REGULAR CITY COUNCIL MEETING
WEDNESDAY, FEBRUARY 13, 2013

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

AGENDA

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
7:00 PM

Mayor:	Steven Bonkowski	
Councilmembers:	Anne Blair	Debbi Lester
	Sarah Blossom	Bob Scales
	Kirsten Hytopoulos	David Ward

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
7:05 PM

3. PUBLIC COMMENT
7:10 PM

4. STAFF INTENSIVE

7:20 PM	**A.** Resolution No. 2013-01, Approving a Minor Modification to the South Island Sewer Service Area for a Single Residential Connection, AB 13-006 – Planning	Consider Approval
7:30 PM	**B.** Waterfront Park Community Center (formerly Bainbridge Island Senior Community Center) Renovation – Project Acceptance and Construction Contract Closure, AB 12-039 – Public Works	Consider Approval
7:40 PM	**C.** The Waypoint Well Sampling – Public Works	Information
7:50 PM	**D.** City Manager Report on Water Utility Management	Discussion

5. COUNCIL DISCUSSION

8:10 PM	**A.** City Committees and Commissions	Discussion/Next Steps

6. CONSENT AGENDA

8:25 PM	**A.** Accounts Payable Voucher and Payroll Approval	Consider Approval
	B. Regular City Council Meeting Minutes, January 9, 2013	Consider Approval
	C. Bainbridge Youth Services, 2013 Community Services Agreement – Executive	Consider Approval
	D. Helpline House, 2013 Community Services Agreement – Executive	Consider Approval
	E. Housing Resources Board, 2013 Community Services Agreement – Executive	Consider Approval
	F. Kitsap Conservation District, Interlocal Agreement – Planning	Consider Approval
	G. Summit Law Group, Letter of Engagement – Executive	Consider Approval

7. REGIONAL COMMITTEE REPORTS
8:30 PM

8. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS
8:35 PM

9. FOR THE GOOD OF THE ORDER
8:45 PM

10. ADJOURNMENT
8:55 PM

Times listed on this agenda are approximate. Public comment may be limited to allow time for Council to deliberate.

Americans with Disabilities Act (ADA) accommodations provided upon request. Those requiring special accommodations, please contact the City Clerk at 206-842-2545 (cityclerk@bainbridgewa.gov) by noon on the day preceding the Meeting.

CITY OF BAINBRIDGE ISLAND
CITY COUNCIL AGENDA BILL

PROCESS INFORMATION

Subject: Resolution No. 2013-01, approving a minor modification to the South Island Sewer service area for a single residential connection	Date: February 13, 2013
Agenda Item: Staff Intensive	Bill No.: 13-006
Proposed By: Christopher Wierzbicki, PE	Referral(s): None

BUDGET INFORMATION

Department: Planning	Fund: N/A	Munis Contract #: N/A
Expenditure Req: N/A	Budgeted? ☐ Yes ☒ No	Budget Amend. Req? ☐ Yes ☒ No

REFERRALS/REVIEW

Study Session: N/A	Recommendation:	
City Manager ☒ Yes ☐ No ☐ N/A	Legal ☒ Yes ☐ No ☐ N/A	Finance ☒ Yes ☐ No ☐ N/A

DESCRIPTION/SUMMARY

Action Item:

Consideration of Resolution No. 2013-01, relating to a request for a sewer connection to the South Island Sewer, otherwise known as Local Improvement District (LID) 20 per the guidance in the Comprehensive Plan and the Public Works Administrative Procedures for South Island Sewer Connections, Section 2.14.

Background:

Mr. and Mrs. Kawaguchi are requesting connection to the existing South Island Sewer for their single-family residential property at 4355 Point White Drive. The property has a 30+ year old septic system and drain field that is identified by a qualified septic designer as exhibiting signs of failure, and there are no areas on the site that are suitable for a new septic system due to soil conditions and presence of significant surface and ground water (See Attachments A1-A4).

Procedure:

In accordance with Comprehensive Plan Policy SSP 2.3 (Attachment B1) and the Public Works Administrative Procedures for South Island Sewer Connections, Section 2.14 (Attachment B2), parcels such as the Kawaguchi property which are located within the "Adjacent Open Space Residential" area of LID 20 may be allowed a connection to the sewer with City Council approval if certain criteria are met. Those criteria include having a residential building with a failing septic system with no opportunity to develop an alternative on-site sewer treatment area or drain field.

Continued on Page 2

RECOMMENDED ACTION

Motion:

I move that the City Council approve Resolution No. 2013-01, permitting a minor modification to the South Island Sewer Service Area for a single residential connection at 4355 Point White Drive.

Procedures (Continued)
Section 2.14 also includes procedures for fulfilling requests for sewer connections on the basis of available ERUs. Requests for sewer connections are given 8 priority categories, 1 through 6 of which are for prioritizing parcels in the Lynwood Center area, and the 7th and 8th of which apply to parcels in the "Adjacent Open Space Residential" area. The staff prepared a spreadsheet of available, connected and reserved ERUs in each area of LID 20 (provided in Attachment B3), and found that of the 480 total ERUs purchased by the city in accordance with the March 29, 2007 Interlocal Agreement with Kitsap County Sewer District #7 (Attachment B4), there are currently 141.5 ERUs available to serve priority 7 and 8 requests.

As the current request would require 1 of the available 141.5 ERUs, and Sewer District #7 has confirmed the availability of additional ERUs *beyond* the 480 total originally purchased by the city (see Attachment B5), the staff is recommending that the Kawaguchi property be permitted a connection via Resolution No. 2013-01 (see Attachment B6).

List of Attachments:

Appendix A: Subject Property Documentation

1. Context Map of Subject Property
2. Blow-up Map of Subject Property
3. Email Containing Property Description from Property Owner
4. Letter from Septic Professional Outlining Property Conditions

Appendix B: Procedural Documentation

1. Comprehensive Plan Policy SSP 2.3
2. Public Works Administrative Procedure 2.14 – South Island Sewer Connections
3. LID 20 Connections and Binding Commitment Summary
4. Interlocal Agreement with Kitsap County Sewer District #7, March 29, 2007
5. Email from Sewer District #7 Confirming the Availability of Additional ERUs

RESOLUTION NO. 2013-01

A RESOLUTION of the City Council of the City of Bainbridge Island, Washington, relating to the City's approval of a minor modification to the South Island Sewer to allow a connection for Tax Lot 042402-2-029-2005.

WHEREAS, the City and Sewer District No. 7 developed Local Improvement District No. 20, known as South Island Sewer, with agreements in 1997, 2003 and 2007 for 480 equivalent residential units, 150 of which are designated for Additional Parcels in Lynwood Center and Adjacent "Open Space" Residential; and

WHEREAS, the City Council approved Administrative Procedure 2.14, South Island Sewer Connections, on March 22, 2006 which defines and provides guidance on Adjacent "Open Space" Residential connections; and

WHEREAS, Glen and Carol Kawaguchi, located at 4355 Point White Drive, Parcel Tax Account Number 042402-2-029-2005, have applied for sewer availability and connection to the South Island Sewer; and

WHEREAS, the Kawaguchi's property falls within the Adjacent "Open Space" Residential category and meets the requirements set forth in Administrative Procedure 2.14; and

WHEREAS, the Kawaguchi's 30-year old septic system is exhibiting signs of stress, which are precursors to system failure; and

WHEREAS, the remainder of the subject property is not suitable for a new septic and reserve system due to the shallowness of the water table, presence of surface water and springs, and proximity to adjacent wetlands; and

WHEREAS, the City has available equivalent residential units; and

WHEREAS, the City Council has determined that this request meets the requirements of the Comprehensive Plan to extend the South Island Sewer to this address; and

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

1. The South Island Sewer of Local Improvement District No. 20 be modified to include Tax Parcel Number 042402-2-029-2005 and allow a sewer connection for Glen and Carol Kawaguchi, located at 4355 Point White Drive, subject to the following conditions and requirements:

A. Construction by a contractor of Kawaguchi's choice and at Kawaguchi's expense of the connection from the force sewer main off Pleasant Beach Drive to the Kawaguchi's residence in accordance with the Public Works Department's specifications.

B. Recorded access and utilities easement in a form acceptable to the City Attorney for maintenance of the pipe across the property to the grinder pump.

C. Decommission of the existing septic tank to Kitsap County Health District standards.

D. Payment of the following sewer fees totaling Eighteen Thousand Eight Hundred Thirty-One Dollars and Eighty-Nine Cents ($18,831.89):

1. $10,365.89 for Local Improvement District No. 20;
2. $5,991 for Sewer Connection, $2,200 for Latecomers Fee and $100 for Inspection Fee;
3. $125 for Sewer Service Area-Minor Modification; and
4. $50 for Administrative Fee.

E. Inspection completed by the Public Works Department.

PASSED by the City Council this ____ day of February, 2013.

APPROVED by the Mayor this ____ day of February, 2013.

____

Steven Bonkowski, Mayor

ATTEST/AUTHENTICATE

____

Rosalind D. Lassoff, City Clerk

FILED WITH THE CITY CLERK: January 4, 2013

PASSED BY THE CITY COUNCIL:

RESOLUTION NO. 2013-01

Attachment B-6

Appendix A

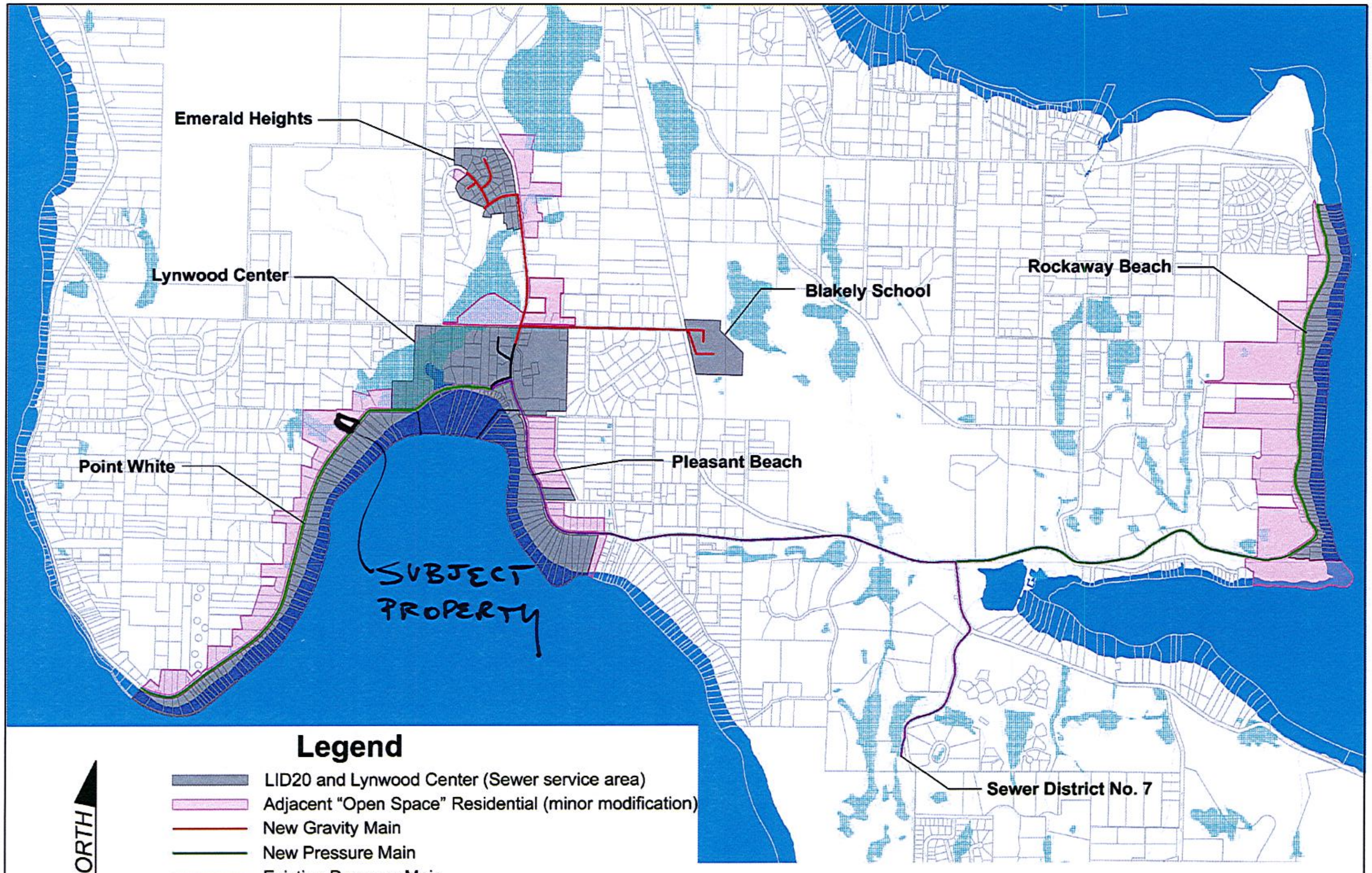
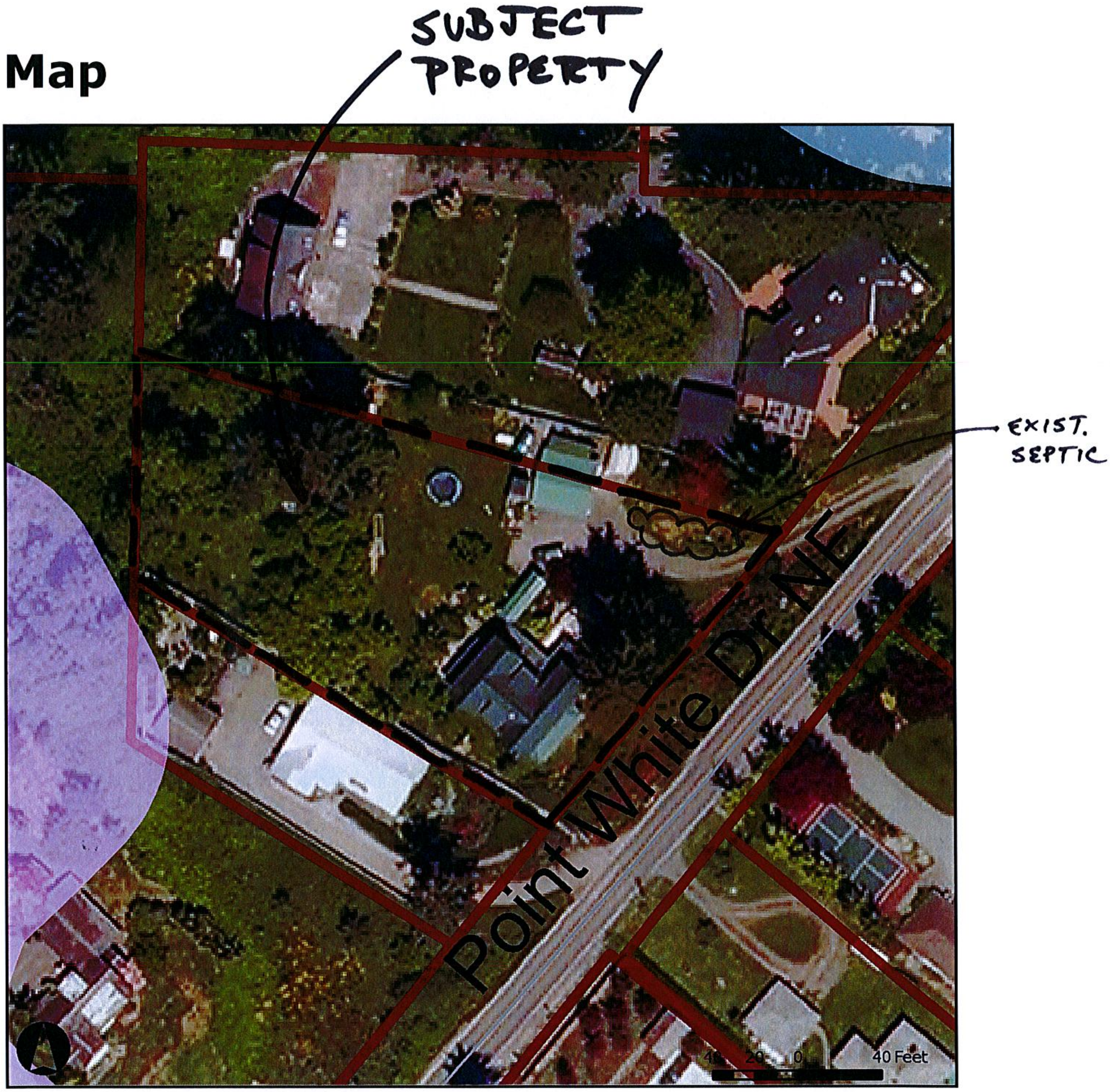


Figure 1 - South Island Sewer Connections

ATTACHMENT A.1

Map



Parcels

Streams

Wetlands

Potential Wetland Water Quality Buffer

Potential Wetland Habitat Buffer

Shoreline

Streets

Highway

Parcels

Kitsap County Data

2009 12" Color Island Orthophoto

Red: Band_1

Green: Band_2

BI_Background-Shoreline

BI_Background-Land

BI_Background-Water

ATTACHMENT A-2

Chris Wierzbicki

From: Carol Fiedler Kawaguchi [cfkawaguchi@comcast.net]
Sent: Tuesday, November 20, 2012 8:39 AM
To: Chris Wierzbicki
Cc: Anne Blair
Subject: 4355 point white dr sewer connection

Hi Chris,

Thank you for meeting to discuss my request to connect to sewer. I have written a brief background about why we are looking to connect to help clarify our concerns. Our drain field was installed in the early 1970's and has in recent years begun to be compromised by the increased water flowing onto our property due to migrating year round springs (our property lies directly over the Seattle Fault) and upland development off of Baker Hill. Our next door neighbors' front bank slide in 2008 due to poor channeling of water from development which backlogged on her property and liquefied the slope above Point White Dr. Since then we have installed additional curtain drains to try to alleviate some of the upland water flow issue but it does not seem to be keeping up. Our drain field is situated above the road about 40 feet west from where the slide occurred. At the present time a portion of our drain field is showing signs of back logged water. We have shut off that section of the drain field for home use due to standing water a few inches below ground level because it isn't draining adequately. Our concern is that the rest of our drain field will be compromised by continued wet conditions. Our property does have an approved reserve field location designated in the early 1970's but with changing overland and sub-surface water flow it is no longer a viable location. There is a clay layer at 10 inches and the soil at 6-8 inches shows water saturation in the area set aside as the reserve. We are additionally constrained in a new reserve field location as portions of our property have designated wetlands (identified in early 2000) on it, active migrating springs which bubble up in various locations and adjoining property well setbacks. I had Rod Left of Acme Septic Design evaluate our conditions and give his recommendations. I believe you have his letter of evaluation from our previous meeting.

Thank you
Carol Fiedler

ATTACHMENT A·3

ACME
Septic Design & Maintenance

P.O. Box 2954 Silverdale, Washington 98383
Tel: 360.698.8488
Admin: 360.275.4723

November 2012

Carol Fiedler
4355 Point White Drive NE
Bainbridge Island, WA 98110

Re: Soil Evaluation

To Whom It May Concern:

My name is Rod Left. I am the President of Acme Septic Design & Maintenance. I am a state licensed septic designer as well as a monitoring & maintenance provider who has worked in this industry for nearly 25 years. I am a Kitsap County resident and routinely provide service to Bainbridge Island residents.

On October 25, 2012 I evaluated the soils at 4355 Point White Drive NE, Bainbridge Island. My findings were as follows:

> **Soil type:** .5 light brown fine silty sandy loam.
> **Soil depth:** 10 inches to compaction.
> **Water table:** 6-8" to water table
> **Curtain drain:** north side of property (uphill side)

The weather conditions were unseasonably dry and dry on the day of the appointment. Nevertheless, the ground water is high and a generous amount was present at 6-8 inches despite the existing curtain drain. Based on my years of experience and my observations, it is my belief that springs are most likely present in the area, which cannot be controlled or contained. In addition the current septic system is exhibiting ponding and signs of stress, which are precursors to system failure. In order to install a system that meets state and county codes, there must be at least 12" of soil before meeting the water table or a restrictive layer. Based on state and county regulations for the various on-site septic systems as well as my findings, I strongly recommend sewer hook up.

Sincerely,

Rod Left, President
rod@acmeseptic.com
www.acmeseptic.com

LICENSED DESIGNER
EXPIRES
12-15-12

ATTACHMENT A.4

Appendix B

Public Sanitary Sewer Policies

SSP 2.1

Public sewer service should be provided for areas designated in the Comprehensive Plan, including Winslow, the City-contracted service areas of Sewer District 7 and the future service areas at Point Monroe Drive and Lafayette Avenue. Such public sewer service shall not be used to justify development counter to the Comprehensive Plan.

SSP 2.2

In public sewer system service areas, new construction should provide for eventual connection to public sewer systems.

SSP 2.3

The City sewer service area for the south end of Bainbridge Island (contracted service areas of the Sewer District 7) is shown on Figure 2B. Emergency service or other minor modifications to Figure 2B, which are within the existing sewer facility capacity, may be allowed with approval by the City Council by resolution, but major service area expansions that require a facility capacity analysis shall be evaluated under Policy SSP 2.7.

The future City sewer service areas for Point Monroe Drive and Lafayette Avenue (contracted service areas of the Washington State Parks and Recreation Commission) shown on Figure 2c are established to address an existing environmental problem and are not a necessary action to facilitate the growth planned under the City's Comprehensive Plan. The future sewer service areas shown in Figure 2c shall not become effective unless (1) a sewer treatment facility is built by the Washington State Parks and Recreation Commission at Fay Bainbridge State Park with capacity to serve the areas shown in Figure 2c, and (2) a local improvement district is successfully formed or other non-city funds are secured to pay for the City's full cost of providing the infrastructure to serve the areas shown in Figure 2c.

Future sewer service area A will become effective without further amendment to the Comprehensive Plan when items 1 and 2 listed above are met.

Future sewer service area B will become effective without further amendment to the Comprehensive Plan when the following requirements are met:

- Items 1 and 2 listed above are met; and
- The two lots fronting Puget Sound are aggregated into a single lot; and
- Development rights are extinguished through a conservation easement on the three lots fronting the Pt Monroe Lagoon shown in Figure 2c as "Conservation area related to future sewer service area B"; and
- A shoreline variance permit application allowing the development of a single-family residence is approved, issued, and survives any appeal.

Future sewer service area C will become effective without further amendment to the Comprehensive Plan when the following requirements are met:

- Items 1 and 2 listed above are met; and

ATTACHMENT B.1

PUBLIC WORKS DEPARTMENT **ADMINISTRATIVE PROCEDURE**		**2.14 SOUTH ISLAND SEWER CONNECTIONS**
INDEX: 2.0 Direct Services	EFFECTIVE DATE: April 3, 2006	APPROVED: Signature on File

REFERENCES:

City of Bainbridge Island Comprehensive Plan, as amended, on file in the Department of Planning and Community Development

Interlocal Agreement between the City and Sewer District No. 7 (SD7) dated October 3, 1997

Interlocal Agreement between the City and Sewer District No. 7 (SD7) dated September 24, 2003

All Interlocal Agreements between the City and Sewer District No. 7 (SD7) that provide for sewer connections in an amount greater than the number of connections defined in the Interlocal Agreement dated September 24, 2003.

Sewer Connection Analysis form, as amended, on file in the Department of Public Works.

POLICY:

The policy and priority of the City is to manage the use of available ERUs in a manner that follows the guidance provided in the City's Comprehensive Plan, SD7 policies and resolutions, and this connection procedure. Subject to the availability of ERUs the City shall:

1. Reserve capacity for all requested connections in LID20,
2. Provide sewer service to projects in Lynwood Center that:
   a. have failing septic systems,
   b. are used (or planned for) to serve a public need,
   c. are planned for residential use at densities greater than four units per acre or greater,
   d. are planned for commercial and mixed use, or
   e. are planned for residential use at densities of less than four units per acre.
3. Provide sewer service to properties with failing septic systems that are approved by City Council as a "minor modification" to the sewer service area following the guidance in the Comprehensive Plan, and
4. Avoid the creation of a secondary market for unused ERUs.

The above policy statements were approved by City Council on March 22, 2006.

ATTACHMENT B.2

It is required that

1. ERUs are reserved for a single parcel,
2. ERUs may not be transferred, sold, or otherwise committed through a binding legal agreement to an owner of another parcel,
3. Unused or excess ERUs reserved for a parcel may be held for use subject to the City's binding commitment for a reservation of sewer capacity,
4. If requested by the owner, unused or excess ERUs reserved for a parcel may, at the City's option (City would not take possession until a new recipient is identified), be purchased by the City in an amount equal to the sum of all system participation (SD7 connection) and latecomer's fees paid by an owner at the time the ERUs were reserved or allocated by the City, and
5. Owners may utilize ERUs reserved for a parcel in any manner they choose to develop that parcel subject to City, County, and State code, the City's current Comprehensive Plan, the City's current zoning requirements, and plans approved by Planning and Community Development.

DEFINITIONS: City of Bainbridge Island (City) South Island sewer capacity is defined as the number of Equivalent Residential Units (ERUs) reserved for wastewater treatment as established by interlocal agreement between the City and Kitsap County Sewer District No. 7 (SD7). One (1) ERU is defined as one (1) sewer connection and is based upon the fixture unit values listed on the City's Sewer Connection Analysis form (attached.) Fulfillment of a sewer connection request is defined as the process where the City reviews a sewer availability request and makes available a 30 calendar-day non-binding commitment for sewer service availability.

GUIDANCE: The City's 2004 Comprehensive Plan Update provides guidance in how sewer service contracted with SD7 should be made available to properties located in the south end of Bainbridge Island. The connection of properties is largely governed by the following Comprehensive Plan policies:

FRW 1.3 (Framework of the Plan) provides guidance on managing population growth on the Island. Winslow is targeted to accommodate 50% of the population growth through the year 2012, Neighborhood Service Centers are targeted to accommodate up to 5%, and the balance of the growth (45%) would be absorbed throughout the remainder of the Island. The Comprehensive Plan intends that, if approved by Kitsap County Health District (KCHD), on-site wastewater treatment can adequately support the 45% population growth target area.

LU 1.3 (Land Use) provides guidance on development density on the Island. The Neighborhood Service Centers of Island Center, Rolling Bay, and Lynwood Center offer small-scale, commercial and service activity outside of Winslow. These Neighborhood Service Centers may be allowed to develop at slightly higher densities to reinforce their roles as small-scale, community centers.

NSC 1.2 (Neighborhood Service Center) establishes the requirements for sewer connections in Lynwood Center. Any new development or expansion of existing development in Lynwood Center will be required to connect to public sewer, when available, or meet other KCHD requirements, when appropriate.

OS 1.7 (Residential Open Space) governs the development of sewer system infrastructure and capacity in residential open spaces. Water or wastewater infrastructure, which may contribute to system capacity exceeding local need, shall not be used to justify development counter to the City-wide land use policies.

SSP 1.1 (Sanitary Sewer On-site Systems) states that "on-site wastewater disposal systems…are a long-range solution to sewage disposal in most areas of the Island".

SSP 2.1 states that "Public sewer service should be provided for areas designated in the Comprehensive Plan…including the City-contracted service areas of Sewer District 7. Such public sewer service shall not be used to justify development counter to the Comprehensive Plan".

SSP 2.3 defines the City's contract sewer service area for the south end of Bainbridge Island and provides guidance for minor modifications to the sewer service area. Emergency service and other minor modifications to the sewer service area, which are within the existing sewer facility capacity, may be allowed with City Council approval.

SSP 2.7 provides guidance for a major expansion of a sewer service area and establishes the criteria to be used to evaluate a service area expansion. A comprehensive plan amendment and City Council approval will be necessary if new sewer service areas are proposed for a new public sewer facility or major expansion of an existing public sewer facility.

BACKGROUND: Available sewer system capacity in South Island is limited by the number of sewer connections that can be made available by SD7. Allocation of available capacity must be managed and planned for in a manner that conforms with the guidance provided in the City's Comprehensive Plan. That guidance suggests that sewer connection areas in South Island may reasonably be classified into three distinctly different areas based upon different growth development objectives and different sewer connection decision making criteria. These areas are Lynwood Center, LID20, and Adjacent "Open Space" Residential.

Lynwood Center is a defined sewer service area in the 2004 Comprehensive Plan that falls within one of the three Neighborhood Service Center (NSC) areas that together are targeted for a 5% population growth. This area is defined by the boundaries shown in 2004 Comprehensive Plan Update, Water Element Figure 2B (attached.) This area may be developed at a higher density and requires a connection to public sewer when available for commercial development. Eighty sewer connections were allocated to parcels within this area in an Interlocal Agreement between the City and Sewer District No. 7 (SD7) dated October 3, 1997. Current zoning in Lynwood Center will allow 117 additional residential connections. The commercial portion of the mixed use development in the area zoned NSC/R-2 and NSC/R-12 could add more.

LID20 is a defined sewer service area in the 2004 Comprehensive Plan with a defined number of approved sewer connections. This area is defined by the boundaries shown in 2004 Comprehensive Plan Update, Water Element Figure 2B (attached.) An Interlocal Agreement between the City and SD7 dated September 24, 2003 provides for the treatment of 250 connections for LID20. The number of parcels eligible for connection in the LID area is set at 231. One party opposed the LID formation and filed suit. In an agreement with the City the parcel remains in the LID with a $0.00 assessment but with no guarantee of a future connection The remaining twenty connections are available for use in Lynwood Center and in any area added pursuant to SSP 2.3 of the Comprehensive Plan and this procedure.

Adjacent "Open Space" Residential is an area in South Island containing parcels that meet the "minor modification" criteria defined in 2004 Comprehensive Plan Policy SSP 2.3 and that individually may be permitted to connect with City Council approval. This area is defined by the boundaries shown in Figure 1 (attached), and falls within the 45% population growth target area. It is defined as any property in South Island not included in Lynwood Center or LID20 that:

1. is adjacent to an existing sewer main serving Lynwood Center or any LID20 area excluding Blakely School and Fort Street,
2. is adjacent to and contiguous with Lynwood Center or any LID20 area excluding Blakely School and Fort Street, and
3. has an existing residential building with a failing septic system and has no opportunity to develop an alternative on-site sewer treatment area or drain field, or

4. has an existing residential building with septic system located with a proximity to sensitive bodies of water, has a high probability of negatively affecting the quality of those bodies of water, and has no opportunity to develop an alternative on-site sewer treatment area or drain field.

The requirements for adjacent and contiguous properties as outlined above are established to avoid a patchwork of properties served by sewer service throughout South Island. Vacant properties meeting adjacent and contiguous requirements will be expected to utilize on-site wastewater disposal systems as a long-range solution to sewage disposal following the guidance in Comprehensive Plan Policy SSP 1.1. Properties with existing buildings and failing septic systems outside of this area will be expected to develop alternative solutions for wastewater treatment.

PROCEDURE: Assign a parcel to an area according to the definition of parcel areas I through III below. Fulfill requests for sewer connections according to the procedure within each parcel area.

I. Parcels located within the LID 20 contract sewer service area

A total of 230 connections have been reserved for this area and consist of connected and unconnected parcels.

