

REGULAR CITY COUNCIL BUSINESS MEETING
MONDAY, JULY 28, 2014
LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WA 98110

1. 7:00 P.M. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
2. 7:05 P.M. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. 7:10 P.M. PUBLIC COMMENT
4. 7:20 P.M. CITY MANAGER'S REPORT
5. 7:25 P.M. ORDINANCES/1ST READING
 - A. 7:25 PM Ordinance No. 2014-14 Zoning Regulations For Temporary Commercial Parking Lots And Temporary Storage

Documents: [072814 Ordinance No. 2014-14 Temporary Commercial Parking Agenda Bill.docx](#), [072814 Ordinance No. 2014-14 Temporary Commercial Parking Memorandum.docx](#), [072814 Ordinance No. 2014-14 Temporary Commercial Parking \(72314 Legal review draft\).docx](#), [072814 Ordinance No. 2014-14 Temporary Commercial Parking Exhibit A.docx](#)
6. 7:35 P.M. UNFINISHED BUSINESS
 - A. 7:25 PM Police Oversight Recommendation

Documents: [072814 Police Oversight Recommendation.pdf](#)
7. 7:55 P.M. CONSENT AGENDA
 - A. Accounts Payable Voucher And Payroll Approval

Documents: [072814 AP Vouchers and Payroll Approval.pdf](#)
 - B. Regular Study Session Meeting Minutes, June 2, 2014

Documents: [072814 CCMIN 060214 Draft.pdf](#)
 - C. Special/Regular Business Meeting Minutes, June 9, 2014

Documents: [072814 CCMIN 060914 Draft.pdf](#)
 - D. Municipal Court Lease Renewal

Documents: [072814 Municipal Court Lease Agenda Bill.docx](#), [072814 Municipal Court Lease - Clean.docx](#)
 - E. Ordinance No. 2014-30, Changing The City Council Meeting Date And Amending BIMC 2.04.010

Documents: [072814 Ordinance No. 2014-30 Changing Council Meeting Date Agenda Bill.docx](#), [072814 Ordinance No 2014-30 Changing Council Meeting Date.docx](#)
8. 8:00 P.M. COMMITTEE REPORTS

9. 8:10 P.M. FOR THE GOOD OF THE ORDER
10. 8:05 P.M. REVIEW UPCOMING COUNCIL MEETING AGENDAS
 - A. 8:05 PM Review Upcoming Council Meeting Agendas

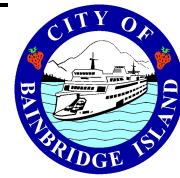
Documents: [072814 2014 Review Upcoming Council Meeting Agendas.pdf](#)

11. 8:15 P.M. ADJOURNMENT

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: Ordinance No. 2014-14, Zoning Regulations for Temporary Commercial Parking Lots and Temporary Storage	Date: July 28, 2014
Agenda Item: 1 st Reading	Bill No.: 14-019
Proposed By: Planning Director Kathy Cook, Special Project Planner Jennifer Sutton	

BUDGET INFORMATION

Depart/Fund:

Expenditure Req: Budgeted? ☐ Yes ☐ No Budget Amend. Req? ☐ Yes ☐ No

REFERRALS/REVIEW

Planning Commission: June 12, 2014 Recommendation: Approve Ordinance 201-14
City Manager ☒ Yes ☐ No ☐ N/A Legal ☒ Yes ☐ No N/A Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action Item:

Conduct First Reading on draft Ordinance 2014-14, Consider scheduling second reading/ Public Hearing on August 11, 2014.

Background:

In the spring of 2014, the City Council pass two interim (6-month) ordinances related to commercial development and construction in the Winslow area. Ordinance 2014-08 was approved on February 19th and adopted interim zoning regulations governing temporary parking for commercial businesses (other than ferry commuter parking and non-commuter ferry parking). Ordinance 2014-13 was approved on March 24th and adopted interim zoning regulations addressing temporary construction-related storage.

Draft Ordinance 2014-14 integrates the changes approved by the two interim ordinances into the permanent zoning regulations for temporary commercial parking lots and construction related storage. The existing regulations for "Temporary Contractor Parking" (BIMC Section 18.15.020.I) have been combined into the new use category "Temporary Commercial Parking" in Ordinance 2014-14.

RECOMMENDED ACTION

Motion:

I move to schedule to second reading/ public hearing for Ordinance 2014-14 on August 11, 2014.

City of Bainbridge Island
PLANNING & COMMUNITY DEVELOPMENT



MEMORANDUM

TO: City Council

FROM: Jennifer Sutton, AICP
Special Project Planner

DATE: July 28, 2014

RE: Ordinance No. 2014-14 - 1st Reading on Zoning Regulations for Commercial Parking Lots

PURPOSE

Tonight is the 1st Reading on Draft Ordinance No. 2014-14 (Attachment A), modifying the zoning regulations for temporary commercial/contractor parking lots, and temporary construction storage. The Planning Commission reviewed the topic and ordinance over three meetings, and recommended approval of the Ordinance to the City Council after holding a public hearing on June 12, 2014. Ordinance No. 2014-14 integrates regulations approved through interim Ordinance Nos. 2014-08 and 2014-13 earlier this year. Those ordinances are summarized below in this memo.

BACKGROUND

There are different categories for commercial parking as a primary use on a property in the downtown area, with varying regulations in the Bainbridge Island Municipal Code; those categories are:

- Commercial Parking, Surface
- Commercial Parking, Structure
- Ferry Commuter Parking (temporary & permanent)
- Non-commuter ferry parking (temporary & permanent)
- Temporary Contractor Parking

The City's parking regulations establish requirements for the number, location, configuration and design standards of parking spaces associated with new development and redevelopment. These parking requirements are then applied through the land use permitting process. In general, parking is provided on-site, either in a parking lot or parking structure, although in some circumstances the Municipal Code does provide for some off-site parking in the downtown districts.

The Municipal Code also provides for "commercial parking" as a primary use, which is defined as "...the ownership, lease, operation, or management of a commercial surface parking lot in which fees are charged". Regulations for surface commercial parking lots are quite restrictive and to date, no commercial parking lots have been created under these provisions.

Ordinance No. 2014-08 (Approved 2/19/2014), Interim Zoning Regulations for Temporary Lots

Earlier this year, the City identified two scenarios in which additional commercial parking is needed in the downtown on a temporary basis. The first scenario is when an established business expands and adds additional employees, and is no longer able to meet its parking needs with the number of on-site spaces established by the original development application. The long-term solution may be to relocate the business to a larger facility where more parking is available. However, there are few short-term solutions available to the business owner, because there are limited on-street parking options, limited transit options and no commercial parking lots downtown (that are not associated with a development or the ferry terminal).

The second scenario is when an established business goes through a large remodel process and a portion of the existing on-site spaces used by customers or employees are temporarily displaced. Both scenarios may jeopardize the health of the business and contribute to downtown parking problems.

In February, the City adopted Ordinance No. 2014-08, 6 month interim regulations that created a new category of commercial parking - Temporary Parking for Commercial Business to provide a “relief valve” to allow for temporary commercial parking lots. These interim regulations were developed because the existing “temporary contractor parking” definition is narrow and arduous. To date, no commercial parking lots have been created under these provisions. The interim regulations are more broadly applied, and do not require a Site Plan Review permit. The Planning Commission concurred with the staff recommendation to combine the new “temporary parking for commercial business” with the existing temporary contractor parking use. Draft Ordinance No. 2014-14 combines the two categories. Interim Ordinance No. 2014-08 expires August 19, 2014.

Ordinance No. 2014-13 (Approved 3/24/2014), Interim Temporary Storage of Construction Equipment and Containers

Ordinance No. 2014-13 adopted 6 month interim regulations to allow portions of temporary parking lots to be used for storage of construction equipment or containers. Current “temporary container storage” provisions only allow for temporary storage related to construction to be on the property where the development is occurring. In the more densely developed downtown area, there is often not room on the subject property for storage during construction. Ordinance No. 2014-13 expires September 24, 2014.

Draft Ordinance No. 2014-14

Draft Ordinance No. 2014-14 combines the new type of temporary parking with the existing temporary contractor parking use. Key elements of the new ordinance include:

- Temporary commercial parking lots would be created for a period of up to 18 months, with the option for a 180-day extension;
- Temporary lots would be permitted in all of the downtown commercial districts;
- Temporary lots would be exempt from parking lot landscaping requirements that are applicable to permanent lots;
- Temporary lots would be exempt from setback requirements that are applicable to permanent lots;
- New temporary lots would be required to meet Surface and Stormwater Management Requirements.
- Temporary lots would not be available to ferry commuters;

- Temporary lots would be processed as an administrative approval under BIMC Title 2, not require a Site Plan and Design Review permit. The City has developed an application and fee for reviewing these temporary lot proposals.

Attachments

A. Draft Ordinance No. 2014-14

ORDINANCE NO. 2014-14

AN ORDINANCE of the City of Bainbridge Island, Washington, revising zoning regulations governing temporary parking for commercial businesses and commercial parking as a primary use, other than ferry commuter parking and noncommuter ferry parking, and providing for temporary construction-related storage.

WHEREAS, the City of Bainbridge Island's current parking regulations for commercial businesses, found in Section 18.15.020 BIMC, contain restrictions regarding the location, size, and design of such parking lots which are prohibitive of businesses constructing or using existing parking lots to satisfy temporary parking needs; and

WHEREAS, local businesses have expressed a need for temporary commercial business parking lots to serve customer, employees and construction workers where the business is either remodeling or undertaking a construction project that impacts the available parking or where the business has outgrown its original parking accommodations and is in the process of seeking a permanent solution; and

WHEREAS, the City Council adopted Ordinance No. 2014-08, establishing emergency interim regulations that address this issue on February 19, 2014; and

WHEREAS, the City Council understands that businesses needing to take advantage of the interim temporary parking regulations due to construction activities will also likely need to store construction-related equipment, materials, and supplies to support the construction activities; and

WHEREAS, current regulations relating to temporary storage containers, found in BIMC 18.09.030.J.2, contain restrictions regarding the number of containers, length of time in which they may be placed at a property, and the location on a property upon which they may be placed which are prohibitive of commercial businesses using storage containers for purposes of temporary construction storage; and

WHEREAS, the City Council adopted Ordinance No. 2014-13, amending Ordinance No. 2014-08 to establish emergency interim regulations addressing the construction storage issue on March 24, 2014; and

WHEREAS, there are likely to be businesses within the City in the future with a need to procure temporary parking lots to accommodate customers and/or employees due to the circumstances described above; and

WHEREAS, the City Council desires to provide flexibility in accommodating commercial parking needs for businesses in these limited circumstances, necessitating the adoption of permanent regulations for temporary parking; and

WHEREAS, the Planning Commission conducted study sessions on March 27 and April 24, 2014, and

WHEREAS, the Planning Commission conducted a public hearing on June 12, 2014 and forwarded their recommendation to the City Council; and

WHEREAS, the City Council conducted a public hearing on temporary commercial parking and storage related uses on , 2014; and

WHEREAS, notice was given on May 30, 2014 to the Office of Community Development at the Washington State Department of Commerce in conformance with RCW 36.70A.106;

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

Section 1. Section 18.09.020 of the Bainbridge Island Municipal Code is amended as shown in Exhibit A.

Section 2. Subsections 18.09.030.J.2 and .3 of the Bainbridge Island Municipal Code, Use Specific Standards, are amended to read as follows:

J. Temporary Uses

2. TEMPORARY CONTAINER STORAGE

- a. In residential zones, Temporary Container Storage units may be placed on or at a property for a period not to exceed thirty (30) calendar days in a single calendar year, with ~~one~~ two portable storage units allowed at a site at a time. There are two allowances per calendar year.
- b. In commercial and mixed-use zones, Temporary Container Storage units may be placed on or at a property for the duration of the specific development project or within eighteen months of the development approval, whichever comes first. In those zones, it is encouraged to co-locate such temporary storage on available current or temporary commercial parking lots.
- c. ~~b.~~ Temporary Container Storage Units shall be placed in the driveway or other paved or gravel surface. The unit shall not be placed within any public right-of-way including sidewalks. In residential zones, The unit shall not be placed within a required setback area. At the discretion of the City, the unit may be placed in an alternative location, provided that the alternative location does not create an unsafe condition.

3. Temporary ~~Contractor~~ Commercial Parking
Temporary ~~contractor~~ commercial parking lots shall comply with the provisions of BIMC 18.15.020.I.

Section 3. Section 18.15.020.I of the Bainbridge Island Municipal Code, Parking and Loading, is amended to read as follows:

I. TEMPORARY ~~CONTRACTOR~~ COMMERCIAL PARKING,

This section does not apply to Commuter or Noncommuter Ferry Parking.

Temporary ~~contractor~~ commercial parking lots are permitted in the Mixed Use Town Center and High School Road districts under the following conditions:

1. A LAND USE APPLICATION FOR PROPERTY LOCATED WITHIN THE MIXED USE TOWN CENTER OR HIGH SCHOOL ROAD DISTRICTS AND ANTICIPATED CONSTRUCTION ACTIVITIES RELATED TO THE PROJECT WILL REDUCE AVAILABILITY OF EXISTING PARKING SPACES FOR CUSTOMERS AND EMPLOYEES AND/OR CREATE A NEED FOR CONSTRUCTION WORKING PARKING; OR THE PARKING NEEDS OF THE COMMERCIAL BUSINESS HAVE INCREASED AND, HAVING OUTGROWN ITS ORIGINAL PARKING ACCOMMODATIONS, THE COMMERCIAL BUSINESS IS IN THE PROCESS OF SEEKING A PERMANENT SOLUTION.
2. SITE PLAN AND DESIGN REVIEW PURSUANT TO ~~BIMC 2.16.040~~ SHALL BE REQUIRED PRIOR TO ISSUANCE OF CLEARING AND/OR GRADING PERMITS RELATED TO THE TEMPORARY CONTRACTOR PARKING LOT. THE APPLICATION SHALL BE EXEMPT FROM SITE PLAN AND DESIGN REVIEW PURSUANT TO BIMC 2.16.040. THE APPLICATION SHALL BE PROCESSED AS AN ADMINISTRATIVE APPROVAL UNDER BIMC TITLE 2. CLEARING OR GRADING PERMITS MAY BE REQUIRED IF A NEW SURFACE LOT IS BEING CREATED OR EXPANDED. THE CITY SHALL REQUEST ASSURANCES THAT ALL SIGNIFICANT TREES ARE RETAINED AND REMAIN PROTECTED DURING ANY CLEARING OR GRADING, PURSUANT TO SUBSECTION (6).
3. ALL PARKING MUST BE DESIGNATED AS RESERVED, AND NOT AVAILABLE TO THE GENERAL PUBLIC.
4. ALL TEMPORARY CONTRACTOR PARKING LOTS SHALL BE SURFACED WITH PERVIOUS MATERIAL, TO THE SATISFACTION OF THE CITY ENGINEER, EXCEPT THAT ANY EXISTING PAVED OR GRAVEL AREA THAT IS TO BE UTILIZED AS A TEMPORARY CONTRACTOR PARKING LOT MAY RETAIN ITS IMPERVIOUS SURFACE.
3. Temporary commercial business parking lots shall comply with the design and construction requirements of this chapter, except that:
 - a. Temporary commercial business parking lots shall be exempt from the landscaping requirements of subsection J.3.a of this section and BIMC Sections 18.15.010 and BIMC 18.15.030;
 - b. Temporary commercial business parking lots may be surfaced with gravel, provided, that all drainage requirements are met; and
 - c. Temporary commercial business parking lots shall be exempt from the requirements of subsections C.2.c and D.5 of this section.
4. 5- APPROVAL OF THE A TEMPORARY CONTRACTOR ~~COMMERCIAL~~ PARKING LOT SHALL EXPIRE UPON COMPLETION OF THE SPECIFIED PROJECT OR WITHIN EIGHTEEN MONTHS THREE YEARS OF THE LOT'S SITE PLAN REVIEW BUILDING PERMIT APPROVAL, WHICHEVER COMES FIRST. TO

PREVENT SERIAL USE OF A PROPERTY AS A TEMPORARY ~~CONTRACTOR COMMERCIAL~~ PARKING LOT, A PROPERTY SHALL NOT BE UTILIZED FOR SUCH PARKING FOR MORE THAN THREE YEARS WITHIN A 10-YEAR PERIOD. THE DEPARTMENT MAY GRANT ONE EXTENSION OF A PERMIT AUTHORIZING TEMPORARY COMMERCIAL BUSINESS PARKING FOR A PERIOD NOT TO EXCEED 180 DAYS IF:

a. A request for an extension is received by the department no later than 30 days prior to the expiration of the permit;

b. Termination of the permit would result in an unreasonable hardship to the applicant, and the applicant is not responsible for the delay in securing permanent parking spaces; and

c. An extension of the permit will not cause substantial detriment to existing uses in the immediate vicinity of the subject property.

5. ~~6. A TEMPORARY CONTRACTOR COMMERCIAL PARKING LOT SHALL MEET THE REQUIREMENTS OF BIMC 15.20 (SURFACE AND STORMWATER MANAGEMENT); EXCEPT THAT ANY EXISTING PARKING LOT BEING USED AS A TEMPORARY COMMERCIAL BUSINESS PARKING LOT SHALL NOT BE REQUIRED TO BE IMPROVED TO MEET CURRENT STANDARDS BIMC 18.15.020.D.5 (SETBACKS); AND BIMC 18.15.010.F. DUST SHALL BE CONTROLLED DURING CONSTRUCTION OF AND USE OF A TEMPORARY COMMERCIAL PARKING LOT.~~

6. ~~7. ALL TEMPORARY CONTRACTOR COMMERCIAL PARKING LOTS SHALL BE DESIGNED TO RETAIN ALL SIGNIFICANT TREES, AS DEFINED IN BIMC 18.36, EXCEPT WHEN REMOVAL OF HAZARDOUS TREES IS PERMITTED PURSUANT TO BIMC 15.08.040 16.20.040 (CRITICAL AREAS) OR 18.15.010.C.1. (TREE RETENTION, PROTECTION AND REPLACEMENT). THIS SIGNIFICANT TREE RETENTION PROVISION APPLIES TO ALL TEMPORARY CONTRACTOR PARKING LOTS, INCLUDING THOSE PROPOSED FOR PROPERTIES IN THE CENTRAL CORE OR FERRY TERMINAL OVERLAY DISTRICTS. FOR THOSE SIGNIFICANT TREES IMPACTED BY CONSTRUCTION ACTIVITY WITHIN THEIR DRIPLINES, THE APPLICANT SHALL SUBMIT A RETENTION PLAN, MEETING THE REQUIREMENTS OF BIMC SECTION 18.15.010.C.4, PREPARED BY A CERTIFIED ARBORIST ADDRESSING THE IMPACT OF CONSTRUCTION ACTIVITY TO THE TREES AND THE LIKELIHOOD FOR FIVE-YEAR SURVIVABILITY. THE DIRECTOR MAY AUTHORIZE REMOVAL OF SIGNIFICANT TREES TO FACILITATE CONSTRUCTION OF A TEMPORARY CONTRACTOR PARKING LOT IF THE APPLICANT CAN ADEQUATELY DEMONSTRATE THAT PROVISIONS A, B, AND C, BELOW HAVE BEEN SATISFIED.~~

~~a. Alternative layouts are not possible because the tree locations preclude meeting required driving aisle and parking stall dimensions; and~~

~~b. The lack of nearby, on-street parking prevents reduction of proposed parking spaces; and~~

~~c. Site characteristics related to access points, topography, and critical areas preclude alternative layouts that would allow retention of the trees~~

~~d. Removal of hazardous trees, as provided in BIMC 15.08.040, shall not be precluded by these significant tree retention provisions.~~

7. ~~8. AN APPLICATION FOR THE A TEMPORARY CONTRACTOR COMMERCIAL PARKING LOT SHALL INCLUDE A RESTORATION PLAN ADDRESSING REVEGETATION AND REMOVAL OF NEWLY CREATED PARKING SURFACES. AN ASSURANCE DEVICE, GUARANTEEING COMPLETION OF RESTORATION,~~

~~SHALL BE POSTED WITH THE CITY PRIOR TO ISSUANCE OF CLEARING AND/OR GRADING PERMITS. SITE RESTORATION SHALL BE COMPLETED WITHIN SIX MONTHS OF THE APPLICATION'S TERM OF THE PARKING LOT OR UPON DISCONTINUANCE OF THE PARKING USE, WHICHEVER OCCURS FIRST. TEMPORARY COMMERCIAL PARKING THAT WAS NEWLY CREATED THROUGH THIS PERMIT SHALL BE REMOVED AND SITE RESTORATION COMPLETE WITHIN 30 DAYS AFTER THE PERMIT EXPIRES. THIS PROVISION WILL NOT APPLY IF ANOTHER COMMERCIAL BUSINESS WILL BEGIN TO USE THE PARKING LOT WITHIN 60 DAYS.~~

8. AN APPLICATION FOR A TEMPORARY COMMERCIAL PARKING LOT SHALL INCLUDE A PLAN FOR PROHIBITING PARKING FOR FERRY COMMUTER AND NONCOMMUTER USE AND SHALL DEMONSTRATE HOW RESTRICTION OF SPACES FOR GENERAL PUBLIC/CUSTOMER AND/OR EMPLOYEE USE WILL BE ENFORCED. FAILURE TO ENFORCE SHALL SUBJECT THE OWNER TO THE PROVISIONS OF CHAPTER 1.26 BIMC.
9. A PORTION OF A TEMPORARY COMMERCIAL BUSINESS PARKING LOT DEVELOPED TO ACCOMMODATE EMPLOYEES AND/OR THE GENERAL PUBLIC DURING CONSTRUCTION ACTIVITIES MAY BE UTILIZED TO STORE OR PARK CONSTRUCTION-RELATED EQUIPMENT, MATERIALS, AND SUPPLIES IF IT DOES NOT CREATE A SAFETY HAZARD FOR PEDESTRIANS AND VEHICLES UTILIZING THE PARKING LOT. CONSTRUCTION-RELATED EQUIPMENT, MATERIALS, AND SUPPLIES SHALL BE STORED IN APPROPRIATE CONTAINERS OR BINS TO THE EXTENT FEASIBLE OR ON THE GROUND IN WELL-STACKED, NEAT PILES. THE TEMPORARY CONSTRUCTION STORAGE CONTAINERS AND BINS SHALL BE EXEMPT FROM THE REQUIREMENTS OF BIMC 18.09.030.J.2. LARGE CONSTRUCTION EQUIPMENT MAY BE PARKED IN PARKING SPACES. AS A CONDITION OF APPLICATION APPROVAL, THE COMMERCIAL BUSINESS PLANNING TO USE A PORTION OF THE PARKING LOT TO STORE OR PARK CONSTRUCTION-RELATED EQUIPMENT, MATERIALS, AND SUPPLIES MUST INCLUDE A PLAN TO ALERT EMPLOYEES AND THE GENERAL PUBLIC USING THE PARKING LOT TO THE PRESENCE OF SUCH ITEMS.
10. ALL APPLICABLE PROVISIONS OF BIMC CHAPTERS 16.12 (SHORELINE MASTER PROGRAM) AND CHAPTER 16.20 (CRITICAL AREAS), MUST BE MET IN THE DESIGN AND USE OF ANY TEMPORARY COMMERCIAL PARKING LOT.
11. THE USE OF ANY TEMPORARY COMMERCIAL PARKING LOT SHALL COMPLY WITH THE AIR QUALITY EMISSIONS PERFORMANCE STANDARDS OF BIMC SECTION 18.06.030.B.2.
9. ~~A temporary contractor parking lot shall not be utilized as a construction yard. Specifically, the parking lot shall not be used as a storage area for construction materials or as a parking area for construction equipment.~~

Section 4. The definition of “Temporary Contractor Parking Lot” in Section 18.36.030 of the Bainbridge Island Municipal Code, Definitions, is amended to read as follows:

240. “Temporary ~~Contractor~~ Commercial Parking Lot” means a temporary surface parking lot established to accommodate parking of vehicles or construction-related storage for a commercial business ~~construction-related workers or for business employees displaced by on-site construction activities.~~

Section 5. Severability. If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, the invalidity or

unconstitutionality does not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2014.

APPROVED BY THE MAYOR this _____ day of _____, 2014.

Anne S. Blair, Mayor

ATTEST/AUTHENTICATE:

Rosalind D. Lassoff, CMC, City Clerk

FILED WITH THE CITY CLERK:	July 23, 2014
PASSED BY THE CITY COUNCIL:	, 2014
PUBLISHED:	, 2014
EFFECTIVE DATE:	, 2014
ORDINANCE NUMBER:	2014-14

Table 18.09.020 Use Table

“P” = Permitted Use
 “C” = Conditional Use
 Blank = Prohibited Use

“A” = Accessory Use

Additional Use restrictions for BIMC 16.12 and 16.20 may apply to shoreline or critical area properties

“CA” = Conditional Accessory Use
 “T” = Temporary Use

ZONING DISTRICT	R-0.4	R-1	R-2	R-2.9	R-3.5	R-4.3	R-5	R-6	R-8	R-14	Winslow Mixed Use Town Center					HSR I and II	NSC	B/I	WD-	Use Specific Standards 18.09.030
											CC	MA	EA	Gate	Ferry [1]					
USE CATEGORY / TYPE																				
PRINCIPAL USES																				
PRIVATE MOTOR VEHICLE RELATED																				
Note: Private Motor Vehicle Related uses may be subject to additional requirements in BIMC 16.12.270 Transportation facilities																				
Commercial Parking Structure												C								
Commercial Parking, Surface												P			P					E-2
Ferry Commuter Parking												P			P	P				E-3
Non-commuter Ferry Parking															C					E-5
TEMPORARY USES																				
Temporary Construction Building	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	J-1
Temporary Container Storage	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	J-2
Temporary Contractor Commercial Parking												T	T	T	T	T				J-3
Temporary Ferry Commuter Parking												T			T	T				J-5
Temporary Non-Commuter Parking																T				J-6

[1] In the Ferry Terminal District, all development shall include at least 10 percent of landscaped or naturally vegetated open space. Parking may be located under the open space. Development south of Winslow Way shall include pedestrian walkways that connect to Winslow Way East and Olympic Drive Southeast, and/or that align with Cave Avenue and Ferncliff Avenue.

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Police Oversight Recommendation	Date: July 28, 2014
Agenda Item: Unfinished Business	Bill No.: 14-113
Proposed By: Doug Schulze, City Manager	Referral(s):

BUDGET INFORMATION

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

DESCRIPTION/SUMMARY

The City Council is asked to review and discuss the attached draft ordinance related to the creation of a citizen advisory group responsible for police oversight. The City Council is asked to move the draft ordinance to the August 4, 2014 study session for first reading.

RECOMMENDED ACTION

Motion:

I move the City Council forward the draft ordinance establishing a Police Citizen Advisory Board to the August 4, 2014 study session for first reading.



CITY OF BAINBRIDGE ISLAND
OFFICE OF THE CITY MANAGER

MEMORANDUM

TO: Mayor and City Council
FROM: Doug Schulze, City Manager
DATE: July 24, 2014
RE: Police Oversight Recommendation

A citizen task force was assembled in 2014 for the purpose of reviewing options for citizen oversight of police actions. The task force was asked to develop a recommendation to be presented to the Chief of Police and City Manager for consideration. The task force completed its work and each member provided a written recommendation. The majority of task force members recommended that a citizen oversight group was not necessary for Bainbridge Island. However, the City has also received recommendations, in support of citizen oversight, from two different consultants.

In October 2011, Sam Pailca conducted a **Review of Policies and Procedures of Bainbridge Island Police Department for the Intake and Resolution of Citizen Complaints of Police Conduct**. The primary focus of the Pailca Report is on the policies and procedures related to how complaints are received, investigated and resolved by the Bainbridge Island Police Department. The majority of the observations and recommendations have been or will be addressed through the Lexipol Program, which will be fully implemented in the next few months.

In August 2013, Dr. Michael Pendleton conducted an **Organizational Assessment and Development Report**. The Pendleton Report recommended, "Develop a formal Police Commission of citizens with the role of reviewing the internal affairs activities of the department, advising the Chief of Police and City Manager on key police issues, and assist the police department with outreach to the full community."

Although the majority of the citizen task force did not find it necessary for the City of Bainbridge Island to create a police oversight group, Chief Hamner has recommended the creation of a Police Citizen Advisory Board (PCAB), which will be responsible for reviewing complaints, advising the Chief of Police and City Manager on key police issues, and assisting the police department with outreach to the broad community. The attached draft ordinance, if adopted, will create a new section of Bainbridge Island Municipal Code, establishing the PCAB and the policies and procedures to govern the PCAB.

Review of Policies and Procedures of Bainbridge Island Police Department for the Intake and Resolution of Citizen Complaints of Police Conduct

Report by Sam Pailca, Pailca Consulting LLC

October 2011

Introduction

This report contains a summary of observations about the strengths and weaknesses of the current system in place in the Bainbridge Island Police Department for handling citizen complaints, and recommendations for next steps to consider to strengthen the capacity of the Department and to build public confidence.

The observations and recommendations are based on review of existing policies and procedures, and on interviews of police personnel.

Consistent with the agreed upon scope of the review, no individual complaint files were reviewed.

Further, as this phase of the review focused on the policies internal to the Department, I did not interview individuals in the community, nor solicit community input. As noted below, I recommend that the City gather community feedback as it considers next steps.

Executive Summary

The review revealed definite strengths within the Bainbridge Island Police Department. The Department has the standard infrastructure in place to govern the intake, investigation, and resolution of citizen complaints. Its existing policies and procedures are roughly consistent with the standards in place in many comparably sized or larger police departments, and adhere to the tenets of due process established to ensure the protection of the employment rights of public employees, and to ensure thorough but fair investigations.

Another readily evident and highly encouraging sign is the openness of the Department leadership to change and be progressive, and its commitment to continuous quality improvement. The Chief of Police unilaterally determined that all officer-involved shootings or of potentially criminal conduct will be investigated by outside agencies. The Chief has also initiated an ambitious program to adopt model policies drafted by Lexipol, a company with expertise in the drafting of comprehensive policies that comply with current federal and state laws.¹

However, in several substantive ways, the policies, procedures, and practices within the Department fall short of standards that have emerged as best practices, particularly in communities where police

¹ The adoption of Lexipol drafted policies is a work in-progress within BIPD; the policy on internal investigation has not yet been reviewed or adopted.

accountability has become a local concern. These weaknesses are the most prominent: (1) intake and classification policies that are not citizen friendly; (2) investigations conducted by members of the same collective bargaining unit as the subjects; and (3) limited sophistication and capacity in the overall internal investigation function.

Intake and classification. Put simply, there are too few avenues to make and receive citizen complaints. Current procedure essentially limits community members to making in-person or telephone complaints to a sworn member of the department, and imposes a strong admonishment that may deter even well-intended complainants.

The Department's method and nomenclature for classifying complaints is confusing. The classification system can give the appearance of inconsistent treatment within the Department and could be contributing to frustration in city government and the wider community.

Investigations within the same bargaining unit. Currently, the primary responsibility for the investigation of a complaint rests with the employee's immediate supervisor. In BIPD, though, an officer's immediate supervisor – his or her lieutenant – is a member of the same bargaining unit as the officer. This imposes an obvious and immediate barrier to improving the quality of investigations and in demonstrating accountability to the public.

Professionalism of program. As a final high-level observation, though Department leadership has displayed marked professionalism and a commitment to quality, the complaint handling system itself evidences an overall lack of maturity and sophistication.

The relatively weak development and integration of the program is most likely a function of two things: (1) significant turnover in the Chief's position over the past decade, and (2) a limited number of overall complaints requiring investigation – the Department has averaged just five internal investigations in the ten years 2001 through 2010. While it is difficult to derive meaning from numbers of complaints, without reference to the size of the force, the total population, number of police/citizen contacts, etc., the significance of the number for purposes of this review is the limited opportunity presented for the development internally of skills and experience investigating and resolving complaints.

Considering the strengths and weaknesses of the BIPD system, I conclude that the Department would benefit from a reform of certain of its policies and procedures and consideration of an additional resource to provide ongoing support and oversee the transition to a fully professional complaint handling procedure. Given the size and makeup of the Department, and the relatively few number of complaints, the City may wish to consider creating an investigation and review function outside of the Department.

Further observations, along with suggestions for consideration of next steps, are set forth below. Most of the suggestions are for policy and procedure improvements that do not affect working conditions of represented members of the Department and likely do not require collective bargaining. It is important to note, however, that some changes may by law require collective bargaining.

In either case, the changes proposed for consideration cannot be implemented immediately. The Department should be permitted reasonable time to ramp up and fully implement and support the program enhancements.

OBSERVATIONS AND RECOMMENDATIONS

Background

The complaint handling procedure within Bainbridge Island Police Department is primarily governed by the provisions in Chapter 9 of the General Orders Manual. As is standard, provisions of the collective bargaining agreement between the City and the Bainbridge Island Police Guild also regulate parts of the complaint handling process. Article 19 of the contract contains the “Employee Bill of Rights.”

Policies are typically supported by a set of procedures describing how the policies are carried out. At BIPD, a series of forms, reports and notices supplement the manual.

In addition, for the benefit of the department members directly handling complaints and/or conducting investigations, a one-page General Procedure list provides guidelines to follow. The Department has also been working on an expanded “Complaint and Disciplinary Policies and Procedures Manual” to serve as a more comprehensive procedures manual. The Procedures Manual has not yet been finalized, but it appears to incorporate provisions from the IA-related Lexipol policies.

As stated above, BIPD is in the process of reviewing Lexipol policies that pertain to internal investigations. As those policies have not yet been commented on nor adopted by the Department, they were not separately a subject of in-depth review.

Components of the Process for Handling Complaints about Police Conduct

When addressing the topic of handling complaints about police conduct, it is helpful to consider all points along the end-to-end process. The components are frequently broken down as follows: intake, classification, investigation, and discipline. It is often helpful to separately consider a fourth step between investigation and discipline, for making findings and reporting out.

This outline is organized along the steps of the investigation process, with observations and recommendations made in each section.

Beyond the component parts, there is also benefit to be derived from adopting and reinforcing a statement of purpose, or philosophy, of internal investigations. A final section below proposes guidelines for BIPD’s consideration as it begins to adopt a new approach.

