAL:	106.25
348827	10/24/2018	PRTD	1505 KITSAP COUNTY TREASU	226211	SEP18	09/30/2018		10/21/18	110.52
			Invoice: SEP18					FIN/SEP 18 OUT COURT REMIT	
				110.52	41612860 586000			CRIME VICTIMS-OUT	
								CHECK 348827 TOTAL:	110.52

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

348828 10/24/2018 PRD 6398 KEATING, BUCKLIN & M 226212 11111 09/07/2018 10/21/18 5,192.35
 Invoice: 11111
 5,192.35 32011152 541110 LEGAL/BI LAND USE WORKSHOP
 LGL-GF-LEGAL ADVICE
 CHECK 348828 TOTAL: 5,192.35

348829 10/24/2018 PRD 1971 KELLEY IMAGING SYSTE 226213 IN443167 10/02/2018 10/21/18 1,095.37
 Invoice: IN443167
 1,095.37 61470581 545000 PCD/CT13187-01 OVERAGES
 PCD - DEV ADMIN RENTS & LEASES
 226214 IN443166 10/02/2018 10/21/18 1,212.26
 Invoice: IN443166
 1,212.26 61470581 545000 PCD/CT13186-01 OVERAGES
 PCD - DEV ADMIN RENTS & LEASES
 CHECK 348829 TOTAL: 2,307.63

348830 10/24/2018 PRD 1971 KELLEY IMAGING SYSTE 226216 23476486 10/03/2018 21800009 10/21/18 279.04
 Invoice: 23476486
 279.04 51011211 545000 POL/4555C COPIER LEASE
 PD-C/E-ADMIN RENTS/LEASE
 226217 23405882 09/21/2018 10/21/18 283.78
 Invoice: 23405882
 283.78 72011321 545000 ENG/E-STUDIO4505AC COPIER LEASE
 ENG - C/E ADMIN RENTS & LEASES
 226338 23525681 10/12/2018 10/21/18 239.26
 Invoice: 23525681
 239.26 61470581 545000 PCD/E-STUDIO4555C COPIER LEASE
 PCD - DEV ADMIN RENTS & LEASES
 CHECK 348830 TOTAL: 802.08

348831 10/24/2018 PRD 8114 KENYON DISEND, PLLC 226218 187694 09/30/2018 10/21/18 1,261.40
 Invoice: 187694
 1,261.40 32470152 54111100775 LEGAL/PROF SVCS
 LIT-RICH PERMITTING
 CHECK 348831 TOTAL: 1,261.40

348832 10/24/2018 PRD 4584 KIDS DISCOVERY MUSEU 226220 Q3-2018 10/04/2018 10/21/18 3,750.00
 Invoice: Q3-2018
 3,750.00 31011732 541100 Q3 CULTURAL FUNDING - OPERATING S
 EX-GF-CULTURAL ARTS & SCIENCES
 CHECK 348832 TOTAL: 3,750.00

348833 10/24/2018 PRD 8398 KITSAP COMMUNITY RES 226222 3-2018 10/04/2018 10/21/18 7,530.49
 Invoice: 3-2018
 7,530.49 31017592 54130300297 Q3 2018 PROGRAM SUPPORT
 EMERGENCY RENTAL ASSISTANCE

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
									CHECK 348833 TOTAL: 7,530.49
348834	10/24/2018	PRTD	7089 KITSAP SAFETY	226221	15400	10/01/2018		10/21/18	325.91
			Invoice: 15400			PW/WWTP DISPOSAL SVCS			
				325.91	73425358	531100	O&M-WWTP-SUPPLIES		
									CHECK 348834 TOTAL: 325.91
348835	10/24/2018	PRTD	579 KITSAP SUN	226239	2111410/2108542	09/30/2018		10/21/18	245.55
			Invoice: 2111410/2108542			HR/JOB ADS: CODE COMPL OFFICER			
				245.55	33011161	544000	HR-C/E-ADVERTISING		
									CHECK 348835 TOTAL: 245.55
348836	10/24/2018	PRTD	8248 KRH MATERIAL PLACEME	226240	12654	08/10/2018		10/21/18	4,910.29
			Invoice: 12654			ENG/ROCKAWAY NOURISHMENT PLACEMENT			
				4,910.29	72011391	54110000710	ROCKAWAY-MIT/MONITORING-P SVCS		
									CHECK 348836 TOTAL: 4,910.29
348837	10/24/2018	PRTD	6577 LAKESIDE INDUSTRIES	226241	63627	09/22/2018		10/21/18	2,275.29
			Invoice: 63627			PW/17.11 TON ASPHALT			
				2,275.29	990	141100	MERCHANDISE		
									CHECK 348837 TOTAL: 2,275.29
348838	10/24/2018	PRTD	5011 LEXISNEXIS RISK SOLU	226242	1272084-20180930	09/30/2018	21800010	10/21/18	54.50
			Invoice: 1272084-20180930			POL/INFORMATION SERVICES			
				54.50	52011212	549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH		
									CHECK 348838 TOTAL: 54.50
348839	10/24/2018	PRTD	7970 LUNT, JOHN	226269	101218-001	10/12/2018		10/21/18	440.00
			Invoice: 101218-001			EX/DESIGN SVCS: INDIG PEOPLE DAY			
				440.00	31011572	541100	EX-GF-OUTREACH-PROF SVCS		
									CHECK 348839 TOTAL: 440.00
348840	10/24/2018	PRTD	9060 DARLENE MAIR	226244	10/06/18	10/06/2018		10/21/18	150.00
			Invoice: 10/06/18			DAMAGE DEPOSIT REFUND			
				150.00	41625860	586000	SC/COMMONS ROOM DEP-DISBURSEME		
									CHECK 348840 TOTAL: 150.00

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CASH ACCOUNT: 635 111100 CASH

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

348847	10/24/2018	PRTD	7925 OMNIPARK, INC	226255	111798	10/01/2018	21800006	10/21/18	379.32
	Invoice: 111798					POL/PARKING SYSTEM SUPPORT			
				379.32	51011215 548500	POLICE - C/E FACIL COMP MAINT			
						CHECK	348847	TOTAL:	379.32
348848	10/24/2018	PRTD	9021 OPG NEW BROOKLYN LLC	226251	127891	09/26/2018		10/21/18	20,558.58
	Invoice: 127891					SUZUKI PROPERTY			
				20,558.58	31011593 54110000961	SUZUKI PROP DEV-PROF SVCS			
						CHECK	348848	TOTAL:	20,558.58
348849	10/24/2018	PRTD	8286 SUPERINTENDENT OF P	226257	14465	10/04/2018		10/21/18	172.00
	Invoice: 14465					POL/FINGERPRINTING			
				172.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				226258	14449	09/28/2018		10/21/18	86.00
	Invoice: 14449					POL/FINGERPRINTING			
				86.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				226259	14438	09/27/2018		10/21/18	129.00
	Invoice: 14438					POL/FINGERPRINTING			
				129.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				226260	14417	09/26/2018		10/21/18	129.00
	Invoice: 14417					POL/FINGERPRINTING			
				129.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				226262	14420	09/26/2018		10/21/18	86.00
	Invoice: 14420					POL/FINGERPRINTING			
				86.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				226263	14430	09/26/2018		10/21/18	43.00
	Invoice: 14430					POL/FINGERPRINTING			
				43.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
				226344	14477	10/08/2018		10/21/18	129.00
	Invoice: 14477					POL/FINGERPRINTING			
				129.00	65438 386110	AGENCY-FINGERPRINT REV TO SPI			
						CHECK	348849	TOTAL:	774.00
348850	10/24/2018	PRTD	8544 PHILANTHROPY NORTHWE	226271	TGP 2895	08/31/2018		10/21/18	675.00
	Invoice: TGP 2895					EX/AUG 18 HSF GRANTS			
				675.00	31017572 54110000297	EX-COMMUNITY FUNDING RESOURCES			
				226272	TGP 2891	08/31/2018		10/21/18	75.00
	Invoice: TGP 2891					EX/AUG 18 CULTURE PROJECT FUNDING			

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CASH ACCOUNT: 635 111100 CASH

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

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75.00 31017572 54110000297 EX-COMMUNITY FUNDING RESOURCES