A. Connect all parcels at a time of the owner's choosing with the exception of a parcel located at 7936 NE Beck Road Rd. (see below)

B. The parcel (Parcel Tax Account # 4164-003-013-0003) located at 7936 NE Beck Road Rd. shall be permitted to connect in the future provided that the following conditions as stipulated in an agreement with the City are met:

1. The parcel is within the City's sewer service area
2. Sufficient City sewer capacity is available as determined by the City
3. Payment of a charge in lieu of assessment (latecomer's) fee equal to the per lot assessment in the Pleasant Beach neighborhood plus annual interest at a rate of 1 ½ times the interest charged to the City on the Public Works Trust Fund Loan for construction of LID20

II. Parcels located within the Lynwood Center contract sewer service area or within the Adjacent "Open Space" Residential area

Fulfill available sewer connections according to the following procedure subject to a requirement that the sewer system infrastructure must be able to handle the additional sewer flow; and must conform with City, County, and State code, the City's current Comprehensive Plan, the City's current zoning requirements, and plans approved by Planning and Community Development:

A. Assign requests for sewer connections to one of the following eight priority categories:
   1. Parcels in Lynwood Center with building(s) that have failing septic systems
   2. Parcels in Lynwood Center with building(s) served by a septic system that are located with a proximity to sensitive bodies of water and that have a high probability of negatively affecting the quality of those bodies of water
   3. Projects in Lynwood Center used (or planned for) that serve a public need
   4. Projects in Lynwood Center planned for residential use at densities of four units to the acre or greater
   5. Projects in Lynwood Center planned for commercial and mixed use
   6. Projects in Lynwood Center planned for residential use at densities of less than four units to the acre.
   7. Parcels in Adjacent "Open Space" Residential areas with building(s) that have failing septic systems
   8. Parcels in Adjacent "Open Space" Residential with building(s) served by a septic system that are located with a proximity to sensitive bodies of water and that have a high probability of negatively affecting the quality of those bodies of water
B. Within each priority category date rank each request according to the date the City received the request with the oldest request ranked first.
C. Use available connections to fulfill requests in priority categories A.1 through A.4 in numerical order with the lowest number fulfilled first following the date ranking established above.
D. After requests in categories A.1 through A.4 are fulfilled use available connections to fulfill requests in priority categories A.5 through A.8 in numerical order with the lowest number fulfilled first following the date ranking established above.

III. Parcels that are not located in any of the above parcel areas

A. Alternative wastewater treatment solutions should be pursued.
B. A Local Improvement District may be pursued.

ATTACHMENTS: Figure 2B – City Contracted Sewer Service Area
Figure 1 – Adjacent "Open Space" Residential Area
Sewer Connection Analysis form, Page 1
Sewer Connection Analysis form, Page 2

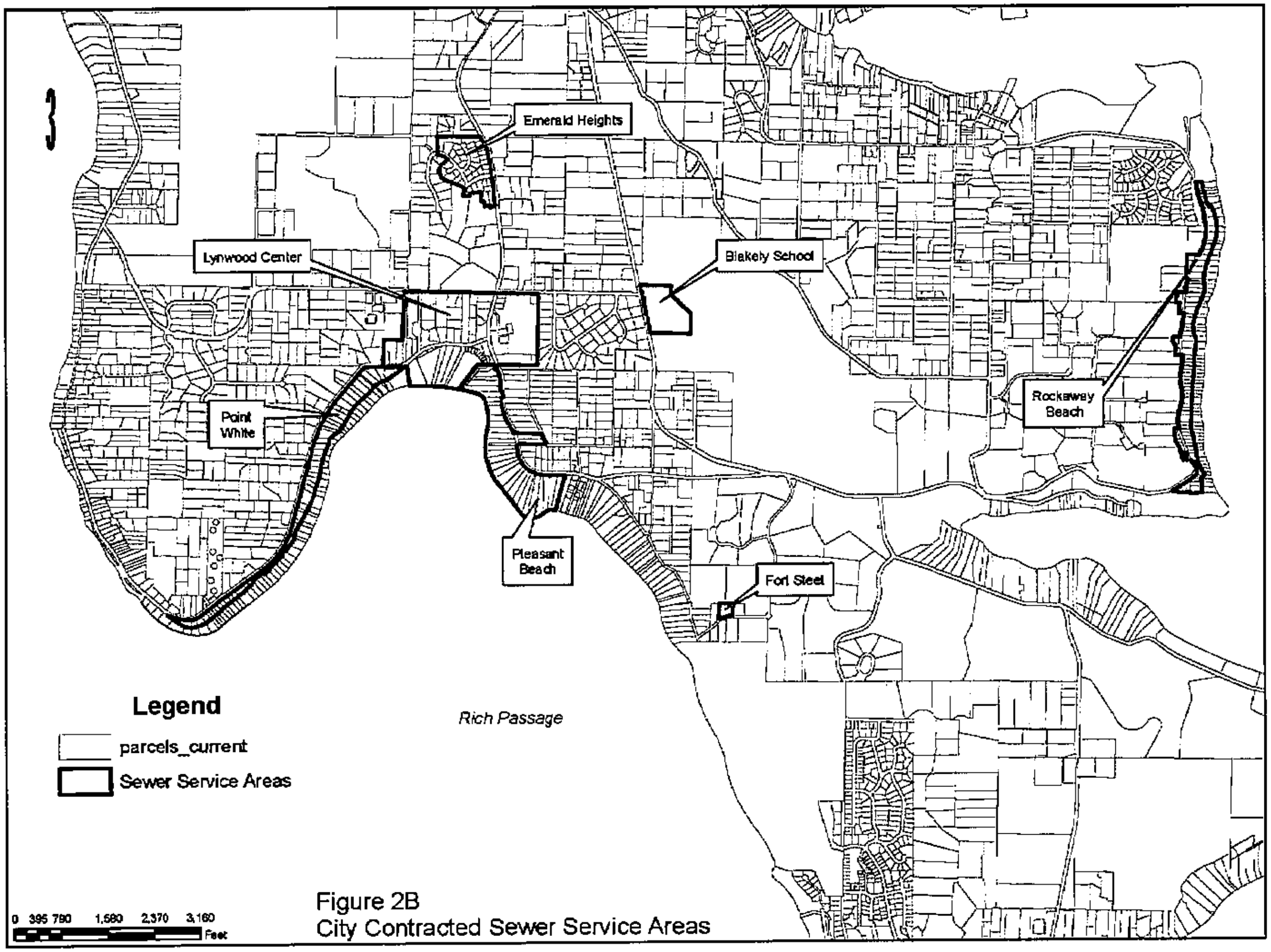


Figure 2B
City Contracted Sewer Service Areas

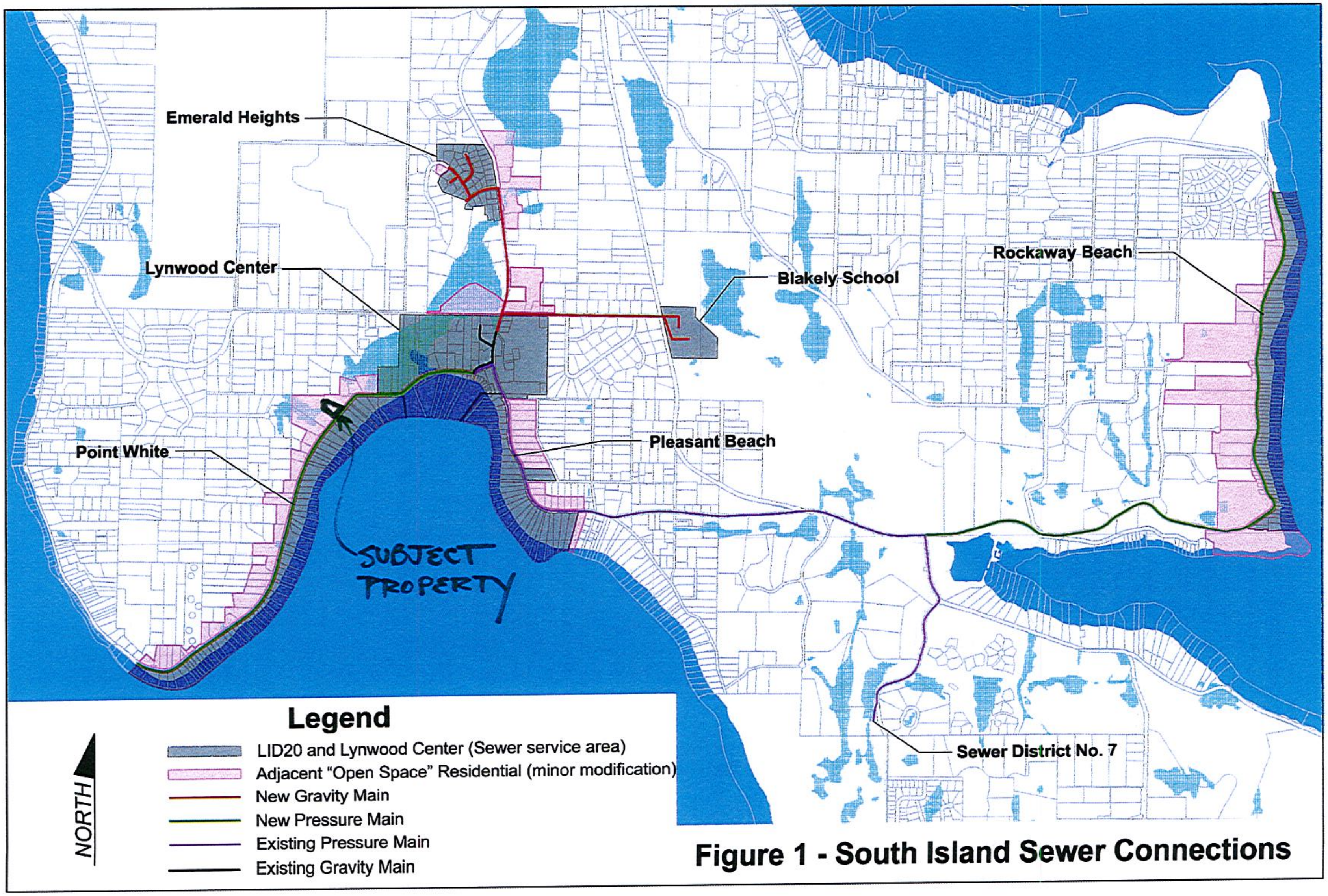


Figure 1 - South Island Sewer Connections

South Island Sewer - Connections and Binding Commitment Summary, January 16, 2013					
Service Area	**Interlocal Agreement Section (March 29, 2007) & Connections Purchased by City (ERUs)**	**Physical Connections To-Date (ERUs)**	**Binding Reservations (ERUs)**	**Total Connected and Bound (ERUs)**	**Total Remaining ERUs**
Lynwood Center Service Area	§1, **80**	80	0	80	0
LID 20 (South Island Sewer)	§2, **231**				
Blakely School		14	0	14	
Emerald Heights		38	5	43	
Pleasant Beach Drive		24	9	33	
Point White Drive		54	10	64	
Rockaway Beach		54	23	77	
	Total:	184	47	231	0
"Additional Residential Connections"	§2, **19**	1	0	1	18
Future Lynwood Center or "Adjacent Open Space"	§3, **150**	26.5	0	26.5	123.5
Total:	**480**	**291.5**	**47**	**338.5**	**141.5**

ATTACHMENT B-3

CITY OF BAINBRIDGE ISLAND AND KITSAP COUNTY SEWER DISTRICT NO. 7
INTERLOCAL AGREEMENT FOR WASTEWATER TREATMENT

THIS AGREEMENT is made and entered into this 29th day of March, 2007, by and between the CITY OF BAINBRIDGE ISLAND, Washington ("City") and KITSAP COUNTY SEWER DISTRICT NO. 7, Kitsap County, Washington ("District"), both municipal corporations of the State of Washington.

RECITALS

A. The District operates a wastewater treatment plant that serves a portion of the south end of the City.

B. By interlocal agreement dated October 3, 1997, the District reserved for the City and accepted for treatment 80 equivalent residential units ("ERUs") of capacity in the District's wastewater treatment plant for the purpose of reducing existing water pollution problems in the Lynwood Center area of the City.

C. By amendment dated August 8, 2002, the District and the City amended the 1997 interlocal agreement to clarify the monthly service charge to be paid per equivalent residential unit.

D. By interlocal agreement dated September 24, 2003, the District and the City entered into a new interlocal agreement, which acknowledged the existing reservation of 80 ERUs for the Lynwood Center area and reserved for the City 231 additional residential connections upon creation of the proposed south end sewer local improvement district, plus 19 additional residential connections for use as determined by the City.

E. The City created the south end sewer local improvement district ("LID 20") and constructed the sewer improvements therein, thereby utilizing the sewer connections authorized by the 2003 interlocal agreement.

F. Policy SSP 2.3 of the Water Resources Element of the City's Comprehensive Plan establishes the sewer service area for the south end of the City, and provides that "emergency service or other minor modifications [to that service area], which are within the existing sewer facility capacity, may be allowed with the approval of the City Council."

G. On March 22, 2006, the City Council adopted policies for sewer service in the south end. To implement those policies consistent with the Comprehensive Plan, particularly policy SSP 2.3, the Public Works Department on April 3, 2006 adopted Administrative Procedure 2.14, entitled "South Island Sewer Connections." Among other things, Procedure 2.14 provides that the provision of sewer service to certain land located adjacent to Lynwood Center and LID 20 and characterized as "open space residential" meets the "minor modification" criterion of Policy SSP 2.3. The District is constructing a Phase II addition to it's wastewater treatment plant, which will provide sewer service to the areas in the south end not currently served, as identified in the City's South Island Facilities General Plan and Engineering Report (December 2001).

ATTACHMENT B.4

H. The City has requested the District to provide 150 additional ERUs to serve Lynwood Center, LID 20 and Adjacent "Open Space" Residential areas as shown on the attachment to Procedure 2.14 entitled "Figure 1- South Island Sewer Connections.".

I. The District desires to provide 150 additional ERUs as requested by the City, which reservation of capacity in the District's wastewater treatment plan is consistent with the District's comprehensive plan and resolutions.

J. In order to provide the additional 150 ERUs, and because many provisions of the 2003 interlocal agreement have been fulfilled or are no longer applicable, the parties desire to enter into a new interlocal agreement regarding the treatment of wastewater and the payment of connection and service charges for the south end of the City.

AGREEMENT

The parties agree as follows:

1. Reservation of Service and Acceptance for Treatment—Lynwood Center. The City has paid connection fees for, and the District shall accept for treatment the wastewater of 80 ERUs in the Lynwood Center area of the City, as described in Section 4 of City Ordinance No. 2001-43 (SSP 2.3 of the Water Resource Element of the City's Comprehensive Plan, Figure 2B) ("Lynwood Center Area"). The 80 ERUs are allocated in accordance with **Exhibit A.** An ERU shall be the equivalent of one "residential connection." The City may authorize the transfer of any or all of the 80 ERUs among the parcels within the Lynwood Center Area. Within 30 days of an ERU transfer, the City shall give notice of the transfer to the District.

2. Reservation of Service and Acceptance for Treatment—LID 20 and South Island Sewer Area. In addition to the wastewater treatment service reserved and wastewater accepted for treatment under Paragraph 1 of this Agreement, the City has paid connection fees for, and the District shall accept for treatment the wastewater from 231 residential connections in the LID 20 area (Blakely School shall be allocated 14 of the 231 residential connections), and 19 additional residential connections in the City sewer service area for the South End, as described in Section 4 of City Ordinance No. 2001-43 (SSP 2.3 of the Water Resource Element of the City's Comprehensive Plan, Figure 2B), which includes the Lynwood Center area , and as shown on **Exhibit B.** A "residential connection" shall mean a single-family residential unit including its related accessory dwelling unit.

3. Reservation of Service and Acceptance for Treatment—Additional Parcels in Lynwood Center and Adjacent "Open Space" Residential. In addition to the wastewater treatment service reserved and wastewater accepted for treatment under Paragraphs 1 and 2 of this Agreement, the District shall reserve service for the City and will accept for treatment the wastewater of an additional 150 ERUs after October 1, 2007. An ERU shall be the equivalent of a "residential connection." The allocation and use of the additional 150 ERUs shall be determined by the City pursuant to the City's comprehensive plan, and the policies and procedure in City Public Works

Department Administrative Procedure – 2.14 South Island Sewer Connections attached as **Exhibit C**. The City shall pay $5,991.00 per ERU, which shall be due within 30 days of the date of the connection. Effective January 1 of a year and following 90 days advance notice to the City, the District may increase the connection fee by the same amount of any increase in District connection fees pursuant to RCW 57.08.005(10).

4. Notification of Binding Commitment and Connection. Within 30 days of a binding commitment to an owner for sewer service, the City shall give notice of the binding commitment to the District. Within 30 days of a connection, the City shall give notice of the connection to the District.

5. Service Charges. At execution of this Agreement, the District has a service charge per ERU of $35.00 per month. The District may amend the monthly service charge to cover changes in operation and maintenance costs, so long as the charge is uniform for class of customer, whether located within or without the District. The District shall not impose a surcharge or similar additional charge due solely to the fact that the customer is located outside of the District. Effective January 1 of a year and following 90 days advance notice to the City, the District may increase the monthly service charge. The City shall pay the monthly service charges for properties served by the District. The District shall send to the City a monthly bill for all service charges, which shall be due 30 days from the date of mailing of the bill. All charges remaining unpaid after 30 days shall bear interest at the rate of one percent per month until paid in full. The City and the District shall maintain appropriate books and accounts regarding the number of connections made and the number of connections available.

6. Sewer Availability. For the 19 connections authorized by paragraph 2 of this Agreement, and the 150 connections authorized by paragraph 3 of this Agreement, a City official may execute a binding commitment letter to such owner with such conditions and terms as the City official shall deem appropriate.

7. Additional Connections. If the District has sufficient capacity in the District's wastewater treatment plant after October 1, 2007 to treat the wastewater from more than the number of ERUs provided for in Paragraphs 1, 2, and 3 of this Agreement, the City and the District may by an amendment to this Agreement reserve capacity for additional ERUs .

8. Meetings. Each year in September, at least one representative of the City and of the District shall meet to discuss issues and matters relating to this Agreement and the District's provision of sewer service under this Agreement including but not limited to the status of authorized connections, increases in and the payment of connection and service charges, and infiltration and inflow in the District's sewer system.

9. Construction and Operation Standards. All City sewer facilities shall be constructed, installed, operated and maintained in accordance with federal, state and local laws and regulations, and City and District policies and procedures. Each party shall cooperate in the development, implementation and administration of pre-treatment procedures and limitations on quality and quantity of wastewater, to the extent necessary to allow the facilities of the City and District to satisfy federal, state and local laws and regulations and City and District policies and procedures.

The City shall operate its facilities in a manner that will prevent the entry of excessive water, turbidity, and grit into the facilities. If the District believes that City wastewater contains substances that will or have damaged the facilities or will or have caused the District's treatment plant to violate federal, state or local laws and regulations, it shall immediately notify the City. If the City agrees that City wastewater has so damaged the facilities or treatment plant, or if an arbitrator or court (issuing a final decision) determines that the City's wastewater has caused such damage, in whole or in part, the City shall pay for the damages it has caused.

10. Operation and Maintenance of Sewer Facilities. The City shall own, operate and maintain the sewer facilities located north of, and including, the manhole in the south 160 feet of the parcel described in AF #9502060195 ("Terminus Manhole"), except the existing meter manhole. The Terminus Manhole is also known as "Manhole No. F-1" in the 1995 plans by A.D.A. Engineering for Lynwood Center Wastewater Pump and Force main attached as **Exhibit D.** The District shall own, operate and maintain the treatment plant, the gravity lines from the Terminus Manhole to the wastewater treatment plant and the meter manhole approximately nine feet north of the Terminus Manhole.

11. Insurance. The District and the City shall maintain in full force and effect comprehensive general liability, public official liability and property insurance policies, with coverage and limits at least equal to the coverage and limits in effect under their respective insurance policies at the execution of this Agreement. Current certificates of insurance for the District and the City are attached as **Exhibits E** and **F**, respectively.

12. Indemnification. The District shall protect, defend, indemnify and save the City, its officers, employees and agents, harmless from any and all costs, claims, judgments or awards of damages, arising out of or in connection with the negligent acts or omissions of the District, its officers, employees or agents. The City shall protect, defend, indemnify and save the District, its officers, employees and agents, harmless from any and all costs, claims, judgments or awards of damages, arising out of or in connection with the negligent acts or omissions of the City, its officers, employees or agents.

13. Mediation. If a party disagrees with an interpretation or application of this Agreement by the other party, the party may file a notice requesting a meeting to discuss the dispute. The meeting shall be held within seven days between two representatives of each party designated by the Mayor and the Secretary of the Board of Commissioners. If the parties are unable to resolve the dispute at the meeting or any continued meetings, they may, by mutual consent, initiate mediation. If the dispute involves the calculation or timing of payment of connection fees or service charges, the City shall pay the amount claimed by the District to the District pending resolution of the dispute. The mediator(s) shall be selected based on expertise in the nature of the matter in dispute and ability to facilitate settlement. The parties agree to provide all documentation and information requested by the mediator(s) and in all other regards to cooperate fully with the mediator(s). If mediation is unsuccessful in providing a mutually acceptable solution to the dispute within 30 days after commencement of the mediation, unless extended by mutual agreement of the parties, the parties may pursue any other form of relief. The costs for mediation shall be equally shared between the parties. Unless arbitration is requested pursuant to Paragraph 14, the City or the District shall pay or

refund, as applicable, the difference between the amount paid by the City and the amount agreed at mediation.

14. Arbitration. Within 14 days after completion of the meeting under Paragraph 13, or after the mediation under Paragraph 13, either party may file a notice requesting arbitration under this Paragraph. If the dispute involves the calculation or timing of payment of charges, the City shall continue to pay the amount claimed by the District to the District pending resolution of the dispute. The parties shall attempt to agree upon a person with appropriate expertise in the subject matter to be arbitrated. If the parties are unable to select an arbitrator, they shall obtain from Municipal Research Services Center the names of five persons who have some expertise in the subject matter to be arbitrated. From the list of five names, the parties will attempt to agree on one person to serve as arbitrator. If the parties are unable to agree on which of the five shall be the arbitrator, the parties shall alternately eliminate the name of one person on the list until only one name remains. The person remaining shall be the arbitrator. The arbitrator shall commence the arbitration hearing as soon as possible. The decision of the arbitrator shall be binding upon the parties and is subject to confirmation and review only as provided in Chapter 7.04 RCW. The arbitrator shall not be empowered to impose any remedy that has the effect of altering the terms of this Agreement. All costs of the arbitration proceeding shall be shared equally by the parties. The City or the District shall pay or refund, as applicable, the difference between the amount paid by the City and the amount awarded by the arbitrator.

15. Litigation Costs. If either party commences litigation against the other party relating to this Agreement, the prevailing party shall be entitled to all costs, including attorneys' fees incurred, relating to such litigation.

16. Notices and Payments. All notices shall be in writing and may be delivered or mailed to the following respective addresses or to such other respective addresses as either party may designate in writing:

To the City:	City of Bainbridge Island 280 Madison Avenue North Bainbridge Island, Washington 98110
To the District:	Kitsap County Sewer District No. 7 P.O. Box 400088 Bellevue, Washington 98015

Notices sent by certified or registered mail shall be deemed to have been given when and if properly mailed, and the postmark affixed by the United States Post Office shall be conclusive evidence of the date of mailing. All notices shall be sent to the attention of City Public Works Director and Sewer District 7 District Manager. All payments and bills shall be sent to the attention of City Accounts Payable Division and Sewer District 7 District Manager.

17. Severability. Invalidation of any of the provisions of this Agreement or of any section, sentence, clause, phrase, or word in this Agreement, or the unenforceability of the

Agreement in any circumstance, shall not affect the validity of the remainder of this Agreement or the application of this Agreement in any other circumstance.

18. Amendment. This Agreement shall remain in force until mutually amended or terminated.

CITY OF BAINBRIDGE ISLAND

By ______________________
Mayor

KITSAP COUNTY SEWER DISTRICT NO. 7

By ______________________
President of Board of Commissioners

EXHIBIT A

1. Lynwood Center Building – tax parcel no. 042402-1-014-2004: 14 ERUs.

2. Serenity House – tax parcel nos. 042402-1-002-2008; 042402-1-003-2007; and 042402-1-006-2004: 23 ERUs.

3. Pleasant Beach Village – Auditor's File No. 3035993: 10 ERUs.

4. Rich Pass LLC – tax parcel no. 042402-1-004-2006 (formerly Pleasant Beach Grill): 10 ERUs.

5. Lynwood Commons – tax parcel nos. 042402-1-078-2007; 042402-1-079-2006; 042402-1-080-2003; 042402-1-081-2002; 042402-1-082-2001 (formerly Blossom tax parcels 042402-1-12-2006; 042402-1-047-2005; 042402-1-048-2004; 042402-1-049-2003 and 042402-1-050-2002): 23 ERUs.

Exhibit B

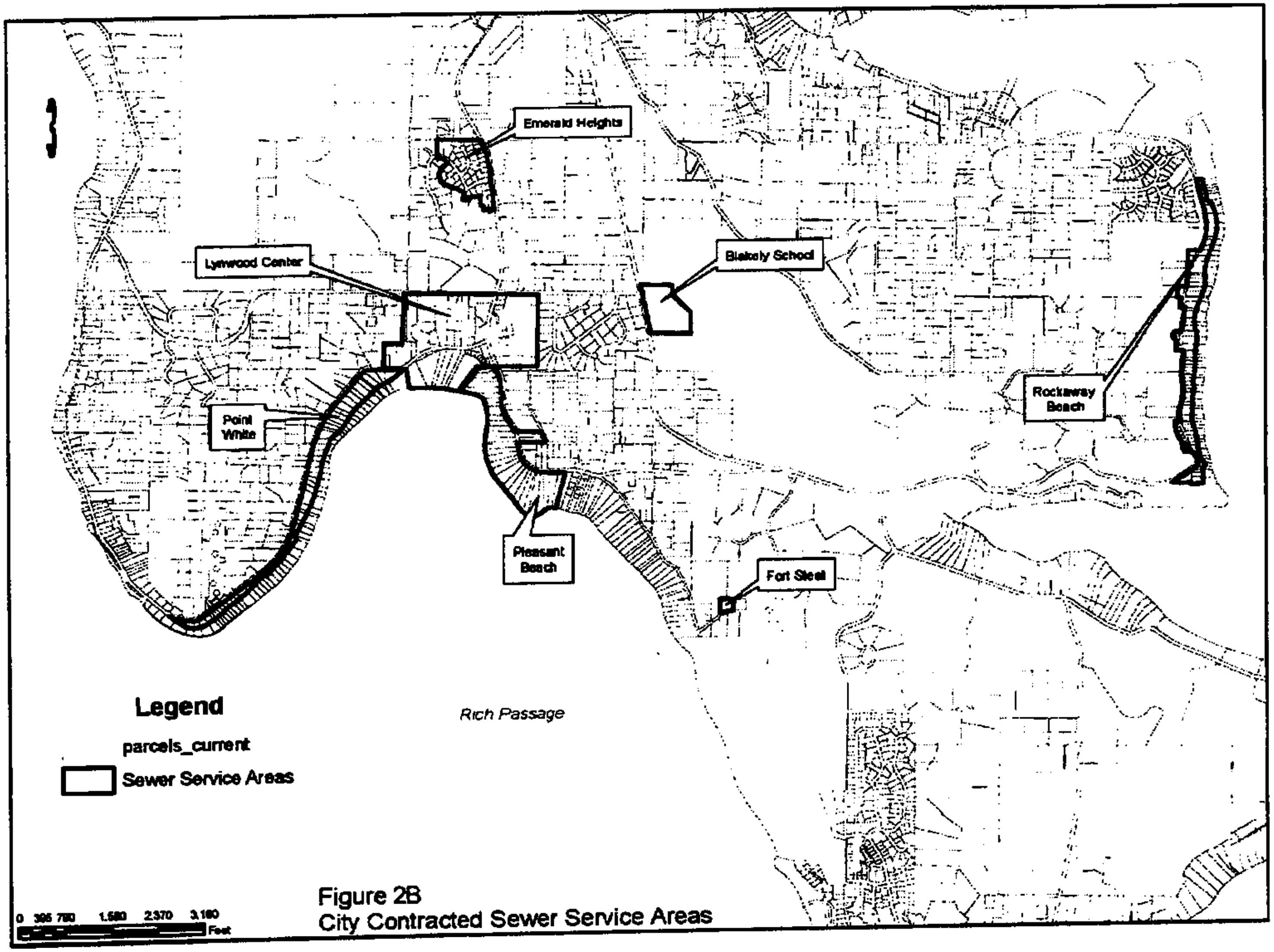


Figure 2B
City Contracted Sewer Service Areas

Chris Wierzbicki

From: Aaron Claiborne
Sent: Friday, January 04, 2013 3:57 PM
To: Chris Wierzbicki
Subject: FW: Sewer District 7

From: Colleen Yuhl [mailto:mcyuhl@msn.com]
Sent: Friday, January 04, 2013 3:50 PM
To: Aaron Claiborne
Subject: RE: Sewer District 7

Aaron: It was good to meet with you. It is always nice to be able to meet someone in person when you are dealing with them.

Yes, the District does have plenty of available capacity if the City requests additional ERUs.

Colleen Yuhl
Manager
KITSAP COUNTY SEWER DISTRICT NO. 7
206-459-2796
mcyuhl@msn.com

Subject: Sewer District 7
Date: Fri, 4 Jan 2013 15:04:37 -0800
From: Aclaiborne@bainbridgewa.gov
To: mcyuhl@msn.com

Hi Colleen,

Thanks for meeting with Christy and I in November. I wanted to follow up and confirm that you have available capacity at the treatment plant if the City requested additional ERUs (connections). Please email me back confirming either way. Thanks

Aaron Claiborne, Utilities Project Coordinator
City of Bainbridge Island
Direct: 206.780.3585 Cell: 206.571.9853
Email: aclaiborne@bainbridgewa.gov Fax: 206.780.5104
7305 Hidden Cove Road, Bainbridge Island, WA 98110

ATTACHMENT B·5

CITY OF BAINBRIDGE ISLAND
CITY COUNCIL AGENDA BILL

PROCESS INFORMATION	
Subject: Waterfront Park Community Center (formally Bainbridge Island Senior Center) Renovation - Project Acceptance and Construction Contract Closure	Date: February 13, 2013
Agenda Item: Staff Intensive	Bill No.: 12-039
Proposed By: Public Works Director Lance Newkirk	

BUDGET INFORMATION		
Department: Public Works	Fund: CIP Facilities – BI Senior Community Center Remodel	
Expenditure Req: N/A	Budgeted? ☒ Yes ☐ No	Budget Amend. Req? ☐ Yes ☒ No

REFERRALS/REVIEW		
City Manager ☐ Yes ☐ No ☒ N/A	Legal ☐ Yes ☐ No ☒ N/A	Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action Item:

Consider approval of the Waterfront Park Community Center Renovation project acceptance and contract closure.

History:

This project consisted of demolition and reconstruction of the west wing of the community senior center. A construction contract was executed for the Waterfront Park Community Center Renovation project on April 16, 2012 in the amount of $448,924.16. The original contract did not include additional items requested by the Bainbridge Island Senior Community Center (BISCC); therefore, a final change order was executed and approved by the City, Pacific Coast Contractor and BISCC on October 9, 2012 in the amount of $29,897.18. The revised total for the construction contract is $478,821.34.