Intake

Intake is an often overlooked, but critical point in the complaint process, and one where the internal investigation function can add significant value to the Department and the community.

A systematized intake function ensures a comprehensive view and proper documentation of issues, without regard to source, type, or merit.

For a police department, intake serves the additional and critical function of instilling confidence in the public by communicating that their issues and concerns are welcomed and taken seriously.

Current Intake Procedure

The General Orders Manual provides that it is the policy of the Department to “accept and investigate all complaints of employee misconduct and wrongdoing from any citizen or agency employee.” (09.080)

On the topic of accepting citizen complaints, the General Orders Manual variously provides:

- All citizen complaints will be directed to the shift supervisor or Chief.
- Any person wishing to file a complaint against the Chief will be directed to the Mayor’s office.
- Citizens desiring to file formal complaints will be fully informed as to how this is done.
- A statement form will be filled out by the complainant and signed if they wish to file a formal complaint.
- The statement form will be completed by the complainant, unless conditions dictate otherwise. In such cases, the form may be filled out for them but the complainant must be asked to sign the complaint. Whether the allegation of misconduct is received in person, by telephone, or by any other means, the form will be made available to the complainant for signature.

(General Orders Manual, 09.120)

The one page General Procedure manual adds:

- Only a police supervisor will take a complaint; if a police supervisor is not available, the complainant will be told a follow-up call will be made. Front office staff will not take complaints – they will be forwarded to the appropriate supervisor.
- If the complainant is here in person, a police supervisor will be called in from the street to handle.
- The Citizen Complaint form will be used as initial paperwork. The supervisor will prepare the form and have the complainant sign it. If the complainant refuses to sign the form, put “Refused to sign” in the signature box.
- The supervisor taking the complaint will take a written statement from the complainant; the supervisor will write the statement as it is dictated by the complainant. This allows a more comprehensive statement to be taken, so specifics may be documented. The complainant needs to sign each page of the statement, and initial changes just like any witness statement.

(Internal Investigations/investigations of Forman Complaints – General Procedure, 1, 2, 4, and 5)

Per the draft Policies and Procedures Manual, proposed revisions to the Intake process appear to contemplate changes intended to provide additional avenues for citizens, i.e., clarifying that complaints

may be filed in person, in writing, by email, or by telephone, and that forms should be made clearly visible in the police lobby – a practice currently not in effect.

In addition, the draft Manual expands on the documentation of complaints. Unlike the preference expressed in the one-page General Procedures, the draft Manual – more in line with the General Orders Manual – states a preference that forms be completed by the complainant, and adds that it is recommended that a recorded statement be obtained from the reporting party. (Policies and Procedures Manual, Complaint Documentation).²

A Statement Form, entitled Citizen Complaint, was provided to me by a member of the Department whose responsibilities include administration of internal investigations. It was described to me as the complaint form currently being used by supervisors in the field. That form includes the following statement above the signature line:

Statement of Person Reporting:

I, the undersigned, declare this to be a true and correct report. I will testify in court, under oath, to the facts herein. I understand that I may be charged with violation of RCW 9A.76.020 "Obstructing a Public Servant" if I file a false report.

Later in my review, I was provided a copy of a different form, entitled "Employee Incident Report," which does not include the admonition above. I was told that the prior "Citizen Complaint" form is not in use nor in the Department's form inventory. However, the "Employee Incident Report" appears more like a form used for internal purposes, and does not contain even a signature line for complainants, which seems inconsistent with other policy provisions.

I was not able to confirm which form is actually in use by department members.

Neither form is currently available online, in the police headquarters lobby, or at other public locations in the City. However, the BIPD website does include a link to a direct email to the Chief to make commendations and complaints.³

The draft Procedures Manual adds that anonymous and third party complaints should be accepted and investigated to the extent that sufficient information is provided.

Strengths and Weaknesses

The current system of intake by BIPD provides for direct contact with a supervisor on the Department. Direct contact between the citizen and a Department representative can often defuse the situation by

² The remaining proposed changes affecting intake in the draft Procedures Manual revolve primarily around classification, addressed below.

³ **Commendation and Complaints** We welcome all responses from the citizens of our community. Have we done something well? Are you pleased with an Officer's performance? We'd love to hear from you. And, if we have not done so well, or you are displeased with an Officer's performance, we want to hear about that too!

providing the complainant an opportunity to be heard, to discuss the situation, and to hear an explanation about police procedure that often aids in reaching a better understanding.

However, a subset of complainants will simply not feel comfortable making their complaint to a sworn police officer. Whether their perceptions are accurate and their fears legitimate, some members of the community distrust the police, or at least distrust that the police can police themselves. Within a small community and a small department like Bainbridge Island, those fears can be exacerbated.

In addition, there is some information indicating that under the current or recently used system, in order to make a complaint a citizen is all-but required to file their complaint under threat of significant penalty, and must also be willing – in advance – to agree to testify in court about the circumstances of their complaint.

While truth-telling admonishments are common and appropriate, the provision in the Citizen Complaint form is quite strong, specifically referencing the potential to be charged with obstruction⁴ for filing a false report, and requiring a commitment to testify.

Bearing in mind complaints can arise out of situations in which the citizen has been arrested for and may be guilty of a crime, the admonitions in the Citizen Complaint form could have a strong chilling effect on even good faith and legitimate complaints.

Finally, the current system does not specifically commit to the acceptance and fair consideration of anonymous or third-party complaints. Anonymous complaints are not to be encouraged. They pose significant investigative challenges, as often not enough information is provided to make proper, fact-based determinations and there is no opportunity to ask for additional information, ask follow-up questions, or to challenge certain assertions.

However, no city or police department can afford to dismiss anonymous complaints without a diligent effort to review.

These are significant deficiencies in an intake system that purports to value input from its citizens.

Recommendations

- Create alternative forums for citizens to make complaints about police conduct to persons or entities other than sworn police officers, i.e., to other city personnel, to a monitored email address, to an ombudsman or monitor dedicated to that function
 - Recognize that as intake forum often serves as a *de facto* customer service office, provide intake staff with resources and guidance
- Confirm which form, if any, is currently being used in the field as a citizen complaint form
- Consider drafting a new form which focuses on the citizen's statement

⁴ I would also question whether the obstruction statute is the appropriate citation. There are specific provisions regarding filing false public statements that are more on point, and less direct in their reference to police work.

- If a truth-telling admonition in a complaint or incident form is maintained, ensure that does not contain a requirement to testify in court and that there is no reference to being charged
- Create a mechanism for the intake of anonymous and third-party complaints – best practice is to receive and treat similarly to the extent adequate information is provided or otherwise available, with the recognition, however, that it is very difficult to investigate and to reach fair conclusions in the absence of the ability to follow-up and question the complainant
- Create a process to ensure documentation of the receipt of all citizen complaints, regardless of how submitted, and of subsequent classification
- Conduct outreach and publish information to inform public about alternative forums for making complaints
- Consider issuance of periodic reminders, awareness campaigns, and surveys to assess visibility and awareness

Classification

Classification is the process of deciding whether or not a complaint will be investigated, and if so, at what level. Key features of a sound classification system provide for a measure of independence, the capacity to triage, so that complaints can be handled differently according to seriousness, and provide for alternatives to traditional complaint investigations.

Within the broader construct of a classification system, categories of potential misconduct can be designated for a certain level of investigation, with the most serious complaints receiving the most by way of formal investigation.

Current Classification Procedure

The primary section in the General Orders Manual, 09.120 Citizen/Internal Complaints, sets out the overall structure, while 09.110, Category of Complaints, specifies categories of misconduct subject to internal investigations and disciplinary actions.

In section 09.120, the General Orders Manual provides in the third paragraph that “if a supervisor can settle the complaint at the time it is made, and providing the situation is of a minor nature, a formal report does not need to be completed. The supervisor choosing to investigate the complaints on an informal basis shall advise the complainant that there will be no formal report forwarded.”

The next paragraph, however, goes on to state: “Citizens desiring to file formal complaints will be fully informed as to how this is done.”

The interplay between the two provisions is unclear.

In its record-keeping, the Department appears to distinguish between two tiers of complaints: the lower level “Complaint & Inquiry Review,” or “CR,” and the more formal “Internal Affairs Investigations.”

Interviews with Department personnel highlight the distinction and provide insight into a partial explanation for the intermittent disconnect between the citizens and the Department. Department personnel refer to “internals” as investigations that are not the same as “complaints.”

An incident was described in which a citizen “complained” about the demeanor and actions of an officer responding to a party with under-age drinking, but the Department member stated that the report wasn’t a complaint, because the officer was just doing his job.

This example is not about the assessment of the issue on its merits. The officer may in fact have been conducting his or her work appropriately, with no violations of policy. The example is intended instead to highlight the confusion caused by the nomenclature used by the Department: the citizen definitely complained, the complaint just wasn’t founded.

The same problem was visible when Department representatives talked about their concerns that classification decision are inappropriate influenced by the status of the individual making the complaint. They echoed their belief that only certain of the matters complained about were, in fact, “complaints.”

Again, the problem is that the Department has an established and very confusing practice of using the word “complaint” to mean something more than its plain everyday meaning.

Finally, there is a rough distinction in the existing policies between “formal” and “informal” complaints, but the effects of the classification in terms of documentation and outcome is unclear.

Looking ahead, the Department appears to be contemplating adopting the Lexipol definition and classification system.

The draft Policies and Procedures Manual incorporates the Lexipol section on Personnel Complaints Defined. The draft Manual section states:

Personnel complaints consist of any allegation of misconduct or improper job performance against any department employee that, if true, would constitute a violation of department policy and procedures, federal, state or local law.

Inquiries about employee conduct which, even if true, would not qualify as a personnel complaint may be handled informally by a department supervisor and shall not be considered complaints.

In turn, personnel complaints are classified in one of the following categories:

- **Informal** – A matter in which the complaining party is satisfied that appropriate action has been taken; informal complaints need not be documented on a personnel complaint form; the responsible supervisor shall have the discretion to handle
- **Formal** – A matter in which the complaining party requests further investigation, or in which a supervisor determines that further action is warranted
- **Incomplete** – A matter in which the complaining party either refuses to cooperate or becomes unavailable after diligent follow-up investigation; at the discretion of the Department, such

matters need not be documented as personnel complaints, but may be further investigated depending on the seriousness of the complaint and the availability of sufficient information.

In addition to these categories, the draft Policies and Procedures Manual also contemplates introduction of a new procedure for “directed reports,” to be used to document service and courtesy complaints. Even after reading the proposed section on Directed Reports several times, I had many unanswered questions about how the directed report process worked and what outcomes could result.

The classification system in turn has a direct impact on the intake process. In a section titled Acceptance of Complaints, the draft Manual, modeled after Lexipol, imposes additional constraints on the acceptance of complaints, stating that the following should be considered before *taking* a complaint:

- *Complaints shall not be prepared unless the alleged misconduct would, if true, result in disciplinary action*
- *When the supervisor determines that the reporting person is satisfied that their complaint required nothing more than an explanation regarding department policy or procedure, a complaint need not be taken*
- *When the complainant is intoxicated to the point where his/her credibility appears to be unreliable, identifying information should be obtained and the person should be provided with a Citizen Complaint form*
- *Depending on the urgency and seriousness of the allegations involved, complaints from juveniles should generally be taken only with their parents or guardians present and after the parents or guardians have been informed of the circumstances prompting the complaint*

Draft Policies and Procedures Manual.

Strengths and Weaknesses

Both the current and contemplated classification system “triage” complaints based on level of seriousness, and place a premium on the low-level resolution of complaints, and that is a good thing. It is critical to keep in mind that not every issue or concern raised by a citizen about police conduct needs to be investigated. Most complaints are, in fact, appropriate for resolution absent a formal investigation.

More importantly, immediate action by a first-line supervisor (at BIPD, the lieutenants) can have a greater impact and influence on behavior. Plus, encouraging contact between citizens and Department members should, over time, bridge the gap between them and build mutual respect and trust.

Additional strengths in the contemplated changes include allowing options for (1) initiation of an administrative investigation upon review of a filed lawsuit; (2) continuation of an investigation even where the complainant is unavailable; and (3) concurrent administrative investigation of a potentially criminal allegation.

The classification system suffers, however, from significant weaknesses. It would greatly benefit from measures to introduce a more neutral posture toward acceptance of complaints, ensure adequate documentation so that trends and other information can be extracted from the complaints, and to

enhance independence and consistency.

To start, as stated above when talking about the confusing nomenclature used by the Department, the taxonomy related to complaints is counter-intuitive. When a citizen takes the time to come in, call, or write with a concern (that they have not clearly identified as merely an inquiry), chances are good that they intend to – and believe they are – making a complaint. Refusing to acknowledge their concern as a complaint could give the appearance that you are minimizing their concern and not taking it seriously. Plus, the nomenclature problem could lead to confusion for a citizen trying to get information about the status of their complaint.

For these reasons, the direction in the draft Policies and Procedure manual toward further emphasis on the “acceptance” of complaints appears ill-advised. Accepting complaints, and labeling them as such, is not an automatic trigger for an investigation.

An additional problem is the lack of systematic documentation. Again, while the emphasis on low-level resolution of issues by a first-line supervisor is appropriate and consistent with accountability goals, a complete lack of documentation may mean missed opportunities to identify patterns.

Tracking concerns – even those that don’t rise to the level of a complaint requiring investigation – has two benefits. First, tracking can lead to early identification of a potential or developing issue with an officer’s conduct - ranging from officers in need of additional training or coaching on demeanor, to potential red flags about conduct that could lead to more serious concerns, i.e., biased policing, or escalation of minor incidents.

The second benefit is that tracking all citizen complaints can highlight areas of need for education and awareness campaigns, and also highlight where police practices or tactics may be out of step with community standards or expectations. Complaints serve as an important feedback loop; restricting the view to the receiving supervisor is needlessly limiting.

A final concern about the BIPD classification system pertains to the practice of using citizen “satisfaction” as the barometer for whether a matter is resolved, and for leaving the determination of satisfaction at the sole discretion of the receiving supervisor.

A citizen may remain unsatisfied even unreasonably, or conversely, may be satisfied by a supervisor’s explanation or intervention even where policies were clearly violated. And with no requirement that a supervisor even screen the matter with the commander, the potential exists for a significant incident to be overlooked.

In addition, the current system could lead to wholly different outcomes and consequences for the officer. While a degree of arbitrariness is inherent in the business of reviewing complaints, as the exact same conduct may or may not lead to a complaint by a citizen, the current system allows for wide variance and inconsistency, with too much of the outcome dependent on either the citizen’s demands or the supervisor’s unfettered decision-making. One supervisor may decide that a questionable stop, for example, requires further investigation, while another may at his or her sole discretion determine that further investigation isn’t warranted.

Recommendations

- Revise the language used in the classification system to acknowledge “complaints” as such
- Consider creation of a simple tracking system in a centralized database to document all complaints received
- Bifurcate classification options so that not all complaints require formal investigation
- Document how the issue was resolved and ensure transparent view of actions taken
- Consider designating a single entity or individual with responsibility for all classification decisions – this practice would help to ensure consistency, and provide a measure of independence
- Consider management review of all complaints for purposes of performance evaluation and/or an early warning system, and for potential community issues
- Re-purpose the proposed language surrounding “acceptance” of complaints for use instead as criteria that may affect findings and conclusions, i.e., juvenile or intoxicated complainant
- Consider requiring management/executive review of all complaints
- Consider alternatives to traditional complaint investigation, e.g., mediation

Assignment and Investigation

Assignment

Just as it is helpful to have options in the level of investigation, it is also helpful to have an array of available options when making decisions about how to assign a matter for investigation or resolution.

Here, BIPD is constrained by its size and configuration. The General Orders manual refers to the “Chief” as running the investigations, but that authority has been – appropriately – delegated. Currently, internal investigations are conducted by the commander, by the lieutenant who serves as the first-line supervisor for the subject officer, or by another lieutenant as assigned by the commander.⁵

The draft Policies and Procedures Manual contemplates that this practice will continue, noting that for formal complaints: *Such complaints may be investigated by a department supervisor of rank greater than the accused employee or referred to the [Captain?] (sic) depending on the seriousness and complexity of the investigation.*

In general, the primary responsibility for the investigation of a personnel complaint rests with the employee’s immediate supervisor. The supervisor is also charged – appropriately - with ensuring that the procedural rights of the employee are followed.

It is important to keep in mind, however, that in BIPD, the lieutenants and officers are members of the same bargaining unit. As set forth more fully below, this fact imposes an unavoidable, significant constraint on the effectiveness and perceived fairness of the investigation of citizen complaints.

⁵ The Bainbridge Island Chief of Police has elected to refer to outside agencies all investigations into conduct that could be considered criminal, and the review of officer-involved shootings. Given the size and capacity of the Department, this is prudent and the Chief is to be commended for instituting this practice.

Current Investigation Procedures

The General Orders Manual is largely silent on investigation procedures.

The one-page set of General Procedures provides instructions for taking the complaint, notifying the officer, obtaining evidence, interviewing the officer, and preparing a report for the Chief with a recommendation for action.

Relevant sections of the Notice of Investigation provided to the subject officer at the outset of an investigation include:

Questions, tests, or examinations will be narrowly and specifically related to your performance of duties and fitness for office.

Any additional information will be provided to you as it is obtained.

(Notice of Investigation, Sections B and F)

That Notice also includes an order directing confidentiality, and a *Garrity*⁶ advisement, clarifying that the officer is being compelled by the Department to provide a statement, with the effect that such statements may not be used in any criminal proceedings:

You are being compelled by a Bainbridge Island Police supervisor to truthfully answer questions relating to your duties/conduct and you can be disciplined up to and including dismissal for refusal to answer these questions.

(Section A)

Finally, the draft Policies and Procedures Manual provides additional direction in two areas of investigation, the preliminary investigation by the supervisor, and in the subsequent administrative investigation and interrogation.

In the preliminary stage, supervisors are reminded that it is their responsibility to obtain contact information for witnesses, and to photograph areas of alleged injury or non-injury.

The sections in the “Administrative Investigation Interviews and Interrogations” in the draft Policies and Procedures Manual are largely standard and consistent with the labor laws in Washington state. Of note, the draft contemplates that subject and employee interviews should be recorded. Department representatives report that currently some investigative interviews are recorded, but that it is not required.

It is clear from review of the procedures and forms, and from interviews with Department

⁶ *Garrity* refers to the U.S. Supreme Court case, *Garrity, et al. v. New Jersey*, 385 U.S. 493 (1967), establishing due process protection for public employees against statements compelled by their employer in violation of their 5th amendment privilege against self-incrimination. The routine invocation of *Garrity* in routine administrative investigations is of questionable necessity or value, but is standard throughout Washington state.

representatives, that there is a well-established practice of providing subject officers with almost all information available about their complaint.

The Notice of Investigation advises the officer who initiated the complaint, and calls for a detailed description of the allegation. The Notice further provides that “any additional information will be provided to you as it is obtained.” (Section E)

This requirement is repeated in the one-page General Procedures, which notes there is an exception to the rule where providing additional information to the office may compromise an ongoing investigation.

The Employee Bill of Rights codifies the right of the officer to be informed of all matters which may be necessary to apprise the employee of the nature of the allegations, and also grants the right of the officer to “photocopies of all records made in the course of the investigation.”

The proposed Policies and Procedures Manual both expand and curtails the same set of rights. On the one hand, it allows employees to also record their interviews, and states:

If the employee has been previously interviewed, a copy of that recorded interview shall be provided to the employee prior to any subsequent interview.

(Proposed Policies and Procedures Manual, Administrative Investigation Interviews and interrogations, section F)

At the same time, the draft Procedures Manual appears to modify existing requirements to provide **all** information to the subject officer. In a section titled “Providing of Reports/Evidence Prior to Interviews,” the proposed manual states:

In the interest of conducting an unbiased investigation, statements of complainants and witnesses, evidence collected and investigator’s reports are deemed confidential and will not be provided prior to the interview of an employee under investigation. The employee shall be provided with information regarding the nature of the investigation prior to the interview to aid in the employee’s recall of the incident and to provide for a more accurate statement. Should a second interview be necessary with the person under investigation, a tape recording of his/her first interview will be provided to him/her prior to the second interview.

The bulk of the other provisions governing interviews, i.e., representation, on-duty, promise of professional courtesy and no threats or promises, are customary to internal investigations and to this state.

Strengths/Weaknesses

The primary and unavoidable weakness in the assignment model for BIPD is that the majority of formal investigations will be conducted by a first-line supervisor within the same bargaining unit as the subject officer. Internal investigation functions were created for a reason – to help ensure objectivity. While there are limitations imposed by the size and resources of the Department, and while each supervisor likely strives to be thorough and objective, the arrangement asks too much of its participants and

undermines public confidence in an internal investigation and its outcome.

The interview/investigation procedures are fairly standard, and the forms include the customary advisements and admonishments.

However, in erring on the side of providing all complaint-related information to the officer, and even allowing for photocopies of the entire investigative file - the Department tipped the scale too far in the officer's direction.

Particularly troubling is the policy that permits sharing all complainant and witness statements with the officer. While officers should be provided with adequate notice of the allegations, and must be given the opportunity to confront and rebut evidence against them, the current system does not offer adequate protection to the citizen complainant or witnesses that step forward or are reluctantly drawn into the process.

It is reassuring to see in the draft Policies and Procedures Manual that the Department is poised to move away from the over-sharing of information about the complaint with the subject officer.

Apart from the observations about the written process, however, it was apparent from interviews with Department members that the overall investigation process is not well-understood or documented, and can be haphazard in its application. Formal investigations are conducted by any of the supervisors and the commander, yet there has been no formal training conducted, and there is a sense that skill-level varies significantly among the individuals who may be tasked with an internal investigation.

This is understandable, as there is no dedicated entity or function within the Department, and the Department thankfully hasn't experienced the kind of volume that necessitates systematization.

But the Bainbridge Island community has rightfully high expectations of its police department, and the scrutiny on the Department isn't going away any time soon. The Department and City should invest additional effort and potentially modest resources into professionalizing the complaint handling system.

Recommendations

- Consider dedicating an entity or individual to the investigation of all complaints requiring investigation to ensure appropriate segregation of duties and responsibilities and enhance overall professionalism and quality
- Institute a training program for the entity or individual
- In all cases, ensure adequate protection against actual or apparent conflicts of interest between the subject officers and the assigned investigators
- Create adequate measures for the reasonable protection of complainant and witness confidentiality
- Ensure protection for the work product and impressions of investigators to eliminate undue pressure
- Implement a system for review and quality control of internal investigations

Additional Observations

Making Findings and Reporting Out

There are currently no policies or provisions that address with any depth the specific function of making factual findings, making determinations about policy violations, and of reporting out findings following an investigation. Interviews confirmed that BIPD isn't actively considering or addressing these issues, and practices regarding report writing were described as varying significantly.

There was no division noted between fact-finding and making findings and conclusions, and there was evidence of confusion about whether the investigator should also be participating in decisions about discipline. It seemed apparent that in most investigations, the same lieutenant who was investigating was also making findings, reporting out those findings, and participating in decision-making about discipline.

But they are issues worth paying attention to. It can be advantageous to restrict the fact-finder's function to, exactly that, finding facts, and leave the analysis and finding role to subsequent reviewers. The separation provides a layer of critical review and serves as an extra check on objectivity. When the fact-finder is also in the position of determining whether policies were violated, and then again in the position of making recommendations for discipline, flaws in logic, perception, or even unconscious bias can be perpetuated. A second set of eyes is helpful as a check on quality control and as a check on bias that can creep in and affect even the most well-intentioned investigation.

An additional layer of scrutiny would be even more important where, as at BIPD, the investigator and the investigated are in the same bargaining unit. It goes without saying that to add the needed value, the scrutiny would have to come from outside the bargaining unit.

Developing a standardized process for writing reports should be an important part of the professionalization effort of BIPD. Writing reports can be time-consuming and tedious. But reports are also the best evidence of the fairness of the process and the soundness of the Department's ultimate decision.

Philosophy of Internal Investigations

Beyond the component parts of the internal investigation function, there is also benefit to be derived from adopting and reinforcing a statement of purpose, or philosophy, of internal investigations.

In reviewing the BIPD General Manual, I was favorably impressed by its section on its philosophy of enforcement and by its comprehensive and progressive Code of Ethics. The Manual contains in Chapter 2 a strong statement of purpose that de-emphasizes criminal enforcement, and reminds employees that their conduct will be appraised using both subjective and objective standards. The Code or Canon of Ethics also set an overall standard of restrained enforcement by the least obtrusive means, set aspirational standards for conduct, and remind employees of their duty to report misconduct.

BIPD would do well to consider the application of these principles to its internal investigation principles,

and, where appropriate, to incorporate them into its enforceable standards of employee conduct.

Adding a “how-to investigate” section is the right place to talk about the importance of the Department’s guiding philosophy behind its officer conduct and accountability program.

Part of the philosophy BIPD should consider is an articulation of a commitment to proactive policy review as part of the framework of its internal investigation program. Investigation of internal complaints is essentially a backward, rather than forward-looking function. Review of complaints affords a unique vantage point from which to recommend clarification or strengthening of existing policies, the creation of new ones, additional or different training, or changes in supervision. This process is potentially more important than investigation, as it is directed toward organizational progress that may prevent future misconduct.

Integrating these principles into the police accountability framework will serve to reinforce the department’s standards and priorities, to shape the culture over time, and to communicate its values to the public it serves.

Continuous Policy Improvement

In supporting this review, the Department has already demonstrated its willingness to conduct self-critical assessments and to embrace change and policy improvement.

To preserve the momentum, the City and Department should consider supporting this effort through mandatory periodic policy reviews.

Ordinance provisions triggering periodic reviews and reports can provide a powerful incentive for Departments to survey and benchmark against similarly sized departments and to stay abreast of best practices.

The outcomes of regular self-critical evaluation of the structure, operations, and effectiveness of the program should be transparent. If something is broken and needs fixing, say so. Public confidence will be strengthened, not undermined, as a result.

34225 BRIDGEVIEW DR. N.E.
KINGSTON, WASHINGTON 98346

Phone (360) 638-1179

Fax (360) 638-1779

Cell (360) 509-1333

E-mail : mpendleton@telebyte.com

pendletonconsultingllc@msn.com

www.pendleton-consulting.com

An Organizational Assessment and Development Report

**On
The Police Department
City of Bainbridge Island, WA**

**By
Michael R. Pendleton Ph.D.**

August 2013

Executive Summary

The city commissioned an organizational assessment, often referred to as a “management study”, to assist the in-coming Chief of Police and other city leaders in their efforts to improve the police department.

Methodology: This assessment was based upon three primary data sources:

- Face to face interviews with police employees, citizens and city leaders
- The review of numerous documents
- Observation of Police-Community Town Hall meeting

Findings and conclusions:

1. Police employees report a lower than desired organizational health and effectiveness rating and lower than desired working climate rating.
2. The department is experiencing low unity of command reflecting poor upper leadership, poor first line supervision and poor communication within the organization.
3. The department has inadequate accountability systems.
4. There is “split community support” for the police department.
5. There are long-standing unresolved allegations of incidents of police misconduct and retaliation.
6. The problems facing the police department have been known for some time by various city leaders without an effective response.
7. The police department has some very solid strengths and attributes that are masked by chronic problems within the department.

Recommendations:

1. The Chief lead a collaborative process to develop and implement a leadership development strategy.
2. Fully develop and implement a police accountability system comprised of both internal affairs and the city performance evaluation system.

3. Develop a formal Police Commission of citizens with the role of reviewing the internal affairs activities of the department, advising the Chief of Police and City Manager on key police issues, and assist the police department with outreach to the full community.
4. The Chief of Police conduct an annual performance evaluation compliance audit and report the findings of the audit to the City Manager.
5. Develop and implement an organizational development plan that addresses the numerous issues identified in this and other recent assessments of the police department.
6. Immediately begin planning for relocating the police department to be either within or very near City Hall.

Introduction:

It has been determined that the Bainbridge Island, Washington Police Department could benefit from an organizational assessment and development process. To facilitate this process the city commissioned an organizational assessment, often referred to as a “management study”, to assist the in-coming Chief of Police and other city leaders in their efforts to improve the police department. In this respect, the primary audience for this report is the leaders of the City of Bainbridge Island. This report documents the assessment process, data, findings, conclusion and subsequent recommendations on how to address key management and organizational issues.

Assessment Methodology

This assessment was based upon three primary data sources:

1. Face to Face Interviews: Interviews with police personnel, city leaders, and community members identified by the city leadership to have knowledge about the police department were conducted. Police personnel interviews were guided by a set of key questions. City leader and community interviews were generally guided by key questions but were allowed to flow freely based upon the participants knowledge and points of view on topics they wanted to discuss. All active police personnel participated in this study. In addition police personnel no longer with the department participated as identified by city leadership.

2. Document Review: the following documents were reviewed:

- Numerous un-solicited communications from concerned-involved citizens
- 44 page summary of numerous allegations of abuse by police officers to include specific details of incidents and related processes.
- Department Monthly activity reports
- Department Crime Statistics
- 7 months of Citizen Surveys conducted by police department
- Results of citizen survey conducted by citizen group Islanders for Collaborative Policing
- State of Department Report issued in 2000
- Letter to the Washington State Attorney General
- Memo: Lieutenants Expectations: 2009

- Framework for 2012-2020 Police Department Strategic Plan
 - Pailca Report: Review of Policies and Procedures for Intake and Resolution of Citizen Complaints of Police Conduct- 2011
 - 2012 Washington Association of Sheriffs and Chiefs LEMAP review of the police department.
 - Policy compliance audit of all police performance evaluations
3. Police-Community meeting: Attendance-observation of Police-Community Town Hall type meeting.

Police Interview Data

1. Organizational Health and Effectiveness Rating (scale of 1-10 where 10 is Excellent): Participants were asked to rate the police department and provide reason(s) for their ratings.

Rating: 5.0

Sd: .93

Reasons for the rating: (the data is presented in the order of most frequently stated to least frequently stated)

1. Inadequate First Line Supervision
 - Lack of leadership, motivation, performance, productivity
 - Poor communication between Lt, with Chief, with officers
 - Self oriented-back stabbers
 - Low supervision and accountability
2. Inadequate Leadership at the top:
 - poor past leaders and significant turnover
 - tough community activist politics running department
 - uncertain future
 - Out dated policies
 - Not moving forward
3. Low Morale
 - low trust
4. High attrition rate

5. High Potential
 - great clearance rate
6. Single listed items:
 - Low officer productivity
 - Civilian employees treated like second class citizens
 - Conflict between sworn personnel
 - Very recent leaders (CM and acting Public Safety Director) turning things around

2. The organizational strengths of the police department: Participants were asked to identify the strengths of their police department.

1. Good officers and staff:
 - Experienced personnel
 - Wide range of skill sets
 - Lt's have held it together
 - Made great cases and clearance rates
 - High education level
 - Civilian staff is great
2. Officer dedication:
 - Committed to doing the right thing
 - Some officers still dedicated to the hunt
 - Lots of enthusiasm in the department
 - Still provide great service even in bad times
 - Everyone has stepped up
 - We have hope
 - Resilient -we bounce back
3. Good relationship with the community:
 - Community largely supportive of us
 - Give public respect and listen
 - Positive interaction with the community
 - Officers are imbedded in the community
4. Officer cohesiveness:
 - We pull together

- Good communication between officers
- Good officer safety
- We have each other's back
- A good set of core officers
- They all want the PD to be a 10
- Adaptable: we can change

5. Nice size organization and community:

- We are flexible
- A lot of discretionary time to spot trends, contact community and do data analysis
- We can have a big impact on the community

6. Benefits:

- Paid well
- Time off
- Take home cars
- Opportunity for training

7. Interim Public Safety Director:

- Turning us around
- New policies
- Set goals

3. The most pressing issues facing the police department: Participants were asked to identify the most pressing issue(s) facing the police department. More than one issue could be provided by each participant.

1. First line leadership:

- Poor role models
 - Integrity
 - Apathy
 - Slacking
 - Un-professional
 - Ignore assignments
 - Not on road
- Management
 - Lack of consistency

- Resistance to change
- Micro-management
- Schedule management
- No performance expectations
- One Guild for both Lt.'s and Rank and File
- Retaliation
- Can't file complaint against supervisor
- Lt.'s President and Vice President
- Afraid to speak-up
- Self oriented-own agenda

2. Accountability:

- No performance/standards expectations
- No consequences for bad behavior
- No consequences for doing nothing
- Lt. favoritism
- No one watching us
- Lt's blow off assignments

3. Communication:

- Miss-information-inconsistent message
- Lt.'s don't communicate with each other
- Communication in all directions poor
- Need better communication-rapport with Prosecutor
- Lt's trying-communicating more under acting Public Safety Director

4. General Organization:

- No clarity, organizational strategy, confusing
- Low staffing response
- No pro-active training plan
- Things fall through the cracks

5. General Leadership:

- No vision, goals or measures of success
- No support from government leaders, not trusted by the council, not important to the council or community

- Community direction for PD is unclear or established by vocal minority of community

6. Interactions with community:

- Need better relationship with media
- Quick to judge
- Relations with majority is great
- Relations with vocal minority is poor

7. Police facility and equipment:

- People feel degraded
- Ant infested
- Rotting walls
- Gerbil holes
- No collective meeting space
- Not secure
- No locker room
- In-adequate storage
- Out-growing vault
- Equipment getting old (cars)
- Shows administration does not care about us

8. Morale:

- Low
- Keeping head down

4. Community-Police Department Relationship Rating (scale of 1-10 where 10 is Excellent): Participants were asked to rate the community-police department relationship and provide reason(s) for their ratings.

Rating: 6.9

Sd: .1.13

Reasons for the rating:

1. Majority of community is supportive-positive relationship:

- Police surveys are generally positive
- A lot more thank you(s) than complaints

- We still have work to do
- Recent events have hurt us
- Contacts are generally good

2. Poor relationship with a vocal minority:

- Negative media stories and bloggers
- More liberal community with an anti-police view
- Activist community
- With increased interaction we have won over some
- Need positive contacts to build trust
- Community of entitlement don't like authority
- We do a poor job of getting our message out
- Perception we are keystone cops
- Not as involved as we should be
- Recent shooting and turnover events hurt us with the community

5. Working climate within the police department rating (scale of 1-10 where 10 is Excellent): Participants were asked to rate the working climate within the police department and provide reason(s) for their ratings.