Invoice: TGP 2872

226273 TGP 2872 08/31/2018 10/21/18 125.00

EX/AUG 18 HUMAN SVCS FUNDING

125.00 31017572 54110000297 EX-COMMUNITY FUNDING RESOURCES

CHECK 348850 TOTAL: 875.00

348851 10/24/2018 PRD 360 PROBUIDL COMPANY LLC 226267 1723445 10/02/2018 10/21/18 13.07

Invoice: 1723445

PW/CAB SCREWS

13.07 73111264 531100

O&M-STREET-TRAF CONTROL-SUPPLY

CHECK 348851 TOTAL: 13.07

348852 10/24/2018 PRD 8877 PRPOSE 226274 1085 10/02/2018 10/21/18 5,000.00

Invoice: 1085

EX/FINAL PMT, COMM PLAN

5,000.00 31011572 541100

EX-GF-OUTREACH-PROF SVCS

CHECK 348852 TOTAL: 5,000.00

348853 10/24/2018 PRD 1205 PUGET SOUND ENERGY 226276 9932SEP18-A 10/08/2018 10/21/18 10.42

Invoice: 9932SEP18-A

184 WINSLOW WAY E

10.42 91011739 547100

COMM EVENTS-ELECTRICITY

226277 3319SEP18 10/08/2018 10/21/18 16.94

Invoice: 3319SEP18

PW/CASEY ST WATER METER

16.94 73416345 547100

CASEY STREET WTR-ELECTRICITY

226278 CITY HALL - SEP 2018 10/01/2018 10/21/18 2,829.94

Invoice: CITY HALL - SEP 2018

CITY HALL - SEP 2018

2,829.94 91011189 547100

GG-C/E-CITY HALL-ELECTRIC

CHECK 348853 TOTAL: 2,857.30

348854 10/24/2018 PRD 8745 RELIABLE STORAGE BAI 226279 29285 10/02/2018 21800004 10/21/18 213.00

Invoice: 29285

POL/STORAGE UNIT RENTAL C34

213.00 53011212 545000

POLICE - C/E PATROL RENTS

CHECK 348854 TOTAL: 213.00

348855 10/24/2018 PRD 8306 RICHARD DANIELS 226280 09/21/18 10/02/2018 10/21/18 213.98

Invoice: 09/21/18

CIV SVC CONF: TRAVEL REIMB

213.98 91011211 443410

GG-C/E-CIVIL SVC-TRAINING

CHECK 348855 TOTAL: 213.98

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

										INVOICE DTL DESC	
348856	10/24/2018	PRTD	2409 RIVER OAKS COMMUNICA	226281	10/01/18	10/01/2018		10/21/18		225.25	
Invoice: 10/01/18										LEGAL/CONSULTING SVCS: KKOL	
										225.25 32011152 54110000955 CHALLENGE TO RADIO STATION-PS	
										CHECK 348856 TOTAL:	225.25
348857	10/24/2018	PRTD	9054 ROSSING, MARY ANNE	225884	72519	10/09/2018		10/21/18		19.97	
Invoice: 72519										UB 11682 701 VILLAGE CIRCLE NW	
										19.97 411 122100 WATER ACCOUNTS RECEIVABLE	
										CHECK 348857 TOTAL:	19.97
348858	10/24/2018	PRTD	5251 ROTARY CLUB OF BAINB	226312	8510	10/03/2018	21800011	10/21/18		220.00	
Invoice: 8510										POL/QUARTERLY DUES/HAMNER	
										220.00 51011211 549100 PD-C/E-ADM-DUES/SUBCR/MEMBRSH	
348858				226314	8510A	10/03/2018		10/21/18		10.00	
Invoice: 8510A										POL/QUARTERLY DUES/HAMNER	
										10.00 51011211 549100 PD-C/E-ADM-DUES/SUBCR/MEMBRSH	
										CHECK 348858 TOTAL:	230.00
348859	10/24/2018	PRTD	617 S & B INC	226339	SB-24912	09/28/2018		10/21/18		4,057.08	
Invoice: SB-24912										PW/PHONE SUPPORT	
										4,057.08 73637946 548100 ALLOC-1/3 TO EACH UTIL-R&M	
										CHECK 348859 TOTAL:	4,057.08
348860	10/24/2018	PRTD	9063 BRAD SATORIS	226287	BLD23377	10/12/2018		10/21/18		452.20	
Invoice: BLD23377										PCD/PERMIT FEE REFUND BLD23377	
										452.20 47148 322100 BUILDINGS, STRUCT. & EQ	
										CHECK 348860 TOTAL:	452.20
348861	10/24/2018	PRTD	6180 SCE INC	226286	1816	10/01/2018	21700091	10/21/18		-283.00	
Invoice: 1816										PS FOR VILLAGE PUMP STATION RP	
										-283.00 72423434 64110000782 VILLAGE PUMP STATION-PROF SVCS	
348861				226345	1815	10/01/2018	21600008	10/21/18		750.00	
Invoice: 1815										WINSLOW WAY DSGN PRMT-SUPPPORT	
										750.00 72334438 64110000776 WINSLOW RAVINE OUTFALL-PRO SVC	
										CHECK 348861 TOTAL:	467.00

CASH ACCOUNT: 635 111100 CASH

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348862 10/24/2018 PRD 5890 SEALEVEL BULKHEAD BU 226365 PAYREQ2-776 10/10/2018 21800089 10/21/18 30,585.58
 Invoice: PAYREQ2-776 WINSLOW WAY RAVINE OUTFALL
 30,585.58 72433438 66300000776 WINSLOW RAVINE OUTFALL-CONSTR
 CHECK 348862 TOTAL: 30,585.58

348863 10/24/2018 PRD 7173 SKILLINGS CONNOLLY I 226288 11407 10/03/2018 10/21/18 2,815.86
 Invoice: 11407 SPORTSMAN CLUB & NEW BROOKLYN
 2,815.86 72321953 64110000715 SP CLUB/NB INTERSECTN-DESIGN
 CHECK 348863 TOTAL: 2,815.86

348864 10/24/2018 PRD 8855 SOUND LAW CENTER 226289 2155 10/02/2018 10/21/18 4,287.50
 Invoice: 2155 LEGAL/HEX SERVICES
 210.00 34470586 54111000950 HEX-BEIERLE APPEAL
 875.50 34470586 54111000958 HEX-CALLAHAN ET AL APPEAL
 3,027.50 32470152 54111400994 LIT-LESCHINSKY RUEX
 174.50 34470586 541110 HEX - DEV HEARING EX & PRO TEM
 CHECK 348864 TOTAL: 4,287.50

348865 10/24/2018 PRD 601 SOUND REPROGRAPHICS 226290 66123 10/05/2018 10/21/18 13.71
 Invoice: 66123 EX/NAMEPLATE: MORGAN SMITH
 13.71 31011131 531100 EX-GF-SUPPLIES
 226291 65910 09/28/2018 10/21/18 260.07
 Invoice: 65910 EX/S DAYS PREP SUPPLIES
 260.07 31011256 542450 EX-GF-EMERG PREP-COMM OUTREACH
 CHECK 348865 TOTAL: 273.78

348866 10/24/2018 PRD 8132 SPECTRA LABORATORIES 226293 18-07538 09/28/2018 10/21/18 115.92
 Invoice: 18-07538 PW/WINWTR ECOLI TESTING
 115.92 73411345 54110000391 LAB SVCS-WATER
 CHECK 348866 TOTAL: 115.92

348867 10/24/2018 PRD 2467 STAPLES 226353 3392668939 10/06/2018 10/21/18 46.31
 Invoice: 3392668939 PW/FASTENERS, POST ITS, NOTEPADS
 46.31 71011321 531100 PW - C/E SUPPLIES
 226354 3392668944 10/06/2018 10/21/18 44.70
 Invoice: 3392668944 PW/BATTERIES, PAPER, NOTEBOOKS
 44.70 71011321 531100 PW - C/E SUPPLIES