Budget:

The approved project budget is $500,000 with an additional $30,000 donated by BISCC to cover their additional requested items. With the revised project budget of $530,000 and the overall project costs in the amount of $529,514 a remaining balance of $486 was credited and returned to BISCC on January 24, 2013.

RECOMMENDED ACTION

Motion:

I move that the City Council accept the Waterfront Park Community Center Renovation project in the amount of $529,514.00.

CHANGES ORDER 1

Changes above and beyond the" Small Change" line item						
Add 100 amp service panel	$ 5,875.00	$ 1,292.50	$ 7,167.50	$ 616.41	$ 7,783.91	$ 7,783.91
Revise hardware to Sargent	$ 1,239.67	$ 272.73	$ 1,512.40	$ 130.07	$ 1,642.46	$ 1,642.46
Close in additional exterior soffit reception room	$ 1,690.00	$ 371.80	$ 2,061.80	$ 177.31	$ 2,239.11	$ 2,239.11
Paint existing exterior siding at reception area	$ 1,120.00	$ 246.40	$ 1,366.40	$ 117.51	$ 1,483.91	$ 1,483.91
PL upgrade from Formica white to Nevemar	$ 1,537.60	$ 338.27	$ 1,875.87	$ 161.32	$ 2,037.20	$ 2,037.20
upgraded cabinets painted with tile fireplace surround	$ 1,680.00	$ 369.60	$ 2,049.60	$ 176.27	$ 2,225.87	$ 2,225.87
upgrade to painted base at lounge and hallway	$ 1,900.00	$ 418.00	$ 2,318.00	$ 199.35	$ 2,517.35	$ 2,517.35
upgrade to finished drywall and painted ceilings rooms 113,111,109	$ 4,800.00	$ 1,056.00	$ 5,856.00	$ 503.62	$ 6,359.62	$ 6,359.62
add glass vision panel to ext door 18	$ 618.00	$ 135.96	$ 753.96	$ 64.84	$ 818.80	$ 818.80
add threshold, weather stripping, increase STC to doors 4 and 10	$ 1,380.00	$ 303.60	$ 1,683.60	$ 144.79	$ 1,828.39	$ 1,828.39
add plugs, phone lines , projector connection, parking lot light west end	$ 725.00	$ 159.50	$ 884.50	$ 76.07	$ 960.57	$ 960.57
			$ 27,529.63	$ 2,367.55	$ 29,897.18	$ 29,897.18

City of Bainbridge Island
Senior Community Center Remodel Project

SCCP Sources and Uses of Funds

Sources (A)	
LTGO Bond	
Bond - Design/Construction	$250,000
	$250,000
Community Resources	
BISCC - Contribution 1	$250,000
BISCC - Contribution 2	$30,000
	$280,000
Total Sources of Funds	**$530,000**

Uses (A)	
Design	
O'Connor & Associates	$32,619
Anticipated charges/ OCA	$7,373
	$39,992
Construction	
Pacific Coast Construction LLC	$448,924
Change Order #1	$29,897
	$478,821
Other Uses	
Advertising	$283
Printing/Copies	$865
Permitting	$9,553
	$10,700
Total Uses of Funds	$529,514
	$486

SCCP Status
27-Dec-12

Sources	Life to Date	Remaining
LTGO Bond		
Bond - Design/Construction	$0	$250,000
		$0
	$0	**$250,000**
Community Resources		
BISCC - Contribution 1	$0	$250,000
BISCC - Contribution 2		$30,000
	$0	**$280,000**
	$0	**$530,000**

Uses		
Design		
O'Connor & Associates	$32,619	$0
Anticipated charges/ OCA	$7,373	$0
	$39,992	$0
Construction		
Pacific Coast Construction LLC	$448,924	$0
	$29,897	$0
	$478,821	
Other Uses		
Advertising	$283	$0
Printing/Copies	$865	$0
Permitting	$9,553	$0
	$10,700	
	$529,514	$0

Notes:
(A) *Contains estimated funds to complete*

CITY OF BAINBRIDGE ISLAND
DESIGN REVIEW BOARD

Responsible Department: Planning & Community Development

Established By: Ordinance

Purpose: The Design Review Board is composed of citizen volunteers with expertise in the areas of design and construction of development projects. The Board advises the planning commission, planning director and hearing examiner on commercial and mixed-use land use applications, and makes recommendations to the Planning Commission and the City Council on changes, amendments, and/or additions to the design guidelines.

Scope of Work: 1) 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 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 outdoor recreation facilities are exempt from design review board consideration; 2) Review and make recommendations to the planning commission and the city council on changes, amendments and/or additions to the design guidelines; 3) Serve as an advisory and review capacity to housing design demonstration project applications including those design demonstration project applications involving land subdivision; 4) Such other duties and responsibilities as may be provided by resolution or ordinance of the city council.

Number of Positions: Seven

Length of Term: Set by ordinance. The terms for appointed members shall be three years. Terms are to be staggered, with no more than three positions expiring in any given year.

Position 1 Current Term Ending June 20, 2013 Future Term Ending June 30, 2013
Position 2 Current Term Ending May 31, 2014 Future Term Ending June 30, 2014
Position 3 Current Term Ending September 30, 2015 Future Term Ending June 30, 2015
Position 4 Current Term Ending September 30, 2015 Future Term Ending June 30, 2015
Position 5 Current Term Ending May 31, 2014 Future Term Ending June 30, 2014
Position 6 Current Term Ending May 31, 2015 Future Term Ending June 30, 2015
Position 7 Current Term Ending June 20, 2013 Future Term Ending June 30, 2013

Terms of Office: July 1 through June 30.

Meetings: As needed on first and third Monday of every month at 2:00 pm, Council Conference Room, City Hall (unless otherwise noticed).

Advertisements: All advisory positions will be done annually in April (to fill expired terms) and October (to fill mid-term vacancies). This will avoid the need to advertise multiple times throughout the year.

CITY OF BAINBRIDGE ISLAND
CITY COUNCIL AGENDA BILL

PROCESS INFORMATION	
Subject: Consent Agenda Items	Date: February 13, 2013
Agenda Item: Consent Agenda	Bill No.: 13-017
Proposed By: Executive	Referral(s):

BUDGET INFORMATION		
Department:	Fund:	Munis Contract #
Expenditure Req:	Budgeted? ☒ Yes ☐ No	Budget Amend. Req? ☐ Yes ☐ No

REFERRALS/REVIEW		
Study Session	Recommendation:	
City Manager ☐ Yes ☐ No ☒ N/A	Legal ☐ Yes ☐ No ☒ N/A	Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action Item:

Consideration of Consent Agenda Items A through G: Item A. Accounts Payable Voucher and Payroll Approval, Item B. Regular City Council Meeting Minutes, January 9, 2013, Item C. Bainbridge Youth Services, 2013 Community Services Agreement, Item D. Helpline House 2013 Community Services Agreement, Item E. Housing Resources Board, 2013 Community Services Agreement, Item F. Kitsap Conservation District Interlocal Agreement, and Item G. Summit Law Group, Letter of Engagement.

RECOMMENDED ACTION

Motion:

I move that the City Council approve Consent Agenda Items A through G: Item A. Accounts Payable Voucher and Payroll Approval, Item B. Regular City Council Meeting Minutes, January 9, 2013, Item C. Bainbridge Youth Services, 2013 Community Services Agreement, Item D. Helpline House 2013 Community Services Agreement, Item E. Housing Resources Board, 2013 Community Services Agreement, Item F. Kitsap Conservation District Interlocal Agreement, and Item G. Summit Law Group, Letter of Engagement.

CITY OF BAINBRIDGE ISLAND
ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: January 21, 2013 - February 11, 2013
CITY COUNCIL: January 23, 2013 - February 13, 2013

Last check from previous run: 332172 dated 1/24/2013 issued to WWCPA in the amount of 60.00

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	1/28/13	120	COBI Utilities January Billing	1,283.22
EFT	1/28/13	121	WA ST Department of Revenue/December Excise Taxes	7,775.90
Manual	1/10/13	332015	VOID	VOID
Manual	1/17/13	332173	CenturyLink/City Wide Phone Service	892.38
Manual	1/17/13	332174	PCD/James Duwe/Landscape Assurity Refund	2,775.00
Manual	1/18/13	332175	ENG/BI Senior Center/Reimbursement on Reconstruction	486.00
Manual	1/23/13	332176	PCD/Staples Advantage/Office Supplies	3,296.84
Manual	1/24/13	332177	POL/Assoc. of WA Cities/Feb 2013 Fehlman COBRA	2,192.91
Manual	1/28/13	332178	POL/ENG/WA State Dept of L&I/Volunteer Hours-4th Quarter	23.30
Manual	2/5/13	332179	PCD/ENG/Toshiba Financial Service/Copier Leases	2,645.15
Manual	2/5/13	332180	LEGAL/Wa Assoc of Public Records Officers/2013 Member Renewal	25.00
			Manual Checks, Electronic Disbursements	**21,395.70**
Regular Run	2/14/13	332181 - 332230	**2012 FY - Regular Check Run**	**299,334.38**
Regular Run	2/14/13	332231 - 332355	**2013 FY - Regular Check Run**	**180,899.53**

Total Disbursements **501,629.61**

Retainage Release	2/6/13	98	ENG/Pacific Coast Development/Senior Center Remodel	21,947.94
Travel Advance	N/A	N/A	No Advance Travel	Ø

Prepared and Reviewed by Karl R. Shaw Karl R. Shaw, Accounting Manager

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.

Jennifer Longfield 2/12/13

Jennifer Longfield, Budget Manager Date

ACH UB

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
120	01/28/2013	MANL	103 CITY OF BAINBRIDGE I	181937	10460JAN13	01/07/2013		ACHJAN13	34.44
Invoice: 10460JAN13					WFP IRRIGATION				
				34.44 91011768 547500	GG-C/E-PARKS-WTR/SWR				
				181938	10461JAN13	01/07/2013		ACHJAN13	575.06
Invoice: 10461JAN13					WFP RESTROOM				
				575.06 91011768 547500	GG-C/E-PARKS-WTR/SWR				
				181939	10463JAN13	01/07/2013		ACHJAN13	313.02
Invoice: 10463JAN13					SENIOR CENTER				
				313.02 91011755 547500	GG-C/E-COMMONS-WTR/SWR				
				181940	10464JAN13	01/07/2013		ACHJAN13	322.34
Invoice: 10464JAN13					COMMONS				
				322.34 91011755 547500	GG-C/E-COMMONS-WTR/SWR				
				181941	11573JAN13	01/07/2013		ACHJAN13	24.86
Invoice: 11573JAN13					PRITCHARD PARK				
				24.86 91011768 547500	GG-C/E-PARKS-WTR/SWR				
				181942	12755JAN13	01/07/2013		ACHJAN13	13.50
Invoice: 12755JAN13					STRAWBERRY PLNT PRK IRRIGAT				
				13.50 91011768 547500	GG-C/E-PARKS-WTR/SWR				

CHECK 120 TOTAL: 1,283.22

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 1,283.22

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	1,283.22

*** GRAND TOTAL *** 1,283.22

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 376								
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		1,283.22	
01/28/2013	ACHJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			1,283.22
01/28/2013	ACHJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		1,283.22	1,283.22
APP 631-130000					DUE TO/FROM CLEARING		1,283.22	
01/28/2013	ACHJAN13	012813						
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			1,283.22
01/28/2013	ACHJAN13	012813						
					SYSTEM GENERATED ENTRIES TOTAL		1,283.22	1,283.22
					JOURNAL 2013/01/376 TOTAL		2,566.44	2,566.44

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2013	1	376	01/28/2013		
001-130000				GENERAL - DUE TO/FROM CLEARING		1,283.22
001-213000				GENERAL - ACCOUNTS PAYABLE	1,283.22	
				FUND TOTAL	1,283.22	1,283.22
631 CLEARING FUND	2013	1	376	01/28/2013		
631-130000				DUE TO/FROM CLEARING	1,283.22	
635-111100				CASH		1,283.22
				FUND TOTAL	1,283.22	1,283.22

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
631 CLEARING FUND		1,283.22	
001 GENERAL FUND			1,283.22
	TOTAL	1,283.22	1,283.22

** END OF REPORT - Generated by Linda Steinberg **

EXC TAX
EFT

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
121	01/28/2013	MANL	124 WA ST DEPT OF REVENU	181943	2012-12	01/28/2013		EFTJAN13	7,775.90

Invoice: 2012-12 — DEC 2012 EXCISE TAXES

112.19	91411341	553000	FINANCE - WATER EXTRNL TAXES
329.31	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
3,689.34	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
64.82	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
18.34	91411341	553000	FINANCE - WATER EXTRNL TAXES
3.42	91411341	553000	FINANCE - WATER EXTRNL TAXES
240.35	91431383	553000	FINANCE - SSWM - EXTRNL TAXES
2,784.44	91411341	553000	FINANCE - WATER EXTRNL TAXES
367.70	91421351	553000	FINANCE - SEWER - EXTRNL TAXES
32.87	53011212	520000	POLICE - C/E PATROL BENEFITS
25.10	53011560	531100	POLICE - C/E PATROL EP OFC SUP
9.84	51011211	520000	PD-C/E ADMIN-BENEFITS
.86	91011215	542500	GG-C/E-PD-POSTAGE
24.41	54025212	531100	MARINE - SUPPLIES
17.11	71011321	531100	PW - C/E SUPPLIES
1.21	73637891	531100	OFFICE SUPPLIES
54.59	73421355	548100	WIN COLL-R&M

CHECK 121 TOTAL: 7,775.90

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 7,775.90

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	7,775.90

*** GRAND TOTAL *** 7,775.90

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 378									
APP 401-213000						ACCOUNTS PAYABLE		2,918.39	
	01/28/2013	EFTJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			7,775.90
	01/28/2013	EFTJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		4,505.76	
	01/28/2013	EFTJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		240.35	
	01/28/2013	EFTJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		110.19	
	01/28/2013	EFTJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		1.21	
	01/28/2013	EFTJAN13	012813			AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		7,775.90	7,775.90
APP 631-130000						DUE TO/FROM CLEARING		7,774.69	
	01/28/2013	EFTJAN13	012813						
APP 401-130000						DUE TO/FROM CLEARING			2,918.39
	01/28/2013	EFTJAN13	012813						
APP 402-130000						DUE TO/FROM CLEARING			4,505.76
	01/28/2013	EFTJAN13	012813						
APP 403-130000						DUE TO/FROM CLEARING			240.35
	01/28/2013	EFTJAN13	012813						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			110.19
	01/28/2013	EFTJAN13	012813						
						SYSTEM GENERATED ENTRIES TOTAL		7,774.69	7,774.69
						JOURNAL 2013/01/378 TOTAL		15,550.59	15,550.59

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2013	1	378	01/28/2013		
001-130000				GENERAL - DUE TO/FROM CLEARING		110.19
001-213000				GENERAL - ACCOUNTS PAYABLE	110.19	
				FUND TOTAL	110.19	110.19
401 WATER OPERATING FUND	2013	1	378	01/28/2013		
401-130000				DUE TO/FROM CLEARING		2,918.39
401-213000				ACCOUNTS PAYABLE	2,918.39	
				FUND TOTAL	2,918.39	2,918.39
402 SEWER OPERATING FUND	2013	1	378	01/28/2013		
402-130000				DUE TO/FROM CLEARING		4,505.76
402-213000				ACCOUNTS PAYABLE	4,505.76	
				FUND TOTAL	4,505.76	4,505.76
403 STORM & SURFACE WATER FUND	2013	1	378	01/28/2013		
403-130000				DUE TO/FROM CLEARING		240.35
403-213000				ACCOUNTS PAYABLE	240.35	
				FUND TOTAL	240.35	240.35
631 CLEARING FUND	2013	1	378	01/28/2013		
631-130000				DUE TO/FROM CLEARING	7,774.69	
631-213000				ACCOUNTS PAYABLE	1.21	
635-111100				CASH		7,775.90
				FUND TOTAL	7,775.90	7,775.90

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	7,774.69	
401 WATER OPERATING FUND		2,918.39
402 SEWER OPERATING FUND		4,505.76
403 STORM & SURFACE WATER FUND		240.35
001 GENERAL FUND		110.19
TOTAL	7,774.69	7,774.69

** END OF REPORT - Generated by Linda Steinberg **

VOID

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
332015	01/10/2013	VOID	4129 OWEN EQUIPMENT COMPA	181512	00066283	12/10/2012			-151.93
Invoice: 00066283					PW/2 FLEXIBLE HOSES				
				-151.93 73421355 548100	WIN COLL-R&M				

CHECK 332015 TOTAL: -151.93

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -151.93

	COUNT	AMOUNT
TOTAL VOIDED CHECKS	1	151.93

*** GRAND TOTAL *** -151.93

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 277								
APP 402-213000					ACCOUNTS PAYABLE			151.93
01/10/2013	332015	VOID			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH		151.93	
01/10/2013	332015	VOID			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		151.93	151.93
APP 631-130000					DUE TO/FROM CLEARING			151.93
01/10/2013	01/06/13	VOID						
APP 402-130000					DUE TO/FROM CLEARING		151.93	
01/10/2013	01/06/13	VOID						
					SYSTEM GENERATED ENTRIES TOTAL		151.93	151.93
					JOURNAL 2013/01/277 TOTAL		303.86	303.86

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
402 SEWER OPERATING FUND	2013	1	277	01/10/2013		
402-130000				DUE TO/FROM CLEARING	151.93	
402-213000				ACCOUNTS PAYABLE		151.93
				FUND TOTAL	151.93	151.93
631 CLEARING FUND	2013	1	277	01/10/2013		
631-130000				DUE TO/FROM CLEARING		151.93
635-111100				CASH	151.93	
				FUND TOTAL	151.93	151.93

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	151.93	
402 SEWER OPERATING FUND		151.93
TOTAL	151.93	151.93

** END OF REPORT - Generated by Linda Steinberg **

MANUAL 2013

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
332173	01/17/2013	PRTD	551 CENUTRYLINK	181916	0225JAN13	01/02/2013		M011713	71.87
Invoice: 0225JAN13					O&M FIRE ALARM MONITORING				
				71.87 91011897 542100	GG-C/E-O&M YARD FAC-PHONE				
				181917	0754JAN13	01/02/2013		M011713	70.95
Invoice: 0754JAN13					FLETCHER BAY WELL TELEMETRY				
				70.95 91411891 542100	GG-WTR-FAC-PHONE				
				181918	1745JAN13	01/02/2013		M011713	35.25
Invoice: 1745JAN13					CITY HALL ELEVATOR LINE				
				35.25 91411891 542100	GG-WTR-FAC-PHONE				
				181919	3271JAN13	01/02/2013		M011713	34.34
Invoice: 3271JAN13					O&M DIAL IN EMERGENCY				
				34.34 91011897 542100	GG-C/E-O&M YARD FAC-PHONE				
				181920	3542JAN13	01/02/2013		M011713	34.34
Invoice: 3542JAN13					POLICE DIAL IN EMERGENCY				
				34.34 91011215 542100	GG-C/E-PD-PHONE				
				181921	3736JAN13	01/02/2013		M011713	71.81
Invoice: 3736JAN13					CITY HALL FIRE ALARM MONITORNG				
				71.81 91011189 542100	GG-C/E-CITY HALL-PHONE				
				181922	4110JAN13	01/02/2013		M011713	34.34
Invoice: 4110JAN13					CITY HALL DIAL IN EMERGENCY				
				34.34 91011189 542100	GG-C/E-CITY HALL-PHONE				
				181923	5100JAN13	01/02/2013		M011713	45.93
Invoice: 5100JAN13					POLICE BACK DOOR LINE				
				45.93 91011215 542100	GG-C/E-PD-PHONE				
				181924	5211JAN13	01/02/2013		M011713	128.33
Invoice: 5211JAN13					POLICE PHONE SVC				
				128.33 91011215 542100	GG-C/E-PD-PHONE				
				181925	8731JAN13	01/07/2013		M011713	34.34
Invoice: 8731JAN13					COMMONS FIRE ALARM				
				34.34 91011755 542100	GG-C/E-COMMONS-PHONE				
				181926	9136JAN13	01/07/2013		M011713	92.28
Invoice: 9136JAN13					CITY HALL SECURITY ALARM				
				92.28 91011189 542100	GG-C/E-CITY HALL-PHONE				
				181927	9791JAN13	01/02/2013		M011713	137.33
Invoice: 9791JAN13					POLICE T1 MANDUS-CENCOM				
				137.33 91011215 542100	GG-C/E-PD-PHONE				
				181928	9840JAN13	01/07/2013		M011713	50.35
Invoice: 9840JAN13					HEAD OF BAY WELL TELEMETRY				
				50.35 91411891 542100	GG-WTR-FAC-PHONE				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				181929	9858JAN13	01/02/2013		M011713	50.92
			Invoice: 9858JAN13			SANDS AVE WELL TELEMETRY			
				50.92	91411891 542100	GG-WTR-FAC-PHONE			
						CHECK		332173 TOTAL:	892.38
332174	01/17/2013	PRTD	7662 DUWE, JAMES	181915	01/17/13	01/17/2013		M011713	2,775.00
			Invoice: 01/17/13			PCD/LANDSCAPE ASSURITY REFUND			
				2,775.00	62338 386000	BID/SURETY DEPOSITS CUS			
						CHECK		332174 TOTAL:	2,775.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 3,667.38

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	3,667.38

*** GRAND TOTAL *** 3,667.38

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 280								
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		684.91	
01/17/2013	M011713	011713			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			3,667.38
01/17/2013	M011713	011713			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000					ACCOUNTS PAYABLE		207.47	
01/17/2013	M011713	011713			AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000					ACCOUNTS PAYABLE		2,775.00	
01/17/2013	M011713	011713			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		3,667.38	3,667.38
APP 631-130000					DUE TO/FROM CLEARING		3,667.38	
01/17/2013	M011713	011713						
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			684.91
01/17/2013	M011713	011713						
APP 401-130000					DUE TO/FROM CLEARING			207.47
01/17/2013	M011713	011713						
APP 622-130000					DUE TO/FROM CLEARING			2,775.00
01/17/2013	M011713	011713						
					SYSTEM GENERATED ENTRIES TOTAL		3,667.38	3,667.38
					JOURNAL 2013/01/280 TOTAL		7,334.76	7,334.76

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2013	1	280	01/17/2013		
001-130000				GENERAL - DUE TO/FROM CLEARING		684.91
001-213000				GENERAL - ACCOUNTS PAYABLE	684.91	
				FUND TOTAL	684.91	684.91
401 WATER OPERATING FUND	2013	1	280	01/17/2013		
401-130000				DUE TO/FROM CLEARING		207.47
401-213000				ACCOUNTS PAYABLE	207.47	
				FUND TOTAL	207.47	207.47
622 EXPENDABLE TRUST FUND	2013	1	280	01/17/2013		
622-130000				DUE TO/FROM CLEARING		2,775.00
622-213000				ACCOUNTS PAYABLE	2,775.00	
				FUND TOTAL	2,775.00	2,775.00
631 CLEARING FUND	2013	1	280	01/17/2013		
631-130000				DUE TO/FROM CLEARING	3,667.38	
635-111100				CASH		3,667.38
				FUND TOTAL	3,667.38	3,667.38

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	3,667.38	
001 GENERAL FUND		684.91
401 WATER OPERATING FUND		207.47
622 EXPENDABLE TRUST FUND		2,775.00
TOTAL	3,667.38	3,667.38

** END OF REPORT - Generated by Linda Steinberg **

MANUAL 2013

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
332175	01/18/2013	PRTD	2476 BAINBRIDGE ISLAND SE	181930	0/18/13	01/18/2013		M011813	486.00
Invoice: 0/18/13					ENG/REIMB SR CTR-RECONSTR				
				486.00	3113627 36711000226 SC CENTER-DONATIONS				

CHECK 332175 TOTAL: 486.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 486.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	486.00

*** GRAND TOTAL *** 486.00

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 304								
APP 301-213000					ACCOUNTS PAYABLE		486.00	
01/18/2013	M011813	011813			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			486.00
01/18/2013	M011813	011813			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		486.00	486.00
APP 631-130000					DUE TO/FROM CLEARING		486.00	
01/18/2013	M011813	011813						
APP 301-130000					DUE TO/FROM CLEARING			486.00
01/18/2013	M011813	011813						
					SYSTEM GENERATED ENTRIES TOTAL		486.00	486.00
					JOURNAL 2013/01/304 TOTAL		972.00	972.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
301 CAPITAL CONSTRUCTION FUND	2013	1	304	01/18/2013		
301-130000				DUE TO/FROM CLEARING		486.00
301-213000				ACCOUNTS PAYABLE	486.00	
				FUND TOTAL	486.00	486.00
631 CLEARING FUND	2013	1	304	01/18/2013		
631-130000				DUE TO/FROM CLEARING	486.00	
635-111100				CASH		486.00
				FUND TOTAL	486.00	486.00

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	486.00	
301 CAPITAL CONSTRUCTION FUND		486.00
TOTAL	486.00	486.00

** END OF REPORT - Generated by Linda Steinberg **

MANUAL 2012

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332176	01/23/2013	PRTD	2467 STAPLES ADVANTAGE	181931	3189246431	12/29/2012		M012313	939.48
Invoice: 3189246431						PCD/FOLDERS/PENS/PRESSBOARD			
				939.48	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
				181932	3189246432	12/29/2012		M012313	887.35
Invoice: 3189246432						PCD/CLASSIFIC FOLDERS X 12 BX			
				887.35	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
				181933	3189246433	12/29/2012		M012313	188.89
Invoice: 3189246433						PCD/PRESSBD/PENS/LAMINATE SHTS			
				188.89	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
				181934	3189246434	12/29/2012		M012313	46.59
Invoice: 3189246434						PCD/POCKT FILES X 10			
				46.59	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
				181935	3189246435	12/29/2012		M012313	1,234.53
Invoice: 3189246435						PCD/PRESSBD/PART FLDRS/LABELS			
				1,234.53	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			

CHECK 332176 TOTAL: 3,296.84

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 3,296.84

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	3,296.84

*** GRAND TOTAL *** 3,296.84

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2012 12 590								
APP 407-213000					ACCOUNTS PAYABLE		3,296.84	
12/31/2012	M012313	012313			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			3,296.84
12/31/2012	M012313	012313			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		3,296.84	3,296.84
APP 631-130000					DUE TO/FROM CLEARING		3,296.84	
12/31/2012	M012313	012313						
APP 407-130000					DUE TO/FROM CLEARING			3,296.84
12/31/2012	M012313	012313						
					SYSTEM GENERATED ENTRIES TOTAL		3,296.84	3,296.84
					JOURNAL 2012/12/590 TOTAL		6,593.68	6,593.68

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
407 BUILDING & DEVELOPMENT FUND	2012 12	590	12/31/2012		
407-130000			DUE TO/FROM CLEARING		3,296.84
407-213000			ACCOUNTS PAYABLE	3,296.84	
			FUND TOTAL	3,296.84	3,296.84
631 CLEARING FUND	2012 12	590	12/31/2012		
631-130000			DUE TO/FROM CLEARING	3,296.84	
635-111100			CASH		3,296.84
			FUND TOTAL	3,296.84	3,296.84

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	3,296.84	
407 BUILDING & DEVELOPMENT FUND		3,296.84
TOTAL	3,296.84	3,296.84

** END OF REPORT - Generated by Linda Steinberg **

MANUAL 2013

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
332177	01/24/2013	PRTD	37 ASSOCIATION OF WASHI	181936	02/01/13	01/24/2013		M012413	2,192.91
Invoice: 02/01/13					POL/FEB 2013 FEHLMAN COBRA				
				2,192.91 51011211 520000	PD-C/E ADMIN-BENEFITS				

CHECK 332177 TOTAL: 2,192.91

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 2,192.91

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	2,192.91

*** GRAND TOTAL *** 2,192.91

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 358								
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		2,192.91	
01/24/2013	M012413	012413			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			2,192.91
01/24/2013	M012413	012413			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		2,192.91	2,192.91
APP 631-130000					DUE TO/FROM CLEARING		2,192.91	
01/24/2013	M012413	012413						
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			2,192.91
01/24/2013	M012413	012413						
					SYSTEM GENERATED ENTRIES TOTAL		2,192.91	2,192.91
					JOURNAL 2013/01/358 TOTAL		4,385.82	4,385.82

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2013	1	358	01/24/2013		
001-130000				GENERAL - DUE TO/FROM CLEARING		2,192.91
001-213000				GENERAL - ACCOUNTS PAYABLE	2,192.91	
				FUND TOTAL	2,192.91	2,192.91
631 CLEARING FUND	2013	1	358	01/24/2013		
631-130000				DUE TO/FROM CLEARING	2,192.91	
635-111100				CASH		2,192.91
				FUND TOTAL	2,192.91	2,192.91

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
631 CLEARING FUND		2,192.91	
001 GENERAL FUND			2,192.91
	TOTAL	2,192.91	2,192.91

** END OF REPORT - Generated by Linda Steinberg **

MANUAL
2012

CASH ACCOUNT: 635   111100   CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
332178	01/28/2013	PRTD	176 WA ST DEPT OF LABOR	181944	01/24/13	01/24/2012		M012813	23.30
Invoice: 01/24/13					POL/ENG VOLUNTEER HRS-4Q				
				1.38 55011757 520000	PD-HARBORMASTER-BENEFITS				
				2.04 72011321 520000	ENG - C/E ADMIN BENEFITS				
				19.88 51011211 520000	PD-C/E ADMIN-BENEFITS				

CHECK 332178 TOTAL: 23.30

NUMBER OF CHECKS 1   *** CASH ACCOUNT TOTAL ***   23.30

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	23.30

*** GRAND TOTAL ***   23.30

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2012 12 602									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		23.30	
	12/31/2012	M012813	012813			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			23.30
	12/31/2012	M012813	012813			AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		23.30	23.30
APP 631-130000						DUE TO/FROM CLEARING		23.30	
	12/31/2012	M012813	012813						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			23.30
	12/31/2012	M012813	012813						
						SYSTEM GENERATED ENTRIES TOTAL		23.30	23.30
						JOURNAL 2012/12/602 TOTAL		46.60	46.60

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2012 12	602	12/31/2012		
001-130000			GENERAL - DUE TO/FROM CLEARING		23.30
001-213000			GENERAL - ACCOUNTS PAYABLE	23.30	
			FUND TOTAL	23.30	23.30
631 CLEARING FUND	2012 12	602	12/31/2012		
631-130000			DUE TO/FROM CLEARING	23.30	
635-111100			CASH		23.30
			FUND TOTAL	23.30	23.30

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
631 CLEARING FUND		23.30	
001 GENERAL FUND			23.30
	TOTAL	23.30	23.30