Rating: 5.2

Sd: .1.9

1. General stationhouse:

- In general we get along well, people are friendly is much improved over last year, love coming to work
- A lot of tension, frustration, anxiety about unknown
- Depends on where in organization you work
- Low morale, drama of the day
- Work load not shared

2. First Line Supervision:

- Discord between Lt's and officers
 - Retaliation
 - Officers don't like being supervised
 - Not a lot of positive feedback from supervisors
 - Officers override Lt's directives

Senior officers want to move up no room
Scheduling issues
Back stabbing-controlling Lt

3. Recent events-Low Morale
 - Keeping head down
 - Officers feel beat down
4. Community Interaction
 - Very positive

6. Department communication rating (scale of 1-10 where 10 is Excellent):
Participants were asked to rate the communication within the police
department and provide reason(s) for their ratings.

Rating: 4.8
Sd: .1.6

Reasons for the rating:

1. First line supervisor communication:
 - Schedule change don't know why and nature
 - Schedule changed and Lt.s don't tell each other
 - Don't pass information down to officers
 - Don't set forth expectations
2. No Shift Briefing or Pass Down:
 - 8 hour shift prevents briefing
 - Can't meet in one room
 - Don't come to station
3. Pockets of communication:
 - Interim Public Safety Director facilitates communication
 - Administration/civilian staff are great with communications
4. Officer to officer:
 - Day to day is good

City Leadership Interview Data

1. Leadership and first line supervision is in-adequate

- Basic leadership and management skill sets are lacking
- Poor unity of command
 - Lt's not in sync with past Chief(s)
 - Rank and file not in sync with Lt's
 - Lt's in Guild and are the presiding officers
- Guild undermines management
 - Lt's led movement against last Chief
 - Lt's resist and not follow-through on accountability system-manual

2. Police intimidate and retaliate against those that are viewed as threat or not supportive.

- City Council accounts and police activism events perceived as intimidation
 - Attend meetings in mass uniformed presence
 - 911 hang-up
 - Interacting with Council member in uniform after meetings
 - "Hunter" blog
 - Press coverage of allegations of officer following Council Member home after meetings.
 - Guild taking ads out in paper to influence Council decisions
- Community stories and rumors of intimidation (see below)
 - Allegations of linkage of police officer(s) to women suicides
 - "I know you I have run your plates numerous times"
 - Allegations of rape and/or sexual assault
- E-mail from Lt. perceived as a threat not to participate fully or candidly in the interviews for this study.

3. Police accountability and related systems is poor

- I.A. system is compromised
 - Not used as it should be
 - Missing files
 - A history of telling complainants to deal directly with offending officer.
- No consequences for bad behavior

Sense that rank and file is untouchable

Performance measures needed

- System needs to be up-graded or implemented

“Have a system-if they use it”

Lt’s directed to develop IA manual but did not

Citizen oversight is badly needed

4. Persistent rumors and/or stories of poor police actions and behaviors

-Two suicide deaths of women who were allegedly linked to officer(s)

-Police use of force encounters with existing or former city employees

-Rumors or stories of excessive force never fully investigated-they linger

-Need a DOJ type of investigations of the specific allegations to put them to rest.

5. Policing philosophy and practice

-More of a “SWAT” philosophy than a community policing philosophy.

-Some officers known to escalate rather de-escalate situations

-No walking beats or required community service

-Want to see more interaction with the community

6. Community relations and views of police

- Most have little interaction and are supportive

- Fewer more informed/involved are not supportive or mistrust the police.

Appearance of non-professionalism

Appearance of abuse of power

Many involved with police seem not to have a good experience.

- Want more collaborative involvement between the police and the community.

7. General views and topics

-Not a healthy organization

-Building is terrible and training is not adequate

-Mission is not to serve and protect but “One mission-one team” all about the police and not the community.

-Low morale and questionable integrity

Community Interview Data

1. Community Support of Police

- Majority of Citizens are supportive but not involved
- 1/3 supportive, 1/3 indifferent, 1/3 dislike
- 80% of the noise comes from 3% of the people
- 60% to 70% support the police
- Many citizens simply not paying attention

2. Community Concern or Dislike of the Police

- Significant but small number of people (200-600) paying attention and have concerns.
- 30% of community dislike the police
- Un-forgiving public
- Liberal anti-authority community

3. General Community Concerns

- Some women in community fear the police
- Lack of trust:
 - Youth and Police (don't call police to solve problems)
 - Women and Police
- Cultural conflict between wealthy residents and working class police.
- Police and community are disconnected.
 - Police are isolated
 - Police are inward focused
- Police not seen as part of city government-shabby Building

4. Community Incidents and Events Reflecting on Police

- Highly publicized police shooting highlighting mental health issues-training
- Highly publicized allegations of police intimidation of elected official
- Highly publicized leadership issue in police department
- Long standing rumors of events suggesting police misconduct
- 911 hang-ups
- Perceived conflict of interest and lack of leadership on local Gun Club issues

5. Professionalism in Police Department

- Low unity of command
 - Chief of Police disconnected from police department
 - History of Lt's undermining past Chief
 - Lt's in-subordinate to Chief
 - No cohesive leadership team in the police department
 - "us vs. them" view between various segments of department
- Climate of rule breaking with no consequences
- Seen as Keystone cops

6. No articulated Bainbridge Island Philosophy-Model of Policing.

- Special nature and needs of B.I. not defined then matched with a recruitment-hiring model. Such elements of a model might include:
 - Wealthy parents
 - Anti-authority liberals
 - Youth who have access to money
 - "Opinionated I know better community"
 - Quick to lawyer-up
 - Highly educated
- Special features of a B.I. policing model might include:
 - formal action as last resort
 - Off the record approach
 - A coaching-mentoring approach to youth
 - Stress and advertize to community high formal education for officers
 - extensive and on-going training

Community Suggestions for New Chief to Improve the Effectiveness of the Police Department

1. Relations with the community

- Be collaborative and include the community
- Build people based relationship with the community

- Create multiple forums for interactions with the various segments of the community
- Deal with past and the lack of trust. Rumors and past stories need to be laid to rest.

2. Communications and community involvement

- Establish ways for citizens to provide input to the Chief
- Use the media strategically to communicate with the community

3. Accountability and organizational development

- Don't be afraid to change things in the organization
- Establish a citizens review-accountability process
- Hire and develop highly educated officers and market their accomplishments
- Connect directly with the officers

Document Review Data

1. Low/poor internal accountability systems and practice: Internal affairs system has flaws that create a "chilling effect" on receiving and investigating complaints against officers.

- Lt's in same guild as officers-conflict of interest suppresses complaints
- Allegations of refusal to accept complaints and/or substantial barriers to filing a complaint (fear of retaliation)
- Perception that no-one is looking into chronic allegations of serious/criminal behavior of selected officers
- Missing files and poor document security on key cases related to long standing allegations of abuse
- In-subordination by some officers that are openly ignored
- Lexipol IA system remains un-adopted

2. Significant levels of concern among involved/informed Community over selected officer(s) behavior that have not been investigated and/or addressed.

- numerous examples of alleged officer use of force violations
- allegations of officer assaults of citizens
- examples of alleged officer retaliation against citizens

- examples of law suits against officers/city
 - significant level of negative views/impressions of the police department
3. Low unity of command
 - Inadequate or poor first line supervision
 - Disconnection and/or discord between upper management (Chief) and first line supervisors.
 - Disregard of direction from Chief by first line supervisors
 - Heavy handed leadership style that alienated first line supervisors
 - Lack of a long range plan to guide the police department
 4. Chronic history of concerns and inadequacies that have gone unaddressed
 - Allegations of selected officer abuse of citizens
 - Building and equipment in shambles and/or inadequate
 5. Majority of citizens report satisfaction with police performance

Assessment Findings and Conclusions

1. The police department is viewed by employees to have lower than desired health and effectiveness rating. 5.0 and a lower than desired working climate rating. 5.2 on a scale of 1-10 where 10 is excellent and 1 is the worst.

The rating reflects, in part, low morale, a tarnished image based on much recent bad press, poor leadership and supervision and a general view that the police department is viewed as a second class citizen within the city organizational community. While officers generally get along, there remains significant tension, frustration within the work environment.

2. The department is experiencing low unity of command. Low unity of command is characterized by the following:

- No defined philosophy, vision, mission or strategic plan
- No articulated performance expectations

- Poor upper leadership (recently improved during the tenure of the acting Director of Public Safety)
- Poor first line supervision-inconsistency
- Discernible disconnection among-between leaders and supervisors
- Low-poor communication (rating of 4.8 on 10 point scale) within department
- History of supervisor undermining Chief of Police
- Lt.'s in same labor guild as rank and file

3. The police department has in-adequate accountability systems and performance expectations characterized by the following:

- Compromised IA system files
- Failure to implement Lexipol
- No consequences for poor behavior
- Lt.s in the past have conducted IA investigations yet in same guild as rank and file
- Process creates "chilling effect" on citizens filing complaints
- No one looking at bad behavior
- No citizen based role/ outside entity role in accountability system
- No visible link between formal performance expectations and performance evaluations and subsequent consequences.
- Significantly out of compliance with city performance evaluation policy

4. There is "split community support" of the police determined by the level of involvement and knowledge of the Bainbridge Island Police.

The general citizenry and those with casual and/or infrequent contact with the police have a much more favorable view of the police particularly when polled on general satisfaction. In part this general view seems to mask the contrasting views of a significant sub-component of the community.

In stark contrast are the views of the police among a smaller group of citizens, who by direct experience, profession and/or detailed study, have more knowledge of the police. This segment of the community has very negative views and/or fear of the police on the Bainbridge Island. While lesser in number than the more general population, this segment of the community appears to represents a significant number of people. This

split seems to be further defined based upon gender. More women than men are found in this group and are fearful of the police.

5. There are long-standing unresolved allegations or in some cases, undisputed incidents of police misconduct and retaliation.

There are numerous alleged incidents known and recounted by numerous people, including police officers, of police misconduct that has gone unresolved or not investigated. Many of these incidents are linked to other incidents involving police leading to the perception of, if not actual, retaliation and/or intimidation by police against citizens who have complained against them or acted in ways perceived as against the interests of the police. Accounts of perceived intimidation of city leaders were recounted during this study and have had significant impacts on perceptions of the police. In fact during the course of this study, communication by a police supervisor to subordinates was perceived by many as intimidating and an attempt to stifle full participation in this project.

6. Many of the police problems detailed both here and in other recent reports have been known for some time by various city leaders but were seemingly not addressed in an effective way.

Concerns with the inadequate police facility, safety equipment, poor communication, poor equipment, inadequate training, out of date policy and procedures, and problems with “public perception” were of documented concern for over ten years.

7. The police department has some very solid strengths and attributes that have been masked if not underutilized by chronic problems.

The majority of officers seem committed to doing the right thing. There is a yearning for effective leadership and direction. There remains an undercurrent of optimism and dedication that drives many officers. Many if not most officers have a very positive relationship with the community as indicated by virtually all the community members that participated in this study. There is a foundation of excellent investigation and general policing skills combined with a high level of experience within the department. Police personnel seem well educated and highly intelligent.

Recommendations

1. The Chief of Police lead a collaborative process to develop and implement a leadership development strategy. This strategy would be reviewed and approved by the City Manager and would include but not be limited to the following:

- Bainbridge Island Philosophy of Policing
- Vision, mission and long range strategic plan
- Leadership and management performance expectations
- Plan for separating Lt's from rank and file labor guild
- Individual performance plans for each Lt. linked both to individual development plans AND successful implementation or not of work plans (see below).
- Work plans for each working unit to include performance measures and active auditing strategies

2. Fully develop AND implement the police accountability system comprised of both an internal affairs and performance evaluation component. This system should include but not be limited to the following:

- Adopt and implement Lexipol system
- Provide for multiple non-police locations for the filing of citizen complaints. This system should include non-sworn police personnel trained and qualified to take complaints.
- Take/investigate all citizen complaints including anonymous complaints.
- Assign non-guild management personnel to investigate I.A./citizen complaints.
- Implement fully the city performance evaluation system for all employees.
- Design and implement a police department specific 360 evaluation system with an anonymous participation process.

3. Develop a formal Police Commission made-up of Bainbridge Island citizens representing various sub-communities and/ or professions. The role of this commission would include but not be limited to the following:

- Have a formal role in the review of, findings, and discipline associated with Internal Affairs complaints/investigations.

- Advise the City Manager and Chief of Police on key police issues as determined by one or all of the above parties.
- Provide a forum for citizen communication and involvement in policing issues.
- Assist the Chief of Police in the design and implementation of a citizen outreach and involvement program.

4. The Chief of Police conduct an annual performance evaluation compliance audit and prepare a report to the City Manager to include but not limited to the following:

- Compliance of the police department with city performance evaluation policy and procedure.
- Linkage of the annual performance evaluation with the department professional development plan for police personnel to include both personal development and linkage to unit work plans (see above).
- Linkage of the annual performance evaluation to the development of first line supervisors in the police department.
- Linkage to the internal 360 evaluation system (see above)

5. Develop and implement a specific organizational development plan that would include but not be limited to the following:

- Structured communication forums and methods such as shift briefings, and all hands meetings etc.
- A specific department wide training plan
- An active auditing system or organizational behavior such as citizen surveys, direct supervisor follow-ups on calls, compliance audits of directives given by upper management, etc.
- Hiring strategy that reflects the organizational policing philosophy and staffing needs.
- Succession plan for personnel retirements and/or vacancies
- Identify and reward exemplary employee behavior in the rank and file.
- Specific performance expectations for rank and file
- Linkage of performance expectations to individual performance evaluations.
- A police-community communication and interaction plan to address the communities need to know about and work with their police department and related activities.

5. The city begin immediately to plan for re-locating the police department near or within city hall.

CHAPTER 2.30

CITIZEN POLICE ADVISORY BOARD

Sections:

- 2.30.010 Purpose; Board Created; Powers and Duties.**
- 2.30.020 Complaints; Types.**
- 2.30.030 Complaints; Form; Time Limit; Content.**
- 2.30.040 Complaints; Jurisdiction.**
- 2.30.050 Procedure.**
- 2.30.060 Findings; Report.**
- 2.30.070 Annual Review.**

2.30.010 Purpose; Board Created; Powers and Duties.

A properly administered mechanism for review of complaints concerning police procedures and policies serves both the professional interests of the Bainbridge Island Police Department and the general interests of the community by fostering better police-community relations and maintaining police services commensurate with the expectations of the community. The City of Bainbridge Island has therefore created the Citizen Police Advisory Board ("CPAB"), composed of seven members who serve without remuneration, to administer this chapter. Said board shall be appointed by the City Manager and confirmed by the City Council and shall consist of individuals who represent a cross-section of the citizens of the community. The term of office for Citizen Police Advisory Board members shall be three years, except that the first seven members of the board shall be appointed for staggered terms, as follows: Positions 1 and 2 shall serve three years; Positions 4 and 5 shall serve two years; Positions 6 and 7 shall serve one year. Any vacancy occurring shall be filled in the same manner as provided for in the original appointment.

The board herein established shall investigate and review event-based complaints and general complaints as described in this chapter and submit written reports of its findings and recommendations as herein after set forth.

The board shall conduct an annual meeting at which it shall elect a chairperson from among its members and adopt rules and regulations for the conduct of meetings of the board. The board may meet at such other times as it shall deem necessary. The City Attorney shall serve as legal counsel to the board. In addition to the designated members, one officer from the Police Department shall serve as a non-voting liaison member of the board.

2.30.020 Complaints; Types.

The board may exercise jurisdiction over event-based complaints and general complaints.

(a) Event-based Complaints: Event-based complaints are complaints regarding conduct of a specific officer or officers which concern an event or series of events investigated by or responded to by the officer(s), such as alleged misconduct by the use of excessive force, abuse of authority, or extreme discourtesy.

(b) General Complaints: General complaints are complaints regarding practices, policies and procedures of the Bainbridge Island Police Department in general, and where no specific officer or event is the subject of the complaint.

2.30.030 Complaints; Form; Time Limit; Content.

(a) Except as provided in 2.30.040 (d), an Event-based Complaint shall be filed within forty-five days of the alleged occurrence of the police misconduct. The complaint shall be filed at the office of the City Manager in person by first-class mail, or electronic format by the complainant. The complaint must be in writing on a form approved by the board, and shall include, at a minimum, the following information:

- (1) Complainant's name, address, and daytime telephone contact number.
- (2) Date and location of the event from which the complaint stems.
- (3) Name or badge number of any officer that is the subject of the complaint, if known.
- (4) Names, addresses, and telephone contact numbers of any known witnesses to the conduct that is the subject of the complaint.
- (5) Detailed narrative describing the misconduct.
- (6) Remedy complainant seeks.
- (7) Whether any citations were issued or arrests made, and the names of persons cited or arrested including case or citation numbers, if known.
- (8) Description of any pending criminal prosecution or civil lawsuit that arose from the event.
- (9) Signed waiver and agreement by complainant providing that: (i) to the extent permitted by law, all matters relating to the investigation and review of the matter by the board or its subsidiaries will remain confidential and that no statements, exhibits, or reports made or used by any witness, party, or CPAB board member during any formal or informal meeting or at any stage in the CPAB investigation may be used in any court or administrative forum, whether civil or criminal; provided, however, that complainant has been informed and acknowledges that the board has a duty to, and shall, report criminal conduct to proper authority; and (ii) Complainant will immediately notify the office of the City Manager if civil or criminal proceedings relating to the event that is the subject of the complaint are instituted after the complaint is filed but before the board issues its report.
- (10) Any other information required by the board on its complaint form.

(b) A General Complaint may be filed any time. The complaint shall be filed at the office of the City Manager, in person, by the complainant, provided, however, that in cases where it is shown that disability or economic hardship of the complainant makes personal filing difficult or impossible, filing may be allowed by first-class mail, by an agent or representative of complainant, or by other reasonable means. The complaint must be in writing on a form approved by the board, and shall include, at a minimum, the following information:

- (1) Complainant's name, address, and daytime telephone contact number.
- (2) The policy, practice or procedure that is the subject of the complaint.
- (3) Detailed narrative stating why the complaint is being filed.
- (4) Complainant's suggested remedy.
- (5) Description of any pending criminal prosecution or civil lawsuit relating to the practice, policy or procedure that is the subject of the complaint.
- (6) Signed waiver and agreement by complainant providing that: (i) to the extent permitted by law, all matters relating to the investigation and review of the matter by the board or its subsidiaries will remain confidential and that no statements, exhibits, or reports made or used by any witness, party, or CPAB board member during any formal or informal meeting or at any stage in the CPAB investigation may be used in any court or administrative forum, whether civil or criminal;

provided however, that complainant has been informed and acknowledges that the board has a duty to, and shall, report criminal conduct to proper authority; and (ii) Complainant will immediately notify the office of the City Manager if civil or criminal proceedings relating to the policy or procedure that is the subject of the complaint are instituted after the complaint is filed but before the board issues its report.

(7) Any other information required by the board on its complaint form.

2.30.030 Complaints; Jurisdiction.

(a) The board shall have no jurisdiction to hear complaints or conduct an investigation while any civil suit or criminal action relating to the complaint is pending. Upon commencement of any civil or criminal action relating to an event that is the subject of a complaint or to a practice, policy or procedure that is the subject of a complaint after such complaint has been filed, regardless of who files the action, the Citizen Police Advisory Board shall lose jurisdiction over that complaint.

(b) Should complainant at any time file a civil action regarding any of the facts relating to an event or alleged police conduct, the board shall permanently lose jurisdiction over any event-based complaint arising from that event or conduct. A majority of the board may decide, however, in the exercise of its discretion, to consider a general complaint relating to those facts at such time as the civil proceedings have been finally dismissed, concluded or otherwise resolved and no other civil or criminal proceedings based on the event or conduct are pending.

(c) Upon receipt of a complaint as set out above, the office of the City Manager shall forward a copy of such complaint to the Police Chief and members of the Citizen Police Advisory Board. The board chairperson shall determine whether the board has jurisdiction over the complaint by considering whether any of the following factors are present:

- (1) A civil or criminal action relating to the complaint is pending, regardless of whether complainant is a party to the action;
- (2) The complainant has filed a civil action based upon the event or alleged police conduct upon which the complaint is based;
- (3) The complaint is redundant to other complaints previously filed by the same party;
- (4) The complaint is filed out of time;
- (5) The complaint is filed against parties other than members of the Bainbridge Island Police Department;
- (6) The complaint relates to events that were the basis of prior complaints handled by or pending before the Board; or
- (7) The complaint is wholly frivolous on its face.

In the event the chairperson determines that any one or more of the factors listed in (1) - (7) above is present, the chairperson shall dismiss the complaint for want of jurisdiction; however, any complaint dismissed for any reason shall be reviewed at the next regular meeting of the Citizen Police Advisory Board and the board as a whole shall either ratify the decision of the chairperson or overturn the same. The only grounds for overturning dismissal of a complaint under subparagraph (c)(2), however, shall be to exercise the board's discretion to consider a general complaint relating to the facts which give rise to the complaint after no civil or criminal proceedings based on the event or conduct remain pending. Should the Citizen Police Advisory Board overturn the decision of the chairperson, the complaint shall be investigated and the time periods relating to investigating and reporting shall commence as of

the date of the board's decision rather than the date the complaint was filed.

(d) If in the event that a proper and timely complaint previously filed by a complainant has been dismissed for want of jurisdiction under subparagraph (c)(1) of this section on the grounds that a criminal action was pending or instituted, or on the grounds that a civil action, filed by any person other than complainant, was pending or instituted, complainant may re-file such complaint with the Citizen Police Advisory Board within forty-five days of the time all such civil or criminal actions, including any appeals, are finally dismissed, concluded or otherwise resolved and no such actions remain pending.

Notwithstanding the foregoing, however, an event-based complaint over which the board did not have jurisdiction because of the provisions of subparagraphs (b) and (c) (2) of this section may not be re-filed under this subparagraph (d).

(e) Notwithstanding any other provision of this section, no time limit shall apply to filing a general complaint, including a general complaint described in subparagraphs (b) and (c) (2) of this section; provided, however, that the board shall have power in the exercise of its discretion to hear or to refuse to hear any general complaint to which the circumstances in subparagraphs (b) and (c) (2) of this section apply.

(f) If the chairperson determines that any complainant's characterization of a complaint as event-based or general is in error, the chairperson shall properly characterize the complaint for review and investigation in accordance with the procedures herein.

2.30.050 Procedure.

Throughout all informal subcommittee meetings and all public hearings by the full board, and in all reports of the board, names of complainants and officers involved shall remain confidential.

The Board shall complete its investigation of an event-based or general complaint within sixty days after the filing of the complaint. After the chairperson has conducted initial review of the complaint as provided in 2.30.040 (b), the chairperson shall designate two members of the board as a subcommittee to investigate the complaint, including conduct of an initial interview of the complainant. The Police Chief shall also designate one or more members of the Police Department to investigate on behalf of the department. An informal meeting or meetings with the complainant, police investigators and any officers involved shall be held as soon as practicable, but not exceeding thirty working days after filing of the complaint, at which the subcommittee shall attempt to resolve the complaint by conference and conciliation. Witnesses may be permitted to appear voluntarily on behalf of the complainant or the officers in the discretion of the board subcommittee members, but neither the board nor the subcommittee are empowered to issue subpoenas or other legal process or to otherwise compel attendance of witnesses. The subcommittee members participating in informal meetings shall report at the next public meeting of the board to occur after such informal meetings, and shall advise the board as to the proceedings and result of such meetings. The report of subcommittee members shall indicate whether (a) there was or was not a basis for the allegations of the complaint; (b) whether the complaint was resolved by meetings; (c) whether another meeting or meetings will be held to further attempt to resolve the complaint; or (d) whether the complaint is not likely to be resolved through the informal meeting procedure. If the complaint has been resolved by informal meetings, no further action shall be taken by the board.

If informal meetings do not resolve the complaint and resolution of the complaint through further informal meetings appears unlikely, the full board shall prepare a report and recommendation as hereinafter set out, based upon the reports of the informal subcommittee meetings.

2.30.060 Findings; Report.

After a review of all the reports, the board shall make findings as follows:

- (a) That the complaint warrants corrective action to be taken on the part of the City Manager and/or the Police Chief; or
- (b) That the complaint does not warrant any corrective action.

The board shall put its findings in writing and shall send a copy of such findings to the City Manager and the Chief of Police, and may include in such written findings, a recommendation of the action which the board feels is necessary to correct the policies or activities of the Police Department upon which the complaint is based. The complainant shall also be notified of the result of the hearing.

2.30.070 Annual Review.

At its annual meeting, the board shall review all complaints received. If the board determines that the complaints indicate a pattern of misconduct or show that particular police policies are being met with significant disapproval by a substantial number of citizens, then the board shall make a report in writing to the City Manager and the Police Chief outlining such patterns of misconduct or police policies and shall make recommendations and proposals for their correction.

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

CHECK RUN: July 14, 2014 - July 28, 2014
CITY COUNCIL: July 14, 2014 - July 28, 2014

Last check from previous run: 336244 dated 7/15/14 issued to Zee Medical Service Co. in the amount of 386.65

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	N/A	N/A		Ø
EFT	N/A	N/A		Ø
Manual	7/09/14	336223	Void - Wrong Remit Address	Void
Manual	7/09/14	336245	National Research Center, Inc/National Citizen Survery Basic Service	6,900.00
Manual	7/09/14	336246	POL/Toshiba Financial Services/3530C Copier Lease	366.32
Manual	7/09/14	336247	ENG/Toshiba Financial Services/4540C Copier Lease	229.16
Manual	7/14/14	336248	US Bank Credit Card Purchases	11,372.91
Manual	7/15/14	336249	Puget Sound Energy	24,432.74
Manual	7/17/14	336250	FIN/CenturyLink/Citywide Phone Service	896.23
Manual	7/17/14	336251	ENG/Redside Construction, LLC/Rockaway Beach Repair	7,560.00
Manual Checks, Electronic Disbursements				51,757.36

Regular Run	7/29/14	336252 - 336352	Regular Check Run	338,796.76
Total Disbursements				390,554.12

Retainage Release	N/A	N/A	No Retainage Release	Ø
Travel Advance	N/A	N/A	No Advance Travel	Ø

Prepared and Reviewed by Linda Steinberg Linda Steinberg, Accounts Payable

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

Karl R. Shaw 7-23-2014
Karl R Shaw, Accounting Manager Date

VOID

07/09/2014 10:15 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

336223 07/15/2014 VOID 6714 TOSHIBA FINANCIAL SE 191985 256215393 06/25/2014 21400011 -366.32
Invoice: 256215393 POL/3530C COPIER LEASE

-366.32 51011211 545000 PD-C/E-ADMIN RENTS/LEASE

192078 15460271 06/17/2014 -229.16
Invoice: 15460271 ENG/4540C COPIER LEASE

-229.16 72011321 545000 ENG - C/E ADMIN RENTS & LEASES

CHECK 336223 TOTAL: -595.48

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -595.48

COUNT AMOUNT

TOTAL VOIDED CHECKS 1 595.48

*** GRAND TOTAL *** -595.48

07/09/2014 10:15 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2014 7 39									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE			595.48
07/09/2014	336223 VOID					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH		595.48	
07/09/2014	336223 VOID					AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		595.48	595.48
APP 631-130000						DUE TO/FROM CLEARING			595.48
07/09/2014	07/13/14 VOID								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING		595.48	
07/09/2014	07/13/14 VOID								
						SYSTEM GENERATED ENTRIES TOTAL		595.48	595.48
						JOURNAL 2014/07/39 TOTAL		1,190.96	1,190.96

07/09/2014 10:15
lsteinberg

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

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2014 7	39	07/09/2014			
001-130000				GENERAL - DUE TO/FROM CLEARING	595.48	
001-213000				GENERAL - ACCOUNTS PAYABLE		595.48
				FUND TOTAL	595.48	595.48
631 CLEARING FUND	2014 7	39	07/09/2014			
631-130000				DUE TO/FROM CLEARING		595.48
635-111100				CASH	595.48	
				FUND TOTAL	595.48	595.48

Manual

07/09/2014 12:23 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

336245 07/09/2014 PRD 7745 NATIONAL RESEARCH CE 192124 5114 07/09/2014 M070914 6,900.00
Invoice: 5114 NATL CITIZEN SURVEY BASIC SVC
6,900.00 31011131 541100 EXEC - C/E PROF SERVICES

CHECK 336245 TOTAL: 6,900.00

336246 07/09/2014 PRD 6714 TOSHIBA FINANCIAL SE 192123 256215393A 06/21/2014 21400011 M070914 366.32
Invoice: 256215393A POL/3530C COPIER LEASE
366.32 51011211 545000 PD-C/E-ADMIN RENTS/LEASE

CHECK 336246 TOTAL: 366.32

336247 07/09/2014 PRD 6714 TOSHIBA FINANCIAL SE 192122 15460271A 06/17/2014 M070914 229.16
Invoice: 15460271A ENG/4540C COPIER LEASE
229.16 72011321 545000 ENG - C/E ADMIN RENTS & LEASES

CHECK 336247 TOTAL: 229.16

NUMBER OF CHECKS 3 *** CASH ACCOUNT TOTAL *** 7,495.48

COUNT AMOUNT

TOTAL PRINTED CHECKS 3 7,495.48

*** GRAND TOTAL *** 7,495.48

07/09/2014 12:23 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdeb

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2014 7 44									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		7,495.48	
07/09/2014 M070914		070914				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			7,495.48
07/09/2014 M070914		070914				AP CASH DISBURSEMENTS JOURNAL			
						GENERAL LEDGER TOTAL		7,495.48	7,495.48
APP 631-130000						DUE TO/FROM CLEARING		7,495.48	
07/09/2014 M070914		070914							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			7,495.48
07/09/2014 M070914		070914							
						SYSTEM GENERATED ENTRIES TOTAL		7,495.48	7,495.48
						JOURNAL 2014/07/44 TOTAL		14,990.96	14,990.96

07/09/2014 12:23
lsteinberg

CITY OF BAYNBIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 3
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2014 7	44	07/09/2014			
001-130000				GENERAL - DUE TO/FROM CLEARING		7,495.48
001-213000				GENERAL - ACCOUNTS PAYABLE	7,495.48	
				FUND TOTAL	7,495.48	7,495.48
631 CLEARING FUND	2014 7	44	07/09/2014			
631-130000				DUE TO/FROM CLEARING	7,495.48	
635-111100				CASH		7,495.48
				FUND TOTAL	7,495.48	7,495.48

07/09/2014 12:23
lsteinberg

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

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			7,495.48
631 CLEARING FUND		7,495.48	
	TOTAL	7,495.48	7,495.48

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

Manual

07/14/2014 12:59 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
336248	07/14/2014	PRTD	7314 US BANK	192125	05/26/14-BB	06/25/2014	M071414		95.13
Invoice: 05/26/14-BB				95.13	51011215 531100	POL/LOWES/PLANTS/MIX-SIDEWALK			
						POLICE - C/E FACIL SUPPLIES			
Invoice: 05/27/14-BB				192126	05/27/14-BB	06/25/2014	M071414		-23.86
				-23.86	51011215 531100	POL/LOWES/RETRN SOME PLANTS			
						POLICE - C/E FACIL SUPPLIES			
Invoice: 05/28/14-BB				192127	05/28/14-BB	06/25/2014	M071414		641.75
						POL/NATL NIGHT OUT/SUPPLIES			
				641.75	51011211 53110000649	NAT'L NIGHT OUT-SUPPLIES			
Invoice: 05/28/14A-BB				192128	05/28/14A-BB	06/25/2014	M071414		30.00
						POL/KPHD/PERMIT-NATL MARINA DY			
				30.00	51011211 54110000589	PD-COMM OUTREACH-PROF SVC			
Invoice: 06/06/14-BB				192129	06/06/14-BB	06/25/2014	M071414		6.49
				6.49	91011215 542500	POL/USPS/CERTIFIED MAIL			
						GG-C/E-PD-POSTAGE			
Invoice: 06/07/14-BB				192130	06/07/14-BB	06/25/2014	M071414		108.00
				108.00	51011217 520000	POL/GALLS/BOOTS-PARKG ENF OFFC			
						PD-C/E-PARKING ENF-BEN			
Invoice: 06/11/14-BB				192131	06/11/14-BB	06/25/2014	M071414		1,108.00
				1,108.00	52011212 543100	POL/ALASKA AIR/FARE-INVESTIGAT			
						PD-INV-TRAVEL (NOT MEALS/LODG)			
Invoice: 06/16/14-BB				192132	06/16/14-BB	06/25/2014	M071414		148.85
				148.85	91011215 542500	POL/USPS/3 ROLLS STAMPS			
						GG-C/E-PD-POSTAGE			
Invoice: 06/18/14-BB				192133	06/18/14-BB	06/25/2014	M071414		48.00
				48.00	51011211 549100	POL/SOUND CIRCU/SUBSCRIPTION			
						PD-C/E-ADM-DUES/SUBCR/MEMBRSH			
Invoice: 06/18/14A-BB				192134	06/18/14A-BB	06/25/2014	M071414		229.50
				229.50	52011212 543100	POL/LA QUINTA/INVESTIGATN-MT			
						PD-INV-TRAVEL (NOT MEALS/LODG)			
Invoice: 06/20/14-BB				192135	06/20/14-BB	06/25/2014	M071414		175.00
				175.00	53011212 443410	POL/NWTC/TASER RE-CERTIF-TZ			
						POLICE - C/E PATROL TRAINING			
Invoice: 06/23/14-BB				192136	06/23/14-BB	06/25/2014	M071414		56.60
				56.60	51011211 531100	POL/CENTRL MKRT/KITCHEN SUPPL			
						PD-C/E-ADM-SUPPLIES			
Invoice: 06/09/14-BD				192137	06/09/14-BD	06/25/2014	M071414		51.64
				51.64	52011212 543100	POL/TRAVEL INS/TRIP COV-WEISS			
						PD-INV-TRAVEL (NOT MEALS/LODG)			