226355 3392668947 10/06/2018 10/21/18 7.09

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: 3392668947						PW/USB CORD			
				7.09	71011321 531100	PW - C/E SUPPLIES			
				226356	33992668952	10/06/2018		10/21/18	-7.09
Invoice: 33992668952						PW/USB CORD RETURN			
				-7.09	71011321 531100	PW - C/E SUPPLIES			
				226357	3392668950	10/06/2018		10/21/18	33.67
Invoice: 3392668950						PW/KLEENEX, CLOROX WIPES, CRAYONS, PENCILS			
				23.46	71011321 531100	PW - C/E SUPPLIES			
				10.21	72431831 531100	ENG - SSWM ADM SUPPLIES			
				226358	3392668956	10/06/2018		10/21/18	141.56
Invoice: 3392668956						PW/CALENDARS			
				141.56	71011321 531100	PW - C/E SUPPLIES			
				226359	3392668959	10/06/2018		10/21/18	18.52
Invoice: 3392668959						PW/CALENDAR			
				18.52	71011321 531100	PW - C/E SUPPLIES			
				226360	3392668962	10/06/2018		10/21/18	16.99
Invoice: 3392668962						PW/UNIVERSAL USB CABLE			
				16.99	71011321 531100	PW - C/E SUPPLIES			
				226361	3392668964	10/06/2018		10/21/18	85.66
Invoice: 3392668964						PW/FOLDERS			
				85.66	71011321 531100	PW - C/E SUPPLIES			
				226362	3392668965	10/06/2018		10/21/18	85.66
Invoice: 3392668965						PW/FOLDERS			
				85.66	71011321 531100	PW - C/E SUPPLIES			
				226363	3392668967	10/06/2018		10/21/18	48.01
Invoice: 3392668967						PW/5 SLOT WALL BASKET			
				48.01	71011321 531100	PW - C/E SUPPLIES			
								CHECK 348867 TOTAL:	521.08
348868	10/24/2018	PRTD	2122 STERICYCLE INC	226294	3004425822	09/30/2018	21800007	10/21/18	10.36
Invoice: 3004425822						POL/BIOHAZARD DISPOSAL			
				10.36	51011211 541100	PD-C/E-ADM-PROF SVCS			
								CHECK 348868 TOTAL:	10.36
348869	10/24/2018	PRTD	9047 STRACHAN, MARC	225880	72515	10/08/2018		10/21/18	5.41
Invoice: 72515						UB 11811 1898 COMMODORE LANE NW			
				1.04	411 122100	WATER ACCOUNTS RECEIVABLE			
				4.37	421 122100	SEWER ACCOUNTS RECEIVABLE			

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CASH ACCOUNT: 635 111100 CASH

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

								CHECK 348869 TOTAL:	5.41
348870	10/24/2018	PRTD	7129 JOHN & ALICE TAWRESE	226295	BLD22486	10/12/2018		10/21/18	3,489.99
			Invoice: BLD22486					PCD/LANDSCAPE BOND FULLFILLED	
				3,489.99	62338 386000			SURETY DEPOSITS CUS	
								CHECK 348870 TOTAL:	3,489.99
348871	10/24/2018	PRTD	4819 THOMSON REUTERS - WE	226331	839044667	10/01/2018		10/21/18	531.60
			Invoice: 839044667					LEGAL/INFO SERVICES SEP 18	
				531.60	32011152 549900			LGL-GF-OTHER MISC	
								CHECK 348871 TOTAL:	531.60
348872	10/24/2018	PRTD	8243 CRANE & CRANE HOLDIN	226296	30915	10/01/2018		10/21/18	115.00
			Invoice: 30915					PW/YARD WASTE SEP 18	
				85.00	91111427 547900			GG-STREET-ROADSIDE-GARBAGE	
				30.00	91011768 547900			GG-C/E-PARKS-GARBAGE	
								CHECK 348872 TOTAL:	115.00
348873	10/24/2018	PRTD	6714 TOSHIBA FINANCIAL SE	226297	23525680	10/12/2018		10/21/18	353.16
			Invoice: 23525680					PCD/E-STUDIO6560C COPIER LEASE	
				353.16	61470581 545000			PCD - DEV ADMIN RENTS & LEASES	
				226298	23476485	10/03/2018		10/21/18	273.60
			Invoice: 23476485					PW/E-STUDIO4555C COPIER LEASE	
				273.60	73637891 545000			RENTS & LEASES - OPERATING	
								CHECK 348873 TOTAL:	626.76
348874	10/24/2018	PRTD	558 TOWN & COUNTRY MARKE	226299	09/19/18	09/19/2018		10/21/18	130.15
			Invoice: 09/19/18					EX/SEP BIRTHDAY LUNCHES	
				130.15	31011131 531100			EX-GF-SUPPLIES	
								CHECK 348874 TOTAL:	130.15
348875	10/24/2018	PRTD	2190 UNITED PARCEL SERVIC	226300	000028Y3Y1398	09/29/2018		10/21/18	9.43
			Invoice: 000028Y3Y1398					POL/PARCEL SHIPPING	
				9.43	91011215 542500			GG-C/E-PD-POSTAGE	
								CHECK 348875 TOTAL:	9.43

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

348876	10/24/2018	PRTD	8330 US BANK	226315	5069490	07/25/2018		10/21/18	300.00	
Invoice: 5069490										
				300.00	91011219 789000					
						BOND ADMIN FEE: BAILTGO05				
						BNY MELLON DEBT ADM FEES				
348876	10/24/2018	PRTD	8330 US BANK	226316	5069491	07/25/2018		10/21/18	300.00	
Invoice: 5069491										
				300.00	91011219 789000					
						BOND ADMIN FEE: BAILTGO07				
						BNY MELLON DEBT ADM FEES				
348876	10/24/2018	PRTD	8330 US BANK	226317	5069492	07/25/2018		10/21/18	300.00	
Invoice: 5069492										
				300.00	91011219 789000					
						BOND ADMIN FEE: BAILTGO08				
						BNY MELLON DEBT ADM FEES				
348876	10/24/2018	PRTD	8330 US BANK	226318	5069493	07/25/2018		10/21/18	126.58	
Invoice: 5069493										
				126.58	91011219 789000					
						BOND ADMIN FEE: BAILTGOREF09				
						BNY MELLON DEBT ADM FEES				
348876	10/24/2018	PRTD	8330 US BANK	226319	5069494	07/25/2018		10/21/18	300.00	
Invoice: 5069494										
				300.00	91011219 789000					
						BOND ADMIN FEE: BAILTGOREF13				
						BNY MELLON DEBT ADM FEES				
348876	10/24/2018	PRTD	8330 US BANK	226320	5069489	07/25/2018		10/21/18	300.00	
Invoice: 5069489										
				300.00	91011219 789000					
						BOND ADMIN FEE: BAILTGOIMREF11				
						BNY MELLON DEBT ADM FEES				
								CHECK	348876 TOTAL:	1,626.58

348877	10/24/2018	PRTD	553 UTILITIES UNDERGROUN	226321	8090126	09/30/2018		10/21/18	286.38	
Invoice: 8090126										
				286.38	73637893 54110000393					
						PW/EXCAVATION NOTICES SEP 18				
						O&M ALLOC-LOCATING SVCS				
								CHECK	348877 TOTAL:	286.38

348878	10/24/2018	PRTD	4761 WA ST DEPT OF AGRICU	226305	1515	10/02/2018		10/21/18	16.80	
Invoice: 1515										
				16.80	53011212 541100					
						POL/EVIDENCE SCALE CALIBRATION				
						POLICE - C/E PATROL PROF SVCS				
								CHECK	348878 TOTAL:	16.80

348879	10/24/2018	PRTD	8797 PRR	226275	10/09/18	10/09/2018		10/21/18	150.00	
Invoice: 10/09/18										
				150.00	41625860 586000					
						FIN/DAMAGE DEPOSIT REFUND				
						SC/COMMONS ROOM DEP-DISBURSEME				
								CHECK	348879 TOTAL:	150.00

348880	10/24/2018	PRTD	4104 WA ST FERRIES	226307	RK319336	09/30/2018		10/21/18	415.75
Invoice: RK319336									
				187.00	51011211 543100				
						SEP18 WAVE2GO FERRY CHARGES			
						PD-C/E-ADM-TRAVEL/MEALS/LODGIN			

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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

99.85 61011581 543100 PCD - C/E ADMIN TRAVEL EXPENSE
 54.10 72011321 543100 ENG - C/E ADMIN TRAVEL EXPENSE
 74.80 73011189 543100 O&M-FAC-TRAVEL/MEALS/LODGING

CHECK 348880 TOTAL: 415.75

348881 10/24/2018 PRD 952 WASHINGTON STATE PAT 226308 I19002152 10/03/2018 10/21/18 60.00
 Invoice: I19002152 FIN/SEP18 BACKGROUND CHECKS

60.00 41654861 586100 AGENCY DISBURSEMENTS

CHECK 348881 TOTAL: 60.00

348882 10/24/2018 PRD 2251 WA ST TREASURER 226322 SEP18 09/30/2018 10/21/18 4,043.73
 Invoice: SEP18 SEP18 OUT COURT REMIT

1,490.24 41611860 586000 PSEA 60% OUT
 843.65 41610860 586000 PSEA 30% OUT
 17.31 41619860 586000 PSEA 3 - STATE DISB OUT
 385.39 41616860 586000 THEFT PRV&TR BRAIN INJ-OUT
 75.92 41616860 586000 THEFT PRV&TR BRAIN INJ-OUT
 953.19 41614860 586000 JUDICIAL INFO SYST.-OUT
 38.66 41617860 586000 SCHOOL SAFETY ZONE-OUT
 192.28 41618860 586000 TRAUMA CARE-OUT
 9.38 41618860 586000 TRAUMA CARE-OUT
 3.97 41618860 586000 TRAUMA CARE-OUT
 22.86 41618860 586000 TRAUMA CARE-OUT
 10.88 41615860 586961 STATE CRIME LAB

