

REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, APRIL 28, 2015
LOCATION: BAINBRIDGE ISLAND CITY HALL
280 MADISON AVENUE N., BAINBRIDGE ISLAND, WA 98110

1. 6:45 P.M. EXECUTIVE SESSION
Potential Litigation (RCW 42.30.110(1)(i))
2. 7:00 P.M. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
3. 7:05 P.M. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. 7:10 P.M. OATH OF OFFICE AND PROMOTION CEREMONY
Police Officers and Sergeants
5. 7:25 P.M. PUBLIC COMMENT
6. 7:35 P.M. CITY MANAGER'S REPORT
Comprehensive Plan/Navigate Bainbridge Update
7. 7:40 P.M. PRESENTATIONS
 - A. 7:40 PM National Poetry Month Reading
 - B. 7:45 PM Proclamation Declaring May 2015 As Puget Sound Starts Here Month

Documents: [042815 Puget Sound Starts Here Proclamation Agenda Bill.docx](#),
[042815 Puget Sound Starts Here Proclamation.docx](#)
8. 7:50 P.M. PUBLIC HEARING
 - A. 7:50 PM Resolution No. 2015-03, Preliminary Approval Of The Ferncliff Village Subdivision Amendment, 15540SUBA

Documents: [042815 Resolution No. 2015-03 Ferncliff Townhomes Agenda Bill.docx](#), [042815 Resolution No 2015-03 Ferncliff Townhomes.docx](#), [042815 Resolution No. 2015-03 Staff Memorandum.docx](#), [042815 Resolution No. 2015-03 Attachment A.pdf](#), [042815 Resolution No. 2015-03 Attachment B.pdf](#), [042815 Resolution No. 2015-03 Attachment C.pdf](#), [042815 Resolution No. 2015-03 Attachment D.pdf](#), [042815 Resolution No. 2015-03 Attachment E.pdf](#)
9. 8:05 P.M. UNFINISHED BUSINESS
 - A. 8:05 PM Updates To Master Lease For City-Owned Farmland

Documents: [042815 Friends of the Farms Proposed Master Lease Updates.pdf](#)
 - B. 8:15 PM City's Green Power Participation

Documents: [042815 Green Power Participation Agenda Bill.docx](#)
 - C. 8:25 PM Ordinance No. 2015-09 Relating To Business Licensing Requirements For Marijuana Production, Processing, And Retailing

Documents: [042815 Ordinance No. 2015-09 Agenda Bill.docx](#), [042815 Ordinance No. 2015-09, Marijuana Business License Regulations.docx](#)

10. 8:30 P.M. NEW BUSINESS

- A. 8:30 PM Resolution No. 2015-06, Supporting Kitsap Public Utility District's Application To Resolution No. 2015-06, Supporting Kitsap Public Utility District's Application To The Federal Communications Commission To Provide Wholesale And/Or Retail Internet Broadband Telecommunications Services

Documents: [Resolution No. 2015-06 Agenda Bill.docx](#), [Resolution No. 2015-06, KPUD Broadband Service.docx](#)

11. 8:40 P.M. CONSENT AGENDA

Documents: [042815 Consent Agenda Bill.pdf](#)

- A. Accounts Payable Voucher And Payroll Approval

Documents: [042815 Accounts Payable Voucher and Payroll Approval.pdf](#)

- B. Regular Study Session Minutes - April 7, 2015

Documents: [042815 CCMIN 040715 Draft.pdf](#)

- C. Regular Business Meeting Minutes - April 14, 2015

Documents: [042815 CCMIN 041415 Draft.pdf](#)

- D. Regular Study Session Minutes - April 21, 2015

Documents: [042815 CCMIN 042115 Draft.pdf](#)

- E. Harbor Commission 2014 Annual Report And 2015 Work Plan

Documents: [042815 Harbor Commission Agenda Bill.docx](#), [042815 2014 Harbor Commission Annual Report.pdf](#), [042815 2015 Harbor Commission Workplan.pdf](#)

- F. Professional Services Agreements Associated With SMP Monitoring Program

Documents: [042815 SMP Professional Services Agreements Agenda Bill.docx](#), [042815 SMP Monitoring PSA.pdf](#)

- G. Resolution No. 2015-04, Approving The Scope And Project Schedule For The Navigate Bainbridge Comprehensive Plan Update

Documents: [042815 1 Resolution No. 2015-04 Agenda Bill.docx](#), [042815 2 Resolution No. 2015-04 Comp Plan Update Approving Scope and Schedule.doc](#), [042815 3 Resolution No. 2015-04 Exhibit A Scope of Work Council Meeting.pdf](#), [042815 4 Resolution No. 2015-04 Exhibit B Project Schedule.pdf](#)

- H. City Dock Improvements Professional Services Agreement

Documents: [042815 City Dock Imp Design PSA Agenda Bill.docx](#), [042815 City Hall Dock PSA.pdf](#)

12. 8:45 P.M. COMMITTEE REPORTS

13. 8:50 P.M. REVIEW UPCOMING COUNCIL MEETING AGENDAS

Documents: [042815 Review Upcoming Council Meeting Agendas.pdf](#)

14. 8:55 P.M. FOR THE GOOD OF THE ORDER

15. 9:00 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: Proclamation Declaring May 2015 as Puget Sound Starts Here Month	Date: April 28, 2015
Agenda Item: Presentations	Bill No.: 15-092
Proposed By: Mayor Anne Blair	Referral(s):

BUDGET INFORMATION

Department/Fund:

Expenditure Req: \$ N/A Budgeted? ☐ Yes ☐ No Budget Amend. Req? ☐ Yes ☐ No

REFERRALS/REVIEW

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

DESCRIPTION/SUMMARY

Action Item:

Consider approving a proclamation declaring May 2015 as Puget Sound Starts Here month.

History

Each year, communities across Western Washington celebrate Puget Sound Starts Here in the month of May with family-friendly activities and educational programs.

Puget Sound features 2,500 miles of shoreline and is home to countless species, including orcas, sea lions, salmon and shellfish, as well as 4.5 million people who enjoy the region's exceptional quality of life. Puget Sound creates many economic opportunities such as tourism, shipping and seafood, to name a few.

Every year, millions of pounds of toxic pollutants enter Puget Sound primarily from stormwater runoff. When it rains, water flows over hard surfaces like roof tops, parking lots, driveways and streets and along the way picks up pollution before eventually discharging into Puget Sound.

The Puget Sound Starts Here regional stormwater educational campaign is designed to raise awareness of how activities such as washing cars, using fertilizers and scooping animal waste, affects the overall health of the Puget Sound.

For more information on what you can do to help improve the health of Puget Sound, please visit <http://www.pugetsoundstartshere.org/>

RECOMMENDED ACTION

Motion:

I move that the City Council approve and authorize Mayor Anne Blair to sign the proclamation declaring May 2015 as Puget Sound Starts Here month.



PROCLAMATION

WHEREAS, Puget Sound is a critical natural resource that contributes in various ways to Bainbridge Island's environmental and economic infrastructures; and

WHEREAS, water quality is a priority for the health and welfare of our citizens; and

WHEREAS, educational initiatives such as the regional "Puget Sound Starts Here" public awareness campaign exist to protect and improve local and regional water quality; and

WHEREAS, state agencies and more than 470 local organizations, governments and tribes have joined together to engage residents in Puget Sound's recovery; and

WHEREAS, all Puget Sound residents have the ability to take action to reduce their individual and cumulative impacts on the Sound and local waterways through efforts such as planting rain gardens, installing rain barrels, and ensuring that only rain goes down the drain;

NOW, THEREFORE, I, Anne S. Blair, Mayor of the City of Bainbridge Island, Washington, on behalf of the City Council, do hereby proclaim May 2015 as

PUGET SOUND STARTS HERE MONTH

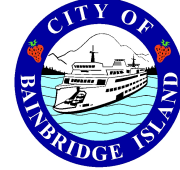
and encourage all citizens to help protect and clean up Puget Sound and our local waterways for the sake of our environment, and for the benefit of current and future generations.

SIGNED this 28th day of April 2015.

Anne S. Blair, Mayor

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Resolution No. 2015-03, Preliminary Approval of the Ferncliff Village Subdivision Amendment, 15540SUBA	Date: April 28, 2015
Agenda Item: Public Hearing	Bill No.: AB 11-021
Proposed By: Kelly Tayara, Planner	Referral(s):

BUDGET INFORMATION N/A

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

REFERRALS/REVIEW

City Manager ☒ Yes ☐ No ☐ N/A	Legal ☒ Yes ☐ No ☐ N/A	Finance ☒ Yes ☐ No ☐ N/A
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DESCRIPTION/SUMMARY

Action Item: Staff is requesting that the City Council consider preliminary approval of an amendment to the Ferncliff Village final subdivision.

History: On November 16, 2011, the City Council approved the final subdivision of a six acre site into 25 lots to facilitate the creation of the Ferncliff Village Housing Design Demonstration Project (Resolution No. 2011-23). Ferncliff Village is a two-phase project: Phase I was construction of 24 single-family homes on 24 of the lots. Phase II was approved by Council for construction of 24 units of multi-family housing on Lot 25 through site plan and design review and conditional use permits (Resolution No. 2011-10 on April 27, 2011, as amended by Resolution No. 2011-14 on May 17, 2011).

The applicant, the Housing Resources Board, proposes an amendment to the final subdivision to further subdivide Lot 25 into 16 single-family residential lots rather than constructing the 24 units of multi-family housing.

The City Council shall take one of the following actions:

1. Adopt an ordinance or resolution, including findings of fact and conclusions of law, approving the proposal; or
2. Adopt an ordinance or resolution, including findings of fact and conclusions of law, approving the proposal with conditions; or
3. Adopt an ordinance or resolution, including findings of fact and conclusions of law, denying the proposal; or
4. Refer the proposal back to the Director of Planning and Community Development for further proceedings.

In accordance with the provisions of BIMC 2.16 and RCW 58.17.125, the application and supporting documentation for preliminary subdivision amendment is before the City Council for decision. The Council will consider final approval of the subdivision amendment at a later date, once the applicant has met the conditions of approval and required plat improvements are installed or completion is financially assured.

RECOMMENDED ACTION

Motion: I move that the City Council adopt Resolution No. 2015-03, including findings of fact and conclusions of law, giving preliminary approval to the Ferncliff Village subdivision amendment.

RESOLUTION NO. 2015-03

A RESOLUTION of the City of Bainbridge Island, Washington, giving preliminary approval of the Ferncliff Village Subdivision Amendment.

WHEREAS, on November 16, 2011 the City Council passed Resolution No. 2011-23 approving the Ferncliff Village final subdivision to create 25 residential lots; and

WHEREAS, on April 27, 2011 the City Council passed Resolution No. 2011-10 as amended on May 17, 2011 by Resolution No. 2011-14 approving the site plan and design review and conditional use permit to develop 24 units of multi-family housing on Lot 25 of the Ferncliff Village final subdivision; and

WHEREAS, the applicant requests an amendment to the final subdivision to further subdivide Lot 25 into 16 single-family residential lots and reconfigure the adjacent open space tracts, rather than constructing the multi-family housing; and

WHEREAS, the City Engineer and the Kitsap Public Health District have forwarded their recommendations for approval to the Department of Planning and Community Development; and

WHEREAS, the Department of Planning and Community Development has evaluated the preliminary subdivision amendment and compliance with the conditions imposed and other applicable ordinances and forwarded its recommendation for approval to the City Council; and

WHEREAS, on April 28, 2015 the City Council considered preliminary approval of the proposed plat amendment at a public hearing; now, therefore

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

Section 1. The Staff Report, containing Findings of Fact, Conclusions of Law and Recommendation of the Department of Planning and Community Development, (File No. 15540SUBA), as set forth in Exhibit A, which is attached and incorporated by reference, is adopted as the decision of the Bainbridge Island City Council.

Section 2. The preliminary plat amendment is in conformance with the subdivision regulations and standards, zoning regulations, the Comprehensive Plan, and all applicable land use ordinances and applicable state law in effect.

Section 3. The final plat amendment shall be subject to the conditions of approval set forth in this resolution and Exhibit A incorporated by reference as if fully set forth herein.

PASSED by the Council of the City of Bainbridge Island, Washington, this ____ of ____, 2015.

APPROVED by the Mayor on the ____ day of _____ 2015.

Anne S. Blair, Mayor

ATTEST/AUTHENTICATE:

Rosalind D. Lassoff, City Clerk

FILED WITH THE CITY CLERK: April 3, 2015

PASSED BY THE CITY COUNCIL:

RESOLUTION NUMBER: 2015-03

Attached:

Exhibit A Staff Report: Findings of Fact, Conclusions of Law and Recommendation

STAFF RECOMMENDATION

Project: Ferncliff Village Preliminary Amendment to a Final Subdivision
File number: SUBA15540
Date: April 22, 2015
To: City Council
From: Katharine Cook, Director
Project Manager: Kelly Tayara, Planner

Applicant: Housing Resources Board
PO Box 11391
Bainbridge Island, WA 98110

Location: The subject property is located on Curtis Loop, the 500-600 block of Ferncliff Avenue, and situate in the SE Quarter of the NW Quarter of Section 26, Township 25 North, Range 2 East, W.M. in Kitsap County, Washington.

Environmental The project is subject to State Environmental Policy Act (SEPA) review as provided in Washington Administrative Code (WAC 197-11). Utilizing the **optional DNS process** provided in WAC 197-11-355, the City issued a combined Notice of Application/SEPA comment period on August 8, 2014. The 14-day comment period ended on August 22, 2014.

The City has determined that existing environmental documents are appropriate for this proposal and provide adequate environmental review to satisfy the requirements of WAC 197-11-600. The City, acting as lead agency, adopts the following environmental document: Mitigated Determination of Non-Significance issued on February 18, 2011.

Permit Process: A public participation meeting was held on March 4, 2014. A pre-application conference was held on March 18, 2014. Application for the plat amendment was received on July 2, 2014; the application was deemed complete on July 29, 2014. Notice of Application and SEPA comment period was published on August 8, 2014; two public comments were received, as discussed under Section II of this report. The City Council will consider the application for decision in a public hearing on April 28, 2015.

Background:

In 2011, Ferncliff Village was approved as a Tier 3 Housing Design Demonstration Project (HDDP) through three underlying land use permits. Ferncliff Village was a two-phase project: Phase I was a 25 lot subdivision with 24 single family residences and associated facilities; Phase II received site plan and design review approval and a conditional use permit to construct 24 multi-family units on Lot 25 of the subdivision.

The applicant seeks approval to amend the 2011 subdivision in order to further subdivide Lot 25 into 16 single family lots, rather than constructing the 24 units of multi-family housing, and to reconfigure the adjacent open space tracts.

The Housing Design Demonstration Project (HDDP) approval granted in 2011 remains in effect. This program required that the development achieve scores for housing diversity (20 points), innovative site development (21 points), and that the project achieve LEED Silver, BuiltGreen 4 or Evergreen Sustainable Development certification. The plat amendment is consistent with the 2011 HDDP approval.

The housing diversity HDDP category required that the applicant provide a maximum home size of 1,600 square feet, and that at least 50 percent of the units qualify as affordable housing. The plat amendment provides maximum home size of 1,600 square feet and 100 percent affordable housing.

The innovative site development HDDP category required that the applicant achieve points in several subcategories: Low Impact Development (LID), landscaping, common open space, and transportation. The project incorporates LID practices to reduce the volume of runoff from impervious areas.

Additionally, the project provides native, drought-tolerant plants to reduce potable water use. The plat amendment includes several additional rain gardens to further LID goals. The development provides protection for significant trees and native vegetation, public trail facilities, a recreational field, a “pea patch” neighborhood garden, play structures, bicycle stalls, and a community bus shelter within the open space areas. The plat amendment provides open space areas consistent with the aggregate area of 2.5 acres approved in 2011. The project promotes reduced reliance on automobiles and encourages alternative modes of transportation by providing non-motorized trails to connect to the ferry terminal and downtown areas, and providing bicycle storage. The plat amendment provides additional internal walkways and paths. The project is also conditioned to assure Evergreen Sustainable Development, LEED Silver or BuiltGreen 4 certification.

Recommendation:

Approval of the preliminary amendment subject to the conditions of approval for the Ferncliff Village final subdivision, City File No. FSUB15540, issued on May 17, 2011, as modified below. New text is underlined, and any deleted text is shown by strike-through.

SEPA MDNS Conditions

1. To avoid environmental impacts and potential risk of ravine slope instability, the applicant shall follow the recommendations of a geotechnical engineer for site development, including site preparation, excavation, construction, vegetation management and stormwater facilities. The applicant shall meet the replanting requirements of BIMC 16.20 for stormwater facilities installed within the ravine slope or its buffer.
2. To avoid or mitigate environmental impacts, Washington State Department of Fish & Wildlife Hydraulic Project Approval may be required prior to construction of storm drainage facilities on this project. Copies of any required approvals must be submitted to the City prior to construction. A copy of all public agency approvals and approved drawings shall be given to all contractors performing work at the site prior to beginning any construction work.
3. To avoid impacts to archaeological resources, contractor is required to stop work and immediately notify the Department of Planning and Community Development and the Washington State Office of Archaeology and Historic Preservation if any historical or archaeological artifacts are uncovered during excavation or construction.
4. To mitigate public service impacts, the applicant shall provide a bus shelter designed to accommodate approximately 20 school children. The shelter shall be located in the northeast corner of the property within "Open Space Tract A" and/or the adjacent right-of-way.
5. To mitigate public service impacts, the applicant shall install a painted or thermoplastic crosswalk and appropriate related signage across Ferncliff Avenue at its intersection with Tiffany Meadows Drive. Installation shall be to the satisfaction of the City Engineer.
6. To mitigate aesthetic impacts, where feasible considering sight distance and safety, landscaping to screen the bus shelter from the adjacent property to the north shall be provided. Solid waste containers associated with the multi-family development shall be enclosed on all sides and screened with vegetation; chain link fencing shall not be used.
7. To mitigate public service and aesthetic impacts, the bus shelter, related landscaping and the crosswalk shall be installed or assured prior to final plat approval; an assurance device shall provide for construction within one year of final plat approval. The location and design of the shelter and related landscaping shall be to the satisfaction of the Department of Planning and Community Development and the City Engineer.

Project Conditions

8. Condition 8 is modified as follows:

The project must substantially conform to the Housing Design Demonstration Project (HDDP) program criteria for housing diversity, innovative site development and innovative building design as demonstrated in the HDDP evaluation scoring and applications for the underlying land use permits, except as otherwise conditioned through this approval:

- a. The completed project must provide that least 50 percent of the units remain affordable. A proportional amount of affordable housing units must be completed at or prior to completion of any market rate units.
- b. The maximum home size is 1600 square feet.
- c. The project must achieve the HDDP development standards related to Low Impact Development; prior to final plat approval, the applicant shall allocate impervious surface coverage for each of the lots and, where applicable, within the open space tracts. The final civil plans shall substantially conform to the capacity and facilities presented in the preliminary civil design drawings.

- d. The project must provide landscaping, open space, and transportation elements that substantially conform to those presented in the preliminary drawings, as modified by the plat amendment.
 - e. The project must achieve LEED Silver, BuiltGreen 4 or Evergreen Sustainable Development certification for each of the lots/units. Building permit applications, construction and final occupancy shall comply with the certification provisions of the Housing Design Demonstration Project program BIMC 18.38.040.H.
9. Condition 9 is modified as follows:
- As a phased project, each phase must contain adequate infrastructure, open space, recreational facilities, landscaping and all other conditions of the project to stand alone if no other subsequent phases are developed. The roadway and related improvements, parking facilities, public trail improvements, bus shelter and related improvements, recreational facilities including play structure(s), bicycle facilities ~~not associated with Phase II~~, landscape buffer-planting, and stormwater facilities supporting Phase I, shall be constructed or assured prior to final plat amendment approval and prior to issuance of any construction permit for Phase II, ~~unless the building permits for both phases are issued simultaneously~~.
10. This condition is deleted in its entirety:
- ~~The applicant shall submit complete building permit application for Phase II, the multi-family buildings, within five years of the final decision on the application for Site Plan and Design Review and Conditional Use Permit; a one-year extension may be granted by the Director in accordance with the provisions of BIMC 18.105.100 and 18.108.070.~~
- ~~a. The applicant shall apply BIMC 18.41.060, Design Guidelines for Multi-family Development in the R-8 and R-14 Zones, to the multi-family buildings in Phase II provided; that the guideline entitled "Screening Surface Parking" is satisfied by the 15-foot width full-screen vegetated buffer, shown on the site plans and conditioned through this report. The applicants shall seek a recommendation of approval from the Design Review Board regarding the multi-family portion of the site prior to construction of Phase II, the multi-family buildings.~~
11. Prior to any construction activities, appropriate permits, including but not limited to right-of-way permits and license agreements, road approach permits, clearing, grading, and building permits, shall be obtained from the City.
12. Condition 12 is modified as follows:
- Except for modifications reflecting compliance with these conditions of approval, the completed development shall substantially conform to the preliminary subdivision drawings pages 1-8 received December 30, 2010, and pages 9-10 received March 17, 2011, plan sheet AS2.1, and the landscape drawings received June 30, 2010, as modified by the landscape, civil, and plat amendment drawings sheets 1 – 3 and 5 - 7 received on July 2, 2014, and sheet 4 received on April 21, 2015. ~~The final subdivision drawings shall depict individually the buffer, building setback, and open space setback from the ravine.~~ Upon application for final plat amendment submittal, the applicant shall submit landscape and civil drawings that reflect these conditions of approval; the drawings shall show the location and, as applicable, provide detail of easements, trails, walkways, parking facilities, stormwater facilities, utilities, the bicycle facilities, the bus shelter, solid waste facilities, mailboxes, neighborhood garden area, and recreation area facilities including the play structure. The final amendment drawings may

reflect changes, such as those related to utility easements, parking facilities, and pedestrian facilities, as conditioned through this approval.

13. If a school impact fee is in effect at the time of building permit issuance, it shall be the responsibility of an applicant constructing the residential unit to pay the school impact fee (BIMC 15.28).

14. Condition 14 is modified as follows:

At time of building permit application, the applicant shall submit outdoor lighting plans that demonstrate compliance with BIMC 18.15.040 ~~45.34~~, Outdoor Lighting on Public and Private Property. Freestanding lighting shall have a maximum height of 14 feet including the base and casing.

15. Condition 15 is modified as follows:

Construction shall conform to the Department of Ecology Western Washington Stormwater Manual and the City of Bainbridge Island Design and Construction Standards. Public and private improvements, facilities, and infrastructure, on and off the site that are required for the subdivision, shall be completed and have final inspection and approval prior to final plat amendment approval. The applicant shall comply with the following conditions to the satisfaction of the City Engineer:

- a. A Transportation Facility Certificate of Concurrency has been issued for this project in accordance with provisions contained in BIMC 15.40. Acceptance by the applicant of this preliminary plat approval shall constitute agreement in writing to construct and install all street improvements and make necessary dedications as conditioned. All dedications shall be shown on the final plat.
- b. The applicant shall provide a 30-foot width right-of-way dedication from the existing center line along the entire length of the property's Ferncliff Avenue frontage, including any areas previously dedicated.
- c. The development shall provide, at a minimum, ten-foot width non-motorized public trail right-of-way/trail easements as depicted in the preliminary subdivision drawings. The public trail system connecting Ferncliff and Cave Avenues shall be constructed or assured prior to final plat amendment approval; any assurance device shall provide for construction within two years of final plat amendment approval.
 - i. The trail shall be constructed to provide no less than a five foot width surface, and shall consider accessibility.
 - ii. A contrasting, nonskid surface shall be installed where the trail crosses the roadway.
 - iii. The final plat drawing and civil plan shall be revised to align the trail where it intersects the roadway to provide a minimal crossing area.
 - iv. A path no less than three feet in width shall provide a connection between Tract G ~~Lot 25~~ and Tract F to provide access to the public trail and recreation facilities. This path shall consider accessibility.
- d. The development shall provide, at a minimum, a ten-foot width non-motorized public trail right-of-way or trail easement along the west property line from the north property boundary to connect to the Cave Avenue right-of-way.
- e. Vehicular access to the development shall be limited to a one-way public street with ingress/egress via Ferncliff Avenue. The roadway shall meet the Residential Optional Suburban Street Standard.

- i. The roadway shall be located within a minimum 20 foot width dedicated right-of-way, and shall include a 12 foot width paved driving surface and three foot width gravel shoulders on each side.
- ii. Where feasible with regard to stormwater facilities, raised curbs shall define the entrance to the ~~multi-family~~ parking lot from the internal public roadway, define the ends of the ~~multi-family~~ parking lot aisle, and, ~~if applicable,~~ define pedestrian walkways from the internal roadway to the ~~multi-family~~ buildings.
- iii. Pedestrian walkways shall be provided to assure safe access ~~from the parking area serving the multi-family buildings and to~~ single-family residences where the associated parking is not located on the lot it serves. Walkways shall be surfaced with nonskid hard surfaces.
- iv. Where pedestrian walkways and/or trails cross vehicular driving lanes, the walkways shall be constructed of contrasting materials.
- v. Mailboxes for the entire development shall be located at the turnout nearest the ingress from Ferncliff Avenue, subject to the approval of the U.S. Postal Service.
- vi. Parking spaces shall meet the design standards of BIMC 18.81. Parking space dimensions shall not extend onto the shoulder areas.
- f. Prior to construction permit issuance, the applicant shall provide for the following to the satisfaction of the Fire Marshal:
 - i. The roadway shall provide a minimum of three turnouts. While “standing” is permitted, “parking” is not permitted in the turnouts. The turnouts shall be appropriately signed.
 - ii. The roadway shall be designed to accommodate the weight of a 65,000-pound fire apparatus. Pervious materials are permitted as long as applicable design specifications are met and the edges of the shoulders are clearly visible.
 - iii. The roadway and shoulders shall provide a minimum 13’6” overhead clearance.
 - iv. The entire length of the roadway shall be marked as a fire lane: No parking shall be permitted on the roadway or shoulders.
 - v. Construction and signage shall be to the satisfaction of the Fire Marshal.
 - vi. The applicant shall provide a new fire hydrant on the southeast portion of the internal road at its intersection with Ferncliff Avenue to the satisfaction of the Fire Marshal. New hydrants shall be equipped with a 4” Storz fitting on the pumper port.
 - vii. Civil plans showing the fire line, water meter connections, side sewer connections and sewer cleanouts shall be submitted during the plat utility permit.
 - viii. Residential fire sprinklers will be required for dwelling units.
- g. Water and sanitary sewer main extensions not located in public rights-of-way shall be located in easements no less than 15 feet in width. On-site main extensions shall be publicly owned and maintained; all mains shall allow access for maintenance.
- h. Prior to final subdivision amendment submittal, the applicant shall submit complete civil plans and drainage report for the proposed development to the City Engineer and the Department of Planning and Community Development for review and approval. The design shall be prepared by a Professional Engineer licensed in the State of Washington, and shall be in accordance with BIMC 15.20. Low Impact Development (LID) practices for stormwater mitigation must demonstrate compliance with BIMC 15.20.050.
 - i. The plans shall depict all required improvements, and shall include roadway details and profiles, sanitary sewer, water, utility and storm drainage facilities, including easement location and dimensions.

- ii. The plans shall address grading, erosion and sedimentation control and include a Stormwater Pollution Prevention Plan (SWPPP).
 - iii. The plan shall depict significant trees required to remain for the completed development; easements shall be located to avoid impacts to significant trees that will be retained.
 - i. Prior to any construction activities, the applicant shall ~~apply for~~ provide to the City a National Pollutant Discharge Elimination System (NPDES) Construction Stormwater General Permit.
 - j. Prior to final subdivision amendment approval, the applicant shall provide an Operations and Maintenance Plan and Declaration of Covenants approved by the City Engineer for all constructed stormwater facilities in accordance with BIMC 15.21.
 - k. Prior to final subdivision approval and prior to construction, the applicant shall provide a drainage easement for stormwater facilities on the adjacent property (Winslow ravine stream).
 - l. Binding water availability and sewer availability letters shall be submitted with final plat amendment application.
 - m. All lot corners shall be staked with three-quarter inch galvanized iron pipe and locator stakes along with all other applicable survey provisions of state and City ordinance.
 - n. A plat certificate shall be provided with the final subdivision amendment application.
 - o. BIMC 2.16.160. L 17.04.119 provides that long subdivisions shall be subject to the same provisions regarding assurance of improvements as described in BIMC 2.16.070.N: In lieu of completion of improvements with conditions of a preliminary plat approval, the City ~~Engineer Council~~ may accept an assurance device, ~~other than a bond~~, in an amount and in a form determined by the City Council, ~~but not to exceed 125 percent of the established cost of completing the infrastructure~~, that ~~which~~ secures and provides for the actual construction and installation of improvements or the performance of conditions within one year, or such additional time as the City ~~Engineer Council~~ determines is appropriate after final plat approval. In addition, the City ~~Engineer Council~~ shall require an assurance device, ~~including a bond~~, securing the successful performance operation of improvements for ~~two one~~ years after the City's acceptance of the improvements. ~~; provided, that the City Council may, upon recommendation of the City Engineer or the Director, extend the term of the assurance device for up to two years for improvements that will not demonstrate compliance with construction or installation requirements within one year.~~ In the event an assurance device is provided in lieu of completion of improvements, a prominent note on the face of the final subdivision shall state: *"The lots created by this subdivision are subject to conditions of an assurance device held by the City for the completion of certain necessary facilities. Building permits may not be issued and/or occupancy may not be allowed until such necessary facilities are completed and approved by the City of Bainbridge Island. All purchasers shall satisfy themselves as to the status of completion of the necessary facilities."* The City may require the applicant provide assurances of improvements for all lots in an approved subdivision before the City will approve final occupancy for more than 80 percent of the lots shown on the subdivision.
16. The building setbacks are as follows and shall be noted on the final subdivision:
- | | |
|-----------------------------------|-----------------|
| Building to building: | Minimum 0 feet* |
| Building to subdivision boundary: | Minimum 5 feet |
| Building to right-of-way | Minimum 10 feet |

Building to trail / open space:

Minimum 10 feet

*Subject to Building Official and Fire Marshal building permit approval.

17. Condition 17 is modified as follows:

The total available lot coverage of 65,000 square feet for the development shall be allocated on the face of the final plat. The final plat amendment shall reflect maximum lot coverage of 1,600 square feet per lot for Lots 1 – 24, ~~and 26,600~~ 1,337 square feet per lot for Lot 25 Lots 26 – 41, a total of 250 square feet in Tracts A and G, 800 square feet for Tract E, and 3,150 square feet for Tract H; the final plat allocation shall include lot coverage for the bus shelter ~~and covered bicycle facilities~~.

18. Condition 18 is modified as follows:

The maximum building height ~~of multi-family buildings in Phase II is 30 feet; the maximum height of all other buildings and structures is 25 feet.~~

19. Condition 19 is modified as follows:

A minimum of 24 bicycle stalls shall be provided to serve the development. ~~A minimum of 16 covered bicycle stalls shall be located to provide primary service to the multifamily units. The remaining~~ A minimum of eight stalls shall be located ~~to~~ within close proximity to the public trail. Stalls may be located in open space tracts. All bike facilities shall provide for secure locking of both the frame and the wheels.

20. Condition 20 is modified as follows:

Prior to issuance of any building permit, applicant shall plant the 15 foot width buffer areas along the north and east boundaries to, at a minimum, full screen standards (BIMC 18.15.010 ~~18.85.070.B.1~~). Plantings shall be installed or assured prior to final plat approval; an assurance device shall provide for installation within one year of final plat amendment approval, and a maintenance device provided in accordance with BIMC 18.15 ~~18.85~~.