07/14/2014 12:59 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 06/09/14A-BD	192138	06/09/14A-BD	06/25/2014	M071414	36.00
	36.00	52011212 543100	POL/TRAVEL INS/COLLISION COV		
			PD-INV-TRAVEL (NOT MEALS/LODG)		
Invoice: 06/09/14B-BD	192139	06/09/14B-BD	06/25/2014	M071414	855.00
	855.00	52011212 543100	POL/DELTA/FARE-INVESTIGATION		
			PD-INV-TRAVEL (NOT MEALS/LODG)		
Invoice: 06/10/14-BD	192140	06/10/14-BD	06/25/2014	M071414	93.71
	93.71	52011212 543100	POL/EXPEDIA/LODGING-WEISS		
			PD-INV-TRAVEL (NOT MEALS/LODG)		
Invoice: 06/11/14-BD	192141	06/11/14-BD	06/25/2014	M071414	339.11
	339.11	53011212 531100	TASER INTL/AXON BODY CAMERA		
			PD-C/E-PATROL SUPPLIES		
Invoice: 06/10/14A-BD	192142	06/10/14A-BD	06/25/2014	M071414	324.00
	324.00	52011212 543100	POL/AMOMA/LODGING-INVESTIGAT		
			PD-INV-TRAVEL (NOT MEALS/LODG)		
Invoice: 06/04/14-GK	192143	06/04/14-GK	06/25/2014	M071414	54.98
	54.98	53011212 443410	POL/AIRPORT GROC/FUEL-TRAING		
			POLICE - C/E PATROL TRAINING		
Invoice: 06/23/14-AR	192144	06/23/14-AR	06/25/2014	M071414	75.00
	75.00	31011131 549100	EX/ICMA/MEMBERSHIP-AR		
			EXEC-C/E-DUES/SUBCR/MEMBERSH		
Invoice: 06/02/14-AR	192145	06/02/14-AR	06/25/2014	M071414	370.00
	370.00	31011134 443410	EX/ICMA CONF REGISTRATION		
			EXEC - C/E TRAINING		
Invoice: 05/28/14-AR	192146	05/28/14-AR	06/25/2014	M071414	50.60
	50.60	31011131 543100	EX/WSF/FARE		
			EXEC-C/E-TRAVEL (NOT MEALS/LODG)		
Invoice: 06/05/14-AR	192147	06/05/14-AR	06/25/2014	M071414	52.30
	52.30	31011131 531100	EX/LAMBS/STRAT PLANNING SUPPL		
			EXEC - C/E SUPPLIES		
Invoice: 06/09/14-AR	192148	06/09/14-AR	06/25/2014	M071414	83.23
	83.23	31011131 531100	EX/T&C/COUNCIL MTG SUPPLIES		
			EXEC - C/E SUPPLIES		
Invoice: 05/29/14-AR	192149	05/29/14-AR	06/25/2014	M071414	450.00
	450.00	31011134 443410	EX/AWC/CONF REGISTR-BONKOWSKI		
			EXEC - C/E TRAINING		
Invoice: 05/31/14-BS	192150	05/31/14-BS	06/25/2014	M071414	463.58
	463.58	54025212 532000	POL/PT BROWNSVILLE/BOAT FUEL		
			MARINE - FUEL		

07/14/2014 12:59 |CITY OF BAINBRIDGE ISLAND
 lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 3
 |apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 06/09/14-KST				192151	06/09/14-KST	06/25/2014		M071414	18.00
						EX/BI CHAMBER/BREAKFAST			
				18.00	31011134 443410	EXEC - C/E TRAINING			
Invoice: 05/31/14-KB				192152	05/31/14-KB	06/25/2014		M071414	12.00
						EX/FACEBOOK/NATL MARINA DAY AD			
				12.00	31011131 542440	EX-C/E-COMMUNITY INFO ADS			
Invoice: 06/03/14-KB				192153	06/03/14-KB	06/25/2014		M071414	52.99
						EX/AMAZON/WATER PITCHERS			
				52.99	31011131 531100	EXEC - C/E SUPPLIES			
Invoice: 06/11/14-KB				192154	06/11/14-KB	06/25/2014		M071414	150.00
						HR/NPELRA/ANNUAL MEMBERSHIP			
				150.00	33011161 549100	HR-C/E-DUES & SUBSCRIPTIONS			
Invoice: 06/19/14-KB				192155	06/19/14-KB	06/25/2014		M071414	25.00
						HR/CRAIGSLIST/PLANNER JOB AD			
				25.00	33011161 544161	HR-ADV-EE RECRUIT-PCD			
Invoice: 06/04/14-SM				192156	06/04/14-SM	06/25/2014		M071414	999.99
						IT/RAKUTEN/SAMSUNG TV-COURT			
				999.99	81011418 66400000695	COURT VIDEO CONF SYSTEM			
Invoice: 06/09/14-SM				192157	06/09/14-SM	06/25/2014		M071414	271.74
						IT/RAKUTEN/FLAT PANL MONITOR			
				271.74	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 06/09/14A-SM				192158	06/09/14A-SM	06/25/2014		M071414	92.38
						IT/RAKUTEN/WIRELES NETWORK AMP			
				92.38	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 06/11/14-SM				192159	06/11/14-SM	06/25/2014		M071414	74.97
						IT/NEWEGG/DATA BACKUP TAPES			
				74.97	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 06/17/14-SM				192160	06/17/14-SM	06/25/2014		M071414	206.52
						IT/RAKUTEN/SAMSUNG SSD DRIVE			
				206.52	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 06/19/14-SM				192161	06/19/14-SM	06/25/2014		M071414	75.51
						IT/GODADDY/COBI COMMITTEE EMAIL			
				75.51	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 06/24/14-SM				192162	06/24/14-SM	06/25/2014		M071414	13.96
						IT/NEWEGG/USB EXTENSION CABLES			
				13.96	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 06/16/14-MS				192163	06/16/14-MS	06/25/2014		M071414	825.00
						EX/ALLIANCE FOR MOTIVATION/TRNG			
				825.00	31011134 443410	EXEC - C/E TRAINING			

07/14/2014 12:59 |CITY OF BAINBRIDGE ISLAND
 lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 4
 |apcshdsb

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 06/02/14-KJ	192164	06/02/14-KJ	06/25/2014	M071414	132.99
			FIN/ANS/NOTARY INS RENEWAL		
	132.99	41029476 546000	FIN - INS RISK XFER INSURANCE		
Invoice: 06/11/14-KJ	192165	06/11/14-KJ	06/25/2014	M071414	33.04
			FIN/AMAZON/FAN FOR CHAMBER		
	33.04	41011141 531100	FIN - C/E ADMIN SUPPLIES		
Invoice: 06/19/14-KS	192166	06/19/14-KS	06/25/2014	M071414	50.00
			FIN/T&C/COFFEE,FOOD-STAFF MTG		
	50.00	41011141 531100	FIN - C/E ADMIN SUPPLIES		
Invoice: 05/30/14-TR	192167	05/30/14-TR	06/25/2014	M071414	116.00
			PCD/WA DEPT OF LIC/ENGINEER-JH		
	116.00	61470581 549100	PCD - DEV ADMIN DUES/SUBSCR		
Invoice: 06/13/14-DS	192168	06/13/14-DS	06/25/2014	M071414	18.00
			EX/BI CHAMBER/BREAKFAST		
	18.00	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/13/14A-DS	192169	06/13/14A-DS	06/25/2014	M071414	2.22
			EX/CONSTANT CONTACT/MO SVC		
	2.22	31011131 542450	EX-COMMUNITY INFO & OUTREACH		
Invoice: 06/16/14-DS	192170	06/16/14-DS	06/25/2014	M071414	325.00
			EX/WCMA/CONF REGISTRATION		
	325.00	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/16/14A-DS	192171	06/16/14A-DS	06/25/2014	M071414	229.50
			POL/SUNCADIA/WCMA CONF LODG		
	229.50	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/17/14-DS	192172	06/17/14-DS	06/25/2014	M071414	142.10
			EX/DOUBLETREE/AWC PARK/MEALS		
	142.10	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/02/14-DS	192173	06/02/14-DS	06/25/2014	M071414	645.00
			EX/ICMA/2014 CONF REGISTRATION		
	645.00	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/17/14A-DS	192174	06/17/14A-DS	06/25/2014	M071414	38.60
			EX/WSF/FARE-AWC CONFERENCE		
	38.60	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/18/14-DS	192175	06/18/14-DS	06/25/2014	M071414	47.68
			EX/WILD SAGE/AWC CONF MEAL		
	47.68	31011134 443410	EXEC - C/E TRAINING		
Invoice: 06/18/14A-DS	192176	06/18/14A-DS	06/25/2014	M071414	12.00
			EX/REPUBLIC PARKING/AWC CONF		
	12.00	31011134 443410	EXEC - C/E TRAINING		


```
| P          5
| apcshdsb
```

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

INVOICE	DTL	DESC
1	100	100
2	100	100
3	100	100
4	100	100
5	100	100
6	100	100
7	100	100
8	100	100
9	100	100
10	100	100
11	100	100
12	100	100
13	100	100
14	100	100
15	100	100
16	100	100
17	100	100
18	100	100
19	100	100
20	100	100
21	100	100
22	100	100
23	100	100
24	100	100
25	100	100
26	100	100
27	100	100
28	100	100
29	100	100
30	100	100
31	100	100
32	100	100
33	100	100
34	100	100
35	100	100
36	100	100
37	100	100
38	100	100
39	100	100
40	100	100
41	100	100
42	100	100
43	100	100
44	100	100
45	100	100
46	100	100
47	100	100
48	100	100
49	100	100
50	100	100
51	100	100
52	100	100
53	100	100
54	100	100
55	100	100
56	100	100
57	100	100
58	100	100
59	100	100
60	100	100
61	100	100
62	100	100
63	100	100
64	100	100
65	100	100
66	100	100
67	100	100
68	100	100
69	100	100
70	100	100
71	100	100
72	100	100
73	100	100
74	100	100
75	100	100
76	100	100
77	100	100
78	100	100
79	100	100
80	100	100
81	100	100
82	100	100
83	100	100
84	100	100
85	100	100
86	100	100
87	100	100
88	100	100
89	100	100
90	100	100
91	100	100
92	100	100
93	100	100
94	100	100
95	100	100
96	100	100
97	100	100
98	100	100
99	100	100
100	100	100

*** GRAND TOTAL *** 11,372.91

07/14/2014 12:59 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 6
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2014 7 95									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		10,588.91	
07/14/2014	M071414	071414				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			11,372.91
07/14/2014	M071414	071414				AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		116.00	
07/14/2014	M071414	071414				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		288.00	
07/14/2014	M071414	071414				AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		380.00	
07/14/2014	M071414	071414				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								11,372.91	11,372.91
APP 631-130000						DUE TO/FROM CLEARING		11,372.91	
07/14/2014	M071414	071414							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			10,588.91
07/14/2014	M071414	071414							
APP 407-130000						DUE TO/FROM CLEARING			116.00
07/14/2014	M071414	071414							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			288.00
07/14/2014	M071414	071414							
APP 403-130000						DUE TO/FROM CLEARING			380.00
07/14/2014	M071414	071414							
SYSTEM GENERATED ENTRIES TOTAL								11,372.91	11,372.91
JOURNAL 2014/07/95 TOTAL								22,745.82	22,745.82

07/14/2014 12:59

CITY OF BAINBRIDGE ISLAND

P 7

lsteinberg

A/P CASH DISBURSEMENTS JOURNAL

apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2014 7	95	07/14/2014			
001-130000				GENERAL - DUE TO/FROM CLEARING		10,588.91
001-213000				GENERAL - ACCOUNTS PAYABLE	10,588.91	
				FUND TOTAL	10,588.91	10,588.91
101 STREET FUND	2014 7	95	07/14/2014			
101-130000				STREETS - DUE TO/FROM CLEARING		288.00
101-213000				STREETS - ACCOUNTS PAYABLE	288.00	
				FUND TOTAL	288.00	288.00
403 STORM & SURFACE WATER FUND	2014 7	95	07/14/2014			
403-130000				DUE TO/FROM CLEARING		380.00
403-213000				ACCOUNTS PAYABLE	380.00	
				FUND TOTAL	380.00	380.00
407 BUILDING & DEVELOPMENT FUND	2014 7	95	07/14/2014			
407-130000				DUE TO/FROM CLEARING		116.00
407-213000				ACCOUNTS PAYABLE	116.00	
				FUND TOTAL	116.00	116.00
631 CLEARING FUND	2014 7	95	07/14/2014			
631-130000				DUE TO/FROM CLEARING	11,372.91	
635-111100				CASH		11,372.91
				FUND TOTAL	11,372.91	11,372.91

FUND	DUE TO	DUE FROM
001 GENERAL FUND		10,588.91
101 STREET FUND		288.00
403 STORM & SURFACE WATER FUND		380.00
407 BUILDING & DEVELOPMENT FUND		116.00
631 CLEARING FUND	11,372.91	
TOTAL	11,372.91	11,372.91

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

Manual

07/15/2014 09:57 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
336249	07/15/2014	PRTD	1205 PUGET SOUND ENERGY	192183	696JUN14	07/06/2014		M071514	10.81
Invoice: 696JUN14						BJUNE/WFP BOOTH EL PANEL			
				10.81	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				192184	823JEN14	07/03/2014		M071514	10.81
Invoice: 823JEN14						BRIEN DRIVE N/BOOTH EL PANEL			
				10.81	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				192185	640JUN14	07/03/2014		M071514	15.63
Invoice: 640JUN14						BRIEN DRIVE S/BOOTH EL PANEL			
				15.63	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				192186	573JUN14	07/03/2014		M071514	12.76
Invoice: 573JUN14						COMMODORE/HS RESERVOIR			
				12.76	91411345 547100	GG-WTR-ELECTRIC			
				192187	093JUN14	07/03/2014		M071514	2,574.42
Invoice: 093JUN14						FLETCHER BAY WELL FIELD			
				2,574.42	91411345 547100	GG-WTR-ELECTRIC			
				192188	256JUN14	07/03/2014		M071514	293.68
Invoice: 256JUN14						SLS-8 HWY 305/HARBORVIEW			
				293.68	91421355 547100	GG-SWR-ELECTRIC			
				192189	2914JUN14	07/03/2014		M071514	13.90
Invoice: 2914JUN14						HEAD OF THE BAY WELL FIELD			
				13.90	91411345 547100	GG-WTR-ELECTRIC			
				192190	031JUN14	07/03/2014		M071514	131.59
Invoice: 031JUN14						SLS-6 LOVELL LOWER			
				131.59	91421355 547100	GG-SWR-ELECTRIC			
				192191	466JUN14	07/03/2014		M071514	10.81
Invoice: 466JUN14						MADISON/HS RAINBRINGER			
				10.81	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
				192192	893JUN14	07/03/2014		M071514	3,222.70
Invoice: 893JUN14						MUNICIPAL STREET LIGHTING			
				3,222.70	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				192193	143JUN14	07/03/2014		M071514	13.76
Invoice: 143JUN14						REITAIN ROAD/WELCOME TO BI			
				13.76	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
				192194	735JUN14	07/03/2014		M071514	41.76
Invoice: 735JUN14						SHANNON DRIVE/WFP DOCK			
				41.76	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				192195	736JUN14	07/03/2014		M071514	45.78
Invoice: 736JUN14						SHANNON DRIVE/WFP RESTRM			
				45.78	91011768 547100	GG-C/E-PARKS-ELECTRIC			

07/15/2014 09:57 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

P 2
apcshdsb

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 647JUN14	192196	647JUN14	07/03/2014	M071514	29.53
			STREET LIGHTS/TRAFFIC CONTR		
	29.53	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: 021JUN14	192197	021JUN14	07/03/2014	M071514	86.39
			SLS-3 TREATMENT PLANT		
	86.39	91421355 547100	GG-SWR-ELECTRIC		
Invoice: 710JUN14	192198	710JUN14	07/03/2014	M071514	265.26
			SLS-2 VILLAGE CENTER		
	265.26	91421355 547100	GG-SWR-ELECTRIC		
Invoice: 168JUN14	192199	168JUN14	07/03/2014	M071514	34.78
			WATERFRONT PARK		
	34.78	91011768 547100	GG-C/E-PARKS-ELECTRIC		
Invoice: 717JUN14	192200	717JUN14	07/03/2014	M071514	271.08
			POLICE STATION-METER 1 (ORIGI)		
	271.08	91011215 547100	GG-C/E-PD-ELECTRIC		
Invoice: 111JUN14	192201	111JUN14	07/03/2014	M071514	339.01
			POLICE STATION-METER 2		
	339.01	91011215 547100	GG-C/E-PD-ELECTRIC		
Invoice: 520-298JUN14	192202	520-298JUN14	07/03/2014	M071514	276.98
			SLS-5 WW/SUNDAY COVE		
	276.98	91421355 547100	GG-SWR-ELECTRIC		
Invoice: 797JUN14	192203	797JUN14	07/03/2014	M071514	97.45
			MUNICIPAL COURT - METER E3 - 10255 NE Valley Road		
	97.45	91011255 547100	GG-C/E-COURT BLDG-ELECTRIC		
Invoice: 182JUN14	192204	182JUN14	07/03/2014	M071514	56.49
			MUNICIPAL COURT - METER E6 - 10255 NE Valley Road		
	56.49	91011255 547100	GG-C/E-COURT BLDG-ELECTRIC		
Invoice: 520-374JUN14	192205	520-374JUN14	07/03/2014	M071514	59.93
			SIGNAL AT 108 OLYMPIC DR SE		
	59.93	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY		
Invoice: 973JUN14	192206	973JUN14	07/03/2014	M071514	12.86
			OC RESERVOIR LID17 PHASE 2 - 1100 Old Creosote Rd		
	12.86	91415345 547100	GG-ROCKAWAY BCH-UTILITIES		
Invoice: 336JUN14	192207	336JUN14	07/03/2014	M071514	142.41
			SLS-9 ISLAND TERRACE-1174 Ferncliff Avenue NE		
	142.41	91421355 547100	GG-SWR-ELECTRIC		
Invoice: 461JUN14	192208	461JUN14	07/03/2014	M071514	6,437.30
			WWTP - 1220 DONALD PLACE		
	6,437.30	91425358 547100	GG-WWTP-ELECTRIC		

07/15/2014 09:57 |CITY OF BAINBRIDGE ISLAND
 lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 3
 |apcshdsb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 040-581JUN14				192209	040-581JUN14	07/03/2014		M071514	130.61
						3900 HALLS HILL ROAD PUMP			
				130.61	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 444JUN14				192210	444JUN14	07/03/2014		M071514	305.52
						BI COMMONS - 402 Bjune Drive			
				305.52	91011755 547100	GG-C/E-COMMONS-ELECTRIC			
Invoice: 446JUN14				192211	446JUN14	07/03/2014		M071514	10.81
						WATERFRONT PARK BOOTH - 402 Brien Drive			
				10.81	91011768 547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 636JUN14				192212	636JUN14	07/03/2014		M071514	96.22
						SLS-7 WING POINT WAY - 4296 Wing Point Way			
				96.22	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 206JUN14				192213	206JUN14	07/03/2014		M071514	395.85
						4586 POINT WHITE DRIVE NE			
				395.85	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 040-751JUN14				192214	040-751JUN14	07/03/2014		M071514	11.00
						520 ERICKSEN AVENE PRV-wtr sys			
				11.00	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 828JUN14				192215	828JUN14	07/03/2014		M071514	239.35
						TAYLOR WELLS LID17 PHASE 1 - 6300 Taylor Avenue			
				239.35	91415345 547100	GG-ROCKAWAY BCH-UTILITIES			
Invoice: 247JUN14				192216	247JUN14	07/03/2014		M071514	53.14
						SSWM/DECANT FACILITY-6400 Don Palmer Avenue NE			
				53.14	91435838 547100	GG-DECANT-ELECTRIC			
Invoice: 884JUN14				192217	884JUN14	07/03/2014		M071514	98.87
						SLS FERRY TERMINAL-692 Klickitat Place NE			
				98.87	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 520-136JUN14				192218	520-136JUN14	07/03/2014		M071514	793.50
						HOB BOOSTER PUMP/WELL-7290 Wyatt Way			
				793.50	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 900JUN14				192219	900JUN14	07/03/2014		M071514	29.41
						NE HIDDEN COVE - PASS THRU - 7315 Hidden Cove Road			
				29.41	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
Invoice: 558JUN14				192220	558JUN14	07/03/2014		M071514	1,423.34
						7315 NE HIDDEN COVE ROAD			
				1,423.34	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
Invoice: 058JUN14				192221	058JUN14	07/03/2014		M071514	24.37
						NE HIDDEN COVE-SHOP-7315 Hidden Cove Rd			
				24.37	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			

07/15/2014 09:57 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 040-714JUN14	192222	040-714JUN14	07/03/2014	M071514	10.81
			7573 FLETCHER BAY ROAD-OS property next to Johnson		
	10.81	91021182 547100	GG-OS-PROP MNGT-ELECTRIC		
Invoice: 831JUN14	192223	831JUN14	07/03/2014	M071514	3,502.26
			SANDS AVENUE NE WELL FIELD - 8499 Sands Avenue NE		
	3,502.26	91411345 547100	GG-WTR-ELECTRIC		
Invoice: 983JUN14	192224	983JUN14	07/03/2014	M071514	11.85
			MILLER ROAD NE BEACON-8800 1/2 Miller Road		
	11.85	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY		
Invoice: 888JUN14	192225	888JUN14	07/03/2014	M071514	167.94
			NE HIGH SCHOOL ROAD PUMP-9330 NE HS Road		
	167.94	91411345 547100	GG-WTR-ELECTRIC		
Invoice: 067JUN14	192226	067JUN14	07/03/2014	M071514	10.81
			MADISON PARKING LOT		
	10.81	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: 658JUN14	192227	658JUN14	07/03/2014	M071514	89.54
			SLS-4 IRENE/LOWER HAWLEY		
	89.54	91421355 547100	GG-SWR-ELECTRIC		
Invoice: 682-A-JUN14	192228	682-A-JUN14	07/03/2014	M071514	13.90
			MUNIC PARKNG LOT-MADISON/MADRONA		
	13.90	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: 682-B-JUN14	192229	682-B-JUN14	07/03/2014	M071514	13.90
			MUNIC PARKNG LOT-MADISON/MADRONA		
	13.90	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL1JUN14	192230	IL1JUN14	07/03/2014	M071514	151.64
			ERCKSN/MDSN/WNSLW/KNCHTL		
	151.64	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL2JUN14	192231	IL2JUN14	07/03/2014	M071514	125.17
			FACILITIES DETAIL ON IL1		
	125.17	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL3JUN14	192232	IL3JUN14	07/03/2014	M071514	276.48
			ROUNDAABOUT HS/MADISON IMPR		
	276.48	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL4JUN14	192233	IL4JUN14	07/03/2014	M071514	94.93
			FACILITIES DETAIL ON IL3		
	94.93	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL5JUN14	192234	IL5JUN14	07/03/2014	M071514	96.87
			COMMODORE OFF HS @ OLYMPIC		
	96.87	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: IL6JUN14	192235	IL6JUN14	07/03/2014	M071514	81.14
			MADISON PRJ HS TO WINSLOW		
	81.14	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL7JUN14	192236	IL7JUN14	07/03/2014	M071514	347.69
			MADISON PRJ HS TO WINSLOW II		
	347.69	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL8JUN14	192237	IL8JUN14	07/03/2014	M071514	25.53
			FACILITIES DETAIL ON IL6 AND IL7		
	25.53	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL9JUN14	192238	IL9JUN14	07/03/2014	M071514	59.11
			MADISON AVENUE SOUTH		
	59.11	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL10JUN14	192239	IL10JUN14	07/03/2014	M071514	76.99
			FACILITIES DETAIL ON IL9		
	76.99	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: 285JUN14	192240	285JUN14	07/03/2014	M071514	224.72
			SPS NORTHTOWN/SPORTSMAN		
	224.72	91421355 547100	GG-SWR-ELECTRIC		
Invoice: IL11JUN14	192241	IL11JUN14	07/03/2014	M071514	111.10
			STREET LIGHTS WW MAD TO 305		
	111.10	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL12JUN14	192242	IL12JUN14	07/03/2014	M071514	48.53
			STREET LIGHTS WW 305-FRNLFF		
	48.53	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL13JUN14	192243	IL13JUN14	07/03/2014	M071514	45.05
			FACILITIES DETAIL ON IL12		
	45.05	91111263 547100	GG-STRT-STREET LIGHTING-UTIL		
Invoice: WW&305JUN14	192244	WW&305JUN14	07/03/2014	M071514	81.80
			WINSLOW WAY & 305		
	81.80	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY		
Invoice: WW&305JUN14-A	192245	WW&305JUN14-A	07/03/2014	M071514	94.18
			WINSLOW WAY & 305		
	94.18	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY		
Invoice: WW&305JUN14-B	192246	WW&305JUN14-B	07/03/2014	M071514	521.36
			WINSLOW WAY & 305		
	521.36	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY		
Invoice: 520-330UJUN14	192247	520-330UJUN14	07/03/2014	M071514	29.57
			210 WINSLOW WAY E IRRIGATION		
	29.57	91011768 547100	GG-C/E-PARKS-ELECTRIC		

07/15/2014 09:57
lsteinberg

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 6
apcshdsb

CHECK 336249 TOTAL: 24,432.74

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 24,432.74

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	24,432.74

*** GRAND TOTAL *** 24,432.74

07/15/2014 09:57 |CITY OF BAINBRIDGE ISLAND

|P 7

lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2014 7 103									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		2,757.43	
07/15/2014	M071514	071514				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			24,432.74
07/15/2014	M071514	071514				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		7,327.99	
07/15/2014	M071514	071514				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		8,669.42	
07/15/2014	M071514	071514				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		5,624.76	
07/15/2014	M071514	071514				AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		53.14	
07/15/2014	M071514	071514				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								24,432.74	24,432.74
APP 631-130000						DUE TO/FROM CLEARING		24,432.74	
07/15/2014	M071514	071514							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			2,757.43
07/15/2014	M071514	071514							
APP 401-130000						DUE TO/FROM CLEARING			7,327.99
07/15/2014	M071514	071514							
APP 402-130000						DUE TO/FROM CLEARING			8,669.42
07/15/2014	M071514	071514							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			5,624.76
07/15/2014	M071514	071514							
APP 403-130000						DUE TO/FROM CLEARING			53.14
07/15/2014	M071514	071514							
SYSTEM GENERATED ENTRIES TOTAL								24,432.74	24,432.74
JOURNAL 2014/07/103 TOTAL								48,865.48	48,865.48

07/15/2014 09:57

CITY OF BAINBRIDGE ISLAND

P 8

lsteinberg

A/P CASH DISBURSEMENTS JOURNAL

apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2014 7	103	07/15/2014			
001-130000				GENERAL - DUE TO/FROM CLEARING		2,757.43
001-213000				GENERAL - ACCOUNTS PAYABLE	2,757.43	
				FUND TOTAL	2,757.43	2,757.43
101 STREET FUND	2014 7	103	07/15/2014			
101-130000				STREETS - DUE TO/FROM CLEARING		5,624.76
101-213000				STREETS - ACCOUNTS PAYABLE	5,624.76	
				FUND TOTAL	5,624.76	5,624.76
401 WATER OPERATING FUND	2014 7	103	07/15/2014			
401-130000				DUE TO/FROM CLEARING		7,327.99
401-213000				ACCOUNTS PAYABLE	7,327.99	
				FUND TOTAL	7,327.99	7,327.99
402 SEWER OPERATING FUND	2014 7	103	07/15/2014			
402-130000				DUE TO/FROM CLEARING		8,669.42
402-213000				ACCOUNTS PAYABLE	8,669.42	
				FUND TOTAL	8,669.42	8,669.42
403 STORM & SURFACE WATER FUND	2014 7	103	07/15/2014			
403-130000				DUE TO/FROM CLEARING		53.14
403-213000				ACCOUNTS PAYABLE	53.14	
				FUND TOTAL	53.14	53.14
631 CLEARING FUND	2014 7	103	07/15/2014			
631-130000				DUE TO/FROM CLEARING	24,432.74	
635-111100				CASH		24,432.74
				FUND TOTAL	24,432.74	24,432.74

07/15/2014 09:57
lsteinberg

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 9
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		2,757.43
101 STREET FUND		5,624.76
401 WATER OPERATING FUND		7,327.99
402 SEWER OPERATING FUND		8,669.42
403 STORM & SURFACE WATER FUND		53.14
631 CLEARING FUND	24,432.74	
TOTAL	24,432.74	24,432.74

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

Manual

07/17/2014 09:14 | CITY OF BAINBRIDGE ISLAND
lsteinberg | A/P CASH DISBURSEMENTS JOURNAL

P 1
apcsbdb

CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
336250	07/17/2014	PRTD	551 CENTURYLINK	192289	0225JUL14	07/02/2014		M071714	78.75
Invoice: 0225JUL14				78.75	91011897 542100	O&M FIRE ALARM MONITORING			
						GG-C/E-O&M YARD FAC-PHONE			
Invoice: 0754JUL14				192290	0754JUL14	07/02/2014		M071714	71.94
				71.94	91411891 542100	FLETCHER BAY WELL TELEMETRY			
						GG-WTR-FAC-PHONE			
Invoice: 1745JUL14				192291	1745JUL14	07/02/2014		M071714	38.07
				38.07	91011189 542100	CITY HALL ELEVATOR LINE			
						GG-C/E-CITY HALL-PHONE			
Invoice: 3271JUL14				192292	3271JUL14	07/02/2014		M071714	37.08
				37.08	91011897 542100	O&M DIAL IN EMERGENCY			
						GG-C/E-O&M YARD FAC-PHONE			
Invoice: 3542JUL14				192293	3542JUL14	07/02/2014		M071714	37.08
				37.08	91011215 542100	POLICE DIAL IN EMERGENCY			
						GG-C/E-PD-PHONE			
Invoice: 3736JUL14				192294	3736JUL14	07/07/2014		M071714	78.75
				78.75	91011189 542100	CITY HALL FIRE ALARM MONITORING			
						GG-C/E-CITY HALL-PHONE			
Invoice: 4110JUL14				192295	4110JUL14	07/02/2014		M071714	37.08
				37.08	91011189 542100	CITY HALL DIAL IN EMERGENCY			
						GG-C/E-CITY HALL-PHONE			
Invoice: 5100JUL14				192296	5100JUL14	07/02/2014		M071714	40.61
				40.61	91011215 542100	POLICE BACK DOOR LINE			
						GG-C/E-PD-PHONE			
Invoice: 5211JUL14				192297	5211JUL14	07/07/2014		M071714	120.63
				120.63	91011215 542100	POLICE PHONE SERVICE			
						GG-C/E-PD-PHONE			
Invoice: 8731JUL14				192298	8731JUL14	07/07/2014		M071714	37.08
				37.08	91011755 542100	COMMONS FIRE ALARM MONITORING			
						GG-C/E-COMMONS-PHONE			
Invoice: 9136JUL14				192299	9136JUL14	07/07/2014		M071714	80.97
				80.97	91011189 542100	CITY HALL SECURITY ALARM			
						GG-C/E-CITY HALL-PHONE			
Invoice: 9791JUL14				192300	9791JUL14	07/02/2014		M071714	137.49
				137.49	91011215 542100	POLICE T1 MANDUS-CENCOM			
						GG-C/E-PD-PHONE			
Invoice: 9840JUL14				192301	9840JUL14	07/07/2014		M071714	50.35
				50.35	91411891 542100	HEAD OF BAY WELL TELEMETRY			
						GG-WTR-FAC-PHONE			

07/17/2014 09:14 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

Invoice: 9858JUL14	192302	9858JUL14	07/02/2014	M071714	50.35
			SANDS AVE WELL TELEMETRY		
	50.35	91411891 542100	GG-WTR-FAC-PHONE		

CHECK 336250 TOTAL: 896.23

336251 07/17/2014 PRD	7801 REDSIDE CONSTRUCTION	192303	PAYREQ-FINAL	06/12/2014 21300132	M071714	7,560.00
Invoice: PAYREQ-FINAL				ROCKAWAY BEACH REPAIR		

7,560.00 72321953 66300000534 ROCKAWAY BEACH-CONSTR

CHECK 336251 TOTAL: 7,560.00

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 8,456.23

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	2	8,456.23

*** GRAND TOTAL *** 8,456.23

07/17/2014 09:14 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2014 7 147									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		723.59	
07/17/2014	M071714	071714				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			8,456.23
07/17/2014	M071714	071714				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		172.64	
07/17/2014	M071714	071714				AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		7,560.00	
07/17/2014	M071714	071714				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								8,456.23	8,456.23
APP 631-130000						DUE TO/FROM CLEARING		8,456.23	
07/17/2014	M071714	071714							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			723.59
07/17/2014	M071714	071714							
APP 401-130000						DUE TO/FROM CLEARING			172.64
07/17/2014	M071714	071714							
APP 301-130000						DUE TO/FROM CLEARING			7,560.00
07/17/2014	M071714	071714							
SYSTEM GENERATED ENTRIES TOTAL								8,456.23	8,456.23
JOURNAL 2014/07/147 TOTAL								16,912.46	16,912.46

07/17/2014 09:14
lsteinberg

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 4
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2014	7	147	07/17/2014		
001-130000				GENERAL - DUE TO/FROM CLEARING		723.59
001-213000				GENERAL - ACCOUNTS PAYABLE	723.59	
				FUND TOTAL	723.59	723.59
301 CAPITAL CONSTRUCTION FUND	2014	7	147	07/17/2014		
301-130000				DUE TO/FROM CLEARING		7,560.00
301-213000				ACCOUNTS PAYABLE	7,560.00	
				FUND TOTAL	7,560.00	7,560.00
401 WATER OPERATING FUND	2014	7	147	07/17/2014		
401-130000				DUE TO/FROM CLEARING		172.64
401-213000				ACCOUNTS PAYABLE	172.64	
				FUND TOTAL	172.64	172.64
631 CLEARING FUND	2014	7	147	07/17/2014		
631-130000				DUE TO/FROM CLEARING	8,456.23	
635-111100				CASH		8,456.23
				FUND TOTAL	8,456.23	8,456.23

07/17/2014 09:14
lsteinberg

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 5
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		723.59
301	CAPITAL CONSTRUCTION FUND		7,560.00
401	WATER OPERATING FUND		172.64
631	CLEARING FUND	8,456.23	
	TOTAL	8,456.23	8,456.23