Invoice: SEP18 SBCC 226323 SEP18 SBCC 09/30/2018 10/21/18 253.00
 SEP 18 OUT COURT REMIT SBCC

253.00 41652860 586000 SBCC BLDG.-OUT

CHECK 348882 TOTAL: 4,296.73

348883 10/24/2018 PRD 7551 WASHINGTON TRACTOR I 226325 1670881 09/14/2018 10/21/18 139.56
 Invoice: 1670881 PW/COVER FOR VEH 249

139.56 73011189 531100 O&M - C/E FACIL OFC SUPPLIES

CHECK 348883 TOTAL: 139.56

348884 10/24/2018 PRD 7551 WASHINGTON TRACTOR I 226327 1679389 09/27/2018 10/21/18 -143.84
 Invoice: 1679389 PW/DEFLECTOR RETURN

-143.84 73011189 531100 O&M - C/E FACIL OFC SUPPLIES

Invoice: 1665378 226328 1665378 09/07/2018 10/21/18 275.04
 PW/VEH 249 BELTS, DEFLECTOR

131.20 73011483 531100 O&M-GF-MECH SHOP-SUPPLIES
 143.84 73011189 531100 O&M - C/E FACIL OFC 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 NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET						
									CHECK 348884 TOTAL: 131.20						
348885	10/24/2018	PRTD	5709 WEBCHECK INC	226330	6100	09/19/2018		10/21/18	65.40						
			Invoice: 6100												
						FIN/WEBCHECK SVCS SEP 18									
						32.70	43411341	541100	FIN - WATER ADMIN PROF SERVICE						
						32.70	43421351	541100	FIN - SEWER ADMIN PROF SERVICE						
									CHECK 348885 TOTAL: 65.40						
348886	10/24/2018	PRTD	679 WASHINGTON ASSOCIATI	226324	1316	09/30/2018		10/21/18	25.00						
			Invoice: 1316												
						25.00	51011120	549100	POL/MEMBERSHIP: HETZLER PD-CLERKS-DUES/MEMBERSHIPS						
									CHECK 348886 TOTAL: 25.00						
348887	10/24/2018	PRTD	650 YWCA-KITSAP COUNTY	226334	2854	09/30/2018		10/21/18	10,039.70						
			Invoice: 2854												
						10,039.70	31017219	54110000297	Q3 2018 PROGRAM SUPPORT EX-YWCA-ALIVE/DOM VIOLENCE						
									CHECK 348887 TOTAL: 10,039.70						
348888	10/24/2018	PRTD	2607 ZEE MEDICAL SERVICE	226335	68365564	10/08/2018		10/21/18	31.26						
			Invoice: 68365564												
						31.26	73637891	531100	PW/FIRST AID RESTOCK OFFICE SUPPLIES						
									CHECK 348888 TOTAL: 31.26						
									NUMBER OF CHECKS 122 *** CASH ACCOUNT TOTAL *** 314,558.97						
									<table border="1"> <thead> <tr> <th></th> <th>COUNT</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>TOTAL PRINTED CHECKS</td> <td>122</td> <td>314,558.97</td> </tr> </tbody> </table>		COUNT	AMOUNT	TOTAL PRINTED CHECKS	122	314,558.97
	COUNT	AMOUNT													
TOTAL PRINTED CHECKS	122	314,558.97													
									*** GRAND TOTAL *** 314,558.97						

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	191									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		194,904.80		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH			314,558.97	
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000						ACCOUNTS PAYABLE		1,315.32		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000						ACCOUNTS PAYABLE		451.23		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000						ACCOUNTS PAYABLE		50,092.86		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 650-213000						ACCOUNTS PAYABLE		7,325.75		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 631-213000						ACCOUNTS PAYABLE		12,440.69		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000						ACCOUNTS PAYABLE		32,024.64		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000						ACCOUNTS PAYABLE		9,238.48		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000						STREETS - ACCOUNTS PAYABLE		699.92		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 901-213000						ACCOUNTS PAYABLE		2,275.29		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
APP 622-213000						ACCOUNTS PAYABLE		3,789.99		
10/17/2018	10/21/18	102418				AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									314,558.97	314,558.97
APP 631-130000						DUE TO/FROM CLEARING		302,118.28		
10/17/2018	10/21/18	102418								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			194,904.80	
10/17/2018	10/21/18	102418								
APP 402-130000						DUE TO/FROM CLEARING			1,315.32	
10/17/2018	10/21/18	102418								
APP 401-130000						DUE TO/FROM CLEARING			451.23	
10/17/2018	10/21/18	102418								
APP 301-130000						DUE TO/FROM CLEARING			50,092.86	
10/17/2018	10/21/18	102418								
APP 650-130000						DUE TO/FROM CLEARING			7,325.75	
10/17/2018	10/21/18	102418								
APP 403-130000						DUE TO/FROM CLEARING			32,024.64	
10/17/2018	10/21/18	102418								
APP 407-130000						DUE TO/FROM CLEARING			9,238.48	
10/17/2018	10/21/18	102418								
APP 101-130000						STREETS - DUE TO/FROM CLEARING			699.92	
10/17/2018	10/21/18	102418								
APP 901-130000						DUE TO/FROM CLEARING			2,275.29	

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JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
	10/17/2018	10/21/18	102418						
APP 622-130000						DUE TO/FROM CLEARING			3,789.99
	10/17/2018	10/21/18	102418						
SYSTEM GENERATED ENTRIES TOTAL								302,118.28	302,118.28
JOURNAL 2018/10/191 TOTAL								616,677.25	616,677.25

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018 10	191	10/17/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		194,904.80
001-213000			GENERAL - ACCOUNTS PAYABLE	194,904.80	
			FUND TOTAL	194,904.80	194,904.80
101 STREET FUND	2018 10	191	10/17/2018		
101-130000			STREETS - DUE TO/FROM CLEARING		699.92
101-213000			STREETS - ACCOUNTS PAYABLE	699.92	
			FUND TOTAL	699.92	699.92
301 CAPITAL CONSTRUCTION FUND	2018 10	191	10/17/2018		
301-130000			DUE TO/FROM CLEARING		50,092.86
301-213000			ACCOUNTS PAYABLE	50,092.86	
			FUND TOTAL	50,092.86	50,092.86
401 WATER OPERATING FUND	2018 10	191	10/17/2018		
401-130000			DUE TO/FROM CLEARING		451.23
401-213000			ACCOUNTS PAYABLE	451.23	
			FUND TOTAL	451.23	451.23
402 SEWER OPERATING FUND	2018 10	191	10/17/2018		
402-130000			DUE TO/FROM CLEARING		1,315.32
402-213000			ACCOUNTS PAYABLE	1,315.32	
			FUND TOTAL	1,315.32	1,315.32
403 STORM & SURFACE WATER FUND	2018 10	191	10/17/2018		
403-130000			DUE TO/FROM CLEARING		32,024.64
403-213000			ACCOUNTS PAYABLE	32,024.64	
			FUND TOTAL	32,024.64	32,024.64
407 BUILDING & DEVELOPMENT FUND	2018 10	191	10/17/2018		
407-130000			DUE TO/FROM CLEARING		9,238.48
407-213000			ACCOUNTS PAYABLE	9,238.48	
			FUND TOTAL	9,238.48	9,238.48
622 EXPENDABLE TRUST FUND	2018 10	191	10/17/2018		
622-130000			DUE TO/FROM CLEARING		3,789.99
622-213000			ACCOUNTS PAYABLE	3,789.99	
			FUND TOTAL	3,789.99	3,789.99
631 CLEARING FUND	2018 10	191	10/17/2018		

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
631-130000				DUE TO/FROM CLEARING	302,118.28	
631-213000				ACCOUNTS PAYABLE	12,440.69	
635-111100				CASH		314,558.97
FUND TOTAL					314,558.97	314,558.97
650 AGENCY FUND	2018 10	191	10/17/2018			
650-130000				DUE TO/FROM CLEARING		7,325.75
650-213000				ACCOUNTS PAYABLE	7,325.75	
FUND TOTAL					7,325.75	7,325.75
901 CITY-WIDE REPORTING FUND	2018 10	191	10/17/2018			
901-130000				DUE TO/FROM CLEARING		2,275.29
901-213000				ACCOUNTS PAYABLE	2,275.29	
FUND TOTAL					2,275.29	2,275.29

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|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		194,904.80
101	STREET FUND		699.92
301	CAPITAL CONSTRUCTION FUND		50,092.86
401	WATER OPERATING FUND		451.23
402	SEWER OPERATING FUND		1,315.32
403	STORM & SURFACE WATER FUND		32,024.64
407	BUILDING & DEVELOPMENT FUND		9,238.48
622	EXPENDABLE TRUST FUND		3,789.99
631	CLEARING FUND	302,118.28	
650	AGENCY FUND		7,325.75
901	CITY-WIDE REPORTING FUND		2,275.29
	TOTAL	302,118.28	302,118.28

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



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME:

AGENDA ITEM: Special City Council Meeting Minutes, September 22, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION:

Approve with Consent Agenda.