21. Condition 21 is modified as follows:

- a. Landscape buffers shall be maintained in conformance with the required vegetated screen standards. No vegetation within the buffers shall be disturbed without approval of the Department of Planning and Community Development through an approved landscape, clearing, grading, or civil plan.
- b. The applicant shall provide and maintain a 15 foot width roadside landscape buffer along the entire length of the Tract A Ferncliff Avenue road frontage that meets the full-screen vegetation requirements of BIMC 18.15.010.
 - i. Prior to issuance of any building permit, the applicant shall submit a landscape planting plan and obtain the approval of the Department of Planning and Community Development.
 - ii. Prior to temporary or final occupancy of any of the buildings within Phase II (Ferncliff Townhomes), the applicant shall plant required parking lot landscaping and landscape buffers.

22. Condition 22 is modified as follows:

Prior to any construction activity, construction fencing shall be installed in such a manner as to protect the drip line of significant trees and native vegetation within open space areas and buffers.

- A. Construction fencing shall be installed along the interior boundary of Tract A, the interior boundary of Tract E, and along the interior landscape buffer area on Tract H.

- B. Prior to any earth disturbance and installation of the fencing, an area of prohibited disturbance, generally corresponding to the dripline or critical root zone of trees to be preserved, shall be identified by the applicant's professional arborist, marked by flags in the field, and approved by the Department.
- C. The fencing shall be four feet in height at a minimum, constructed of polyethylene material, and installed on t-posts that are a maximum of six feet apart to ensure fence rigidity.
- D. The fencing shall be posted at 50 foot intervals with signage that is weather-resistant, no less than 8.5 * 11 inches in size, and in substantial conformance with the Vegetation Protection Zone signage in Attachment E of this report; the top third of the sign shall be a bright red background.

23. Condition 23 is modified as follows:

Significant trees designated for preservation shall be shown on the final subdivision. A minimum of 30 percent of the existing significant tree canopy on the site, or 15 percent of the existing significant trees on site at time of preliminary plat application, shall be retained. No building, clearing or grading within the critical root zone of a significant tree designated for preservation shall occur without a report from a consulting arborist indicating how the tree will be preserved. If any significant trees are determined to be hazardous by a professional arborist, they may be removed after a replanting plan has been approved by the Department of Planning and Community Development. All significant tree and tree stands located in the perimeter landscape buffer areas must be maintained in accordance with the provisions of BIMC 18.15.010 ~~18.85.060~~.

24. Condition 24 is modified as follows:

A final Open Space Management Plan shall be submitted with the final plat application. The approved uses in the final Open Space Management Plan (OSMP) shall comply with the requirements contained in BIMC Title 17 ~~17.04~~ and BIMC Title 18. Due to the geologically hazardous nature of the open space areas, the final OSMP must reflect allowed uses in Tract F, including provisions for stormwater conveyance and vegetation requirements of BIMC 16.20. Stormwater systems in substantial conformance with the preliminary civil drawings shall be permitted in the open space areas. The OSMP shall provide for use / maintenance of the bus shelter, recreational area, play structure(s), "pea patch" ~~and any~~, bicycle storage facilities, and any other community structures located therein.

25. Conditions 1 – 3; 7 if assured; applicable portions 8; 11; 13; 14; applicable portions of 15; 16 – 18; 20 if assured; and reference to landscape / vegetation requirements contained in 21 – 24 shall be listed on the final plat mylar.

Staff Analyses: Findings of Fact

I. Site Characteristics

A. Tax Assessor Information:

1. Tax Lot Numbers: 5587-000-026-0000; 5587-000-030-0004; 5587-000-025-0001

2. Owners of record: Housing Resources Board
 3. Lot size: Lot 25 is .96 acre, Tract A is .27 acre, and Tract E is 1.7 acres.
 4. Land use: Currently an undeveloped lot and two open space tracts
- B. Terrain: The subject property generally slopes up westerly from the east. The crest of the Winslow ravine defines the west property boundary; immediately west of the site, the ravine slopes steeply down to a stream. The crest of the ravine varies in height between 57 and 66 feet above the stream bed along the property boundary and is highest at the north end of the property. The ravine is a critical area as defined in BIMC 16.20.
- C. Soils: The preliminary geotechnical analysis submitted with application (Myers Biodynamics Inc. May 30, 2008) generally characterizes the subsurface soil conditions as a vertical sequence of topsoil and forest duff over weathered native soils composed of gravelly sandy silt. The report indicates it is likely that seasonal perched groundwater occurs within the shallow site soils.
- D. Site Development: Lot 25 of the Ferncliff Village subdivision is undeveloped, and Lots 1 – 24 are developed with single family residences. Open Space Tract A contains a community bus shelter. Open space Tract E contains a public trail, community garden, community play area, and elements of the stormwater distribution system that serve Phase I.
- E. Access: The proposed development is accessed via Curtis Loop from Ferncliff Avenue.
- F. Public Services and Utilities:
1. Police: Bainbridge Island Police Department
 2. Fire: Bainbridge Island Fire District
 3. Schools: Bainbridge Island School District
 4. Water: City of Bainbridge Island
 5. Sewer: City of Bainbridge Island (Winslow Sanitary Sewer System)
 6. Storm drainage: Several methods are proposed to treat stormwater: On-site rain gardens, detention ponds and dispersion, as well as off-site discharge to the storm drain system in Ferncliff Avenue and discharge to the Winslow ravine stream.
- G. Zoning / Comprehensive Plan Designation: The subject property is zoned R-3.5, 12,500 square feet per unit; the Comprehensive Plan designation is Semi-Urban Residential (SUR). The property is located within the Winslow Master Plan Study Area.
- H. Surrounding Zoning / Comprehensive Plan Designation: The properties to the north and south are zoned R-3.5; the Comprehensive Plan Designation for these properties is (SUR). The properties to east, across Ferncliff Avenue, are zoned R-2.9; the Comprehensive Plan designation for these properties is SUR. The properties to the west are zoned Mixed Use Town Center – Gateway Overlay District (MUTC-Gateway); the Comprehensive Plan designation for these properties is MUTC-Gateway.
- I. Surrounding Uses: The properties to the north, east and south contain single-family residential development. The property to the west, which contains the Winslow ravine stream, is undeveloped.

II. Public / Agency Comment

A. Public Comment

Two public comments were received on the amendment application (Attachment D). One commenter expressed concern that the development does not retain significant native vegetation. A second commenter expressed opposition to eliminating vegetation on Lot 25, especially trees, and thereby altering the existing environment and impacting the biologic function the trees afford; the commenter suggested that a better use for the property would be making the area into a park.

Lot 25 was approved in 2011 to provide for 24 multi-family units, and with the exception of a 15 foot landscape buffer along the north parking area, there was no requirement or intent to retain existing vegetation on the lot; open space tracts on either side of Lot 25 restricted significant tree and other vegetation removal. The plat amendment expands the area of disturbance by 6,000 square feet.

The Ferncliff Village project retains 56,400 square feet of tree canopy, 35 percent of the tree canopy that existed prior to any development of the site. 65 percent of the canopy is located in the west portion of the development to afford protection to the Winslow ravine stream.

B. Agency Comment

The Bainbridge Island Fire District conditioned approval on the applicant providing civil plans showing the fire line, water meter connections, side sewer connections and sewer cleanouts at time of plat utility permit, and will require residential fire sprinklers for dwelling units; the plat amendment is conditioned accordingly. **(Condition 8)**

III. Comprehensive Plan Goals and Policies

Where necessary, Ferncliff Village was conditioned in 2011 to comply with the goals and policies of the Comprehensive Plan. The plat amendment is consistent with the 2011 approval and the Comprehensive Plan. The project is conditioned to notify the Department of Planning and Community Development and the Washington State Office of Archeology and Historic Preservation if any historical or archaeological artifacts are uncovered during excavation or construction. As a Housing Design Demonstration Project, the development incorporates innovative design and affordable housing. The project is conditioned to provide non-motorized facilities that consider neighborhood needs and are consistent with the Non-motorized Transportation Plan. **(Conditions 2 – 5, 7 – 9. 13, 19, 21 – 24)**

Land Use Code Analysis

A. BIMC 2.16.160.M Amendment to an Approved Long Subdivision

Proposals for alteration of a subdivision shall follow the provisions of RCW 58.17.215.

1. RCW 58.17.215 Alteration of Subdivision – Procedure

Applicable portions of the code follow:

When any person is interested in the alteration of any subdivision or the altering of any portion thereof, that person shall submit an application to request the alteration to the legislative authority of the city where the subdivision is located. The application shall contain the signatures of the majority of those persons having an ownership interest of lots, tracts, parcels, sites, or divisions in the subject subdivision or portion to be altered.

If the subdivision is subject to restrictive covenants which were filed at the time of the approval of the subdivision, and the application for alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the alteration of the subdivision or portion thereof.

Upon receipt of an application for alteration, the legislative body shall provide notice of the application to all owners of property within the subdivision, and as provided for in RCW 58.17.080 and 58.17.090. The notice shall either establish a date for a public hearing or provide that a hearing may be requested by a person receiving notice within fourteen days of receipt of the notice.

The legislative body shall determine the public use and interest in the proposed alteration and may deny or approve the application for alteration. If any land within the alteration contains a dedication to the general use of persons residing within the subdivision, such land may be altered and divided equitably between the adjacent properties.

After approval of the alteration, the legislative body shall order the applicant to produce a revised drawing of the approved alteration of the final plat or short plat, which after signature of the legislative authority, shall be filed with the county auditor to become the lawful plat of the property.

The Housing Resources Board is the owner of all lots and tracts, including the 24 lots in Phase I that are developed with single-family residences. Notice of application was provided to owners on August 8, 2014, and included a statement that a public hearing would be held. Notice establishing the date for the City Council public hearing was published on April 10, 2015.

B. BIMC 16.20 Critical Areas

1. Fish and Wildlife Habitat Conservation Areas: Streams in Ravines – Buffers

BIMC 16.20.130 provides that for streams in ravines outside the Mixed Use Town Center with ravine sides 10 feet or greater in height, the buffer width shall be the greater of: The buffer width required for the stream type or a buffer width which extends 25 feet beyond the top of the ravine. A building surface setback line of 15 feet is required from the edge of any fish and wildlife habitat conservation area buffer. Minor structures such as decks or impervious surfaces such as driveways may be permitted if the director determines that such intrusions will not adversely impact the fish and wildlife habitat conservation areas.

The crest of the Winslow ravine defines the west property boundary; immediately west of the site, the ravine slopes steeply down to a stream. The crest of the ravine

varies in height between 57 and 66 feet above the stream bed along the property boundary. The proposed development provides the required ravine buffer and building setback.

2. Geologically Hazardous Areas

BIMC 16.20.150 requires a buffer equal to the height of the slope or 50 feet, whichever is greater, from all edges of a landslide hazard area. All buildings and structures shall have a minimum setback of 15 feet from the edge of the buffer around landslide hazard areas. Landslide hazard areas on slopes 40 percent or greater shall only be altered as allowed by the exemptions listed in BIMC 16.20.150.F: Slopes or buffers may be used for approved surface water conveyance if no other reasonable alternative route is available, and installation techniques minimize disturbance to the slope and vegetation.

The ravine on the adjacent property contains a slope that exceeds 40 percent and is defined as a landslide hazard area. As proposed, the development provides a buffer from the edge of the landslide area equal to the height of the slope in addition to the required setback from the edge of the buffer.

C. BIMC Title 17 Subdivision regulation and Design Standards

All subdivisions shall comply with standards in BIMC Title 15 (Buildings and Construction), Title 16 (Environment), and Title 18 (Zoning), as well as review and procedures in Title 2 and compliance with the provisions of RCW Title 58. All single family residential subdivisions shall be designed in accordance with the City's flexible lot design requirements. Two types of flexible lot design are available: open space design or cluster design. For a Housing Design Demonstration Project, the open space requirements identified in this code section shall not be used; the open space provided in the subdivision is evaluated pursuant to the standards of the HDDP program.

The subdivision approved in 2011 evaluated the open space as part of the Housing Design Demonstration Project evaluation criteria, as discussed above in the background section of this report. Though open space requirements of this municipal code section do not apply to HDDP projects, this code section contains guidance and regulations relevant to open space that are not contained elsewhere in the municipal code; therefore, the project approved in 2011 was conditioned to provide an open space management plan consistent with the requirements of Title 17, except as otherwise provided in the conditions of approval to further the goals of the HDDP program.

The development provides protection for significant trees and native vegetation, public trail facilities, a recreational field, a "pea patch" neighborhood garden, play structures, bicycle stalls, and a community bus shelter within the open space areas.

D. BIMC Title 18 Zoning

1. BIMC 18.12 Dimensional Standards

Ferncliff Village was approved as a Housing Design Demonstration Project (HDDP) in 2011. The HDDP program provided that the following development standards could be modified as part of an approved housing design demonstration project: Density, lot size, lot dimensions, lot setbacks, lot coverage, open space, residential parking, and setbacks.

Permitted setback and height modifications may be found in BIMC 18.12.040; rules of measurement that include required calculation methods to determine compliance with Title 18 requirements may be found in BIMC 18.12.050.

a. BIMC Table 18.12.020-1 Flex Lot Dimensional Standards for Residential Districts

i. Lot Area and Lot Dimensions

The minimum required lot size is 5,000 square feet if served by public sewer system. The minimum required lot width is 50 feet.

The subdivision approved in 2011 provided for modification of lot size standards through the Housing Design Demonstration Project approval. The smallest lot in Phase I of Ferncliff Village is 2,533 square feet in size, and the narrowest 32 feet.

The smallest proposed lot size in Phase II is 1,062 square feet, and the largest 2,457 square feet; the median lot size is 1,357 square feet. The narrowest lot width is 18 feet. The Health District approved the modified plat configuration.

ii. Density

Maximum density in the R-3.5 district is one unit per 12,500 square feet of lot area. For a subdivision, the maximum number of lots is calculated by dividing the total lot area by the minimum lot area for standard lots in the district.

The property is zoned R-3.5, one unit per 12,500 square feet of lot area. When Ferncliff Village was approved in 2011 as a Tier 3 demonstration project, the applicant was eligible for a density bonus incentive to provide up to 2.5 times the base density. The site contained 5.97 acres, 260,000 square feet; the base density was 20.8 units. The approved development provided 48 units, 2.3 times the base density.

The proposed plat amendment provides for 16 single-family lots, rather than the 24 multi-family units previously approved, a total of 41 units, or 1.97 times the base density for the entire development.

iii. Lot Coverage

Maximum lot coverage in the R-3.5 district is 25 percent of lot area.

When Ferncliff Village was approved in 2011, the lot area was 260,000 square feet and lot coverage was allocated in a manner that would ensure compliance with Tier 3 demonstration project requirements: Lot coverage was limited to 25 percent of the lot area, or 65,000 square feet (260,000 * .25). Lot coverage for Phase I was limited to 1,600 square feet per lot, the maximum unit size for a Tier 3 unit. The balance of the available lot coverage, 25,600 square feet, was allocated to Lot 25.

The plat amendment allocates the lot area assigned to Lot 25 (25,600 square feet) as follows: 1,337 square feet per lot for Lot 25 Lots 26 – 41, a total of 250 square feet in Tracts A and G, 800 square feet for Tract E, and 3,150 square feet for Tract H ; the final amendment is conditioned to include allocation shall include lot coverage for the bus shelter and covered

bicycle facilities.

iv. Setbacks

Required building setbacks in the R-3.5 district are as follows:

To buildings	The greater of 10 feet or as required by the Fire Code
To exterior plat boundary	15 feet
To arterial rights-of-way	40 feet
To other streets	15 feet
To trails	10 feet
To open space	10 feet, unless the area is also a landscape buffer

The subdivision approved in 2011 modified building setbacks through the Housing Design Demonstration Project approval as follows:

To buildings	0 feet or as required by the Fire Code
To exterior plat boundary	5 feet
To arterial rights-of-way	10 feet
To other streets	10 feet
To trails	10 feet
To open space	10 feet, unless the area is also a landscape buffer

v. Building Height

The maximum building height in the R-3.5 district is 25 feet.

When the project was approved in 2011, the project was conditioned as follows: “The maximum building height of multi-family buildings in Phase II is 30 feet; the maximum height of all other buildings and structures is 25 feet.” As there are no longer multi-family buildings, the plat amendment is conditioned to limit building height to 25 feet. (Condition 8)

2. BIMC 18.15 Development Standards

a. Landscaping, Screening, and Tree Requirements BIMC 18.15.010

The purpose of this section is to preserve the landscape character of the community.

i. Tree Retention and Roadside Landscape Buffers

Significant trees and tree stands located in roadside landscape buffers shall be retained. In the R-3.5 district a roadside buffer is not required unless it is determined necessary to maintain the character of the neighborhood or to reflect neighboring development patterns.

The project is conditioned to provide a 15 foot width full-screen roadside landscape buffer to reflect neighboring development patterns. (Condition 7)

When Ferncliff Village was approved in 2011, the existing tree canopy on the subject property encompassed approximately 163,400 square feet, and the project retained 35 percent of the existing canopy. The plat amendment is consistent with the 2011 approval, retaining 56,400 square feet of canopy, or 35 percent of the tree canopy that existed in 2011.

i. Full screen vegetation requirements.

- 1) Trees. A minimum of 70 percent evergreen trees ranging in height from four feet to six feet at the time of planting with at least 50 percent being six feet high and deciduous trees with a caliper of at least two inches at the time of planting. At least 20 percent of the trees shall be native species and drought resistant. The number of trees is determined by dividing the length of the perimeter landscape buffer by 10 feet.
- 2) Shrubs. Evergreen shrubs at least 21 inches in height at the time of planting spaced no more than three feet on center to achieve minimum four feet height at maturity. The number of shrubs is determined by dividing the length of the perimeter by four feet.

The plat amendment provides a 15 foot width landscape buffer to screen parking facilities and is conditioned to provide a 15 foot width roadside buffer along Ferncliff Avenue. The project is conditioned to meet the full screen landscape buffer requirements for these buffers. (Condition 21)

3. Parking BIMC 18.15.020

a. General Requirements

Driveways, parking and walkways shall accommodate pedestrians, motor vehicles and bicycles used by occupants or visitors. With the exception of single-family and duplex buildings on individual lots, access and parking spaces shall be designed so that no backing movement by a vehicle, except emergency and service and delivery vehicles, shall be allowed onto a public right-of-way, provided, that the Director may waive this requirement where no reasonable design alternative exists. On-street parking created or designated in conjunction with and adjacent to a project may be included in the parking space calculation upon approval of the Director.

The City Development Engineer found the proposed development provides adequately for circulation and that the parking spaces are adequately located and designed.

b. Number of Automobile Spaces Required

Two spaces for each primary dwelling unit are required within residential districts. Parking requirements may be reduced by 50 percent for dwelling units located within a one-half mile radius of the ferry terminal; the required number of parking spaces shall not be reduced below one space per dwelling unit. All parking lots shall comply with the minimum requirements for handicapped-accessible parking spaces.

The site is located within one-half mile of the ferry terminal, and is eligible for a reduction in the required parking spaces. The plat amendment provides 27 parking spaces, including two handicapped-accessible parking spaces.

c. Location of spaces. Parking is encouraged to be located behind, under, or to the side of buildings. Parking spaces serving dwelling units shall be located on the same lot with the building they serve.

The plat amendment provides 18 spaces within a parking lot and nine spaces along Curtis Loop. In general the parking spaces are located in front of the homes or immediately adjacent to the Curtis Loop. The new spaces are not located on the lots they serve; the lots created through the plat amendment do not

front the roadway. While the lots could be configured to incorporate a parking space “on the same lot with the building they serve”, the configuration would be awkward.

The subdivision approval granted in 2011 provided relief from parking requirements; the proposed subdivision provided a parking lot along the north boundary for Phase II, and parking easements for lots in Phase I that did not front roadways, in order to further the goals of the Housing Design Demonstration Project (HDDP) program. The project was conditioned to provide a full-screen vegetation buffer along the north boundary to screen the parking lot. The proposed plat amendment provides a 15 foot width full-screen vegetated buffer to screen the parking lot. (Conditions 20, 21)

4. Design standards. Parking lots shall be designed according to BIMC Table 18.15.020-3. Space depth shall be measured exclusive of access drives, aisles and other physical obstructions.

The proposed parking lot meets the design standards in BIMC 18.81.070.

V. Conclusions

As conditioned, the proposed development is consistent with the Comprehensive Plan and the applicable standards contained in BIMC Title 17 (Subdivisions), as modified Housing Design Demonstration Project provisions.

Approval of the preliminary subdivision amendment shall constitute authorization for the applicant to develop the facilities and improvements in strict accordance with standards established by BIMC 2.16 and any conditions imposed.

As provided in RCW 58.17, any lot in a final long subdivision plat filed for record shall be a valid land use for a period of five years from the date of filing the final subdivision, notwithstanding any change in zoning laws. Any lot in a final plat shall be governed by the terms of approval of the final long subdivision at the time of vested application, unless a change in conditions creates a serious threat to the public health or safety.

Appropriate notice of application was made and comments were considered. The application is properly before the City Council for decision.

Attachments

- A. Subdivision Amendment Application
- B. Subdivision Amendment Drawings
- C. Notice of Application and SEPA Comment Period
Public Comment
- E. Vegetation Protection Signage



CITY OF BAINBRIDGE ISLAND
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
280 Madison Avenue North
Bainbridge Island, Washington 98110-1812
Phone: 206-842-2552 Email: pcd@bainbridgewa.gov

APPLICATION – PAGE 1

DATE STAMP

Bainbridge Island

JUL - 2 2014

Dept. of Planning &
Community Development

DATE SUBMITTED 07/02/2014		PROJECT NUMBER PLN15540	SUFFIX SUBA
PROJECT NAME HRB/FERNCLIFF VILLAGE PH 2			
PROJECT TYPE Long Subdivision Major Amendment			
PROJECT ADDRESS or ACCESS STREET Curtis Loop			
TAX PARCEL NUMBER 5587-000-026-0000		TAX PARCEL NUMBER 5587-000-030-0004	
TAX PARCEL NUMBER 5587-000-025-0001		TAX PARCEL NUMBER	
TAX PARCEL NUMBER		TAX PARCEL NUMBER	
REVISION RECEIVED			
FEE HISTORY		AMOUNT	PAID
Long Subdivision Major Amendment		\$17,738.00	\$17,738.00

PROJECT DESCRIPTION

Tract 25 is being revised to include Lots 26-41 and Tracts A, F and D. Tract A open space has been revised and is now partially located in the newly created lots. A portion of the storm drain easement in Tract E is being extinguished.

PEOPLE ASSOCIATED WITH CASE

COBI PROJECT MANAGER

KELLY TAYARA — PHONE: 206-780-3787 E-MAIL: ktayara@bainbridgewa.gov

OWNER

HOUSING RESOURCES BOARD, Post Office Box 11391, Bainbridge Island, WA 98110

PHONE: 206-842-1909

E-MAIL: mark@housingresourcesboard.org

CONTACT

SEAN PARKER, Architect. 490 Madison Avenue North #104, Bainbridge Island, Washington 98110

PHONE: 206-999-1235

E-MAIL: sean@seanparkerarchitects.com

CONTACT

MARK BLATTER, Housing Resources Board, P. O. Box 11391, Bainbridge Island, Washington 98110

PHONE: 206-842-1909

E-MAIL: mark@housingresourcesboard.org

CONTACT

GAVIN OAK, Adam & Goldsworthy, Inc., 1015 NE Hostmark Street #103, Poulsbo, WA 98390

PHONE 206-842-9598

E-MAIL ADDRESS gavin@agols.com

CITY OF BAINBRIDGE ISLAND
SUBDIVISION AMENDMENT APPLICATION
 FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
 PENCIL WILL NOT BE ACCEPTED.



DATE STAMP FOR CITY USE ONLY Bainbridge Island JUL - 2 2014 Dept. of Planning & Community Development	TO BE FILLED OUT BY APPLICANT PROJECT NAME (if any): AMENDED PLAT OF FERNCLIFF VILLAGE TAX ASSESSOR'S NUMBER(s): 5587-000-026-0000 5587-000-030-0004 5587-000-025-0001 PROJECT STREET ADDRESS OR ACCESS STREET: CURTIS LOOP NE ENVIRONMENTAL CHECKLIST SUBMITTED: ☒ YES No FOR CITY USE ONLY FILE NUMBER: <u>PLN/5540 SUBA</u> PROJECT NUMBER: <u>PLN/5540</u> DATE RECEIVED: <u>7-2-2014</u> APPLICATION FEE: <u>\$17,738.00</u> TREASURER'S RECEIPT NUMBER: <u>14-00314</u>
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SUBMITTAL REQUIREMENTS

APPLICATION	<i>One original (which must contain an original signature) and five copies</i> must be provided. Whenever possible, originals must be <i>signed in blue</i> . Please identify the original document.
SUPPORTING DOCUMENTS	<i>One original (which must contain an original signature)</i> , where applicable, and <i>five copies</i> (if an original is not applicable, <i>six copies</i> must be provided).
FULL-SIZE DRAWINGS	<i>Seven copies</i> of the required drawings must be provided. Drawings <i>must be folded</i> and <i>must be 18" x 24"</i> in size. <i>No construction drawings or other sized drawings</i> will be accepted unless specifically requested.
REDUCED DRAWINGS	<i>Two copies</i> of the drawings reduced to 11" x 17" must be provided.
SUBMITTING APPLICATIONS	Applications <i>must be submitted in person</i> by either the owner or the owner's designated agent. Should an agent submit the application, a <i>notarized Owner/Agent Agreement</i> must accompany the application. Please call (206) 780-3762 to make an appointment to submit your application.
FEES	Please call the Department of Planning & Community Development for submittal fee information.
ATTACHED SUBMITTAL CHECKLIST	Please refer to attached Submittal Checklist for further information. Note: when submitting this application, please do not copy or include the Submittal Checklist sheets attached to the back of this application.

**APPLICATIONS WILL NOT BE ACCEPTED
 unless these basic requirements are met and the submittal packet is deemed counter complete.**

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
 280 Madison Avenue North • Bainbridge Island, WA • 98110-1812
 Phone: (206) 842-2552 • Fax: (206) 780-0955 • E-mail: pcd@bainbridgewa.gov
 Website: www.ci.bainbridge-isl.wa.us

CITY OF BAINBRIDGE ISLAND

SUBDIVISION AMENDMENT APPLICATION

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
PENCIL WILL NOT BE ACCEPTED.



A. GENERAL INFORMATION

1. Name of property owner: Housing Resources Board, c/o Mark Blatter
Address: P.O. Box 11391, Bainbridge Island, WA. 98110
Phone: 206-842-1909 Fax: _____
E-mail: _____

Name of property owner: _____
Address: _____
Phone: _____ Fax: _____
E-mail: _____

Name of property owner: _____
Address: _____
Phone: _____ Fax: _____
E-mail: _____

*If the owner(s) of record as shown by the county assessor's office is (are) not the agent,
the owner's (owners') signed and notarized authorization(s) must accompany this application.*

2. Applicant/agent: _____
Address: _____
Phone: _____ Fax: _____
E-mail: _____

3. Name of land surveyor: Adam & Goldsworthy, Inc.
Address: 1015 NE Hostmark Street, Poulsbo, WA. 98370
Phone: 206-842-9598 Fax: 360-779-4213
E-mail: gavin@agols.com

4. Planning department personnel familiar with site: Kelly Tayara

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
280 Madison Avenue North • Bainbridge Island, WA • 98110-1812
Phone: (206) 842-2552 • Fax: (206) 780-0955 • E-mail: pcd@bainbridgewa.gov
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CITY OF BAINBRIDGE ISLAND
SUBDIVISION AMENDMENT APPLICATION
 FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.
 PENCIL WILL NOT BE ACCEPTED.



5. Description of proposal:

Tract 25 is being revised to create Lots 26-41 and Tracts H and G.
 Tract A boundary has been adjusted around the newly created lots
 A portion of the storm drain easement in Tract E is being extinguished

6. General location of site:

Property lies North of Curtis Loop NE

7. Please give the following existing parcel information:

Assessor's Parcel Number	Parcel Owner	*Lot Area
5587-000-026-0000	Ferncliff Village Homeowner's Association	11,685 sq. ft.
5587-000-030-0004	Ferncliff Village Homeowner's Association	72,300 ± sq. ft.
5587-000-025-0001	Housing Resources Board	41,784 sq. ft.
Use additional sheet if necessary		Total of all parcels:

* As defined in Bainbridge Island Municipal Code 18.12.050

8. Your proposal is best described as:

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
 280 Madison Avenue North • Bainbridge Island, WA • 98110-1812
 Phone: (206) 842-2552 • Fax: (206) 780-0955 • E-mail: pcd@bainbridgewa.gov
 Website: www.ci.bainbridge-isl.wa.us

CITY OF BAINBRIDGE ISLAND

SUBDIVISION AMENDMENT APPLICATION

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.

PENCIL WILL NOT BE ACCEPTED.



☐ commercial, industrial or multi-family subdivision; or

☒ single family subdivision: ☐ clustering or ☒ open space (42 %)

9. Legal description (or attach):

See attached

10. Current comprehensive plan, zoning and shoreline designations and use of subject parcel(s):

Lot Number	Comp Plan Designation	Zoning Designation	Shoreline Designation	Current Use
Tract A	SUR	R-3.5	N/A	Open Space
Tract E	SUR	R-3.5	N/A	Open Space
Lot 25	SUR	R-3.5	N/A	Undeveloped
Lot				

11. Current comprehensive plan, zoning and shoreline designations and use of adjacent properties:

Property	Comp Plan Designation	Zoning Designation	Shoreline Designation	Current Use
North	SUR	R-3.5	N/A	Residential
South	SUR	R-3.5	N/A	Residential
East	SUR	R-2.9	N/A	Residential
West	GATE	GATE	N/A	Residential

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12. Does the site contain an environmentally sensitive area as defined in Critical Areas Ordinance (*Bainbridge Island Municipal Code Chapter 16.20*)?

☒ yes ☐ no ☐ unknown

If yes, check as appropriate:

☐ wetland*	☐ geologically hazardous area**	☐ stream*
☐ wetland buffer*	☐ zone of influence**	☐ stream buffer*
☒ slope buffer**	☐ fish and wildlife habitat area	☐ fish and wildlife habitat area

* If your site includes a wetland or wetland buffer, a wetland report is required with your application.

** If your site includes a geologically hazardous area or is within the zone of influence as defined in *Bainbridge Island Municipal Code 16.20*, a geotechnical report may be required with your application.

13. Is construction planned within 200 feet of ordinary high water (usually where shoreline vegetation changes from salt tolerant to upland plants)?

☐ yes ☒ no ☐ unknown

14. Are there underlying/overlying agreements on the property?

☒ yes ☐ no ☐ unknown

If yes, check as appropriate and provide a copy of the decision document:

☐ CUP Conditional Use Permit	☐ SPR Site Plan Review
☐ MPD Master Planned Development	☐ SPT Short Plat
☐ PUD Planned Unit Development	☐ SSDP Shoreline Permit
☐ REZ Contract Rezone	☒ SUB Prior Subdivision
☐ RUE Reasonable Use Exception	☐ VAR Zoning Variance
	☐ Other: _____

Under which jurisdiction was the approval given?