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

07/23/2014 09:01 | CITY OF BAINBRIDGE ISLAND
 lsteinberg | A/P CASH DISBURSEMENTS JOURNAL

Regular

| P 1
 | apcshdsb

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

VOUCHER INVOICE

INV DATE

PO

CHECK RUN

NET

INVOICE DTL DESC

336252	07/29/2014	PRTD	5 ACE HARDWARE	192248	27983	07/09/2014	07/27/14	69.55
Invoice: 27983				69.55	73111427 531100	PW/50' FARM HOSE/3" NIPPLE		
						OFFICE SUPPLIES		
Invoice: 27911				192346	27911	06/30/2014	07/27/14	35.81
				35.81	73425358 531100	PW/RIVETS/DRILL BITS-WWTP		
						O&M-WWTP-SUPPLIES		
Invoice: 27926				192347	27926	07/02/2014	07/27/14	14.65
				14.65	73011897 531100	PW/BOX WRENCH X 2		
						O&M-C/E-PWYD FAC-SUPPLIES		
Invoice: 27930				192348	27930	07/02/2014	07/27/14	6.51
				6.51	73421355 531100	PW/ECO WASP/HORNET KILLER		
						WIN COLL-SUPPLIES		
Invoice: 27937				192349	27937	07/02/2014	07/27/14	29.23
				29.23	73425358 531100	PW/SPRING EXT/FASTENERS-WWTP		
						O&M-WWTP-SUPPLIES		
Invoice: 27961				192350	27961	07/07/2014	07/27/14	11.40
				11.40	73011189 531100	PW/POLY TARP 8X10		
						O&M - C/E FACIL OFC SUPPLIES		
Invoice: 27963				192351	27963	07/07/2014	07/27/14	31.48
				31.48	73111290 531100	PW/PLUMBING SUPPLIES		
						O&M-STREET-MAINT O/H-SUPPLIES		
Invoice: 28008				192352	28008	07/11/2014	07/27/14	18.47
				18.47	73411345 531100	PW/GIANT STOPWATCH		
						OFFICE SUPPLIES		
Invoice: 28018				192353	28018	07/11/2014	07/27/14	6.54
				6.54	73011183 531100	PW/FASTENERS		
						O&M-C/E-CH FAC-SUPPLIES		
Invoice: 28048				192431	28048	07/16/2014	07/27/14	26.87
				26.87	72431835 53110000451	ENG/DISTILLED WTR/SHOP TOWELS		
						MONITORING-SUPPLIES		
Invoice: 28065				192432	28065	07/17/2014	07/27/14	11.90
				11.90	73425358 531100	PW/HAREWARE-WWTP/EHBM		
						O&M-WWTP-SUPPLIES		
						CHECK	336252 TOTAL:	262.41
336253	07/29/2014	PRTD	7994 PENINSULA SERVICES	192388	66986	06/30/2014	21400109 07/27/14	64.00
Invoice: 66986				64.00	51011211 541100	POL/MOBILE SHREDDING SERVICE		
						PD-C/E-ADM-PROF SVCS		

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

						CHECK	336253	TOTAL:	64.00
336254	07/29/2014	PRTD	5079 ALLCOUNTY OPERATIONS	192249	14507	07/08/2014		07/27/14	225.00
	Invoice: 14507					PW/SEPTIC SYSTEM CHECKUP			
				225.00	73011897 541100	O&M-C/E-PWYD FAC-PROF SVCS			
						CHECK	336254	TOTAL:	225.00
336255	07/29/2014	PRTD	4260 AMERICAN PLANNING AS	192304	182632-1454	06/17/2014		07/27/14	400.00
	Invoice: 182632-1454					PCD/MEMBERSHIP RENEWAL-JS			
				400.00	61470581 549100	PCD - DEV ADMIN DUES/SUBSCR			
						CHECK	336255	TOTAL:	400.00
336256	07/29/2014	PRTD	5907 AMSAN OLYMPIC SUPPLY	192354	314748310	07/09/2014		07/27/14	829.09
	Invoice: 314748310					PW/BLACK LINERS			
				829.09	73637948 531100	O&M ALLOC-CITY WIDE SUPPLIES			
						CHECK	336256	TOTAL:	829.09
336257	07/29/2014	PRTD	4710 ASSOCIATED PETROLEU	192250	0604158-IN	07/02/2014		07/27/14	2,602.16
	Invoice: 0604158-IN					PW/714 GAL REGULAR			
				2,602.16	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
				192251	0604159-IN	07/02/2014		07/27/14	792.56
	Invoice: 0604159-IN					PW/233 GAL DIESEL			
				792.56	73638893 532000	O&M-FUEL USE-ALLOCATION			
				192433	0609315-IN	07/15/2014		07/27/14	2,808.78
	Invoice: 0609315-IN					PW/824 GAL REGULAR			
				2,808.78	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
						CHECK	336257	TOTAL:	6,203.50
336258	07/29/2014	PRTD	7821 AUS WEST LOCKBOX	192252	1987513471	07/10/2014		07/27/14	59.02
	Invoice: 1987513471					PW/LAUNDRY SERVICE			
				59.02	73638893 589310	LAUNDRY SERVICES			
						CHECK	336258	TOTAL:	59.02
336259	07/29/2014	PRTD	2138 ASPECT CONSULTING LL	192389	20273	07/16/2014		07/27/14	1,971.34
	Invoice: 20273					PCD/FREESTONE/GRIFFEN 19005			
				1,971.34	65538 38600000370	GEO TECH 3RD PARTY REVIEWS			

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

| P 3
|apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

CHECK 336259 TOTAL: 1,971.34

336260 07/29/2014 PRD 1235 AT&T ONENET SERVICE 192253 1259743287 07/01/2014 07/27/14 18.16
Invoice: 1259743287 FIN/JUN14 FAX LONG DISTANCE

18.16 91011189 542100 GG-C/E-CITY HALL-PHONE

192254 1259753231 07/01/2014 07/27/14 .49
Invoice: 1259753231 PCD/JUN14 FAX LONG DISTANCE

.49 91011189 542100 GG-C/E-CITY HALL-PHONE

CHECK 336260 TOTAL: 18.65

336261 07/29/2014 PRD 47 BAINBRIDGE DISPOSAL 192255 009521JUN14 06/30/2014 07/27/14 106.57
Invoice: 009521JUN14 JUN14 SENIOR CENTER/COMMONS

106.57 91011755 547900 GG-C/E-COMMONS-GARBAGE

192355 07/03/14-VINC RD 07/03/2014 07/27/14 24.00
Invoice: 07/03/14-VINC RD PW/MATTRESS DUMPING-VINCENT RD

24.00 73111427 547900 O&M-STREETS-ROADSIDE-GARBAGE

CHECK 336261 TOTAL: 130.57

336262 07/29/2014 PRD 54 BAINBRIDGE RENTAL IN 192357 162522 07/11/2014 07/27/14 174.14
Invoice: 162522 PW/BLADE SET-500MM/20"

174.14 73011897 548100 O&M-C/E-PWYD FAC-REPAIRS

192358 162523 07/11/2014 07/27/14 101.69
Invoice: 162523 PW/CARBORATOR C1Q-S186

101.69 73011897 548100 O&M-C/E-PWYD FAC-REPAIRS

CHECK 336262 TOTAL: 275.83

336263 07/29/2014 PRD 55 BAINBRIDGE ISLAND RE 192391 101239 07/17/2014 07/27/14 60.87
Invoice: 101239 POL/BUSINESS CARDS-EISENHOD

60.87 51011211 531100 PD-C/E-ADM-SUPPLIES

192434 572668 07/04/2014 07/27/14 107.43
Invoice: 572668 HEX/LEGAL AD-NOH,BGH LLC

107.43 34470586 544000 HEX - DEV ADVERTISING

192435 572686 07/04/2014 07/27/14 90.90
Invoice: 572686 HEX/LEGAL AD-NOH-SCHULTZ

90.90 34470586 544000 HEX - DEV ADVERTISING

CHECK 336263 TOTAL: 259.20

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 4
|apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

336264 07/29/2014 PRD 55 BAINBRIDGE ISLAND RE 192306 572675 07/04/2014 07/27/14 119.24
Invoice: 572675 PCD/LEGAL AD-NOA BARN SITE

119.24 63470586 544000 CUR - DEV ZONING ADVERTISING

Invoice: 574057

192307 574057 07/11/2014 07/27/14 131.04

PCD/LEGAL AD-CONLEY DNS

131.04 63470586 544000 CUR - DEV ZONING ADVERTISING

Invoice: 574060

192308 574060 07/11/2014 07/27/14 73.19

PCD/LEGAL AD-NOI CHUN SUK

73.19 63470586 544000 CUR - DEV ZONING ADVERTISING

Invoice: 574061

192309 574061 07/11/2014 07/27/14 68.83

PCD/LEGAL AD-PC PH NOTICE

68.83 63470588 542450 CUR-DEV PLAN-COMM OUTREACH

Invoice: 1075121

192390 1075121 06/13/2014 07/27/14 140.85

EX/DISPLAY AD-LODG TAX COMM

140.85 31011572 542450 EXEC-C/E-OUTREACH-ADV

Invoice: 571180

192451 571180 06/27/2014 07/27/14 146.39

ENG/LEGAL AD-CITY BIDS

146.39 72111421 54400000621 ISLAND WIDE ASPHALT R&M-ADV

CHECK 336264 TOTAL: 679.54

336265 07/29/2014 PRD 7242 BELFAIR HOSE AND HYD 192257 3119 07/09/2014 07/27/14 257.56
Invoice: 3119 PW/SEAL KIT/LABOR

257.56 73111427 531100 OFFICE SUPPLIES

CHECK 336265 TOTAL: 257.56

336266 07/29/2014 PRD 50 BAINBRIDGE ISLAND EL 192256 20140309 07/01/2014 07/27/14 722.09
Invoice: 20140309 PW/SAFE PAK RELAY-WWTP

722.09 73425358 548100 O&M-WWTP-REPAIRS

CHECK 336266 TOTAL: 722.09

336267 07/29/2014 PRD 314 BAINBRIDGE ISLAND FI 192356 COBI 6-2014 06/24/2014 07/27/14 27,301.43
Invoice: COBI 6-2014 EX/POL FACIL STUDY-MACKENZIE

27,301.43 51011215 54110000677 JOINT PD/FIRE FACILITY PLANNING

CHECK 336267 TOTAL: 27,301.43

336268 07/29/2014 PRD 7183 BI SPECIAL NEEDS FOU 192305 1001-2Q 06/30/2014 07/27/14 2,067.85
Invoice: 1001-2Q 2Q SVC FOR DISABLED YOUTH

2,067.85 31017686 54110000297 EXEC-HHHS-DEV DISABILITIES-PS

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 5
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

CHECK 336268 TOTAL: 2,067.85

336269 07/29/2014 PRD 5387 BRIM TRACTOR COMPANY 192258 IM74490 06/27/2014 07/27/14 788.50

Invoice: IM74490

788.50 73111427 531100

PW/DISC WHEEL/NUTS/SCREWS
OFFICE SUPPLIES

192259 IM75372

07/02/2014

07/27/14

126.56

Invoice: IM75372

126.56 73111427 531100

PW/LOCK
OFFICE SUPPLIES

192436 IM74840

06/27/2014

07/27/14

152.35

Invoice: IM74840

152.35 73111427 531100

PW/SENDER UNIT-EQ#18
OFFICE SUPPLIES

CHECK 336269 TOTAL: 1,067.41

336270 07/29/2014 PRD 78 BROWNE WHEELER ENGIN 192453 7247 07/09/2014 21400056 07/27/14 5,530.00

Invoice: 7247

VALLEY/GERTIE/LOGG DESIGN

5,530.00 72433438 64110000602 VALLEY RECONSTR-SSWM-DESIGN

CHECK 336270 TOTAL: 5,530.00

336271 07/29/2014 PRD 5118 CARDNO TEC INC 192460 9898-024 06/27/2014 21400026 07/27/14 4,563.82

Invoice: 9898-024

WATER QUALITY & FLOW MONITORIN

4,563.82 72431832 54110000445 NPDES PERMIT-PRO SVCS

CHECK 336271 TOTAL: 4,563.82

336272 07/29/2014 PRD 7978 CAROLINE FLOHR BROOK 192310 BLD20122SFR 07/07/2014 07/27/14 1,232.50

Invoice: BLD20122SFR

PCD/RPND DEPOSIT-BLD20122SFR

1,232.50 47047 345890

OTHER PLANNING/DEVELOPM

CHECK 336272 TOTAL: 1,232.50

336273 07/29/2014 PRD 7621 CAROLLO ENGINEERS IN 192261 0135191 06/12/2014 21200189 07/27/14 23,839.26

Invoice: 0135191

GENERAL SEWER PLAN UPDATES

23,839.26 72421352 54110000343 SWR SYS COMP PLAN-ENG

CHECK 336273 TOTAL: 23,839.26

336274 07/29/2014 PRD 7621 CAROLLO ENGINEERS IN 192260 0135114 06/27/2014 21300157 07/27/14 64,315.04

Invoice: 0135114

BEACH MAINS PRF SVC

64,315.04 72423434 64110000471 BEACH MAIN REPL DES-CAP ENG

192262 0135196

06/12/2014 21400064 07/27/14

1,833.30

07/23/2014 09:01 | CITY OF BAINBRIDGE ISLAND
lsteinberg | A/P CASH DISBURSEMENTS JOURNAL

| P 6
| apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

Invoice: 0135196

WATER SYSTEM PLAN UPDATE

1,833.30 72411342 54110000652 WATER SYSTEM PLAN-PROF SVCS

CHECK 336274 TOTAL: 66,148.34

336275 07/29/2014 PRD 4586 CHS, INC.
Invoice: 07/07/14

192263 07/07/14

07/07/2014

07/27/14

372.31

PW/50# BAGS SALT X 49

372.31 73411345 531100

OFFICE SUPPLIES

CHECK 336275 TOTAL: 372.31

336276 07/29/2014 PRD 11 CITY OF BAINBRIDGE I
Invoice: TRVLAPR14-SW

192266 TRVLAPR14-SW

07/08/2014

07/27/14

45.73

POL/WA ST NARCOTICS CONF-SW

45.73 52011212 443410

POLICE - C/E INVEST TRAINING

192267 TRVLJUN14-SW

07/08/2014

07/27/14

293.45

POL/BACKGRND INVESTIGATN-SW

Invoice: TRVLJUN14-SW

293.45 52011212 543100

PD-INV-TRAVEL (NOT MEALS/LODG)

CHECK 336276 TOTAL: 339.18

336277 07/29/2014 PRD 103 CITY OF BAINBRIDGE I
Invoice: 2120192

192264 2120192

07/02/2014

07/27/14

157.49

FIN/SANDS AVE WELL USAGE

28.16 73011189 531100

O&M - C/E FACIL OFC SUPPLIES

49.02 73111290 531100

O&M-STREET-MAINT O/H-SUPPLIES

31.81 73421355 531100

WIN COLL-SUPPLIES

48.50 73431835 531100

OFFICE SUPPLIES

192454 11572JUL14

07/08/2014

07/27/14

341.52

ROCKAWAY IRRIGATION

Invoice: 11572JUL14

341.52 72011423 54750000534 ROCKAWAY BEACH-IRR WATER

CHECK 336277 TOTAL: 499.01

336278 07/29/2014 PRD 104 CITY OF BREMERTON
Invoice: BKAT000254

192311 BKAT000254

07/16/2014 21400041 07/27/14

2,535.00

BKAT PUBLIC BROADCASTING SVC

2,535.00 91011572 54242000297 GG-C/E-OUTREACH TELEVISED

CHECK 336278 TOTAL: 2,535.00

336279 07/29/2014 PRD 51 BAINBRIDGE ISLAND
Invoice: 484510

192265 484510

07/11/2014

07/27/14

50.00

OUT COURT TICKET

50.00 63638 389000

COURT NON-REVENUE

CHECK 336279 TOTAL: 50.00

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 7
|apcshdsb

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

INVOICE DTL DESC

336280 07/29/2014 PRD 7114 CONSTRUCTION TESTING 192268 128078 06/17/2014 21300083 07/27/14 435.00
Invoice: 128078 TESTING SERVICES
435.00 72321951 64110000318 FORT WARD HILL-DESIGN/ENG
CHECK 336280 TOTAL: 435.00

336281 07/29/2014 PRD 142 COPIERS NORTHWEST IN 192312 INV1044217 05/31/2014 07/27/14 228.18
Invoice: INV1044217 EX/FIN/IR6075 COPIER LEASE
114.09 31011131 545000 EXEC - C/E RENTS & LEASES
114.09 41011141 545000 FIN - C/E ADMIN RENTS & LEASES

Invoice: INV1044218 192313 INV1044218 05/31/2014 07/27/14 92.98
EX/FIN/IR6075 COPIER MAINT
46.49 31011131 548100 EXEC - C/E MAINT & REPAIRS
46.49 41011141 548100 FIN - C/E ADMIN REPAIRS/MAINT

Invoice: INV1063526 192437 INV1063526 07/15/2014 07/27/14 133.85
CRT/IR3235I COPIER LEASE
133.85 21011125 545000 COURT - RENTS & LEASES - OPER

Invoice: INV1063527 192438 INV1063527 07/15/2014 07/27/14 39.21
CRT/IR3235I COPIER MAINT
39.21 21011125 548100 COURT - REPAIRS

CHECK 336281 TOTAL: 494.22

336282 07/29/2014 PRD 152 DAILY JOURNAL OF COM 192455 3290226 07/09/2014 07/27/14 193.80
Invoice: 3290226 ENG/LEAL AD-ISL ASPHALT REPR
193.80 72111421 54400000621 ISLAND WIDE ASPHALT R&M-ADV

CHECK 336282 TOTAL: 193.80

336283 07/29/2014 PRD 5060 DARREL EMEL'S TREE S 192439 4048 07/14/2014 07/27/14 3,233.83
Invoice: 4048 PW/REMOVE 2 MAPLES-VALLEY RD
3,233.83 73111427 548100 O&M-ACCESS RDSIDE R&M

CHECK 336283 TOTAL: 3,233.83

336284 07/29/2014 PRD 1198 THE DOCTORS CLINIC 192406 OMP3 JUN14 07/14/2014 07/27/14 702.00
Invoice: OMP3 JUN14 POL/PRE HIRE EXAMS
702.00 53011212 541100 POLICE - C/E PATROL PROF SVCS

CHECK 336284 TOTAL: 702.00

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 8
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

336285 07/29/2014 PRD 1876 ENVIRONMENTAL RESOUR 192440 727192 07/14/2014 07/27/14 470.54
Invoice: 727192 PW/CHEMICALS-WWTP
470.54 73425358 531100 O&M-WWTP-SUPPLIES
CHECK 336285 TOTAL: 470.54

336286 07/29/2014 PRD 7992 ERICSON, RYAN 192394 01 07/01/2014 21400108 07/27/14 1,915.00
Invoice: 01 PCD/PROF SVC - SMP UPDATE
1,915.00 64011317 54110000289 SMP UPDATE-PRO SVCS
CHECK 336286 TOTAL: 1,915.00

336287 07/29/2014 PRD 6940 FREMONT ANALYTICAL 192441 1406163 07/11/2014 21400024 07/27/14 300.25
Invoice: 1406163 NPDES TECH SUPPORT
300.25 72431832 54110000445 NPDES PERMIT-PRO SVCS
192442 1406163A 07/15/2014 21400024 07/27/14 29.75
Invoice: 1406163A NPDES TECH SUPPORT
29.75 72431832 54110000445 NPDES PERMIT-PRO SVCS
192443 1407072 07/15/2014 21400024 07/27/14 900.00
Invoice: 1407072 NPDES TECH SUPPORT
900.00 72431832 54110000445 NPDES PERMIT-PRO SVCS
CHECK 336287 TOTAL: 1,230.00

336288 07/29/2014 PRD 7988 GBH COMMUNICATIONS, 192270 S1568927 06/02/2014 07/27/14 626.11
Invoice: S1568927 IT/VIDEO ARRAIGNMNT SYST-CRT
626.11 81011418 66400000695 COURT VIDEO CONF SYSTEM
192271 S1569051 05/30/2014 07/27/14 9,348.20
Invoice: S1569051 IT/VIDEO ARRAIGNMNT SYST-CRT
9,348.20 81011418 66400000695 COURT VIDEO CONF SYSTEM
192272 S1569191 05/30/2014 07/27/14 156.53
Invoice: S1569191 IT/VIDEO ARRAIGNMNT SYST-CRT
156.53 81011418 66400000695 COURT VIDEO CONF SYSTEM
192273 S1570779 06/23/2014 07/27/14 1,056.56
Invoice: S1570779 IT/VIDEO ARRAIGNMNT SYST-CRT
1,056.56 81011418 66400000695 COURT VIDEO CONF SYSTEM
192274 S1571399 06/30/2014 07/27/14 3,250.67
Invoice: S1571399 IT/VIDEO ARRAIGNMNT SYST-CRT
3,250.67 81011418 66400000695 COURT VIDEO CONF SYSTEM

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 9
|apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

CHECK 336288 TOTAL: 14,438.07

336289 07/29/2014 PRD 7851 GEOTECH ENVIROMENTAL 192359 429298 06/19/2014 07/27/14 380.94
Invoice: 429298 PW/RENTAL VFD CONTROLLER VAC

380.94 73435838 54500000261 VINCENT RD DUMP-GRND WTR MONIT

CHECK 336289 TOTAL: 380.94

336290 07/29/2014 PRD 7989 GERAGHTY, JOAN 192275 BLD11584GAF 07/11/2014 07/27/14 228.25
Invoice: BLD11584GAF PCD/RFND LANDSC DEP-BLD11584

228.25 62338 386000 BID/SURETY DEPOSITS CUS

CHECK 336290 TOTAL: 228.25

336291 07/29/2014 PRD 6765 GREY CHEVROLET 192276 5045175 07/10/2014 07/27/14 310.86
Invoice: 5045175 PW/SL-N-HUB-POL VEHIC

310.86 53011212 531100 PD-C/E-PATROL SUPPLIES

CHECK 336291 TOTAL: 310.86

336292 07/29/2014 PRD 6155 HDR ENGINEERING INC 192456 00162866-B 07/09/2014 21300174 07/27/14 12,828.25
Invoice: 00162866-B WING PT WAY NM IMPROVEMENTS

12,828.25 72334953 64110000324 WING PT-NM-DESIGN

192457 00162896-B 07/09/2014 21400027 07/27/14 500.41

UTILITY DESIGN - WING POINT

166.81 72413434 64110000324 WING PT-WTR-DESIGN

166.80 72423434 64110000324 WING PT SWR-DESIGN

166.80 72433438 64110000324 WING PT SSWM-DESIGN

CHECK 336292 TOTAL: 13,328.66

336293 07/29/2014 PRD 7586 INSTITUTE OF MANAGEM 192277 07/14/14 07/14/2014 07/27/14 250.00
Invoice: 07/14/14 FIN/MEMBERSHIP RENEWAL-KD

250.00 41011141 549100 FIN-C/E-DUES, SUBS, MEMBERSHIPS

CHECK 336293 TOTAL: 250.00

336294 07/29/2014 PRD 7918 INFRASTRUCTURE MGMT 192288 10214-3 06/13/2014 21400045 07/27/14 19,928.00
Invoice: 10214-3 ROAD RATING SERVICE

19,928.00 72111444 54110000222 STREET-ROADS PRES-ROAD RATING

CHECK 336294 TOTAL: 19,928.00

07/23/2014 09:01	CITY OF BAINBRIDGE ISLAND	P 10
lsteinberg	A/P CASH DISBURSEMENTS JOURNAL	apcshdsb

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

INVOICE DTL DESC

336295	07/29/2014	PRTD	277	INSLER BEST DOEZIE & 192279	200712	07/09/2014	07/27/14	5,452.30
	Invoice: 200712					LEGAL/MCNABB		
				5,452.30	32011152 54111100184	MCNABB-LITIGATION-OUTSIDE ATTY		
						CHECK	336295 TOTAL:	5,452.30

336296	07/29/2014	PRTD	7184	INTERFAITH VOLUNTEER 192314	07/07/14-2Q	07/07/2014	21400082 07/27/14	3,246.25
	Invoice: 07/07/14-2Q					2Q SVCS FOR ELDERLY & DISABLED		
				3,246.25	31017555 54110000297	EXEC-HHHS AGING IN-HOME SVCS		
						CHECK	336296 TOTAL:	3,246.25

336297	07/29/2014	PRTD	333	KITSAP COUNTY AUDITO 192280	242040	06/30/2014	07/27/14	77.00
	Invoice: 242040					CLERK/REC DOC-DRURY/HANSON		
				77.00	36470143 551000	CLERK-RECORDING AT CO AUDITOR		
				192281	244217	06/30/2014	07/27/14	152.00
	Invoice: 244217					CLERK/REC DOC-POWERS		
				152.00	36470143 551000	CLERK-RECORDING AT CO AUDITOR		
				192282	244232	06/30/2014	07/27/14	150.00
	Invoice: 244232					CLERK/REC DOC-BLANKENSHIP		
				150.00	36470143 551000	CLERK-RECORDING AT CO AUDITOR		
						CHECK	336297 TOTAL:	379.00

336298	07/29/2014	PRTD	4740	KITSAP COUNTY PUBLIC 192360	06/30/14	06/30/2014	07/27/14	457.65
	Invoice: 06/30/14					PW/DISPOSAL-MOD RISK WASTE		
				457.65	91011897 547900	GG-C/E-O&M YARD FAC-GARBAGE		
						CHECK	336298 TOTAL:	457.65

336299	07/29/2014	PRTD	4740	KITSAP COUNTY PUBLIC 192361	9193	07/08/2014	07/27/14	700.00
	Invoice: 9193					PW/MICROSCOPIC SLUDGE EXAM		
				700.00	73425358 541100	O&M-WWTP-PROF SVCS		
						CHECK	336299 TOTAL:	700.00

336300	07/29/2014	PRTD	4168	KITSAP COUNTY SHERIF 192396	07/07/2014	07/08/2014	07/27/14	2,500.00
	Invoice: 07/07/2014					POL/TRAFFIC SAFETY SUPPORT		
				2,500.00	53011212 551000	POLICE - PATR C/E INTERGVMMNTL		
						CHECK	336300 TOTAL:	2,500.00

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 11
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

336301 07/29/2014 PRD 1505 KITSAP COUNTY TREASU 192285 07/09/14 07/09/2014 07/27/14 49.85
Invoice: 07/09/14 OUT COURT REMIT
49.85 41612860 586000 CRIME VICTIMS-OUT

CHECK 336301 TOTAL: 49.85

336302 07/29/2014 PRD 1971 KELLEY IMAGING SYSTE 192283 124577 07/02/2014 07/27/14 405.86
Invoice: 124577 PW/3530C COPIER MAINT
405.86 73637891 548100 REPAIRS

Invoice: 124880 192315 124880 07/14/2014 07/27/14 588.91
PCD/4540C COPIER MAINT
588.91 61470581 548100 PCD - DEV ADMIN REPAIRS/MAINT

Invoice: 124900 192395 124900 07/14/2014 07/27/14 255.19
PW/COPIER EXCESS CHARGES
255.19 51011215 548500 POLICE - C/E FACIL COMP MAINT

CHECK 336302 TOTAL: 1,249.96

336303 07/29/2014 PRD 4584 KIDS DISCOVERY MUSEU 192316 14-00Q2 06/16/2014 21400107 07/27/14 1,687.50
Invoice: 14-00Q2 2Q TICKETS FOR TOURISM PROMO
1,687.50 91140573 541100 GG-TOUR-PROF SERVICES

CHECK 336303 TOTAL: 1,687.50

336304 07/29/2014 PRD 1010 PAUL L KING 192284 42609 05/01/2014 07/27/14 21.74
Invoice: 42609 PW/4 DND KEYS
21.74 73011755 531100 O&M-COMMONS SUPPLIES

CHECK 336304 TOTAL: 21.74

336305 07/29/2014 PRD 315 KITSAP HUMANE SOCIET 192317 879 07/01/2014 21400022 07/27/14 4,973.25
Invoice: 879 ANIMAL CONTROL 2014
4,973.25 91011393 541100 FIN - C/E ANIMAL CONTROL FEES

CHECK 336305 TOTAL: 4,973.25

336306 07/29/2014 PRD 309 KITSAP TIRE CENTER I 192286 189676 07/10/2014 07/27/14 509.19
Invoice: 189676 PW/4 TIRES-POL CHEV IMPALA
509.19 53011212 548100 POLICE - C/E PATROL MAINTENANC

Invoice: 189695 192287 189695 07/10/2014 07/27/14 509.19
PW/4 TIRES-POL BL CHEV IMPALA
509.19 53011212 548100 POLICE - C/E PATROL MAINTENANC

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 12
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

CHECK 336306 TOTAL: 1,018.38

336307 07/29/2014 PRD 1851 KRAZAN & ASSOCIATES 192318 1068013-5873 06/30/2014 07/27/14 4,818.20
Invoice: 1068013-5873 PCD/BLDNG INSPECTOR ON CALL

4,818.20 62471596 541100 BLDG - BLDG PERMITS PROF SVCS

CHECK 336307 TOTAL: 4,818.20

336308 07/29/2014 PRD 6789 LAMB'S OFFICE SUPPLY 192319 0000763-002 07/03/2014 07/27/14 64.25
Invoice: 0000763-002 PCD/LEGAL EXP FILES

64.25 62471591 531100 BLDG - BLDG OFFICE SUPPLIES

Invoice: 0000847-001 192320 0000847-001 07/15/2014 07/27/14 243.46
PCD/FILES/CLEANER/NOTEBOOKS

243.46 61011581 531100 PCD - C/E ADMIN SUPPLIES

Invoice: 000889-001 192397 000889-001 07/21/2014 07/27/14 523.78
PCD/MISC OFFICE SUPPLIES

420.48 62471591 531100 BLDG - BLDG OFFICE SUPPLIES

103.30 61011581 531100 PCD - C/E ADMIN SUPPLIES

Invoice: 0000906-001 192444 0000906-001 07/22/2014 07/27/14 117.23
EX/FIN/COPY PAPER

58.62 31011131 531100 EXEC - C/E SUPPLIES

58.61 41011141 531100 FIN - C/E ADMIN SUPPLIES

CHECK 336308 TOTAL: 948.72

336309 07/29/2014 PRD 7987 LEGACY TELECOMMUNICA 192321 13924 07/10/2014 07/27/14 1,159.37
Invoice: 13924 PW/INSPECT,SVC GENERATOR 159

1,159.37 73411345 548100 REPAIRS & MAINTENANCE

Invoice: 13925 192322 13925 07/10/2014 07/27/14 893.51
PW/INSPECT,SVC GENERATOR 155

893.51 73426355 548100 O&M-SIS-REPAIRS

Invoice: 13926 192323 13926 07/10/2014 07/27/14 835.90
PW/INSPECT,SVC GENERATOR 146

835.90 73411345 548100 REPAIRS & MAINTENANCE

Invoice: 13927 192324 13927 07/10/2014 07/27/14 942.43
PW/INSPECT,SVC GENERATOR 161

942.43 73421355 548100 WIN COLL-R&M

Invoice: 13928 192325 13928 07/10/2014 07/27/14 942.43
PW/INSPECT,SVC GENERATOR 160

942.43 73411345 548100 REPAIRS & MAINTENANCE

192326 13929 07/10/2014 07/27/14 1,470.71

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 13
|apcshdsb

CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 13929				PW/INSPECT,SVC GENERATOR 189					
				1,470.71	73425358 548100	O&M-WWTP-REPAIRS			
								CHECK 336309 TOTAL:	6,244.35
336310	07/29/2014	PRTD	5011 LEXISNEXIS RISK DATA	192398	1272084-20140630	06/30/2014	21400043	07/27/14	54.35
Invoice: 1272084-20140630				POL/INFORMATION SERVICES					
				54.35	52011212 549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH			
								CHECK 336310 TOTAL:	54.35
336311	07/29/2014	PRTD	1276 LIBERTY FLAG & SPECI	192327	04140290	04/28/2014		07/27/14	248.87
Invoice: 04140290				PW/3X5 FLAG					
				248.87	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
								CHECK 336311 TOTAL:	248.87
336312	07/29/2014	PRTD	4184 LSAW	192445	1256	07/01/2014		07/27/14	200.00
Invoice: 1256				ENG/MEMBERSHIP DUES-R GRANT					
				200.00	72011321 549100	ENG - C/E ADMIN MISCELLEANEOUS			
								CHECK 336312 TOTAL:	200.00
336313	07/29/2014	PRTD	5837 NCL OF WISCONSIN INC	192446	341479	07/16/2014		07/27/14	171.38
Invoice: 341479				PW/CHEMICALS-WWTP					
				171.38	73425358 531100	O&M-WWTP-SUPPLIES			
								CHECK 336313 TOTAL:	171.38
336314	07/29/2014	PRTD	5991 NW ENVIRONMENTAL TRA	192447	AR-7905	07/07/2014		07/27/14	350.00
Invoice: AR-7905				ENG/CESCL TRAINING					
				350.00	72011324 443410	ENG - C/E - TRAINING			
								CHECK 336314 TOTAL:	350.00
336315	07/29/2014	PRTD	2430 OGDEN MURPHY WALLACE	192413	713394	07/10/2014		07/27/14	720.00
Invoice: 713394				LEGAL/SMP					
				720.00	32011152 54111000289	SMP-CIVIL LEGAL SVCS			
				192414	713394A	07/10/2014		07/27/14	206.91
Invoice: 713394A				LEGAL/CINGULAR WIRELESS CLM					
				206.91	32011152 54111100633	CINGULAR WIRELESS CLAIM-LITIGA			
				192415	713394B	07/10/2014		07/27/14	652.50
Invoice: 713394B				LEGAL/MCNABB					
				652.50	32011152 54111100184	MCNABB-LITIGATION-OUTSIDE ATTY			

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 14
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