** END OF REPORT - Generated by Linda Steinberg **

Manual 2013

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332179	02/05/2013	PRTD	6714 TOSHIBA FINANCIAL SE	182158	13214016	01/15/2013		M020513	236.81
Invoice: 13214016						PCD/COPIER 4540C LEASE			
				236.81	61470581 545000	PCD - DEV ADMIN RENTS & LEASES			
				182159	13214017	01/15/2013		M020513	329.06
Invoice: 13214017						PCD/6550C COPIER LEASE			
				329.06	61470581 545000	PCD - DEV ADMIN RENTS & LEASES			
				182160	13227513	01/18/2013		M020513	228.94
Invoice: 13227513						ENG/STUDIO 4540C COPIER LEASE			
				109.89	72011321 545000	ENG - C/E ADMIN RENTS & LEASES			
				36.63	72411341 545000	ENG - WATER ADMIN RENTS			
				27.47	72421341 545000	RENTS & LEASES - OPERATING			
				27.47	71011321 545000	PW - C/E RENTS & LEASES - OPER			
				13.74	72011325 545000	ENG - C/E FACIL RENTS & LEASES			
				13.74	72111431 545000	ENG - ACCESS MGMT RENTS/LEASES			
						CHECK 332179 TOTAL:			794.81
332180	02/05/2013	PRTD	679 WASHINGTON ASSOCIATI	182157	01/29/13	01/29/2013		M020513	25.00
Invoice: 01/29/13						LEGAL/2013 MEMBERSHIP RENEWAL			
				25.00	32011152 549100	LEGAL-C/E-DUES & SUBSCR SVCS			
						CHECK 332180 TOTAL:			25.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 819.81

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	819.81

*** GRAND TOTAL *** 819.81

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 2 95								
APP 407-213000					ACCOUNTS PAYABLE		565.87	
02/05/2013	M020513	020513			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100					CASH			819.81
02/05/2013	M020513	020513			AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		176.10	
02/05/2013	M020513	020513			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000					ACCOUNTS PAYABLE		36.63	
02/05/2013	M020513	020513			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000					ACCOUNTS PAYABLE		27.47	
02/05/2013	M020513	020513			AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000					STREETS - ACCOUNTS PAYABLE		13.74	
02/05/2013	M020513	020513			AP CASH DISBURSEMENTS JOURNAL			
					GENERAL LEDGER TOTAL		819.81	819.81
APP 631-130000					DUE TO/FROM CLEARING		819.81	
02/05/2013	M020513	020513						
APP 407-130000					DUE TO/FROM CLEARING			565.87
02/05/2013	M020513	020513						
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			176.10
02/05/2013	M020513	020513						
APP 401-130000					DUE TO/FROM CLEARING			36.63
02/05/2013	M020513	020513						
APP 402-130000					DUE TO/FROM CLEARING			27.47
02/05/2013	M020513	020513						
APP 101-130000					STREETS - DUE TO/FROM CLEARING			13.74
02/05/2013	M020513	020513						
					SYSTEM GENERATED ENTRIES TOTAL		819.81	819.81
					JOURNAL 2013/02/95 TOTAL		1,639.62	1,639.62

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2013	2	95	02/05/2013		
001-130000				GENERAL - DUE TO/FROM CLEARING		176.10
001-213000				GENERAL - ACCOUNTS PAYABLE	176.10	
				FUND TOTAL	176.10	176.10
101 STREET FUND	2013	2	95	02/05/2013		
101-130000				STREETS - DUE TO/FROM CLEARING		13.74
101-213000				STREETS - ACCOUNTS PAYABLE	13.74	
				FUND TOTAL	13.74	13.74
401 WATER OPERATING FUND	2013	2	95	02/05/2013		
401-130000				DUE TO/FROM CLEARING		36.63
401-213000				ACCOUNTS PAYABLE	36.63	
				FUND TOTAL	36.63	36.63
402 SEWER OPERATING FUND	2013	2	95	02/05/2013		
402-130000				DUE TO/FROM CLEARING		27.47
402-213000				ACCOUNTS PAYABLE	27.47	
				FUND TOTAL	27.47	27.47
407 BUILDING & DEVELOPMENT FUND	2013	2	95	02/05/2013		
407-130000				DUE TO/FROM CLEARING		565.87
407-213000				ACCOUNTS PAYABLE	565.87	
				FUND TOTAL	565.87	565.87
631 CLEARING FUND	2013	2	95	02/05/2013		
631-130000				DUE TO/FROM CLEARING	819.81	
635-111100				CASH		819.81
				FUND TOTAL	819.81	819.81

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	819.81	
407 BUILDING & DEVELOPMENT FUND		565.87
001 GENERAL FUND		176.10
401 WATER OPERATING FUND		36.63
402 SEWER OPERATING FUND		27.47
101 STREET FUND		13.74
TOTAL	819.81	819.81

** END OF REPORT - Generated by Linda Steinberg **

Regular 2012

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

INVOICE DTL DESC

332181 02/14/2013 PRTD 6488 AMEC EARTH & ENVIRON 181945 K11572259 01/03/2013 21100526 02/09/13 429.83
Invoice: K11572259 GEOTECHNICAL REVIEW
429.83 65538 38600000370 GEO TECH 3RD PARTY REVIEWS

CHECK 332181 TOTAL: 429.83

332182 02/14/2013 PRTD 7603 AMERICAN FLEET MAINT 181946 4687AU 12/11/2012 21200180 02/09/13 6,118.58
Invoice: 4687AU 2013 FORD POLICE SEDAN UPFIT
6,118.58 53011421 66400000537 2012 PD VEH-CAP EQ

CHECK 332182 TOTAL: 6,118.58

332183 02/14/2013 PRTD 2138 ASPECT CONSULTING LL 181947 17522 01/18/2013 21200134 02/09/13 1,788.02
Invoice: 17522 ON CALL GEOTECH SERVICES
1,788.02 72011322 54110000206 MISC ENG SVCS-C/E-PRO SVCS

181951 17424 01/10/2013 21200025 02/09/13 108.16
Invoice: 17424 WATER RESOURCES DATABASE MGMT
108.16 72431832 54110000445 NPDES PERMIT-PRO SVCS

181984 17423 01/10/2013 21200025 02/09/13 951.60
Invoice: 17423 WATER RESOURCES DATABASE MGMT
951.60 72411342 54110000485 GROUNDWTR MNGT PRGM-PRO SVCS

181985 17425 01/10/2013 21200025 02/09/13 674.96
Invoice: 17425 WATER RESOURCES DATABASE MGMT
674.96 72431832 54110000120 SSWM TECH ASSIST-PRO SVCS

CHECK 332183 TOTAL: 3,522.74

332184 02/14/2013 PRTD 45 BAINBRIDGE ISLAND CH 181961 17071 01/23/2013 21200045 02/09/13 3,524.45
Invoice: 17071 LTAC-DESTINATION MARKETING, PH
3,524.45 91140573 541100 GG-TOUR-PROF SERVICES

182132 17072 01/24/2013 21200044 02/09/13 8,370.66
Invoice: 17072 LTAC-VISITOR INFORMATION CTR
8,370.66 91140573 541100 GG-TOUR-PROF SERVICES

CHECK 332184 TOTAL: 11,895.11

332185 02/14/2013 PRTD 4638 BAINBRIDGE PERFORMIN 182094 1073 01/23/2013 21200043 02/09/13 2,132.18
Invoice: 1073 LTAC-BPA CULTURAL ARTS CENTER
2,132.18 91140573 541100 GG-TOUR-PROF SERVICES

CHECK 332185 TOTAL: 2,132.18

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332186	02/14/2013	PRTD	55 BAINBRIDGE ISLAND RE	182184	719201	01/11/2013		02/09/13	118.00
Invoice: 719201						PW/VAR FREQ DR REBUILD			
				118.00	73425358 544000	O&M-WWTP-ADVERTISING			
						CHECK	332186	TOTAL:	118.00
332187	02/14/2013	PRTD	7179 BAINBRIDGE YOUTH SER	181955	01/15/13	01/15/2013	21200049	02/09/13	7,945.00
Invoice: 01/15/13						2012 4Q TEEN CNSEL/OUTREACH			
				7,945.00	31017526 54110000297	EX-HHHS-YOUTH COUNS & JOB OPP			
						CHECK	332187	TOTAL:	7,945.00
332188	02/14/2013	PRTD	7178 BAINBRIDGE ISL CHILD	181952	01/18/13	01/18/2013	21200050	02/09/13	10,538.41
Invoice: 01/18/13						2012 4Q FAMILY CRISIS/SPCL NDS			
				10,538.41	31017540 54110000297	EXEC - HHHS CHILD PROF SVC			
						CHECK	332188	TOTAL:	10,538.41
332189	02/14/2013	PRTD	971 BAINBRIDGE ISLAND HI	181960	131	12/28/2012	21200041	02/09/13	3,656.25
Invoice: 131						4Q LTAC-INCR HRS@MUSEUM			
				3,656.25	91140573 541100	GG-TOUR-PROF SERVICES			
						CHECK	332189	TOTAL:	3,656.25
332190	02/14/2013	PRTD	2265 BAINBRIDGE ISLAND LO	182093	01/29/13	01/29/2013	21200047	02/09/13	6,067.16
Invoice: 01/29/13						4Q LTAC-TOURISM MARKETING			
				6,067.16	91140573 541100	GG-TOUR-PROF SERVICES			
						CHECK	332190	TOTAL:	6,067.16
332191	02/14/2013	PRTD	7183 BI SPECIAL NEEDS FOU	181953	01/22/13	01/22/2013	21200063	02/09/13	1,912.50
Invoice: 01/22/13						2012 4Q SVC/DISABLED YNG ADULTS			
				1,912.50	31017686 54110000297	EXEC-HHHS-DEV DISABILITIES-PS			
						CHECK	332191	TOTAL:	1,912.50
332192	02/14/2013	PRTD	5202 BAINBRIDGE ARTS AND	182100	01/31/13	01/31/2013	21200067	02/09/13	3,000.00
Invoice: 01/31/13						LTAC-FERRY ADVERTISING			
				3,000.00	91140573 541100	GG-TOUR-PROF SERVICES			
						CHECK	332192	TOTAL:	3,000.00

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332193	02/14/2013	PRTD	5923 THE BLOEDEL RESERVE	182097	LTAC 123112	01/29/2013	21200056	02/09/13	15,736.57
Invoice: LTAC 123112						4Q LTAC-BLOEDEL RESERVE JAPANESE			
				15,736.57	91140573 541100	GG-TOUR-PROF SERVICES			
						CHECK	332193	TOTAL:	15,736.57
332194	02/14/2013	PRTD	5016 BAINBRIDGE ISLAND BO	182096	01/30/13	01/30/2013	21200052	02/09/13	9,516.00
Invoice: 01/30/13						4Q AFTER SCHOOL ACTIVITIES			
				9,516.00	31017540 54110000297	EXEC - HHHS CHILD PROF SVC			
						CHECK	332194	TOTAL:	9,516.00
332195	02/14/2013	PRTD	1820 CDW GOVERNMENT INC	182098	W079152	01/07/2013		02/09/13	157.48
Invoice: W079152						IT/PANASONIC BATT CHGR-NPDES			
				157.48	72431832 53110000522	NPDES 2011 GRANT-SUPPLIES			
						CHECK	332195	TOTAL:	157.48
332196	02/14/2013	PRTD	2513 CH2M HILL INC	182185	3850222	02/01/2013	21200033	02/09/13	2,183.05
Invoice: 3850222						2012 LANDFILL MONITORING			
				2,183.05	73435838 54110000261	VINCENT RD DUMP-GRND WTR MONIT			
				182186	3848961	01/21/2013	21200033	02/09/13	2,993.14
Invoice: 3848961						2012 LANDFILL MONITORING			
				2,993.14	73435838 54110000261	VINCENT RD DUMP-GRND WTR MONIT			
						CHECK	332196	TOTAL:	5,176.19
332197	02/14/2013	PRTD	102 CITY OF BAINBRIDGE I	181977	RETREQ-325	12/07/2012	21100176	02/09/13	2,019.75
Invoice: RETREQ-325						RET/TUCCI WW RECON			
				2,019.75	72638418 66300000325	WW:CON-CONSTR PH ALLOC			
				182191	RETREQ1-587	01/29/2013	21200157	02/09/13	266.98
Invoice: RETREQ1-587						LINEAR MOORAGE R&M-RET-2012			
				266.98	55011757 54810000587	2012 LINEAR MOORAGE R&M			
						CHECK	332197	TOTAL:	2,286.73
332198	02/14/2013	PRTD	104 CITY OF BREMERTON	181968	01/11/13	01/11/2013		02/09/13	12,660.00
Invoice: 01/11/13						RESOURCE CONSERVATION ILA			
				12,660.00	73011189 54810000553	RCM UPGRADES-ALL FACILITIES			
						CHECK	332198	TOTAL:	12,660.00

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332199	02/14/2013	PRTD	4513 WASTE MANAGEMENT	181956	0034010-2588-1	01/01/2013		02/09/13	3,347.80
	Invoice: 0034010-2588-1					DISPOSAL SVCS DECANT			
				3,347.80 91435838 547900		GG-DECANT-GARBAGE			
							CHECK	332199 TOTAL:	3,347.80
332200	02/14/2013	PRTD	4950 CORRECT EQUIPMENT IN	182194	27258	01/23/2013	21200031	02/09/13	420.55
	Invoice: 27258					2012 GRINDER PUMP MX			
				420.55 73426355 54810000562		GRINDER PUMP MAINT CONTRACT			
				182195	27261	01/23/2013	21200031	02/09/13	1,106.77
	Invoice: 27261					2012 GRINDER PUMP MX			
				1,106.77 73426355 54810000562		GRINDER PUMP MAINT CONTRACT			
				182196	27262	01/23/2013	21200031	02/09/13	1,102.33
	Invoice: 27262					2012 GRINDER PUMP MX			
				1,102.33 73426355 54810000562		GRINDER PUMP MAINT CONTRACT			
				182197	27279	01/23/2013	21200031	02/09/13	414.46
	Invoice: 27279					2012 GRINDER PUMP MX			
				414.46 73426355 54810000562		GRINDER PUMP MAINT CONTRACT			
							CHECK	332200 TOTAL:	3,044.11
332201	02/14/2013	PRTD	7367 PAUL CULLEN PLLC	181957	01/04/13	01/04/2013		02/09/13	273.75
	Invoice: 01/04/13					CRT/PUBLIC DEFENDER SVCS			
				273.75 32011281 541113		LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
							CHECK	332201 TOTAL:	273.75
332202	02/14/2013	PRTD	7182 ELDER AND ADULT DAY	182099	01/22/13	01/22/2013	21200060	02/09/13	956.25
	Invoice: 01/22/13					4Q HEALTH/SOCIAL SVCS FOR ELDERLY			
				956.25 31017557 54110000297		EX-HHHS-AGING HEALTH PREV			
							CHECK	332202 TOTAL:	956.25
332203	02/14/2013	PRTD	5765 FOUR SEASONS LANDSCA	182188	2640	12/31/2012	21200089	02/09/13	1,925.00
	Invoice: 2640					2012 BACKFLOW TESTING CONTRACT			
				1,924.19 73411349 54110000510		BACKFLOW TEST-PRO SVCS			
				.81 73415349 54110000510		BACKFLOW TEST-RB-PRO SVCS			
							CHECK	332203 TOTAL:	1,925.00
332204	02/14/2013	PRTD	268 HOUSING RESOURCES BO	181958	322-2012	12/31/2012	21200083	02/09/13	3,750.00
	Invoice: 322-2012					4Q MOBILE HOME PARK MGMT FEES			
				3,750.00 31180592 54130200297		HRB-IMHP MNGT FEES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				182101	2012-92	12/31/2012	21200061	02/09/13	12,649.35
Invoice: 2012-92						4Q IND LIVG/HOMESHARE/EMER RENT			
				6,811.19	31180592 54130100297	HRB-INDEPENDENT LVG PRGM			
				5,838.16	31180592 54130300297	HRB-EM RENT ASSIST/HOMESHARE			
						CHECK 332204 TOTAL:			16,399.35
332205	02/14/2013	PRTD	7184 INTERFAITH VOLUNTEER	181959	01/17/13	01/17/2013	21200051	02/09/13	3,060.00
Invoice: 01/17/13						4Q SVCS FOR CHRONICALLY ILL/ELDER			
				3,060.00	31017555 54110000297	EXEC-HHHS AGING IN-HOME SVCS			
						CHECK 332205 TOTAL:			3,060.00
332206	02/14/2013	PRTD	1826 JOHNSON CONTROLS INC	181962	1-6246036572	01/01/2013	21200072	02/09/13	1,702.31
Invoice: 1-6246036572						BLDNG SRVCS CONTRACT-2012			
				505.78	73011183 54810000495	BLDG SVCS CONTR-CH-MAINT			
				1,015.00	73011215 54810000495	BLDG SVCS CONTR-PD-MAINT			
				53.95	73011755 54810000495	BLDG SVCS CONTR-CMNS-MAINT			
				103.98	73011897 54810000495	BLDG SVCS CONTR-PW YD-MAINT			
				23.60	73425358 54810000495	BLDG SVCS CONTR-WWTP-MAINT			
						CHECK 332206 TOTAL:			1,702.31
332207	02/14/2013	PRTD	333 KITSAP COUNTY AUDITO	182102	188323	11/07/2012		02/09/13	222.00
Invoice: 188323						CLRK/REC DOCS/BLAKELY HARBOR			
				222.00	36470143 551000	CLERK-RECORDING AT CO AUDITOR			
				182103	189181	11/19/2012		02/09/13	146.00
Invoice: 189181						CLRK/REC DOS/LANDMARK			
				73.00	36411143 551000	CLERK-RECORDING AT CO AUDITOR			
				73.00	36421143 510000	EXEC-CLERK-SEWER-SALARY			
				182104	193492	12/31/2012		02/09/13	155.00
Invoice: 193492						CLRK/REC DOC/AHS SWENSEN			
				155.00	36011143 551000	CLERK-RECORDING AT CO AUDITOR			
						CHECK 332207 TOTAL:			523.00
332208	02/14/2013	PRTD	338 KITSAP COUNTY SHERIF	182199	01/08/13	01/08/2013		02/09/13	5,436.96
Invoice: 01/08/13						POL/DEC12 PRISONER BOARD			
				5,436.96	51011236 551000	POLICE - C/E PRISONER DETENT'N			
				182200	01/08/13-MEDS	01/08/2013		02/09/13	19.52
Invoice: 01/08/13-MEDS						POL/MMMYY PRISONER MEDS			
				19.52	51011236 551000	POLICE - C/E PRISONER DETENT'N			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK 332208 TOTAL:			5,456.48
332209	02/14/2013	PRTD	1505 KITSAP COUNTY TREASU	181963	01/24/13	01/24/2013		02/09/13	67.82
Invoice: 01/24/13						DEC 2012 OUT COURT REMIT			
				67.82 41612860 586000		CRIME VICTIMS-OUT			
						CHECK 332209 TOTAL:			67.82
332210	02/14/2013	PRTD	1802 KITSAP CONSERVATION	181979	01/14/13	01/14/2013	21200130	02/09/13	12,300.92
Invoice: 01/14/13						AGRICULTURAL SUPPORT			
				12,300.92 91431835 55100000099		AGR SUPP-I/G PROF SVCS			
						CHECK 332210 TOTAL:			12,300.92
332211	02/14/2013	PRTD	5408 CRC UNIFORMS & EQUIP	182201	21628	12/04/2012		02/09/13	205.25
Invoice: 21628						POL/UNIFORMS/817			
				205.25 53011212 520000		POLICE - C/E PATROL BENEFITS			
						CHECK 332211 TOTAL:			205.25
332212	02/14/2013	PRTD	6577 LAKESIDE INDUSTRIES	182189	PAYREQ1-226	01/29/2013		02/09/13	34,198.10
Invoice: PAYREQ1-226						NEW BROOKL/MAD/ASPHALT REPRS			
				34,198.10 72311473 66300000226		SC CENTER-CONSTR			
						CHECK 332212 TOTAL:			34,198.10
332213	02/14/2013	PRTD	6454 MAP LTD	181964	27010	12/17/2012	21200164	02/09/13	887.50
Invoice: 27010						MADISON AVE WATER - SURVEY			
				887.50 72413434 64110000606		MAD WATER MAIN UPG-DESIGN			
				181965	27039	01/21/2013	21200179	02/09/13	5,918.75
Invoice: 27039						ISSAC DRAINAGE DESIGN			
				5,918.75 72433438 64110000610		ISAAC/FERNCLIFF IMPR-DESIGN			
				181966	27040	01/21/2013	21100577	02/09/13	717.50
Invoice: 27040						DRIPPING WATER CREEK DESIGN			
				717.50 72433438 64110000577		DRIPPING WTR CRK ADCP-PROF SVC			
				181967	27041	01/21/2013	21200161	02/09/13	430.00
Invoice: 27041						LYNWOOD CENTER DESIGN			
				430.00 72433438 64110000599		LYNWOOD OUTFALL-ENG/DESIGN			
						CHECK 332213 TOTAL:			7,953.75

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
332214	02/14/2013	PRTD	5403 CHAD CROKER	182190	PAYREQ1-587	01/29/2013	21200156	02/09/13	5,272.59
Invoice: PAYREQ1-587					LINEAR MOORAGE R&M-2012				
				5,272.59 55011757 54810000587	2012 LINEAR MOORAGE R&M				
						CHECK	332214	TOTAL:	5,272.59
332215	02/14/2013	PRTD	7170 O.P.E.N. AMERICA, IN	181969	INV608081	01/01/2013	21200026	02/09/13	2,451.92
Invoice: INV608081					2012 JANITORIAL SVC CONTRACT				
				2,451.92 91011183 54110000269	JANITORIAL CONTRACT-PRO SVCS				
				182193	INV608937	01/24/2013	21200026	02/09/13	7,996.00
Invoice: INV608937					2012 JANITORIAL SVC CONTRACT				
				7,996.00 91011183 54110000269	JANITORIAL CONTRACT-PRO SVCS				
						CHECK	332215	TOTAL:	10,447.92
332216	02/14/2013	PRTD	5977 PAPER PRODUCTS ETC	182105	500928	12/31/2012		02/09/13	6.41
Invoice: 500928					POL/WHITE BINDERS X 2				
				6.41 51011211 531100	PD-C/E-ADM-SUPPLIES				
						CHECK	332216	TOTAL:	6.41
332217	02/14/2013	PRTD	7631 POLYGON US CORP	181970	201203902	12/29/2012		02/09/13	6,786.16
Invoice: 201203902					PW/PD RESTORATION				
				6,786.16 73011215 54810000607	PD SEWER REPAIRS-REPAIRS				
						CHECK	332217	TOTAL:	6,786.16
332218	02/14/2013	PRTD	394 RED'S ELECTRIC MOTOR	181971	28862	12/26/2012		02/09/13	1,127.27
Invoice: 28862					PW/7 1/2 HP BALDOR MOTOR				
				1,127.27 73425358 548100	O&M-WWTP-REPAIRS				
						CHECK	332218	TOTAL:	1,127.27
332219	02/14/2013	PRTD	6685 REGIONAL DISPOSAL CO	181972	012831	12/31/2012	21200107	02/09/13	8,564.61
Invoice: 012831					2012-13 BIOSLOIDS DISPOSAL				
				8,564.61 91425358 54790100551	WWTP-BIOSOLIDS WASTE DISPOSAL				
						CHECK	332219	TOTAL:	8,564.61
332220	02/14/2013	PRTD	617 S & B INC	181973	SB-23271	12/31/2012	21200172	02/09/13	3,710.18
Invoice: SB-23271					2012 TELEMETRY				
				3,710.18 73413434 66300000531	WTR TELEM UPGRD 2012-CONSTR				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
					CHECK 332220 TOTAL:				3,710.18
332221	02/14/2013	PRTD	2467 STAPLES CREDIT PLAN	182106	1333528001	12/14/2012		02/09/13	22.80
Invoice: 1333528001					POL/HOT CUP SLEEVE				
				22.80 51011211 531100	PD-C/E-ADM-SUPPLIES				
				182107	1333528002	12/14/2012		02/09/13	416.82
Invoice: 1333528002					POL/MISC OFFICE SUPPLIES				
				416.82 51011211 531100	PD-C/E-ADM-SUPPLIES				
				182108	1389276001	12/28/2012		02/09/13	320.68
Invoice: 1389276001					POL/MISC OFFICE SUPPLIES				
				320.68 51011211 531100	PD-C/E-ADM-SUPPLIES				
					CHECK 332221 TOTAL:				760.30
332222	02/14/2013	PRTD	5730 SUMMIT LAW GROUP	181974	60224	01/15/2013		02/09/13	3,427.00
Invoice: 60224					LEGAL/LEGAL SERVICES				
				724.50 32011152 54110000274	LABOR NEGOTIATION-MEDIATION				
				2,702.50 32011152 54111000274	LABOR NEGOTIATION SVCS				
				181975	60225	01/15/2013		02/09/13	2,829.00
Invoice: 60225					LEGAL/WEISS ARBITRATION				
				2,829.00 32011152 54111100593	WEISS ARBITRATION-LITIGATION				
					CHECK 332222 TOTAL:				6,256.00
332223	02/14/2013	PRTD	7125 TUCCI AND SONS INC	181976	PAYREQ14-325	12/07/2012	21100175	02/09/13	38,601.77
Invoice: PAYREQ14-325					WWW RECONSTRUC-FINAL				
				38,601.77 72638418 66300000325	WW:CON-CONSTR PH ALLOC				
					CHECK 332223 TOTAL:				38,601.77
332224	02/14/2013	PRTD	553 UTILITIES UNDERGROUN	182109	2120092	12/31/2012		02/09/13	112.14
Invoice: 2120092					PW/EXCAVAT NOTICES X 89				
				112.14 73637893 54110000393	O&M ALLOC-LOCATING SVCS				
					CHECK 332224 TOTAL:				112.14
332225	02/14/2013	PRTD	4126 VIKING FENCE COMPANY	181978	12-0910	01/14/2013		02/09/13	2,547.76
Invoice: 12-0910					PW/INSTALL 4X8 BL VINYL W SLATS				
				2,547.76 73431835 548100	REPAIRS & MAINTENANCE				
					CHECK 332225 TOTAL:				2,547.76

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332226	02/14/2013	PRTD	203 WA ST EMPLOYMENT SEC	181986	01/12/13	01/12/2013		02/09/13	12,906.62
Invoice: 01/12/13						2012 4Q UI TAX			
				2,008.62	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				786.72	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				536.40	91411177 520000	GG-WTR-UNEMPLOYMENT PAYMENTS			
				464.88	91421177 520000	GG-SWR-UNEMPLOYMENT PAYMENTS			
				1,995.00	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				79.80	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				79.80	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				159.60	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				399.00	91011177 520000	GG-C/E-UNEMPLOYMENT PAYMENTS			
				79.80	91111177 520000	GG-STREET-UNEMPL PAYMENTS			
				159.60	91111177 520000	GG-STREET-UNEMPL PAYMENTS			
				319.20	91111177 520000	GG-STREET-UNEMPL PAYMENTS			
				79.80	91111177 520000	GG-STREET-UNEMPL PAYMENTS			
				957.60	91111177 520000	GG-STREET-UNEMPL PAYMENTS			
				957.60	91111177 520000	GG-STREET-UNEMPL PAYMENTS			
				798.00	91411177 520000	GG-WTR-UNEMPLOYMENT PAYMENTS			
				79.80	91411177 520000	GG-WTR-UNEMPLOYMENT PAYMENTS			
				798.00	91421177 520000	GG-SWR-UNEMPLOYMENT PAYMENTS			
				79.80	91421177 520000	GG-SWR-UNEMPLOYMENT PAYMENTS			
				798.00	91431177 520000	GG-SSWM-UNEMPLOYMENT PAYMENTS			
				159.60	91431177 520000	GG-SSWM-UNEMPLOYMENT PAYMENTS			
				90.40	91421177 520000	GG-SWR-UNEMPLOYMENT PAYMENTS			
				22.60	91421177 520000	GG-SWR-UNEMPLOYMENT PAYMENTS			
				847.50	91431177 520000	GG-SSWM-UNEMPLOYMENT PAYMENTS			
				169.50	91431177 520000	GG-SSWM-UNEMPLOYMENT PAYMENTS			
						CHECK 332226 TOTAL:			12,906.62
332227	02/14/2013	PRTD	7185 WA ST SMILE PARTNERS	181981	12/31/12	01/15/2013	21200055	02/09/13	555.99
Invoice: 12/31/12						4Q ORAL HEALTH FOR SENIORS			
				555.99	31017557 54110000297	EX-HHHS-AGING HEALTH PREV			
						CHECK 332227 TOTAL:			555.99
332228	02/14/2013	PRTD	2251 WA ST TREASURER	181987	01/24/13	01/24/2013		02/09/13	94.50
Invoice: 01/24/13						DEC 2012 BLDG SURCHARGE			
				94.50	41652860 586000	SBCC BLDG.-OUT			
				181988	01/24/13A	01/24/2013		02/09/13	4,701.83
Invoice: 01/24/13A						DEC 2012 OUT COURT REMIT			
				1,960.84	41611860 586000	PSEA 60% OUT			
				957.23	41610860 586000	PSEA 30% OUT			
				53.09	41619860 586000	PSEA 3 - STATE DISB OUT			
				365.71	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT			
				71.90	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT			
				889.78	41614860 586000	JUDICIAL INFO SYST.-OUT			
				8.91	41615860 586000	BREATH TEST-CUSTODIAL			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
				50.50 41615860 586000	BREATH TEST-CUSTODIAL				
				187.67 41618860 586000	TRAUMA CARE-OUT				
				30.02 41618860 586000	TRAUMA CARE-OUT				
				18.92 41618860 586000	TRAUMA CARE-OUT				
				107.26 41618860 586000	TRAUMA CARE-OUT				
					CHECK 332228 TOTAL:				4,796.33
332229	02/14/2013	PRTD	2175 WEST SOUND WILDLIFE	181989	12/27/12	12/27/2012	21200082	02/09/13	2,137.50
Invoice: 12/27/12					PROVIDING WILD ANIMAL CONTROL				
				2,137.50 91011393 541100	FIN - C/E ANIMAL CONTROL FEES				
					CHECK 332229 TOTAL:				2,137.50
332230	02/14/2013	PRTD	5128 WHITNEY EQUIPMENT CO	181990	72740	12/31/2012		02/09/13	462.21
Invoice: 72740					PW/ASSY DUAL LEV SWITCH				
				462.21 73411345 548100	REPAIRS & MAINTENANCE				
					CHECK 332230 TOTAL:				462.21

NUMBER OF CHECKS 50 *** CASH ACCOUNT TOTAL *** 299,334.38

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	50	299,334.38

*** GRAND TOTAL *** 299,334.38

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2012 12 675									
APP 650-213000						ACCOUNTS PAYABLE		5,293.98	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			299,334.38
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		100,262.34	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		33,354.12	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		9,423.69	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 104-213000						CIVIC IMPR - ACCOUNTS PAYABLE		42,487.27	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		14,406.27	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		40,733.66	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 108-213000						AFFORD HSG - ACCOUNTS PAYABLE		16,399.35	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		222.00	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		34,198.10	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		2,553.60	
	12/31/2012	02/09/13	123112			AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		299,334.38	299,334.38
APP 631-130000						DUE TO/FROM CLEARING		258,600.72	
	12/31/2012	02/09/13	123112						
APP 650-130000						DUE TO/FROM CLEARING			5,293.98
	12/31/2012	02/09/13	123112						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			100,262.34
	12/31/2012	02/09/13	123112						
APP 403-130000						DUE TO/FROM CLEARING			33,354.12
	12/31/2012	02/09/13	123112						
APP 401-130000						DUE TO/FROM CLEARING			9,423.69
	12/31/2012	02/09/13	123112						
APP 104-130000						CIVIC IMPR DUE TO/FROM CLEAR'G			42,487.27
	12/31/2012	02/09/13	123112						
APP 402-130000						DUE TO/FROM CLEARING			14,406.27
	12/31/2012	02/09/13	123112						
APP 108-130000						AFFORD HSG DUE TO/FROM CLEAR'G			16,399.35
	12/31/2012	02/09/13	123112						
APP 407-130000						DUE TO/FROM CLEARING			222.00
	12/31/2012	02/09/13	123112						
APP 301-130000						DUE TO/FROM CLEARING			34,198.10