SUMMARY:

Consider approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[CCMIN 092218 SPECIAL](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

**SPECIAL CITY COUNCIL MEETING
SATURDAY, SEPTEMBER 22, 2018**

MEETING MINUTES

Deputy Mayor Deets, and Councilmembers Nassar, Peltier, Tirman, and Schneider attended the Council Police Academy at Bainbridge Island Police Department, 625 Winslow Way East, Bainbridge Island, Washington on Saturday, September 22, 2018, from 8:00 a.m. until 4:00 p.m. The Bainbridge Island Police Department provided Councilmembers with an introduction to police work.

Kol Medina, Mayor

Christine Brown, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME:

AGENDA ITEM: City Council Regular Business Meeting Minutes, October 9, 2018

STRATEGIC PRIORITY: Good Governance

PRIORITY BASED BUDGETING PROGRAM:

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION:

Approve with Consent Agenda

SUMMARY:

Consider approval of meeting minutes.

FISCAL IMPACT:

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

BACKGROUND:

ATTACHMENTS:

[CCMIN 100918 BUSINESS](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, OCTOBER 9, 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 Peltier moved and Councilmember Schneider seconded to approve the agenda as presented. The motion was approved by unanimous consent. There were no conflicts of interest disclosed.

3) PUBLIC COMMENT

Lawrence Koss spoke against development.

4) MAYOR'S REPORT

Mayor Medina proposed times for a City utility tour for Councilmembers and noted the upcoming SAFE Mobility Levy workshop and Kitsap Transit public workshop.

5) CITY MANAGER'S REPORT

City Manager Smith noted a public meeting on intersection improvements at New Brooklyn and Sportsman Club, and a Planning counter closure on Thursday, October 11.

6) PUBLIC HEARING(S)

6.A 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 Add Additional Criteria for Landmark Trees and Landmark Tree Removals

Senior Planner Sutton introduced the agenda item.

Mayor Medina opened the public hearing at 6:13 p.m. There was no public comment.

Mayor Medina closed the public hearing at 6:13 p.m.

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

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

7) **UNFINISHED BUSINESS**

7.A **Budget Discussions - Finance Staff and Operating Departments**

[Cover Page](#)

[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](#)

Budget Manager Dunscombe provided a presentation on the 2019-2020 proposed budget and introduced the budget tool for Council's use.

Budget Manager Dunscombe and Finance Director Schroer addressed Council's questions.

Deputy Chief Horn and Chief Hamner addressed Council's question regarding additional staff.

Planning Director Christensen responded to Council's questions.

Public Works Director Loveless commented on staffing requests and addressed Council's questions.

7.B **Ordinance No. 2018-20 Relating to Revisions to Title 2 BIMC related to Land Use Review Approval Bodies and Procedures - Planning**

[Cover Page](#)

[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](#)

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

Nassar/Blossom: The motion was approved by unanimous consent.

7.C FEMA Port Security Grant Acceptance - Police

Cover Page

Port Security Grant: Factory Service Quote

Port Security Grant: M8 Life Extension Program

Port Security Grant: M8 Role and Grant Justification

Deputy Chief Horn introduced the agenda item.

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

Blossom/Nassar: The motion was approved by unanimous consent.

8) NEW BUSINESS

8.A 2018 Culvert Replacement Project - Public Works

Cover Page

2018 Culvert Replacement Project Map

Public Works Director introduced the agenda item.

MOTION: I move to forward consideration of the 2018 Culvert Replacement Project to the October 23, 2018 Unfinished Business Agenda.

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

8.B Resolution No. 2018-25, Recognizing Road Vacation of County Road No. 229 by Operation of Law - Public Works

Cover Page

Resolution No. 2018-25 - Recognizing Vacation of County Road No. 229

Public Works Director Loveless introduced the agenda item.

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

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

8.C Ordinance No. 2018 - 36 Adopting the 2019-2024 Capital Improvement Plan - Finance

Cover Page

Ordinance 2018-36 - Adopting 2019-2024 CIP

2019-2020 Proposed CIP.pdf

Public Works Director Loveless introduced the agenda item.

Public Comment

Linda Sohlberg spoke about safety concerns on Manitou Beach Road and requested speed tables.

David Knight spoke about safety concerns on Manitou Beach Road.

Phil Hutchison spoke about safety concerns on Manitou Beach Road.

Ann McElearney spoke about drainage issues on Parkhill Place.

Katherine Wolf spoke about drainage issues on Parkhill Place.

Jesse Schumann spoke about issues on Parkhill Place.

Council asked staff to look into the Parkhill drainage issue.

City Manager Smith proposed, and Council discussed, an opportunity program for traffic calming projects.

Councilmember Blossom requested Point White traffic calming measures and a crosswalk at Schel-Chelb.

MOTION: I move that Public Works estimate the cost for speed tables on Manitou Beach Drive and come back to City Council for further discussion.

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

AMENDED MOTION: I move to forward to the October 16, 2018 agenda Ordinance No. 2018-36 for further discussion.

Nassar/Peltier: The motion was passed by unanimous consent.

9) CONSENT AGENDA

9.A [Agenda Bill for Consent Agenda](#)

[Cover Page](#)

9.B Accounts Payable and Payroll

[Cover Page](#)

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

[Payroll.pdf](#)

Payroll: normal direct deposit check sequence 042885 - 043009 for \$290,763.95; normal payroll check sequence 108703 - 108707 for \$7,744.97; vendor check run sequence 108708 - 108722 for

\$305,883.32; Federal Tax Electronic Funds Transfer for \$112,152.46. Total disbursement = \$716,544.70.

9.C City Council Study Session Meeting Minutes, September 18, 2018

[Cover Page](#)

[CCMIN 091818 STUDY SESSION](#)

9.D Regular City Council Business Meeting Minutes, September 25, 2018

[Cover Page](#)

[CCMIN 092518 BUSINESS](#)

9.E Resolution No. 2018-27, Stating the City Council's Position on "Clean Air Clean Energy" Initiative 1631 - Mayor Medina

[Cover Page](#)

[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

[Cover Page](#)

[Country Club Road Bulkhead Repair and Outfall Replacement Project Professional Services Agreement](#)

MOTION: I move to approve the Consent Agenda as presented.

Blossom/Deets: The motion was approved by unanimous consent.

10) COMMITTEE REPORTS

10.A Committee Reports

[Cover Page](#)

[Utility Advisory Committee Minutes - September 12, 2018.pdf](#)

Deputy Mayor Deets read the Ethics Board's determination on Councilmember Nassar's complaint.

11) FOR THE GOOD OF THE ORDER

Councilmember Nassar requested information on the cost to file an appeal.

Councilmember Schneider polled Council on a location for the retreat.

Councilmember Peltier reported on Indigenous Peoples Day.

Councilmember Blossom inquired about the Open Streets event.

Councilmember Tirman thanked staff for their work on the SAFE Mobility Levy publicity.

Council set Saturday, October 20, 2018, as the date for a City utility tour.

12) ADJOURNMENT

Mayor Medina adjourned the meeting at 9:31 p.m.

Kol Medina, Mayor

Christine Brown, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: October 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: 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:
Approve with Consent Agenda.