Invoice: 713394C	192416	713394C	07/10/2014	07/27/14	855.00
			LEGAL/PAULSON		
	855.00	32011152	54111100655	PAULSON/FORTNER PRR SUIT-LEGAL	
Invoice: 713394D	192417	713394D	07/10/2014	07/27/14	517.50
			LEGAL/CUP/SITE PLAN EXPIRED		
	517.50	32470152	54111100683	LITIGATION-CAINION REZONE	
Invoice: 713394E	192418	713394E	07/10/2014	07/27/14	2,923.20
			LEGAL/LID FORECLOSURE		
	2,923.20	32426152	541110	LGL-SO ISL SWR-LEGAL ADVICE	
Invoice: 713394F	192419	713394F	07/10/2014	07/27/14	2,025.00
			LEGAL/CITY HALL OFFICE HOURS		
	2,025.00	32011152	54111000506	INSLEE BEST IN CITY HALL TIME	
Invoice: 713394G	192420	713394G	07/10/2014	07/27/14	2,703.40
			LEGAL/COUNCIL MEETINGS		
	2,703.40	32011152	54111000511	LEGAL-CC MEETINGS & STUDY SESS	
Invoice: 713394H	192421	713394H	07/10/2014	07/27/14	2,845.00
			LEGAL/GENERAL WORK		
	2,845.00	32011152	54111000512	LEGAL-GENERAL WORK	
Invoice: 713394-I	192422	713394-I	07/10/2014	07/27/14	2,362.50
			LEGAL/MISC LAND USE/DEV ISSU		
	2,362.50	32470152	541110	LGL-DEVELOP-CIVIL-OUTSIDE ATTY	
Invoice: 713394J	192423	713394J	07/10/2014	07/27/14	247.50
			LEGAL/MISC SSWM ISSUES		
	247.50	32431152	541110	LGL-SSWM-CIVIL-OUTSIDE ATTY	
Invoice: 713394K	192424	713394K	07/10/2014	07/27/14	270.00
			LEGAL/EHBM-PWTF LOAN		
	270.00	32423943	64111000471	BEACH MAIN REPL DES-LEGAL	
Invoice: 713394L	192425	713394L	07/10/2014	07/27/14	90.00
			LEGAL/LID 20 LATECOMER		
	90.00	32426152	541110	LGL-SO ISL SWR-LEGAL ADVICE	
Invoice: 713394M	192426	713394M	07/10/2014	07/27/14	90.00
			LEGAL/RADTKE/SVC ANIMALS		
	90.00	32011152	541110	LGL-C/E-CIVIL-GEN'L OUTSIDE AT	
Invoice: 713394N	192427	713394N	07/10/2014	07/27/14	112.50
			LEGAL/TBD ISSUES		
	112.50	32011152	54111000603	TRANS BENEFIT DIST COSTS-LEGAL	
Invoice: 713394-O	192428	713394-O	07/10/2014	07/27/14	450.00
			LEGAL/I-502 MARIJUANA REGULAT		
	450.00	32011152	54111000659	I-502-LEGAL	

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 15
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

Invoice: 713394P	192429	713394P	07/10/2014	07/27/14	4,005.00
	4,005.00	91011211 541110	LEGAL/CIVIL SERVICE COMMISSION		
			GG-C/E-CIVIL SVC-LEGAL ADVICE		

Invoice: 713394Q	192430	713394Q	07/10/2014	07/27/14	22.50
	22.50	32470152 54111100683	LEGAL/CAPSTONE CUP/PLAN EXP		
			LITIGATION-CAINION REZONE		

CHECK 336315 TOTAL: 21,098.51

336316 07/29/2014 PRTD	7990 PACE ANALYTICAL SERV	192328	14100068019	06/25/2014	07/27/14	1,304.00
Invoice: 14100068019				PW/CHEMICALS FOR VINCENT RD		
	1,304.00	73435838 54110000261	VINCENT RD DUMP-GRND WTR MONIT			

CHECK 336316 TOTAL: 1,304.00

336317 07/29/2014 PRTD	6153 PACIFIC POWER PRODUC	192362	854161-00	06/25/2014	07/27/14	235.06
Invoice: 854161-00				PW/BLOCK HEATER-FLEET		
	235.06	73421355 531100	WIN COLL-SUPPLIES			

CHECK 336317 TOTAL: 235.06

336318 07/29/2014 PRTD	7405 PARR FORD	192448	73207	07/18/2014	07/27/14	93.12
Invoice: 73207				PW/MOTOR ASSY-POL VEH#122		
	93.12	53011212 531100	PD-C/E-PATROL SUPPLIES			

CHECK 336318 TOTAL: 93.12

336319 07/29/2014 PRTD	420 PITNEY BOWES INC	192329	386006	06/14/2014	07/27/14	51.06
Invoice: 386006				CITY HALL MAIL MACHINE SUPPL		
	51.06	41011141 531100	FIN - C/E ADMIN SUPPLIES			

CHECK 336319 TOTAL: 51.06

336320 07/29/2014 PRTD	5726 POLLARDWATER.COM	192330	1384623-IN	07/01/2014	07/27/14	924.27
Invoice: 1384623-IN				PW/HYDRANT VALVE/DIFFUSER		
	924.27	73411345 531100	OFFICE SUPPLIES			

CHECK 336320 TOTAL: 924.27

336321 07/29/2014 PRTD	7840 PORTER FOSTER RORICK	192331	102845	07/03/2014	07/27/14	11,259.44
Invoice: 102845				LEGAL/PAULSON/FORTNER		
	11,259.44	32011152 54111100655	PAULSON/FORTNER PRR SUIT-LEGAL			

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

P 16
apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

CHECK 336321 TOTAL: 11,259.44

336322 07/29/2014 PRD 360 PROBUILD COMPANY LLC 192363 1529511 07/07/2014 07/27/14 56.84
Invoice: 1529511 PW/3M MP RESPIRATOR

56.84 73111290 531100 O&M-STREET-MAINT O/H-SUPPLIES

CHECK 336322 TOTAL: 56.84

336323 07/29/2014 PRD 2203 PUBLIC SAFETY TESTIN 192332 2014-5560 07/09/2014 07/27/14 450.00
Invoice: 2014-5560 HR/POLICE TESTING/FAIR BOOTH

250.00 91011211 541100 GG-C/E-CIVIL SVC-PROF SVCS
200.00 33011161 544151 HR-ADV-EE RECRUIT-POLICE

CHECK 336323 TOTAL: 450.00

336324 07/29/2014 PRD 7435 KANMAN INC 192364 32179624 07/01/2014 07/27/14 180.00
Invoice: 32179624 PW/UNIT RENTALS-DECANT, SHOP

90.00 73435838 545000 O&M-DECANT-RENTS
90.00 73011897 545000 O&M-C/E-PWYD FAC-RENTS

192365 32179625 07/01/2014 07/27/14 90.00
Invoice: 32179625 PW/UNIT RENTAL-PRITCHARD PRK

90.00 73011768 545000 O&M-C/E-PARKS-OP LEASES

192366 32179626 07/01/2014 07/27/14 164.84
Invoice: 32179626 PW/UNIT RENTAL-WEAVER RD

164.84 73011768 545000 O&M-C/E-PARKS-OP LEASES

192367 32179627 07/01/2014 07/27/14 130.00
Invoice: 32179627 PW/UNIT RENTAL-CREOSOTE PL

130.00 73011768 545000 O&M-C/E-PARKS-OP LEASES

CHECK 336324 TOTAL: 564.84

336325 07/29/2014 PRD 5431 RAY PETERSON 192333 943740 07/01/2014 07/27/14 86.96
Invoice: 943740 PW/10 YDS BRUSH DUMP FEE

86.96 91111427 547900 GG-STREET-ROADSIDE-GARBAGE

192368 776747 07/07/2014 07/27/14 34.78
Invoice: 776747 PW/4 YDS BRUSH DUMP FEE

34.78 91111427 547900 GG-STREET-ROADSIDE-GARBAGE

192369 776748 07/08/2014 07/27/14 26.08
Invoice: 776748 PW/3 YDS BRUSH DUMP FEE

26.08 91111427 547900 GG-STREET-ROADSIDE-GARBAGE

07/23/2014 09:01 | CITY OF BAINBRIDGE ISLAND
lsteinberg | A/P CASH DISBURSEMENTS JOURNAL

| P 17
| apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

CHECK 336325 TOTAL: 147.82

336326 07/29/2014 PRD 7527 RIDOLFI INC
Invoice: 2014-5811

192399 2014-5811

06/30/2014 07/27/14

4,701.90

PCD/SMP-STRAWBERRY/PRITCHARD

2,350.95 64011391 54110000340 STRAWBERRY-PROF SVCS

2,350.95 64011391 54110000341 PP E BLUFF-PROF SVCS

CHECK 336326 TOTAL: 4,701.90

336327 07/29/2014 PRD 2409 RIVER OAKS COMMUNICA 192370 07/10/14
Invoice: 07/10/14

5,212.50 31011131 541100

07/10/2014 21400096 07/27/14

5,212.50

ANALYZE COMCAST AGREEMENT

EXEC - C/E PROF SERVICES

CHECK 336327 TOTAL: 5,212.50

336328 07/29/2014 PRD 408 ROLLING BAY COMMERCIAL 192458 619015
Invoice: 619015

3,727.43 91011255 545000

07/15/2014 07/27/14

3,727.43

CRT/AUG 2014 BLDG LEASE

GG-C/E-COURT BLDG-RENT

CHECK 336328 TOTAL: 3,727.43

336329 07/29/2014 PRD 7995 SEDGWICK, SHELLEY 192467 I14-000748
Invoice: I14-000748

432.08 52011212 549900

07/07/2014 07/27/14

432.08

POL/IMPOUND CASE#I-14-000748

PD-C/E-INV-MISC EXP

CHECK 336329 TOTAL: 432.08

336330 07/29/2014 PRD 7446 STAFFORD L. SMITH 192335 06/30/14
Invoice: 06/30/14

7,335.00 34470586 541110

06/30/2014 07/27/14

7,335.00

HEX/PVT ESTATES/GROW/CAMPBELL

HEX - DEV HEARING EX & PRO TEM

CHECK 336330 TOTAL: 7,335.00

336331 07/29/2014 PRD 601 SOUND REPROGRAPHICS 192459 28361
Invoice: 28361

326.97 91422235 77800000471

07/08/2014 07/27/14

326.97

ENG/EHBM PRINTING/BINDING

BEACH MAIN REPL DES-PWTF PRIN

CHECK 336331 TOTAL: 326.97

336332 07/29/2014 PRD 7537 SOUTHPOINT DEVELOPME 192334 788334
Invoice: 788334

1,956.60 73011182 54790200504

07/09/2014 07/27/14

1,956.60

PW/MOBILE HOME DEMOLITION

IMHP-SALES EXP-DEMOLITION EXP

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 18
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

CHECK 336332 TOTAL: 1,956.60

336333 07/29/2014 PRD 2467 STAPLES ADVANTAGE 192336 3236175600 07/05/2014 07/27/14 240.87
Invoice: 3236175600 FIN/TISSUES/TONER/STAPLES

240.87 41011141 531100 FIN - C/E ADMIN SUPPLIES

Invoice: 3236175601 192337 3236175601 07/05/2014 07/27/14 26.11
FIN/DUST DESTROYER 4 PK X 2

26.11 41011141 531100 FIN - C/E ADMIN SUPPLIES

Invoice: 3236175602 192338 3236175602 07/05/2014 07/27/14 411.97
FIN/WORKFIT STATION

411.97 41011141 531100 FIN - C/E ADMIN SUPPLIES

Invoice: 3236175603 192449 3236175603 07/05/2014 07/27/14 286.38
ENG/PAPER/KLEENEX/LEGAL PADS

286.38 72011325 531100 ENG - C/E FACIL SUPPLIES

CHECK 336333 TOTAL: 965.33

336334 07/29/2014 PRD 4794 MAURINE STICH 192400 07/18/14 07/18/2014 07/27/14 125.00
Invoice: 07/18/14 POL/PURCHASE OF ARMOIRE

125.00 51011215 531100 POLICE - C/E FACIL SUPPLIES

CHECK 336334 TOTAL: 125.00

336335 07/29/2014 PRD 5730 SUMMIT LAW GROUP 192401 68449 07/15/2014 07/27/14 3,302.00
Invoice: 68449 LEGAL/BARGAINING

3,302.00 32011152 54111000274 LABOR NEGOTIATION SVCS

Invoice: 68450 192402 68450 07/15/2014 07/27/14 1,118.00
LEGAL/GENERAL

1,118.00 32011152 541110 LGL-C/E-CIVIL-GEN'L OUTSIDE AT

Invoice: 68451 192403 68451 07/15/2014 07/27/14 494.00
LEGAL/POLICE UNIT CLARIFICATN

494.00 32011152 541110 LGL-C/E-CIVIL-GEN'L OUTSIDE AT

CHECK 336335 TOTAL: 4,914.00

336336 07/29/2014 PRD 7095 SUPERIOR SAW & SUPPL 192450 76308 07/15/2014 07/27/14 121.74
Invoice: 76308 PW/SHARPEN BLADES/CHAINS

121.74 73111427 548100 O&M-ACCESS RDSIDE R&M

CHECK 336336 TOTAL: 121.74

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 19
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

336337 07/29/2014 PRD 4861 TASER INTERNATIONAL 192404 SI1363564 06/28/2014 07/27/14 11,251.38
Invoice: SI1363564 POL/BODY CAMERAS/LICENSE

11,251.38 53011212 53110000549 SUQ TRIBE IMPACT MIT GRANT-SUP

192405 CN 070221 06/10/2014 07/27/14 -760.90
Invoice: CN 070221 POL/CREDIT ON TRADE-IN

-760.90 53011212 53110000549 SUQ TRIBE IMPACT MIT GRANT-SUP

CHECK 336337 TOTAL: 10,490.48

336338 07/29/2014 PRD 7643 TAURUS POWER & CONTR 192371 356369 07/09/2014 07/27/14 653.61
Invoice: 356369 PW/BLOWN POWERBOARD-WWTP

653.61 73425358 548100 O&M-WWTP-REPAIRS

CHECK 336338 TOTAL: 653.61

336339 07/29/2014 PRD 6714 TOSHIBA FINANCIAL SE 192468 15580817 07/15/2014 07/27/14 237.03
Invoice: 15580817 PCD/4540C COPIER LEASE

237.03 61470581 545000 PCD - DEV ADMIN RENTS & LEASES

192469 15580818 07/15/2014 07/27/14 329.37
Invoice: 15580818 PCD/6550C COPIER LEASE

329.37 61470581 545000 PCD - DEV ADMIN RENTS & LEASES

CHECK 336339 TOTAL: 566.40

336340 07/29/2014 PRD 558 TOWN & COUNTRY MARKE 192339 07/08/14 07/08/2014 07/27/14 10.74
Invoice: 07/08/14 PW/ICE FOR WATER SAMPLING

10.74 73411345 531100 OFFICE SUPPLIES

192340 07/09/14 07/09/2014 07/27/14 17.90
Invoice: 07/09/14 PW/ICE FOR WATER SAMPLING

17.90 73411345 531100 OFFICE SUPPLIES

192341 07/09/14-A 07/09/2014 07/27/14 7.16
Invoice: 07/09/14-A PW/ICE FOR WATER SAMPLING

7.16 73411345 531100 OFFICE SUPPLIES

CHECK 336340 TOTAL: 35.80

336341 07/29/2014 PRD 560 TWISS ANALYTICAL INC 192342 14-70168 06/28/2014 07/27/14 154.56
Invoice: 14-70168 PW/WINSLOW WTR TESTING

154.56 73411345 54110000391 LAB SVCS-WATER

192343 14-70225 06/30/2014 07/27/14 117.76
Invoice: 14-70225 PW/ROCKAWAY WTR TESTING

117.76 73415345 54110000391 LAB SVCS-WATER ROCKAWAY

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 20
|apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

Invoice: 14-70288	192344	14-70288	07/02/2014	07/27/14	41.40
			PW/WWTP WTR TESTING		
	41.40	73425358 54110000391	LAB & TESTING SVCS-WWTP		
Invoice: 14-70482	192407	14-70482	07/11/2014	07/27/14	38.64
			PW/WINSLOW WTR TESTING		
	38.64	73411345 54110000391	LAB SVCS-WATER		
Invoice: 14-70483	192408	14-70483	07/11/2014	07/27/14	19.32
			PW/ROCKAWAY WTR TESTING		
	19.32	73415345 54110000391	LAB SVCS-WATER ROCKAWAY		
Invoice: 14-70484	192409	14-70484	07/11/2014	07/27/14	19.32
			PW/O&M WTR TESTING		
	19.32	73011897 54110000391	LAB SVCS-PW YARD FAC		
			CHECK	336341 TOTAL:	391.00
336342 07/29/2014 PRD 2190 UNITED PARCEL SERVIC	192410	000028Y3Y1274	07/05/2014	07/27/14	24.54
Invoice: 000028Y3Y1274			POL/GROUND SHIP TO VENDOR		
	24.54	91011215 542500	GG-C/E-PD-POSTAGE		
			CHECK	336342 TOTAL:	24.54
336343 07/29/2014 PRD 2425 THE UPS STORE #1265	192372	06/24/14	06/24/2014	07/27/14	43.35
Invoice: 06/24/14			PW/TEST SAMPLES SHIPPG-WWTP		
	43.35	91425358 542500	GG-WWTP-POSTAGE/SHIPPING		
Invoice: 07/02/14	192373	07/02/14	07/02/2014	07/27/14	74.40
			PW/SHIPPING-WWTP		
	74.40	91425358 542500	GG-WWTP-POSTAGE/SHIPPING		
Invoice: 07/17/14	192461	07/17/14	07/17/2014	07/27/14	36.06
			PW/WWTP SHIPMENT		
	36.06	73425358 531100	O&M-WWTP-SUPPLIES		
			CHECK	336343 TOTAL:	153.81
336344 07/29/2014 PRD 553 UTILITIES UNDERGROUN	192374	4060099	06/30/2014	07/27/14	167.70
Invoice: 4060099			PW/130 EXCAVATION NOTICES		
	167.70	73637893 54110000393	O&M ALLOC-LOCATING SVCS		
			CHECK	336344 TOTAL:	167.70
336345 07/29/2014 PRD 1485 VERIZON WIRELESS	192345	9727923246	07/01/2014	07/27/14	2,448.38
Invoice: 9727923246			CITYWIDE CELL PHONE SERVICE		
	2,448.38	91011189 542100	GG-C/E-CITY HALL-PHONE		

07/23/2014 09:01	CITY OF BAINBRIDGE ISLAND	P 21
lsteinberg	A/P CASH DISBURSEMENTS JOURNAL	apcsbdb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

CHECK 336345 TOTAL: 2,448.38

336346	07/29/2014	PRTD	167 WA ST DEPT OF ECOLOG	192462	2015-WA0020907-A	07/14/2014		07/27/14	2,764.80
Invoice: 2015-WA0020907-A					2015 WASTEWATER PRMT 1 OF 2				
					2,764.80	73425358	549800	O&M-WWTP-PERMIT	

CHECK 336346 TOTAL: 2,764.80

336347	07/29/2014	PRTD	969 WA ST DEPT OF LICENS	192464	F235901	06/17/2014		07/27/14	18.00
Invoice: F235901					CPL/F235901/RENEWAL				
					18.00	41654860	586000	GUN PERMIT OUT	
					192465	F235902		06/18/2014	07/27/14
Invoice: F235902					CPL/F205902/RENEWAL				
					18.00	41654860	586000	GUN PERMIT OUT	

CHECK 336347 TOTAL: 36.00

336348	07/29/2014	PRTD	4502 WASHINGTON STATE OFF	192463	3031186	06/30/2014		07/27/14	100.00
Invoice: 3031186					OMWBE FEE 7/1/13-6/30/15				
					100.00	44011141	551000	INTERGVMNTL PROFESSIONAL SERV	

CHECK 336348 TOTAL: 100.00

336349	07/29/2014	PRTD	2251 WA ST TREASURER	192375	07/09/14-SBCC	07/09/2014		07/27/14	364.50
Invoice: 07/09/14-SBCC					OUT COURT SBCC-MAY, JUNE14				
					364.50	41652860	586000	SBCC BLDG.-OUT	
					192376	07/09/14		07/09/2014	07/27/14
Invoice: 07/09/14					OUT COURT REMIT				
					1,586.62	41611860	586000	PSEA 60% OUT	
					789.47	41610860	586000	PSEA 30% OUT	
					20.06	41619860	586000	PSEA 3 - STATE DISB OUT	
					340.83	41616860	586000	THEFT PRV&TR BRAIN INJ-OUT	
					628.75	41614860	586000	JUDICIAL INFO SYST.-OUT	
					115.30	41615860	586000	BREATH TEST-CUSTODIAL	
					173.62	41618860	586000	TRAUMA CARE-OUT	

CHECK 336349 TOTAL: 4,019.15

336350	07/29/2014	PRTD	499 WESTBAY AUTO PARTS I	192377	969606	07/01/2014		07/27/14	-255.37
Invoice: 969606					PW/RETURN POL VEH ROTOR KIT				
					-255.37	53011212	531100	PD-C/E-PATROL SUPPLIES	

					192378	969613		07/01/2014	07/27/14
Invoice: 969613					PW/FORD RANGER BRAKE PADS				
									105.22

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 22
|apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

				105.22	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 969616				192379	969616	07/01/2014		07/27/14	34.93
						PW/PTEX/DISC BRAKE			
				34.93	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 970226				192380	970226	07/03/2014		07/27/14	145.43
						PW/OIL/AIR/FUEL FILTERS			
				145.43	990 141100	MERCHANDISE			
Invoice: 970234				192381	970234	07/03/2014		07/27/14	66.37
						PW/AIR/FUEL FILTERS			
				66.37	990 141100	MERCHANDISE			
Invoice: 970303				192382	970303	07/03/2014		07/27/14	250.71
						PW/POL CHEV IMP-BRAKE ROTOR			
				250.71	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 971103				192383	971103	07/07/2014		07/27/14	28.24
						PW/OIL SEAL/SPARK PLGS/FILTER			
				28.24	73421355 531100	WIN COLL-SUPPLIES			
Invoice: 971486				192384	971486	07/08/2014		07/27/14	146.94
						PW/FREON/SOLVENT/AIR FILTER			
				146.94	990 141100	MERCHANDISE			
Invoice: 971850				192385	971850	07/09/2014		07/27/14	248.30
						PW/POL CHEV IMP-AXLE, BRAKE KIT			
				248.30	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 971851				192386	971851	07/09/2014		07/27/14	68.71
						PW/POL CHEV IMP BRAKE SHOES			
				68.71	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 971853				192387	971853	07/09/2014		07/27/14	250.71
						PW/POL CHEV IMP-PAD AXLE KIT			
				250.71	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 973247				192466	973247	07/14/2014		07/27/14	219.17
						PW/OIL/AIR/OIL FILTERS			
				219.17	990 141100	MERCHANDISE			
						CHECK	336350	TOTAL:	1,309.36
336351 07/29/2014 PRD			5128 WHITNEY EQUIPMENT CO	192411	76382	07/08/2014		07/27/14	2,596.84
Invoice: 76382						PW/INPUT CARD/SCR MODULES			
				2,596.84	73411345 548100	REPAIRS & MAINTENANCE			
						CHECK	336351	TOTAL:	2,596.84

CASH ACCOUNT: 635111100CASH

CHECK NOCHK DATETYPE VENDOR NAMEVOUCHER INVOICEINV DATEPOCHECK RUNNET

INVOICE DTL DESC

336352	07/29/2014	PRTD	650 YWCA-KITSAP COUNTY	192412	2Q-2014	07/16/2014	21400075	07/27/14	6,820.55
Invoice: 2Q-2014						2Q 14 DOMESTIC VIOLENCE SUPP			
			6,820.55 31017219 54110000297			EXEC-HHHS-DOM VIOLENCE SVCS			
						CHECK	336352	TOTAL:	6,820.55
			NUMBER OF CHECKS 101			*** CASH ACCOUNT TOTAL ***			338,796.76
						COUNT	AMOUNT		
			TOTAL PRINTED CHECKS			101	338,796.76		
						*** GRAND TOTAL ***			338,796.76

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 24
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL								
SRC ACCOUNT						ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2014 7	265								
APP 101-213000					STREETS - ACCOUNTS PAYABLE			25,327.44	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				338,796.76
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE			101,294.11	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			140,524.71	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000					ACCOUNTS PAYABLE			9,215.78	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE			13,588.43	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000					ACCOUNTS PAYABLE			19,297.87	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 631-213000					ACCOUNTS PAYABLE			7,715.17	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 650-213000					ACCOUNTS PAYABLE			6,076.34	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000					ACCOUNTS PAYABLE			13,263.25	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 622-213000					ACCOUNTS PAYABLE			228.25	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 104-213000					CIVIC IMPR - ACCOUNTS PAYABLE			1,687.50	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
APP 901-213000					ACCOUNTS PAYABLE			577.91	
07/29/2014	07/27/14	072914			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL								338,796.76	338,796.76
APP 631-130000					DUE TO/FROM CLEARING			331,081.59	
07/29/2014	07/27/14	072914							
APP 101-130000					STREETS - DUE TO/FROM CLEARING				25,327.44
07/29/2014	07/27/14	072914							
APP 402-130000					DUE TO/FROM CLEARING				101,294.11
07/29/2014	07/27/14	072914							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				140,524.71
07/29/2014	07/27/14	072914							
APP 401-130000					DUE TO/FROM CLEARING				9,215.78
07/29/2014	07/27/14	072914							
APP 403-130000					DUE TO/FROM CLEARING				13,588.43
07/29/2014	07/27/14	072914							
APP 407-130000					DUE TO/FROM CLEARING				19,297.87
07/29/2014	07/27/14	072914							
APP 650-130000					DUE TO/FROM CLEARING				6,076.34
07/29/2014	07/27/14	072914							
APP 301-130000					DUE TO/FROM CLEARING				13,263.25

07/23/2014 09:01

|CITY OF BAINBRIDGE ISLAND

|P 25

lsteinberg

|A/P CASH DISBURSEMENTS JOURNAL

|apcshdsb

JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL								
SRC ACCOUNT					ACCOUNT DESC	T OB	DEBIT	CREDIT	
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
07/29/2014	07/27/14	072914							
APP 622-130000					DUE TO/FROM CLEARING			228.25	
07/29/2014	07/27/14	072914							
APP 104-130000					CIVIC IMPR DUE TO/FROM CLEAR'G			1,687.50	
07/29/2014	07/27/14	072914							
APP 901-130000					DUE TO/FROM CLEARING			577.91	
07/29/2014	07/27/14	072914							
SYSTEM GENERATED ENTRIES TOTAL							331,081.59	331,081.59	
JOURNAL 2014/07/265 TOTAL							669,878.35	669,878.35	

07/23/2014 09:01 |CITY OF BAINBRIDGE ISLAND
lsteinberg |A/P CASH DISBURSEMENTS JOURNAL

|P 26
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2014 7	265	07/29/2014		
001-130000			GENERAL - DUE TO/FROM CLEARING		140,524.71
001-213000			GENERAL - ACCOUNTS PAYABLE	140,524.71	
			FUND TOTAL	140,524.71	140,524.71
101 STREET FUND	2014 7	265	07/29/2014		
101-130000			STREETS - DUE TO/FROM CLEARING		25,327.44
101-213000			STREETS - ACCOUNTS PAYABLE	25,327.44	
			FUND TOTAL	25,327.44	25,327.44
104 CIVIC IMPROVEMENT FUND	2014 7	265	07/29/2014		
104-130000			CIVIC IMPR DUE TO/FROM CLEAR'G		1,687.50
104-213000			CIVIC IMPR - ACCOUNTS PAYABLE	1,687.50	
			FUND TOTAL	1,687.50	1,687.50
301 CAPITAL CONSTRUCTION FUND	2014 7	265	07/29/2014		
301-130000			DUE TO/FROM CLEARING		13,263.25
301-213000			ACCOUNTS PAYABLE	13,263.25	
			FUND TOTAL	13,263.25	13,263.25
401 WATER OPERATING FUND	2014 7	265	07/29/2014		
401-130000			DUE TO/FROM CLEARING		9,215.78
401-213000			ACCOUNTS PAYABLE	9,215.78	
			FUND TOTAL	9,215.78	9,215.78
402 SEWER OPERATING FUND	2014 7	265	07/29/2014		
402-130000			DUE TO/FROM CLEARING		101,294.11
402-213000			ACCOUNTS PAYABLE	101,294.11	
			FUND TOTAL	101,294.11	101,294.11
403 STORM & SURFACE WATER FUND	2014 7	265	07/29/2014		
403-130000			DUE TO/FROM CLEARING		13,588.43
403-213000			ACCOUNTS PAYABLE	13,588.43	
			FUND TOTAL	13,588.43	13,588.43
407 BUILDING & DEVELOPMENT FUND	2014 7	265	07/29/2014		
407-130000			DUE TO/FROM CLEARING		19,297.87
407-213000			ACCOUNTS PAYABLE	19,297.87	
			FUND TOTAL	19,297.87	19,297.87
622 EXPENDABLE TRUST FUND	2014 7	265	07/29/2014		

07/23/2014 09:01
lsteinberg

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

|P 27
|apcsbdb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
622-130000				DUE TO/FROM CLEARING		228.25
622-213000				ACCOUNTS PAYABLE	228.25	
				FUND TOTAL	228.25	228.25
631 CLEARING FUND	2014 7	265	07/29/2014			
631-130000				DUE TO/FROM CLEARING	331,081.59	
631-213000				ACCOUNTS PAYABLE	7,715.17	
635-111100				CASH		338,796.76
				FUND TOTAL	338,796.76	338,796.76
650 AGENCY FUND	2014 7	265	07/29/2014			
650-130000				DUE TO/FROM CLEARING		6,076.34
650-213000				ACCOUNTS PAYABLE	6,076.34	
				FUND TOTAL	6,076.34	6,076.34
901 GENERAL LONG TERM DEBT	2014 7	265	07/29/2014			
901-130000				DUE TO/FROM CLEARING		577.91
901-213000				ACCOUNTS PAYABLE	577.91	
				FUND TOTAL	577.91	577.91

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		140,524.71
101	STREET FUND		25,327.44
104	CIVIC IMPROVEMENT FUND		1,687.50
301	CAPITAL CONSTRUCTION FUND		13,263.25
401	WATER OPERATING FUND		9,215.78
402	SEWER OPERATING FUND		101,294.11
403	STORM & SURFACE WATER FUND		13,588.43
407	BUILDING & DEVELOPMENT FUND		19,297.87
622	EXPENDABLE TRUST FUND		228.25
631	CLEARING FUND	331,081.59	
650	AGENCY FUND		6,076.34
901	GENERAL LONG TERM DEBT		577.91
	TOTAL	331,081.59	331,081.59

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

PAYROLL

PAYROLL CHECK RUN: 7 - 20 - 2014

Run Type	Run Date	Check # Sequence	Comments	Amount
Misc	7/20/2014	106720	Misc - retirement check	13.56
Normal	7/20/2014	030789 - 030899	P/R check run - direct deposit	240,864.02
Normal	7/20/2014	106721 - 106729	P/R check run - regular	9,113.76
Vendor	7/20/2014	106730 - 106741	P/R vendor check run	75,862.02
EFTPS	7/20/2014		Federal Tax Electronic Transfer	100,028.98
			TOTAL:	425,882.34

Prepared and Reviewed by


Deborah Lee

Date

7/17/14

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, Budget & Revenue Manager

Date

7/17/14

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF THE AGENDA
3. CITY MANAGER'S REPORT
4. PRESENTATION
 - A. BI RIDE
5. STAFF INTENSIVE
 - A. ZONING REGULATIONS FOR RECREATIONAL MARIJUANA PROCESSING, RETAILING AND PRODUCTION (GROWING) BUSINESSES, AB 13-136 – PLANNING
 - B. DISCUSSION WITH FINANCIAL ADVISOR, AB 14-092
6. EXECUTIVE SESSION: POTENTIAL LITIGATION (RCW 42.30.110(1)(i))
7. STAFF INTENSIVE (CONTINUED)
 - C. EAGLE HARBOR SEWER BEACH MAINS REHABILITATION PROJECT, AB 10-102 – PUBLIC WORKS
 - D. STATEWIDE STORMWATER GRANT AMENDMENT NO. 1 – LYNWOOD CENTER OUTFALL IMPROVEMENTS, AB 11-086 – PUBLIC WORKS
 - E. ORDINANCE NO. 2014-25, CLARIFYING THE ROLE, COMPOSITION AND DUTIES OF THE ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE AND CREATING A NEW CHAPTER 2.36 OF THE BAINBRIDGE ISLAND MUNICIPAL CODE, AB 14-077 – EXECUTIVE
8. COUNCIL DISCUSSION
9. COMMITTEE REPORTS
10. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS
11. FOR THE GOOD OF THE ORDER
12. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL 6:59 PM

Deputy Mayor Tollefson called the meeting to order at 6:59 PM. Councilmembers Bonkowski, Blossom, Roth, Tollefson, Townsend, Ward and Mayor Blair were present. City Clerk Lassoff monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF THE AGENDA 7:00 PM

MOTION: *Mr. Chair, I move we approve the agenda as presented.*
WARD/BONKOWSKI – Motion carried unanimously, 7-0.

Councilmember Blossom abstained from the statewide stormwater grant amendment item as part of that project takes place on property owned by her family. She also recused herself from any vote on marijuana due to a potential conflict with regard to retail.

3. CITY MANAGER'S REPORT 7:01 PM

City Manager Schulze reported on the following items from his weekly report:

- Bainbridge Island ranked the third safest city in Washington state
- Recent road ends celebration
- Hyla Middle School students visited Head of the Bay well site as part of a social justice class

4. PRESENTATION

A. BI RIDE 7:02 PM

John Clauson, Kitsap Transit, explained how BI Ride would enhance existing service on Bainbridge Island for citizens and visitors. He noted service would start on June 9 and answered questions.

5. STAFF INTENSIVE

A. ZONING REGULATIONS FOR RECREATIONAL MARIJUANA PROCESSING, RETAILING AND PRODUCTION (GROWING) BUSINESSES, AB 13-136 – PLANNING 7:15 PM

Special Projects Planner Sutton introduced the item.

Mayor Blair suggested how council might amend the ordinance approved on May 16. She believed the ordinance was fundamentally sound however suggested limiting marijuana sales to a Washington state license site in a qualifying business industrial zone. She thought by making that change, the city would remove the possibility of establishing a state licensed marijuana retail outlet in any of the neighborhood service center special planning areas.