JOURNAL ENTRIES TO BE CREATED

YEAR PER JNL SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
	12/31/2012	02/09/13	123112						
APP 101-130000						STREETS - DUE TO/FROM CLEARING			2,553.60
	12/31/2012	02/09/13	123112						
						SYSTEM GENERATED ENTRIES TOTAL		258,600.72	258,600.72
						JOURNAL 2012/12/675 TOTAL		557,935.10	557,935.10

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2012 12	675	12/31/2012		
001-130000			GENERAL - DUE TO/FROM CLEARING		100,262.34
001-213000			GENERAL - ACCOUNTS PAYABLE	100,262.34	
			FUND TOTAL	100,262.34	100,262.34
101 STREET FUND	2012 12	675	12/31/2012		
101-130000			STREETS - DUE TO/FROM CLEARING		2,553.60
101-213000			STREETS - ACCOUNTS PAYABLE	2,553.60	
			FUND TOTAL	2,553.60	2,553.60
104 CIVIC IMPROVEMENT FUND	2012 12	675	12/31/2012		
104-130000			CIVIC IMPR DUE TO/FROM CLEAR'G		42,487.27
104-213000			CIVIC IMPR - ACCOUNTS PAYABLE	42,487.27	
			FUND TOTAL	42,487.27	42,487.27
108 AFFORDABLE HOUSING FUND	2012 12	675	12/31/2012		
108-130000			AFFORD HSG DUE TO/FROM CLEAR'G		16,399.35
108-213000			AFFORD HSG - ACCOUNTS PAYABLE	16,399.35	
			FUND TOTAL	16,399.35	16,399.35
301 CAPITAL CONSTRUCTION FUND	2012 12	675	12/31/2012		
301-130000			DUE TO/FROM CLEARING		34,198.10
301-213000			ACCOUNTS PAYABLE	34,198.10	
			FUND TOTAL	34,198.10	34,198.10
401 WATER OPERATING FUND	2012 12	675	12/31/2012		
401-130000			DUE TO/FROM CLEARING		9,423.69
401-213000			ACCOUNTS PAYABLE	9,423.69	
			FUND TOTAL	9,423.69	9,423.69
402 SEWER OPERATING FUND	2012 12	675	12/31/2012		
402-130000			DUE TO/FROM CLEARING		14,406.27
402-213000			ACCOUNTS PAYABLE	14,406.27	
			FUND TOTAL	14,406.27	14,406.27
403 STORM & SURFACE WATER FUND	2012 12	675	12/31/2012		
403-130000			DUE TO/FROM CLEARING		33,354.12
403-213000			ACCOUNTS PAYABLE	33,354.12	
			FUND TOTAL	33,354.12	33,354.12
407 BUILDING & DEVELOPMENT FUND	2012 12	675	12/31/2012		

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
407-130000			DUE TO/FROM CLEARING		222.00
407-213000			ACCOUNTS PAYABLE	222.00	
			FUND TOTAL	222.00	222.00
631 CLEARING FUND	2012 12	675	12/31/2012		
631-130000			DUE TO/FROM CLEARING	258,600.72	
631-213000			ACCOUNTS PAYABLE	40,733.66	
635-111100			CASH		299,334.38
			FUND TOTAL	299,334.38	299,334.38
650 AGENCY FUND	2012 12	675	12/31/2012		
650-130000			DUE TO/FROM CLEARING		5,293.98
650-213000			ACCOUNTS PAYABLE	5,293.98	
			FUND TOTAL	5,293.98	5,293.98

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	258,600.72	
650 AGENCY FUND		5,293.98
001 GENERAL FUND		100,262.34
403 STORM & SURFACE WATER FUND		33,354.12
401 WATER OPERATING FUND		9,423.69
104 CIVIC IMPROVEMENT FUND		42,487.27
402 SEWER OPERATING FUND		14,406.27
108 AFFORDABLE HOUSING FUND		16,399.35
407 BUILDING & DEVELOPMENT FUND		222.00
301 CAPITAL CONSTRUCTION FUND		34,198.10
101 STREET FUND		2,553.60
TOTAL	258,600.72	258,600.72

** END OF REPORT - Generated by Linda Steinberg **

Regular 2013

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE / INVOICE DTL DESC	PO	WARRANT	NET
332231	02/14/2013	PRTD	5 ACE HARDWARE	181991	23040	01/10/2013		02/10/13	38.09
Invoice: 23040						PW/SPIRL BULB 5PK X 3			
				38.09 73011183 548100		O&M-C/E-CH FAC-REPAIRS			
				181992	23051	01/11/2013		02/10/13	169.29
Invoice: 23051						PW/PADLOCK/KEY X 12			
				169.29 73111264 548100		O&M-STREET-TRAF CONTROL-R&M			
				181993	23059	01/14/2013		02/10/13	23.84
Invoice: 23059						PW/RUB ALCOHOL/MARKG SPRAY			
				23.84 73411345 548100		REPAIRS & MAINTENANCE			
				181994	23065	01/14/2013		02/10/13	16.18
Invoice: 23065						PW/ELECTR SUPPLIES			
				16.18 73421355 548100		WIN COLL-R&M			
				181995	23093	01/17/2013		02/10/13	12.99
Invoice: 23093						PW/TOP SOIL 1CF			
				12.99 73411345 548100		REPAIRS & MAINTENANCE			
				181996	23095	01/17/2013		02/10/13	59.15
Invoice: 23095						PW/BROOMS/RAKE			
				59.15 73011755 548100		O&M-COMMONS REPAIRS			
				181997	23099	01/17/2013		02/10/13	96.05
Invoice: 23099						PW/PADLOCKS X 6			
				96.05 73011189 548100		O&M - C/E FACIL REPAIRS			
				181998	23126	01/22/2013		02/10/13	33.62
Invoice: 23126						PW/ARMRALL/LITHIUM BATT/COATNG			
				33.62 73011189 548100		O&M - C/E FACIL REPAIRS			
				181999	23146	01/23/2013		02/10/13	6.49
Invoice: 23146						PW/HVY DTY LIQUID NAILS			
				6.49 73011215 548100		O&M-C/E-POLICE FAC-REPAIRS			
				182000	23149	01/24/2013		02/10/13	27.66
Invoice: 23149						PW/12V HALO BULBS X 3-POL CAR			
				27.66 53011212 548100		POLICE - C/E PATROL MAINTENANC			
				182001	23151	01/24/2013		02/10/13	5.42
Invoice: 23151						ENG/STANLEY METAL TAPE			
				5.42 72111431 531100		ENG - ACCESS MGMT SUPPLIES			
				182011	23192	01/29/2013		02/10/13	8.35
Invoice: 23192						PW/FASTENERS/TAPE TABS			
				8.35 73011215 548100		O&M-C/E-POLICE FAC-REPAIRS			
				182012	23193	01/29/2013		02/10/13	57.75
Invoice: 23193						PW/WASHERS/FASTENERS			
				57.75 73111264 548100		O&M-STREET-TRAF CONTROL-R&M			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				182013	23198	01/29/2013		02/10/13	27.10
Invoice: 23198						PW/12V BATTERY X 5			
				27.10	73011189 548100	O&M - C/E FACIL REPAIRS			
				182071	23209	01/30/2013		02/10/13	47.32
Invoice: 23209						PW/LOCK ENTR ORB/ROOF CEMENT			
				47.32	73411345 548100	REPAIRS & MAINTENANCE			
				182270	23145	01/23/2013		02/10/13	34.73
Invoice: 23145						POL/AA BATTERIES 2-20PKS			
				34.73	53011212 531100	PD-C/E-PATROL SUPPLIES			
						CHECK 332231 TOTAL:			664.03
332232	02/14/2013	PRTD	863 INTERSTATE BATTERIES	182002	21065815	01/17/2013		02/10/13	116.15
Invoice: 21065815						PW/MTP BATTERY-POL CAR			
				116.15	53011212 548100	POLICE - C/E PATROL MAINTENANC			
						CHECK 332232 TOTAL:			116.15
332233	02/14/2013	PRTD	580 THOMAS S ALPAUGH	182072	01/30/13	01/30/2013	21300000	02/10/13	4,291.67
Invoice: 01/30/13						FEB13 PUBLIC DEFENDER SVCS			
				4,291.67	32011281 541113	LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
						CHECK 332233 TOTAL:			4,291.67
332234	02/14/2013	PRTD	7651 AMERICA WEST BANK	182066	29641	01/31/2013		02/10/13	53.63
Invoice: 29641						UB 12647 1297 PATMOS LANE NW			
				53.63	411 122100	WATER ACCOUNTS RECEIVABLE			
						CHECK 332234 TOTAL:			53.63
332235	02/14/2013	PRTD	1504 AMERICAN JUDGES ASSO	182009	160483-2013	01/23/2013		02/10/13	150.00
Invoice: 160483-2013						CRT/2013 DUES/CARRUTHERS			
				150.00	21011125 549100	COURT-DUES/SUBSCR/MEMBERSHIPS			
						CHECK 332235 TOTAL:			150.00
332236	02/14/2013	PRTD	4710 ASSOCIATED PETROLEU	182003	0385832-IN	01/07/2013		02/10/13	1,436.50
Invoice: 0385832-IN						PW/401 GAL DIESEL			
				1,436.50	73638893 532000	O&M-FUEL USE-ALLOCATION			
				182004	0391592-IN	01/17/2013		02/10/13	1,875.38
Invoice: 0391592-IN						PW/600 GAL ETHANOL			
				1,875.38	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				182005	0391596-IN	01/17/2013		02/10/13	2,299.01

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
			Invoice: 0391596-IN			PW/685 GAL DIESEL			
				2,299.01 73638893 532000		O&M-FUEL USE-ALLOCATION			
				182006	0398054-IN	01/15/2013		02/10/13	415.94
			Invoice: 0398054-IN			PW/BULK PROPANE			
				415.94 91011897 547200		GG-C/E-O&M YARD FAC-PROPANE			
				182007	0398601-IN	01/21/2013		02/10/13	756.54
			Invoice: 0398601-IN			PW/600.7 LPG PROPANE			
				756.54 91011897 547200		GG-C/E-O&M YARD FAC-PROPANE			
				182010	0385837-IN	01/07/2013		02/10/13	1,986.99
			Invoice: 0385837-IN			PW/656 GAL ETHANOL			
				1,986.99 73638932 532000		O&M-FUEL ALLOC TO OTH DEPTS			
						CHECK 332236 TOTAL:			8,770.36
332237	02/14/2013	PRTD	1513 AMERICAN PUBLIC WORK	182008	01/14/13	01/14/2013		02/10/13	500.00
			Invoice: 01/14/13			ENG/LEADRSHP SKLLS CLASS-CH			
				500.00 72011324 443410		ENG - C/E - TRAINING			
						CHECK 332237 TOTAL:			500.00
332238	02/14/2013	PRTD	6689 HERCULES, INC	182014	130187245	01/16/2013		02/10/13	3,705.54
			Invoice: 130187245			PW/PRAESTOL 279 FLX IBC			
				3,705.54 73425358 531100		O&M-WWTP-SUPPLIES			
						CHECK 332238 TOTAL:			3,705.54
332239	02/14/2013	PRTD	6420 AT&T MOBILITY	182073	0932JAN13	01/21/2013		02/10/13	99.77
			Invoice: 0932JAN13			ENG/DATA CARDS SURVEY EQUIP			
				99.77 91011189 542100		GG-C/E-CITY HALL-PHONE			
						CHECK 332239 TOTAL:			99.77
332240	02/14/2013	PRTD	47 BAINBRIDGE DISPOSAL	182074	015003JAN13	01/31/2013		02/10/13	170.70
			Invoice: 015003JAN13			JAN2013 CITY HALL DISPOSAL SVC			
				170.70 91011189 547900		GG-C/E-CITY HALL-GARBAGE			
				182075	010963JAN13	01/31/2013		02/10/13	1,291.43
			Invoice: 010963JAN13			JAN13 CITYWIDE DISPOSAL SVC			
				85.35 91011215 547900		GG-C/E-PD-GARBAGE			
				282.99 91011768 547900		GG-C/E-PARKS-GARBAGE			
				377.01 91425358 547900		GG-WWTP-GARBAGE(NOT BIOSOLIDS)			
				546.08 91011897 547900		GG-C/E-O&M YARD FAC-GARBAGE			
				182133	009521JAN13	01/31/2013		02/10/13	68.27
			Invoice: 009521JAN13			JAN13 SENIOR CENTER/COMMONS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				68.27 91011755 547900		GG-C/E-COMMONS-GARBAGE			
						CHECK 332240 TOTAL:			1,530.40
332241	02/14/2013	PRTD	54 BAINBRIDGE RENTAL IN	182019	136369	01/11/2013		02/10/13	656.76
Invoice: 136369						PW/MS201T/BAR OIL			
				656.76 73111427 548100		O&M-ACCESS RDSIDE R&M			
						CHECK 332241 TOTAL:			656.76
332242	02/14/2013	PRTD	55 BAINBRIDGE ISLAND RE	182015	724749	01/11/2013		02/10/13	101.00
Invoice: 724749						HEX/O'CONNOR PUBL HEARNG			
				101.00 34470586 544000		HEX - DEV ADVERTISING			
				182016	727507	01/11/2013		02/10/13	127.00
Invoice: 727507						PCD/WALLACE SHORELINE			
				127.00 63470586 544000		CUR - DEV ZONING ADVERTISING			
				182017	730429	01/18/2013		02/10/13	99.00
Invoice: 730429						PCD/TARLTON SSDE			
				99.00 63470586 544000		CUR - DEV ZONING ADVERTISING			
				182018	730432	01/18/2013		02/10/13	35.00
Invoice: 730432						ENG/CONSULTNT ROSTER			
				35.00 71011321 544000		PW - C/E ADVERTISING			
						CHECK 332242 TOTAL:			362.00
332243	02/14/2013	PRTD	7664 BARNETT, GAYLE I	182054	29629	01/31/2013		02/10/13	9.10
Invoice: 29629						UB 10319 241 SHEPARD WAY NW			
				9.10 421 122100		SEWER ACCOUNTS RECEIVABLE			
						CHECK 332243 TOTAL:			9.10
332244	02/14/2013	PRTD	57 BAY HAY & FEED	182020	907926	01/22/2013		02/10/13	50.91
Invoice: 907926						PW/BULK PROPANE			
				50.91 73011897 531100		O&M-C/E-PWYD FAC-SUPPLIES			
						CHECK 332244 TOTAL:			50.91
332245	02/14/2013	PRTD	5412 BENEFIT ADMINISTRATI	182290	1301520	01/29/2013	21300030	02/10/13	186.00
Invoice: 1301520						BENEFITS ADMINISTRATION 2013			
				25.99 21011125 520000		COURT - BENEFITS			
				31.65 31011131 520000		EXEC - C/E BENEFITS			
				31.65 41011141 520000		FIN - C/E ADMIN BENEFITS			
				11.16 51011211 520000		PD-C/E ADMIN-BENEFITS			
				7.50 61011581 520000		PCD - C/E ADMIN BENEFITS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				61.31 71011321 520000		PW - C/E BENEFITS			
				16.74 81011881 520000		IT - C/E ADMIN BENEFITS			
				182291	1301520A	01/29/2013		02/10/13	250.00
Invoice: 1301520A						2013 FLEX SPENDING ACCT/RENEW FEE			
				35.00 21011125 520000		COURT - BENEFITS			
				42.50 31011131 520000		EXEC - C/E BENEFITS			
				42.50 41011141 520000		FIN - C/E ADMIN BENEFITS			
				15.00 51011211 520000		PD-C/E ADMIN-BENEFITS			
				10.00 61011581 520000		PCD - C/E ADMIN BENEFITS			
				82.50 71011321 520000		PW - C/E BENEFITS			
				22.50 81011881 520000		IT - C/E ADMIN BENEFITS			
						CHECK 332245 TOTAL:			436.00
332246	02/14/2013	PRTD	7613 BLACK, GORDON	182053	29628	01/31/2013		02/10/13	50.00
Invoice: 29628						UB 11713 9418 TIDAL COURT NE			
				50.00 411 122100		WATER ACCOUNTS RECEIVABLE			
						CHECK 332246 TOTAL:			50.00
332247	02/14/2013	PRTD	1341 BLUE SKY PRINTING	182021	95526	01/15/2013		02/10/13	190.36
Invoice: 95526						CRT/REL/SET CRT DATES X 500			
				190.36 21011125 549100		COURT-DUES/SUBSCR/MEMBERSHIPS			
				182202	95507	01/14/2013		02/10/13	95.57
Invoice: 95507						POL/BUSINESS CARDS/LD, 831			
				95.57 51011211 531100		PD-C/E-ADM-SUPPLIES			
						CHECK 332247 TOTAL:			285.93
332248	02/14/2013	PRTD	72 BRATWEAR	182203	6835	01/18/2013		02/10/13	457.75
Invoice: 6835						POL/JUMPSUIT/818			
				457.75 53011212 520000		POLICE - C/E PATROL BENEFITS			
						CHECK 332248 TOTAL:			457.75
332249	02/14/2013	PRTD	7639 CARNEY, BRIDGETTE	182057	29632	01/31/2013		02/10/13	7.28
Invoice: 29632						UB 12035 391 COSGROVE STREET NW			
				7.28 421 122100		SEWER ACCOUNTS RECEIVABLE			
						CHECK 332249 TOTAL:			7.28
332250	02/14/2013	PRTD	4586 CHS, INC.	182022	H83435	01/25/2013		02/10/13	334.71
Invoice: H83435						PW/50# BAGS SALT X 49			
				334.71 73411345 531100		OFFICE SUPPLIES			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE / INVOICE DTL DESC	PO	WARRANT	NET
						CHECK 332250 TOTAL:			334.71
332251	02/14/2013	PRTD	551 CENUTRYLINK	182110	0399JAN13	01/23/2013		02/10/13	2,401.30
Invoice: 0399JAN13						CITYWIDE PHONE SERVICE			
				1,442.05	91425358 542100	GG-WWTP-TELEPHONE/FAX			
				587.19	91411891 542100	GG-WTR-FAC-PHONE			
				67.83	91011755 542100	GG-C/E-COMMONS-PHONE			
				88.00	91011189 542100	GG-C/E-CITY HALL-PHONE			
				138.37	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
				43.90	91011255 542100	GG-C/E-COURT BLDG-PHONE			
				33.96	91011215 542100	GG-C/E-PD-PHONE			
						CHECK 332251 TOTAL:			2,401.30
332252	02/14/2013	PRTD	99 CINTAS CORPORATION #	182023	461220226	01/17/2013		02/10/13	361.12
Invoice: 461220226						PW/LAUNDRY SERVICES			
				361.12	73638893 589310	LAUNDRY SERVICES			
				182076	461226379	01/31/2013		02/10/13	361.12
Invoice: 461226379						PW/LAUNDRY SERVICES			
				361.12	73638893 589310	LAUNDRY SERVICES			
						CHECK 332252 TOTAL:			722.24
332253	02/14/2013	PRTD	460 CITY OF BI - PETTY C	182310	44850	01/09/2013		02/10/13	40.00
Invoice: 44850						CH PETTY CASH/RECORD FEES			
				40.00	72011321 549100	ENG - C/E ADMIN MISCELLEANEOUS			
				182311	44851	01/22/2013		02/10/13	.01
Invoice: 44851						CH PETTY CASH/USPS POSTG DUE			
				.01	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
						CHECK 332253 TOTAL:			40.01
332254	02/14/2013	PRTD	460 CITY OF BI - PETTY C	182204	2013-01	01/08/2013		02/10/13	20.00
Invoice: 2013-01						POL/COFFEE SUPPLIES/INVENTORY			
				20.00	51011211 531100	PD-C/E-ADM-SUPPLIES			
				182205	2013-02	01/18/2013		02/10/13	39.07
Invoice: 2013-02						POL/BABY WIPES, 9V BATTERIES			
				39.07	51011211 531100	PD-C/E-ADM-SUPPLIES			
						CHECK 332254 TOTAL:			59.07
332255	02/14/2013	PRTD	112 CODE PUBLISHING COMP	182077	42584	01/29/2013		02/10/13	606.64
Invoice: 42584						CLERK/BIMC SUPPL #34			
				606.64	36011143 541100	CLERK-C/E-PROF SVCS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK		332255 TOTAL:	606.64
332256	02/14/2013	PRTD	6920 COMCAST	182206	72993JAN13	01/20/2013		02/10/13	11.32
Invoice: 72993JAN13						POL/XFINITY HD CONVERTER BOX			
				11.32	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			
						CHECK		332256 TOTAL:	11.32
332257	02/14/2013	PRTD	142 COPIERS NORTHWEST IN	182024	INV805009	01/15/2013		02/10/13	133.85
Invoice: INV805009						CRT/IR3235I COPIER LEASE			
				133.85	21011125 545000	COURT - RENTS & LEASES - OPER			
				182025	INV805010	01/15/2013		02/10/13	12.55
Invoice: INV805010						CRT/IR3235I COPIER MAINTENANCE			
				12.55	21011125 545000	COURT - RENTS & LEASES - OPER			
						CHECK		332257 TOTAL:	146.40
332258	02/14/2013	PRTD	6101 E & S BRYAN INC	182312	1161	01/31/2013	21300031	02/10/13	5,000.00
Invoice: 1161						CRYSTAL REPORTING FOR MUNIS			
				5,000.00	41011141 541100	FIN - C/E ADMIN PROF SERVICES			
						CHECK		332258 TOTAL:	5,000.00
332259	02/14/2013	PRTD	7016 CUSTOM PRINTING	182026	2608	01/24/2013		02/10/13	227.36
Invoice: 2608						PW/REG ENVELOPES X 2500			
				227.36	73637891 531100	OFFICE SUPPLIES			
						CHECK		332259 TOTAL:	227.36
332260	02/14/2013	PRTD	152 DAILY JOURNAL OF COM	182027	3270401	01/18/2013		02/10/13	52.50
Invoice: 3270401						ENG/CONSULTANT ROSTER			
				52.50	71011321 544000	PW - C/E ADVERTISING			
						CHECK		332260 TOTAL:	52.50
332261	02/14/2013	PRTD	7591 DICKERSON, LARRY	182207	02/01/13	02/01/2013		02/10/13	600.00
Invoice: 02/01/13						POL/FEB HOUSING ALLOWANCE			
				600.00	51011211 541100	PD-C/E-ADM-PROF SVCS			
						CHECK		332261 TOTAL:	600.00

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE / INVOICE DTL DESC	PO	WARRANT	NET
332262	02/14/2013	PRTD	4192 DMCMA	182029	01/25/13	01/25/2013		02/10/13	375.00
Invoice: 01/25/13						CRT/2013 JUDGE DUES			
				375.00	21011125 549100	COURT-DUES/SUBSCR/MEMBERSHIPS			
						CHECK 332262 TOTAL:			375.00
332263	02/14/2013	PRTD	7667 DONE, STEPHEN	182060	29635	01/31/2013		02/10/13	69.00
Invoice: 29635						UB 11416 8950 WOODBANK DRIVE NE			
				69.00	411 122100	WATER ACCOUNTS RECEIVABLE			
						CHECK 332263 TOTAL:			69.00
332264	02/14/2013	PRTD	7144 DTMICRO, INC	182111	1570	01/15/2013		02/10/13	135.75
Invoice: 1570						IT/POL ILEADS NETWRK-JAN13			
				135.75	91011215 542100	GG-C/E-PD-PHONE			
						CHECK 332264 TOTAL:			135.75
332265	02/14/2013	PRTD	1418 EAGLE HARBOR INSURAN	182030	01/28/13	01/28/2013		02/10/13	150.00
Invoice: 01/28/13						2013 SENIOR CENTER BOND			
				150.00	91011755 546000	GG-C/E-COMMONS INSURANCE			
						CHECK 332265 TOTAL:			150.00
332266	02/14/2013	PRTD	7630 EMERGENCY ESSENTIALS	182208	1229049201	01/21/2013		02/10/13	2,699.95
Invoice: 1229049201						POL/EMERGENCY FOOD SUPPLIES			
				2,699.95	53011560 531100	POLICE - C/E PATROL EP OFC SUP			
						CHECK 332266 TOTAL:			2,699.95
332267	02/14/2013	PRTD	1876 ENVIRONMENTAL RESOUR	182031	673524	01/14/2013		02/10/13	420.00
Invoice: 673524						WWTP WTR TESTING-COLIFORM			
				420.00	73425358 54110000391	LAB & TESTING SVCS-WWTP			
						CHECK 332267 TOTAL:			420.00
332268	02/14/2013	PRTD	7510 EXPERIAN	182209	CD1310002893	01/25/2013		02/10/13	92.14
Invoice: CD1310002893						POL/FEB CREDIT CHECK SERVICE			
				92.14	52011212 549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH			
						CHECK 332268 TOTAL:			92.14

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332269	02/14/2013	PRTD	212 FABRICARE 02 - PLANT	182210	02/02/13	02/02/2013		02/10/13	332.36
Invoice: 02/02/13						POL/LAUNDRY SERVICE			
				17.72 55011757 520000		PD-HARBORMASTER-BENEFITS			
				104.75 51011211 520000		PD-C/E ADMIN-BENEFITS			
				8.54 51011217 520000		PD-C/E-PARKING ENF-BEN			
				201.35 52011212 520000		POLICE - C/E INVEST BENEFITS			
						CHECK 332269 TOTAL:			332.36
332270	02/14/2013	PRTD	7673 FOX, MICHAEL	182068	29643	01/31/2013		02/10/13	146.77
Invoice: 29643						UB 10823 1120 WING POINT WAY NE			
				146.77 411 122100		WATER ACCOUNTS RECEIVABLE			
						CHECK 332270 TOTAL:			146.77
332271	02/14/2013	PRTD	6940 FREMONT ANALYTICAL	182033	1301033	01/10/2013	21300012	02/10/13	960.00
Invoice: 1301033						ANALYTICAL SERVICES			
				960.00 72431832 54110000445		NPDES PERMIT-PRO SVCS			
						CHECK 332271 TOTAL:			960.00
332272	02/14/2013	PRTD	4262 GEMPLER'S	182034	1019277817	01/09/2013		02/10/13	1,134.60
Invoice: 1019277817						PW/MISC CREW SUPPLIES			
				1,134.60 73431835 531100		OFFICE SUPPLIES			
						CHECK 332272 TOTAL:			1,134.60
332273	02/14/2013	PRTD	513 GRAINGER	182035	9036596998	01/09/2013		02/10/13	76.42
Invoice: 9036596998						PW/RELAY ENCL/RELAY MAGNET			
				76.42 73011897 548100		O&M-C/E-PWYD FAC-REPAIRS			
						CHECK 332273 TOTAL:			76.42
332274	02/14/2013	PRTD	7573 GREGORY, ANNA	182067	29642	01/31/2013		02/10/13	109.02
Invoice: 29642						UB 10546 678 MADISON AVENUE N			
				109.02 411 122100		WATER ACCOUNTS RECEIVABLE			
						CHECK 332274 TOTAL:			109.02
332275	02/14/2013	PRTD	6765 GREY CHEVROLET	182036	6023135/1	01/10/2013		02/10/13	3,180.95
Invoice: 6023135/1						PW/AUTO TRANSMISS-CHEV SILVERADO			
				3,180.95 73011189 548100		O&M - C/E FACIL REPAIRS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK 332275 TOTAL:			3,180.95
332276	02/14/2013	PRTD	1517 GUARDIAN SECURITY SY	182211	401340	01/10/2013		02/10/13	42.00
Invoice: 401340						POL/FEB13 ALARM MONITORING			
				42.00	51011215 541100	POLICE - C/E FACIL PROF SVCS			
						CHECK 332276 TOTAL:			42.00
332277	02/14/2013	PRTD	4723 HARD ROCK INC	182037	55279	01/15/2013		02/10/13	594.59
Invoice: 55279						PW/CONCRETE/SR CENTER			
				594.59	73011755 548100	O&M-COMMONS REPAIRS			
						CHECK 332277 TOTAL:			594.59
332278	02/14/2013	PRTD	7669 HARPER, DEBRA	182062	29637	01/31/2013		02/10/13	124.20
Invoice: 29637						UB 11362 8744 WOODBANK DRIVE NE			
				124.20	411 122100	WATER ACCOUNTS RECEIVABLE			
						CHECK 332278 TOTAL:			124.20
332279	02/14/2013	PRTD	7653 HATLETVEIT, EDLE	182059	29634	01/31/2013		02/10/13	55.84
Invoice: 29634						UB 12517 8757 ROSARIO PLACE NW			
				55.84	421 122100	SEWER ACCOUNTS RECEIVABLE			
						CHECK 332279 TOTAL:			55.84
332280	02/14/2013	PRTD	5754 HEATH AND ASSOCIATES	182038	6157	01/18/2013	21200169	02/10/13	3,250.00
Invoice: 6157						MADRONA TOWNHOMES TRAFFIC STUD			
				3,250.00	63470588 541100	CUR-DEV PLAN-PROF SVCS			
						CHECK 332280 TOTAL:			3,250.00
332281	02/14/2013	PRTD	4850 HOME DEPOT CREDIT SE	182039	01/22/13	01/22/2013		02/10/13	33.95
Invoice: 01/22/13						PW/VINYL COOR MAT			
				33.95	73011215 548100	O&M-C/E-POLICE FAC-REPAIRS			
				182040	01/28/13	01/28/2013		02/10/13	86.16
Invoice: 01/28/13						PW/PLAST SHEET/MISC HEM			
				86.16	73011215 548100	O&M-C/E-POLICE FAC-REPAIRS			
				182041	01/25/13	01/25/2013		02/10/13	116.89
Invoice: 01/25/13						PW/CLEAR SHTS/TAPE/CUT TOOL			
				116.89	73011215 548100	O&M-C/E-POLICE FAC-REPAIRS			
				182134	01/29/13	01/29/2013		02/10/13	40.66
Invoice: 01/29/13						PW/LED LIGHT/CORRUG PLASTIC			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
				40.66 73011215 548100	O&M-C/E-POLICE FAC-REPAIRS				
					CHECK 332281 TOTAL:				277.66
332282	02/14/2013	PRTD	268 HOUSING RESOURCES BO	182292	136-13	02/01/2013	21300011	02/10/13	750.00
Invoice: 136-13					ISLANDER MOB-HOME DEFAULT FEE				
				750.00 31180592 54130400297	HRB-IMHP SPACE RENT DEFAULT				
					CHECK 332282 TOTAL:				750.00
332283	02/14/2013	PRTD	6857 INGERSOLL RAND COMPA	182044	21899322	01/16/2013		02/10/13	537.19
Invoice: 21899322					PW/FILTERS/GASKETS-WWTP TRCK				
				537.19 73425358 531100	O&M-WWTP-SUPPLIES				
					CHECK 332283 TOTAL:				537.19
332284	02/14/2013	PRTD	2501 INTERNATIONAL CODE C	182293	INV0229529	12/14/2012		02/10/13	79.45
Invoice: INV0229529					PCD/IBC STUDY COMP/FLSH CDS				
				79.45 62471591 531100	BLDG - BLDG OFFICE SUPPLIES				
					CHECK 332284 TOTAL:				79.45
332285	02/14/2013	PRTD	280 INTEGRA CHEMICAL COM	182042	0105721-IN	01/21/2013		02/10/13	2,753.19
Invoice: 0105721-IN					PW/50# BAGS SODIUM FLUORX24				
				2,753.19 73411345 531100	OFFICE SUPPLIES				
					CHECK 332285 TOTAL:				2,753.19
332286	02/14/2013	PRTD	2012 INTELLIGENT PRODUCTS	182043	152474A	01/02/2013		02/10/13	591.54
Invoice: 152474A					PW/2K MUTT MITTS X 6				
				591.54 73011768 531100	O&M-C/E-PARKS-SUPPLIES				
					CHECK 332286 TOTAL:				591.54
332287	02/14/2013	PRTD	1009 INTOXIMETERS INC	182212	381272	01/11/2013		02/10/13	86.83
Invoice: 381272					POL/MOUTHPIECE, CASE				
				86.83 53011212 531100	PD-C/E-PATROL SUPPLIES				
					CHECK 332287 TOTAL:				86.83
332288	02/14/2013	PRTD	7678 ISLAND CHURCH	182309	02/07/13	02/07/2013		02/10/13	200.00
Invoice: 02/07/13					POL/SPEC EVENT DEPOS REFND				
				200.00 01132 322900	OTHER NON-BUS.LICENSES/PERMITS				