☒ City of Bainbridge Island ☐ Kitsap County

Approval date: November, 2011

15. Is there any other information which is pertinent to this project?

☐ yes ☒ no

If yes, please explain: _____

B. TECHNICAL INFORMATION

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CITY OF BAINBRIDGE ISLAND
SUBDIVISION AMENDMENT APPLICATION
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1. Name of water purveyor: City of Bainbridge Island
If a private well, what class? _____

2. Type of sewage disposal: ☐ on-site septic ☐ off-site septic ☒ sewer
Sewer district: ☒ City of Bainbridge Island ☐ Sewer District 7

3. General description of the existing terrain: _____
Property slopes downward from the North to the South

4. Soil survey classification: Not known

5. Flood plain designation: ☒ X ☐ AE

6. Access (street functional road classifications):

Street Type	Required ROW Width	Street Name	Existing ROW Width
primary arterial	150 feet	Highway 305	
secondary arterial	60 feet		
collector	50 feet		
residential urban	40 feet		
residential suburban	30 feet		
other	20 - 30 feet	Curtis Loop NE	20 feet

7. Sidewalks are adjacent to the parcel: ☐ yes ☒ no
If yes, existing sidewalks are _____ feet wide.
Sidewalk installation is proposed as part of the development project: ☐ yes ☐ no
Proposed sidewalks: ☐ adjacent to the parcel and are to be _____ feet wide.
☒ internal to the proposal and are to be 5 feet wide.

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CITY OF BAINBRIDGE ISLAND

SUBDIVISION AMENDMENT APPLICATION

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8. Will the completed project result in 800 or more square feet of impervious surface (building footprint + driveways + parking)? ☒ yes ☐ no ☐ unknown

9. Will the project result in clearing more than six significant trees or 2,500 square feet of ground? ☒ yes ☐ no ☐ unknown

10. Do storm water systems exist on the site? ☒ yes ☐ no ☐ unknown

If yes, were they constructed after 1982? ☐ yes ☐ no ☐ unknown

If yes, what type of storm water system exists on the site?

☐ infiltration ☐ open ditching ☒ closed conveyance ☒ detention

11. Will the completed project result in excavating of or filling in: Not known
☐ less than 50 cubic yards. ☐ more than 50 cubic yards but less than 100 cubic yards. ☐ more than 100 cubic yards.

C. Subdivision Information:

1. Does the proposal meet the minimum lot size for septic? ☐ yes ☐ no ☐ don't know ☒ N/A

Minimum lot sizes required by Health District: _____ SF to _____ SF

2. Check all that apply to the project parcel (s) and include square footage of area within the project parcel(s):

- ☐ Wetland
Square footage on project parcel (s): _____ SF
- ☐ Wetland Water Quality Buffer
Square footage on project parcel (s): _____ SF
- ☐ Wetland Habitat Buffer
Square footage on project parcel (s): _____ SF
- ☐ Stream
Square footage on project parcel (s): _____ SF
- ☐ Stream Water Quality Buffer
Square footage on project parcel (s): _____ SF
- ☐ Stream Habitat Buffer
Square footage on project parcel (s): _____ SF
- ☐ Geologically Hazardous Area
Square footage on project parcel (s): _____ SF

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CITY OF BAINBRIDGE ISLAND

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☐ Geologically Hazardous Area Buffer
 Square footage on project parcel (s): _____ SF

3. Are any restrictive covenants proposed? (If yes, please attach.) ☒ yes ☐ no

4. Any additional easements/restrictions regarding adjacent land that should be noted? ☐ yes ☒ no

If yes, please describe: _____

5. Maximum lot coverage of proposed parcels: **Lots 26 – 41: 1,600 sq feet per lot**

Lot A	%	SF	Lot D	%	SF	Lot G	%	SF
Lot B	%	SF	Lot E	%	SF	Lot H	%	SF
Lot C	%	SF	Lot F	%	SF	Lot I	%	SF

Option:

Lot coverage to be calculated at time of final plat.	Total maximum lot coverage: 25,600 SF
--	---------------------------------------

6. Open space (See Section 17.04.082 of the Bainbridge Island Municipal Code)

Percentage of lot provided as open space:

42%

Required open space is contained within (check one): ☒ separate parcel(s) ☐ proposed lots

Type of open space (check one): ☐ Public ☒ Common Ownership ☐ Private

Open space feature (check as appropriate): ☒ Critical Areas and their buffers (as defined in BIMC 16.20) ☐ Areas contiguous with critical areas and their buffers ☐ Wildlife corridors

☒ Trails and greenways

☐ Shoreline view areas

☒ Native forests and significant trees

☐ Mature vegetation on ridgelines

☐ Pastures, meadows and orchards

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CITY OF BAINBRIDGE ISLAND

SUBDIVISION AMENDMENT APPLICATION

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PENCIL WILL NOT BE ACCEPTED.



I hereby certify that I have read this application and know the same to be true and correct.

A handwritten signature in blue ink, appearing to read "Mark Blatter", is written over a horizontal line.

Housing Resources Board

Mark Blatter, Executive Director

A handwritten date "7/2/14" in blue ink is written over a horizontal line.

Date

**If signatory is not the owner of record, the attached "Owner/Agent Agreement" must be signed and notarized.*

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Phone: (206) 842-2552 • Fax: (206) 780-0955 • E-mail: pcd@bainbridgewa.gov
Website: www.ci.bainbridge-isl.wa.us

**Amended
Plat of Ferncliff Village**

Housing Design Demonstration Project

SE 1/4, NW 1/4

Sec.26, T.25N., R.2E., W.M.

City of Bainbridge Island, Kitsap County, Washington

Dedication

We, the undersigned, holder of fee simple interest in the land herein described do hereby consent to this plat amendment and declare this map to be a graphic representation of the same and that said amendment is made with the free consent and in accordance with my wishes.

Dimensions and uses of all lots, tracts or parcels of land embraced in this plat are subject to and shall be in conformance with City of Bainbridge Island Zoning Ordinance.

Easement Provisions

Easements shown on the drawings are over, under and across the areas shown for the purposes stated. Pedestrian easements refer to easements for pedestrian access. Building occupation and maintenance easements refer to easements for occupying and maintaining the building.

The pedestrian easement along the East line of Lot 37 is hereby conveyed to Lots 26 through 41.

The building occupation and maintenance easements are hereby conveyed to the adjacent lot sharing a common building line.

Ferncliff Village Homeowner's Association
Mark Blatter

The Housing Resources Board
Mark Blatter, Executive Director

Acknowledgment

State of Washington
County of Kitsap

I certify that I know or have satisfactory evidence that Mark Blatter 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 Executive Director of The Housing Resources Board a Washington Non-Profit Corporation and for the Ferncliff Village Homeowner's Association, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: _____

Notary Public in and for the State of Washington
My appointment expires _____

Surveyors Certificate

I, Gavin M. Oak, registered as a land surveyor by the State of Washington, certify that this plat is based on an actual survey of the land described herein, conducted by me, or under my supervision, during the period of June, 2014 through July, 2014, that the distances, courses and angles are shown correctly, and that monuments have been set and lot corners staked on the ground as depicted on the plat, except for those that have been approved to be set at a later date.

Gavin M. Oak, PLS
Registered Land Surveyor
Certificate No. 45168

Approvals

Engineer

Approved by the City Engineer this _____ day of _____, 2014.

Chris Hammer
Engineering Manager

Health District

Examined and approved by the Bremerton-Kitsap County Health District this _____ day of _____, 2014.

Scott W. Lindquist, MD, MPH
Director of Health, Bremerton-Kitsap County Health District

Planning and Community Development

Approved by the Director of Planning and Community Development this _____ day of _____, 2014.

Katharine Cook, Director
Planning and Community Development
City of Bainbridge Island

City Council

Approved by the City Council of Bainbridge Island this _____ day of _____, 2014.

Anne Blair
Mayor, City of Bainbridge Island

Treasurer's Certificate

I, Meredith Green, Treasurer of Kitsap County, Washington, hereby certify that all taxes on the above described property are fully paid up to and including _____.

Meredith Green
Kitsap County Treasurer

Recording Certificate

Filed for record at the request of _____, on this _____ day of _____, 2014 recorded in Volume _____ of plats, Pages _____ records of Kitsap County, Washington.

Walter E. Washington
Kitsap County Auditor

Attest: _____
Deputy



7/1/14

**ADAM
&
GOLDSWORTHY, INC.
LAND SURVEYING**

1015 NE HOSTMARK ST. 360-779-4299
POULSBORO, WA 98370 206-842-9598

DATE 7/1/14 FIELD BOOK --
DRAWING 5612AP1 SHEET 1 / 7

Bainbridge Island

JUL 2 2014

Dept. of Planning &
Community Development

ATTACHMENT B

**Amended
Plat of Ferncliff Village**
Housing Design Demonstration Project
SE 1/4, NW 1/4, Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington

Legal Description

Lots 1-25, and Tracts A, B, C, D E and F of the Plat of Ferncliff Village as recorded in Volume 33, Pages 99 - 110, plat records of Kitsap County, and situate in the Southeast quarter of the Northwest quarter of Section 26, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington.

**National Flood Insurance
Program Designation**

Zone X
Flood Insurance Rate Map 53035C0244D
Effective Date: December 18, 2007

Notes

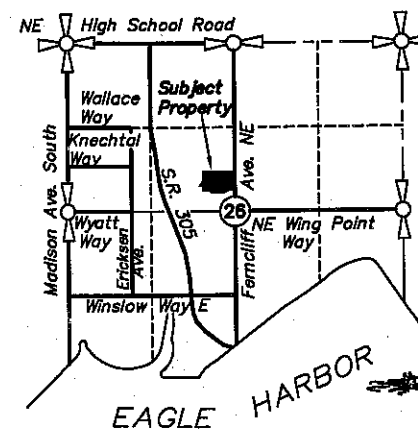
- 1) This survey was accomplished by field traverse with a three second total station.
- 2) This survey conforms to the minimum field traverse standards for land boundary surveys as listed in WAC 332-130-090.
- 3) This property is subject to a slope easement for Ferncliff Avenue NE to the City of Bainbridge Island recorded under Kitsap County Auditor's File No. 3006768.
- 4) This property is subject to a utility easement for Puget Sound Energy recorded under Kitsap County Auditor's File No. 201109220223.
- 5) This property is subject to a Storm Drainage Easement recorded under Kitsap County Auditor's File No. 201105040095.
- 6) This property is subject to the Declaration of Covenants, Conditions, Restrictions and Easements for the Plat of Ferncliff Village recorded under Kitsap County Auditor's File No. 201202290369 and amended under Kitsap County Auditor's File No. 201404170134.
- 7) Refer to the Open Space Management Plan recorded under Kitsap County Auditor's File No. 20111110103.
- 8) Refer to the Subdivision Guarantee prepared by Pacific Northwest Title under order no. 32146172.

Note on Amendment

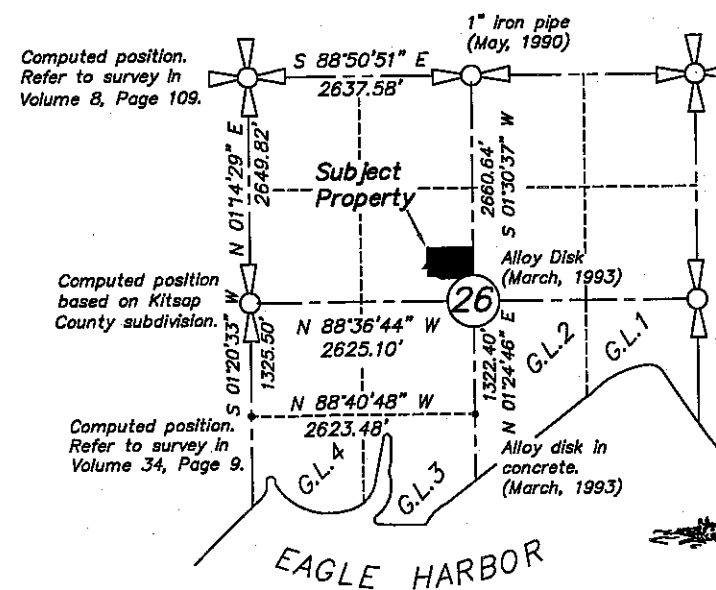
This amendment to the Plat of Ferncliff Village recorded under Kitsap County Auditor's File No. 201111170102 and in Volume 33, Pages 99 - 110 of plats, records of Kitsap County, Washington only amends the following items:

1. Tract A boundary has been revised.
2. Lot 25 has been revised to create Lots 26 - 41, and Tracts H and G.
3. Tract E boundary has been revised where it meets Tract H.
4. A portion of the storm drain easement in Tract E is being extinguished.

All other details and conditions of the Plat of Ferncliff Village remain unchanged.



VICINITY MAP
SEC.26, T.25N., R.2E., W.M.
(No scale)



SECTION SUBDIVISION
SEC.26, T.25N., R.2E., W.M.
(No scale)

Owner:	Housing Resources Board P.O. Box 11391 Bainbridge Island, WA. 98110 206-842-1909
Current use:	Single Family Residential
Proposed water service:	City of Bainbridge Island
Proposed sewer service:	City of Bainbridge Island
Assessor's Account Nos.	5587-000-026-0000 (Tract A) 5587-000-030-0004 (Tract E) 5587-000-025-0001 (Lot 25)
Zoning:	R-3.5
Comprehensive Plan:	SUR
Compliance with the fire flow requirements of BIMC 20.04 will be by fire flow from the City water system.	
Storm drainage from new site construction will be reduced by low impact development practices, treated and detained through rain gardens and surface detention facilities, and discharged to the City system on Ferncliff Ave. NE and the ravine on the West.	
Application File No.	



**ADAM
&
GOLDSWORTHY, INC.**
LAND SURVEYING

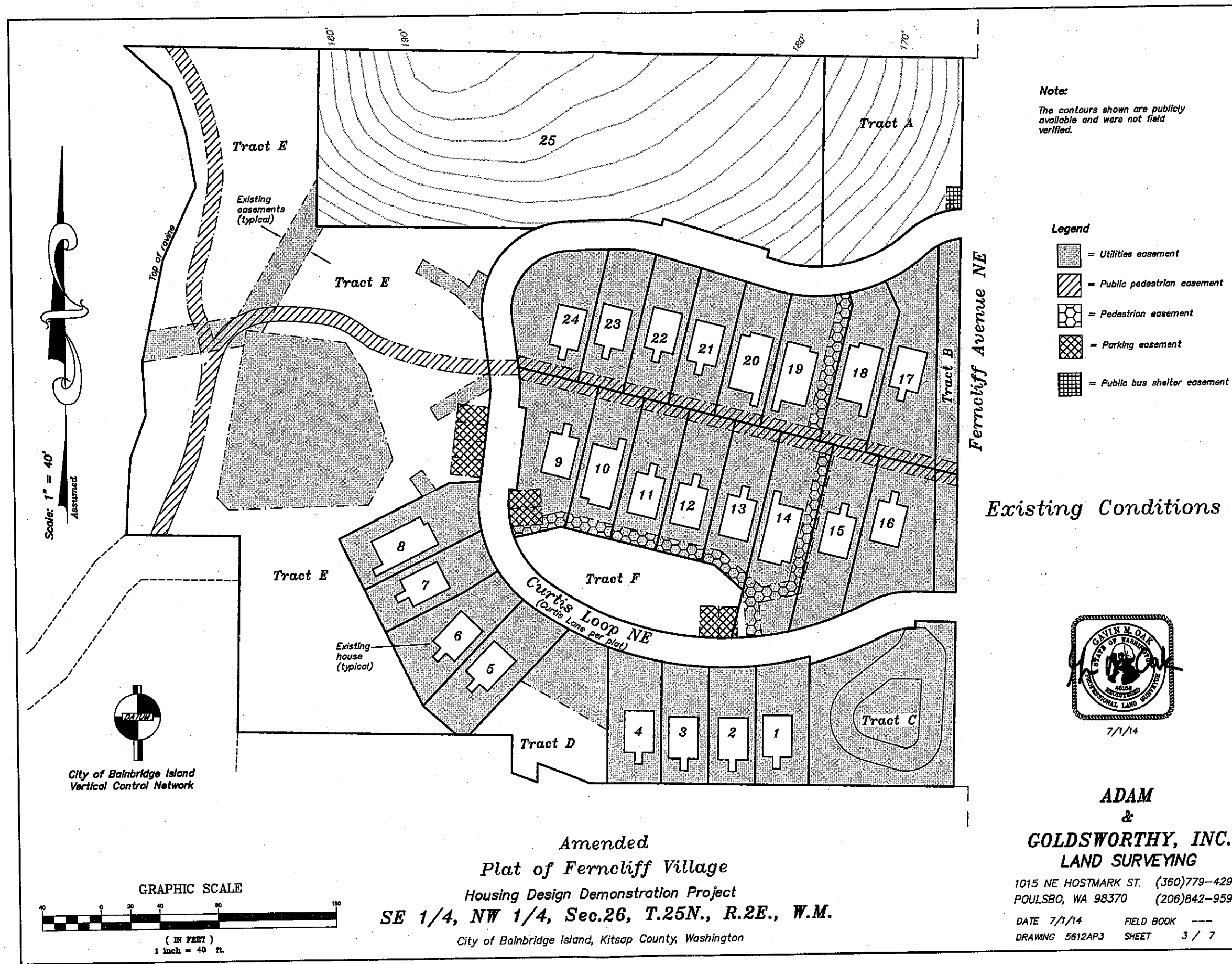
1015 NE HOSTMARK ST. 360-779-4299
POULSBORO, WA 98370 206-842-9598

DATE 7/1/14 FIELD BOOK --
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Bainbridge Island

JUL 2 2014

Dept. of Planning &
Community Development



Bainbridge Island

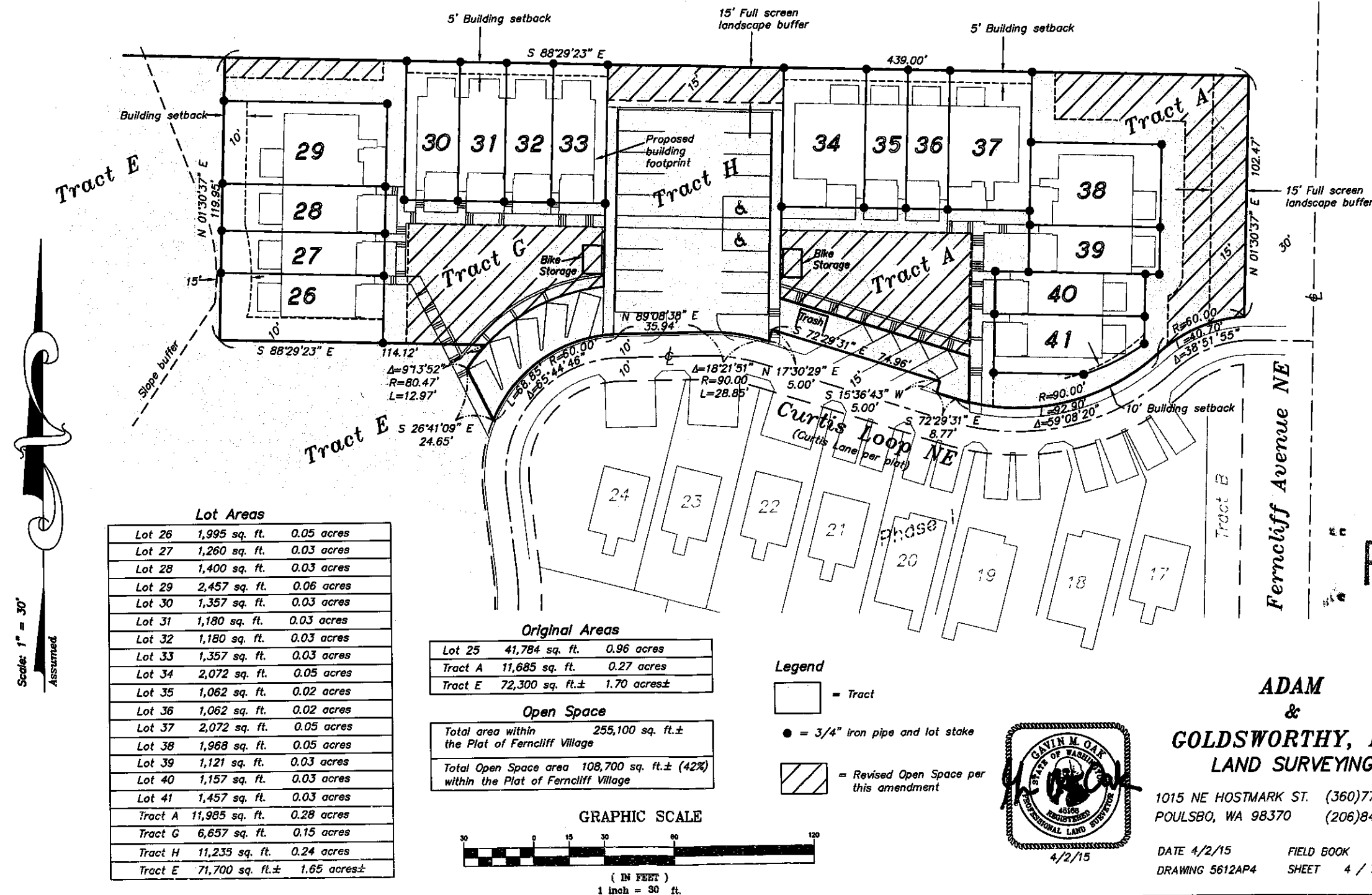
JUL 2 2014

Dept. of Planning & Community Development

Building Setbacks
Building to building: Minimum 0 feet (Subject to Building Official and Fire Marshal building permit approval)
Building to subdivision boundary: Minimum 5 feet
Building to right of way: Minimum 10 feet
Building to trail and/or open space: Minimum 10 feet. (except for open space areas that are also roadside or landscape buffers)
Building Height
The maximum building height is 25 feet.

Amended Plat of Ferncliff Village Housing Design Demonstration Project SE 1/4, NW 1/4, Sec.26, T.25N., R.2E., W.M. City of Bainbridge Island, Kitsap County, Washington

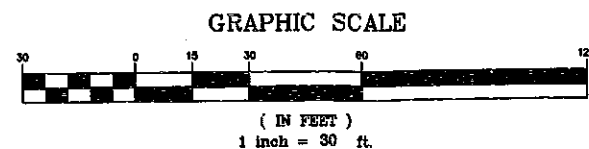
Lot Coverage
Total lot coverage allocated for Lot 25 = 25,600 sq. ft.
Maximum lot coverage for Lots 26-41 = 1,337 sq. ft. per lot
Lot coverage for Bike Shelter (Tract A/G) = 250 sq. ft.
Lot coverage for Trash Shelter (Tract H) = 150 sq. ft.
Lot coverage for Picnic Shelter (Tract E) = 800 sq. ft.
Lot coverage for Carports (Tract H) = 3,000 sq. ft.



Lot Areas		
Lot 26	1,995 sq. ft.	0.05 acres
Lot 27	1,260 sq. ft.	0.03 acres
Lot 28	1,400 sq. ft.	0.03 acres
Lot 29	2,457 sq. ft.	0.06 acres
Lot 30	1,357 sq. ft.	0.03 acres
Lot 31	1,180 sq. ft.	0.03 acres
Lot 32	1,180 sq. ft.	0.03 acres
Lot 33	1,357 sq. ft.	0.03 acres
Lot 34	2,072 sq. ft.	0.05 acres
Lot 35	1,062 sq. ft.	0.02 acres
Lot 36	1,062 sq. ft.	0.02 acres
Lot 37	2,072 sq. ft.	0.05 acres
Lot 38	1,968 sq. ft.	0.05 acres
Lot 39	1,121 sq. ft.	0.03 acres
Lot 40	1,157 sq. ft.	0.03 acres
Lot 41	1,457 sq. ft.	0.03 acres
Tract A	11,985 sq. ft.	0.28 acres
Tract G	6,657 sq. ft.	0.15 acres
Tract H	11,235 sq. ft.	0.24 acres
Tract E	71,700 sq. ft.±	1.65 acres±

Original Areas		
Lot 25	41,784 sq. ft.	0.96 acres
Tract A	11,685 sq. ft.	0.27 acres
Tract E	72,300 sq. ft.±	1.70 acres±

Open Space	
Total area within the Plat of Ferncliff Village	255,100 sq. ft.±
Total Open Space area within the Plat of Ferncliff Village	108,700 sq. ft.± (42%)



- Legend
- [Hatched Box] = Tract
 - [Dot] = 3/4" iron pipe and lot stake
 - [Hatched Box] = Revised Open Space per this amendment



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LAND SURVEYING

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DATE 4/2/15 FIELD BOOK
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Bainbridge Island
REVISED
APR 21 2015
Dept. of Planning & Community Development

Scale: 1" = 20' Assumed

Tract E

Tract G

Tract H

Tract A

Legend

- Tract
- Open Space within Tract

GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

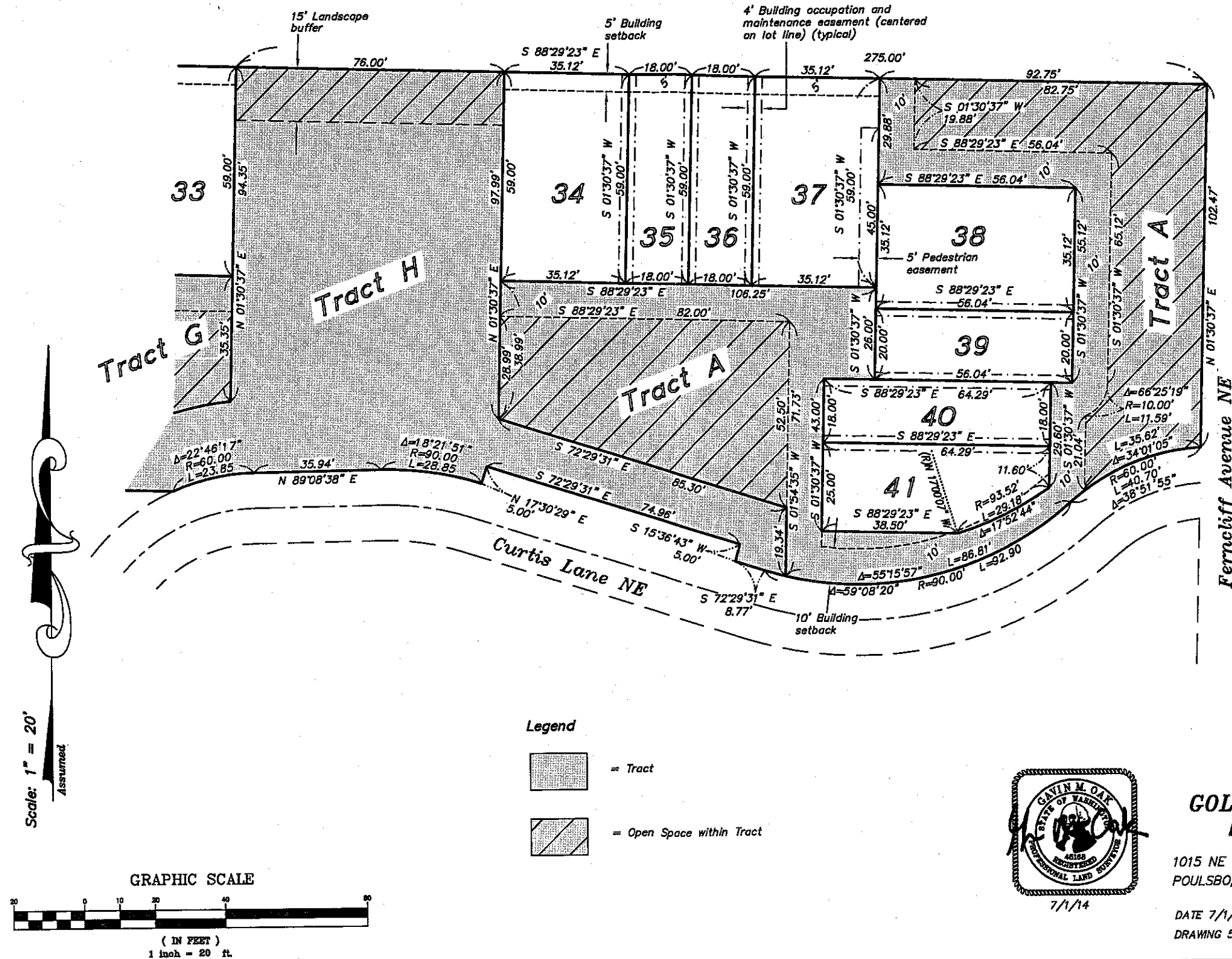
ADAM & GOLDSWORTHY, II LAND SURVEYING

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POULSBORO, WA 98370 (206)842-
7/1/14

DATE 7/1/14 FIELD BOOK
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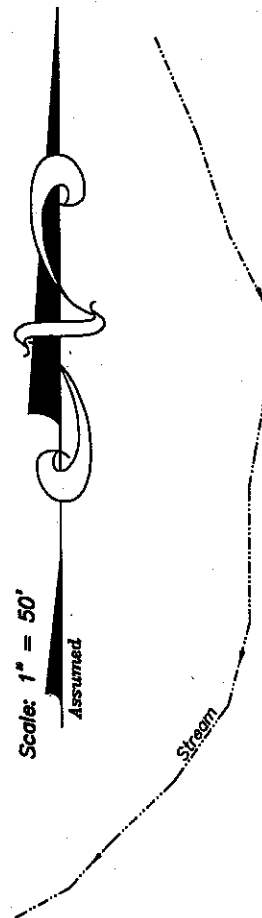
**Amended
Plat of Ferncliff Village**
Housing Design Demonstration Project
SE 1/4, NW 1/4, Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington



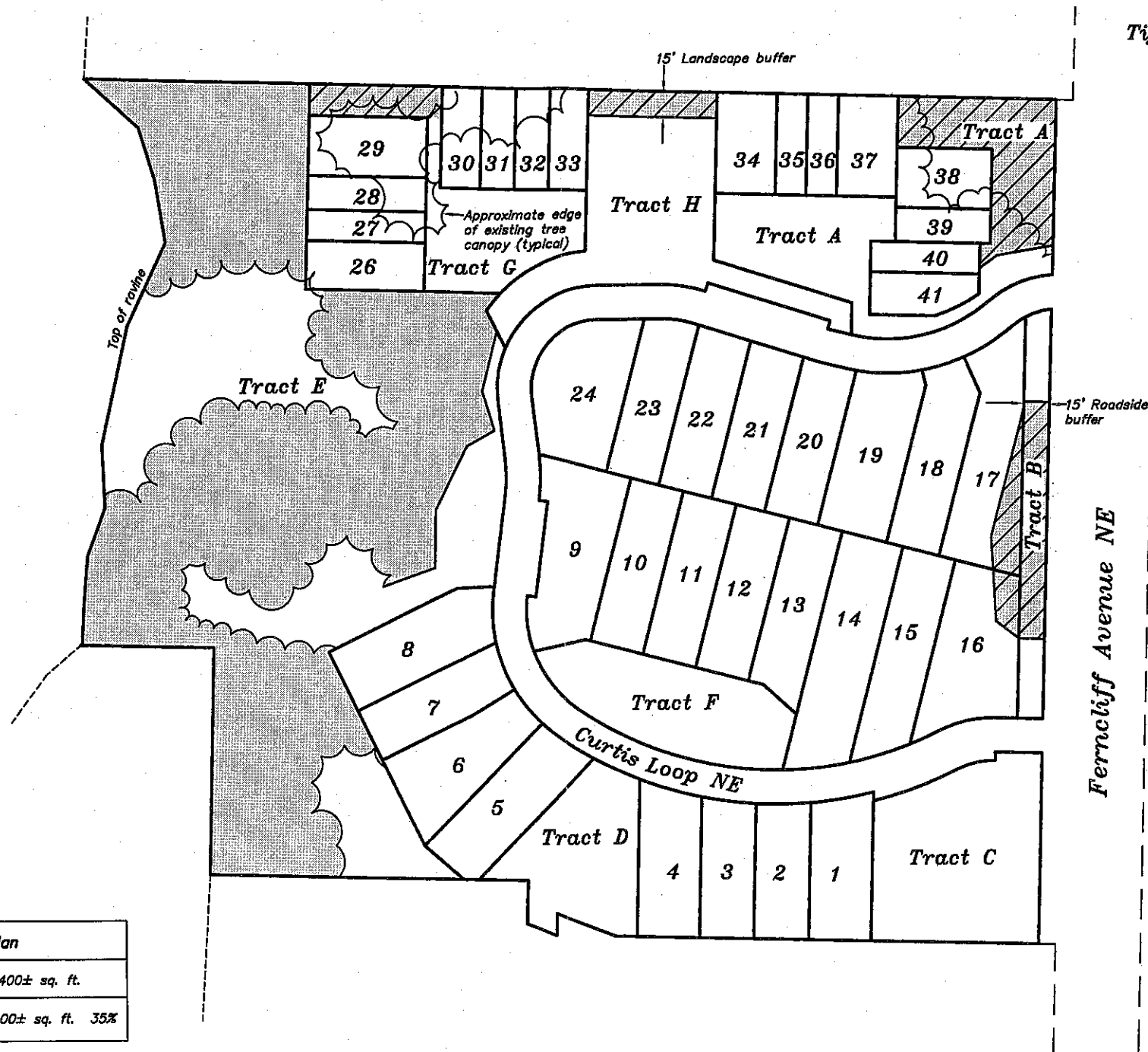
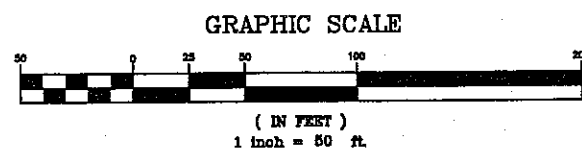
Bainbridge Island

JUL - 2 2014

Dept. of Planning &
Community Development



Tree Retention Plan	
Existing Canopy	163,400± sq. ft.
Retained Canopy	56,400± sq. ft. 35%



- Legend
- = Retained Tree Canopy
 - = Retained and Replanting Area



Tree Retention Plan
Amended
Plat of Ferncliff Village
Housing Design Demonstration Project
SE 1/4, NW 1/4, Sec.26, T.25N., R.2E., W.M.
City of Bainbridge Island, Kitsap County, Washington

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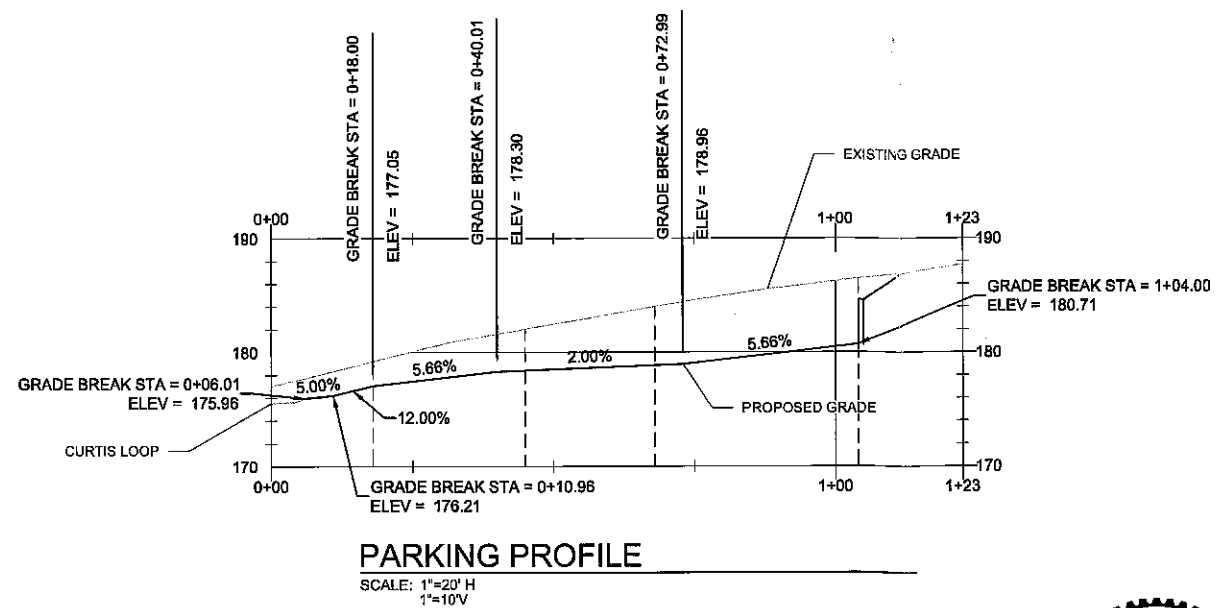
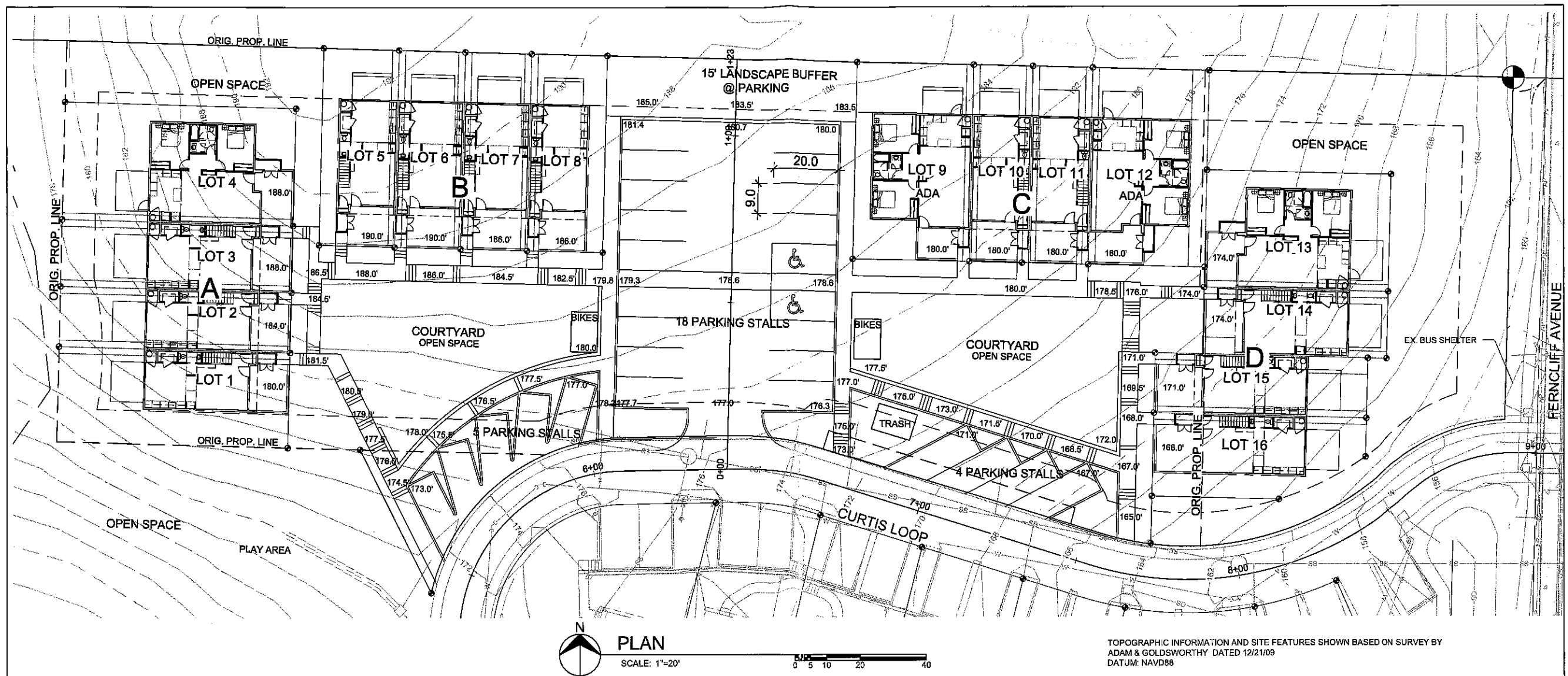
1015 NE HOSTMARK ST. (360)779-4299
POULSBORO, WA 98370 (206)842-9598

DATE 7/1/14 FIELD BOOK ---
DRAWING 5612AP7 SHEET 7 / 7

Bainbridge Island

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Bainbridge Island

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Community Development



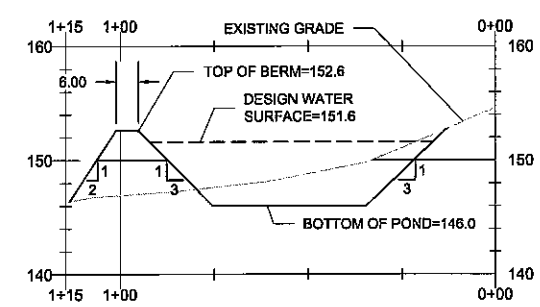
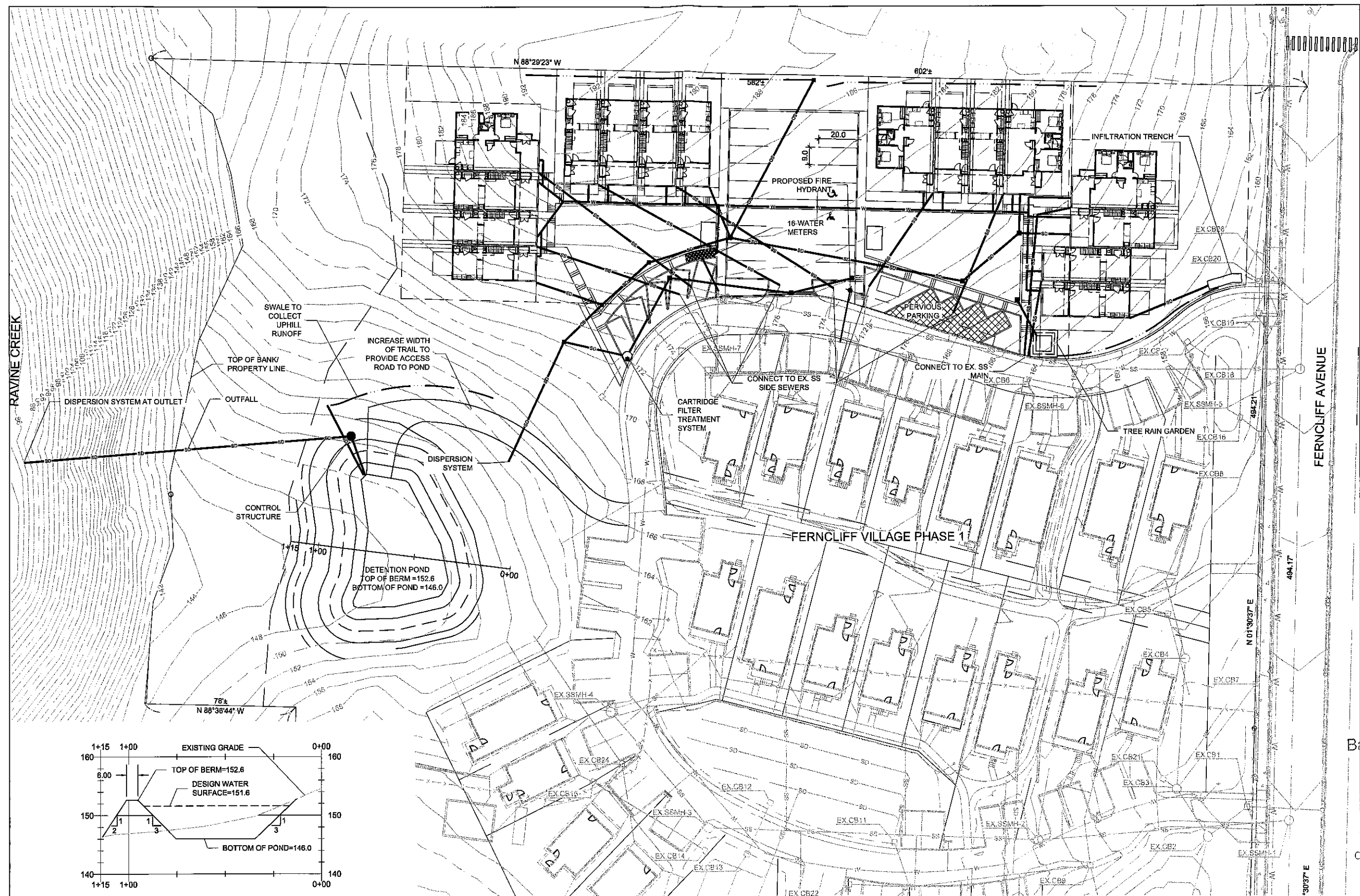
**PRELIMINARY GRADING PLAN
FERNCLIFF VILLAGE PHASE 2
PRELIMINARY PLAT SUBMITTAL**

BROWNE • WHEELER
ENGINEERS, INC
241 ERICKSEN AVENUE NE
BAINBRIDGE ISLAND, WA 98110
P 206.842.0605 INFO@BrowneWheeler.COM

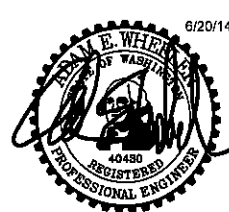
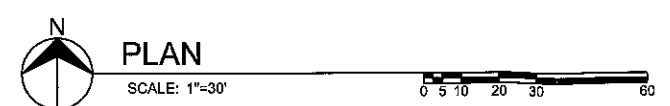
HOUSING RESOURCE BOARD
250 MADRONA WAY NE
SUITE 110-B
BAINBRIDGE ISLAND WA 98110

DATE 6/20/14
DESIGNED AEW
DRAWN AEW
CHECKED DWB
PROJECT # PA

C1
1 OF 2



POND PROFILE
 SCALE: 1"=30' H
 1"=10' V



PRELIMINARY UTILITY/DRAINAGE PLAN FERNCLIFF VILLAGE PHASE 2 PRELIMINARY PLAT SUBMITTAL	
BROWNE • WHEELER ENGINEERS, INC 241 ERICKSEN AVENUE NE BAINBRIDGE ISLAND, WA 98110 P 206.842.0605 INFO@BrowneWheeler.COM	HOUSING RESOURCE BOARD 250 MADRONA WAY NE SUITE 110-B BAINBRIDGE ISLAND WA 98110
DATE 8/20/14 DESIGNED AEW DRAWN AEW CHECKED DWB PROJECT # PA	C2 2 OF 2

Bainbridge Island
 JUL 2 2014
 Dept. of Planning & Community Development

1

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL	SIZE	MATURE HT.
	AG	2	ACER GRISEUM	PAPERBARK MAPLE	B & B	2" CAL	NA	25' HT.
	AA	6	ACER RUBRUM 'ARMSTRONG'	ARMSTRONG RED MAPLE	B & B	2" CAL	NA	45' HT.
	CV	2	CHAMAECYPARIS NOOTKATENSIS 'VAN DEN AKKER'	NARROW ALASKAN CEDAR	B & B	NA	6' HT.	20' HT.
	CS	16	CORNUS NUTTALLII 'STARLIGHT'	STARLIGHT DOGWOOD	B & B	2" CAL	NA	25' HT.
	MT	4	MAGNOLIA GRANDIFLORA 'TEDDY BEAR'	TEDDY BEAR SOUTHERN MAGNOLIA	15 GAL	2" CAL	NA	20' HT.
	PC	4	PINUS CONTORTA CONTORTA	SHORE PINE	10 GAL	NA	6' HT.	40' HT.
	TA	6	THUJA PLICATA 'ATROVIRENS'	WESTERN RED CEDAR	B & B	NA	6' HT.	30' HT.
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	HEIGHT	
	AC2	50	ACER CIRCINATUM	VINE MAPLE	5 GAL	8' OC	NA	
	AC	51	ARBUTUS UNEDO 'COMPACTA'	DWARF STRAWBERRY TREE	5 GAL	4' OC	8' HT.	
	BS	36	BLECHNUM SPICANT	DEER FERN	2 GAL	3' OC	2' HT.	
	CX	76	CISTUS X HYBRIDUS	WHITE ROCKROSE	1 GAL	4' OC	3' HT.	
	KK	29	KALMIA LATIFOLIA 'KEEPSAKE'	MOUNTAIN LAUREL	3 GAL	3' OC	4' HT.	
	LB	45	LONICERA NITIDA 'BAGGESEN'S GOLD'	BOXLEAF HONEYSUCKLE	2 GAL	4' OC	5' HT.	
	LP	106	LONICERA PILEATA	PRIVET HONEYSUCKLE	2 GAL	4' OC	2' HT.	
	PM2	74	POLYSTICHUM MUNITUM	WESTERN SWORD FERN	1 GAL	4' OC	3' HT.	
	SR	46	SARCOCOCCA RUSCIFOLIA	FRAGRANT SARCOCOCCA	2 GAL	3' OC	2' HT.	
	VX	67	VACCINIUM X 'SUNSHINE BLUE'	BLUEBERRY	3 GAL	3' OC	30' HT.	
ANNUALS/PERENNIALS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	HEIGHT	
	PA3	13	PEROVSKIA ATRIPLICIFOLIA	RUSSIAN SAGE	1 GAL	3' OC		
	RH	48	RUDBECKIA HIRTA	BLACK-EYED SUSAN	1 GAL	3' OC	30" HT.	
	SA2	68	SEDUM SPECTABILE 'AUTUMN FIRE'	SHOWY STONECROP	1 GAL	2' OC	2' HT.	
GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	HEIGHT	
	FE	195	FESTUCA GLAUCA 'ELIJAH BLUE'	BLUE FESCUE	1 GAL	2' OC	18" HT.	
	PR	74	PENNISETUM RUBRUM	FOUNTAIN GRASS	2 GAL	3' OC	30" HT.	
VINE/ESPAULER	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING	HEIGHT	
	PH	5	PARTHENOCESSUS HENRYANA	SILVERVEIN CREEPER	2 GAL	NA	NA	
GROUND COVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	HEIGHT	SPACING	
	ER	293	EPIEDIUM X RUBRUM	RED BARRENWORT	1 GAL	12" HT.		18" o.c.
	MR	3,312	MAHONIA REPENS	CREEPING MAHONIA	1 GAL	12" HT.		18" o.c.
	TS	1,028 SF	SOD GRASS	SOD GRASS	SOD	NA		

2

PLANTING NOTES

1. LANDSCAPE PLANTING FOR INTERNAL SITE AREAS MEETS BIMC SECTION 18.15.010.F.
2. LANDSCAPE PLANTING FOR FULL SCREEN PLANTING ADJACENT TO PARKING MEETS BIMC SECTION 18.15.010.D.
3. SIGNIFICANT CHANGES TO THE PLANTING PLAN DURING IMPLEMENTATION SHALL REQUIRE AN AMENDED PLAN PER THE LANDSCAPE ARCHITECT AND BE SUBMITTED TO THE CITY.
4. SEE PLANT SCHEDULES FOR SPECIES, QUANTITIES, AND MINIMUM SPACING.
5. STRIP, STOCKPILE AND REUSE TOPSOIL AS AVAILABLE.
6. CONTRACTOR SHALL ALLOW FOR THE ADDITION OF SOIL AMENDMENTS AND CONDITIONERS IN SOIL PREPARATION AND FINISH GRADING.
7. ALL CONSTRUCTION MATERIAL SHALL BE EXCLUDED FROM TOPSOIL.
8. LAYOUT FOR ALL PLANTING AREAS TO BE VERIFIED ON SITE BY LANDSCAPE ARCHITECT DUE TO VARYING FIELD CONDITIONS AND DENSITIES OF EXISTING VEGETATION.
9. LANDSCAPE ARCHITECT WILL SUPERVISE THE PLANTING PROCESS. MODIFICATIONS TO THE PLANTING PLAN MAY OCCUR BASED ON FIELD CONDITIONS AND THE AVAILABILITY OF PLANT MATERIAL.
10. PLANTINGS WILL BE B&B AND CONTAINERIZED NATIVE PLANT MATERIAL, AS APPROPRIATE AND SPECIFIED, FROM REGIONAL GENETIC STOCK. PLASTIC NURSERY IDENTIFICATION TAGS WILL BE ATTACHED TO THE STEM OF EACH WOODY PLANTING.
11. LOCAL NURSERY STOCK WILL BE USED TO ENSURE THAT THE MATERIAL HAS ACCLIMATED TO LOCAL CONDITIONS (REDUCING PLANTING STRESS) AND IS GENETICALLY COMPARABLE WITH PLANTS IN THE LOCAL AREA.
12. FINAL PLANT LISTS WILL BE CONTINGENT UPON PLANT AVAILABILITY. IF SELECTED SPECIES ARE UNAVAILABLE FROM LOCAL NURSERIES THEN UPON PRIOR APPROVAL OTHER GENUS OR SPECIES WITH SIMILAR HYDROLOGICAL REQUIREMENTS MAY BE SUBSTITUTED.
13. TREES WILL BE STAKED ONLY IF A PLANT CANNOT STAND ALONE IN A MODERATE WIND PER PLANTING DETAILS.
14. ALL LANDSCAPE BEDS WILL BE MULCHED WITH A MINIMUM OF 3 INCHES OF ORGANIC MULCH TO DISCOURAGE WEED GROWTH, MINIMIZE SOIL EROSION, AND RETAIN MOISTURE. THE MULCH IS NOT TO MAKE CONTACT WITH THE PLANT STEM.
15. DO NOT DISTURB TREES AND VEGETATION OUTSIDE LIMIT OF WORK.
16. REFER TO THE TREE RETENTION PLANS BY OTHERS FOR TREE CANOPY AREAS TO BE RETAINED.

3

GENERAL NOTES

1. REFER TO ARCHITECTURAL & CIVIL DRAWINGS FOR LIMITS OF WORK.
2. REFER TO CIVIL DRAWINGS FOR GRADING AND DRAINAGE.
3. REFER TO ARCHITECTURAL DRAWINGS FOR SITE HARDSCAPE DETAILS.

Bainbridge Island

JUL 2 2014

Dept. of Planning &
Community DevelopmentSEAN PARKER ARCHITECTS
ARCHITECTURE + PLANNING490 MADISON AVE N, SUITE 104 - BAINBRIDGE ISLAND, WA 98110
PHONE 206.842.2011 • SEANPARKERARCHITECTS.COMLandscape Architecture + Community Planning
310 Madison Avenue South, Suite A
Bainbridge Island, WA 98110
(206) 780.5651
www.fbppartnership.comFERNCLIFF TOWNHOMES
FERNCLIFF VILLAGE

BAINBRIDGE ISLAND, WA

DRAWING ISSUES

1 COSTING 06.23.14

DRAWING TITLE

LANDSCAPE SCHEDULE

CAD FILE:

LAST UPDATE:

PLOT DATE:

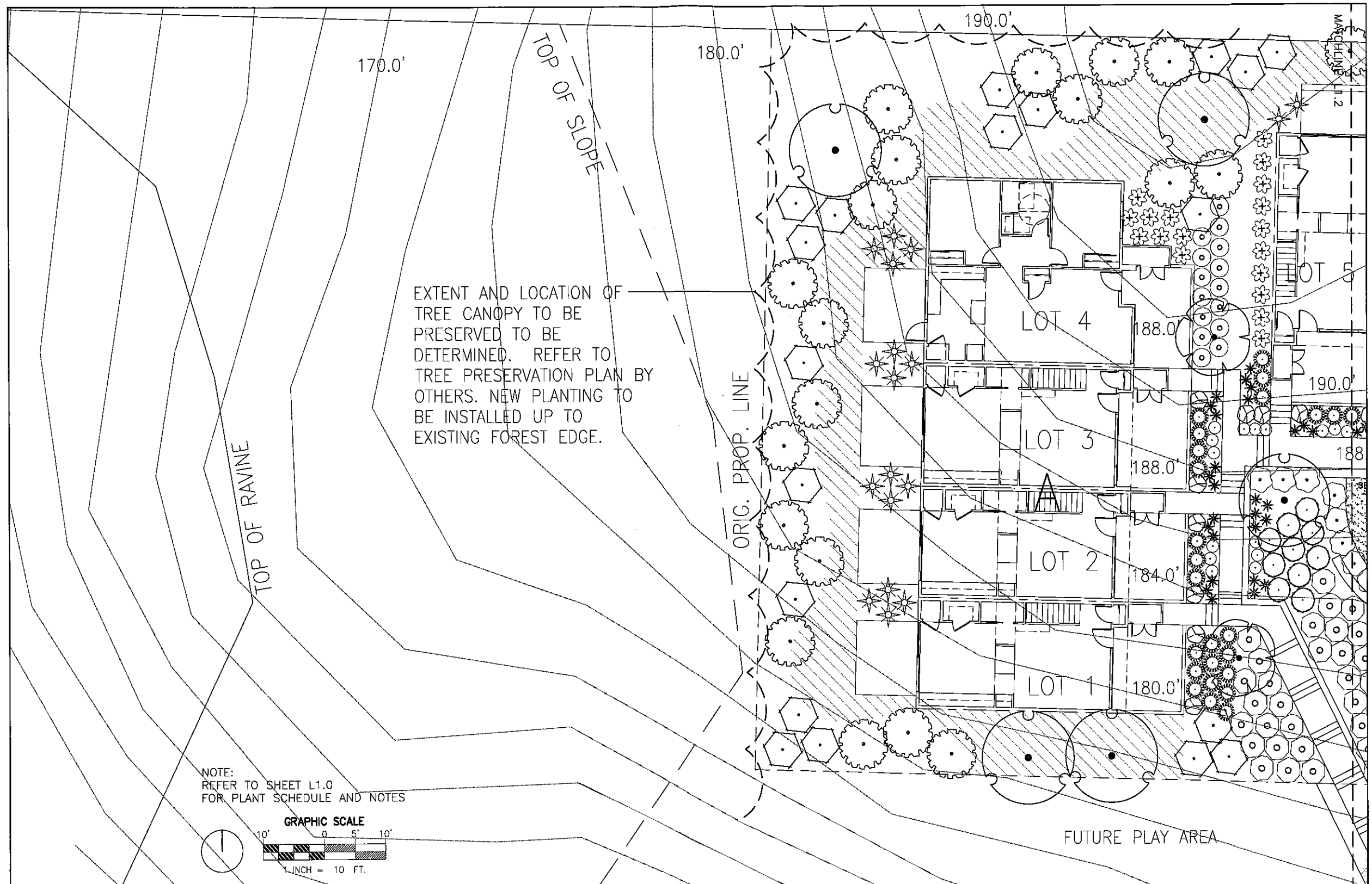
PROJECT No.

1216

DRAWING SCALE

SHEET NUMBER

L1.0

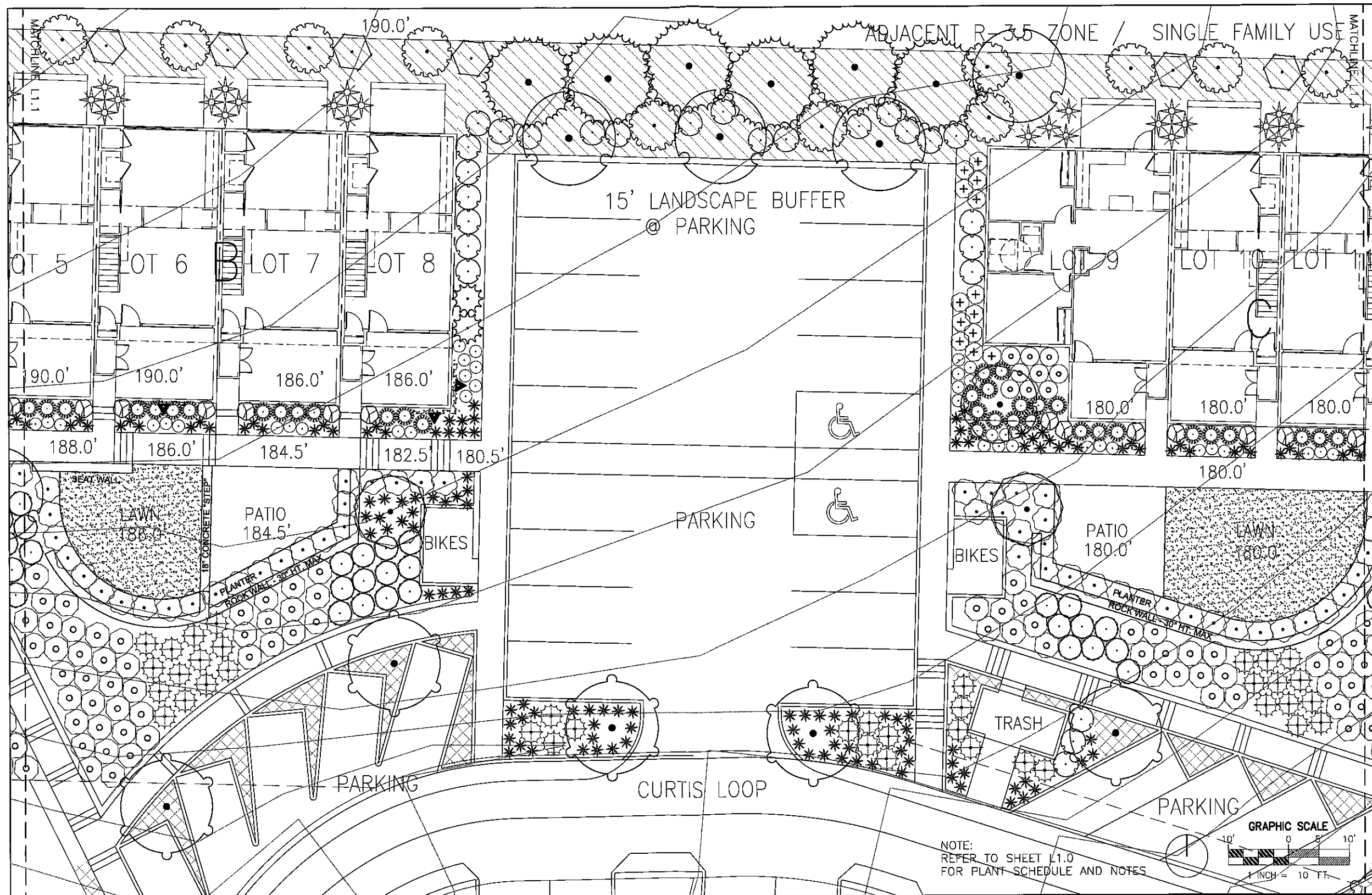


 SEAN PARKER ARCHITECTS ARCHITECTURE • PLANNING 490 MADISON AVE N, SUITE 104 • BAINBRIDGE ISLAND, WA 98110 PHONE 206.842.2011 • SEANPARKERARCHITECTS.COM  FISCHER-BOUMA PARTNERSHIP Landscape Architecture + Community Planning 310 Madison Avenue South, Suite A Bainbridge Island, WA 98110 (206) 780.5651 www.fbpartnership.com	FERNCLIFF TOWNHOMES FERNCLIFF VILLAGE BAINBRIDGE ISLAND, WA	<table><tr><th colspan="3">DRAWING ISSUES</th></tr><tr><td>1</td><td>COSTING</td><td>06.23.14</td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></table>	DRAWING ISSUES			1	COSTING	06.23.14																			DRAWING TITLE LANDSCAPE PLAN - WEST	<table><tr><td>CAD FILE:</td></tr><tr><td>LAST UPDATE:</td></tr><tr><td>PLOT DATE:</td></tr><tr><td>PROJECT No. 1216</td></tr><tr><td>DRAWING SCALE 1"=10'-0"</td></tr></table>	CAD FILE:	LAST UPDATE:	PLOT DATE:	PROJECT No. 1216	DRAWING SCALE 1"=10'-0"	SHEET NUMBER L1.1
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Bainbridge Island

JUL - 2 2014

Dept. of Planning &
Community Development



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PARTNERSHIP

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FERNCLIFF TOWNHOMES
FERNCLIFF VILLAGE

BAINBRIDGE ISLAND, WA

DRAWING ISSUES

1 COSTING 06.23.14

DRAWING TITLE

LANDSCAPE PLAN - CENTRAL

CAD FILE:

LAST UPDATE:

PLOT DATE:

PROJECT No.