Councilmember Bonkowski supported Mayor Blair's proposal to restrict retail to the business industrial zone and commented on potential transportation issues if council decided to have a retail outlet that would service the entire north end of Kitsap County.

Mayor Blair felt the city needed to stipulate somewhere in the ordinance that on Bainbridge Island marijuana is defined as a "highly-regulated agricultural crop." She thought by defining it that way, it mirrored WAC language which outlines more rigorous licensing standards for recreational marijuana businesses.

Councilmember Ward commented on unintended consequences when calling it an agricultural crop versus an industrial product. Mayor Blair said she was not wedded to her proposed definition however wanted to make sure that marijuana's definition is different from traditional agricultural products. Deputy Mayor Tollefson thought going down that road would open up all kinds of unintended consequences about how people choose to grow crops. He suggested the following whereas clause be added to the ordinance: "Whereas marijuana is a highly regulated agricultural crop, it should therefore be dealt with by the city differently than traditional agriculture crop." Councilmember Bonkowski commented on the upcoming Comprehensive Plan Update as it relates to agriculture.

Interim City Attorney Haney noted as long as the council was careful about making sure marijuana is treated separately, it would not make a difference what you called it. Mayor Blair thought it was important that we have a distinct phrase that works for Bainbridge Island. There was consensus to use Deputy Mayor Tollefson's suggested whereas clause.

Mayor Blair suggested removing the November 12, 2014 expiration date in the current ordinance and to establish the ordinance permanently.

Following a brief discussion regarding energy consumption language, there was consensus to remove 6.c.i and ii and move section 6.c.iii up as 6.c.

Deputy Mayor Tollefson suggested eliminating section 3 as it adds nothing to our zoning regulations and it places us in the position of making an independent judgment on something the Liquor Control Board weighs in on. Interim City Attorney Haney said did not believe eliminating the language should not be an issue. There was consensus to eliminate section 3.

Deputy Mayor Tollefson explained following public comment, council will make a motion asking the planning department to come back at the next business meeting with an revised ordinance which reflects that retail will be allowed only in the business industrial zone.

Paul Sanders, 11738 Kallgren Road, asked why approve a retail outlet and asked council to just say no.

Jeff Dean, 12810 Sunrise Drive, expressed his gratitude for council's support in moving retail to a commercial area and urged council to be cautious about making the ordinance permanent.

Randy Paris, Island Music Guild, spoke against locating a retail outlet in Rolling Bay.

Charles Oliver, Island Neighbors, read from a prepared statement against locating a dispensary in Rolling Bay and presented a petition with 555 signatures.

Laura Van Dyke, 9665 NE Timberlane Place, spoke against locating a retail outlet in Rolling Bay. She said it has been suggested it be co-located with the police department.

Carolyn W(?), 9000 Springwood Avenue, member of Rolling Bay Presbyterian Church, was happy to hear the conversion on not allowing retail in neighborhood service centers. She commented on the church's plan to lease space to Island Children's Montessori School as well as other youth groups.

Christina Pujolar, spoke on behalf of the children living in Rolling Bay and requested the council deny any application for a retail outlet in that area.

Elisa Oliver gave an overhead presentation showing the dangers of marijuana edibles to children.

Tim Wilkins, 10953 Madison Avenue, commented on the proposed grow location on Day Road.

Bruce Weiland, Agate Pass Road, thanked council for not allowing a retail outlet in Rolling Bay. He asked that council to find a location away from neighborhoods and child activities.

Steve Curtis, Lifespan Psychological Services, distributed a letter against locating a retail store in Rolling Bay.

Tom Golan, 15633 Point Monroe Drive NE, spoke about transportation issues related to locating a retail establishment on the island. He felt if we have to have one that it be located next to the highway.

Amy Pratt commented on core values and keeping the marijuana business out of Rolling Bay.

Matt Topham, 10870 Sunrise Drive, commented about all the children on the island. He asked that council take a step back and ask why they would want to put a marijuana dispensary and production facility on the island.

Brandon Peters, 10243 NE Valley Road, echoed earlier comments about what the council has done tonight. He believed locating retail in the business industrial zone makes a lot of sense.

Mike Trail, 11498 Sunrise Drive, thanked council for not locating a facility in Rolling Bay however asked they not force this decision on other neighborhoods. He also felt regardless of whether council might consider having a retail establishment, it is going to have a severe negative impact on property values.

Steve Paul, 10205 Manitou Beach Drive, was adamantly opposed to locating any dispensary on the island and did not believe his neighborhood needed one.

Susan Wilmot, 6112 Old Mill Road, commented on energy and buffer zone requirements. She thanked council for listening to the community noting that the most important crop on the island is our children.

Mike Armstrong, 13261 Fairfield Place, ER physician, commented that Bainbridge Island already has a drug problem and asked council to just say no to drugs period.

Debbie H (?), 643 Janelle Place, wondered whether council could sit back for a while and observe what was happening in other communities and carefully consider what would be a permanent impact on our community.

Deb D (?), 11723 Kallgren Road, Food and Drug Administration, commented on marijuana infused products. She asked council to heed advice from others to slow down. She asked council not to promote any additional traffic on the island.

James G(?) asked whether council has asked Police Chief Hamner what he thinks will happen to his manning levels and what he will need to do with the size of the police force if this ordinance should go forward. He suggested final approval of the ordinance should be subject to a vote in November.

8:22 PM

MOTION: *I would move that we, the council, request staff to draft an amended ordinance that is consistent with the discussion that we had this evening and that includes three revisions: 1) to stipulate that marijuana on Bainbridge Island is defined as a highly regulated agricultural crop; 2) that we limit the retail sales to a Washington State license site in a qualifying business industrial zone and 3) that we delete the November 12, 2014 expiration date in the current ordinance. And the elimination of section 3 having to do with the setbacks and the eliminate of 4C except for the third item that needs to be moved and placed in the correct place within the ordinance.*

BLAIR/BONKOWSKI – *Motion carried unanimously, 6-1 with Councilmember Blossom abstaining.*

There was a 5-minute recess. The meeting resumed immediately following at 8:29 PM with aforementioned Councilmembers and Mayor present.

B. DISCUSSION WITH FINANCIAL ADVISOR, AB 14-092 8:29 PM

City Manager Schulze explained this was a good time to bring this information forward given council's pending decisions, possible funding of long-range needs and limited resources. Deputy Manager Smith gave an overhead presentation which highlighted strategic planning efforts, revenue review, fund balance (\$2M above policy reserves), a balanced operating budget, measuring capacity and capital initiatives (transportation, other infrastructure and capacity/sustainability).

David Trageser, D.A. Davidson & Company, gave a brief update which included options for funding improvements, who benefits from improvements, types of bonds, when bonds make sense, case scenarios, transportation benefit districts, election planning, public disclosure commission laws, historic interest rates, bond ratings, key factors/comparisons for ratings, recent rating criteria changes and recent regulatory action.

Councilmember Ward said there appears to be a competitive situation emerging between the city, fire, school and parks districts all showing interest in taking bond issues to the voters. He asked how one would go about positioning the city to have the highest chance of success. Mr. Trageser suggested coordination amongst the districts.

Mayor Blair was interested in the wisdom in trying to put all of those special purpose districts and municipal organizations together in a single whopper. Mr. Trageser commented if it is all there and people cannot pick and choose, it is easy for them to say no.

Councilmember Townsend asked if there was an efficient number of debt service that a city would want to have. Mr. Trageser noted that from a credit prospective, a city should not get close to their cap in order to be flexible in case of an emergency. He added with voted bonds, a city should not go over 60% of their capacity and for non-voted bonds it would typically be closer to 75%. Councilmember Townsend wondered if it made sense for the city to pay down debt if they had money sitting around. Mr. Trageser agreed to some extent in paying down a project to reduce the amount of debt issued might be based on who is benefitting from it. Councilmember Townsend asked what the city would be saving if they paid down bonds. Mr. Trageser briefly described call provisions and the higher cost of paying them off sooner.

Councilmember Bonkowski asked what the city's assessed valuation was to which Mr. Trageser responded it was about \$5.2M. There was a brief discussion regarding what kind of projects could be paid for with revenue bonds.

Robert Dashiell, NE Tolo Road, asked whether 20, 30 and 40 year bonds might be logical. Mr. Trageser said it was really a matter of the useful life of the project being financed however, 20 years was a benchmark. Mr. Dashiell asked what the cost would be on an average taxpayer per million dollars if we did a 20-year bond. It would cost approximately \$66.00 per thousand.

6. EXECUTIVE SESSION: POTENTIAL LITIGATION 9:19 PM

At 9:19 PM, Deputy Mayor Tollefson recessed the meeting to an executive session with council and legal counsel to discuss potential litigation pursuant to RCW 42.30.110(1)(i). The recording system was turned off and the doors to the Council Chamber were posted. The executive session concluded at 9:39 PM with no action being taken.

7. STAFF INTENSIVE (CONTINUED)

C. EAGLE HARBOR SEWER BEACH MAINS REHABILITATION PROJECT, AB 10-102 – PUBLIC WORKS 9:39 PM

Public Works Director Loveless asked council to consider forwarding the construction award to July 7 unfinished business agenda. Following a brief update on the project, a motion was made.

MOTION: *That the City Council forward the Eagle Harbor Sewer Beach Main Rehabilitation Project construction award to the July 7, 2014 City Council unfinished business agenda.*

BONKOWSKI/WARD

FRIENDLY AMENDMENT: *Change the motion to move the construction award to the July 7, 2014 City Council consent agenda provided that the bids fit within the approved amount.*

BONKOWSKI/WARD – *Motion carried unanimously, 7-0.*

D. STATEWIDE STORMWATER GRANT AMENDMENT NO. 1 – LYNWOOD CENTER OUTFALL IMPROVEMENTS, AB 10-86 – PUBLIC WORKS 9:43 PM

Public Works Director Loveless indicated this item is an extension of a grant agreement with the Department of Ecology to perform stormwater outfall repairs in Lynwood Center. He explained easements have now been granted and the city is ready to move forward.

MOTION: *I move that the City Council approve Amendment No. 1 to the Stormwater Grant Agreement for the Lynwood Center Outfall Improvement project changing the expiration date from March 31, 2014 to June 30, 2015.*

BONKOWSKI/BLAIR – *Motion carried unanimously, 6-0 with Councilmember Blossom abstaining.*

E. ORDINANCE NO. 2014-25, CLARIFYING THE ROLE, COMPOSITION AND DUTIES OF THE ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE AND CREATING A NEW CHAPTER 2.36 OF THE BAINBRIDGE ISLAND MUNICIPAL CODE, AB 14-077 – EXECUTIVE 9:44 PM

City Manager Schulze introduced the ordinance which clarifies the role, composition and duties of the Environmental Technical Advisory Committee.

9:45 PM ***MOTION:** I move the City Council forward Ordinance No. 2014-25 to the June 9, 2014 Consent Agenda.*
***WARD/BONKOWSKI** – Motion carried unanimously, 7-0.*

8. COUNCIL DISCUSSION 9:46 PM

There was none.

9. COMMITTEE REPORTS 9:46 PM

There were no reports submitted in writing.

10. REVIEW OF UPCOMING COUNCIL MEETING AGENDAS 9:46 PM

City Manager Schulze reviewed the June 9 business meeting agenda. There was a brief discussion regarding the June 10 council retreat and potential topics. Council and staff reviewed the upcoming calendar. Deputy Mayor Tollefson noted a discussion of the Suzuki property was scheduled on June 16 and wondered if someone should give staff guidance as to whether to prepare something. Councilmember Blossom explained the reason she asked that the topic be discussed was because she was concerned that the Housing Resources Board was going down a path in creating this large process when the council has not even discussed what they want to do with the property. It was decided that the discussion would be free form. Councilmember Ward wanted to make sure the staff provides some historical perspective on how the property was acquired and for what purpose. Mayor Blair noted a joint meeting with Poulsbo and Suquamish Tribe would be held on July 1 (transportation – SR 305 and public safety – collaboration and cooperation).

9. FOR THE GOOD OF THE ORDER 9:54 PM

Mayor Blair shared comments she received on the road ends celebration held this past weekend.

10. ADJOURNMENT 9:56 PM

The meeting adjourned at 9:56 PM.

Anne S. Blair, Mayor

Rosalind D. Lassoff, City Clerk

ITEMS DISCUSSED

1. EXECUTIVE SESSION CURRENT LITIGATION (RCW 42.30.110(1)(i))
2. WORKSHOP: PRIORITY BASED BUDGETING – RESULTS VALIDATION DISCUSSION, AB 14-045
3. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
4. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
5. PUBLIC COMMENT
6. ORDINANCES/1ST READING
 - A. ORDINANCE NO. 2014-26, MODIFYING ZONING REGULATIONS FOR RECREATIONAL MARIJUANA RETAILING, AND PRODUCTION (GROWING) BUSINESSES AB 13-136
7. ORDINANCES/2ND READING
 - A. ORDINANCE NO. 2014-16, RELATING TO THE RETAIL USE OF SIDEWALKS, AB 14-029
8. CITY MANAGER'S REPORT
9. UNFINISHED BUSINESS
 - A. 2015-2020 CAPITAL FACILITIES PLAN WORKSHOP, AB 14-041
10. NEW BUSINESS
 - A. ELECTION OF DEPUTY MAYOR THROUGH DECEMBER 2014
11. CONSENT AGENDA
 - A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL
 - B. REGULAR STUDY SESSION MEETING MINUTES, APRIL 21, 2014)
 - C. ORDINANCE NO. 2014-25, CLARIFYING THE ROLE, COMPOSITION AND DUTIES OF THE ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE AND CREATING A NEW CHAPTER 2.36 OF THE BAINBRIDGE ISLAND MUNICIPAL CODE, AB 14-077
12. COMMITTEE REPORTS
13. REVIEW UPCOMING COUNCIL MEETING AGENDAS
14. FOR THE GOOD OF THE ORDER
 - A. CENTRAL WARD JUNE 4, 2014 MEETING REPORT – COUNCILMEMBERS ROTH AND WARD
15. ADJOURNMENT

1. EXECUTIVE SESSION CURRENT LITIGATION (RCW 42.30.110(1)(i)) 5:00 PM

Mayor Blair adjourned the meeting to executive session with Councilmembers Blossom (arrived at 5:31 p.m.), Bonkowski, Roth, Tollefson, Ward, Townsend and Interim City Attorney Haney to discuss current litigation. The executive session was held in the Planning Conference Room. The recording system was turned off and a notice was posted on the door to the Council Chamber. No action was taken.

2. WORKSHOP: PRIORITY BASED BUDGETING – RESULTS VALIDATION DISCUSSION, AB 14-045 6:09 PM

The workshop was held in the Council Conference Room. Finance Director Schroer provided background information on Priority Based Budgeting.

On March 10, the City Council approved the use of priority-based budgeting as an approach to budget development for the 2015-16 biennium. Since that time, staff has engaged the Center for Priority Based Budgeting (CPBB) to lead a priority-based budgeting process at the City this year. CPBB led two working sessions for Council and staff, and have compiled the attached worksheets based on the information gathered from participants.

The Priority Based Budgeting approach to budgeting follows five steps:

1. Determine Results
2. Clarify Result Definitions
3. Identify Programs and Services
4. Value Programs Based on Results
5. Allocate Resources Based on Priorities

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

Mayor Blair called the meeting to order at 7:00 PM with Councilmembers Bonkowski, Blossom, Roth, Tollefson, Ward and Townsend present. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes. Everyone stood for the Pledge of Allegiance.

4. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

7:01 PM

MOTION: *I move we approve the agenda as written.*

BONKOWSKI/WARD: *The motion carried unanimously, 7-0.*

Councilmember Blossom commented that she had recused herself at the June 2, 2014 meeting on the proposed marijuana regulations vote; specifically their placement in a neighborhood services center. Because the ordinance now only reflects retail in the Business/Industrial zoning district, she felt it proper that she vote on the ordinance at this meeting. Council concurred.

5. PUBLIC COMMENT 7:02 PM

Fort Ward Hill area residents Kathy Hansen, Steve Hall, Deborah Myers and Renee Jameson all addressed the semi-trucks on Fort Ward Hill and the potentially dangerous situations due to the lack of area for both cars and the trucks. Kathy Hansen used a PowerPoint to illustrate the issue.

Susan Wilmot, Old Mill Road, she supports the ordinance as written but asked about Chapter 16.26 (Right to Farm) in the Bainbridge Island Municipal Code and its application to the ordinance.

Tammy Meader, Blue Sky Lane, invited Council and audience to a community meeting on the Visconsi project and development on the island. The meeting is on Wednesday, June 18, 7 p.m. - 9 p.m. at the library.

Ron Peltier asked Council to reflect on the city's mission statement and purpose of the Comprehensive Plan.

Mike Suraci, Aaron Ave, spoke to the sidewalk ordinance. He is in support of a six-foot easement area identified in previously published documents prepared by staff.

Dan Jensen Lopez, Komedal Road NE, inquired on whether Council is aware of any traffic flow or implications where retail marijuana will be located.

Chuck and Laurie Depew, Garibaldi Loop. Ms. Depew is wheelchair bound and cannot maneuver the sidewalks on Winslow Way. Given the width of the sidewalks, her companions are unable to walk along side with her.

Frank Kochenash, Midship Court, addressing the marijuana regulations. He urged Council to reject any recreational retail of marijuana on the island.

Shelly Jensen Lopez, Komedal Road NE, shared her concern about the impending traffic near Komedal.

Pamela Lee, Sunset Loop, was concerned about the marijuana regulations particularly with regard to the island teenagers. She is concerned about the combination of marijuana and alcohol.

6. ORDINANCES/1ST READING 7:31 PM

A. ORDINANCE NO. 2014-26, MODIFYING ZONING REGULATIONS FOR RECREATIONAL MARIJUANA RETAILING, AND PRODUCTION (GROWING) BUSINESSES AB 13-136

Planner Sutton introduced the agenda item; she found an error on page 11 of the packet (page 4 of ordinance); she will make the correction.

The City Council approved Ordinance 2014-06 on May 12, 2014 with a 6-month sunset date. The Council revisited the issue of recreational marijuana uses at their meetings on May 19 and June 2. At the June 2 meeting, the Council agreed on the following changes to the recreational marijuana retail and production regulations, and directed staff to integrate the changes into Ordinance 2014-26.

- **Marijuana Retail:** To allow recreational marijuana retail only in the Business/ Industrial zoning district (Ordinance Section 1, p. 2 & Section 2, p. 3).
- **Marijuana Production (Growing):** Add a "Whereas" statement acknowledging that marijuana is a highly regulated crop that should be treated differently than traditional "crop agriculture." Remove the renewable energy requirements, and retain the water reuse and monitoring requirements adopted in Ordinance 2014-06 (Ordinance Section 2, p. 3.).
- **State Buffer:** Remove previous subsection K.3 that restated the State's 1000' foot buffer rules (Ordinance Section 2, p. 3).

Councilmember Blossom commented that retail marijuana would now be allowed in an area that is currently not zoned for retail. Traffic would be generated that may not be appropriate for a business industrial area. Deputy Mayor Tollefson stated that during the discussion on June 2, it was determined that a new category of marijuana retail would be created. Deputy Mayor Tollefson and Mayor

Blair agree that the business industrial area is the most appropriate placement of the retail spot and the roads are sufficient at this time to handle extra traffic.

Interim City Attorney Haney responded to a question from Councilmember Bonkowski regarding the packaging of edibles. He stated there is a way that the edible marijuana items are packaged in a way that they are not displayed alongside candy, Pop Tarts and other treats that would be attractive to children. The Washington State Liquor Control Board determines what can be sold. Planner Sutton referenced the state law about packaging and labeling.

7:47 PM **MOTION:** *I move to schedule to second reading/ public hearing for Ordinance 2014-26 on June 23, 2014.*
TOLLEFSON/BONKOWSKI: *The motion carried unanimously, 7-0.*

7. ORDINANCES/2ND READING 7:48 PM

A. ORDINANCE NO. 2014-16, RELATING TO THE RETAIL USE OF SIDEWALKS, AB 14-029

At the request of City Council, City staff prepared an ordinance to address issues relating to the retail use of sidewalks as well as a resolution that adds a sidewalk café permit application fee to the City's Fee Schedule.

During the May 27, 2014 City Council meeting, Council directed staff to modify Ordinance No. 2014-16 to address concerns expressed regarding parked vehicle impacts on the five foot pedestrian zone.

City Manager Schulze presented a PowerPoint illustrating vehicle overhang on Winslow Way. Based on photos, it is hard to identify an average overhang; the issue is addressed on page 17 of the agenda packet.

After discussion, Deputy Mayor Tollefson declared that the ordinance strikes the right balance at setting the distance at 5 feet.

8:00 PM **MOTION:** *I move that the City Council adopt Ordinance No. 2014-16 relating to the retail use of sidewalks.*
TOLLEFSON/BONKOWSKI: *Motion carried, 4-3 (Blair, Blossom, Ward).*

8. CITY MANAGER'S REPORT 8:02 PM

City Manager Schulze reported on the following items:

- B.I. RIDE, the expanded bus service on the Island will allow for increased mobility for residents and decreased dependence on single occupant vehicles.
- Bainbridge Island Police Department is celebrating Welcome to the Water on National Marina Day on Saturday, June 14 from 11 am to 4 pm.
- A sewer spill into Eagle Harbor was a result of a pump station failure near 270 Olympic Drive SE.
- Annual flushing of the water mains from Fletcher Bay to Wing Point will continue through June 13.
- The Building Division will be closed on June 13 for required updated International Building Code certifications and training.
- Preparation continues on negotiating the Comcast franchise with consultant River Oaks gathering data and identifying deficiencies. They will be looking into reestablishing PEG fees as well.

9. UNFINISHED BUSINESS 8:07 PM

A. 2015-2020 CAPITAL FACILITIES PLAN WORKSHOP, AB 14-041

Public Works Director Loveless addressed Council with a very detailed PowerPoint illustrating the Capital Facilities Plan for 2015-2020.

Further discussion took place regarding the situation on Fort Ward Hill mentioned during public comment.

8:28 PM **MOTION:** *I move that council direct staff to come back within two weeks with options to correct the apparent safety issues on Fort Ward Hill down to the water.*
BONKOWSKI/WARD: *The motion carried unanimously, 7-0.*

10. NEW BUSINESS 9:05 PM

A. ELECTION OF DEPUTY MAYOR THROUGH DECEMBER 2014

9:05 PM **MOTION:** *I would like to nominate Councilmember Wayne Roth as deputy mayor through December 2014.*
WARD/TOLLEFSON: *The motion carried unanimously, 7-0.*

11. CONSENT AGENDA 9:06 PM

A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL

Accounts Payable ACH Wire, ACH Check Number 152, EFT Check Number 153, Void Manual Check Numbers 335807, 335849, Manual Check Numbers 335877 through 335878 and Regular Run Check Numbers 335879 through 335965 for a total of \$625,832.24. Payroll Void Check Number 106644, Miscellaneous Check Numbers 106659 through 106660, Vendor Check Number 106661, Direct Deposit Check Numbers 030462 through 030568, Regular Run Check Numbers 106662 through 106666, Vendor Check Numbers 106667 through 106679, Miscellaneous Check Number 106680 and Federal Tax Electronic Transfer for a total of \$586,705.71.

B. REGULAR STUDY SESSION MEETING MINUTES, APRIL 21, 2014)

C. ORDINANCE NO. 2014-25, CLARIFYING THE ROLE, COMPOSITION AND DUTIES OF THE ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE AND CREATING A NEW CHAPTER 2.36 OF THE BAINBRIDGE ISLAND MUNICIPAL CODE, AB 14-077

9:06 PM **MOTION:** *I move that the City Council approve Consent Agenda Items A through C: A) Accounts Payable Voucher and Payroll Approval; B) Regular Study Session Meeting Minutes, April 21, 2014 and C) Ordinance No. 2014-25.*
BONKOWSKI/WARD: *The motion carried unanimously, 7-0.*

12. COMMITTEE REPORTS 9:07 PM

Mayor Blair reported that everyone is working hard on committee and commission interviews that the response has been wonderful.

13. REVIEW UPCOMING COUNCIL MEETING AGENDAS 9:08 PM

City Manager Schulze briefed Council upcoming meeting agendas.

The June 16 Study Session agenda will include:

- Kitsap Economic Development Alliance, 2nd Quarter Report
- Public Safety Facility Assessment Final Report, Mackenzie, Inc.
- Resolution No 2014-13 Setting Public Hearing Date for Right-of-Way Vacation, Pleasant Beach Tracts
- Madison Avenue Overlay Project
- Dripping Water Creek Culvert Replacement Budget Amendment
- Resolution No 2014-14, Adopting Public Defense Standards
- Recommendation from the Environmental Technical Advisory Committee on the Shoreline Master Program Monitoring
- Suzuki Property

The June 23 Business Meeting agenda will include:

- Ordinance No. 2014-26, Modifying Zoning Regulations for Recreation Marijuana and Production (Growing)
- Board, Commission and Committee Appointments
- Ordinance regarding Dog Leash Regulations
- Sound to Olympic Trail Design PSA Award
- Madison Avenue Overlay Construction Award
- Resolutions No. 2014-14 Adopting Public Defense Standards

14. FOR THE GOOD OF THE ORDER 9:14 PM

A. CENTRAL WARD JUNE 4, 2014 MEETING REPORT – COUNCILMEMBERS ROTH AND WARD

Councilmember Bonkowski informed Council that at the Central Ward Meeting, there was a protracted conversation about the walking paths in downtown Winslow not being maintained and that some crossed private easements. He wondered if this is something that can be addressed. Deputy City Manager Smith said more information would be forthcoming in July.

Councilmember Roth thanked Council for the vote of confidence in appointing him Deputy Mayor.

Mayor Blair commented that she, Councilmembers Bonkowski and Tollefson would be attending the AWC Statewide Conference.

15. ADJOURNMENT 9:22 PM

The meeting was adjourned at 9:22 PM.

Anne S. Blair, Mayor

Kelly Jahraus, Records Management Coordinator

DRAFT

CITY OF BAINBRIDGE ISLAND CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Commercial Lease Agreement for Municipal Courthouse	Date: July 28, 2014
Agenda Item: Consent Agenda	Bill No.: 14-112
Proposed By: Executive	Referral(s):

BUDGET INFORMATION

Department: Exec	Fund:	Munis Contract #
Expenditure Req: \$3,727.43 per month	Budgeted? ☒ Yes ☐ No	Budget Amend. Req? ☐ Yes ☒ No

REFERRALS/REVIEW

Study Session: 07/21/14	Recommendation: Forward to 07/28/14 Consent Agenda
City Manager ☒ Yes ☐ No ☐ N/A	Legal ☒ Yes ☐ No ☐ N/A Finance ☒ Yes ☐ No ☐ N/A

DESCRIPTION/SUMMARY

Action Item:

Consider approval of Commercial Lease Agreement with Rolling Bay Commercial Properties, Inc. for the Bainbridge Island Municipal Courthouse.

History:

The Commercial Lease Agreement with Rolling Bay Commercial Properties, Inc. for the Bainbridge Island Municipal Courthouse is scheduled to expire on August 1, 2014. The City has negotiated a new agreement for three years, with two, two-year renewal options.

Attached for Council's consideration is the Commercial Lease Agreement.

RECOMMENDED ACTION

Motion:

I move that the City Council approve the Commercial Lease Agreement with Rolling Bay Commercial Properties, Inc.

COMMERCIAL LEASE AGREEMENT

THIS LEASE is made and this _____ day of July, 2014, by and between ROLLING BAY COMMERCIAL PROPERTIES, INC., a Washington corporation (hereinafter "Lessor") and the CITY OF BAINBRIDGE ISLAND, a Washington municipality (hereinafter "Lessee").

IT IS AGREED between the parties hereto as follows:

1. Description of Leased Premises. Lessor hereby leases to Lessee, and Lessee leases from Lessor, on the terms and conditions hereinafter set forth, those certain premises, together with the appurtenances thereto, commonly known as the Bainbridge Island Municipal Courthouse property, located at 10255 NE Valley Road, Bainbridge Island, WA 98110, and legally described in the attached Exhibit A, together with any improvements and appurtenances thereon or attached thereto.

2. Term and Early Termination.

A. Lease Term. The term of this lease will be for three (3) years, beginning the 1st day of August, 2014 and ending on the 31st day of July 2017, unless otherwise terminated in accordance with the provisions of this Lease. Lessee shall be entitled to two (2) renewal terms, for terms of two (2) years each; provided that Lessee has not been in default of any material provision of this Lease during the term, and is not in default of any provision of this Lease at the time of exercise or at any time thereafter prior to the commencement of the option term. Lessee shall exercise this option in writing six (6) months prior to the expiration of each term. All of the terms and conditions of this Lease, except this right to extend the term, will apply to all option terms so far as applicable. The option to extend is personal to Lessee, except as provided in Section 9, and may not be transferred to any assignee or sublessee of Lessee without the prior written consent of Lessor.

B. Early Termination. This Agreement may be terminated by Lessee upon six (6) months' written notice to Lessor.

3. Rent.

A. Payment. Without notice or demand, the Lessee shall pay Lessor Rent (as defined below) for each and every month, in advance on the first (1st) day of each month. Rent in the amount specified herein shall be made by check or draft payable to the order of Lessor and mailed or delivered to Lessor at P.O. Box 4495, Rolling Bay, Washington 98061, or such

other address which Lessor specifies in writing.

B. Rent. "Rent" means the base amount of Three Thousand Seven Hundred Twenty-Seven Dollars and Forty-Three Cents (\$3,727.43) per month, together with any cost of living or inflation adjustments made as provided for below.

C. Cost of Living Increase. In addition to the base amount specified above, Lessor may increase the Rent by two percent (2%) as of January 1 of each year in the Lease Term.

D. Late Payment. If Lessee shall fail to pay, when the same becomes due and payable, any rent, additional rent, or amounts or charges as may be provided in this Lease, such unpaid amount shall bear interest at the lesser of the rate of ten percent (10%) per annum or the maximum interest rate allowed by law. In addition to such interest, if Lessee shall fail to pay any monthly amount of Rent by the fifth (5th) day of the month such installment is due, a late charge of ten percent (10%) of the monthly installment of Rent may be assessed in the sole discretion of Lessor.

4. Utilities. Lessee hereby covenants and agrees to pay all charges for heat, light, water and sewer and for all other public utilities which shall be used in or charged against the leased premises during the full term of this Lease. Lessor shall not be liable for the failure of any such services for any reasons whatsoever.

5. Use. The premises are leased to Lessee for purposes of operation of a municipal court facility, public meeting area, and related public services. Lessee shall not use the premises for any other purposes without the prior written consent of Lessor.

A. Suitability. Lessee acknowledges that neither Lessor nor any agent of Lessor has made any representation or warranty with respect to the premises or the building of which the premises may be a part or with respect to the suitability of either for the conduct of Lessee's business. Lessor has not agreed to undertake any modification, alteration or improvement of the premises. Taking of possession of the premises by Lessee shall conclusively establish that the premises and said building were at such time in satisfactory condition, unless within fifteen (15) days after such date, Lessee shall give Lessor written notice specifying in reasonable detail the respects in which the premises or the building were not in satisfactory condition.

B. Common Areas. Lessee agrees to conform to Lessor's rules and regulations governing common areas, including but not limited to, walkways, staircases, sidewalks, parking areas, and landscaping.

C. Uses Prohibited. Lessee agrees not to use or permit the use of said premises for any illegal or immoral purposes, nor to commit or permit any act or conduct forbidden by law, statute, ordinance, or governmental regulation now or hereafter in effect, nor to permit, maintain, or commit a nuisance on or about said premises. Lessee shall, at its sole cost and expense, promptly comply with all laws, statutes, ordinances, and governmental rules, regulations, or requirements now in force or which may hereafter be in force and with the requirement of any board of fire underwriters or other similar body now or hereafter constituted relating to or affecting the condition, use, or occupancy of the premises, excluding structural changes not relating to or affecting the condition, use, or occupancy of the premises, or not related or afforded by Lessee's improvements or acts. Lessee shall not commit or allow to be committed any waste upon the leased premises or any public or private nuisance or anything that destroys the quiet enjoyment of any other lessee in the building.

D. Hazardous Substances -- Indemnification. Lessee shall indemnify, defend and hold Lessor harmless from and against any and all claims, demands, damages, losses, liens, liabilities, penalties, fines and other proceedings and costs and expenses (including attorneys' fees), arising directly or indirectly from or out of, or in any way connected with Lessee's use, storage, ownership, possession or control of hazardous substances on the leased premises which directly or indirectly result in the leased premises or any other property becoming contaminated with hazardous substances. Lessee hereby agrees upon notification to clean up from the leased premises or any other property any contamination caused by its activities including, without limitation, use, storage, ownership, possession or control of hazardous substances on the leased premises including, without limitation, any remedial action required by applicable governmental authorities. Lessee further acknowledges that it will be solely responsible for all costs and expenses relating to the clean-up of hazardous substances from the leased premises or any other properties which became contaminated with hazardous substances as a result of Lessee's activities on the leased premises.

The term "hazardous substances" shall mean: any substance or material defined or designated as hazardous or toxic waste, hazardous or toxic material, a hazardous, toxic or radioactive substance, or other similar term, by any federal, state or local environmental statute, regulation or ordinance presently in effect or that may be promulgated in the future, as such statutes, regulations and ordinances may be amended from time to time including, but not limited to, the statutes listed below:

Federal Resource Conservation and Recovery Act of 1976, 42 U.S.C. Section 6901 et seq.

Federal Comprehensive Environmental Response, Compensation and Liability Act of 1980, 49 U.S.C. Section 1801, et seq.

Federal Clean Air Act, 42 U.S.C. Sections 7401-7626.

Federal Water Pollution Control Act, Federal Clean Water Act of 1977, 33 U.S.C. Section 1251, et seq.

Federal Insecticide, Fungicide, and Rodenticide Act, Federal Pesticide Act of 1978, 7 U.S.C., paragraph 13, et seq.

Federal Toxic Substances Control Act, 15 U.S.C. Section 2601 et seq.

Federal Safe Drinking Water Act, 42 U.S.C. Section 300(f), et seq.