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK 332288 TOTAL:			200.00
332289	02/14/2013	PRTD	333 KITSAP COUNTY AUDITO	182078	193818	01/03/2013		02/10/13	80.00
Invoice: 193818						CLERK/REC DOC/SPORTSMAN PRK			
				80.00 72334561 65100000608		SPORTSMAN CROSSWALK-RECORDING			
				182080	194348A	01/09/2013		02/10/13	76.00
Invoice: 194348A						CRLK/REC DOC/HENNESSEY QUIT CLM			
				76.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
				182081	194348B	01/09/2013		02/10/13	79.00
Invoice: 194348B						CLRK/REC DOC/DWYER/HENNESSEY			
				79.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
				182082	194348C	01/09/2013		02/10/13	75.00
Invoice: 194348C						CLRK/REC DOC/KUKUK QUIT CLM			
				75.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
				182083	194348D	01/09/2013		02/10/13	76.00
Invoice: 194348D						CLRK/REC DOC/DWYER/QUIT CLM			
				76.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
				182084	194348E	01/09/2013		02/10/13	81.00
Invoice: 194348E						CLRK/REC DOC/DWYER EASEMNT			
				81.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
				182085	194348F	01/09/2013		02/10/13	80.00
Invoice: 194348F						CLRK/REC DOC/KUKUK EASEMNT			
				80.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
				182086	194348G	01/09/2013		02/10/13	81.00
Invoice: 194348G						CLRK/REC DOC/HENNESSEY EASEMNT			
				81.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
						CHECK 332289 TOTAL:			628.00
332290	02/14/2013	PRTD	333 KC AUDITOR - SSWM	182079	194348	01/09/2013		02/10/13	92.00
Invoice: 194348						CLRK/REC DOCS/DWYER BOUNDRY			
				92.00 36011143 551000		CLERK-RECORDING AT CO AUDITOR			
						CHECK 332290 TOTAL:			92.00
332291	02/14/2013	PRTD	1355 KITSAP COUNTY TREASU	182214	013013	01/30/2013		02/10/13	29,224.00
Invoice: 013013						2013 EMERGENCY MGMT SERVICES			
				29,224.00 51011256 551000		PD-C/E-EMERG PREP-INTERGOVT			
						CHECK 332291 TOTAL:			29,224.00

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332292	02/14/2013	PRTD	2306 KITSAP COUNTY PROSEC	182046	JAN-2013	01/29/2013	21300022	02/10/13	7,801.33
Invoice: JAN-2013						2013 MUNICIPAL COURT SERVICES			
				7,801.33	32011521 541112	LGL-CRIMINA-OUTSIDE PROSECUTOR			
						CHECK	332292	TOTAL:	7,801.33
332293	02/14/2013	PRTD	339 KITSAP COUNTY - CENC	182213	BIPD2013-02	01/15/2013		02/10/13	7,626.50
Invoice: BIPD2013-02						POL/FEB2013 CENCOM SERVICE			
				5,338.55	53011286 551000	POLICE - C/E PATROL CENCOM			
				2,287.95	52011286 551000	POLICE - C/E - INVEST CENCOM			
						CHECK	332293	TOTAL:	7,626.50
332294	02/14/2013	PRTD	1010 PAUL L KING	182045	40083	01/15/2013		02/10/13	124.89
Invoice: 40083						PW/LABOR-RESET LOCK			
				124.89	73011768 548100	O&M-C/E-PARKS-R&M			
						CHECK	332294	TOTAL:	124.89
332295	02/14/2013	PRTD	579 KITSAP SUN	182161	288383	01/20/2013		02/10/13	58.23
Invoice: 288383						ENG/SMALL WORKS ROSTER			
				58.23	71011321 544000	PW - C/E ADVERTISING			
						CHECK	332295	TOTAL:	58.23
332296	02/14/2013	PRTD	309 KITSAP TIRE CENTER I	182047	181177	01/15/2013		02/10/13	154.60
Invoice: 181177						PW/TIRES/BAL-POL CAR			
				154.60	53011212 548100	POLICE - C/E PATROL MAINTENANC			
				182048	181187	01/14/2013		02/10/13	208.84
Invoice: 181187						PW/ALL RDS TIRE/VALVE STEM			
				208.84	73111423 548100	REPAIRS & MAINTENANCE			
				182049	181188	01/14/2013		02/10/13	172.92
Invoice: 181188						PW/VEH2 TIRE/VALVE/BAL			
				172.92	73011189 548100	O&M - C/E FACIL REPAIRS			
						CHECK	332296	TOTAL:	536.36
332297	02/14/2013	PRTD	7665 KREMER, JAN	182056	29631	01/31/2013		02/10/13	9.76
Invoice: 29631						UB 11937 740 MOJI LANE NW			
				9.76	421 122100	SEWER ACCOUNTS RECEIVABLE			
						CHECK	332297	TOTAL:	9.76

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE / INVOICE DTL DESC	PO	WARRANT	NET
332298	02/14/2013	PRTD	7143 KURPGEWEIT BROTHERS	182050	1268-70	01/18/2013		02/10/13	2,497.80
Invoice: 1268-70						PW/292 SQ FT CONCRETE			
				2,497.80	73011755 548100	O&M-COMMONS REPAIRS			
						CHECK 332298 TOTAL:			2,497.80
332299	02/14/2013	PRTD	6577 LAKESIDE INDUSTRIES	182051	3123188MB	01/23/2013		02/10/13	171.86
Invoice: 3123188MB						PW/2.15 TONS ASPHALT			
				171.86	73111423 548100	REPAIRS & MAINTENANCE			
						CHECK 332299 TOTAL:			171.86
332300	02/14/2013	PRTD	6577 LAKESIDE INDUSTRIES	182052	3123189MB	01/23/2013		02/10/13	485.21
Invoice: 3123189MB						PW/6.07 TONS ASPHALT			
				485.21	73111423 548100	REPAIRS & MAINTENANCE			
						CHECK 332300 TOTAL:			485.21
332301	02/14/2013	PRTD	163 DENNIS MARTIN	182215	01/01/13	01/01/2013		02/10/13	228.92
Invoice: 01/01/13						POL/MEDICAL REIMBURSEMENT			
				228.92	91029211 521500	POLICE - INS ADD MEDICAL COSTS			
						CHECK 332301 TOTAL:			228.92
332302	02/14/2013	PRTD	6333 MASCO PETROLEUM	182089	0110617-IN	01/15/2013		02/10/13	432.49
Invoice: 0110617-IN						PW/GEAR 600XP PAIL			
				432.49	73425358 548100	O&M-WWTP-REPAIRS			
						CHECK 332302 TOTAL:			432.49
332303	02/14/2013	PRTD	7666 MILLER, BILL & MORGA	182058	29633	01/31/2013		02/10/13	54.60
Invoice: 29633						UB 12049 476 COSGROVE STREET NW			
				54.60	421 122100	SEWER ACCOUNTS RECEIVABLE			
						CHECK 332303 TOTAL:			54.60
332304	02/14/2013	PRTD	7675 MILLER, MARJORIE	182070	29645	01/31/2013		02/10/13	1,381.88
Invoice: 29645						UB 12453 3250 POINT WHITE DRIVE NE			
				1,381.88	421 122100	SEWER ACCOUNTS RECEIVABLE			
						CHECK 332304 TOTAL:			1,381.88

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332305	02/14/2013	PRTD	5246 THE NAT'L ARBOR DAY	182091	2013-SUB	01/31/2013		02/10/13	15.00
Invoice: 2013-SUB						PCD/2013 SUBSCRIPTION-RE			
				15.00	64011582 549100	LONG - C/E DUES/SUBSCRIPTIONS			
						CHECK		332305 TOTAL:	15.00
332306	02/14/2013	PRTD	1069 NAT'L ASSOC FOR COUR	182090	2013-163022	01/28/2013		02/10/13	125.00
Invoice: 2013-163022						CRT/2013 DUES/HAUTH			
				125.00	21011125 549100	COURT-DUES/SUBSCR/MEMBERSHIPS			
						CHECK		332306 TOTAL:	125.00
332307	02/14/2013	PRTD	2574 NATIONAL BARRICADE C	182092	245354	01/18/2013		02/10/13	406.38
Invoice: 245354						PW/1 BX HOT WHITE TAPE			
				406.38	73111264 548100	O&M-STREET-TRAF CONTROL-R&M			
						CHECK		332307 TOTAL:	406.38
332308	02/14/2013	PRTD	7672 NATHAN'S GLEN THREE	182065	29640	01/31/2013		02/10/13	127.43
Invoice: 29640						UB 12484 5463 LYNWOOD CENTER ROAD NE			
				127.43	421 122100	SEWER ACCOUNTS RECEIVABLE			
						CHECK		332308 TOTAL:	127.43
332309	02/14/2013	PRTD	677 NORTH COAST ELECTRIC	182112	S4947936.001	01/16/2013		02/10/13	190.43
Invoice: S4947936.001						PW/LIGHT BULBS-CHAMBER			
				190.43	73011189 548100	O&M - C/E FACIL REPAIRS			
						CHECK		332309 TOTAL:	190.43
332310	02/14/2013	PRTD	5169 NORTHROP GRUMMAN SYS	182113	21937	01/10/2013		02/10/13	662.46
Invoice: 21937						PW/VP SVC REPR/CPU BOARD			
				662.46	73411345 548100	REPAIRS & MAINTENANCE			
						CHECK		332310 TOTAL:	662.46
332311	02/14/2013	PRTD	4118 NORTHWEST BIOSOLIDS	182115	1152013001	01/15/2013		02/10/13	93.00
Invoice: 1152013001						PW/ASSOC 2013 DUES			
				93.00	73425358 549100	O&M-WWTP-DUES, SUBSCR			
						CHECK		332311 TOTAL:	93.00

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332312	02/14/2013	PRTD	1125 NORTH WEST INSTRUMEN	182114	12110	01/23/2013		02/10/13	103.17
Invoice: 12110						PW/WWTP ANALY BAL SVC			
				103.17	73425358 548100	O&M-WWTP-REPAIRS			
						CHECK	332312 TOTAL:		103.17
332313	02/14/2013	PRTD	4111 OLYMPIC SPRINGS INC	182223	242115	01/31/2013		02/10/13	48.31
Invoice: 242115						POL/PURIFIED WATER			
				48.31	51011215 531100	POLICE - C/E FACIL SUPPLIES			
						CHECK	332313 TOTAL:		48.31
332314	02/14/2013	PRTD	7668 OSLAND, JOHN & JACQU	182061	29636	01/31/2013		02/10/13	56.14
Invoice: 29636						UB 12654 10566 QUIET VALLEY LANE			
				56.14	411 122100	WATER ACCOUNTS RECEIVABLE			
						CHECK	332314 TOTAL:		56.14
332315	02/14/2013	PRTD	5977 PAPER PRODUCTS ETC	182116	104261	01/09/2013		02/10/13	72.22
Invoice: 104261						PCD/DATE STAMP			
				72.22	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
				182117	01/10/13	01/10/2013		02/10/13	8.69
Invoice: 01/10/13						ENG/808745 X 10			
				8.69	72011321 531100	ENG - C/E ADMIN SUPPLIES			
				182163	104269	01/10/2013		02/10/13	8.69
Invoice: 104269						ENG/COLOR BINDING X 10			
				8.69	72421351 531100	ENG - SEWER ADMIN SUPPLIES			
				182164	501014	01/25/2013		02/10/13	288.04
Invoice: 501014						ENG/TONER CARTRIDGE X 2			
				288.04	72011321 531100	ENG - C/E ADMIN SUPPLIES			
				182224	104224	01/07/2013		02/10/13	27.53
Invoice: 104224						POL/INDEX TABS			
				27.53	51011211 531100	PD-C/E-ADM-SUPPLIES			
				182227	501019	01/28/2013		02/10/13	7.95
Invoice: 501019						POL/RING BINDER INDEXES			
				7.95	51011211 531100	PD-C/E-ADM-SUPPLIES			
						CHECK	332315 TOTAL:		413.12
332316	02/14/2013	PRTD	7405 PARR FORD	182118	64553	01/15/2013		02/10/13	95.35
Invoice: 64553						PW/POL CAR WINDOW SWITCH			
				95.35	53011212 548100	POLICE - C/E PATROL MAINTENANC			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK 332316 TOTAL:			95.35
332317	02/14/2013	PRTD	7670 PIERCE, DAVID & CYNT	182063	29638	01/31/2013		02/10/13	400.33
Invoice: 29638						UB 11881 9403 CAPSTAN DRIVE NE			
				400.33 411	122100	WATER ACCOUNTS RECEIVABLE			
						CHECK 332317 TOTAL:			400.33
332318	02/14/2013	PRTD	4382 PNCWA, OLYMPIC SECTI	182119	2013-2	01/24/2013		02/10/13	30.00
Invoice: 2013-2						PW/2013 DUES-SP/DF/RC			
				30.00 73425358	548100	O&M-WWTP-REPAIRS			
						CHECK 332318 TOTAL:			30.00
332319	02/14/2013	PRTD	360 PROBUILD COMPANY LLC	182120	1462550	01/08/2013		02/10/13	32.54
Invoice: 1462550						PW/MISC SUPPL			
				32.54 73011189	548100	O&M - C/E FACIL REPAIRS			
				182121	1462975	01/11/2013		02/10/13	18.45
Invoice: 1462975						PW/FOIL FBHL WRAP			
				18.45 73411345	548100	REPAIRS & MAINTENANCE			
				182122	1463116	01/14/2013		02/10/13	9.44
Invoice: 1463116						PW/WOOD STAKES X 10			
				9.44 73011755	548100	O&M-COMMONS REPAIRS			
						CHECK 332319 TOTAL:			60.43
332320	02/14/2013	PRTD	6939 PROFORCE LAW ENFORCE	182231	159289	12/28/2012		02/10/13	342.74
Invoice: 159289						POL/TASER EXT DPM X4; MAG X3			
				342.74 53011212	531100	PD-C/E-PATROL SUPPLIES			
						CHECK 332320 TOTAL:			342.74
332321	02/14/2013	PRTD	4112 PROTHMAN COMPANY	182294	2013-3736	01/22/2013	21300027	02/10/13	7,967.05
Invoice: 2013-3736						INTERIM PUBLIC SAFETY DIRECTOR			
				7,967.05 51011211	541100	PD-C/E-ADM-PROF SVCS			
						CHECK 332321 TOTAL:			7,967.05
332322	02/14/2013	PRTD	1205 PUGET SOUND ENERGY	182131	369JAN13	01/23/2013		02/10/13	5,615.77
Invoice: 369JAN13						520-330-112-1 CITY HALL			
				5,615.77 91011189	547100	GG-C/E-CITY HALL-ELECTRIC			
				182166	4100227393728	01/31/2013		02/10/13	429.00

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC			
		Invoice: 4100227393728			POL/RADAR SIGN			
			429.00 51011213 541100		PD-CRIME PREVENTION-PROF SVCS			
			182216	696JAN13	01/30/2013		02/10/13	10.28
		Invoice: 696JAN13			BJUNE/WFP BOOTH PANEL			
			10.28 91011768 547100		GG-C/E-PARKS-ELECTRIC			
			182217	823JAN13	01/30/2013		02/10/13	10.28
		Invoice: 823JAN13			BRIEN DRIVE N/BOOTH EL PANEL			
			10.28 91011768 547100		GG-C/E-PARKS-ELECTRIC			
			182218	640JAN13	01/30/2013		02/10/13	52.72
		Invoice: 640JAN13			BRIEN DRIVE S/BOOTH EL PANEL			
			52.72 91011768 547100		GG-C/E-PARKS-ELECTRIC			
			182219	573JAN13	01/30/2013		02/10/13	13.32
		Invoice: 573JAN13			COMMODORE/HS RESERVOIR			
			13.32 91411345 547100		GG-WTR-ELECTRIC			
			182220	093JAN13	01/30/2013		02/10/13	925.59
		Invoice: 093JAN13			FLETCHER BAY WELL FIELD			
			925.59 91411345 547100		GG-WTR-ELECTRIC			
			182221	256JAN13	01/30/2013		02/10/13	493.84
		Invoice: 256JAN13			SLS-8 HWY 305/HARBORVIEW			
			493.84 91421355 547100		GG-SWR-ELECTRIC			
			182222	291JAN13	01/30/2013		02/10/13	13.04
		Invoice: 291JAN13			HEAD OF THE BAY WELL FIELD			
			13.04 91411345 547100		GG-WTR-ELECTRIC			
			182225	031JAN13	01/30/2013		02/10/13	149.36
		Invoice: 031JAN13			SLS-6 LOVELL LOWER			
			149.36 91421355 547100		GG-SWR-ELECTRIC			
			182226	466JAN13	01/30/2013		02/10/13	10.28
		Invoice: 466JAN13			MADISON/HS RAINBRINGER			
			10.28 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
			182228	893JAN13	01/30/2013		02/10/13	3,022.31
		Invoice: 893JAN13			MUNICIPAL STREET LIGHTING			
			3,022.31 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182229	143JAN13	01/30/2013		02/10/13	13.91
		Invoice: 143JAN13			REITAIN ROAD/WELCOME TO BI			
			13.91 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
			182230	735JAN13	01/30/2013		02/10/13	51.39
		Invoice: 735JAN13			SHANNON DRIVE/WFP DOCK			
			51.39 91011768 547100		GG-C/E-PARKS-ELECTRIC			
			182232	736JAN13	01/30/2013		02/10/13	58.95

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC			
		Invoice: 736JAN13			SHANNON DRIVE/WFP RESTROOM			
			58.95 91011768 547100		GG-C/E-PARKS-ELECTRIC			
			182233	647JAN13	01/30/2013		02/10/13	28.04
		Invoice: 647JAN13			STREET LIGHTS/TRAFFIC CONTROL			
			28.04 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182234	021JAN13	01/30/2013		02/10/13	93.80
		Invoice: 021JAN13			SLS-3 TREATMENT PLANT			
			93.80 91421355 547100		GG-SWR-ELECTRIC			
			182236	710JAN13	01/30/2013		02/10/13	238.85
		Invoice: 710JAN13			SLS-2 VILLAGE CENTER			
			238.85 91421355 547100		GG-SWR-ELECTRIC			
			182237	168JAN13	01/30/2013		02/10/13	49.57
		Invoice: 168JAN13			WATERFRONT PARK			
			49.57 91011768 547100		GG-C/E-PARKS-ELECTRIC			
			182239	717JAN13	01/30/2013		02/10/13	343.32
		Invoice: 717JAN13			POLICE STATION - METER ONE (ORIGINAL METER)			
			343.32 91011215 547100		GG-C/E-PD-ELECTRIC			
			182241	111JAN13	01/30/2013		02/10/13	543.75
		Invoice: 111JAN13			POLICE STATION - METER TWO (NEW METER/BUILDING REM			
			543.75 91011215 547100		GG-C/E-PD-ELECTRIC			
			182242	520-298JAN13	01/30/2013		02/10/13	353.41
		Invoice: 520-298JAN13			SLS-5 WW/SUNDAY COVE			
			353.41 91421355 547100		GG-SWR-ELECTRIC			
			182243	797JAN13	01/30/2013		02/10/13	211.59
		Invoice: 797JAN13			MUNICIPAL COURT - METER E3 - 10255 NE Valley Road			
			211.59 91011255 547100		GG-C/E-COURT BLDG-ELECTRIC			
			182244	182JAN13	01/30/2013		02/10/13	54.82
		Invoice: 182JAN13			MUNICIPAL COURT - METER E6 - 10255 NE Valley Road			
			54.82 91011255 547100		GG-C/E-COURT BLDG-ELECTRIC			
			182245	520-374JAN13	01/30/2013		02/10/13	75.59
		Invoice: 520-374JAN13			SIGNAL AT 108 OLYMPIC DRIVE SE			
			75.59 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
			182246	973JAN13	01/30/2013		02/10/13	128.67
		Invoice: 973JAN13			OC RESERVOIR LID17 PHASE 2 - 1100 Old Creosote Rd			
			128.67 91415345 547100		GG-ROCKAWAY BCH-UTILITIES			
			182247	336JAN13	01/30/2013		02/10/13	136.22
		Invoice: 336JAN13			SLS-9 ISLAND TERRACE - 1174 Ferncliff Avenue NE			
			136.22 91421355 547100		GG-SWR-ELECTRIC			
			182248	461JAN13	01/30/2013		02/10/13	6,881.91

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
			Invoice: 461JAN13			WWTP - 1220 DONALD PLACE			
				6,881.91 91425358 547100		GG-WWTP-ELECTRIC			
				182249	040-581JAN13	01/30/2013		02/10/13	161.48
			Invoice: 040-581JAN13			3900 HALLS HILL ROAD PUMP			
				161.48 91421355 547100		GG-SWR-ELECTRIC			
				182250	444JAN13	01/30/2013		02/10/13	693.13
			Invoice: 444JAN13			BI COMMONS - 402 Bjune Drive			
				693.13 91011755 547100		GG-C/E-COMMONS-ELECTRIC			
				182251	446JAN13	01/30/2013		02/10/13	10.28
			Invoice: 446JAN13			WATERFRONT PARK BOOTH - 402 Brien Drive			
				10.28 91011768 547100		GG-C/E-PARKS-ELECTRIC			
				182252	636JAN13	01/30/2013		02/10/13	106.95
			Invoice: 636JAN13			SLS-7 WING POINT WAY - 4296 Wing Point Way			
				106.95 91421355 547100		GG-SWR-ELECTRIC			
				182253	206JAN13	01/30/2013		02/10/13	403.91
			Invoice: 206JAN13			4586 POINT WHITE DRIVE NE			
				403.91 91421355 547100		GG-SWR-ELECTRIC			
				182254	040-751JAN13	01/30/2013		02/10/13	10.67
			Invoice: 040-751JAN13			520 ERICKSEN AVENUE NE PRV-water system presure re			
				10.67 91411345 547100		GG-WTR-ELECTRIC			
				182255	828JAN13	01/30/2013		02/10/13	155.44
			Invoice: 828JAN13			TAYLOR WELLS LID17 PHASE 1 - 6300 Taylor Avenue			
				155.44 91415345 547100		GG-ROCKAWAY BCH-UTILITIES			
				182256	247JAN13	01/30/2013		02/10/13	58.07
			Invoice: 247JAN13			SSWM/DECANT FACILITY - 6400 Don Palmer Avenue NE			
				58.07 91435838 547100		GG-DECANT-ELECTRIC			
				182257	884JAN13	01/30/2013		02/10/13	80.38
			Invoice: 884JAN13			SLS FERRY TERMINAL - 692 Klickitat Place NE			
				80.38 91421355 547100		GG-SWR-ELECTRIC			
				182258	520-136JAN13	01/30/2013		02/10/13	2,512.40
			Invoice: 520-136JAN13			HOB BOOSTER PUMP/WELL - 7290 Wyatt Way			
				2,512.40 91411345 547100		GG-WTR-ELECTRIC			
				182259	900JAN13	01/30/2013		02/10/13	27.14
			Invoice: 900JAN13			NE HIDDEN COVE - PASS THRU - 7315 Hidden Cove Road			
				27.14 91011897 547100		GG-C/E-O&M YARD FAC-ELECTRIC			
				182260	558JAN13	01/30/2013		02/10/13	2,620.19
			Invoice: 558JAN13			7315 NE HIDDEN COVE ROAD			
				2,620.19 91011897 547100		GG-C/E-O&M YARD FAC-ELECTRIC			
				182261	058JAN13	01/30/2013		02/10/13	139.10

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
			Invoice: 058JAN13			NE HIDDEN COVE - SHOP - 7315 Hidden Cove Road Shop			
				139.10 91011897 547100		GG-C/E-O&M YARD FAC-ELECTRIC			
				182262	040-714JAN13	01/30/2013		02/10/13	10.28
			Invoice: 040-714JAN13			7573 FLETCHER BAY ROAD-OS property next to Johnson			
				10.28 91021182 547100		GG-OS-PROP MNGT-ELECTRIC			
				182263	831JAN13	01/30/2013		02/10/13	3,069.40
			Invoice: 831JAN13			SANDS AVENUE NE WELL FIELD - 8499 Sands Avenue NE			
				3,069.40 91411345 547100		GG-WTR-ELECTRIC			
				182264	983JAN13	01/30/2013		02/10/13	33.92
			Invoice: 983JAN13			MILLER ROAD NE BEACON - 8800 1/2 Miller Road			
				33.92 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
				182265	888JAN13	01/30/2013		02/10/13	215.04
			Invoice: 888JAN13			NE HIGH SCHOOL ROAD PUMP - 9330 NE HS Road			
				215.04 91411345 547100		GG-WTR-ELECTRIC			
				182266	067JAN13	01/30/2013		02/10/13	10.28
			Invoice: 067JAN13			MADISON PARKING LOT			
				10.28 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182268	658JAN13	01/30/2013		02/10/13	72.81
			Invoice: 658JAN13			SLS-4 IRENE/LOWER HAWLEY			
				72.81 91421355 547100		GG-SWR-ELECTRIC			
				182269	682-A-JAN13	01/30/2013		02/10/13	13.03
			Invoice: 682-A-JAN13			MUNICIPAL PARKING LOT - MADISON/MADRONA			
				13.03 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182271	682-B-JAN13	01/30/2013		02/10/13	13.03
			Invoice: 682-B-JAN13			MUNICIPAL PARKING LOT - MADISON/MADRONA			
				13.03 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182272	IL1JAN13	01/30/2013		02/10/13	144.39
			Invoice: IL1JAN13			ERCKSN/MDSN/WNSLW/KNCHTL			
				144.39 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182273	IL2JAN13	01/30/2013		02/10/13	121.60
			Invoice: IL2JAN13			FACILITIES DETAIL ON IL1			
				121.60 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182274	IL3JAN13	01/30/2013		02/10/13	262.41
			Invoice: IL3JAN13			ROUNDABOUT HS/MADISON IMPR			
				262.41 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182275	IL4JAN13	01/30/2013		02/10/13	92.22
			Invoice: IL4JAN13			FACILITIES DETAIL ON IL3			
				92.22 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
				182276	IL5JAN13	01/30/2013		02/10/13	90.73

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CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC			
		Invoice: IL5JAN13			COMMODORE OFF HS @ OLYMPIC			
			90.73 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182277	IL6JAN13	01/30/2013		02/10/13	77.34
		Invoice: IL6JAN13			MADISON PRJ HS TO WINSLOW			
			77.34 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182278	IL7JAN13	01/30/2013		02/10/13	327.03
		Invoice: IL7JAN13			MADISON PRJ HS TO WINSLOW II			
			327.03 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182279	IL8JAN13	01/30/2013		02/10/13	24.80
		Invoice: IL8JAN13			FACILITIES DETAIL ON IL6 AND IL7			
			24.80 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182280	IL9JAN13	01/30/2013		02/10/13	56.30
		Invoice: IL9JAN13			MADISON AVENUE SOUTH			
			56.30 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182281	IL10JAN13	01/30/2013		02/10/13	74.79
		Invoice: IL10JAN13			FACILITIES DETAIL ON IL9			
			74.79 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182282	285JAN13	01/30/2013		02/10/13	285.53
		Invoice: 285JAN13			SPS NORTHTOWN/SPORTSMAN			
			285.53 91421355 547100		GG-SWR-ELECTRIC			
			182283	IL11JAN13	01/30/2013		02/10/13	104.28
		Invoice: IL11JAN13			STREET LIGHTS WW MAD TO 305			
			104.28 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182284	IL12JAN13	01/30/2013		02/10/13	46.16
		Invoice: IL12JAN13			STREET LIGHTS WW 305 TO FRNCLFF			
			46.16 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182285	IL13JAN13	01/30/2013		02/10/13	43.76
		Invoice: IL13JAN13			FACILITIES DETAIL ON IL12			
			43.76 91111263 547100		GG-STRT-STREET LIGHTING-UTIL			
			182286	WW-305JAN13	01/30/2013		02/10/13	89.36
		Invoice: WW-305JAN13			WINSLOW WAY & 305			
			89.36 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
			182287	WW-305AJAN13	01/30/2013		02/10/13	76.72
		Invoice: WW-305AJAN13			WINSLOW WAY & 305			
			76.72 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
			182288	WW-305BJAN13	01/30/2013		02/10/13	506.47
		Invoice: WW-305BJAN13			WINSLOW WAY & 305			
			506.47 91111264 547100		GG-STREET-TRAF CONTROL-UTILITY			
			182289	520-330JAN13	01/30/2013		02/10/13	17.95