1216

DRAWING SCALE

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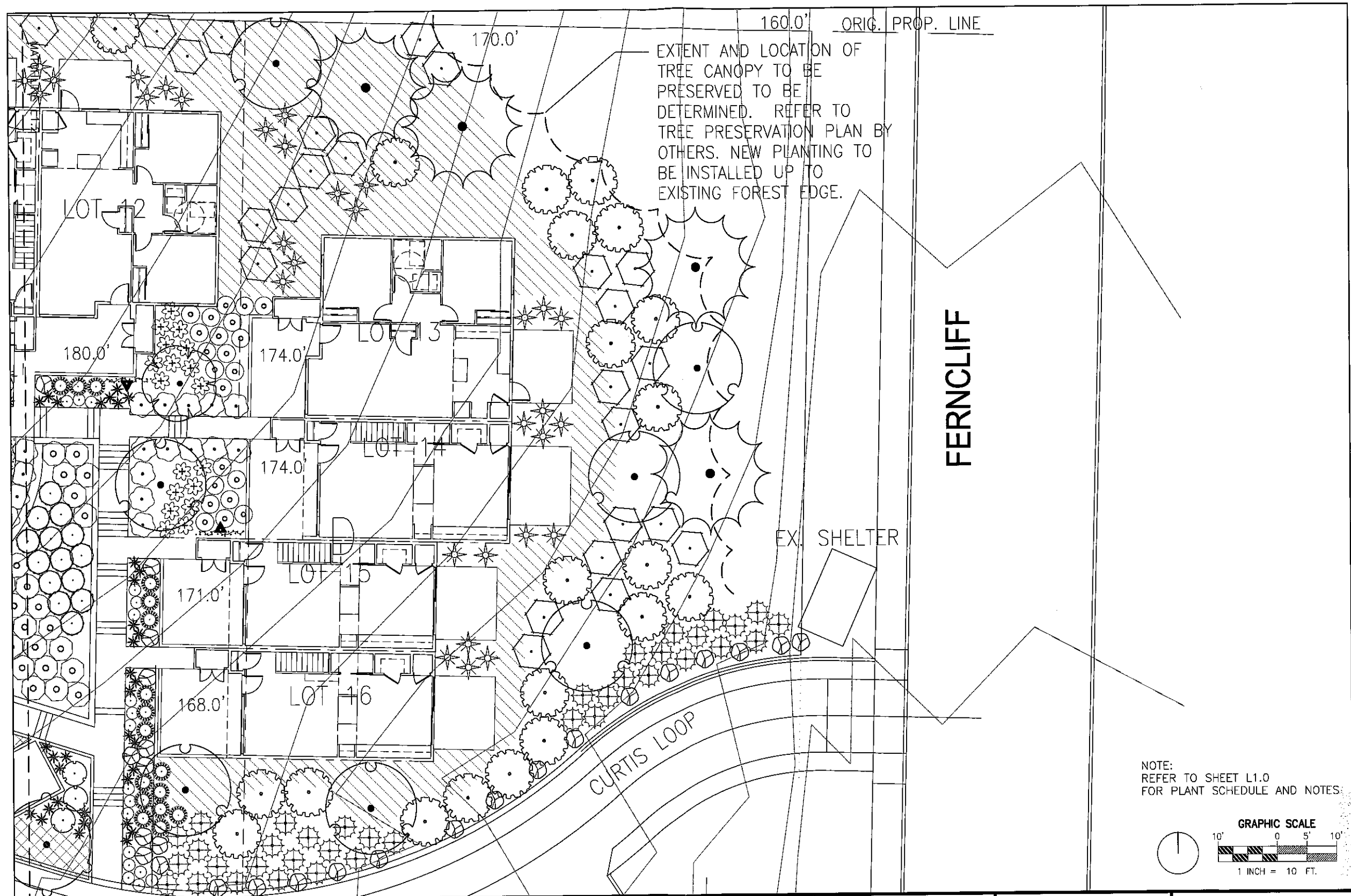
SHEET NUMBER

L1.2

Bainbridge Island

JUL - 2 2014

Dept. of Planning &
Community Development



Bainbridge Island

JUL - 2 2014

Dept. of Planning & Community Development

 SEAN PARKER ARCHITECTS ARCHITECTURE • PLANNING 490 MADISON AVE N, SUITE 104 • BAINBRIDGE ISLAND, WA 98110 PHONE 206.842.2011 • SEANPARKERARCHITECTS.COM FISCHER-BOUMA PARTNERSHIP Landscape Architecture + Community Planning 310 Madison Avenue South, Suite A Bainbridge Island, WA 98110 (206) 780.5651 www.fbpartnership.com	FERNCLIFF TOWNHOMES FERNCLIFF VILLAGE BAINBRIDGE ISLAND, WA	DRAWING ISSUES <table border="1"> <tr> <td>1</td> <td>COSTING</td> <td>06.23.14</td> </tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	1	COSTING	06.23.14																						DRAWING TITLE LANDSCAPE PLAN - EAST	CAD FILE:	SHEET NUMBER L1.3
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To: LEGAL NOTICES

Publication Date: August 8, 2014

NOTICE OF APPLICATION / SEPA COMMENT PERIOD

The City of Bainbridge Island has received the following land use application:

Date: August 8, 2014
Applicant: Housing Resources Board
Permit Request: Final Subdivision Amendment
File Name & Number: Amended Plat of Ferncliff Village 15540SUBA
Description of Proposal: Subdivide Lot 25 of Ferncliff Village into 16 single-family lots; adjust the boundaries between Lot 25 and Tracts A and E.
(Ferncliff Village is a 25 lot subdivision approved in 2011 as a Housing Design Demonstration Project, comprised of 24 single-family lots and 24 multi-family residences. This amendment replaces the 24 multi-family residences with 16 single-family lots).

Location of Proposal: North intersection of Curtis Loop and Ferncliff Avenue
Tax Account Number: 5587-000-026-0000; 5587-000-030-0004; 5587-000-025-0001

Date of Application: July 2, 2014

Complete Application: July 29, 2014

Environmental Review: This proposal is subject to State Environmental Policy Act (SEPA) review as provided in WAC 197-11. The City, acting as lead agency, expects to issue a Determination of Non-significance (DNS) threshold determination for this proposal. Utilizing the **optional DNS process** provided in WAC 197-11-355, the comment period specified in this notice may be the only opportunity to comment on the environmental impact of this proposal. The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent threshold determination for the proposal may be obtained upon request.

Other Permits/Studies: Geotechnical Report, Traffic Generation Analysis

Meeting: The City will conduct a public meeting concerning this proposal.

Comment period: The City will not take a final action on the proposal nor make a threshold determination for **14 days** from the date of this notice. Any person may comment on the proposal and/or the SEPA review. Additionally, any person may participate in the public hearing and may request a copy of any decision.
For consideration under SEPA environmental review, comments must be submitted by August 22, 2014.

Vicinity Map:



If you have any questions or comments, please contact:

Kelly Tayara, Planner
City of Bainbridge Island
Department of Planning & Community Development
280 Madison Ave. N.
Bainbridge Island, WA 98110
Phone: 206-780-3787 (Direct) 206-842-2552 (Main)
Email: pcd@bainbridgewa.gov

ATTACHMENT C

NRB SUBA15540

20 August 2014

Ms. Kelly Tayara
Planner
City of Bainbridge Island
Department of Planning and Community Development
280 Madison Avenue N.
Bainbridge Island, WA 98110

Dear Ms. Tayara,

A notice of land-use application drawn up by the Housing Resources Board was received recently. My home is immediately adjacent, on the north, to the land under consideration; thus, it would seem that I shall be very much affected by the changes proposed.

I suppose nothing I can say will persuade the Housing Resources Board, and your department, to re-consider the plans. As certainly is evident from description on the application, establishing 16 single-family lots on Lot 25 would completely alter the environment. Vegetation, including the trees, would be largely eliminated; loss of the trees especially means a severe environmental impact, for these plants are now and have been important in furnishing the oxygen that we breathe, through a system, photosynthesis, of great biological economy. The vegetation also permits water-retention; evidently, Bainbridge Island must rely on deep wells and aquifers for water-supply. The potential -- and I think inevitable -- impact of the planned changes must be quite obvious; I do not name them all.

Have you considered how the entire present community, far beyond that of our Ferncliff community, would benefit from making the area into a park for community-use? Granted, it would not be a large park, but the positive environmental qualities would be vastly greater than partitioning the land and building houses. I think that most people on Bainbridge Island would heartily approve of such a change in your planning.

I do not suppose that you will consider any of these words/suggestions. So, as you plan for the severe changes, I shall hope that you might consult with the closest neighbor, perhaps to ease, at least, the impact on this adjoining land.

Sincerely yours,

Virginia R. Rausch
Virginia R. Rausch
737 Ferncliff Avenue NE
Bainbridge Island, WA 98110

BAINBRIDGE ISLAND

AUG 21 2014

DEPT OF PLANNING &
CITY DEVELOPMENT

ATTACHMENT D

Roz Lassoﬀ

From: Kelly Tayara
Sent: Thursday, April 23, 2015 4:30 PM
To: Roz Lassoﬀ
Subject: FW: HRB Ferncliff SUBA15540 - Public comment

From: Kelly Tayara
Sent: Wednesday, April 22, 2015 8:28 AM
To: 'kristinelsonoconnor@msn.com'
Subject: HRB Ferncliff SUBA15540 - Public comment

Hello Ms. Nelson,
Anne Blair forwarded your comment regarding the proposed development, and I have incorporated it into my review of the preliminary plat amendment application and the staff recommendation that is going before Council on the 28th.

Thank you,

Kelly Tayara
Planner
Telephone 206-780-3787 (Direct) 206-842-2552(Main)
Fax 206-780-0955
email: ktayara@bainbridgewa.gov
Website: www.ci.bainbridge-isl.wa.us

From: "Kristi Nelson" <kristinelsonoconnor@msn.com>
Sent: Saturday, April 18, 2015 11:19 AM
To: "anne blair" <anne@cedarhall.us>
Subject: City Council 'Winner' & Ferncliff II

Hi Anne,
[Personal message deleted – one paragraph related to political campaign question/comment.]

Friday's paper announced the recent Council approval of funding for the HRB Ferncliff II development. I hope there is still an opportunity for the Council to influence the direction of the proposal prior to the release of funds. Several friends who live nearby or travel Ferncliff were dismayed by the Phase I site work and failure to retain any significant native vegetation. Although supportive of the premise and location of the project (not NIMBY at all), they (and we) questioned why a local agency whose purpose is to benefit our greater community and which is not driven by profit motive to maximize development on every square foot of available land would proceed as they did. Surely the HRB in it's direction to and choice of designer/contractor could do better with Phase II.

I'm sure you're swamped with unsolicited input, so thanks for any assistance in this matter that you can provide.
All the best,
Kristi

RESTRICTED AREA

Vegetation Protection Zone

**NO PERSON, CORPORATION, OR OTHER LEGAL ENTITY
SHALL CUT, TRIM, REMOVE, CLEAR OR DAMAGE ANY VEGETATION OR TREES
WITHIN THIS AREA WITHOUT OBTAINING A CLEARING PERMIT FROM THE
CITY PLANNING DEPARTMENT.**

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Proposed Updates to Master Lease for City-Owned Farmland (Exhibit B and D)	Date: April 28, 2015
Agenda Item: Unfinished Business	Bill No.: 15-068
Proposed By: Deputy City Manager Morgan Smith	Referral(s):

BUDGET INFORMATION

Department: Executive	Fund:	Munis Contract #
Expenditure Req: various	Budgeted? ☐ Yes ☐ No	Budget Amend. Req? ☐ Yes ☐ No

REFERRALS/REVIEW

City Manager ☒ Yes ☐ No ☐ N/A	Legal ☒ Yes ☐ No ☐ N/A	Finance ☐ Yes ☐ No ☒ N/A
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DESCRIPTION/SUMMARY

Action Item:

Friends of the Farms (FOF) has proposed updates to two exhibits attached to the Master Lease for City-Owned Farmland. The City Council reviewed these documents at the study session on April 7, 2015 and requested the changes be considered for approval.

Exhibit B identifies “Goals, Policies and Practices” for each of the five farmland sites. The FOF have revised the original versions of these documents and proposed the changes indicated in the following red-lined documents. The City Attorney has also reviewed these documents and provided additional revisions. At Council’s request, staff is providing the original/current version (2011), and both a red-line and clean version of the proposed changes.

Exhibit D presents “Capital Projects and Management Tasks” related to the City farmland properties which are managed by FOF on behalf of the City. The FOF provided Council with a revised version of Exhibit D at the City Council Business Meeting on December 9, 2014, and the City Council approved those changes. Recently, the FOF proposed additional revisions to this document. Staff has provided the original/current version (2011), the version proposed by FOF and approved by City Council in December 2014, the current proposed version (both red-line and clean version).

RECOMMENDED ACTION:

I move the City Council accept the proposed changes to Exhibit B and Exhibit D and amend the Master Lease for City Farmland to incorporate these changes.

EXHIBIT B

City Farmland Goals, Policies, and Practices Definitions

1. City – City of Bainbridge Island, and any agents, employees or representatives of the City.
2. Community Land Trust - A community land trust is a property trust which aims to benefit the surrounding community by ensuring the long-term availability of affordable housing. The community land trust (CLT) is an equitable and sustainable model of affordable housing and community development that has slowly spread throughout the United States during the past 30 years. Two-thirds of a CLT's board of directors are nominated by, elected by, and composed of people who either live on the CLT's land or people who re-side within the CLT's targeted "community" but do not live on the CLT's land.
3. Farm District – This area is comprised of City Farmlands: Day Road Farm, Crawford Farm, M & E Tree Farms, and Morales Farm, and private farmlands: Laughing Crow Farm, Bainbridge Island Winery and Vineyards and Perennial Vintners Farm. At this time the farm district is not a legal designation, but it is hoped that the City will establish such designation under its zoning code in the near future.
4. Friends of the Farms – A Washington non-profit corporation managing the City of Bainbridge Island farmland properties.
5. Goal - A goal or objective is a projected state of affairs that a person or a system plans or intends to achieve a personal or organizational desired end-point in some sort of assumed development.
6. Policy and Practice - A "policy" is a statement of commitment to a broad requirement, often used in an organization to instruct personnel as to a required outcome, and a "practice" describes how a policy is implemented. In this case policies and practices are closely aligned, limited in quantity, and for ease of drafting are included in the same sections.

GOALS, POLICIES AND PRACTICES

CRAWFORD PROPERTY

I. General Property Description

The Crawford property is a forested property that was purchased by the City with open space funds for agricultural purposes.

Acreage: 2.3

Tax Parcel No.: 102502-1-047-2006

Location: Mid-point of Farm District, the Crawford property lies south of Suyematsu West, North of the Lempriere property, and east of M & E.

II. Management Goals and Practices

Goal: As a forested property in a community with a significant dedication to conservation values it is essential that planned uses of the Crawford Property be sensitive to these values. This parcel was purchased with the primary intent of converting it to agricultural purposes. Once converted from a forested land into agricultural land the Crawford Property will follow the Day Road Farm Management Plan as this property is adjacent to the Day Road farms and will likely be put to the same or similar uses.

Practices: the following management practices should be followed in this plan:

1. All timber removal shall be done using best management practices for timber harvest as timber is removed from the property. Removal of lumber shall be phased to allow for minimal environmental impact as the forest is removed. For instance, timber removal should not be undertaken during species mating, nesting, hibernation, or reduced food availability periods for wildlife currently reliant on the property for habitat. Harvest methods involving low impact such as the use of animals and hand logging shall be considered.

2. Opportunities for harvest of forest products and forest dependent crops should be considered as part of the phased removal of timber. Forest products are a valuable Northwest commodity as are plants that grow under the forest canopy. For instance, salal and Oregon grape undergrowth is used by florists, cedar and fir trimmings are common holiday decorations, and burnt out stumps and logs are valuable for landscaping.

3. Timber harvest of the Crawford Property shall exercise maximum sensitivity with regard to surface water run-off, as removal of timber will inevitably increase downhill stormwater runoff. Planning shall include mitigation for stormwater impacts

such as silt barriers and a stormwater collection pond that could be converted to irrigation uses in the future.

4. Maximum public benefit shall be identified for uses for harvested timber. Harvested timber may yield board lumber and logs. These wood resources may be utilized for community projects such as farm property structures, bus stops, bird blinds in public parks, benches, or artistic creations, or may be sold to fund public or agricultural related activities.

5. Local labor and artisans should whenever possible be consulted and hired to undertake the work of harvesting and using materials removed from the property.

6. All forestry and clearing activities shall comply with local and state laws governing such activities such as securing a City of Bainbridge Island Clearing Permit and a Department of Natural Resources Forest Practices Application.

7. Timing of timber harvest shall be undertaken with consideration to first eliminating any shading of adjacent farmland.

8. Tree harvest plans shall include consideration of community education opportunities e.g., best practice logging demonstrations and hands-on activities.

9. Wood that cannot be utilized for a more constructive purpose shall be collected for fire wood. Fire wood sales can be used to fund farmland management and activities.

10. Upon completion of timber removal and clearing of the Crawford Property the use of the land shall be governed by the Management Goals, Policies and Practices adopted for the Day Road Farm area. However, it is recognized that the Crawford Property currently has no water rights and that any plans contemplating long-term farming must address this issue.

DAY ROAD FARM

I. General Property Description

The Day Road Farm area consists of two parcels of land purchased by the City. One was purchased from farmer Akio Suyematsu. According to the real estate purchase agreement this area shall contain "Suyematsu" in the name of the property. The other parcel was purchased from vintner Gerard Bentryn. Herein the parcels will be referred to as "Suyematsu East," and "Bentryn West," and collectively as the "The Day Road Farm."

The Day Road Farm area is the center piece of the City public farmlands. The parcels represent a major agricultural site dating from the 1940's, one of the largest farms in Kitsap County. This farm was identified by the City Open Space Commission as central to fulfilling the community's goals of preserving agriculture on Bainbridge Island.

The Day Road agricultural lands consist of some of the richest and most productive agricultural soils on the island: the farmland slopes south-southwestward thus they receive maximum sunlight.

Acreage: Total 25.97

Suyematsu East: 14.76

Bentryn West: 11.21

Location: The Day Road Farm comprises the north end of the City Farm District. Day Road runs parallel to the northern property line bounding the Farm District on that side. Suyematsu East has the physical address of 9229 Day Rd. E.

Tax Parcel Nos.: Suyematsu East: 102502-1-052-2008
 Bentryn West: 102502-1-063-2005

II. Management Goals, Policies and Practices

A. Agricultural Use

1. Policies and Practices

(a) Given the high quality soil conditions and solar exposure of this farmland, the land should be farmed consistent with feasible and sustainable objectives (with allowance for standard farm practices such as regular fallowing of land, and variation of crops from one season to another or long-term crop development).

(b) Farming operations shall be carried out in a cooperative manner among all farmers bearing leases to the farmland. Such cooperation will include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm

infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required.

(d) Farm activities on the Day Road Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Food crops shall be preferred, and both feed lots and turf farms are prohibited.

(f) Farmers should rely on the findings of the Farm Evaluation Plan for the Day Road Farm Property, if available, as they develop farm plans.

(g) Long-term operating leases designed to ensure long-term viability shall be offered to farmers who are chosen as tenants. Lease terms shall be based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

2. Goals

(a) Farm Plans. Farmers utilizing Day Road Farm agricultural lands must develop individual farm plans and business plans to be reviewed in a City-approved application process.

(b) Develop Farm Evaluation Plan for the Day Road Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(c) Develop a cooperative maintenance and repair plan and schedule for common areas and shared infrastructure.

B. Agricultural Housing

1. Background: Agricultural housing is a desired goal by the community to enhance opportunities to support the agricultural community. The need for farm housing on the Island is significant.

Suyematsu East has 6 development rights under current zoning code. The Northeast corner of this property already contains a single family home. Thus, up to 5 new single

family homes can still be built on this property along with up to 6 accessory dwelling units (1 for each single family home). The existing home can either be replaced or rebuilt to meet needs. Historically, 3 transient residences were placed along the northern boundary. Although no longer used, these offer potential sites of historical interest, and for location of additional farm housing.

2. Policies and Practices

(a) Housing development should be coordinated to reduce impact on farming activities, and existing housing.

(b) Agricultural housing on the Day Road Farms should only be provided for farmer households, farm interns, itinerant farm labor, educational farm program housing, or other agriculture housing needs. Housing should not be established on the Day Road Farms to provide general housing or affordable housing to meet other City housing needs.

(c) As based on need, as determined by the farmers relying on farms in the farm district, available units should be provided for interns and itinerant labor.

(d) Management of the housing should be carried out by an organization with experience in affordable housing, such as the Housing Resources Board of Bainbridge Island ("HRB") or another suitable agency, or as a self managing Community Land Trust.

(e) The Farm Village housing should be made available on a rental basis.

(f) Opportunities for communal sharing of resources should be maximized for the Farm Village. This policy should be considered during development and management of the Farm Village. This may include shared utilities, storage space, meeting rooms, kitchen service, garbage/composting operations, transportation, office space, yard space, play areas and workshops. At the same time, development should ensure opportunities for privacy for each individual and family.

(g) Provide interested farm families financial planning advice from local housing agencies or other sources concerning how to take advantage of the savings they will realize by renting rather than owning a home so that they might save toward purchasing a home of their own if that is a goal they desire.

3. Goals

(a) Establish a cluster of farm housing (the "Farm Village") at the North East corner of Suyematsu East. This step will be largely the responsibility of the City, and because of its scope and complexity, this must be viewed as a long-term goal.

(b) The City shall eventually develop a master plan for appropriate farm housing.

(c) First unit established should be dedicated to interns.

(d) Form a Farm Village resident's or homeowner's association for governance of common areas and shared resources. Alternatively, develop a Community Land Trust to govern all housing and common areas within the Farm Village.

C. Water

1. Background: Water is a limited and scarce resource for the Day Road Farms. Farmers must recognize the need to conserve and creatively use water.

2. Policies and Practices

(a) Water use on the Day Road Farm shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(c) Rainwater catchment should be encouraged where feasible.

3. Goals

(a) Develop and implement a farm plan to maximize conservation and sustainable use of water resources.

(b) Develop and implement irrigation management plan.

D. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the Day Road Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farm Practices shall implement farm practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Protect unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

3. Goals

(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.

(b) Develop a farm plan to minimize erosion.

(c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.

(d) Develop a farm plan to improve and maintain soil conditions and quality.

E. Structures

1. Background:

Suyematsu East: This property includes the Suyematsu house (mentioned above), a workshop, a green house and a variety of equipment sheds and storage areas.

Bentryn West: This property includes an existing farm stand, historical water-tower, and storage shed.

2. Policies and Practices

(a) Existing structures should be maintained and integrated into farming activities if feasible.

(b) Existing structures shall be used for farm related or farm support activities only.

(c) Consideration of new structures may include other shared agricultural and educational resources and structures, including a commercial kitchen and classrooms. In addition, enhancement of existing structures to meet changing farm uses should be considered.

3. Goals

- (a) Initiate process for acquiring/funding structures.
- (b) Ensure long term maintenance and operations of existing farm structures.

4. Farm Stand

(a) Background: Discussions of uses at the Day Road Farms have for some time included the idea of upgrading the existing farm stand on Bentryn West. The electrical connections that could assist such an upgrade have been made as part of the electrical system installed for the Day Road Irrigation Project in 2008. In 2010 the existing farm stand was significantly upgraded and expanded to allow a substantial increase in sales of farm products. It is possible that the farm stand could operate up to seven days a week during high crop yield seasons, and if provided with refrigeration and display capacity it could expand the timing and variety of produce currently offered. It is expected that the farmers leasing public farmland will be encouraged to form a cooperative marketing system, and as part of such that lessee's will make seasonal products available to the farm stand. Lessees shall not have a right to prevent the farm stand from selling products from commercial farmers from elsewhere on Bainbridge Island.

(b) Goals

(i) Develop a business plan to determine the best and most feasible market plan for the farm stand (this should include a comparative analysis with the adequacy of other locations).

(ii) The Farmers at the Day Road Farms will participate in a common marketing program that utilizes the farm stand.

5. Water Tower.

(a) Policy and Practices

(i) The historic water tower now standing in Bentryn West (near the potential site of a farm stand) should be enhanced and serve as an exhibit commemorating the history of local agriculture on Bainbridge Island. Access should be ensured for the public, and island visitors, to this commemorative site.

F. Public Access

1. Trails

(a.) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. The City and the Park District are in the process of constructing a trail system that would connect the farm properties in the farm district. The City's Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in the area. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

(b) Policies and Practices

(i) Trails and viewing stations should be developed to ensure that public visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

(ii) Open space on the property may allow activities such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

c. Goals

(i) Develop trail system with viewing stations for points of interest to allow the public access to the Day Road Farm Area.

(ii) Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Park and Recreation District's Island-wide trail planning.

2. Education Activities

a. Policies and Practices

(i) Public and private educational activities shall be allowed and encouraged on the Day Road Farm.

(ii) Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These could include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

b. Goals

(i) The possibility of granting historic status to the Suyematsu property through the state registry should be researched. Such designation would

acknowledge the historical and cultural significance of Japanese farmers on Bainbridge Island, and may open the property up to additional funding and educational opportunities.

(ii) Develop partnerships with educational institutes to facilitate educational opportunities on the property. Specifically: (i) build and facilitate K-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability – these may include internship programs and classes coordinated with WSU Extension and other educational programs.

G. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by BIMC.

2. Policies and Practices

(a) Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state, when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of these, and finally shrubs and groundcovers should be placed in front. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

(d) Management of the property should be mindful of the water course that runs from Day Road through the Bentryn property and the M & E property. This ravine is a high value natural area.

(e) Currently the center of Suyematsu East is occupied by an active and large scale composting operation. The composting operation is controlled by Akio Suyematsu. This operation is undertaken as part of Mr. Suyematsu's life estate

management of the property. It is his hope to leave a legacy of excellent soil conditions at the Day Road Farm. It is anticipated that when Mr. Suyematsu is no longer running this operation that it will be modified.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Day Road Farm.

(c) Develop a long-term plan for compost operations in cooperation with Mr. Suyematsu.

H. Special Considerations

1. Aesthetics: As both public lands and as fully operational commercial farmlands management of these lands must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that they reflect a rural aesthetic valued by the community. They are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and these practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

2. Policy and Practices

(a) Obsolete materials and machinery should be removed from the property, or if they are to be saved organized for display.

(b) Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

(c) Vegetation near roadsides and public areas should be maintained.

(d) Structures should reflect the historical and rural character of local farms where feasible.

JOHNSON FARM

I. General Property Description

The Johnson Farm is located mid-island on Fletcher Bay Road and Johnsonville Lane. This area was historically farmed by the Johnson family.

Acreage: 14.51

Location: Johnson Farm is located off of Island Center Road at its intersection with Johnsonville Lane. Primary access to the property is via two access roads that enter from Fletcher Bay Road.

Tax Parcel No.: 282502-2-064-2002

II. Management Goals, Policies and Practices

General Statement: The Johnson Farm is a unique property serving multiple public purposes. The diverse segments of the property allow for uses serving farming, affordable/agricultural housing, public access, and open space conservation. The Johnson Farm property shall be managed for a combination of agricultural purposes, affordable/agricultural housing, habitat conservation, public access and passive recreation. See Attachment A for a Johnson Farm Site Plan reflecting these goals, practices, and policies.

A. Agricultural Use

1. Policies and Practices

(a) Given the high quality soil conditions and solar exposure of this farmland, the land should be farmed consistent with feasible and sustainable objectives (with allowance for standard farm practices such as regular fallowing of land, and variation of crops from one season to another or long-term crop development).

(b) Farming operations shall be carried out in a cooperative manner among all farmers bearing leases to the farmland. Such cooperation will include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required.

(d) Farm activities on the Johnson Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Food crops shall be preferred, and both feed lots and turf farms are prohibited.

(f) Farmers should rely on the findings of the Farm Evaluation Plan for the Johnson Farm Property, if available, as they develop farm plans.

(g) Long-term operating leases designed to ensure long-term viability shall be offered to farmers who are chosen as tenants. Lease terms shall be based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

2. Goals

(a) Farm Plans. Farmers utilizing Johnson Farm agricultural lands must develop individual farm plans and business plans to be reviewed in a City-approved application process.

(b) Develop Farm Evaluation Plan for the Johnson Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(c) Develop a cooperative maintenance and repair plan and schedule for common areas and shared infrastructure.

B. Water

1. **Background:** There is a large farm pond on the Johnson property, and the Johnson property does have legal water rights for irrigation of up to 20 acres. The time frame during which irrigation can be pumped from the farm pond under existing water rights for the property is limited to the period of June 1 to September 30 each year. The water rights for this property also include the use of water for rearing and propagating fish. In order to extend the irrigation period, or change the allowed uses for the farm's water, then an application to the Washington Department of Ecology would need to be submitted for these changes.

2. Policies and Practices

(a) Water use on the Johnson Farm shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation

District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment should be encouraged where feasible.

(c) In most years, application of water between June 1 and September 30 will likely cover the needs for irrigation of crops and pasture. However, given the relatively low water holding capacity of the soils at this location, it is possible that in years with drier than normal spring months, or drier than normal Octobers, crops and/or pasture might suffer for lack of soil moisture. Therefore, if it is feasible and possible to extend the period when irrigation is allowed on the Johnson property, it is recommended that an application be made to extend that period to run from May 1 through October 15 each year to assure that adequate irrigation water be available should precipitation in the Spring or in October be insufficient for agricultural needs.

3. Goals

(a) Develop and implement a farm plan to maximize conservation and sustainable use of water resources.

(b) Develop and implement irrigation management plan.

C. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the Johnson Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farm Practices shall implement farm practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Protect unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

2. Goals

(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.

(b) Develop a farm plan to minimize erosion.

(c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.

(d) Develop a farm plan to improve and maintain soil conditions and quality.

D. Housing/Structures

1. Background: There are four existing structures on Johnson Farm: two well houses, a storage shed with Community Supported Agriculture (“CSA”) delivery area, and a storage area with a fowl pen. The property has six development rights. Plans for the property depict two units being located on the upper property for farmer housing, and four units located in the lower “parking” area of the property. The City has approved a barn structure to be built for community use, also to be located in the “parking” area.