Washington Water Pollution Control Act, RCW Chapter 90.48

Washington Clean Air Act, RCW Chapter 70.94

Washington Solid Waste Management Act, RCW Chapter 70.95

Washington Hazardous Waste Disposal Act, RCW Chapter 70.105

Washington Hazardous Waste Cleanup Act, RCW Chapter 70.105B

Washington Nuclear Energy and Radiation Act, RCW Chapter 98

Washington Radioactive Waste Storage and Transportation Act, RCW Chapter 70.99

Underground Storage Tank Pollution Liability Insurance, RCW Chapter 70.148

6. Maintenance. Lessee has inspected the premises and accepts the premises in its present condition. If Lessee makes improvements to the premises, Lessor shall have the authority to inspect any improvements and make reasonably necessary corrections thereto. Lessee agrees and covenants during the full term of this Lease, to keep the leased premises clean, in good condition and repair, including replacement of all broken interior and exterior glass and any other repairs needed as a result of Lessee's use of the leased premises, and not to permit or suffer any mechanics liens to arise thereon. Lessee shall repair and take care of the interior plumbing, heating, wiring and other interior furnishings necessary to fulfill its use of the leased premises and reasonable maintenance of the said leased premises. Lessee shall, other than as herein provided, maintain sidewalks and approaches to the premises, keeping free of ice and snow or dangerous conditions. Lessor agrees to maintain and repair the roof, downspouts, exterior plumbing, outside walls, and foundation, including repair of sub floors.

7. Signs and Displays. Lessee acknowledges that Lessor has discretion to approve the business signs of Lessee. Lessor may establish controls on the size, shape, color, and design of signs applicable to the leased premises. Accordingly, at the cost of Lessee, all signs or symbols placed in the window or doors of the premises, or upon any exterior part of the building by Lessee, shall be subject to the approval of Lessor or Lessor's agent. Any signs so placed on the premises shall be so placed upon the understanding and agreement that Lessee shall remove same at the termination of the tenancy herein created and repair any damage or

injury to the premises caused thereby and, if not removed by Lessee, then Lessor may have same so removed at Lessee's expense. Lessee may not display, sell, merchandise, or allow cars, vending machines, or other services items to be stored or to remain outside the exterior walls and/or doorways of the leased premises.

8. Lessor's Access. Subject to Lessee's need for security and confidentiality of its files as a municipal courthouse, Lessee will allow Lessor or Lessor's agent free access to the leased premises at all reasonable times, for the purpose of inspection or to show said premises to prospective purchasers, mortgagees, or lessees of the premises, or to any person having a legitimate interest thereto, or to make necessary repairs or improvements. Lessor may place "For Rent" or "For Lease" signs in or on the premises during the last thirty (30) days of this Lease or during any period Lessee is in default under this Lease or holding over after the termination date of this Lease.

9. Assignment. Lessee shall not assign, transfer, mortgage, pledge, hypothecate, encumber this Lease or any interest therein, nor permit such assignment by operation of law, and shall not sublet the building or any part thereof without the prior written consent of Lessor, and any attempt to do so without such consent being first had and obtained shall be wholly void and shall constitute a breach of this Lease.

A. Reasonable Consent. If Lessee complies with the following terms and conditions, Lessor shall not unreasonably withhold its consent to the subletting of the leased premise, the building, or any portion thereof or the assignment of this Lease. Lessee shall submit in writing to Lessor (a) the name and legal composition of the proposed sublessee or assignee; (b) the nature of the business proposed to be carried on in the premises (the nature and use of the premises must be identical to the nature and use permitted by this Lease); (c) the terms and provisions of the proposed sublease, which shall include all of the terms of this Lease; (d) such reasonable financial information as Lessor may request concerning the proposed sublessee or assignee which must be at least equal in financial strength to Lessee under this Lease; (e) business reputation of proposed sublessee or assignee must be in accordance with generally acceptable commercial standards; (f) managerial and operational skills of proposed sublessee or assignee must be at least equal to those of Lessee; (g) use of the leased premises by the proposed sublessee or assignee will not violate any other agreements affecting the leased premises, the building or Lessor.

B. No Release of Lessee. No consent by Lessor to any assignment or subletting by Lessee shall relieve Lessee of any obligations to be performed by Lessee under this Lease, whether occurring before or after such consent, assignment, or subletting. The consent by Lessor to any assignment or subletting shall not relieve Lessee from the obligation to obtain Lessor's express written consent to any other assignment or subletting. The acceptance

or rent by Lessor from any other person shall not be deemed to be a waiver by Lessor of any provision of this Lease or to be consent to any assignment, subletting or other transfer. Consent to one assignment, subletting or other transfer shall not be deemed to constitute consent to any subsequent assignment, subletting or other transfer. It is understood and agreed that Lessee is leasing the premises for the use as described herein and not for the purpose of profiting from subleasing; therefore, any rent under any sublease in excess of the rent provided for herein or any price paid for the assignment of this Lease shall be payable to Lessor.

C. Diligence Fees. In the event Lessee shall request Lessor's consent to a sublease or assignment under this Section 9, Lessee shall pay Lessor's reasonable professional fees at the then prevailing hourly rate or other charges incurred in reviewing subleases, investigating the financial stability of the proposed sublessee and any similar matter which bears a direct connection with giving of such consent. Such professional fees shall include reasonable attorneys' fees incurred by Lessor, which shall not be less than Three Hundred Dollars (\$300.00) per hour.

10. Alterations, Additions, or Improvements. Lessee shall not make or suffer to be made any alterations, additions, or improvements of the leased premises without first obtaining the written consent of Lessor. Lessor may impose as a condition to the aforesaid consent such additional requirements as Lessor may deem necessary in its sole discretion including, without limitation thereto: the manner in which the work is done; a right of approval of the contractor by whom the work is to be performed; the times during which it is to be accomplished; and the requirement that upon written request of Lessor prior to the expiration or earlier termination of the Lease, Lessee will remove any and all permanent improvements or additions to the premises installed at Lessee's expense. Except as otherwise provided herein, the cost of any alteration, addition, or improvement shall be at the sole cost and expense of Lessee. If Lessee shall perform work with the consent of Lessor, as aforesaid, Lessee agrees to comply with all laws, ordinances, rules, and regulations of the appropriate jurisdiction or any other authorized public authority. Lessee further agrees to hold Lessor free and harmless from damage, loss, or expense arising out of said work. Lessor and Lessee hereby agree that that Lessee is entitled to remove that certain "Judge's Bench" used in the courtroom upon payment by Lessee to Lessor the agreed value of Two Thousand Dollars (\$2,000.00).

Upon the expiration or sooner termination of Lessee's occupancy, Lessee shall, at Lessee's sole cost and expense, remove any alterations, additions, or improvements made by Lessee or made by Lessor for Lessee's benefit, and designated by Lessor to be removed and, at Lessee's sole cost and expense, repair any damage to the premises caused by such removal; or in lieu of removing any alterations, additions, or improvements, and repairing any

damage to the premises caused by such removal, Lessee may elect to pay Lessor a fixed fee of Four Thousand Dollars (\$4,000.00), which shall be in addition to any rent, deposit, fees, and/or interest owed by Lessee to Lessor, and which shall fully discharge Lessee's responsibilities for such removal and repair. Lessor may require advance payment based on all relevant factors to be made prior to Lessee making any alterations or changes in zoning or actual use of the leased premises. Lessee agrees that Lessor has the right to make alterations to the premises and to the building in which the premises are located as the same may become necessary from time to time in order to adequately and reasonably maintain the premises and improvements. Lessor will not be liable for any damage which Lessee might suffer by reason of such undertaking unless due to direct negligence of Lessor.

11. Risk of Loss and Insurance. All personal property on said leased premises shall be at the risk of Lessee. Lessee further agrees to obtain and keep in effect an insurance policy as follows:

(1) Lessee shall carry public liability insurance for the leased premises with limits of not less than One Million Dollars (\$1,000,000.00), combined single limit, effective upon the commencement date of this Lease, and under a policy acceptable to Lessor; (2) Lessee shall provide and keep in force other insurance in amounts that may from time to time be required by Lessor against other insurable hazards as are commonly insured against for the type of business activity that Lessee will conduct; and (3) all insurance provided by Lessee as required by this section shall be carried in favor of Lessor and Lessee as their respective interests may appear, and in case of insurance against damage to the buildings by fire or other casualty, shall provide that loss, if any, shall be adjusted with and be payable to Lessor. If requested by Lessor, Lessee's insurance against fire or other casualties shall provide that losses be payable to the holder under a standard mortgage clause. All policies shall require twenty (20) days' notice by registered mail to Lessor of any cancellation or change affecting any interest of Lessor. If, by reason of any activities of Lessee, Lessor's insurance is increased, Lessee shall pay any such increase.

12. Waiver of Subrogation. Lessor and Lessee each releases and relieves the other and waives the entire right of recovery against the other for loss or damage to their property which loss or damage is covered and/or included in their hazard insurance, which occurs in, or about the premises, whether due to the negligence of either part, their agents, employees, or otherwise. Nothing in this section shall alter the insurance and loss payee provisions of this Lease.

13. Indemnity and Hold Harmless. Lessee covenants to hold Lessor harmless from all claims, demands, causes, or actions, judgments, attorney's fees, costs and expenses arising from or connected with Lessee's use or occupancy of said leased premises and/or arising

from property damage, bodily injuries or death suffered or caused on or about the leased premises, resulting directly or indirectly from the acts or neglect of Lessee, its officer, agents, and employees. Lessee further covenants to indemnify and hold harmless Lessor against and from any and all claims arising from Lessee's use of the leased premises or from the conduct of its business or from any activity, work, or other things done, permitted, or suffered by Lessee in or about the leased premises, and shall further indemnify and hold harmless Lessor against and from any and all claims arising from any breach or default in the performance of any obligation on Lessee's part to be performed under the terms of this Lease, or arising from any act or negligence of Lessee, or any officer, agent, or employee of Lessee, and from all costs, attorney's fees, and liabilities, incurred in or about the defense of any such claims or any action or proceeding brought thereon and in case any action or proceeding be brought against Lessor by reason of such claim. Lessee, as a material part of the consideration to Lessor, hereby assumes all risk of damage to property, or injury to persons in, upon, or about the premises, from any cause other than Lessor's negligence, and Lessee hereby waives and releases all claims in respect thereof against Lessor. Lessee shall give prompt notice to Lessor in case of casualty or accidents in the premises.

Lessor and its agents shall not be liable to Lessee or any person claiming through Lessee, and Lessee waives and releases all claims for damage not caused by Lessor's negligence to person or property sustained by Lessee or any person claiming through Lessee resulting from any accident or occurrence in or upon the leased premises or the building of which it is a part, or any other part of the building, including, but not limited to, claims for damage resulting from: (a) any equipment or appurtenances becoming out of repair; (b) injury done or occasioned by wind; (c) any defect in or failure of plumbing, heating, or air conditioning equipment, electric wiring, or insulation thereof, gas, water, and steam pipe, stairs, railings, or walks; (d) broken glass; (e) the backing up of any sewer pipe or downspout; (f) the bursting, leaking, or running of any tank, tub, washstand, water closet, waste pipe, drain, or other pipe or tank in, upon, or about such building or the leased premises; (g) the escape of steam or hot water; (h) water, snow, or ice being upon or coming through the roof, skylight, trapdoor, stairs, doorways, show windows, walks, or other place upon or near such building or the premises or otherwise; (i) the falling of any fixture, plaster, tile, or stucco; and (j) any act, omission, or negligence of co-lessees, licensees or of any other person or occupants of said building or of adjoining or continuous buildings.

14. Fire and Other Casualty. In the event the leased premises are destroyed or damaged by fire, earthquake or other casualty to such an extent as to render the leased premises unsuitable for the purposes stated herein, in whole or in a substantial part thereof, it shall be optional with Lessor to rebuild or repair the same; and after the happening of any such casualty, Lessee shall give Lessor or Lessor's agents immediate written notice thereof. Lessor shall have not more than ninety (90) days after date of such notification to notify Lessee in

writing of Lessor's intentions to rebuild or repair the leased premises, or the part so damaged as aforesaid, and if Lessor elects to rebuild or repair said leased premises, Lessor shall process the work of such rebuilding or repairing without unnecessary delay. During such period the rent for the leased premises shall be abated in the same ratio that the portion of the premises rendered for the time being unfit for use or occupancy by Lessee shall bear to the whole of the leased premises.

In the event the leased premises shall be destroyed or damaged by fire, earthquake or other casualty (even though the leased premises hereby leased shall not be damaged thereby) to such an extent that in the opinion of Lessor it shall not be practicable to rebuild or repair, then Lessor shall have the option to terminate this Lease by written notice served on Lessee within ninety (90) days after such destruction or damage.

15. Condemnation. In the event the leased premises or a portion thereof are appropriated under the laws of eminent domain so as to render them unsuitable for the purposes stated herein, this Lease shall terminate and the Lessee's liability for rent shall cease as of the date of Lessee's removal therefrom. If only a portion of the leased premises are so taken and the remaining portion is suitable for the Lessee's business operations, this Lease shall continue in force at a reduced rental, said new rental to bear the same ratio to the original rental as the new reduced area bears to the original area. All damages awarded in any eminent domain proceedings shall be to the Lessor, and Lessee shall have no right, title or interest therein.

16. Subordination. This Lease is subject to and is hereby subordinated to all present and future mortgages, deeds of trust and other encumbrances affecting the demised leased premises or the real property of which said leased premises are a part. Lessee agrees to execute, at no expense to Lessee, any instrument which may be deemed necessary or desirable by Lessor to further effect the subordination of this Lease to any mortgage, deed of trust, or encumbrance.

If Lessor fails to pay any interest, principal, costs or other charges under any mortgages, deeds of trust or other encumbrances affecting the demised leased premises, Lessee may pay the same on Lessor's behalf and cure the default at Lessor's expense. Lessor shall pay to Lessee the amount so advanced upon demand, and Lessee may withhold and apply thereto all rents and other payments due or thereafter becoming due to Lessor under this Lease until all amounts so paid by Lessee are fully repaid.

17. Liens and Insolvency. Lessee shall keep the leased premises and the real property in which the leased premises are situated free from liens arising out of work performed, materials furnished or obligations incurred by Lessee. If Lessee shall be

adjudicated a bankrupt or a receiver is appointed for the business and property of Lessee, or if Lessee shall make an assignment for the benefit of creditors, then, at the option of Lessor, this Lease may be cancelled, Lessor may determine that this Lease is breached under Section 10 entitled "Remedies" upon three (3) days' written notice of Lessee of such bankruptcy.

18. Remedies. In the event of the failure of Lessee to pay rent, or any portion of rent, as heretofore provided, or the failure of Lessee to comply with any provision of this Lease, or, in the event permits the use of the leased premises for any immoral or illegal purpose, or permits or maintains any nuisance upon or about said premises, or is adjudicated bankrupt, the following remedies shall be available to Lessor:

A. Lessor may give notice to Lessee of said breach, identifying the nature of the same and demanding that said breach be corrected within ten (10) days of the date said notice is served upon Lessee, or the leased premises be surrendered to Lessor.

B. If the leased premises are surrendered, Lessee's liability for any past due or future rent or other damages caused by breach of this Lease shall not abate.

C. In the event Lessee fails to comply with the said notice, Lessor may elect to declare this Lease terminated, secure possession of the demised leased premises, without further notice, and declare all rights of Lessee thereunder forfeited, without prejudice to Lessor's right to recover damages suffered by any breach of this Lease.

D. Lessor may elect to demand the specific performance of this Lease.

E. In the event Lessor elects to declare this Lease terminated and to re-enter into possession of the leased premises pursuant to the terms of this Lease, or if Lessee vacates or abandons the leased premises before the expiration of said term, Lessee shall not be relieved of the obligation to pay all of the rent herein mentioned for the whole of the unexpired term, nor from the performances of any of the other covenants and conditions hereof on Lessee's part to be performed.

F. In the event of any entry, or taking possession of the leased premises, Lessor may remove from the leased premises all personal property not fixed to the leased premises or considered a fixture and may place the same in storage at a public warehouse at the risk and expense of the owners thereof. Alternatively, Lessor may permit the same to remain upon the leased premises and to make use of said personal property.

G. The foregoing remedies are separate, distinct and cumulative. They may be elected or enforced at the sole discretion of the Lessor. Any election or failure to elect any

remedy or waiver of default by Lessor shall not waive any other remedy Lessor may have either pursuant to this Lease, or otherwise. The failure of Lessor to insist upon strict performance of any and all of the covenants of this Lease shall not be considered as a waiver of any such provision but the same shall remain in full force and effect.

H. No receipt of money by Lessor from Lessee after default or cancellation of this Lease in any lawful manner shall: (1) reinstate, continue or extend the term or affect any notice given to Lessee, (2) operate as a waiver of the right of Lessor to enforce the payment of rent and additional rent then due or falling due, or (3) operate as a waiver of the right of Lessor to recover possession of the buildings by proper suit, action, proceeding, or other remedy.

19. Hold-over. If Lessee shall, with the written consent of Lessor, hold-over after the expiration of the term of this Lease, such tenancy shall be for an indefinite period of time on a month-to-month tenancy. During such tenancy, Lessee agrees to pay to Lessor the then reasonable rental value of said premises, but not less than the same rate of rental as set forth herein, unless a different rate is agreed upon, and to be bound by all of the terms, covenants and conditions as herein specified, so far as applicable. Termination notice under this section shall be sixty (60) days.

20. Termination. Lessee agrees at expiration, or earlier termination of this Lease, to deliver up the leased premises and any keys thereto, together with any alterations, additions, or improvements in accordance with Section 10, without notice, in as good condition as the leased premises now are at the time this Lease commences, excepting normal wear and tear.

21. Miscellaneous.

A. All notices to be given to Lessor or Lessee may be given in writing, personally or by certified mail, postage pre-paid, sent to Lessee at the demised premises or to Lessor at the place where the rent is payable.

B. The covenants and agreements of this Lease shall be binding upon the heirs, executors, administrators, successors, and/or assigns of both parties hereto, except as hereinabove provided.

C. If by reason of any default on the part of Lessee it becomes necessary for Lessor to employ an attorney in case breach of any provision of this Lease or to recover possession of the leased premises, or if Lessee shall bring any action for any relief against Lessor, declaratory or otherwise, arising out of this Lease and Lessor shall prevail in such

action, then, and in any of such events, Lessee shall pay Lessor a reasonable attorney's fee and all costs and expenses expended or incurred by Lessor in connection with such default or action.

D. Titles of paragraphs or subparagraphs in this Lease are for reference only and shall not affect the textual meaning. The use of pronouns indicating genders are interchangeable with pronouns of a different gender.

E. This Lease shall be governed by the law of the State of Washington.

F. If any provision of this Lease, or its applications to any person or circumstance is held by a court of competent jurisdiction to be invalid or unenforceable, then the remainder of this Lease, or the application of such provision to other persons or circumstances, shall not be affected.

G. Time is of the essence of this Lease. This Lease constitutes the complete written agreement of the parties, and there are no other oral, contemporaneous or prior agreements which affect this Lease. This Lease shall be amended only by a writing of equal dignity.

H. This Lease has been entered into following arm's length negotiation between the parties. No presumption shall arise as a result of one party or the other or such party's agent or attorney having drafted all or any portion of this Lease.

I. If Lessee is a corporation, each individual executing this Lease on behalf of said corporation represents and warrants that he is duly authorized to execute and deliver this Lease on behalf of said corporation in accordance with a duly adopted resolution of the board of directors of said corporation or in accordance with the bylaws of said corporation, and that this Lease is binding upon said corporation in accordance with its terms. If Lessee is a corporation, Lessee shall, within thirty (30) days after execution of this Lease, deliver to Lessor a certified copy of a resolution of the board of directors of said corporation authorizing or ratifying the execution of this Lease.

22. Dispute Resolution. In the event that any dispute or deadlock arises from this Lease, which cannot be resolved, such matter shall be settled by binding arbitration pursuant to the provisions of RCW 7.04A. The arbitration will be conducted under the procedural rules (but not the administration) of the American Arbitration Association. Within thirty (30) days of the application for arbitration, the parties shall attempt to mutually select an arbitrator, and if they cannot agree, each party will choose an arbitrator, and the two chosen arbitrators will select an arbitrator. The arbitration shall take place in Kitsap County, Washington, or such other location as the parties agree, and shall commence within sixty (60) days of selection of an arbitrator. The prevailing party in an arbitration proceeding or in any other

action brought by a party shall be entitled to recover from the other party the prevailing party's costs, including reasonable attorneys' fees during arbitration, at trial, and on appeal, in addition to all other relief to which the prevailing party is entitled. Except as expressly set forth elsewhere herein, the parties agree to bear their own costs in any such mediation and/or arbitration. The parties agree to extend any applicable statute of limitations for the period of time arbitration is pending.

23. Memorandum of Lease. Unless both parties consent thereto in writing, this Lease shall not be placed of record. Lessor and Lessee, on the request of the other, agree to execute and place of record, an instrument, in recordable form, evidencing the commencement date and expiration date of this Lease.

24. Counterparts. This Lease may be executed in counterparts using facsimiles or email transmissions of signatures, and a facsimile or email transmission of a counterpart signature shall be deemed to constitute one and the same instrument, and be equally enforceable as originals of such signatures.

25. Exhibits. The following Exhibit is attached to this Lease and fully incorporated herein by this reference: Exhibit A, legal description.

IN WITNESS WHEREOF, the parties have hereunto set their hands this day and year first written above.

CITY OF BAINBRIDGE ISLAND

By: _____
Douglas Schulze, City Manager

ROLLING BAY COMMERCIAL PROPERTIES, INC.

By: _____
Tord Vestman, President

STATE OF WASHINGTON)
) ss:
COUNTY OF KITSAP)

I certify that I know or have satisfactory evidence that Douglas Schulze is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument, and acknowledged it as the City Manager of the

CITY OF BAINBRIDGE ISLAND, Washington, a municipal corporation, to be the free and voluntary act of such municipal corporation for the uses and purposes mentioned in the instrument.

DATED: _____

NAME: _____
(Print Name)

Notary Public in and for the State of Washington.
Commission Expires: _____

STATE OF WASHINGTON)
) ss:
COUNTY OF KITSAP)

I certify that I know or have satisfactory evidence that Tord Vestman is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument, and acknowledged it as the President of ROLLING BAY COMMERCIAL PROPERTIES, INC., to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

NAME: _____
(Print Name)

Notary Public in and for the State of Washington.
Commission Expires: _____

EXHIBIT A

Legal Description

APPROXIMATELY 2,680 SQUARE FEET OF THAT CERTAIN COMMERCIAL BUILDING LOCATED NEAR THE CORNER OF VALLEY ROAD AND SUNRISE ROAD, COMMONLY KNOWN AS 10255 NE VALLEY ROAD, BAINBRIDGE ISLAND, WA 98110, KITSAP COUNTY, LEGALLY DESCRIBED AS FOLLOWS:

THE WEST HALF OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M.; EXCEPT THE NORTH 30 FEET FOR THE ROAD, SITUATED IN KITSAP COUNTY

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Ordinance No. 2014-30, relating to the meeting date for regular meetings of the City Council and amending Bainbridge Island Municipal Code Section 2.04.010	Date: July 28, 2014
Agenda Item: Consent Agenda	Bill No.: 14-025
Proposed By: Douglas Schulze, City Manager	Referral(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

Study Session: 07/21/14	Recommendation: Forward to 07/28/14 Consent Agenda
City Manager ☒ Yes ☐ No ☐ N/A	Legal ☒ Yes ☐ No ☐ N/A Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action Item:

Consider approval of Ordinance No. 2014-30 relating to the meeting date for regular meetings of the City Council and amending Bainbridge Island Municipal Code Section 2.04.010.

History:

At the June 10, 2014 City Council Advance, Council requested a change in meeting dates from Monday to Tuesday. The attached ordinance would make such a change effective September 1, 2014.

RECOMMENDED ACTION

Motion:

I move that the City Council approve Ordinance No. 2014-30 relating to the meeting date for regular meetings of the City Council and amending Bainbridge Island Municipal Code Section 2.04.010.

ORDINANCE NO. 2014-30

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to the schedule for regular meetings of the City Council and amending Section 2.04.010 of the Bainbridge Island Municipal Code to establish the date of such meetings.

WHEREAS, the City Council has determined that the business of the City is best served by changing the meeting date;

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

Section 1. Section 2.04.010 of the Bainbridge Island Municipal Code is hereby amended as follows:

2.04.010 Held When. The city council shall hold its meetings on the first, second, third and fourth Tuesday ~~Monday~~ of each month.

Section 2. This ordinance shall take effect on September 1, 2014.

PASSED BY THE CITY COUNCIL this ____ day of July, 2014.

APPROVED BY THE MAYOR this ____ day of July, 2014.

Anne S. Blair Mayor

ATTEST/AUTHENTICATE:

Rosalind D. Lassoff, City Clerk

FILED WITH THE CITY CLERK:	July 16, 2014
PASSED BY THE CITY COUNCIL:	
PUBLISHED:	
EFFECTIVE DATE:	
ORDINANCE NUMBER:	2014-30



**REGULAR STUDY SESSION
MONDAY, AUGUST 4, 2014
LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WASHINGTON**

AGENDA

1. CALL TO ORDER / ROLL CALL

7:00 PM

Mayor: Anne Blair

Deputy Mayor: Wayne Roth

Councilmembers: Sarah Blossom
Steven Bonkowski
Val Tollefson

Roger Townsend
David Ward

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

7:05 PM

3. CITY MANAGER'S REPORT

7:10 PM

4. STAFF INTENSIVE

7:15 PM

A. Subject: Community Services Fund, AB 14-___ – 15 min. **(Pg.)**

Discussion Leader: Executive
Discussion Goal: Information.

B. Subject: Police Oversight Recommendation, AB 14-113 – 10 min. **(Pg.)**

Discussion Leader: Executive
Discussion Goal: First reading. Consider scheduling second reading on August 11, 2014.

C. Subject: Resolution No. 2014-___, Surplus of Suzuki Property, AB 14-___ – 20 min. **(Pg.)**

Discussion Leader: Executive
Discussion Goal: Next steps. Consider scheduling public hearing for August 25, 2014.

D. Subject: 2014 Island wide Asphalt Repair Contract Award, AB 14-___ – 10 min. **(Pg.)**

Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.

E. Subject: City Hall Paint and Wood Restoration Contract Award, AB 14-___ – 10 min. **(Pg.)**

Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.

F. Subject: Roadway Drainage Improvements (Valley, Logg and Gertie Johnson Road) Contract Award, AB 14-___ – 10 min. **(Pg.)**

Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.

G. Subject: Lynwood Center Outfall Improvement Contract Award, AB 14-___ – 10 min. **(Pg.)**

Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.

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.

- H. Subject:** Sound to Olympics Trail Design Professional Services Agreement WSDOT Revisions, AB 14-096 – 10 min. **(Pg.)**
Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.
- I. Subject:** Ordinance No. 2014-29, Regarding Pleasant Beach Tracts Partial Right-of-Way Vacation, AB 14-____ – 10 min. **(Pg.)**
Discussion Leader: Executive
Discussion Goal: Consider scheduling public hearing on August 11, 2014.
- J. Subject:** Ordinance No. 2014-24, Related to Right-of-Way Use, AB 14-098 – 10 min. **(Pg.)**
Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.
- K. Subject:** Resolution No. 2014-15, Amending the Fee Schedule Related to Right-of-Way Use Fees, AB 14-098 – 5 min. **(Pg.)**
Discussion Leader: Public Works
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.
- L. Subject:** Review Financial Policies, AB 14-____ – 20 min. **(Pg.)**
Discussion Leader: Finance
Discussion Goal: Discussion.
- M. Subject:** 2014 Mid-Year Report, AB 14-____ – 15 min. **(Pg.)**
Discussion Leader: Finance
Discussion Goal: Information.
- N. Subject:** Ordinance No. 2014-31, Q2, 2014 Budget Adjustments, AB 14-034 – 10 min. **(Pg.)**
Discussion Leader: Finance
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.
- 5. COUNCIL DISCUSSION**
10:00 PM
- A. Subject:** Resolution No. 2014-18, Oil Train Regulations, AB 14-____ – 10 min. **(Pg.)**
Discussion Leader: Councilmember Tollefson
Discussion Goal: Consider scheduling on August 11, 2014 Consent Agenda.
- B. Subject:** Co-Working Day Proclamation, AB 14-____ – 5 min. **(Pg.)**
Discussion Leader: Deputy Mayor Roth
Discussion Goal: Consider approval.
- 6. COMMITTEE REPORTS**
10:15 PM
- 7. REVIEW UPCOMING COUNCIL MEETING AGENDAS**
10:20 PM
- 8. FOR THE GOOD OF THE ORDER**
10:25 PM
- 9. ADJOURNMENT**
10:30 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.

2014 PROPOSED COUNCIL CALENDAR ITEMS

Study Session 7 pm					Business Meeting 7 pm				
Absences	Clerk	Department	Timing (min)		Absences	Clerk	Department	Timing (min)	
					Roger Val Kelly	Roz			28-Jul
Kelly Kathy	Roz			4-Aug	Dave	Kelly		25	11-Aug
							PW	10	Ordinance No. 2014-29, Regarding Pleasant Beach Tracts Partial ROW Vacation Public Hearing/2nd Reading (Noticed)
							PCD	10	Ordinance No. 2014-14, Temporary Commercial Parking (Public Hearing/2nd Reading)
							PW	10	Springbrook Creek Project Partnership (Discussion)
							PW	CA	City Hall Paint and Wood Restoration Contract Award
							PW	CA	Island wide Asphalt Repair Contract Award
							PW	CA	Ordinance No. 2014-25, Related to ROW Uses
							PW	CA	Resolution No. 2014-15, Amending Fee Schedule Related to ROW Uses
							CC	CA	Resolution No. 2014-18 Oil Train Regulations
							PW	CA	Valley, Logg, Gertie Johnson Roadway Drainage Improvements Contract Award
							PW	CA	Lynwood Center Outfall Improvement Contract Award
							PW	CA	Sound to Olympics Trail Design Professional Services Agreement WSDOT Revisions
							FIN	CA	Ordinance Regarding Q2 2014 Budget Adjustments (2nd Reading)
								55	

2014 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Clerk	Department	Timing (min)	Study Session 7 pm				Absences	Clerk	Department	Timing (min)	Business Meeting 7 pm			
	Roz		25	18-Aug				Val Kathy	Kelly Roz		25	25-Aug			
		FIN	45	Priority-Based Budgeting Model Presentation (consultants/1st up)						EXEC	20	Resolution Regarding Surplus of Suzuki Property (Tentative Public Hearing)			
		EXEC	15	2015 LTAC Awards: Approve Award Criteria and RFP						PCD	15	Cave Landing Final Plat			
		PW	10	Generator Emergency Connections Contract (Info)						PW	10	Ordinance Regarding ROW Vacation (3rd Reading)			
		PW	10	Head of the Bay Emergency Generator (Info)						PW	CA	Head of the Bay Emergency Generator Contract Award			
		PW	10	SR 305 Shoulder Improvements Project (Info)						PW	CA	Generator Emergency Connections Contract Award			
		PW	10	Sunrise Drive/Fort Ward Hill Guardrail (Info)						PW	10	SR 305 Shoulder Improvements Project Contract Award			
		PD	10	Registered Sex/Kidnapping Offender Address and Residency Verification Program MOU (Info)						PW	10	Sunrise Drive/Fort Ward Hill Guardrail Contract Award			
			135							PCD	CA	Registered Sex/Kidnapping Offender Address and Residency Verification Program MOU Approval			
										FIN	CA	Resolution Amending Financial Policies			
											90				
			25	2-Sep							25	9-Sep			
		PW	30	Olympic Drive Non-Motorized Improvements Preferred Design and PSA (Info)						PW	CA	Olympic Drive Non-Motorized Improvements Preferred Design and PSA Award			
			55								25				
Doug Amber			25	16-Sep							25	23-Sep			
		EXEC	15	Kitsap Economic Development Alliance (J. Powers)						FIN	30	2015-16 Proposed Budget (Info)			
		PW	10	Biosolids Services Agreement (Info)						PW	CA	Biosolids Services Agreement Award			
		PW	10	DOE Capacity Stormwater Grant Opportunity						PW	CA	DOE Capacity Stormwater Grant Opportunity			
			60								55				
5th week			25	30-Sep											

2014 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Clerk	Department	Timing (min)	Study Session 7 pm				Absences	Clerk	Department	Timing (min)	Business Meeting 7 pm			
			25	7-Oct							25	14-Oct			
		FIN	30	Budget Deliberations						PW	CA	Water System Plan Policy PSA Award			
		PW	15	Water System Plan Policy PSA (Info)							25				
		FIN	10	Ordinance Regarding 2015-2016 Budget (1st Reading)											
		FIN	10	Ordinance Regarding Property Tax (1st Reading)											
		FIN	10	Ordinances Regarding Water, Sewer, SSWM Rates (1st Reading)											
			100												
			25	21-Oct							25	28-Oct			
		FIN	10	Ordinance Regarding Q3 2014 Budget Adjustments (1st Reading)						FIN	30	Budget Deliberations			
			35							FIN	10	Ordinance Regarding 2015-2016 Budget (Public Hearing)			
										FIN	10	Ordinance Regarding Property Tax (Public Hearing/Consider Approval)			
										FIN	10	Ordinance Regarding Water Rates (Public Hearing/Consider Approval)			
										FIN	10	Ordinance Regarding Sewer Rates (Public Hearing/Consider Approval)			
										FIN	10	Ordinance Regarding SSWM Rates (Public Hearing/Consider Approval)			
										FIN	CA	Ordinance Regarding Q3 2014 Budget Adjustments (Approve)			
											105				
			25	4-Nov							25	11-Nov			
		EXEC	15	Kitsap Economic Development Alliance (J. Powers)											
		FIN	30	Budget Deliberations											
			70												
			25	18-Nov							25	25-Nov			
										FIN	20	Ordinance Regarding 2015-2016 Budget (Consider Adoption)			
										EXEC	10	2015 LTAC Awards: Consider Award Recommendations			
											55				

2014 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Clerk	Department	Timing (min)	Study Session 7 pm				Absences	Clerk	Department	Timing (min)	Business Meeting 7 pm			
			25	2-Dec							25	9-Dec			
		FIN	10	Ordinance Regarding Q4 2014 Budget Amendments (1st Reading/Info)						FIN	CA	Ordinance Regarding Q4 2014 Budget Amendments			
			35								25				
			25	16-Dec							25	23-Dec			