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
Invoice: 520-330JAN13						210 WINSLOW WAY E IRRIGATION			
				17.95 91011768 547100		GG-C/E-PARKS-ELECTRIC			
						CHECK 332322 TOTAL:			32,868.35
332323	02/14/2013	PRTD	6541 INTOLIGHT	182295	01/31/13	01/31/2013		02/10/13	5,630.16
Invoice: 01/31/13						STRT LIGHT RELOCAT/KNECHTAL			
				5,630.16 72321563 663000		STREET LIGHTING			
						CHECK 332323 TOTAL:			5,630.16
332324	02/14/2013	PRTD	5431 RAY PETERSON	182124	477109	01/03/2013		02/10/13	104.26
Invoice: 477109						PW/12 YDS BRUSH DUMP FEE			
				104.26 91111427 547900		GG-STREET-ROADSIDE-GARBAGE			
						CHECK 332324 TOTAL:			104.26
332325	02/14/2013	PRTD	557 RELIABLE STORAGE BAI	182296	5620	02/06/2013		02/10/13	390.00
Invoice: 5620						PCD/FEB2013 RENT M007, M008			
				390.00 61470581 545000		PCD - DEV ADMIN RENTS & LEASES			
						CHECK 332325 TOTAL:			390.00
332326	02/14/2013	PRTD	7648 RINGENBERG, JERRY	182055	29630	01/31/2013		02/10/13	26.72
Invoice: 29630						UB 11681 707 VILLAGE CIRCLE NW			
				26.72 421 122100		SEWER ACCOUNTS RECEIVABLE			
						CHECK 332326 TOTAL:			26.72
332327	02/14/2013	PRTD	6440 SAHLBERG EQUIPMENT C	182137	52297	01/03/2013		02/10/13	2,487.16
Invoice: 52297						PW/ALUM EX TUBE/TUBE W/CRN			
				2,487.16 73431835 548100		REPAIRS & MAINTENANCE			
						CHECK 332327 TOTAL:			2,487.16
332328	02/14/2013	PRTD	1489 PNEC CORPORATION	182126	665923	01/04/2013		02/10/13	3,119.93
Invoice: 665923						PW/GUARDOL/SUPER BLEND			
				3,119.93 73638935 548100		O&M-STD ALLOCATION-REPAIRS			
						CHECK 332328 TOTAL:			3,119.93
332329	02/14/2013	PRTD	7240 SEECLICKFIX	182127	3133	01/21/2013		02/10/13	300.00
Invoice: 3133						ENG/SCF + MO LICENSE			
				150.00 72011321 549100		ENG - C/E ADMIN MISCELLANEOUS			
				150.00 73111290 549100		O&M-STREET-MAINT O/H-MISC			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK 332329 TOTAL:			300.00
332330	02/14/2013	PRTD	7550 STRATEGIC GOVERNMENT	182300	6417	02/01/2013	21300019	02/10/13	8,120.33
Invoice: 6417						POLICE CHIEF SEARCH 2013			
				2,399.19 46011161 53110000619		POLICE CHIEF SEARCH-SUPPLIES			
				5,721.14 46011161 54155100619		POLICE CHIEF SEARCH-PROF SVCS			
						CHECK 332330 TOTAL:			8,120.33
332331	02/14/2013	PRTD	7385 CHARLES P. SHANE	182128	000368	01/15/2013		02/10/13	56.25
Invoice: 000368						CRT/PUBLIC DEFENDER SVCS			
				56.25 32011281 541113		LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
						CHECK 332331 TOTAL:			56.25
332332	02/14/2013	PRTD	4548 SIRCHIE FINGERPRINT	182235	0107604-IN	01/11/2013		02/10/13	128.39
Invoice: 0107604-IN						POL/CPL PRE-INKED ROLLERS X5			
				128.39 51011211 531100		PD-C/E-ADM-SUPPLIES			
						CHECK 332332 TOTAL:			128.39
332333	02/14/2013	PRTD	7095 SUPERIOR SAW & SUPPL	182129	50023	01/15/2013		02/10/13	47.57
Invoice: 50023						PW/BRUSH BLADES/KNIFE SHARPEN			
				47.57 73111427 548100		O&M-ACCESS RDSIDE R&M			
				182130	50258	01/22/2013		02/10/13	28.45
Invoice: 50258						PW/SHARPN WEED EATER/CHAINS			
				28.45 73111427 548100		O&M-ACCESS RDSIDE R&M			
						CHECK 332333 TOTAL:			76.02
332334	02/14/2013	PRTD	7677 TIFFANY MEADOWS HOME	182138	02/01/13	02/01/2013		02/10/13	459.96
Invoice: 02/01/13						FIN/REFUND SSWM FEE			
				459.96 43134 343830		STORM DRAINAGE FEES			
						CHECK 332334 TOTAL:			459.96
332335	02/14/2013	PRTD	6714 TOSHIBA FINANCIAL SE	182139	220718654	01/22/2013		02/10/13	427.88
Invoice: 220718654						PW/3530C COPIER LEASE			
				427.88 73637891 545000		RENTS & LEASES - OPERATING			
						CHECK 332335 TOTAL:			427.88

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
332336	02/14/2013	PRTD	558 TOWN & COUNTRY MARKE	182140	01/15/13	01/15/2013		02/10/13	21.54
Invoice: 01/15/13						PW/6 GAL DISTILLED WATER			
				21.54 73425358 531100		O&M-WWTP-SUPPLIES			
						CHECK 332336 TOTAL:			21.54
332337	02/14/2013	PRTD	4245 TRAFFIC SAFETY SUPPL	182141	965720	01/22/2013		02/10/13	1,040.30
Invoice: 965720						PW/ROLLUP BRITE/CAUTION TAPE			
				1,040.30 73111290 531100		O&M-STREET-MAINT O/H-SUPPLIES			
						CHECK 332337 TOTAL:			1,040.30
332338	02/14/2013	PRTD	2190 UNITED PARCEL SERVIC	182238	28Y3Y1033	01/19/2013		02/10/13	11.03
Invoice: 28Y3Y1033						POL/SHIP TO WA ST ARCHIVES			
				11.03 91011215 542500		GG-C/E-PD-POSTAGE			
						CHECK 332338 TOTAL:			11.03
332339	02/14/2013	PRTD	1152 USA BLUE BOOK	182142	859721/327364	01/15/2013		02/10/13	171.19
Invoice: 859721/327364						PW/HACH ELECTRODE/GRAD CYL			
				171.19 73425358 531100		O&M-WWTP-SUPPLIES			
				182143	867510/327364	01/24/2013		02/10/13	338.67
Invoice: 867510/327364						PW/HACH ELECTRODE/GRAD CYL			
				338.67 73425358 531100		O&M-WWTP-SUPPLIES			
						CHECK 332339 TOTAL:			509.86
332340	02/14/2013	PRTD	759 VIRGINIA MASON CLINI	182240	PREHIRE-JAN13-EP	01/11/2013		02/10/13	199.00
Invoice: PREHIRE-JAN13-EP						POL/PREHIRE PHYS EVAL			
				199.00 51011211 541100		PD-C/E-ADM-PROF SVCS			
						CHECK 332340 TOTAL:			199.00
332341	02/14/2013	PRTD	7674 VOLNEY, E HOWARD & A	182069	29644	01/31/2013		02/10/13	60.88
Invoice: 29644						UB 12445 4175 PLEASANT BEACH DRIVE NE			
				60.88 421 122100		SEWER ACCOUNTS RECEIVABLE			
						CHECK 332341 TOTAL:			60.88
332342	02/14/2013	PRTD	4888 WASHINGTON STATE BAR	182144	01/01/13	01/01/2013		02/10/13	355.00
Invoice: 01/01/13						CRT/2013 DUES/CARRUTHERS			
				355.00 21011125 549100		COURT-DUES/SUBSCR/MEMBERSHIPS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
						CHECK		332342 TOTAL:	355.00
332343	02/14/2013	PRTD	167 WA ST DEPT OF ECOLOG	182303	01/15/13	01/15/2013		02/10/13	6,672.61
Invoice: 01/15/13						ENG/2013 STORMWTR PERMIT FEE			
				6,672.61 91431383 54980000278		NPDES PERMIT-SSWM			
						CHECK		332343 TOTAL:	6,672.61
332344	02/14/2013	PRTD	4594 WA ST DEPT OF FISH A	182304	01/29/13	01/29/2013		02/10/13	150.00
Invoice: 01/29/13						ENG/HYDRAULIC PERMIT APPL			
				150.00 72433438 64980000620		SEABORNE SLIDE-PERMITS			
						CHECK		332344 TOTAL:	150.00
332345	02/14/2013	PRTD	938 WA ST DEPT OF HEALTH	182305	004084-2013	02/01/2013		02/10/13	77.00
Invoice: 004084-2013						PW/2013 WTRWKS CERT/NEWKIRK			
				77.00 71011321 549100		PWADM-C/E-DUES/SUBSCR/MEMBRSHP			
						CHECK		332345 TOTAL:	77.00
332346	02/14/2013	PRTD	969 WA ST DEPT OF LICENS	182168	F101148	01/04/2013		02/10/13	18.00
Invoice: F101148						CPL/F101148/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182169	F101145	01/08/2013		02/10/13	18.00
Invoice: F101145						CPL/F101145/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182170	F101147	01/08/2013		02/10/13	18.00
Invoice: F101147						CPL/F101147/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182171	F101161	01/04/2013		02/10/13	18.00
Invoice: F101161						CPL/F101161/RENEWAL			
				18.00 41654860 586000		GUN PERMIT OUT			
				182172	F101163	01/04/2013		02/10/13	18.00
Invoice: F101163						CPL/F101163/RENEWAL			
				18.00 41654860 586000		GUN PERMIT OUT			
				182173	F101164	01/04/2013		02/10/13	18.00
Invoice: F101164						CPL/F101164/RENEWAL			
				18.00 41654860 586000		GUN PERMIT OUT			
				182174	F101134	01/10/2013		02/10/13	18.00
Invoice: F101134						CPL/F101134/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				182175	F101137	01/10/2013		02/10/13	18.00
Invoice: F101137						CPL/F101137/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182176	F101146	01/10/2013		02/10/13	18.00
Invoice: F101146						CPL/F101146/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182177	F101152	01/09/2013		02/10/13	18.00
Invoice: F101152						CPL/F101152/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182178	F101167	01/09/2013		02/10/13	21.00
Invoice: F101167						CPL/F101167/LATE RENEWAL			
				21.00 41654860 586000		GUN PERMIT OUT			
				182179	F101151	01/11/2013		02/10/13	18.00
Invoice: F101151						CPL/F101151/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182180	F101157	01/15/2013		02/10/13	18.00
Invoice: F101157						CPL/F101157/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182181	F101172	01/14/2013		02/10/13	18.00
Invoice: F101172						CPL/F101172/RENEWAL			
				18.00 41654860 586000		GUN PERMIT OUT			
				182182	F101154	01/17/2013		02/10/13	18.00
Invoice: F101154						CPL/F101154/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
				182183	F101156	01/17/2013		02/10/13	18.00
Invoice: F101156						CPL/F101156/ORIGINAL + FBI			
				18.00 41654860 586000		GUN PERMIT OUT			
						CHECK 332346 TOTAL:			291.00
332347	02/14/2013	PRTD	4104 WA ST FERRIES	182306	RK199424	01/31/2013		02/10/13	464.10
Invoice: RK199424						JAN13 WAVE TO GO FERRY CHGS			
				13.15 21011125 543100		COURT - TRAVEL EXPENSE			
				81.15 51011211 543100		PD-C/E-ADM-TRAVEL			
				128.30 72011321 543100		ENG - C/E ADMIN TRAVEL EXPENSE			
				241.50 73011189 543100		O&M-FAC-TRAVEL (NOT MEALS/LODG			
						CHECK 332347 TOTAL:			464.10
332348	02/14/2013	PRTD	952 WASHINGTON STATE PAT	182307	I13005753	02/01/2013		02/10/13	396.00
Invoice: I13005753						JAN2013 CPL BACKGROUND CHECKS			
				396.00 41654861 586100		AGENCY DISBURSEMENTS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
						CHECK 332348 TOTAL:			396.00
332349	02/14/2013	PRTD	5271 WASHINGTON WATER SER	182167	0131710-JAN13	01/18/2013		02/10/13	119.83
Invoice: 0131710-JAN13						JAN13 WATER/DECANT FACILITY			
				119.83 91435838 547500		GG-DECANT-WATER/SEWER			
						CHECK 332349 TOTAL:			119.83
332350	02/14/2013	PRTD	512 WABO - WASHINGTON AS	182301	WABO2013A	12/01/2012		02/10/13	45.00
Invoice: WABO2013A						PCD/MEMBERSHIP DUES-GH			
				45.00 62471591 549100		BLDG - BLDG DUES/SUBSCRIPTIONS			
						CHECK 332350 TOTAL:			45.00
332351	02/14/2013	PRTD	6860 WCI	182308	130311876	02/01/2013		02/10/13	792.16
Invoice: 130311876						JAN13 CITYWIDE PHONE SERVICE			
				792.16 41637891 542100		FIN - ALLOC TELEPHONE			
						CHECK 332351 TOTAL:			792.16
332352	02/14/2013	PRTD	499 WESTBAY AUTO PARTS I	182145	811562CM	12/14/2012		02/10/13	-5.48
Invoice: 811562CM						PW/CREDIT OIL FILTER PD CASH			
				-5.48 73431835 548100		REPAIRS & MAINTENANCE			
				182146	816193	01/03/2013		02/10/13	79.50
Invoice: 816193						PW/NON RELAY/COLE HERSEY			
				79.50 990 141100		MERCHANDISE			
				182147	817674	01/09/2013		02/10/13	241.24
Invoice: 817674						PW/BRAKE ROTOR/POL CHEV IMP			
				241.24 51011211 548100		PD-C/E-ADMIN REPAIRS			
				182148	818268	01/11/2013		02/10/13	61.61
Invoice: 818268						PW/OIL/FUEL FILTERS/SPRK PLGS			
				61.61 990 141100		MERCHANDISE			
				182149	819498	01/16/2013		02/10/13	9.15
Invoice: 819498						PW/CABIN AIR FILT/PRIUS HYBR			
				9.15 61011581 548100		PCD - C/E ADMIN REPAIRS MAINT			
				182150	819507	01/16/2013		02/10/13	9.15
Invoice: 819507						PW/AIR FILTER			
				9.15 990 141100		MERCHANDISE			
				182151	819798	01/17/2013		02/10/13	75.55
Invoice: 819798						PW/MOTOR OIL			
				75.55 73011897 548100		O&M-C/E-PWYD FAC-REPAIRS			

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						INVOICE DTL DESC			
				182152	819809	01/17/2013		02/10/13	10.97
Invoice: 819809						PW/IND BELT			
				10.97 73011897 548100		O&M-C/E-PWYD FAC-REPAIRS			
				182153	820019	01/18/2013		02/10/13	148.83
Invoice: 820019						PW/OIL/FUEL FILTERS/GLOVES			
				148.83 990 141100		MERCHANDISE			
				182154	821408	01/23/2013		02/10/13	49.73
Invoice: 821408						PW/CAB AIR FILTR/SOLVENT			
				49.73 73638935 548100		O&M-STD ALLOCATION-REPAIRS			
				182155	821633	01/24/2013		02/10/13	241.24
Invoice: 821633						PW/BRAKE ROTR/POL CHEV IMP			
				241.24 53011212 548100		POLICE - C/E PATROL MAINTENANC			
				182156	823001	01/29/2013		02/10/13	113.47
Invoice: 823001						PW/BRAKE PADS			
				113.47 73411345 548100		REPAIRS & MAINTENANCE			
						CHECK 332352 TOTAL:			1,034.96
332353	02/14/2013	PRTD	679 WFOA 2007 CONFERENCE	182302	01/08/13	01/08/2013		02/10/13	200.00
Invoice: 01/08/13						FIN/2013 MEMBERSHIP DUES-4 EMPL			
				200.00 41011141 549100		FIN-C/E-DUES, SUBS,MEMBERSHIPS			
						CHECK 332353 TOTAL:			200.00
332354	02/14/2013	PRTD	7671 WILEY , KATIE	182064	29639	01/31/2013		02/10/13	112.40
Invoice: 29639						UB 12403 5441 LYNWOOD CENTER ROAD NE			
				112.40 421 122100		SEWER ACCOUNTS RECEIVABLE			
						CHECK 332354 TOTAL:			112.40
332355	02/14/2013	PRTD	2607 ZEE MEDICAL SERVICE	182267	68228507	01/29/2013		02/10/13	38.00
Invoice: 68228507						POL/FIRST AID SUPPLY RESTOCK			
				38.00 51011215 531100		POLICE - C/E FACIL SUPPLIES			
						CHECK 332355 TOTAL:			38.00

NUMBER OF CHECKS 125 *** CASH ACCOUNT TOTAL *** 180,899.53

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	125	180,899.53

*** GRAND TOTAL *** 180,899.53

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 1 474									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		103,817.50	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			180,899.53
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		8,890.84	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		12,606.28	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		19,001.06	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		12,937.18	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		4,163.67	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		12,036.75	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 108-213000						AFFORD HSG - ACCOUNTS PAYABLE		750.00	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		5,710.16	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		687.00	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		299.09	
	01/31/2013	02/10/13	013113			AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		180,899.53	180,899.53
APP 631-130000						DUE TO/FROM CLEARING		167,962.35	
	01/31/2013	02/10/13	013113						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			103,817.50
	01/31/2013	02/10/13	013113						
APP 101-130000						STREETS - DUE TO/FROM CLEARING			8,890.84
	01/31/2013	02/10/13	013113						
APP 401-130000						DUE TO/FROM CLEARING			12,606.28
	01/31/2013	02/10/13	013113						
APP 402-130000						DUE TO/FROM CLEARING			19,001.06
	01/31/2013	02/10/13	013113						
APP 407-130000						DUE TO/FROM CLEARING			4,163.67
	01/31/2013	02/10/13	013113						
APP 403-130000						DUE TO/FROM CLEARING			12,036.75
	01/31/2013	02/10/13	013113						
APP 108-130000						AFFORD HSG DUE TO/FROM CLEAR'G			750.00
	01/31/2013	02/10/13	013113						
APP 301-130000						DUE TO/FROM CLEARING			5,710.16
	01/31/2013	02/10/13	013113						
APP 650-130000						DUE TO/FROM CLEARING			687.00

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR PER	JNL	EFF DATE / ACCOUNT DESCRIPTION		DEBIT	CREDIT
631-130000			DUE TO/FROM CLEARING		167,962.35	
631-213000			ACCOUNTS PAYABLE		12,937.18	
635-111100			CASH			180,899.53
				FUND TOTAL	180,899.53	180,899.53
650 AGENCY FUND	2013 1	474	01/31/2013			
650-130000			DUE TO/FROM CLEARING			687.00
650-213000			ACCOUNTS PAYABLE		687.00	
				FUND TOTAL	687.00	687.00
901 GENERAL LONG TERM DEBT	2013 1	474	01/31/2013			
901-130000			DUE TO/FROM CLEARING			299.09
901-213000			ACCOUNTS PAYABLE		299.09	
				FUND TOTAL	299.09	299.09

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
631 CLEARING FUND	167,962.35	
001 GENERAL FUND		103,817.50
101 STREET FUND		8,890.84
401 WATER OPERATING FUND		12,606.28
402 SEWER OPERATING FUND		19,001.06
407 BUILDING & DEVELOPMENT FUND		4,163.67
403 STORM & SURFACE WATER FUND		12,036.75
108 AFFORDABLE HOUSING FUND		750.00
301 CAPITAL CONSTRUCTION FUND		5,710.16
650 AGENCY FUND		687.00
901 GENERAL LONG TERM DEBT		299.09
TOTAL	167,962.35	167,962.35

** END OF REPORT - Generated by Linda Steinberg **

Ret Release

02/06/2013 09:57 | CITY OF BAINBRIDGE ISLAND | PG 1
lsteinberg | A/P CASH DISBURSEMENTS JOURNAL | apcshdsb

CASH ACCOUNT: 628 111100 CASH-RETAINAGE

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					INVOICE DTL DESC				
98	02/06/2013	PRTD	7511 PACIFIC COAST DEVELO	182198	RETREL-226	02/06/2013		RT020613	21,947.94
Invoice: RETREL-226					RET REL SENIOR CENTER REMODEL				
				21,947.94 41628860 586000	RETAINAGE RELEASE				

CHECK 98 TOTAL: 21,947.94

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 21,947.94

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	21,947.94

*** GRAND TOTAL *** 21,947.94

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER JNL / SRC ACCOUNT / EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC / LINE DESC	T OB	DEBIT	CREDIT
2013 2 109								
APP 622-213000					ACCOUNTS PAYABLE		21,947.94	
02/06/2013	RT020613	020613			AP CASH DISBURSEMENTS JOURNAL			
APP 628-111100					CASH-RETAINAGE			21,947.94
02/06/2013	RT020613	020613			AP CASH DISBURSEMENTS JOURNAL			
					JOURNAL 2013/02/109	TOTAL	21,947.94	21,947.94

JOURNAL ENTRIES TO BE CREATED

FUND / ACCOUNT	YEAR	PER	JNL	EFF DATE / ACCOUNT DESCRIPTION	DEBIT	CREDIT
622 EXPENDABLE TRUST FUND	2013	2	109	02/06/2013		
622-213000				ACCOUNTS PAYABLE	21,947.94	
628-111100				CASH-RETAINAGE		21,947.94
				FUND TOTAL	21,947.94	21,947.94

** END OF REPORT - Generated by Linda Steinberg **

PAYROLL

PAYROLL CHECK RUN: 2 - 5 - 2013

Run Type	Run Date	Check # Sequence	Comments	Amount
Misc	1/29/2013	106081 - 106085	Misc. check run - over w/h tax disp.	622.56
Normal	2/5/2013	027062 - 027168	P/R check run - Direct Deposit	229,990.94
Normal	2/5/2013	106086 - 106088	P/R check run - Regular	5,601.97
Vendor	2/5/2013	106089 - 106102	P/R Vendor check run	216,646.41
EFTPS	2/5/2013		Federal Tax Electronic Transfer	95,715.45
			TOTAL:	**548,577.33**

Prepared and Reviewed by: Aimee Lively Date 2.4.13

Aimee Lively

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.

Jennifer Longfield Date 2-4-13

Jennfier Longfield, Budget Manager

REGULAR CITY COUNCIL BUSINESS MEETING
JANUARY 9, 2013

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. NOMINATION OF MAYOR AND MAYOR PRO TEM
4. PUBLIC COMMENT
5. CITY BUSINESS
   A. APPLICATION TO THE DEPARTMENT OF HEALTH EXTENDING DEADLINE FOR WATER SYSTEM PLAN UPDATE, AB 13-002 – PUBLIC WORKS
   B. UPDATE ON REQUEST FOR PROPOSAL FOR SERVICES RELATED TO POLICE CHIEF SEARCH – EXECUTIVE
6. COUNCIL DISCUSSION
   A. UPDATE ON MAYOR'S TRANSPORTATION MEETING – COUNCILMEMBER LESTER
   B. NON-MOTORIZED TRANSPORTATION COMMITTEE APPOINTMENTS, AB 13-003 – COUNCILMEMBER LESTER
   C. UPDATE ON JANUARY 6, 2013 COUNCIL RETREAT
   D. PARKS MEETING RECAP [ADDED]
   E. ORDINANCE TO CHANGE START TIME OF STUDY SESSIONS [ADDED]
   F. DECEMBER 28, 2012 ACCOUNTS PAYABLE VOUCHER [MOVED UP]
   G. GUN RESOLUTION [ADDED]
7. CONSENT AGENDA
   A. ACCOUNTS PAYABLE VOUCHERS AND PAYROLL FOR DECEMBER 28, 2012 AND JANUARY 9, 2013
   B. REGULAR STUDY SESSION MEETING MINUTES, DECEMBER 5, 2012
   C. REGULAR BUSINESS MEETING MINUTES, DECEMBER 12, 2012
   D. REGULAR STUDY SESSION MEETING MINUTES, DECEMBER 19, 2012
8. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS
9. FOR THE GOOD OF THE ORDER
10. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE 7:00:01 PM
Mayor Lester called the meeting to order at 7:00 pm. A quorum was present consisting of Councilmembers Blair, Blossom, Bonkowski, Hytopoulos, Scales, Ward, and Mayor Lester. City Clerk Lassoff monitored the recording of the meeting and prepared the minutes. Everyone stood for the Pledge of Allegiance.

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST 7:00:40 PM
Councilmember Ward added a recap of a meeting held this morning with park district representatives (6D). Mayor-Elect Bonkowski added discussion of an ordinance to change study session start times (6E). He also noted there has been some discussion about an account payable voucher and he would like to move it up (6F) before voting on it. Councilmember Hytopoulos added discussion on a proposed gun resolution (6G).

Mayor Elect Bonkowski moved to accept the agenda as amended, which was seconded by Councilmember Blair. The motion carried unanimously, 7-0.

3. NOMINATION OF MAYOR AND MAYOR PRO TEM 7:03:33 PM
MOTION: *I nominate Steve Bonkowski as Mayor for 2013.*
WARD/BLAIR *– Motion carried unanimously, 7-0.*

MOTION: *I nominate Councilmember Dave Ward as Mayor Pro Tem for the first trimester.*
BLOSSOM/BLAR *– Motion carried unanimously, 7-0.*

Councilmember Lester gave a brief recap of accomplishments during her term as mayor.

4. PUBLIC COMMENT 7:11:37 PM
Doug Hatfield, Lytle Road, commented on city surplus vehicles and the Strawberry Plant/Cannery Park project.

5. CITY BUSINESS
A. APPLICATION TO THE DEPARTMENT OF HEALTH EXTENDING DEADLINE FOR WATER SYSTEM PLAN UPDATE, AB 13-002 – PUBLIC WORKS 7:15:07 PM

Public Works Director Newkirk introduced staff members Chuck Krumheuer (O&M) and Chris Munter (Engineering). He gave a PowerPoint © presentation reviewing policy objectives and an overview of the Limited Water System Plan. Councilmember Ward asked what the status was of capital projects listed in the 2006 water system plan. Public Works Director Newkirk replied he would provide that information. Councilmember Ward posed questions regarding the Fletcher Bay well site, the current capital improvement plan, and the size of the Madison Avenue water main. Mayor Bonkowski commented on the decline in water usage. Staff replied a number of factors could be in play such as inverted block rates, smaller lot sizes, etc.

7:31:07 PM ***MOTION:*** *I move the City Council authorize the City Manager to submit the 2012 Limited Winslow Water System Plan update to the Washington State Department of Health and request a two-year extension to the City's current Plan through January 12, 2015.*

BLAIR/ HYTOPOULOS *– The motion carried unanimously, 7-0.*

B. UPDATE ON REQUEST FOR PROPOSAL FOR SERVICES RELATED TO POLICE CHIEF SEARCH – EXECUTIVE 7:31:46 PM

City Manager Schulze gave an update on the City's search for a new police chief. He explained a public forum would be held on Tuesday, January 15 from 6-8pm at City Hall allowing residents an opportunity to talk with the consultants about desired qualifications and characteristics. He further explained on January 16, the consultants would be meeting with Councilmembers and City staff to assist in developing the position profile. Mayor Bonkowski asked whether there was a projected timeline. City Manager Schulze hoped to have the process completed within 60 days. Councilmember Hytopoulos commented on the benefits of having the management study done prior to completing the process.

6. COUNCIL DISCUSSION

A. UPDATE ON MAYOR'S TRANSPORTATION MEETING – COUNCILMEMBER LESTER 7:34:39 PM

Councilmember Lester gave an overhead presentation illustrating key principles (motor vehicle excise tax, insurance surcharge alternatives, transportation benefit district, and electric vehicle fee) and next steps. She shared answers to written questions regarding TBD, MVET and the gas tax. Following brief comments, the item placed on next week's agenda.

B. NON-MOTORIZED TRANSPORTATION COMMITTEE APPOINTMENTS, AB 13-003 – COUNCILMEMBER LESTER 7:46:26 PM

MOTION: *I would like to move that the City Council confirm the appointments of Lief Horwitz and Sidney Snyder to the Non-Motorized Transportation Advisory Committee for three year terms ending January 31, 2016.*

BLAIR/LESTER *– The motion carried unanimously, 7-0.*

C. UPDATE ON JANUARY 6, 2013 COUNCIL RETREAT 7:48:01 PM

Mayor Bonkowski explained how Council for the most part reaffirmed their 2013-2014 strategic goals. He said everyone was encouraged that the goals identified by the city manager on a quarterly basis met all of the goals Council had established. He explained how there would be a change in the nature of council meetings and study sessions. He noted future study session topics would include discussing a communication plan, economic development, and Waterfront Park. He commented on the City's interest in maintaining ownership of Waterfront Park. He noted some time had been spent discussing bringing in an outside consultant to do an analysis of the Police Department concurrent with hiring a police chief. He said he would be sending out an email to Council requesting future study session topics. Councilmember Blair commented on a concern raised last year regarding the seeming proliferation of ad hoc subcommittees and the question of whether that serves the Council and community well. She asked that Council hold themselves accountable not to establish numerous ad hoc committees.

D. PARKS MEETING RECAP [ADDED] 7:59:16 PM

Councilmember Ward briefly reported on a meeting he and Councilmember Blair attended with park district representatives regarding the transfer of various City-owned park properties. He indicated the park district was still very interested in moving forward with the formal transfer of Pritchard Park (minus the EPA site) and the Strawberry Plant Park. He explained following a lengthy conversation, there was consensus not to transfer Waterfront Park. Following a brief discussion regarding the transferring of properties to the park district, the topic was added to a future study session.

E. ORDINANCE TO CHANGE START TIME OF STUDY SESSIONS [ADDED] 8:11:32 PM

City Manager Schulze explained the two options available if Council chose to move up study session start times to 7pm. There was consensus to have staff prepare an ordinance.

F. DECEMBER 28, 2012 ACCOUNTS PAYABLE VOUCHER [MOVED UP] 8:13:38 PM
Councilmember Blair explained why the item was pulled for further discussion. City Manager Schulze stated the invoice in question related to disposal of road and storm water decant facility spoils. There was a brief discussion regarding the amount of tonnage that the City ships versus Kitsap County, testing performed and criteria established by the KC Health District.

G. GUN RESOLUTION [ADDED] 8:22:18 PM
Councilmember Hytopoulos distributed a draft resolution. She explained the resolution supported the reinstatement of the Federal Assault Weapons Ban, the enactment of a federal ban on ammunition clips in excess of ten rounds, support of state and federal legislation to address known deficiencies in the regulation of gun sales including the gun show and private sale criminal background check exceptions. Following brief comments, the resolution was placed on the January 23, 2013 agenda.

7. CONSENT AGENDA 8:29:17 PM

A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL FOR DECEMBER 28, 2012 AND JANUARY 9, 2013

December 28, 2012 Check Run

Accounts Payable: Manual Check Numbers 331862 through 331935, Regular Run Check Numbers 331864 through 331934, and Regular Run Check Numbers 331936 through 331983 for a total of $305,498.64. Payroll Retro: Direct Deposit Check Numbers 026651 through 026732, Retro Regular Check Numbers 106019 through 106026, Retro Vendor Check Numbers 106027 through 106028, Retro Federal Tax Electronic Transfer, Normal Direct Deposit Check Numbers 026733 through 026844, Normal Regular Run Check Numbers 106029 through 106033, Normal Run Vendor Check Numbers 106034 through 106044 and Normal Run Federal Tax Electronic Transfer for a total of $481,846.087.

January 9, 2013 Check Run

Accounts Payable ACH Check Number 118, EFT Check Number 119, Void Manual Check Numbers 331789, 331921 and 331929, Manual Check Numbers 331984 through 331990, Regular Run Check Numbers 331991 through 332035 for a total of $237,020.13. Travel Advance Check Number 56 for a total of $300.00. Payroll Retro Void Check Numbers 106020 through 106024 and 106031 through 106032, Normal Direct Deposit Check Numbers 026845 through 026955, Regular Check Numbers 106045 through 106047, Normal Vendor Check Numbers 106048 through 106061 and Normal Electronic Federal Tax Electronic Transfer for a total of $544,883.74.