2. Policies and Practices

(a) Providing opportunities for housing to the farming community is an important element in ensuring that farmers and their families can continue their work on Bainbridge Island. Further, economic diversity in the community is promoted by providing options for affordable housing. Therefore, a portion of the property shall be engaged in affordable and/or agricultural housing unless specific conditions make housing impossible on the property.

(b) The Johnson Farm property has 6 development rights. These should be used to provide agricultural housing and affordable housing.

(c) Farm families should be given priority of use for housing. Units that are not occupied by farm families or interns and itinerate labor, can be added to the pool of affordable housing available to Islanders.

(d) Management of the housing should be carried out by an organization with experience in affordable housing, such as the Housing Resources Board of Bainbridge Island (“HRB”) or another suitable agency, or as a self-managing Community Land Trust.

(e) Opportunities for communal sharing of resources should be maximized by the households located on the property. This may include shared utilities, storage space, meeting rooms, kitchen service, garbage/composting operations,

transportation, office space, yard space, play areas and workshops. At the same time, development should ensure opportunities for privacy for each individual and family.

(f) The barn structure planned for the low East end of the property shall be available for farm related activities, and may be used for other public needs that are compatible with the primary uses of the Johnson Farm.

(g) The property currently includes a well and appurtenant pump house, fowl containment pen, and shed structure used for storage and to house the CSA subscription pick up for Persephone Farms. These structures should be maintained and remain in continued use.

3. Goals

(a) Develop housing on the property according to the layout in the Johnson Farm Site Plan, Attachment A. The East end of the property (a low area used for parking during the Harvest Fair) is planned to include four residential units and a barn structure for public use. Two residential units are planned for the central area of the upland portion of the property.

(b) The City shall develop a master plan for appropriate farm housing.

(c) Form a Farm Village resident's or homeowner's association for governance of common areas and shared resources. Alternatively, develop a Community Land Trust to govern all housing and common areas within the Farm Village.

(d) Ensure long term maintenance and operations of existing farm structures.

E. Public Access

1. Trails

(a) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. Friends of the Farms has constructed a trail system that connects provides access and viewing opportunities on the property. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that public visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the Johnson Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Park and Recreation District's Island-wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on the Johnson Farm.

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These could include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. Develop partnerships with educational institutes to facilitate educational opportunities on the property. Specifically: (i) build and facilitate K-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability – these may include internship programs and classes coordinated with WSU Extension and other educational programs.

3. Pea-Patches

(a) Background: A pea-patch area has been established adjacent to the orchard area.

(b) Policies and Practices

i. A portion of the property should be maintained for public use garden areas.

(c) Goals

i. Maintain availability of portions of the property for pea-patch gardening.

F. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by BIMC.

2. Policies and Practices

(a) Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state, when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of these, and finally shrubs and groundcovers should be placed in front. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

3. Goals

(a) The West end of the property has been used for nature mapping by students from Sakai for at least ten years. The data they have been collecting has been submitted to the University of Washington. This and similar activities should be encouraged to continue.

(b) Develop a habitat management plan for the Johnson Farm.

(c) The West end of the property is not suitable for agricultural activities, and should be placed under a conservation easement to permanently protect the open space value of this portion of the property.

G. Special Considerations

1. Aesthetics. As both public lands and as fully operational commercial farmlands management of these lands must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that they reflect a rural aesthetic valued by the community. They are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and these practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

2. Policy and Practices

(a) Obsolete materials and machinery should be removed from the property, or if they are to be saved organized for display.

(b) Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

(c) Vegetation near roadsides and public areas should be maintained.

(d) Structures should reflect the historical and rural character of local farms where feasible.

M & E PROPERTY

I. General Property Description

The M & E Property was donated to the City in 2003 by Elizabeth Grossman. It is the location of the former M & E Tree Farm. The site consists of two parcels "M & E East" and "M & E West."

A. Acreage: Total 13.33

M & E East: 5.02

M & E West: 8.31

B. Location: The M & E properties are located along the southern and south east section of the Farm District. The Bainbridge Island Metropolitan Park and Recreation District has cleared an area for parking near the entrance.

C. Tax Parcel Nos.: M & E East: 102502-1-028-2009
M & E West: 102502-1-029-2008

II. Management Goals, Policies and Practices

A. Background: The M & E property is unique from other properties in the Farm District in that it was not purchased using City open space funds, but was donated to the City. The acquisition agreement subjected the property to conservation and use restrictions that control and serve as policy and practices for the property.

III. Permitted Uses

A. Agricultural Use

The M & E property is burdened by a restriction that no individual may conduct commercial farming on the property. Aside from this restriction there are no restrictions on agricultural activity for the property.

The unique restrictions placed on the M & E property present unique opportunities. While it is not possible to conduct commercial agricultural operations by private parties, there are likely many activities that can be undertaken on the property that complement the commercial farm activities in the Farm District. One possibility (in addition to those mentioned above) is for agricultural activity to be carried out on the land by the Farm Manager. Harvesting activities could be accomplished by farmers serving as employees of the Farm Manager. Products derived from the operation could be harvested and marketed for a modest profit to help pay for management operations. For instance, harvesting of existing Christmas trees or seasonal greens could be carried out by a staff

farmer, and the materials could be sold to support the Farm Manager. This activity would not be commercial, and could contribute to solving the problem of funding the City farmlands management entity.

The parcel could also be used as an incubator to allow would-be farmers (such as interns) to test their business plans, possibly in conjunction with an agriculture-related courses at the Washington State University Extension.

B. Water

1. Background: The M & E property has no water rights or water access at this time.

2. Goals

(a) Develop and implement a water acquisition and management plan relative to the determined use of the property.

C. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the M & E Property shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farm Practices shall implement farm practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Protect unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

2. Goals

(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.

(b) Develop a farm plan to minimize erosion.

(c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.

(d) Develop a farm plan to improve and maintain soil conditions and quality.

D. Structures

1. Background: There are two storage sheds and a small office structure located on the property. The Conservation Restrictions allow for maintenance of existing structures, but prohibit expansion of the structures.

2. Policies and Practices

(a) Existing structures should be maintained and integrated into farming activities if feasible.

(b) Existing structures shall be used for farm related or farm support activities only.

3. Goals

(a) Ensure long term maintenance and operations of existing farm structures.

F. Public Access

1. Trails

(a) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. The City and the Park District are in the process of constructing a trail system that would connect the farm properties in the farm district. The City's Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in the area. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that public visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the Day Road Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Park and Recreation District's Island-wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on the Day Road Farm.

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These could include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. The possibility of granting historic status to the Suyematsu property through the state registry should be researched. Such designation would acknowledge the historical and cultural significance of Japanese farmers on Bainbridge Island, and may open the property up to additional funding and educational opportunities.

ii. Develop partnerships with educational institutes to facilitate educational opportunities on the property. Specifically: (i) build and facilitate K-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability – these may include internship programs and classes coordinated with WSU Extension and other educational programs.

G. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by BIMC.

2. Policies and Practices

(a) Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state, when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of these, and finally shrubs and groundcovers should be placed in front. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

(d) Management of the property should be mindful of the water course that runs from Day Road through the Bentryn property and the M & E property. This ravine is a high value natural area.

(e) Currently the center of Suyematsu East is occupied by an active and large scale composting operation. The composting operation is controlled by Akio Suyematsu. This operation is undertaken as part of Mr. Suyematsu's life estate management of the property. It is his hope to leave a legacy of excellent soil conditions at the Day Road Farm. It is anticipated that when Mr. Suyematsu is no longer running this operation that it will be modified.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Day Road Farm.

(c) Develop a long-term plan for compost operations in cooperation with Mr. Suyematsu.

H. Timber Removal

1. Background: According to the property Conservation Restrictions "Timber resources on the Property may be cultivated cut, and harvested, provided that such timber Activities are (i) reviewed and approved in advance by the Open Space Commission or other commission or entity designated by the City, (ii) conducted in a manner to preserve and protect the Conservation Values of the Property, and (iii) all funds generated by such activities are used to acquire additional open space property in accordance with applicable laws and ordinances."

IV. Prohibited Uses

The following uses are prohibited on the property under the Conservation Restrictions:

A. Subdivision of the property.

B. Commercial Agricultural Activities. The commercial harvesting, cutting, or destruction of timber or other vegetation on the Property.

C. Alteration of Land. The alteration of the surface of the land, including, without limitation, the excavation or removal of soil, sand, gravel, rock, peat, or sod, except as necessary to preserve or protect the Conservation Values of the Property.

MORALES FARM

I. General Property Description

The Morales Farm is owned by the City and currently managed by the Friends of the Farms under a stewardship plan dated November 4, 2003, that has been incorporated into a management contract.

The Morales Farm has value as a historic farm located in a part of the island with soil and other conditions conducive to agriculture, at the South West corner of the Farm District. The property must be preserved as a community resource to promote island farming.

The Morales house was built in 1953 and served as the primary residence of the Morales family before the property was put on the market after many years of use by the family for farming. The property was sold to the City in 2003 as an open space fund acquisition.

A. Acreage: Acreage: 4.74

B. Location: The property is located in the NE ¼ of Section 10, Township 25N, Range 2E, at 8862 Lovgreen Road, Bainbridge Island in the Manzanita Bay Watershed.

C. Tax Parcel No.: 102502-1-062-2006

II. Management Goals, Policies and Practices

A. Agricultural Use

1. Background: The Morales Farm has been used for small-scale agriculture for decades. The farm fell into disuse when the Morales family vacated the property prior to purchase by the City. The property should be returned to maximum agricultural production. Under Friends of the Farms management, substantial steps have been taken toward that goal over the past eight years.

2. Policies and Practices

(a) Given the high quality soil conditions and solar exposure of this farmland, the land should be farmed to the maximum consistent with feasible and sustainable objectives (with allowance for standard farm practices such as regular fallowing of land, and variation of crops from one season to another or long-term crop development).

(b) Farming operations shall be carried out in a cooperative manner among all farmers bearing leases to the farmland. Such cooperation will include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm

infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required.

(d) Farm activities on the Morales Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Food crops shall be preferred, and both feed lots and turf farms are prohibited.

(f) Farmers should rely on the findings of the Farm Evaluation Plan for the Morales Farm Property, if available, as they develop farm plans.

(g) Long-term operating leases designed to ensure economic viability shall be offered to farmers who are chosen as tenants. Farm leases shall be given terms based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

3. Goals:

(a) Farm Plans. Farmers utilizing Morales Farm agricultural lands must develop individual farm plans and business plans to be reviewed in a City-approved application process.

(b) Develop Farm Evaluation Plan for the Morales Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(c) Develop a cooperative maintenance and repair plan and schedule for common areas and shared infrastructure.

B. Water

1. Background: There is a shallow well on the property (see “pumphouse” on site plan for location). This is currently being used to support agricultural activity. Friends of the Farms installed a new pump and electrical system. The well originally provided water for the Morales residence. Anecdotaly, the well never runs dry. Future plans for the property should include applying to the Department of Ecology for a water right to serve agricultural activity. A seasonal stream crosses the property from the northeast, emptying into a wetland on the adjacent property to the west. The Morales

family made use of water from the pond on the neighboring property to the west for their agricultural needs. Another approach to securing long-term water access for agricultural activities could include approaching the neighbor for a water easement. A third approach for providing water to the property could include hooking up the Morales Farm to the North Bainbridge Water system, which serves the surrounding neighborhood. This would provide a health department-approved water source for any residence or farm stand on the property, though it does not represent a likely source of agricultural water due to the costs of irrigation water usage.

C. Soil

1. Policies and Practices

(a) Farm activities affecting soil on the Morales Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farm Practices shall implement farm practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Protect unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

3. Goals

(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.

(b) Develop a farm plan to minimize erosion.

(c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.

(d) Develop a farm plan to improve and maintain soil conditions and quality.

D. Housing/Structures

1. Background: The property includes the Morales house and adjacent garage structure. The house is currently unoccupied.

The house and garage are currently used for storage by farmers using the land for agricultural purposes. The roof of the house was replaced by the City in 2007. Remodeling of the structure is occurring now and will likely be completed in 2012.

2. Policies and Practices

(a) The Morales house for use depending on cost and need include:

i. Storage for agricultural activities on the property and for City activities.

ii. Classroom area for agricultural intern and education programs.

iii. Farm stand for produce sale. This option is attractive due to its location near the Hwy-305. Use as a farm stand would have to include consideration of other locations such as the Day Road Farm, which appears to be the current favored location for a farm stand.

iv. Residential use. Farm housing and affordable housing are an identified need for the community.

(b) A large green-house structure has been established on the property is owned and managed by Butler Farms. The structure will serve the growing needs of the farmers on the property and will also serve as an auxiliary structure for agriculture education programs.

3. Goals

(a) Ensure long term maintenance and operations of existing farm structures.

E. Public Access

1. Trails

(a) Background: The Morales Farm is on the far South West corner of the City Farm District. The City is interested in constructing a trail system that would connect the farm properties. The Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in conjunction with Day Road to the north of the Morales Farm.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that public visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the Johnson Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Park and Recreation District's Island-wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on the Johnson Farm.

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These could include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. Develop partnerships with educational institutes to facilitate educational opportunities on the property. Specifically: (i) build and facilitate K-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability – these may include internship programs and classes coordinated with WSU Extension and other educational programs.

ii. Consideration should be given to placing an interpretive display on the property that explains the history and cultural contributions of Filipino farmers on

Bainbridge Island. Potential partners that could help design and construct the display include the Bainbridge Island Historical Society, Bainbridge Island Arts and Humanities Council, or other cultural organizations. Due to its historic and cultural values, the Morales farm may be a candidate for historical designation through the state registry. Such designation could open up the farm and the City's farmland preservation program in general, to additional funding opportunities.

H. Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing wetland and woodland areas.

2. Policies and Practices

(a) Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state. These border areas should be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Plantings should include a variety of plant species and avoid monocultures. Where practicable trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of these, and finally shrubs and groundcovers should be placed in front. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which should take precedence.

(d) The farm is transected by a Non-fish seasonal (Ns) stream that drains west to Manzanita Creek. While Manzanita Creek has documented presence of salmonid species, publicly available data indicate the presence of a fish passage barrier where the stream passes under SR 305 via a culvert. This fish passage barrier is classified by Washington Department of Fish and Wildlife (WDFW) as a "total barrier." Current City critical areas regulations require a 50-foot buffer for Ns streams, measured from the ordinary high water mark (OHWM). Buffers are to be retained in their natural condition; however, it is acceptable to enhance the buffer by planting native or equivalent vegetation as approved by the City. Ongoing agricultural activities using best management practices as included in a farm management plan developed by the Kitsap Conservation District are exempt from current critical areas regulations; however, it is recommended that invasive species, such as Himalayan and evergreen blackberry and Scotch broom, as well as tree

species that may shade actively farmed areas, be removed from the stream buffer. Depending upon the extent of bare ground resulting from plant removal, native plant species of quantities and height that will provide an adequate riparian plant community and not interfere with agricultural activities should be installed. In addition, the Kitsap Conservation District recommends the correct management of fertilizers and chemicals on the farm property.

A small wetland lies to the west of the farm on the opposite side of the access road immediately adjacent to the farm. Due to the location of the existing road between the wetland and the farm, agricultural activities on the farm would not likely adversely affect the functions and values of the wetland as long as the correct management of fertilizers and chemicals is implemented on the farm property.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Morales Farm.

G. Special Considerations

1. Aesthetics.

(a) Background: As both public lands and as fully operational commercial farmlands management of these lands must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that they reflect a rural aesthetic valued by the community. They are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and these practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

(b) Policy and Practices

i. Obsolete materials and machinery should be removed from the property, or if they are to be saved organized for display.

ii. Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

iii. Vegetation near roadsides and public areas should be maintained.

iv. Structures should reflect the historical and rural character of local farms where feasible.

GOALS, POLICIES AND PRACTICES

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CRAWFORD PROPERTY

I. General Property Description

The Crawford property is a partially forested property that was purchased by the City with Open Space funds for agricultural purposes.

A. Acreage: 2.3

B. Location: Mid-point of Farm District, the Crawford property lies south of Suyematsu West, North of the Lempriere property, and west of M & E with access from a Right of Way west of the property, accessible from Lovgreen Road, east of Highway 305.

C. Tax Parcel No.: 102502-1-047-2006

II. Management Goals

Background: As a forested property in a community with a significant dedication to conservation values, it is essential that planned uses of the Crawford Property be sensitive to conservation. This parcel was purchased with the primary intent of converting it to agricultural purposes. Timber harvesting is the legacy of Bainbridge Island. We can enhance that legacy by harvesting in a manner that is sensitive to the environment with the purpose of fulfilling our vision of community. Once converted from a forested land into agricultural land, the Crawford Property will follow the Suyematsu and Bentryn Family Farms Goals, Policies, and Practices, as this property is adjacent to the Suyematsu and Bentryn Family Farms, and will likely be put to the same or similar uses. Therefore, the following management goals shall be recognized:

1. All timber removal shall utilize best management practices for sustainable timber harvest. Removal of lumber shall be phased for minimal environmental impact as the forest is removed. For instance, timber removal should not be undertaken during species mating, nesting, hibernation, or reduced food availability periods for wildlife currently reliant on the property for habitat. Harvest methods involving low impact such as the use of animals and hand logging shall be considered.
2. Timber harvest of the Crawford Property shall exercise maximum sensitivity with regard to surface water run-off. Removal of timber will increase downhill stormwater runoff. Planning shall include mitigation for stormwater impacts such as silt barriers and a stormwater collection pond, if permitted, which could be converted to irrigation uses in the future.

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Deleted: <#>Location: Mid-point of Farm District, the Crawford property lies south of Suyematsu West, North of the Lempriere property, and east of M & E.

Deleted: Legal Description: (LOT A OF SHORT PLAT NO. 4670 RECORDED UNDER AUDITOR'S FILE NO. 8803240085) THAT PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., KITSAP COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTH QUARTER CORNER OF SAID SECTION 10; THENCE ALONG THE NORTH-SOUTH CENTERLINE, S1*12'27 W 1311.73 FEET TO THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF THE NORTHEAST QUARTER; THENCE S88*04'22 E 15.00 FEET TO THE EASTERLY RIGHT OF WAY OF COUNTY ROAD NO. 145 AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING S88*04'22 E 317.87 FEET TO THE NORTHWEST CORNER OF THE EAST ONE-HALF OF THE WEST ONE-HALF OF THE NORTH ONE-HALF OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER SAID SECTION 10; THENCE ALONG THE WEST LINE OF SAID SUBDIVISION, S1*12'34 W 300.00 FEET; THENCE S86*39'43 W 318.84 FEET TO THE EASTERLY RIGHT OF WAY OF SAID COUNTY ROAD NO. 145; THENCE ALONG SAID RIGHT OF WAY, N1*12'27 E 329.36 FEET TO THE TRUE POINT OF BEGINNING. ¶

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3. Opportunities for harvest of forest products and forest dependent crops should be considered as part of the phased removal of timber. Forest products are a valuable Northwest commodity. For instance, salal and Oregon grape undergrowth is used by florists; cedar and fir trimmings are common holiday decorations; and burnt-out stumps and logs are valuable for landscaping. As agricultural structural needs arise, timber will be harvested for use on public farmland or other commercial use.

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4. Maximum public benefit shall be identified for uses for harvested timber. Harvested timber may yield board lumber and logs. These wood resources may be utilized for community projects such as farm property structures, bus stops, bird blinds in public parks, benches, artistic creations, or may be sold to fund public or agricultural related activities.

Deleted: Timber harvest of the Crawford Property shall exercise maximum sensitivity with regard to surface water run-off. Removal of timber will increase downhill stormwater runoff. Planning shall include mitigation for stormwater impacts such as silt barriers and a stormwater collection pond that could be converted to irrigation uses in the future.

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6. Local labor and artisans should whenever possible be consulted and hired to undertake the work of harvesting materials from the property.

7. All forestry and clearing activities shall comply with local and state laws governing such activities such as securing a City of Bainbridge Island Clearing Permit and a Department of Natural Resources Forest Practices Application.

8. Timing of timber harvest shall be undertaken with consideration to shading impacts already occurring on adjacent farmland.

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9. Tree harvest plans shall include consideration of community education opportunities e.g. sustainable logging demonstrations and hands on activities.

Deleted: 8. . Upon completion of timber removal and clearing of the Crawford Property the use of the land shall be governed by the Management Goals, Policies and Practices adopted for the Day Road Farm area. However, the Crawford property has no water rights and any plans at long term farming must address this issue.

10. Wood that cannot be utilized for a more constructive purpose shall be collected for fire wood or woody debris processed into mulch which would be returned to the land for soil improvement. Fire wood sales can be used to fund farmland management and activities.

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11. Any signs posted on the property be consistent with rural aesthetics and use of the property.

12. Crawford Property is located near family residences. Neighborhood stewardship through ongoing communication be encouraged.

GOALS, POLICIES AND PRACTICES

SUYEMATSU AND BENTRYN FAMILY FARMS

I. General Property Description

The Suyematsu and Bentryn Family Farms (also referred herein as Day Road Farm) consists of two parcels of land purchased by the City. One was purchased from farmer Akio Suyematsu. According to the real estate purchase agreement this area shall contain “Suyematsu” in the name of the property. The other parcel was purchased from vintners Gerard and JoAnn Bentryn. Herein the parcels will be referred to as “Suyematsu East,” and “Bentryn West,” and collectively as the “The Suyematsu and Bentryn Family Farms.”

The Suyematsu and Bentryn Family Farms are the center piece of the City’s public farmlands. The parcels represent a major agricultural site dating from the 1940’s and remain the largest contiguous farmland in Kitsap County. This farm was identified by the City Open Space Commission as critical to fulfilling the community’s goals of preserving agriculture on Bainbridge Island.

The Suyematsu and Bentryn Family Farms agricultural lands consist of some of the richest and most productive agricultural soils on the island.

A: Acreage

Suyematsu East: ____ 14.76

Bentryn West: ____ 11.21

Total: ____ 25.97

A. **Location:** The Suyematsu and Bentryn Family Farms comprise the north end of the City Farm District. Day Road runs parallel to the northern property line bounding the Farm District on that side. Suyematsu East has the physical address of 9229 Day Rd. E.

B. **Tax Parcel Nos.:** Suyematsu East: 102502-1-052-2008
____ Bentryn West: 102502-1-063-2005

II. Management Goals, Policies and Practices

A. Agricultural Use

1. Policies and Practices

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Suyematsu East: RESULTANT PARCEL A OF BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NO. 200110240152, RECORDS OF KITSAP COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: PARCEL 1: THE EAST ONE-HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., CITY OF BAINBRIDGE ISLAND, KITSAP COUNTY, WASHINGTON. EXCEPT THE NORTHWEST QUARTER OF THE SOUTH ONE-HALF THEREOF. EXCEPT THE SOUTH ONE-HALF OF THE SOUTH ONE-HALF THEREOF. AND EXCEPT THE NORTH 20 FEET FOR N.E. DAY ROAD AS CONVEYED TO KITSAP COUNTY UNDER KITSAP COUNTY AUDITOR'S FILE NUMBER 224033. SUBJECT TO AND TOGETHER WITH EASEMENTS, RESTRICTIONS, AND RESERVATIONS OF RECORD. PARCEL 2: ALSO THE EAST 171.86 FEET OF THE NORTH ONE-HALF OF THE WEST ONE-HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., CITY OF BAINBRIDGE ISLAND, KITSAP COUNTY, WASHINGTON. EXCEPT THE NORTH 20.00 FEET FOR N.E. DAY ROAD. SUBJECT TO AND TOGETHER WITH EASEMENTS, RESTRICTIONS, AND RESERVATIONS OF RECORD. ¶

¶
Bentryn West: RESULTANT PARCEL A OF BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NO. 200110240152, (...)

(a) The land should be farmed consistent with feasible and long-term sustainable agriculture objectives. Allowances should be made for standard farm practices that enhance long-term sustainability such as regular fallowing of land, and variation of crops from one season to another or long-term crop development as opposed to short term maximization of profit.

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(b) Farming operations shall be carried out in a cooperative manner among all farmers bearing leases to the farmland. Such cooperation will include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required. (d)

Farm activities on the Suyematsu and Bentryn Family Farms shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

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(e) Farmers should rely on the findings of the Farm Evaluation Plan for the Suyematsu and Bentryn Family Farms, if available, as they develop farm plans.

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(f) Long-term operating leases designed to ensure long-term viability shall be offered to farmers who are chosen as tenants. Farm leases shall be based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

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(g) The primary use for the City agricultural lands is for the production of food crops.

(h) Consideration should be given to identifying opportunities for providing emerging commercial farmers with access to farmland and/or opportunities to participate with established commercial farming businesses.

(i) Storm water should be managed to reduce loss of soils and contamination of the drainage system through filtering and setback of tilled soils.

2. Goals

(a) Develop a Farm Evaluation Plan for the Suyematsu and Bentryn Family Farms Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(b) Farm Plans. Farmers utilizing Suyematsu and Bentryn Family Farms agricultural lands must develop individual farm plans and business plans to be reviewed in a City-approved application process.

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(c) Capital Improvement Plan. Develop a cooperative maintenance, repair, and placement plan and schedule for common areas and shared infrastructure.

Deleted: (b) . Develop Farm Evaluation Plan for the Day Road Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.¶

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B. Agricultural Housing

1. Background: Agricultural housing is a desired goal by farmers and the community to enhance opportunities to support the agricultural community. The need for farmer housing on the Island is significant.

Suyematsu East has 6 development rights under current zoning code. The Northeast corner of this property contains a single family home. Up to 5 new single family homes can be built on this property along with up to 6 accessory dwelling units (1 for each single family home). The existing home can either be replaced or rebuilt to meet needs. Historically, 3 transient residences were placed along the northern boundary. Although no longer used, the location of these transient residences offer potential sites of historical interest and for location of additional farm housing. This Northeast area of the farm property is the preferred location of additional and ongoing development due to its easy access to roadways and the poor condition of soils compared with other areas of the property.

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2. Policies and Practices

(a) Housing opportunities should be provided on the property for farmers and farm interns working the public agricultural lands, farm interns, and participants in agricultural education programming.

(b) Housing development should be coordinated to reduce impact on farming activities, and existing housing.

(c) Agricultural housing on the Suyematsu and Bentryn Family Farms should only be provided for farmer households, farm interns, itinerant farm labor, educational farm program housing, or other agriculture housing needs. Housing should not be established on the Suyematsu and Bentryn Family Farms to provide general housing or affordable housing to meet other City housing needs.

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(d) As based on need, as determined by the farmers relying on farms in the farm district, available units should be provided for interns and itinerant labor.

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(e) Management of the housing should be carried out Friends of the "Farms."

Deleted: by an organization with experience in affordable housing, such as the Housing Resources Board of Bainbridge Island ("HRB") or another suitable agency, or as a self managing Community Land Trust

(f) Farm housing should be made available on a rental basis.

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(g) Opportunities for communal sharing of resources should be maximized for the farm housing. This policy should be considered during development and management of the farm housing. This may include shared utilities, storage space, meeting rooms, kitchen service, garbage/composting operations, transportation, office space, yard space, play areas and workshops. At the same time, development should ensure opportunities for privacy for each individual and family.

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3. Goals

(a) Develop a master farmplan for appropriate farm housing.

(b)

Establish a cluster of farm housing at the North East corner of Suyematsu

East.

Deleted: (h) . Provide interested farm families financial planning advice from local housing agencies or other sources concerning how to take advantage of the savings they will realize by renting rather than owning a home so that they might save toward purchasing a home of their own if that is a goal they desire.¶

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(c) Form a farm housing resident's association for governance of common areas and shared resources.

(d) Ensure long term maintenance and operations of existing farm structures.

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Deleted: (c) First unit established should be dedicated to interns.¶

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Deleted: Alternatively, develop a Community Land Trust to govern all housing and common areas within the Farm Village.

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C. Water

1. **Background:** Water is a limited and scarce resource for the Suyematsu and Bentryn Family Farms. Farmers must recognize the need to conserve and creatively use water. The Agricultural Land Purchased and Sales Agreement between the City of Bainbridge Island and Gerard and Josephine defines the use of the ponds for private use, wildlife and farming.(December 15, 2004)

2. Policies and Practices

(a) Water use on the Suyematsu and Bentryn Family Farms shall conform to theUSDA Irrigation Plan Natural Resources Conservation Service Irrigation Plan and the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

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(b) Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(c) Rainwater catchment should be encouraged where feasible.

3. Goals

(a) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

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(b) Develop and implement irrigation management plan.

2. Policies and Practices

(a) Water use on the Suyematsu and Bentryn Family Farms shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment should be encouraged where feasible.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(c) Develop and implement an irrigation management plan.

D. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the Suyematsu and Bentryn Family Farms shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

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(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

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(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

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(f) Sediment and runoff should be detained and filtered before it leaves the property.

3. Goals

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erosion. ~~(a) Implement the Kitsap Conservation District farm plan to minimize~~

~~(b) Implement the Kitsap Conservation District farm plan to improve and~~
maintain soil conditions and quality.

E. Structures

1. Background:

Suyematsu East: This property includes the Suyematsu house (mentioned above), a workshop, a green house and a variety of equipment sheds and storage areas.

Bentryn West: This property includes an existing farm stand, historical water-tower, and [a](#) storage shed.

2. Policies and Practices

(a) Existing structures should be maintained and integrated into farming activities if feasible.

(b) Existing structures shall be used for farm related or farm support activities only.

[\(c\) Existing structures have historic value. Preserving the buildings should be encouraged.](#)

[\(d\)](#) Consideration of new structures may include other shared agricultural and educational resources and structures, including a commercial kitchen, ~~processing facilities,~~ and classrooms. ~~Structures such as greenhouses that provide opportunities for year-round growing are encouraged.~~ In addition, enhancement of existing structures to meet changing farm uses should be considered.

[\(e\) Any signs posted on the property must be consistent with rural aesthetics and use of the property](#)

3. Goals

(a) Initiate process for acquiring/funding structures.

(b) Ensure long term maintenance and operations of existing farm structures.

~~(c) Evaluate the current location of existing structures to ensure locations maximize compatibility with access to sales and are compatible with other farming operations.~~

4. Farmstand

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(c) . Perform an evaluation of site conditions to determine farm-site soil conditions and quality.¶

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(a) Background: Discussions of uses at the Suyematsu and Bentryn Family Farms have included the idea of upgrading the existing farm stand on Bentryn West. The electrical connections that may assist such an upgrade have been made as part of the electrical system installed for the Day Road Irrigation Project in 2008. In 2010, the existing farm stand was significantly upgraded and expanded to allow a substantial increase in sales of farm products. It is possible that the farm stand may operate up to seven days a week during high crop yield seasons, and if provided with refrigeration and display capacity, the farm stand may expand the timing and variety of produce currently offered. The farmers leasing public farmland formed a cooperative marketing system through the Suyematsu and Bentryn Family Farms Guild, a non-profit organization, and through which lessees will make seasonal products available to the farm stand. The farm stand be managed to allow sales of products from commercial farmers from other locations on Bainbridge Island.

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(b) Goals

(i) Assist farmers to develop a business plan to determine the best and most feasible market plan for the farm stand (this should include a comparative analysis with the adequacy of other locations).

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(ii) The Farmers at the Suyematsu and Bentryn Family Farms should participate in a common marketing program that utilizes the farm stand.

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5. Water Tower.

(a) Policy and Practices

(i) The Hoskinson/Pratt historic water tower now standing in Bentryn West should be enhanced and serve as an exhibit commemorating the history of local agriculture on Bainbridge Island. Access should be ensured for the public, and island visitors, to this commemorative site.