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

FISCAL IMPACT:

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

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

**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.

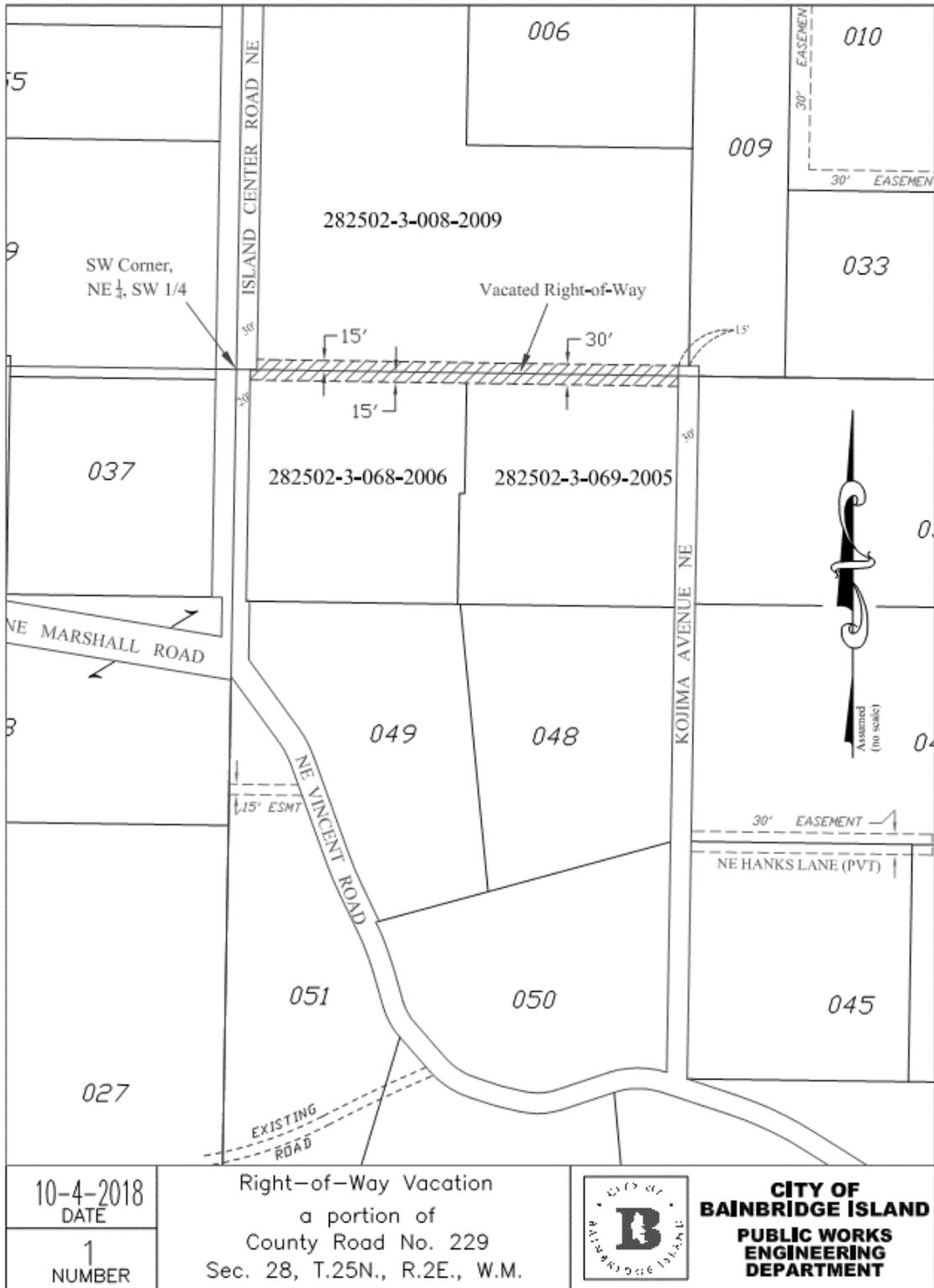
ALSO

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 23, 2018

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (10:20 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:

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

BACKGROUND:

ATTACHMENTS:

[Environmental Technical Advisory Committee Minutes 060118 Approved.pdf](#)

[Marine Access Committee Minutes 061118 Approved.pdf](#)

[Multi-Modal Transportation Advisory Committee Minutes 071118 Approved.pdf](#)

[Climate Change Advisory Committee Minutes 071818 Approved.pdf](#)

[Marine Access Committee Minutes 072918 Approved.pdf](#)

[Multi-Modal Transportation Advisory Committee Minutes 090818 Approved.pdf](#)

[Marine Access Committee Minutes 091018 Approved.pdf](#)

[Ethics Board Minutes 091718 Approved.pdf](#)

[Human Services Advisory Committee Minutes 091718 Approved.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE
SPECIAL MEETING
FRIDAY, JUNE 1, 2018
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

1. CALL TO ORDER / ROLL CALL / ACCEPT OR MODIFY AGENDA /
CONFLICT OF INTEREST DISCLOSURE 8:22 AM

CHAIR: FRANK GREMSE

MEMBERS: JASON FLOWERS CHARLIE KRATZER
DYLAN FRAZER

PUBLIC: MELANIE KEENAN MALCOLM GANDER

2. APPROVAL OF MINUTES: MAY 17, 2018

3. DISCUSSION OF GROUND WATER MANAGEMENT PLAN REPORT
SECTIONS 1, 2 AND 3: NEW DRAFT ISSUED DATED 06/01/18

4. PUBLIC COMMENT:

- A. TABLE 4 OF THE REPORT DOES NOT ACCURATELY DEPICT HISTORICAL PRODUCTION FROM THE FBS AND SLA WELLS.
- B. THE BAINBRIDGE ISLAND WATER SYSTEM PLAN 2017 SHOULD BE REVIEWED WITH RESPECT TO THE DESIRED INCREASE IN WATER PRODUCTION AND WHERE THAT INCREASE CAN COME FROM.
- C. ABSENCE OF EIS REPORTS ON THE IMPACT OF GROWTH FOR THE LAST 20 YEARS.

5. ADJOURNMENT 10:12 AM


09/19/18



MARINE ACCESS COMMITTEE
REGULAR MEETING MINUTES
MONDAY, JUNE 11, 2018

The meeting was **CALLED TO ORDER** at 5:35 PM by Co-Chair Elise Wright. Minutes were recorded by Anthony Oddo and Elise Wright. In attendance were Committee Members Paula Elliot, Peter Hill, Anthony Oddo, Greg Spils and Elise Wright. No Harbor Stewards were present. Council Liaison Ron Peltier was also absent. Members of the public present to make public comment are listed below under the relevant agenda item.

A **motion** was made (Spils) and seconded (Hill) to accept the meeting agenda. No modifications were proposed.

No **CONFLICTS** were reported.

A **motion** was made (Oddo) and seconded (Hill) to approve the **MINUTES** of the Regular Marine Access Committee Meeting on May 11, 2018. The minutes were approved unanimously without modifications or objections.

REPORTS

City: Councilmember Peltier was absent. No report.

Harbor Stewards: Harbor Stewards were absent. No report.

Rich Seubert, a member of the Eagle Harbor Liveaboard Community, noted that there will be a sendoff for the Team Sail Like a Girl this week. The team from Bainbridge Island will be participating in the Race to Alaska. He also noted that from his vantage point, the new City Dock is getting a lot of use as the summer season begins.

Harbormaster: The Committee reviewed the submitted report from April 2018. No further comment or discussion.

Ted Davis, a member of the Eagle Harbor Liveaboard Community, asked if it was possible to use the lower floating dock on the west side to tie up his dinghy. He noted that there were no cleats present so that made it difficult to raft.

ACTION/DISCUSSION ITEMS

Options for Open Water Marina: The committee reviewed the Correspondence from Morgan Smith regarding the DUOWM (May 25, 2018). Based on the options recommended by the City, the MAC agreed to forward a proposal to Morgan encouraging the City to meet its obligations under the terms of the lease with the State of Washington and provide for 16 residential buoys in the DUOWM. A subcommittee (Paula Elliot, Anthony Oddo and Elise Wright) was appointed to draft and send the proposal.

Recommendations for Capital Improvement Projects: The committee drafted a memo to the City/Deputy City Manager regarding the MAC's proposals for a ferry terminal viewing platform and improved accessibility at the road end at the Eagle Harbor Condominiums.

FOLLOW-UP/FUTURE ITEMS

No discussion. Outstanding items were moved to the July Special Meeting (Summer Retreat).

NEXT MEETING: TBD.

The meeting was **ADJOURNED** at 7:06 PM.

 10/8/18
Anthony Oddo, Co-Chair, October 8, 2018
ANTHONY

 10/8/18
Peter Hill, Co-Chair, October 8, 2018



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, JULY 11, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Attendees: Committee members Lief Horwitz, Demi Allen, Robert Shulock, Dave Freeburg, Shannon Glass, Erin Thomasson, Don Willott (arrived late), Ken DeWitt (Parks Board Liaison), Councilmember Joe Deets (City Council Liaison), and Chris Hammer (City Staff); Charles Schmid (member of the public).

The Committee opened by approving the minutes of the June 2018 meeting, with several corrections from the members.

The Committee also welcomed new member Erin Thomasson.

Public Comment:

Susan Loftus explained that community members are planning an event in October 6 to promote non-motorized transportation, including a parade-like route of e-bikes and casual riders and two speakers. The event is timed to coincide with the run up to the Fall ballot measure.