B. REGULAR STUDY SESSION MEETING MINUTES, DECEMBER 5, 2012

C. REGULAR BUSINESS MEETING MINUTES, DECEMBER 12, 2012

D. REGULAR STUDY SESSION MEETING MINUTES, DECEMBER 19, 2012

MOTION: *I move that we accept the Consent Agenda items A. Accounts Payable Voucher and Payroll for December 28, 2012 and January 9, 2013, B. Regular Study Session Meeting Minutes, December 5, 2012, C. Regular Business Meeting Minutes December 12, 2012 and D. Regular Study Session Meeting Minutes, December 19, 2012.*
LESTER/BLAIR *– The motion carried unanimously 7-0.*

8. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS 8:30:11 PM
Council reviewed the January 16 study session agenda. Mayor Bonkowski requested 45 minutes be added to discuss topics that came out of the retreat. Councilmember Blossom requested a proclamation be added from the Kitsap County Health District. Council briefly commented on the upcoming SMP process.

9. FOR THE GOOD OF THE ORDER 8:35:04 PM
Councilmember Lester reported on an upcoming Martin Luther King Jr. event.

10. ADJOURNMENT 8:35:53 PM
Mayor Bonkowski adjourned the meeting at 8:35 pm.

____
Steven Bonkowski, Mayor

____
Rosalind D. Lassoff, City Clerk

AGREEMENT FOR COMMUNITY SERVICES

THIS AGREEMENT FOR COMMUNITY SERVICES (this "Agreement") is entered into as of the date written below between the City of Bainbridge Island, a Washington state municipal corporation (the "City") and Bainbridge Youth Services (the "Service Provider").

WHEREAS, the City desires to assist the Service Provider by providing funds for counseling and outreach programs and services for the community's adolescents; and

WHEREAS, the Service Provider has the expertise and experience to provide such 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 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.

2. PAYMENT

A. The City shall pay the Service Provider Thirty-Six Thousand Two Hundred Forty-Six Dollars ($36,246) for all services performed under this Agreement, to be billed quarterly.

B. The Service Provider shall submit quarterly invoices for services performed in a previous quarter in a format acceptable to the City. The Service Provider shall maintain time and expense records and provide them to the City upon request.

C. All invoices shall be paid by mailing a city check within sixty (60) days of receipt of a proper invoice.

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. The City may withhold payment for such work until it meets the requirements of this Agreement.

3. REPORT ON EXECUTION OF SERVICES

The Service Provider shall submit a final report prior to or accompanying their last invoice, due on January 24, 2014. In this report, the Service Provider shall:

1. Summarize the activities undertaken in providing the services described in Attachment A.
2. Reference the project objectives specified in Attachment A. Were those objectives achieved? Why or why not? Were there any unexpected positive outcomes or challenges?
3. Reference the specific measurable results specified in Attachment A. Were they achieved? If not, what challenges prevented the achievement of the anticipated results?
4. Describe involvement of any partners specified in Attachment A, as well as any unexpected cooperative relationships that developed through implementation of the project.
5. Reference the project budget specified in the Attachment A. Provide an analysis of actual expenses and income in relation to the projected budget.

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.

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 AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force until December 31, 2013, 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.

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:

[X] Commercial General Liability as described in Attachment B.
[X] 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:	Bainbridge Youth Services PO Box 11173 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 February _____, 2013.

BAINBRIDGE YOUTH SERVICES	CITY OF BAINBRIDGE ISLAND
By___________________________________	By___________________________________ Douglas Schulze, City Manager
Name________________________________	
Title_________________________________	
Tax I.D. #____________________________	

ATTACHMENT A

BAINBRIDGE YOUTH services

City of Bainbridge Island

2013 Scope of Work

Organization: Bainbridge Youth Services

Contact Person: Marina Cofer-Wildsmith, Interim Executive Director **Phone:** 780-1849

Email Address: marina@bainbridgeyouthservices.org

Organization's Mailing Address:
P.O. Box 11173 Bainbridge Island, WA 98110

Funding for 2013: Amount granted: $ 36,246 For: Program & Services

Work Plan:

Services provided by these funds will support the BYS mission to promote the social and emotional well being of all community adolescents through counseling and diverse outreach programs and services. Funds will pay counselors, primarily, with some dollars to support administrators, trainings, and support staff.

Founded in 1962, BYS's primary function is to provide no cost, confidential counseling for youth ages 12 through 19. Although BYS receives many referrals from school teachers, guidance counselors, the school nurse, and parents, many students self refer to BYS counselors. BYS assures quality care for our clients by providing formal clinical supervision to counselors, by maintaining policies for clinical recordkeeping procedures, and by hiring masters' level clinicians who are eligible for licensure by the State of Washington.

Over the last decade we have counseled nearly 2,000 clients administering an average of over 1,170 hours (direct contact) each year of intervention care; referred 2,500 youth to over 4,500 job opportunities; reached over 10,000 youth with our outreach programs and recognized hundreds of "often missed" youth for doing extraordinary things to make our world a better place to live. Many of our teens come to us in crisis, rooted either at home, school, with their peers or having been in trouble with the police. It's through our counseling and diligence that we get these youth through their time of crisis and stabilized.

BYS counselors report an increase over the last year in the number of students reporting stress and anxiety due to financial challenges at home, increased difficulties with peer relationships and a heightened number of clients experiencing anxiety and depression. The Bainbridge Island School District guidance counselors primarily provide academic counseling, and the need for BYS to help fill the gap for other issues counseling continues to grow. This is illustrated by the increase in referrals from the high school and middle school guidance teams.

BYS is the only agency on Bainbridge and in North Kitsap County that provides no-fee, confidential mental health counseling to youth in need.

In addition to our core program of Counseling, BYS provides additional programs and services to support the Bainbridge Community and its youth. For example, through a partnership with the Kitsap County Juvenile Court System, BYS provides Diversion services to local families, providing an alternative to the traditional court experience. BYS also provides a Jobs Posting Service online for teens and community members. Through our Kids With a Heart Compassionate Action awards, BYS recognizes teen volunteers.

And specifically in 2013 we are hosting Teen Girl Retreats to address how to get to calm; an Anxiety support group at the High School and helping to develop an Anxiety Video for adults (teacher, administrators, parents) addressing the signs and symptoms of stress.

Lastly, in order to expand our reach to larger numbers of youth in need we are working with community groups (eg. Rotary Club) to develop a social media campaign that will allow more youth to seek information and help using texting and the web.

Deliverables:

Specific client information is, of course, confidential. However, we do track service provision statistics through an encrypted data base and will submit counseling hours provided as part of our quarterly invoices and reports. We anticipate hundreds of hours of counseling to be provided each quarter to island teens in need of mental health support. Additionally, we can provide a narrative of trends & topics in the counseling program as well as descriptions of additional efforts and programs taking place at Bainbridge Youth Services.

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.

AGREEMENT FOR COMMUNITY SERVICES

THIS AGREEMENT FOR COMMUNITY SERVICES (this "Agreement") is entered into as of the date written below between the City of Bainbridge Island, a Washington state municipal corporation (the "City") and Helpline House, a Washington non-profit corporation (the "Service Provider").

WHEREAS, the City desires to assist the Service Provider by providing funds for social services; and

WHEREAS, the Service Provider has the expertise and experience to provide such 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 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.

2. PAYMENT

A. The City shall pay the Service Provider Ninety Thousand Six Hundred Fourteen Dollars ($90,614) for all services performed under this Agreement, to be billed quarterly.

B. The Service Provider shall submit quarterly invoices for services performed in a previous quarter in a format acceptable to the City. The Service Provider shall maintain time and expense records and provide them to the City upon request.

C. All invoices shall be paid by mailing a city check within sixty (60) days of receipt of a proper invoice.

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. The City may withhold payment for such work until it meets the requirements of this Agreement.

3. REPORT ON EXECUTION OF SERVICES

The Service Provider shall submit a final report prior to or accompanying their last invoice, due on January 24, 2014. In this report, the Service Provider shall:

1. Summarize the activities undertaken in providing the services described in Attachment A.
2. Reference the project objectives specified in Attachment A. Were those objectives achieved? Why or why not? Were there any unexpected positive outcomes or challenges?
3. Reference the specific measurable results specified in Attachment A. Were they achieved? If not, what challenges prevented the achievement of the anticipated results?
4. Describe involvement of any partners specified in Attachment A, as well as any unexpected cooperative relationships that developed through implementation of the project.
5. Reference the project budget specified in the Attachment A. Provide an analysis of actual expenses and income in relation to the projected budget.

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.

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 AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force until December 31, 2013, 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.

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.
[X] 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:	Helpline House 282 Knechtel Way NE 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 February _____, 2013.

HELPLINE HOUSE	CITY OF BAINBRIDGE ISLAND
By_______________________	By_______________________ Douglas Schulze, City Manager
Name_____________________	
Title______________________	
Tax I.D. #_________________	

ATTACHMENT A

<u>SCOPE OF SERVICES</u>

- Assessment of immediate crisis needs and access to local, county, state and federal emergency funds
- Coordination and advocacy with local, county, state and federal programs to maximize all available resources towards longer term solutions. We are a bridge
- Active coordination of services with key agencies, including Kitsap Mental Health, the YWCA ALIVE Program and Kitsap Community Resources
- Support for volunteers on working with persons with serious mental health issues and families in crisis
- A bridge to resources for the island's senior population and their families
- Use of the Statewide (Senior) Health Insurance Benefits Advisor (SHIBA) Program to assist Senior Citizens to select the best Medicare plan for their health care needs
- Improve outreach efforts by placing a social worker, once a month, at the Senior Center and Bainbridge Island Child Care Center
- Outreach to parents to access state, county, and community services by having a social worker be the contact for Island faith communities and Mothers of Pre-school (MOPS) members
- Contact with managers of low-income housing for those in need of housing
- Advocacy on mental health, transportation and Medicare issues to the most vulnerable segment of this population
- A bridge to resources for providers and users of services to the disabled
- Face-to-face meetings for assistance with prescription drug plans, for applications to the federally funded Supplemental Nutrition Assistance Program (SNAP), and for resources that support seniors to remain independent while growing older in this community
- Supervision and interaction with a staff of four professional social workers
- Coordination of direct services and referrals for local veterans for the Veterans Assistance Foundation (VAF)
- Use of group modalities to assist clients in learning new skills and processing strategies for more positive outcomes in everyday situations

<u>Specific deliverables (projected by **year** and based on 2012 data)</u>

- Financial problems of approximately 500 clients with more than 1800 services

- Housing problems of approximately 180 clients with more than 400 services
- Medical problems for 140 clients with approximately 350 services
- Mental health problems for more than 160 clients with over 900 services
- Medicare, Medicaid and Basic Food advocacy and referral for up to 20 clients
- Daily supervision and problem solving with staff

Helpline House will acknowledge support from COBI
in all promotional materials

AGREEMENT FOR COMMUNITY SERVICES

THIS AGREEMENT FOR COMMUNITY SERVICES (this "Agreement") is entered into as of the date written below between the City of Bainbridge Island, a Washington state municipal corporation (the "City") and Housing Resources Board (the "Service Provider").

WHEREAS, the City desires to assist the Service Provider in delivering services for low-income City residents by providing funds for the Emergency Rental Assistance Program, the HomeFinder/HomeShare Program and the Independent Living Program; and

WHEREAS, the Service Provider has the expertise and experience to provide such 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 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.

2. PAYMENT

A. The City shall pay the Service Provider Sixty-Six Thousand Nine Hundred Fifty Dollars ($66,950) for all services performed under this Agreement as described in Attachment A, to be billed quarterly in equal amounts.

B. The Service Provider shall submit quarterly invoices for services performed in a previous quarter in a format acceptable to the City. The Service Provider shall maintain time and expense records and provide them to the City upon request.

C. All invoices shall be paid by mailing a city check within sixty (60) days of receipt of a proper invoice.

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. The City may withhold payment for such work until it meets the requirements of this Agreement.

3. REPORT ON EXECUTION OF SERVICES

The Service Provider shall submit a final report prior to or accompanying their last invoice, due on January 24, 2014. In this report, the Service Provider shall:

1. Summarize the activities undertaken in providing the services described in Attachment A.
2. Reference the project objectives specified in Attachment A. Were those objectives achieved? Why or why not? Were there any unexpected positive outcomes or challenges?
3. Reference the specific measurable results specified in Attachment A. Were they achieved? If not, what challenges prevented the achievement of the anticipated results?
4. Describe involvement of any partners specified in Attachment A, as well as any unexpected cooperative relationships that developed through implementation of the project.
5. Reference the project budget specified in the Attachment A. Provide an analysis of actual expenses and income in relation to the projected budget.

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.

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 AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force until December 31, 2013, 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.

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:

[X] Commercial General Liability as described in Attachment B (Independent Living Program only).
[ ] 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:	Housing Resources Board 250 Madrona Way NE, Suite 110-B 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 February _____, 2013.

HOUSING RESOURCES BOARD	CITY OF BAINBRIDGE ISLAND
By______________________________	By______________________________ Douglas Schulze, City Manager
Name____________________________	
Title_____________________________	
Tax I.D. #_________________________	

ATTACHMENT A

SCOPE OF SERVICES

A. Emergency Rental Assistance - $15,900

The Emergency Rental Assistance Program provides rental assistance to residents of Bainbridge Island in order to prevent homelessness and to help families in crisis due to a job loss, reduction in hours, illness, or other issues. Helpline House works with Housing Resources Board ("HRB") to screen all applicants for eligibility. This program works to prevent homelessness and to help families maintain stability during a time of crisis. Funding is spent as described below

- 90% of the funding goes directly to rental payments for eligible applicants.
- 10% of the funding covers HRB's staff and operational costs for administering the program.

B. HomeShare Program - $15,000

The HomeShare Program provides alternative affordable housing options using the existing housing stock. HRB works to match HomeSeekers with HomeProviders that have an accessory dwelling unit or extra space in their homes. HomeSeekers pay rent to the HomeProvider or trade work around the house in exchange for rent or partial rent. This program additionally provides assistance, education, and other resources to those who are searching for affordable housing. Staff works closely with HomeSeekers and HomeProviders to define their particular housing needs such as capacity to pay rent or provide services, rental income needed, applicable housing accommodations, length of time housing arrangement is needed, and desired characteristics of others in the home. Once a match is made, staff helps both parties develop a rental agreement and can assist both parties with communications if issues arise. Funding is spent as described below:

- 90% of the funding is to be used for salaries of staff working directly on the program and marketing and advertising expenses
- 10% of the funding is to be used for operational costs for administering this program

C. Independent Living Program - $36,050

The Independent Living Program provides services to Bainbridge Island residents with specified or non-specified health impairments, diminished capacities, or physical challenges by making alterations to their living situations so that they may remain safely in their homes. Eligible residents who utilize this program are elderly and/or disabled and are the most vulnerable members of our community. Staff works closely with the resident(s) of the home to determine what the needs are in order for the resident to continue living safely and functionally in the space. Many have multiple complex needs and staff not only assesses each situation to determine what role Independent Living will play in solving issues, but also works with other partners in the community to find holistic solutions to the situation. This ensures that Independent Living funds are spent in the most sustainable way and can make a true difference in the life of the resident(s). The funding is used for the following program expenses:

- 47% of the funding to be used for salaries of staff working directly on program activities, which includes time spent qualifying applicants, assessing applicants and their living situation, and project managing work done in the home.
- 43% of the funding to be used for materials and contractor time for construction work performed and for the cost of an occupational therapist assessment of the home, if needed.
- 10% to be used for marketing, advertising and operational costs for administering the program

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.

2013 INTERLOCAL AGREEMENT
Between City of Bainbridge Island and Kitsap Conservation District

AN INTERLOCAL AGREEMENT (THIS "AGREEMENT") BETWEEN THE CITY OF BAINBRIDGE ISLAND (HEREINAFTER REFERRED TO AS THE "CITY") AND THE KITSAP CONSERVATION DISTRICT (HEREINAFTER REFERRED TO AS THE "DISTRICT")

WHEREAS, the City Council budgeted funds in 2013 for services from the District to agricultural and other private landowners; and

WHEREAS, the District has the expertise to provide assistance to agricultural and non-agricultural property owners on land management activities and their impacts on water quality; and

WHEREAS, the City and the District desire to enter into an agreement to provide for information and services to property owners that will protect water quality; and

WHEREAS, the Interlocal Cooperation Act, RCW 39.34, further authorizes the parties hereto to enter into this agreement;

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 listed on the scope of work attached hereto as Attachment A and incorporated herein by this reference as if set forth in full. Said services shall be performed in accordance with the approved scope of work and budget specified in 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 appropriate program elements and 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 Thousand Eight Hundred Dollars ($40,800) (the budget for all program elements combined, as identified in Attachment A). The District may exceed line item amounts, as established in Attachment A, within individual program elements 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 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. PERMIT 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. 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.
b. Status of annual work plan.
c. Description of any adverse conditions that have affected the program objectives and/or time scheduled, and actions taken to resolve these issues. Progress reports shall be submitted as follows: *Quarterly reports* are due the closest workday to April 15, July 15, and October 15; *Year-end Report* is due January 15, 2014.

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 where 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 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 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. DISCRIMINATION 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. This Agreement shall become effective upon execution by both parties and shall continue in full force until December 31, 2013, 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/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 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 District, 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 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 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 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:

[X] Commercial General Liability as described in Attachment B.
[ ] Professional Liability as described in Attachment B.
[X] 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 RCW Title 51, and shall maintain full compliance with RCW Title 51.

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 P.O. Box 2472 Silverdale, WA 98383 Attention: Chair of the Board of Supervisors Phone: (360) 337-7171 Fax: (360) 337-7172

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.

EXECUTED THIS _____ DAY OF FEBRUARY, 2013.

KITSAP CONSERVATION DISTRICT	CITY OF BAINBRIDGE ISLAND
______________________________	______________________________
Chair, Board of Supervisors	Douglas Schulze, City Manager
Date: ______________________________	Date: ______________________________

ATTACHMENT A

KITSAP CONSERVATION DISTRICT
2013 City of Bainbridge Island
SCOPE OF WORK

I. REFERRAL RESPONSE ELEMENT

Goal:

- Respond to and address water quality and fish & wildlife related referrals from the City, state and local agencies.

Objectives and Tasks:

Objective 1: Respond to referrals.

Task 1. Respond to referrals from the City of Bainbridge Island. These requests may be generated from conditional use permits and building permit processes that require farm plans and/or livestock waste management plans because the sites may impact sensitive land areas or from grading permits associated with farming activity or storm water issues for fish passage and barrier problems on private land.

Task 2. Respond to referrals from the Planning Division to assist with reviews 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 assurance for surface water protection are necessary for year round agricultural activities.

Task 3. Respond to water quality and solid waste complaints referred to the District by the Kitsap County Health District. These may come to the District as water quality complaints or as a solid waste enforcement action associated with agricultural activity.

Task 4. Respond to water quality and solid waste complaints referred to the District by the City of Bainbridge Island Water Resource Program. These may come to the District as water quality complaints or as a solid waste enforcement action associated with agricultural activity as a result of the Illicit Discharge Detection and Elimination investigations..

II. EDUCATION ELEMENT

Goal:

- Promote public knowledge of local natural resource and fish habitat issues.

Objectives and Task:

Objective 1: Maintain a Conservation District public relations program.

Task 1. Maintain effective working relationships with local media and community groups on Bainbridge Island. Submit articles to Island media involving local conservation issues and actions being taken by the District. Participate in selected Bainbridge Island public events

Task 2. Maintain a mailing list of Bainbridge landowners interested in agriculture, natural resource conservation practices and fish & wildlife habitat. Publish and distribute the District's newsletters to Island residents that are on the mailing list.

Task 3. Inform landowners of rain garden workshops conducted throughout the county. Technical specifications will be made available to the public through WSU rain garden specification manual, KCD engineering and design staff, and through online sources. KCD will provide additional outreach opportunities through the KCD Annual Tree Sale and district newsletters.

Objective 2: Maintain a Conservation District agricultural and natural resource educational program.

Task 1. The Kitsap Conservation 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 of Bainbridge Island, KCHD, WSU Cooperative Extension and other existing educational programs.

III. INVENTORY ELEMENT

Goal:

- Address non-point pollution caused by inadequate agricultural management practices.

Objectives and Tasks:

Objective 1: Identify, prioritize and map agriculturally related property within the City of Bainbridge Island.

Task 1. Update the existing inventory of agricultural properties annually.

Task 2. As part of the inventory process, Conservation District staff prioritizes 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 Conservation District will follow up with technical assistance services based on the prioritization. The District's priority list will be re-evaluated annually.

Task 3. Inventoried and prioritized properties will be entered into a GIS database related to the parcel's tax identification number. The data base entries will be updated annually. The District will produce a GIS map, updated as necessary.

Task 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.

IV. RESOURCE MANAGEMENT PLAN DEVELOPMENT

Goals:

- Protect surface water bodies from potential sources of contamination caused by agricultural-related land use.
- Promote cooperative solutions with landowners.

Objectives and Tasks:

Objective 1: Provide technical services to landowners within the City of Bainbridge Island.

Task 1. Offer farm-planning services that inventory existing conditions, evaluate resource needs and recommend alternative farm management practices that protect the quality of soil, water, animals, plants and air.

Task 2. Encourage and offer assistance with 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 Island residents.

Task 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 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.

Objective 2: Facilitate federal, state and local incentive programs.

Task 1. 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), the Natural Resources Conservation Service (NRCS) and the US Fish & Wildlife Service; state agencies including the Conservation Commission, Department of Ecology, Department of Fish & Wildlife and the Puget Sound Action Team.

Task 2. The District will 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.

V. DESIGN ELEMENT

Goal:

- Provide agronomic and engineering design services that support natural resource protection in City watersheds.

Objectives and Tasks:

Objective 1: Provide designs for Best Management Practices (BMPs) that meet USDA Natural Resources Conservation Service standards and specifications.

Task 1. Deliver a completed design package to landowners with appropriate construction and material specifications included. Staff will maintain a direct presence with construction, project coordination and implementation.

Objective 2: Seek out or develop alternative cost-effective BMPs that are suitable to a specific site's needs and landowner's financial needs.

Task 1. 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.

Objective 3: Provide landowners with rain garden designs.

Task 1. Deliver a complete design package to landowners with appropriate construction and material specifications included for rain garden implementation.

VI. BMP INSTALLATION ELEMENT

Goal:

- Improve water quality and fish & wildlife habitat in Bainbridge Island watersheds by facilitating and assisting with the implementation of BMPs.

Objectives and Tasks:

Objective 1: Provide technical services to cooperators for implementation of farm management practices and habit enhancement efforts.

Task 1. Assist cooperating landowners with supplies and materials lists for implementation of practices and provide on-site project management to oversee installation.

Task 2. Process cost-share reimbursement or other incentive program components.

Objective 2: Offer contracted and/or volunteer labor forces for implementation of BMPs.

Task 1. Whenever funding is available, contract annually for work crews with the Department of Ecology's Washington Conservation Corp (WCC) for City of Bainbridge Island. Offer WCC crews to District and partner agency project sites on Bainbridge Island.

Task 2. Coordinate volunteer labor for the implementation of planting projects with the City of Bainbridge Island's Stream Team, local schools, and community groups.

Objective 3: Coordinate with other agencies for joint implementation efforts.

Task 1. Seek partnerships with Washington Department of Fish & Wildlife (WDFW), Regional Fisheries Enhancement groups, local tribes, and other local agencies and community groups to combine efforts for project implementation.

Objective 4: Provide technical services to landowners for installation of rain gardens.

Task 1. Assist cooperating landowners with supplies and materials lists for implementation of rain gardens and if necessary, provide on-site project management to oversee installation.

VII. AGRICULTURAL BMP INSPECTION & MAINTENANCE

Goal:

- Determine the operational effectiveness of BMPs on water quality and habitat within the City of Bainbridge Island.

Objectives and Tasks:

Objective 1: Monitor the operation and maintenance of BMPs installed.

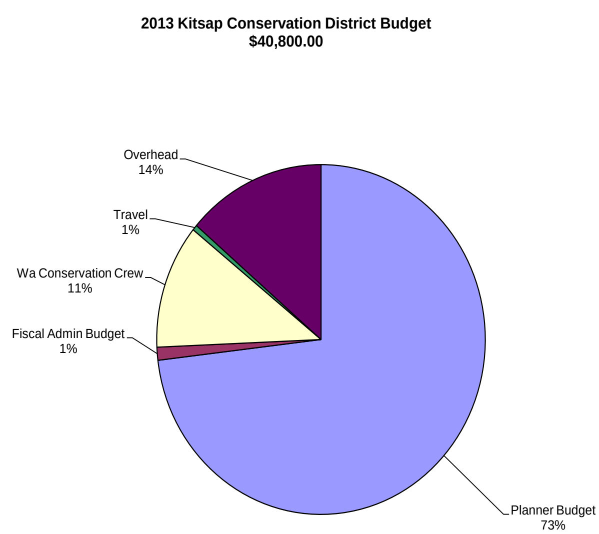
Task 1. Evaluate individual farm and habitat BMPs for operation efficiency and ease of maintenance. Provide follow-up assistance to landowners. Encourage landowners to maintain and monitor farm and habitat BMPs for maximum efficiency and meet landowner needs for solutions to maintenance problems.

Objective 2: Demonstrate BMPs to other agencies, groups or individuals.

Task 1. Use projects as demonstration sites for other potential cooperators or agencies.

Kitsap Conservation District
2013 Scope of Work and Budget
for City of Bainbridge Island

Program Element	Proposed Budget	Percent of Budget
Total	$ 40,800.00	100%
Planner Budget	$ 29.820.00	73.1%
Fiscal Administration	$ 500.00	1.2%
Professional Services / Wa Conservation Crew	$ 4700.00	11.5%
Travel	$ 200.00	0.5%
Overhead	$ 5,580.00	13.7%



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 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. 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 District. 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 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.

SUMMIT LAW GROUP®
a professional limited liability company
SOFIA D. MABEE
DID: (206) 676-7112
EMAIL: *sofiam@summitlaw.com*

January 22, 2013

Doug Schulze, City Manager
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

Re: Engagement of Summit Law Group

Dear Doug:

Thank you for hiring Summit Law Group to represent the City of Bainbridge Island with regard to labor and employment matters and other legal matters upon request. We will represent your interests vigorously and do our very best to be prompt, thoughtful and practical in everything we do on your behalf.

If you have not yet had an opportunity to view the background of Summit Law Group, please take a moment to view our website (*www.summitlaw.com*). Summit Law Group was founded on the principles that the market for legal services has dramatically changed and that a modern firm should be leaner, more efficient and more customer-responsive. We want to form productive working partnerships with our customers, delivering a better product at greater value.

Fee Arrangements. We will build a working partnership with you to enable you to maintain control over the scope and cost of your legal work. We are especially interested in fee arrangements that provide incentives for us to be cost effective and that reward us for superior results. Unless we agree otherwise, however, we will charge for our services by the billable hour. We encourage you to consider and suggest other ways of measuring the value of our services during the course of our relationship. Whether you choose to be billed by the hour, or some other fee arrangement, we, unlike any other law firm we know of in the country, invite you to pay in accordance with your perception of the value of our legal services. To that end, within 30 days of our invoice, you are free to adjust our billed amount, upward or downward, based on your perception of the value that you have received.

315 FIFTH AVE S SUITE 1000
SEATTLE, WASHINGTON 98104
telephone 206 676-7000
facsimile 206 676-7001
www.summitlaw.com

At present, my current hourly rate applicable to this engagement is $245. I anticipate that I will be the only attorney working with the City.

Unless otherwise agreed in writing, we will provide you with full itemized billing information on a monthly basis, including people working on your engagement, their hours and rates and a detailed description of services performed. Payment of our bill is due upon receipt of our invoice and bills not paid within thirty (30) days of the date of the invoice will accrue interest at a rate of 1% per month. We do not charge for telephone, fax, photocopying, computerized legal research, local travel, or other costs that are properly part of our cost of doing business. We charge our actual costs for out-of-town travel and meals, working meals, and other third party vendor expenses (*e.g.*, for high volume photocopying, courier and messenger services, conference calls and other extraordinary expenses). Our billings are monthly, unless otherwise agreed.

Attached to this letter is an Appendix which includes additional terms of this engagement. Together, this letter and the Appendix shall constitute the agreement between you and us regarding our professional services. If the terms of our representation as described above and in the Appendix are acceptable, please date and sign this letter where indicated below and return it to me via mail, facsimile or electronic mail. This agreement will be effective on January 1, 2013.

Very truly yours,

SUMMIT LAW GROUP PLLC

Sofia D. Mabee

AGREED AND ACCEPTED:

City of Bainbridge Island

By ______________________________
Title ____________________________
Dated ___________________________

Appendix to Engagement Letter of
Summit Law Group, PLLC

The term "you" below refers to the client in this engagement. If the client is an entity, then we have addressed the accompanying engagement letter to the client's authorized representative, but the term "you" below refers to the entity client.

Identity of Client.

In representing a client which is an entity, we do not thereby also separately represent affiliates or other constituents of the entity, nor do we separately represent the owners, officers, directors, founders, managers, members, partners, fiduciaries, or employees of the entity in their individual capacities or with respect to their individual affairs. We will rely upon you to inform them of this fact where appropriate. Unless we agree otherwise in writing, we do not by virtue of our representation of you also represent any entity that controls you, is controlled by you or is under common control with you. We will look to the addressee of the engagement letter for our instructions on behalf of the entity, unless you inform us otherwise in writing.

Scope of Engagement.

The scope of this engagement is described in the accompanying engagement letter. The scope of our engagement may change if you ask us to provide different or additional services and we agree in writing to provide them or we actually proceed to provide them and bill you for them. If our engagement changes, the terms set out in the accompanying engagement letter and this Appendix will apply to the changed engagement, unless we enter into a further agreement modifying this one. Our engagement may be terminated by either one of us upon written notice to the other.

Billing and Payment.

We review and make changes to our hourly rates from time to time, usually on an annual basis. Changes may or may not apply across the board to all timekeepers.

Timely payment in full is a condition to our continuing provision of services. You agree that we may suspend or terminate our services and may withdraw from this engagement in the event our fees and other charges are not timely paid, subject to applicable rules governing attorney withdrawal. In extreme cases, we may pursue recovery of unpaid fees through collection actions or litigation. If our engagement is terminated by either you or us for any reason, you will remain obligated to pay us all fees and other charges properly incurred up to the termination date.

Although on occasion we will in good faith attempt to estimate in advance the fees and costs of an engagement, we are not bound by any such estimate unless agreed in writing. Also, we are not obligated to revise, amend or correct any such estimate if subsequent developments make it inaccurate.

If we have more than one client in this engagement, then each is jointly and severally obligated to pay us unless we agree otherwise in writing. Any outside arrangements you may have for allocation, reimbursement, insurance, indemnification or the like will not relieve you of your obligation to pay amounts due.

Conflict Check.

At the beginning of each engagement we conduct a review of potential conflicts of interest to ensure compliance with the Rules of Professional Conduct, using names that you have provided. As we move forward, please be sure to immediately provide us with any new or different names of adverse or interested parties so that we may update our conflict check.

Return of Files.

After this engagement has ended, you may request the return of your files. If you do not do so and you would like us to keep your files, then we will do this. Depending on the size of the files, we may charge you for the cost of continued storage.