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F. Public Access

1. Trails

(a.) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. Friends of the Farms is designing and constructing trails that allow public access, that connects the farm properties with local trails. The City's Non-Motorized Transportation Plan includes the construction of non-motorized facilities in the area. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

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(b) Policies and Practices

(i) Trails and viewing stations should be developed to ensure that visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

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(ii) Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

(iii) Trails be developed for multi-model non-motorized transportation including pedestrian, bicycle and equestrian use.

c. Goals

(i) Develop trail system with viewing stations for points of interest to allow the public access to the Suyematsu and Bentryn Family Farms Area.

Deleted: Day Road Farm

(ii) Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's trail Island wide trail planning.

2. Education Activities

a. Policies and Practices

(i) Public and private educational activities shall be allowed and encouraged on the Suyematsu and Bentryn Family Farms.

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(ii) Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These activities may include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

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b. Goals

(i) Enhance and identify opportunities for the possibility of granting historic status to the Suyematsu property through the state registry should be researched. Such designation would acknowledge the historical and cultural significance of Japanese farmers on Bainbridge Island, and may open the property up to additional funding and educational opportunities.

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(ii) Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-school through grade-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability.

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G. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by the Bainbridge Island Municipal Code.

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2. Policies and Practices

(a) All farm activities should preserve a relationship to the natural environment.

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(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable, trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of trees, and finally shrubs and groundcovers should be placed in of small trees and larger shrubs. Such planting configurations will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting shall be balanced against usability of the land for crop production, which will take precedence.

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(d) Management of the property should be mindful of the water course that runs from Day Road through the Bentryn property and the M & E property. This ravine is a high value natural area.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Suyematsu and Bentryn Family Farms.

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(c) Develop a long-term plan for compost operations on the property.

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H. Special Considerations

1. Aesthetics: Public lands and management of fully operational commercial farmlands must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that farms reflect a rural aesthetic valued by the community. Farms are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and farm operational practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

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2. Policy and Practices

(a) Obsolete materials and machinery should be removed from the property, or if they are to be saved, they should be organized for display.

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(b) Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

(c) Vegetation near roadsides and public areas should be maintained.

(d) Structures should reflect the historical and rural character of local farms where feasible.

(d) While year-round agriculture opportunities provided by greenhouses are encouraged, placement and development of such structures should be guided by aesthetic principles that preserve the rural and open cropland nature of the property.

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(e) Suyematsu and Bentryn Family Farms are located near family residences. Neighborhood stewardship through ongoing communication should be encouraged.

GOALS, POLICIES AND PRACTICES

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JOHNSON FARM

I. General Property Description

The Johnson Farm is located mid-island on Fletcher Bay Road and Johnsonville Lane. This area was historically farmed by the Johnson family.

A. Acreage: 14.51

B. Location: Johnson Farm is located off of Island Center Road at its intersection with Johnsonville Lane. Primary access to the property is via two access roads that enter from Fletcher Bay Road.

C. Tax Parcel: No.: 282502-2-064-2002

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Deleted: Legal Description: RESULTANT PARCEL A OF BOUNDARY LINE ADJUSTMENT RECORDED UNDER AUDITOR'S FILE NO. 200108090145, RECORDS OF KITSAP COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: THAT PORTION OF THE NORTH ONE-HALF OF THE SOUTH ONE-HALF OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 25 NORTH, RANGE 2 EAST, W.M., KITSAP COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTH QUARTER CORNER OF SAID SECTION 28; THENCE ALONG THE NORTH-SOUTH CENTERLINE OF SAID SECTION 28, SOUTH 00°56'10" WEST 1316.84 FEET TO THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 28 AND THE TRUE POINT OF BEGINNING; THENCE ALONG THE NORTH LINE OF SAID SUBDIVISION, NORTH 89°04'22" WEST 393.41 FEET; THENCE LEAVING SAID NORTH LINE, SOUTH 21°36'14" EAST 393.06 FEET; THENCE NORTH 89°04'22" WEST 635.79 FEET; THENCE SOUTH 89°11'42" WEST 71.58 FEET TO THE EAST LINE OF THAT PARCEL DESCRIBED UNDER AUDITOR'S FILE NO. 8103300054; THENCE ALONG SAID EAST LINE, SOUTH 00°49'49" WEST 12.46 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL; THENCE ALONG THE SOUTH LINE OF SAID PARCEL AND THE PARCEL DESCRIBED UNDER AUDITOR'S FILE NO. 1144465, SOUTH 89°01'21" WEST 365.18 FEET TO THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 28; THENCE ALONG SAID WEST LINE, NORTH 00°49'49" EAST 9.82 FEET; THENCE CONTINUING ALONG THE SOUTH LINE OF SAID PARCEL DESCRIBED UNDER AUDITOR'S FILE NO. 1144465, NORTH 89°04'22" WEST 357.52 FEET TO THE EAST LINE OF THAT PARCEL DESCRIBED UNDER AUDITOR'S FILE NO. 982136; THENCE ALONG SAID EAST LINE SOUTH 00°46'38" WEST 149.99 FEET TO THE SOUTHEAST CORNER THEREOF; THENCE ALONG THE SOUTH LINE OF SAID PARCEL NORTH 89°04'22" WEST 240.00 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE ALONG THE WEST LINE OF SAID PARCEL, NORTH 00°46'38" EAST 40 (...)

II. Management Goals, Policies and Practices

Background: The Johnson Farm is a unique property serving multiple public purposes. The diverse segments of the property allow for uses serving farming, affordable/agricultural housing, public access, and open space conservation. The Johnson Farm property shall be managed for a combination of agricultural purposes, affordable/agricultural housing, habitat conservation, public access, and passive recreation. See Attachment A for a Johnson Farm Site Plan reflecting these goals, practices, and policies.

A. Agricultural Use

1. Policies and Practices

(a) The land be farmed consistent with feasible and long-term sustainable agriculture objectives. Allowances be made for standard farm practices that enhance long-term sustainability such as regular fallowing of land, and variation of crops from one season to another or long-term crop development as opposed to short term maximization of profit.

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(b) Site Committee meetings-Farming operations shall be carried out in a cooperative manner among all farmers leasing farmland. Such cooperation will include but are not be limited to equipment and infrastructure sharing, repair and maintenance of farm infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning. Meetings occur twice a year.

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(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, storm water, wellhead

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protection and critical areas ordinances, and any applicable federal, state and local permits that may be required.

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(d) Farm activities on the Johnson Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Farmers should rely on the findings of the Farm Evaluation Plan for the Johnson Farm Property, if available, as they develop farm plans.

(f) Long-term operating leases designed to ensure long-term viability shall be offered to farmers who are chosen as tenants. Lease terms shall be based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

(g) The primary use for the City agricultural lands is for the production of food crops.

(h) Consideration be given to identifying opportunities for providing emerging commercial farmers with access to farmland and/or opportunities to participate with established commercial farming businesses.

2. Goals

(a) Farm Plans. Farmers utilizing Johnson Farm agricultural lands must develop individual farm plans and business plans to be reviewed by a City-approved application process.

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) Develop Farm Evaluation Plan for the Johnson Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

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) Capital Improvement Plan. Develop a cooperative maintenance, repair and placement plan and schedule for common areas and shared infrastructure.

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B. Water

1. **Background:** There is a large farm pond on the Johnson property, and the Johnson property has legal water rights for irrigation of up to 20 acres. The time-frame during which irrigation can be pumped from the farm pond under existing water rights for the property is limited to the period of June 1 to September 30 each year. The water rights for this property also include the use of water for rearing and propagating fish. In order to extend the irrigation period, or change the allowed uses for the farm's water, then an application to the Washington Department of Ecology would need to be submitted for these changes.

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2. Policies and Practices

(a) Water use on the Johnson Farm shall conform to USDA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

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(b) Rainwater catchment should be encouraged where feasible.

(c) In most years, application of water between June 1 and September 30 will likely cover the needs for irrigation of crops and pasture. However, given the relatively low water holding capacity of the soils at this location, it is possible that in years with drier than normal spring months, or drier than normal Octobers, crops and/or pasture might suffer for lack of soil moisture. Therefore, if it is feasible and possible to extend the period when irrigation is allowed on the Johnson property, it is recommended that an application be made to extend that period to run from May 1 through October 15 each year to assure that adequate irrigation water be **available should precipitation in the Spring or in October be insufficient for agricultural** needs.

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3. Goals

(a) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

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2. Policies and Practices

Deleted: (b) Develop and implement irrigation management plan

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(a) Water use on Johnson Farm shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

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(b) Rainwater catchment be encouraged where feasible.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(c) Develop and implement an irrigation management plan as recommended by the Site Committee.

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C. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the Johnson Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The extent and timing of amendments and fertilizer applications should be based on crop needs and production goals.

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(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

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(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

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2. Goals

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(f) Sediment and runoff should be detained and filtered before it leaves the property.¶

(a) Implement the Kitsap Conservation District farm plan to minimize erosion.

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(b) Implement the Kitsap Conservation District farm plan to improve and maintain soil conditions and quality.

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D. Housing/Structures

1. Background: Five existing structures on Johnson Farm include two well houses, a storage shed with a Community Supported Agriculture (“CSA”) delivery area, a p-patch storage shed and a storage area with a fowl pen. Six development rights are associated with the property as follows: two units for farmer housing are planned for construction on the upper property, and four units are planned for location in the lower “parking” area of the property. The City has approved a barn structure to be built for community use, also to be located in the “parking” area.

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Deleted: property has six development rights. Plans for the property depict

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2. Policies and Practices

(a) Providing opportunities for housing to the farming community is an important element in ensuring that farmers and their families can continue their work on Bainbridge Island. Further, economic diversity in the community is promoted by

providing options for affordable housing. Therefore, a portion of the property shall be engaged in affordable and/or agricultural housing unless specific conditions make housing impossible on the property.

(b) The Johnson Farm property has 6 development rights. These should be used to provide agricultural housing and affordable housing.

(c) Farm families should be given priority of use for housing. Units that are not occupied by farm families, ~~interns or itinerate labor~~, can be added to the pool of affordable housing available to residents of Bainbridge Island.

(d) Management of the housing ~~be~~ carried out by Friends of the Farms. Farm housing should be made available on a rental basis.

(e) Opportunities for communal sharing of resources should be maximized by the households located on the property. This may include shared utilities, storage space, meeting rooms, kitchen service, garbage/composting operations, transportation, office space, yard space, play areas and workshops. ~~Development~~ should ensure opportunities for privacy for each individual and family.

(f) The barn structure planned for the low East end of the property shall be available for farm related activities, and may be used for other public needs that are compatible with the primary uses of the Johnson Farm.

(g) The property currently includes a well and appurtenant pump house, fowl containment pen, and shed structure used for storage and to house the CSA subscription pick up for Persephone Farms. These structures should be maintained and remain in continued use.

(h) Any signs posted on the property must be consistent with rural aesthetics and uses of the property.

3. Goals

(a) Develop housing on the property according to the layout in the Johnson Farm Site Plan, Attachment A. The East end of the property (a low area used for parking during the Harvest Fair) is planned to include four residential units and a barn structure for public use. Two residential units are planned for the central area of the upland portion of the property.

(b) ~~Develop~~ a master farm plan for appropriate farm housing.

(c) Form a ~~resident's~~ or homeowner's association for governance of common areas and shared resources. Alternatively, develop a Community Land Trust to govern all housing and common areas.

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(d) Ensure long term maintenance and operations of existing farm structures. Renovation, repairs, or construction on structures requiring a City of Bainbridge Island building permit shall not commence until and unless such building permit(s) are issued.

E. Public Access

1. Trails

(a) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. Friends of the Farms has constructed a trail system that provides access and viewing opportunities on the property. In addition, portions of the property not dedicated to agriculture may serve low impact public uses and serve as a designated wildlife corridor.

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(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

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ii. Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis, removal of invasive species, and planting of native species.

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iii. Trails should be developed for multi-model, non-motorized transportation including pedestrian, bicycle and equestrian use.

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(c) Goals

i. Develop additional trail systems with viewing stations for points of interest to allow the public access to the Johnson Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's trail Island wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on Johnson Farm.

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ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These could include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. Develop partnerships with educational institutions, to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-school through grade-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability.

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3. P-Patches

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(a) Background: A p-patch area has been established adjacent to the orchard area.

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(b) Policies and Practices

i. A portion of the property should be maintained for public use garden areas.

(c) Goals

i. Maintain availability of portions of the property for p-patch gardening.

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F. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by the Bainbridge Island Municipal Code.

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2. Policies and Practices

(a) All farm activities should preserve a relationship to the natural environment.

Deleted: Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state, when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of these, and finally shrubs and groundcovers should be placed in front. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

3. Goals

(a) The West end of the property has been used for nature mapping by students from Sakai for at least eleven years. The data they have been collecting has been submitted to the University of Washington. This and similar activities should be encouraged to continue.

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(b) Develop a habitat management plan for the Johnson Farm.

(c) The West end of the property is not suitable for agricultural activities, and should be placed under a conservation easement to permanently protect the open space value of this portion of the property.

G. Special Considerations

1. Aesthetics. Public lands and management of fully operational commercial farmlands management must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that farms reflect a rural aesthetic valued by the community. Farms are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and these practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

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2. Policy and Practices

(a) Obsolete materials and machinery should be removed from the property, or if they are to be saved, they shall be organized for display.

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(b) Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

(c) _Vegetation near roadsides and public areas should be maintained.

(d) Structures should reflect the historical and rural character of local farms where feasible.

(e) Johnson Farm has neighbors nearby. Neighborhood stewardship through ongoing communication is encouraged.

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GOALS, POLICIES AND PRACTICES

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MORALES FARM

I. General Property Description

The Morales Farm is owned by the City and currently managed by the Friends of the Farms under a stewardship plan dated November 4, 2003, that has been incorporated into [the Master Lease Agreement dated December 20, 2011](#).

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The Morales Farm has value as a historic farm located in a part of the island with soil and other conditions conducive to agriculture, at the South West corner of the Farm District. The property must be preserved as a community resource to promote island farming.

The Morales house was built in 1953 and served as the primary residence of the Morales family [for farming](#). The property was sold to the City in 2003 as an [Open Space Fund Acquisition](#).

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A. Acreage: [4.74 acres](#)

B. Location: The property is located in the NE ¼ of Section 10, Township 25N, Range 2E, at 8862 Lovgreen Road, Bainbridge Island in the Manzanita Bay Watershed.

C. Tax Parcel No.: 102502-1-056-2004

II. Management Goals, Policies and Practices

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A. Agricultural Use

1. Background: The Morales Farm has been used for small-scale agriculture for decades. The farm fell into disuse when the Morales family vacated the property prior to purchase by the City. The property should be returned to maximum agricultural production. Under Friends of the Farms management, substantial steps [to improve the land and the structures](#) have been taken toward that goal over the past eight years.

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Deleted: Given the high quality soil conditions and solar exposure of this farmland, the land should be farmed to the maximum consistent with feasible and sustainable objectives (with allowance for standard farm practices such as regular fallowing of land, and variation of crops from one season to another or long-term crop development).¶

2. Policies and Practices

(a) [The land be farmed consistent with feasible and long-term sustainable agriculture objectives. Allowances be made for standard farm practices that enhance long-term sustainability such as regular fallowing of land, and variation of crops from one season to another or long-term crop development, as opposed to short term maximization of profit.](#)

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(b) Farming operations shall be carried out in a cooperative manner among all farmers [leasing the farmland](#). Such cooperation [should](#) include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm

infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required.

(d) Farm activities on the Morales Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Farmers should rely on the findings of the Farm Evaluation Plan for the Morales Farm Property, if available, as farmers develop farm plans.

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(f) Long-term operating leases designed to ensure economic viability shall be offered to farmers who are chosen as tenants. Farm leases shall be given terms based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

(g) The primary use for the City agricultural lands is for the production of food crops.

(h) Consideration be given to identifying opportunities for providing emerging commercial farmers with access to farmland and/or opportunities to participate with established commercial farming businesses.

3. Goals:

(a) Develop Farm Evaluation Plan for the Morales Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

Deleted:) Farm Plans. Farmers utilizing Morales Farm agricultural lands must develop individual farm plans and business plans to be reviewed in a City-approved application process. ¶
(b

(b) Capital Improvement Plan. Develop a cooperative maintenance and repair plan and schedule for common areas and shared infrastructure.

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B. Water

1. **Background:** There is a shallow well on the property (see “pumphouse” on site plan for location). The well currently being used to support agricultural activity. Friends of the Farms installed a new pump and electrical system. The well originally provided water for the Morales residence. Future plans for the property should include application to the Department of Ecology for a water right to serve agricultural activity.

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Deleted: Anecdotally, the well never runs dry.

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A seasonal stream crosses the property from the northeast, emptying into a wetland on the adjacent property to the west. The Morales family made use of water from the pond on the neighboring property to the west for their agricultural needs. Another approach to securing long-term water access for agricultural activities may include obtaining a water easement.

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Finally, the Morales Farm has been connected to domestic water provided by the KPUD system, which serves the surrounding neighborhood. This connection will provide a health department-approved water source for any residence or farm stand on the property, though it does not represent a likely source of agricultural water in the future due to the costs of irrigation water usage.

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2. Policies and Practices

(a) Water use on the Morales Farm shall conform to USDA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies be utilized.

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(b) Rainwater catchment be encouraged.

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3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(c) Develop and implement irrigation management plan.

C. Soil

1. Policies and Practices

(a) Farm activities affecting soil on the Morales Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The extent and timing of amendments and fertilizer applications should be based on crop needs and production goals.

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(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

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(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

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3. Goals

(a) Implement the Kitsap Conservation District farm plan to minimize erosion.

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(f) Sediment and runoff should be detained and filtered before it leaves the property.¶

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(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.¶

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Deleted: (c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.¶

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(b) Implement the Kitsap Conservation District farm plan to improve and maintain soil conditions and quality.

D. Housing/Structures

1. Background: The property includes the Morales house and adjacent garage structure.

a. Any signs posted on the property be consistent with rural aesthetics and use of the property.

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Deleted: The house is currently unoccupied.

2. Policies and Practices

(a) The Morales house is currently dedicated to housing for farm interns, and new farmers associated with Bainbridge Island farming activities that Friends of the Farms manages.

Deleted: The house and garage are currently used for storage by farmers using the land for agricultural purposes. The roof of the house was replaced by the City in 2007. Remodeling of the structure is occurring now and will likely be completed in 2012. ¶

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i. Storage for agricultural activities on the property and for City activities. ¶

ii. Classroom area for agricultural intern and education programs. ¶

iii. Farm stand for produce sale. This option is attractive due to its location near the Hwy-305. Use as a farm stand would have to include consideration of other locations such as the Day Road Farm, which appears to be the current favored location for a farm stand.¶

iv. Residential use. Farm housing and affordable housing are an identified need for the community.

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(b) A large greenhouse structure on the property is owned and managed by Butler Farm Green Farms. The structure serves the growing needs of the farmers on the property, and also serves as an auxiliary structure for agriculture education and community p-patch programs.

3. Goals

(a) Ensure long term maintenance and operations of existing farm structures.

(b) Evaluate the current location of existing structures to ensure locations maximize compatibility with access and are compatible with other farming operations.

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E. Public Access

1. Trails

(a) Background: The Morales Farm is on the South West corner of the City Farm District. The City is interested in constructing a trail system that would connect the farm properties. The Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in conjunction with Day Road to the north of the Morales Farm.

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(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

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ii. Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate. iii. Trails be developed for multi-modal non-motorized transportation including pedestrian, bicycle and equestrian use.

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(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the Johnson Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's Island wide trail planning.

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2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on Morales Farm.

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ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These activities may include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

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(b) Goals

i. Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability.

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ii. Consideration should be given to placing an interpretive display on the property that explains the history and cultural contributions of Filipino farmers on Bainbridge Island. Due to its historic and cultural values, the Morales farm may be a candidate for historical designation through the state registry. Such designation may expose the farm and the City's farmland preservation program in general to additional funding opportunities.

Deleted: Potential partners that could help design and construct the display include the Bainbridge Island Historical Society, Bainbridge Island Arts and Humanities Council, or other cultural organizations.

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H. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas ensures a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by the Bainbridge Island Municipal Code.

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Deleted: wetland and woodland areas.

2. Policies and Practices

(a) All farm activities preserve a relationship to the natural environment.

Deleted: Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state. These border areas should be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Plantings should include a variety of plant species and avoid monocultures. Where practicable, trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of trees, and shrubs and groundcovers should be placed in front of small trees. This planting arrangement will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production, which should take precedence.

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(d) The farm is transected by a Non-fish seasonal (Ns) stream that drains west to Manzanita Creek. While Manzanita Creek has documented presence of salmonid species, publicly available data indicate the presence of a fish passage barrier where the stream passes under SR 305 via a culvert. This fish passage barrier is classified by Washington Department of Fish and Wildlife (WDFW) as a “total barrier.” Current City critical areas regulations require a 50-foot buffer for Ns streams, measured from the ordinary high water mark (OHWM). Buffers are to be retained in their natural condition; however, it is acceptable to enhance the buffer by planting native or equivalent vegetation as approved by the City. Ongoing agricultural activities using best management practices as included in a farm management plan developed by the Kitsap Conservation District are exempt from current critical areas regulations; however, it is recommended that invasive species, such as Himalayan and evergreen blackberry and Scotch broom, as well as tree species that may shade actively farmed areas, be removed from the stream buffer. Depending upon the extent of bare ground resulting from plant removal, native plant species of quantities and height that will provide an adequate riparian plant community and not interfere with agricultural activities should be installed. In addition, the Kitsap Conservation District recommends the correct management of fertilizers and chemicals on the farm property.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Morales Farm.

G. Special Considerations

1. Aesthetics

(a) Background: Public lands and management of fully operational commercial farmlands should strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that farms reflect a rural aesthetic valued by the community. Farms are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and farm operational practices must not be compromised by aesthetics alone. To balance these values, the farmland must be maintained according to the following Policies and Practices:

2. Policy and Practices

a. Obsolete materials and machinery should be removed from the property, or if saved, they organized for display.

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A small wetland lies to the west of the farm on the opposite side of the access road immediately adjacent to the farm. Due to the location of the existing road between the wetland and the farm, agricultural activities on the farm would not likely adversely affect the functions and values of the wetland as long as the correct management of fertilizers and chemicals is implemented on the farm property.¶

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.. (b) Policy and Practices

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b. Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

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c. Vegetation near roadsides and public areas should be maintained.

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d. Structures should reflect the historical and rural character of local farms where feasible.

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e. Morales Farm is located near family residences. Neighborhood stewardship through ongoing communications be encouraged.

GOALS, POLICIES AND PRACTICES

M & E PROPERTY

I. General Property Description

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

A. Acreage: Total 13.33

M & E East: 5.02

M & E West: 8.31

B. Location: The M & E properties are located along the southern and south east section of the Farm District, at the north end of Charles Place off of Lovgreen Road.

C. Tax Parcel Nos.: M & E East: 102502-1-028-2009
M & E West: 102502-1-029-2008

II. Management Goals, Policies and Practices

A. Background: The M & E property is unique from other properties in the Farm District in that it was not purchased using City open space funds, but received via private donation from the property owner. The acquisition agreement subjected the property to conservation and use restrictions that control and serve as policy and practices for the property.

III. Land Uses

A. Background:

The M & E property is restricted, such that no individual may conduct commercial farming that adversely affects the natural habitat on the property. Aside from this restriction there are no restrictions on agricultural activity for the property.

The unique restrictions placed on the M & E property present unique opportunities. While it is not possible to conduct commercial agricultural operations by private parties, there are many activities that can be undertaken on the property that complement the farm activities on nearby public farmland. Possible uses include but are not limited to:

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Deleted: The best point of access for the property is from the South via Charles Pl. NE (Note that the Charles Place access entails a questionable “public” easement over private property. This calls for clarification

Deleted: The Bainbridge Island Metropolitan Parks District has cleared an area for parking near the entrance.

Deleted: D. Legal Descriptions:¶

¶
M & E West: WEST HALF OF THE EAST HALF OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER; AND EAST HALF OF THE WEST HALF OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER; EXCEPT THE FOLLOWING DESCRIBED TRACTS: PARCEL A: THAT PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE NORTH LINE OF SAID SUBDIVISION WHICH IS SOUTH 88°05'05 EAST 473.56 FEET FROM THE NORTHWEST CORNER THEREOF; THENCE SOUTH 6°07'33 EAST 112.26 FEET; THE SOUTH 72°19'53 EAST 159.83 FEET; THENCE NORTH 29°44'49 EAST 174.76 FEET TO THE NORTH LINE OF SAID SUBDIVISION; THENCE NORTH 88°05'05 WEST 251.12 FEET TO THE POINT OF BEGINNING. PARCEL B: BEGINNING AT A POINT 300 FEET SOUTH OF THE NORTHWEST CORNER OF SAID EAST HALF OF THE WEST HALF OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER; THENCE SOUTH 360 FEET, MORE OR LESS, TO THE SOUTHWEST CORNER THEREOF; THENCE EAST 270 FEET; THENCE IN A NORTHEASTERLY DIRECTION TO THE POINT OF BEGINNING; TOGETHER WITH AN EASEMENT FOR INGRESS, EGRESS AND UTILITIES OVER, UNDER AND ACROSS THE SOUTHWESTERLY 20 FEET OF THE ABOVE EXCEPTED PARCEL A. ¶

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1. Incubator farm area for interns, apprentices and new farmers (such as interns) to test their business plans, possibly in conjunction with agriculture-related courses and/or other educational opportunities from private or public schools, and higher education.

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2. Demonstration, community, and p-patch garden and growing spaces.

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3. Nursery space for public agency use.

4. Growing spaces dedicated to multi-age educational opportunities.

5. According to the agreement between the City and the previous owner, not-for-profit farming activities are allowed to support management of the public farms programs, agriculture related educational programs, programming for Bainbridge Island agriculture, and permanent preservation of Bainbridge Island farming. For instance, harvesting and sale of existing Christmas trees or seasonal greens may be carried out by a contract staff farmer or volunteers.

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Deleted: activity to be carried out on the land by the Farm Manager. Harvesting activities could be accomplished by farmers serving as employees of the Farm Manager. Products derived from the operation could be harvested and marketed for a modest profit to help pay for management operations. For instance, harvesting of existing Christmas trees or seasonal greens could be carried out by a staff farmer, and the materials could be sold to support the Farm Manager. This activity would not be commercial, and could contribute to solving the problem of funding the City farmlands management entity.

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Deleted: (a) Develop and implement a water acquisition and management plan relative to the determined use of the property.¶

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Deleted: Water use on the M & E Property shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

B. Water

1. Background: The M & E property has no water rights at this time. The property has access to water service from the Kitsap Public Utility District.

(b) Develop feasible onsite water resources including wells, water catchment, and water rights acquisition.

2. Policies and Practices

(a) Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment be encouraged where feasible.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

Deleted: (c) Develop and implement irrigation management plan.

(d) Develop and implement a water acquisition and management plan relative to the determined use of the property.

C. Soils

Background: The West M & E Property has served as a commercial tree farm. Therefore, the soils are disturbed and have special amendment needs.

1. Policies and Practices

(a) Farm activities affecting soil on the M & E Property shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

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(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Protect unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

2. Goals

(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.

(b) Implement the KCD farm plan to minimize erosion.

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(c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.

(d) Develop a farm plan to improve and maintain soil conditions and quality.

D. Structures

1. **Background:** There are two storage sheds and a small office structure located on the property. The Conservation Restrictions allow for maintenance of existing structures, but prohibit expansion of the structures.

2. Policies and Practices

(a) Existing structures shall be maintained and restored, as deemed appropriate, and used for any onsite farm related or property use programs.

Deleted: (a) Existing structures should be maintained and integrated into farming activities if feasible.¶

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(b) Any signs posted on the property must be consistent with rural aesthetics and uses of the property.

(c) Where possible utilities should be installed underground, and in a manner such that they do not interfere other uses of the property or the natural environment.

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3. Goals

(a) Ensure long term maintenance and operations of existing farm structures.

(b) Establish electrical utility access for the Property. Solar access should also be considered as option.

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F. Public Access

1. Trails

(a) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. The City and the Park District are in the process of constructing a trail system that would connect the farm properties in the farm district. The City's Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in the area. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that public visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing

birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

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(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the M & E Property Area.

Deleted: Day Road Farm

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's Island wide trail planning.

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2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on the M & E Property.

Deleted: Day Road Farm

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These may include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

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(b) Goals

i. Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-school through grade-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability – these may include internship programs and classes coordinated with WSU Extension and other educational programs.

Deleted: The possibility of granting historic status to the Suyematsu property through the state registry should be researched. Such designation would acknowledge the historical and cultural significance of Japanese farmers on Bainbridge Island, and may open the property up to additional funding and educational opportunities.¶
ii.

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3. Passive Recreation

(a) Policies and Practices

i. Low impact public use of the Property that is compatible with other users shall be encouraged. Uses such as trails, seating areas, and view-points are allowed.

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ii. No hunting is allowed on the Property.

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G. Stewardship/Habitat Conservation

1. **Background:** Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by BIMC.

2. Policies and Practices

(a) Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state, when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible, plantings should include a variety of plant species and avoid monocultures. Where practicable, trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of trees, and shrubs and groundcovers should be placed in front of trees and larger shrubs. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

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(d) Management of the property should be mindful of the water course that runs from Day Road through the Bentryn property and the M & E property. This ravine is a high value natural area.

(e) Alteration of Land. The alteration of the surface of the land may include without limitation, the excavation or removal of soil, sand, gravel, rock, peat, or sod, except as necessary to preserve or protect the Conservation Values of the Property.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the M & E Property

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(e) Currently the center of Suyematsu East is occupied by an active and large scale composting operation. The composting operation are controlled by Akio Suyematsu. This operation is undertaken as part of Mr. Suyematsu's life estate management of the property. It is his hope to leave a legacy of excellent soil conditions at the Day Road Farm. It is anticipated that when Mr. Suyematsu is no longer running this operation that it will be modified.¶

Deleted: Day Road Farm.

(c) **H. Timber Removal**

Deleted: Develop a long-term plan for compost operations in cooperation with Mr. Suyematsu.¶

Background: According to the property Conservation Restrictions “Timber resources on the Property may be cultivated, cut, and harvested, provided that such timber Activities are (i) reviewed and approved in advance by the Open Space Commission or other commission or entity designated by the City, (ii) conducted in a manner to preserve and protect the Conservation Values of the Property, and (iii) all funds generated by such activities are used to acquire additional open space property in accordance with applicable laws and ordinances.”

Deleted: 1.

1. All timber removal shall be done using best management practices for sustainable timber harvest. Removal of lumber shall be phased to allow for minimal environmental impact as the forest is removed. For instance, timber removal should not be undertaken during species mating, nesting, hibernation, or reduced food availability periods for wildlife currently reliant on the property for habitat. Harvest methods involving low impact such as the use of animals and hand logging shall be considered.

Deleted: ¶

2. Timber harvest of the Crawford Property shall exercise maximum sensitivity with regard to surface water run-off. Removal of timber will increase downhill stormwater runoff. Planning shall include mitigation for stormwater impacts such as silt barriers and a stormwater collection pond, if permitted, that could be converted to irrigation uses in the future.

3. Opportunities for harvest of forest products and forest dependent crops be considered as part of the phased removal of timber. Forest products are a valuable Northwest commodity. For instance, salal and oregon grape undergrowth is used by florists, cedar and fir trimmings are common holiday decorations, and burnt out stumps and logs are valuable for landscaping. As agricultural structural needs arise, timber be harvested for use on public farmland or other commercial use.