Reports:

Engineer Report & Updates:

- Chris Hammer reported that the council directed city staff to add several new projects to the City's CIP, including at-grade crossings of SR 305 at High School Road and Vineyard Lane.
- Chris Hammer reported that the City plans to move forward with a single bidder on the Miller Road project.
- Chris Hammer requested feedback on a draft Sound to Olympics (STO) Trail Corridor Sketch Summary, which is intended to inform long term development of the STO.

Committee Updates:

- The Committee voted 6-0 to recommend City Staff require the owner of Parcel B of the City of Winslow Short Plat W-46 fulfil its duty to provide public access under the Shoreline Management Plan, including visual access to the shoreline and completion of the Waterfront Trail, in the following ways:

- (a) one easement providing pedestrian access to the public from north to south along and across the full length of the property's eastern boundary;
- (b) a second easement providing pedestrian access to the public from east to west along and across the southern edge of the proposed building;
- (c) construction of a public trail in the first easement, connecting to existing segments of the Waterfront Trail and extending to the maximum length deemed feasible by City Staff; and
- (d) instillation of wayfinding signage noting the public's ongoing right to access across both easements.

SP. ↑



CITY OF
BAINBRIDGE ISLAND

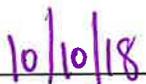
MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, JULY 11, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

- Robert Shulock led discussion of a proposal to add cantilevered multi-use bridges to the existing Agate Pass bridge on SR 305. The Committee supported exploration of this proposal and discussed similar retrofits on other bridges.

Demi Allen led discussion of a council resolution endorsing the ballot measure proposed by the Infrastructure Ballot Measure Task Force. The council endorsed a \$15M ballot measure with a variety of proposals regarding public oversight and input.



Lief Horwitz, Chair


10/10/18



CITY OF
BAINBRIDGE ISLAND

CLIMATE CHANGE
ADVISORY COMMITTEE
WEDNESDAY, JULY 18, 2018
CITY HALL

PLANNING CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

Present: Committee members Derik Broekhoff, Lara Hansen, Gary Lagerloef, David McCaughey, Nora Ferm Nickum, Jane Rein, Deborah Rudnick, James Rufo-Hill; Council Liaison Joe Deets.

Absent: Angela Adams

Public: Michelle McClure

The meeting was called to order at 6:17 pm.

There was no public comment.

Minutes from the previous meeting (April 18, 2018) were approved.

Derik Broekhoff and Gary Lagerloef have been re-appointed to the Committee.

Jane Rein is likely to be named to the City's Design Review Board and, in that case, would leave this Committee. Michelle McClure would take Jane Rein's spot.

Report-Outs from Subcommittees

- Waste subcommittee: There was a brief discussion about a proposed biodigester for the island as well as some anticipated changes to what is accepted for recycling.
- Transportation subcommittee: Jane gave a brief readout from a conversation with Washington State Ferries about their plans for hybrid ferries. Deb reported that she had reviewed the 2016 island-wide transportation plan to see where climate change is being addressed and where it is not.
- Electrical generation subcommittee: No updates.
- Adaptation subcommittee: Lara recently gave Jennifer Sutton a preliminary version of the climate adaptation certification to share with the Planning Department for feedback; later this summer, they will test it out on a few projects.

Review of Greenhouse Gas Inventory Proposals

- The City received 6 proposals.
- The Committee discussed the strengths and weaknesses of the proposals against the criteria in the RFP. The Committee will report back to the City on which three proposals rose to the top, per the City's request.

The meeting was adjourned at 7:55 pm.



Co-Chair

10/17/18



Co-Chair

10/17/18



MARINE ACCESS COMMITTEE
SPECIAL MEETING/RETREAT MINUTES
JULY 29, 2018

Members: Paula Elliot, Fred Grimm, Peter Hill, Anthony Oddo, Frank Ostrander; Greg Spils, Elise Wright

Co-Chairs: Frank Ostrander, Elise Wright

Meeting started at 1:27pm

In attendance were Peter Hill, Anthony Oddo, Frank Ostrander, Greg Spils and Elise Wright. No members of the public attended.

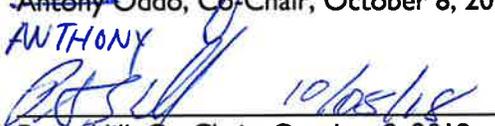
- Review of 2018-2019:
 - o Order of the Work Plan – after review we’ll decide if ordering is correct – we may want to emphasize certain category by leading with it. Some items are complete, and will be removed from the plan for 2018-2019. We will be reviewing additions at a future meeting before our annual report to Council.
- Infrastructure:
 - o “Enhance Waterfront Park” has been complete
 - o [CHAIR/FRANK] Capital project ideas: (1) ferry parking connected to road end, (2) Ward Ave unencumbered access from road end to dock.
 - o [FRANK/ANTHONY] Harbor viewing platform – push City to start process
- Road Ends:
 - o [PETER/GREG] Audit the status of road ends signage, bike racks, benches, etc....
- Education and Outreach:
 - o September 9 is Intl beach clean-up
 - o In preparation of next year’s Work Plan, we’ll be specific in our requests from Historical Society on Mosquito Fleet sites and First Nation’s historical sites.
- Stewardship:
 - o Request for City Attorney of how to go over this.
 - o Request for Tami to occasionally attend meetings to increase communication.
- New Officers:
 - o At the end of the meeting Anthony Oddo and Peter Hill were appointed Co-Chairs by consensus.
 - o A discussion was held regarding note-taking responsibilities going forward, and it was agreed that we will rotate the task among members at each meeting.

Discussion on 2019 Work Plan:

- Anthony enumerated list of follow-ups from above notes with Morgan.
- September 10th is next meeting after September 9th beach clean-up.
- There will be no August meeting due to vacations.

Adjournment 2:44 PM.


Anthony Oddo, Co-Chair, October 8, 2018
ANTHONY


Peter Hill, Co-Chair, October 8, 2018



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, AUGUST 8, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Attendees: Committee members Demi Allen, Don Willott, Robert Shulock, Shannon Glass, Erin Thomasson; Lee Cross (Parks Board Liaison); Chris Hammer (City Staff); Public –Owners of CKCB Madison Avenue Development; Consultants - Mike Horton and staff engineer from Skilling Connolly and staff engineer from Transportation Solutions.

The Committee opened by approving the minutes of the July 2018 meeting, with several corrections from the members.

Public Comment:

- An email received from David Burnett was noted. The Committee discussed the process/policy for responding to citizen inquiries. The Committee agreed to place the item on the fall retreat agenda.
- The owners of CKCB Madison Avenue Development (Parcel B of the City of Winslow Short Plat W-46) told the Committee that they respect the work of COBI advisory committees including that of the MTAC, that they recognize that the MTAC does not necessarily have control over when they review, and that our recommendations for easements to accommodate a segment of the Waterfront Trail and access to the shore were just that – recommendations.

However, they were of the opinion that our recommendations did not come at an opportune time, i.e. easements should have been addressed much earlier, as the 2-year design process is done and is soon going to the Design Commission. They also stated that the recommended 20% easement eliminates 30% of what is planned – potentially making the development unprofitable.

Engineer Report & Updates:

- Chris Hammer briefly reported on the Arterial Speed Limit Review, the One-Way Street Conversion Analysis and the Proposed 20 MPH Streets in Winslow. All to be discussed more fully at the September meeting.
- Chris Hammer and the staff from Skilling's Connolly and Transportation Solutions discussed with the Committee the proposed improvements at Sportsman Club and New Brooklyn roads. Roundabouts were deemed the best solution to meet project criteria and goals and three conceptual roundabout layouts were presented. Other designs that were investigated included improved versions of the existing intersection and signalized intersections. The roundabout options shown varied in size, orientation of the approach roadways and location. Project goals included safety improvement and increased mobility for all modes of transportation. It is still early times in the study, but the discussion favored option 3 which had the largest diameter circle, less cut and fill and minimum tree removal.



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, AUGUST 8, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Development Review Requests:

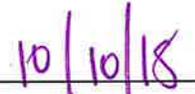
Shannon Glass did not believe that a review by the Committee of the Eagle Harbor Condos Building Renovation was necessary.

Committee Discussions:

Chris Hammer requested an endorsement by the Committee of the Sound to Olympics (STO) Trail Corridor Sketch Summary Final Draft. There was discussion of possible changes to the Final Draft to reflect changes since it was draft, but the Committee chose not to do that. A majority of the members present thought it best to “accept” rather than “endorse” the Final Draft. The rewording of “endorse” to “accept” will be presented at the September meeting. Chris was instructed to make some “editorial revisions” and finalize the document for acceptance.



Lief Horwitz, Chair



10/10/18



MARINE ACCESS COMMITTEE
REGULAR MEETING MINUTES
MONDAY, SEPTEMBER 10, 2018

The meeting was **CALLED TO ORDER** at 5:32 PM by Co-Chair Anthony Oddo. Minutes were recorded by Elise Wright. In attendance were Committee Members Anthony Oddo, Frank Ostrander, Greg Spils and Elise Wright, Council Liaison Ron Peltier, Harbormaster Tami Allen, Harbor Stewards Mark Leese and Rich Seubert and community member Andy Rovelstad. The following members were absent and excused: Fred Grimm and Peter Hill.

A **motion** was made (Ostrander) and seconded (Wright) to accept a revised meeting agenda. Modifications proposed were to add time for public comment and to delay the first Action/Discussion Item (MAC Meeting Format and Projects) until Co-Chair Peter Hill is present.

No **CONFLICTS** were reported.

MINUTES of the Regular Marine Access Committee Meeting on June 9, 2018 and the Special Meeting (Retreat) on July 27 are not yet available. They will be presented for approval at the October meeting.

RESIGNATION Anthony reported that Paula Elliott has resigned due to scheduling conflicts. Since we are unable to replace her until the next volunteer selection round in June we will operate with a committee of 6 until then. Anthony will inquire if a quorum of the committee is still four, or if we can convene with three.

REPORTS

City: Council member Peltier reported that after Council voted three months ago to maximize residential moorage available in the Dave Ullin Open Water Marina, he had toured the DU OWM with Rich Seubert to familiarize himself with the project. Asked about the Budget process and the status of the MAC recommended viewing platform in the CIP, he responded that the proposed budget will be reviewed by the Council over the next 3 months and finalized at the end of December 2018. MAC should continue to follow and advocate for this project.

Harbor Stewards: Mark and Rich initiated a discussion of City Dock mooring fees, boarding ladders, dinghy parking and floats. Mark will summarize the requests of the Harbor Stewards, we will circulate and discuss them before making recommendations to City engineer Mark Epstein.

Harbormaster: Tami reviewed her reports for June, July & August with us. She noted that the moorage fees received for July set a record, and that the dock is in such demand that end ties at the long dock were utilized, as well as having vessels raft three-deep. (Moorage for the full length of each boat is still received.)

Another highlight was the recovery of a derelict vessel that ran aground in an eelgrass bed off Manitou Beach Rd on July 10th. With help from the Army Corps of Engineers, who were in the area on another mission, the vessel was towed to the City dock where 150 gallons of oily (40%) bilge water was removed.

Tami also reported on the Sept 9th Beach Cleanup, where she and dedicated volunteers attacked a “styrofoam graveyard” in Hawley Cove Park. It had been brought to her attention 3 years ago by Legacy Liveaboard Jack Welfare, who helped with the initial cleanup. Since then it is attacked each year on Beach Cleanup Day, but will take several more years to remove completely. Sadly, Jack is no longer with us to assist. Elise reported on the activity at the Miller Rd collection site, where less small litter and more large objects (styrofoam blocks, tire floats, rusty iron pipes) were received this year.

ACTION/DISCUSSION ITEMS

MAC Meeting Format and Projects: This item was deferred until we have more committee members present. A schedule for each project will be added to the Work Plan.

Update on Status Review Meeting with Morgan: Frank and Anthony will continue to seek a time to meet with Morgan.

Development of Encroachment Policy Adjudication Process/W. Water Way Test Case: Morgan had asked that the Committee propose a meeting for the sub-committee with Joe Levan and Morgan to discuss encroachment issues. Greg believes West Water Way would make an excellent test case.

Infrastructure Recommendations at Ward Avenue and Ferry Waiting Platform: We discussed the various ways a second viewing trail/platform could be added at the Ferry holding area, and the difficulties of access to the public float at the Ward Avenue road end. The committee reaffirmed its decision, made at its July 27th meeting, to recommend a second viewing platform and access path to link the ferry holding area to the Harborview Road end. Greg and Peter will further investigate the obstacles to access at Ward Avenue.

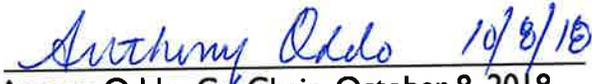
Buoy Siting for Open Water Marina: Tami reports the Open Water Marina Buoy Relocation Project is now on the City’s website. Aaron Claiborne is the Public Works engineer in charge of the project. All former tenants have been moved from the Linear Moorage System (LMS) to buoys in the OWM. The LMS will be removed at the end of September. Tami requests and Anthony concurs that an open public process is desirable before final placement of the buoys in the DU OWM is decided. Elise requests that the City supply an initial drawing of potential placement of a range of 25-50’ boats within the OWM boundaries as a starting point. The difficulty appears to be that coordinates are needed to produce such a drawing (by Rob Grant, City Engineer). It was decided that Frank and Anthony will seek guidance from Morgan on next steps/MAC role in this process. It is understood that time is of the essence in order to have buoys placed during the summer 2019 fish window construction period.

FOLLOW-UP/FUTURE ITEMS

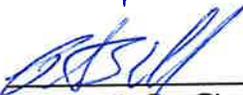
- Anthony and Frank will seek a time to meet with Morgan before our next meeting. Frank will modify his memo regarding Viewing Platform(s) to reflect Greg's input.
- Greg and Peter will look at the Ward Avenue road end and collect information regarding access.
- Mark will summarize Harbor Steward suggestions for the committee.
- Anthony will inquire if Lodging Tax Funds might be utilized in Ward Avenue road end improvements.
- Elise will bring a Thank you card for Paula to be signed at the next meeting.
- MAC Meeting Format, Projects and Schedule
- Update on Status Review Meeting with Morgan
- DU OWM Buoy Placement Project

The meeting was **ADJOURNED** at 7:10 PM.

NEXT MEETING: Monday, October 8, 2018.



Anthony Oddo, Co-Chair, October 8, 2018
ANTHONY



Peter Hill, Co-Chair, October 8, 2018



CITY OF
BAINBRIDGE ISLAND

ETHICS BOARD
REGULAR MEETING
MONDAY, SEPTEMBER 17, 2018
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Meeting was called to order at 6:32 PM. Present were Scott Wilder, Maradel Gale, Brian Strully, Ingrid Billies, and Joe Deets, Council representative.

Changes or Additions to Agenda. Scott would like to add additional complaint. Maradel would like to talk about the process for the complaints. Scott would like to add new member addition process and the possibility of a new window for additions during the year other than June. Scott would also like to add a discussion regarding specific improvements to the Ethics Code. Items will be added after number 9 on the agenda. Also in Communications will be a report on the Ethics Board booth at the farmers market.

Disclosure of conflicts of interest. None.

Minutes of the August 2018 meeting were accepted.

Communications. Farmers market debrief: Maradel and Scott represented the Ethics Board at the Farmers Market. There were two people that expressed an interest in serving on the Ethics Board. Joe and Scott shared some emails with a reporter regarding the decision on the Rasham Nassar complaint.

Public Comment. Mr. Larry Koss. He has concerns for affordable housing and the amount of building that is going on throughout the Island. Has concerns for the "aloha" and "pono" for the Island, caring and concern for the members of the Island.

Rasham Nassar's Complaint. Scott gave a recap of the complaint which the Board discussed last meeting. The Board unanimously approved the decision authored by Scott. Ms. Nassar also has a concern regarding conflicts of interest and serving on Boards, the Board discussed this, and Scott will draft an email to her about what the Board has discussed and decided.

Frank Gremse's Complaint. Scott summarized the complaint. The complaint falls under Article I. ~~The Board cannot take any action for an Article I complaint.~~ Ingrid will draft a decision letter for this complaint. *on*

David Johnson's Complaint. This complaint is an Article I complaint. The Board discussed the complaint. Maradel will draft an advisory opinion on this. Scott will email Mr. Johnson.

Training schedule for other committees/Review Education Module. New members should have the opportunity to join the Board in December instead of waiting until next June. Also, Scott reminded the Board to think about a new Chair for the Board. Presenting the Boards' Work Plan to the City Council would be a good time to introduce the proposed changes to the Code. The Board is getting complaints that fall under Article I. ~~The Code does not allow the Ethics Board to address complaints that fall under Article I.~~ Some changes to the Code need to be made in order to address the ~~Article I~~ complaints. Joe will introduce the changes to the Code to City Council. *may* *better* *SN*



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Items for next meeting agenda. Trainings for other committees, Scott will provide Ethics Education for a few committees. Scott will email us to let us know when the trainings will be to attend with him or give the Education on our own. McDermitt complaint and finish Gremse and Johnson complaints. Look at the Power Point for the Ethics Education.

Next meeting date October 15, 2018, 6:30 PM.

Adjournment 8:12 PM.



Scott Wilder, Chair 10/15/18
with changes