4. Maximum public benefit shall be identified for uses for harvested timber. Harvested timber may yield board lumber and logs. These wood resources may be utilized for community projects such as farm property structures, bus stops, bird blinds in public parks, benches, or artistic creations, or may be sold to fund public or agricultural related activities.

5. Local labor and artisans whenever possible be consulted and hired to undertake the work of harvesting materials from the property.

6. All forestry and clearing activities shall comply with local and state laws governing such activities such as securing a City of Bainbridge Island Clearing Permit and a Department of Natural Resources Forest Practices Application.

7. Timing of timber harvest shall be undertaken with consideration to shading impacts already occurring on adjacent farmland.

8. Tree harvest plans shall include consideration of community education opportunities e.g. sustainable logging demonstrations and hands on activities.

9. Wood that cannot be utilized for a more constructive purpose shall be collected for fire wood or woody debris processed into mulch which would be returned to the land for soil improvement. Fire wood sales can be used to fund farmland management and activities.

IV. Prohibited Uses

The following uses are prohibited on the property under the Conservation Restrictions:

A. Subdivision of the property.

B. Commercial Agricultural Activities. The commercial harvesting, cutting, or destruction of timber or other vegetation on the Property that adversely affect wildlife habitat.

Deleted: .

Deleted: . C. Alteration of Land. The alteration of the surface of the land, including, without limitation, the excavation or removal of soil, sand, gravel, rock, peat, or sod, except as necessary to preserve or protect the Conservation Values of the Property.¶
¶

GOALS, POLICIES AND PRACTICES

CRAWFORD PROPERTY

I. General Property Description

The Crawford property is a partially forested property that was purchased by the City with Open Space funds for agricultural purposes.

- A. Acreage: 2.3
- B. Location: Mid-point of Farm District, the Crawford property lies south of Suyematsu West, North of the Lempriere property and west of M & E with access from a Right of Way west of the property, accessible from Lovgreen Road, east of Highway 305.
- C. Tax Parcel No.: 102502-1-047-2006

II. Management Goals

Background: As a forested property in a community with a significant dedication to conservation values, it is essential that planned uses of the Crawford Property be sensitive to conservation.. This parcel was purchased with the primary intent of converting it to agricultural purposes. Timber harvesting is the legacy of Bainbridge Island. We can enhance that legacy by harvesting in a manner that is sensitive to the environment with the purpose of fulfilling our vision of community. Once converted from a forested land into agricultural land, the Crawford Property will follow the Suyematsu and Bentryn Family Farms Goals, Policies, and Practices, as this property is adjacent to the Suyematsu and Bentryn Family Farms and will likely be put to the same or similar uses. Therefore, the following management goals shall be recognized:

1. All timber removal shall utilize best management practices for sustainable timber harvest. Removal of lumber shall be phased for minimal environmental impact as the forest is removed. For instance, timber removal should not be undertaken during species mating, nesting, hibernation, or reduced food availability periods for wildlife currently reliant on the property for habitat. Harvest methods involving low impact such as the use of animals and hand logging shall be considered.
2. Timber harvest of the Crawford Property shall exercise maximum sensitivity with regard to surface water run-off. Removal of timber will increase downhill stormwater runoff. Planning shall include mitigation for stormwater impacts such as silt barriers and a stormwater collection pond, if permitted, which could be converted to irrigation uses in the future.
3. Opportunities for harvest of forest products and forest dependent crops should be considered as part of the phased removal of timber. Forest products are a valuable Northwest commodity. For instance, salal and Oregon grape undergrowth is used by florists; cedar and fir trimmings are common holiday decorations; and burnt-out stumps

and logs are valuable for landscaping. As agricultural structural needs arise, timber will be harvested for use on public farmland or other commercial use.

5. Maximum public benefit shall be identified for uses for harvested timber. Harvested timber may yield board lumber and logs. These wood resources may be utilized for community projects such as farm property structures, bus stops, bird blinds in public parks, benches, artistic creations, or may be sold to fund public or agricultural related activities.

6. Local labor and artisans should whenever possible be consulted and hired to undertake the work of harvesting materials from the property.

7. All forestry and clearing activities shall comply with local and state laws governing such activities such as securing a City of Bainbridge Island Clearing Permit and a Department of Natural Resources Forest Practices Application.

8. Timing of timber harvest shall be undertaken with consideration to shading impacts already occurring on adjacent farmland.

9. Tree harvest plans shall include consideration of community education opportunities e.g. sustainable logging demonstrations and hands on activities.

10. Wood that cannot be utilized for a more constructive purpose shall be collected for fire wood or woody debris processed into mulch which would be returned to the land for soil improvement. Fire wood sales can be used to fund farmland management and activities.

11. Any signs posted on the property should be consistent with rural aesthetics and use of the property.

12. Crawford Property is located near family residences. Neighborhood stewardship through ongoing communication should be encouraged.

GOALS, POLICIES AND PRACTICES

SUYEMATSU AND BENTRYN FAMILY FARMS

I. General Property Description

The Suyematsu and Bentryn Family Farms (also referred herein as Day Road Farm) consists of two parcels of land purchased by the City. One was purchased from farmer Akio Suyematsu. According to the real estate purchase agreement this area shall contain “Suyematsu” in the name of the property. The other parcel was purchased from vintners Gerard and JoAnn Bentryn. Herein the parcels will be referred to as “Suyematsu East,” and “Bentryn West,” and collectively as the “The Suyematsu and Bentryn Family Farms.”

The Suyematsu and Bentryn Family Farms are the center piece of the City’s public farmlands. The parcels represent a major agricultural site dating from the 1940’s and remain the largest contiguous farmland in Kitsap County. This farm was identified by the City Open Space Commission as critical to fulfilling the community’s goals of preserving agriculture on Bainbridge Island.

The Suyematsu and Bentryn Family Farms agricultural lands consist of some of the richest and most productive agricultural soils on the island.

A: Acreage

Suyematsu East: 14.76

Bentryn West: 11.21

Total: 25.97

A. Location: The Suyematsu and Bentryn Family Farms comprise the north end of the City Farm District. Day Road runs parallel to the northern property line bounding the Farm District on that side. Suyematsu East has the physical address of 9229 Day Rd. E.

B. Tax Parcel Nos.: Suyematsu East: 102502-1-052-2008
Bentryn West: 102502-1-063-2005

II. Management Goals, Policies and Practices

A. Agricultural Use

1. Policies and Practices

(a) The land should be farmed consistent with feasible and long-term sustainable agriculture objectives. Allowances should be made for standard farm practices that enhance long-term sustainability such as regular fallowing of land, and variation of crops from one season to another or long-term crop development as opposed to short term maximization of profit.

(b) Farming operations shall be carried out in a cooperative manner among all farmers bearing leases to the farmland. Such cooperation will include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required. (d)

Farm activities on the Suyematsu and Bentryn Family Farms shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Farmers should rely on the findings of the Farm Evaluation Plan for the Suyematsu and Bentryn Family Farms, if available, as they develop farm plans.

(f) Long-term operating leases designed to ensure long-term viability shall be offered to farmers who are chosen as tenants. Farm leases shall be based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

(g) The primary use for the City agricultural lands is for the production of food crops.

(h) Consideration should be given to identifying opportunities for providing emerging commercial farmers with access to farmland and/or opportunities to participate with established commercial farming businesses.

(i) Storm water should be managed to reduce loss of soils and contamination of the drainage system through filtering and setback of tilled soils.

2. Goals

(a) Develop a Farm Evaluation Plan for the Suyematsu and Bentryn Family Farms Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(b) Farm Plans. Farmers utilizing Suyematsu and Bentryn Family Farms agricultural lands must develop individual farm plans and business plans to be reviewed in a City-approved application process.

(c) Capital Improvement Plan. Develop a cooperative maintenance, repair, and placement plan and schedule for common areas and shared infrastructure.

B. Agricultural Housing

1. Background: Agricultural housing is a desired goal by farmers and the community to enhance opportunities to support the agricultural community. The need for farmer housing on the Island is significant.

Suyematsu East has 6 development rights under current zoning code. The Northeast corner of this property contains a single family home. Up to 5 new single family homes can be built on this property along with up to 6 accessory dwelling units (1 for each single family home). The existing home can either be replaced or rebuilt to meet needs. Historically, 3 transient residences were placed along the northern boundary. Although no longer used, the location of these transient residences offer potential sites of historical interest and for location of additional farm housing. This Northeast area of the farm property is the preferred location of additional and ongoing development due to its easy access to roadways and the poor condition of soils compared with other areas of the property.

2. Policies and Practices

(a) Housing opportunities should be provided on the property for farmers and farm interns working the public agricultural lands, farm interns, and participants in agricultural education programming.

(b) Housing development should be coordinated to reduce impact on farming activities, and existing housing.

(c) Agricultural housing on the Suyematsu and Bentryn Family Farms should only be provided for farmer households, farm interns, itinerant farm labor, educational farm program housing, or other agriculture housing needs. Housing should not be established on the Suyematsu and Bentryn Family Farms to provide general housing or affordable housing to meet other City housing needs.

(d) As based on need, as determined by the farmers relying on farms in the farm district, available units should be provided for interns and itinerant labor.

(e) Management of the housing should be carried out by Friends of the “Farms.”

(f) Farm housing should be made available on a rental basis.

(g) Opportunities for communal sharing of resources should be maximized for the farm housing. This policy should be considered during development and management of the farm housing. This may include shared utilities, storage space, meeting rooms, kitchen service, garbage/composting operations, transportation, office space, yard space, play areas and workshops. At the same time, development should ensure opportunities for privacy for each individual and family.

3. Goals

(a) Develop a master farmplan for appropriate farm housing.

(b)

Establish a cluster of farm housing at the North East corner of Suyematsu East.

(c) Form a farm housing resident's association for governance of common areas and shared resources.

(d) Ensure long term maintenance and operations of existing farm structures.

C. Water

1. Background: Water is a limited and scarce resource for the Suyematsu and Bentryn Family Farms. Farmers must recognize the need to conserve and creatively use water. The Agricultural Land Purchased and Sales Agreement between the City of Bainbridge Island and Gerard and Josephine defines the use of the ponds for private use, wildlife and farming.(December 15, 2004)

2. Policies and Practices

(a) Water use on the Suyematsu and Bentryn Family Farms shall conform to theUSDA Irrigation Plan Natural Resources Conservation Service Irrigation Plan and the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(c) Rainwater catchment should be encouraged where feasible.

3. Goals

(a) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(b) Develop and implement irrigation management plan.

2. Policies and Practices

(a) Water use on the Suyematsu and Bentryn Family Farms shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment should be encouraged where feasible.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(c) Develop and implement an irrigation management plan.

D. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the Suyematsu and Bentryn Family Farms shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

3. Goals

(a) Implement the Kitsap Conservation District farm plan to minimize erosion.

(b) Implement the Kitsap Conservation District farm plan to improve and maintain soil conditions and quality.

E. Structures

1. Background:

Suyematsu East: This property includes the Suyematsu house (mentioned above), a workshop, a green house and a variety of equipment sheds and storage areas.

Bentryn West: This property includes an existing farm stand, historical water-tower, and a storage shed.

2. Policies and Practices

(a) Existing structures should be maintained and integrated into farming activities if feasible.

(b) Existing structures shall be used for farm related or farm support activities only.

(c) Existing structures have historic value. Preserving the buildings should be encouraged.

d) Consideration of new structures may include other shared agricultural and educational resources and structures, including a commercial kitchen, processing facilities, and classrooms. Structures such as greenhouses that provide opportunities for year-round growing are encouraged. In addition, enhancement of existing structures to meet changing farm uses should be considered.

(e) Any signs posted on the property must be consistent with rural aesthetics and use of the property

3. Goals

(a) Initiate process for acquiring/funding structures.

(b) Ensure long term maintenance and operations of existing farm structures.

(c) Evaluate the current location of existing structures to ensure locations maximize compatibility with access to sales and are compatible with other farming operations.

4. Farmstand

(a) Background: Discussions of uses at the Suyematsu and Bentryn Family Farms have included the idea of upgrading the existing farm stand on Bentryn West. The electrical connections that may assist such an upgrade have been made as part of the electrical system installed for the Day Road Irrigation Project in 2008. In 2010, the existing farm stand was significantly upgraded and expanded to allow a substantial increase in sales of farm products. It is possible that the farm stand may operate up to seven days a week during high crop yield seasons, and if provided with refrigeration and display capacity, the farm stand may expand the timing and variety of produce currently offered. The farmers leasing public farmland formed a cooperative marketing system through the Suyematsu and Bentryn Family Farms Guild, a non-profit organization and through which lessees will make seasonal products available to the farm stand. The farm stand be managed to allow sales of products from commercial farmers from other locations on Bainbridge Island.

(b) Goals

(i) Assist farmers to develop a business plan to determine the best and most feasible market plan for the farm stand (this should include a comparative analysis with the adequacy of other locations).

(ii) The Farmers at the Suyematsu and Bentryn Family Farms should participate in a common marketing program that utilizes the farm stand.

5. Water Tower.

(a) Policy and Practices

(i) The Hoskinson/Pratt historic water tower now standing in Bentryn West should be enhanced and serve as an exhibit commemorating the history of local agriculture on Bainbridge Island. Access should be ensured for the public, and island visitors, to this commemorative site.

F. Public Access

1. Trails

(a.) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. Friends of the Farms is designing and constructing trails that allow public access that connects the farm properties with local trails. The City's Non-Motorized Transportation Plan includes the construction of non-motorized facilities in the area. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

(b) Policies and Practices

(i) Trails and viewing stations should be developed to ensure that visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

(ii) Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

(iii) Trails be developed for multi-modal non-motorized transportation including pedestrian, bicycle and equestrian use.

c. Goals

(i) Develop trail system with viewing stations for points of interest to allow the public access to the Suyematsu and Bentryn Family Farms Area.

(ii) Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's trail Island wide trail planning.

2. Education Activities

a. Policies and Practices

(i) Public and private educational activities shall be allowed and encouraged on the Suyematsu and Bentryn Family Farms.

(ii) Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These activities may include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

b. Goals

(i) Enhance and identify opportunities for the possibility of granting historic status to the Suyematsu property through the state registry should be researched. Such designation would acknowledge the historical and cultural significance of Japanese farmers on Bainbridge Island, and may open the property up to additional funding and educational opportunities.

(ii) Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-school through grade-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability.

G. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by the Bainbridge Island Municipal Code.

2. Policies and Practices

(a) All farm activities should preserve a relationship to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable, trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of trees, and finally shrubs and groundcovers should be placed inof small trees and larger shrubs.. Such planting configurations will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting shall be balanced against usability of the land for crop production, which will take precedence.

(d) Management of the property should be mindful of the water course that runs from Day Road through the Bentryn property and the M & E property. This ravine is a high value natural area.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Suyematsu and Bentryn Family Farms.

(c)

H. Special Considerations

1. Aesthetics: Public lands and management of fully operational commercial farmlands must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that farms reflect a rural aesthetic valued by the community. Farms are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and farm operational practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

2. Policy and Practices

(a) Obsolete materials and machinery should be removed from the property, or if they are to be saved, they should be organized for display.

(b) Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

(c) Vegetation near roadsides and public areas should be maintained.

(d) Structures should reflect the historical and rural character of local farms where feasible.

(d) While year-round agriculture opportunities provided by greenhouses are encouraged, placement and development of such structures should be guided by aesthetic principles that preserve the rural and open cropland nature of the property.

(e) Suyematsu and Bentryn Family Farms are located near family residences. Neighborhood stewardship through ongoing communication should be encouraged.

GOALS, POLICIES AND PRACTICES

JOHNSON FARM

I. General Property Description

The Johnson Farm is located mid-island on Fletcher Bay Road and Johnsonville Lane. This area was historically farmed by the Johnson family.

A. Acreage: 14.51

B. Location: Johnson Farm is located off of Island Center Road at its intersection with Johnsonville Lane. Primary access to the property is via two access roads that enter from Fletcher Bay Road.

C. Tax Parcel: No.: 282502-2-064-2002

II. Management Goals, Policies and Practices

Background: The Johnson Farm is a unique property serving multiple public purposes. The diverse segments of the property allow for uses serving farming, affordable/agricultural housing, public access, and open space conservation. The Johnson Farm property shall be managed for a combination of agricultural purposes, affordable/agricultural housing, habitat conservation, public access, and passive recreation. See Attachment A for a Johnson Farm Site Plan reflecting these goals, practices, and policies.

A. Agricultural Use

1. Policies and Practices

(a) The land be farmed consistent with feasible and long-term sustainable agriculture objectives. Allowances be made for standard farm practices that enhance long-term sustainability such as regular fallowing of land, and variation of crops from one season to another or long-term crop development as opposed to short term maximization of profit,.

(b) Site Committee meetings-Farming operations shall be carried out in a cooperative manner among all farmers leasing farmland. Such cooperation will include but are not be limited to equipment and infrastructure sharing, repair and maintenance of farm infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning. Meetings occur twice a year.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, storm water, wellhead

protection and critical areas ordinances, and any applicable federal, state and local permits that may be required

(d) Farm activities on the Johnson Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Farmers should rely on the findings of the Farm Evaluation Plan for the Johnson Farm Property, if available, as they develop farm plans.

(f) Long-term operating leases designed to ensure long-term viability shall be offered to farmers who are chosen as tenants. Lease terms shall be based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

(g) The primary use for the City agricultural lands is for the production of food crops.

(h) Consideration be given to identifying opportunities for providing emerging commercial farmers with access to farmland and/or opportunities to participate with established commercial farming businesses.

2. Goals

(a) Farm Plans. Farmers utilizing Johnson Farm agricultural lands must develop individual farm plans and business plans to be reviewed by a City-approved application process.

(b) Develop Farm Evaluation Plan for the Johnson Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(c) Capital Improvement Plan. Develop a cooperative maintenance, repair and placement plan and schedule for common areas and shared infrastructure.

B. Water

1. **Background:** There is a large farm pond on the Johnson property, and the Johnson property has legal water rights for irrigation of up to 20 acres. The time-frame during which irrigation can be pumped from the farm pond under existing water rights for the property is limited to the period of June 1 to September 30 each year. The water rights for this property also include the use of water for rearing and propagating fish. In order to extend the irrigation period, or change the allowed uses for the farm's water, then an application to the Washington Department of Ecology would need to be submitted for these changes.

2. Policies and Practices

(a) Water use on the Johnson Farm shall conform to USDA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment should be encouraged where feasible.

(c) In most years, application of water between June 1 and September 30 will likely cover the needs for irrigation of crops and pasture. However, given the relatively low water holding capacity of the soils at this location, it is possible that in years with drier than normal spring months, or drier than normal Octobers, crops and/or pasture might suffer for lack of soil moisture. Therefore, if it is feasible and possible to extend the period when irrigation is allowed on the Johnson property, it is recommended that an application be made to extend that period to run from May 1 through October 15 each year to assure that adequate irrigation water be available should precipitation in the Spring or in October be insufficient for agricultural needs.

3. Goals

(a) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

2. Policies and Practices

(a) Water use on Johnson Farm shall conform to USFA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment be encouraged where feasible.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(c) Develop and implement an irrigation management plan as recommended by the Site Committee.

C. Soils

1. Policies and Practices

(a) Farm activities affecting soil on the Johnson Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The extent and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

2. Goals

(a) Implement the Kitsap Conservation District farm plan to minimize erosion.

(b) Implement the Kitsap Conservation District farm plan to improve and maintain soil conditions and quality.

D. Housing/Structures

1. Background: Five existing structures on Johnson Farm include two well houses, a storage shed with a Community Supported Agriculture (“CSA”) delivery area, a p-patch storage shed and a storage area with a fowl pen. Six development rights are associated with the property as follows: two units for farmer housing are planned for construction on the upper property, and four units are planned for location in the lower “parking” area of the property. The City has approved a barn structure to be built for community use, also to be located in the “parking” area.

2. Policies and Practices

(a) Providing opportunities for housing to the farming community is an important element in ensuring that farmers and their families can continue their work on Bainbridge Island. Further, economic diversity in the community is promoted by

providing options for affordable housing. Therefore, a portion of the property shall be engaged in affordable and/or agricultural housing unless specific conditions make housing impossible on the property.

(b) The Johnson Farm property has 6 development rights. These should be used to provide agricultural housing and affordable housing.

(c) Farm families should be given priority of use for housing. Units that are not occupied by farm families, interns or itinerate labor can be added to the pool of affordable housing available to residents of Bainbridge Islander.

(d) Management of the housing be carried out by Friends of the Farms, Farm housing should be made available on a rental basis.

(e) Opportunities for communal sharing of resources should be maximized by the households located on the property. This may include shared utilities, storage space, meeting rooms, kitchen service, garbage/composting operations, transportation, office space, yard space, play areas and workshops. , Development should ensure opportunities for privacy for each individual and family.

(f) The barn structure planned for the low East end of the property shall be available for farm related activities, and may be used for other public needs that are compatible with the primary uses of the Johnson Farm.

(g) The property currently includes a well and appurtenant pump house, fowl containment pen, and shed structure used for storage and to house the CSA subscription pick up for Persephone Farms. These structures should be maintained and remain in continued use.

(h) Any signs posted on the property must be consistent with rural aesthetics and uses of the property.

3. Goals

(a) Develop housing on the property according to the layout in the Johnson Farm Site Plan, Attachment A. The East end of the property (a low area used for parking during the Harvest Fair) is planned to include four residential units and a barn structure for public use. Two residential units are planned for the central area of the upland portion of the property.

(b) Develop a master farm plan for appropriate farm housing.

(c) Form a resident's or homeowner's association for governance of common areas and shared resources. Alternatively, develop a Community Land Trust to govern all housing and common areas.

(d) Ensure long term maintenance and operations of existing farm structures. Renovation, repairs, or construction on structures requiring a City of Bainbridge Island building permit shall not commence until and unless such building permit(s) are issued.

E. Public Access

1. Trails

(a) Background: Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. Friends of the Farms has constructed a trail system that provides access and viewing opportunities on the property. In addition, portions of the property not dedicated to agriculture may serve low impact public uses and serve as a designated wildlife corridor.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis, removal of invasive species, and planting of native species.

iii. Trails should be developed for multi-modal, non-motorized transportation including pedestrian, bicycle and equestrian use.

(c) Goals

i. Develop additional trail systems with viewing stations for points of interest to allow the public access to the Johnson Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's trail Island wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on Johnson Farm.

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These could include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-school through grade-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability.

3. P-Patches

(a) Background: A p-patch area has been established adjacent to the orchard area.

(b) Policies and Practices

i. A portion of the property should be maintained for public use garden areas.

(c) Goals

i. Maintain availability of portions of the property for p-patch gardening.

F. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by the Bainbridge Island Municipal Code.

2. Policies and Practices

(a) All farm activities should preserve a relationship to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state, when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible plantings should include a variety of plant species and avoid monocultures. Where practicable trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of these, and finally shrubs and groundcovers should be placed in front. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

3. Goals

(a) The West end of the property has been used for nature mapping by students from Sakai for at least eleven years. The data they have been collecting has been submitted to the University of Washington. This and similar activities should be encouraged to continue.

(b) Develop a habitat management plan for the Johnson Farm.

(c) The West end of the property is not suitable for agricultural activities, and should be placed under a conservation easement to permanently protect the open space value of this portion of the property.

G. Special Considerations

1. Aesthetics. Public lands and management of fully operational commercial farmlands management must strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that farms reflect a rural aesthetic valued by the community. Farms are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and these practices must not be compromised by aesthetics alone. To balance these values the farmland must be maintained according to the following Policies and Practices:

2. Policy and Practices

(a) Obsolete materials and machinery should be removed from the property, or if they are to be saved, they shall be organized for display.

(b) Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

(c) Vegetation near roadsides and public areas should be maintained.

(d) Structures should reflect the historical and rural character of local farms where feasible.

(e) Johnson Farm has neighbors nearby. Neighborhood stewardship through ongoing communication is encouraged.

GOALS, POLICIES AND PRACTICES

MORALES FARM

I. General Property Description

The Morales Farm is owned by the City and currently managed by the Friends of the Farms under a stewardship plan dated November 4, 2003, that has been incorporated into the Master Lease Agreement dated December 20, 2011.

The Morales Farm has value as a historic farm located in a part of the island with soil and other conditions conducive to agriculture, at the South West corner of the Farm District. The property must be preserved as a community resource to promote island farming.

The Morales house was built in 1953 and served as the primary residence of the Morales family for farming. The property was sold to the City in 2003 as an Open Space Fund Acquisition .

A. Acreage: 4.74 acres

B. Location: The property is located in the NE ¼ of Section 10, Township 25N, Range 2E, at 8862 Lovgreen Road, Bainbridge Island in the Manzanita Bay Watershed.

C. Tax Parcel No.: 102502-1-056-2004

II. Management Goals, Policies and Practices

A. Agricultural Use

1. Background: The Morales Farm has been used for small-scale agriculture for decades. The farm fell into disuse when the Morales family vacated the property prior to purchase by the City. The property should be returned to maximum agricultural production. Under Friends of the Farms management, substantial steps to improve the land and the structures have been taken toward that goal over the past eight years.

2. Policies and Practices

(a) The land be farmed consistent with feasible and long-term sustainable agriculture objectives. Allowances be made for standard farm practices that enhance long-term sustainability such as regular fallowing of land, and variation of crops from one season to another or long-term crop development, as opposed to short term maximization of profit.

(b) Farming operations shall be carried out in a cooperative manner among all farmers leasing the farmland. Such cooperation should include but not be limited to equipment and infrastructure sharing, repair and maintenance of farm

infrastructure and common areas, group irrigation planning, marketing, farm stand sales, and crop rotation planning.

(c) Property owners and lessees must comply with any and all applicable local ordinances, including but not limited to zoning, solid waste, wellhead protection and critical areas ordinances, and any applicable federal, state and local permits that may be required.

(d) Farm activities on the Morales Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(e) Farmers should rely on the findings of the Farm Evaluation Plan for the Morales Farm Property, if available, as farmers develop farm plans.

(f) Long-term operating leases designed to ensure economic viability shall be offered to farmers who are chosen as tenants. Farm leases shall be given terms based on farmer experience, farmer business plan, availability of agricultural lands, type of crop and demonstrated farmer ability to meet management goals for the property and City agricultural lands.

(g) The primary use for the City agricultural lands is for the production of food crops.

(h) Consideration be given to identifying opportunities for providing emerging commercial farmers with access to farmland and/or opportunities to participate with established commercial farming businesses.

3. Goals:

(a) Develop Farm Evaluation Plan for the Morales Farm Property to identify potential agricultural uses for the farm area. The evaluation should include an analysis of soil quality, water availability, potential crop and livestock capacity, and analysis of existing and potential farm related infrastructure.

(b) Capital Improvement Plan. Develop a cooperative maintenance and repair plan and schedule for common areas and shared infrastructure.

B. Water

1. Background: There is a shallow well on the property (see “pumphouse” on site plan for location). The well currently being used to support agricultural activity. Friends of the Farms installed a new pump and electrical system. The well originally provided water for the Morales residence. Future plans for the property should include application to the Department of Ecology for a water right to serve agricultural activity.

A seasonal stream crosses the property from the northeast, emptying into a wetland on the adjacent property to the west. The Morales family made use of water from the pond on the neighboring property to the west for their agricultural needs. Another approach to securing long-term water access for agricultural activities may include obtaining a water easement.

Finally, the Morales Farm has been connected to domestic water provided by the KPUD system, which serves the surrounding neighborhood. This connection will provide a health department-approved water source for any residence or farm stand on the property, though it does not represent a likely source of agricultural water in the future due to the costs of irrigation water usage.

2. Policies and Practices

(a) Water use on the Morales Farm shall conform to USDA Irrigation Plan Natural Resources Conservation Service Irrigation Plan or the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District. Where feasible, drip irrigation and similar conservation methodologies be utilized.

(b) Rainwater catchment be encouraged.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(c) Develop and implement irrigation management plan.

C. Soil

1. Policies and Practices

(a) Farm activities affecting soil on the Morales Farm shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The extent and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

3. Goals

(a) Implement the Kitsap Conservation District farm plan to minimize erosion.

(b) Implement the Kitsap Conservation District farm plan to improve and maintain soil conditions and quality.

D. Housing/Structures

1. **Background:** The property includes the Morales house and adjacent garage structure.

a. Any signs posted on the property be consistent with rural aesthetics and use of the property.

2. Policies and Practices

(a) The Morales house is currently dedicated to housing for farm interns, and new farmers associated with Bainbridge Island farming activities that Friends of the Farms manages.

(b) A large greenhouse structure on the property is owned and managed by Butler Farm Green Farms. The structure serves the growing needs of the farmers on the property, and also serves as an auxiliary structure for agriculture education and community p-patch programs.

3. Goals

(a) Ensure long term maintenance and operations of existing farm structures.

(b) Evaluate the current location of existing structures to ensure locations maximize compatibility with access and are compatible with other farming operations.

E. Public Access

1. Trails

(a) Background: The Morales Farm is on the South West corner of the City Farm District. The City is interested in constructing a trail system that would connect the farm properties. The Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in conjunction with Day Road to the north of the Morales Farm.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate. iii. Trails be developed for multi-modal non-motorized transportation including pedestrian, bicycle and equestrian use.

(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the Johnson Farm Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's Island wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on Morales Farm.

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These activities may include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability.

ii. Consideration should be given to placing an interpretive display on the property that explains the history and cultural contributions of Filipino farmers on Bainbridge Island. Due to its historic and cultural values, the Morales farm may be a candidate for historical designation through the state registry. Such designation may expose the farm and the City's farmland preservation program in general to additional funding opportunities.

H. Stewardship/Habitat Conservation

1. Background: Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas ensures a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by the Bainbridge Island Municipal Code.

2. Policies and Practices

(a) All farm activities preserve a relationship to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state. These border areas should be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Plantings should include a variety of plant species and avoid monocultures. Where practicable, trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of trees, , and shrubs and groundcovers should be placed in front of small trees. This planting arrangement will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production, which should take precedence.

(d) The farm is transected by a Non-fish seasonal (Ns) stream that drains west to Manzanita Creek. While Manzanita Creek has documented presence of salmonid species, publicly available data indicate the presence of a fish passage barrier where the stream passes under SR 305 via a culvert. This fish passage barrier is classified by Washington Department of Fish and Wildlife (WDFW) as a “total barrier.” Current City critical areas regulations require a 50-foot buffer for Ns streams, measured from the ordinary high water mark (OHWM). Buffers are to be retained in their natural condition; however, it is acceptable to enhance the buffer by planting native or equivalent vegetation as approved by the City. Ongoing agricultural activities using best management practices as included in a farm management plan developed by the Kitsap Conservation District are exempt from current critical areas regulations; however, it is recommended that invasive species, such as Himalayan and evergreen blackberry and Scotch broom, as well as tree species that may shade actively farmed areas, be removed from the stream buffer. Depending upon the extent of bare ground resulting from plant removal, native plant species of quantities and height that will provide an adequate riparian plant community and not interfere with agricultural activities should be installed. In addition, the Kitsap Conservation District recommends the correct management of fertilizers and chemicals on the farm property.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the Morales Farm.

G. Special Considerations

1. Aesthetics

(a) Background: Public lands and management of fully operational commercial farmlands should strike a delicate balance between form and function. One of the reasons operating farms are supported on public lands is that farms reflect a rural aesthetic valued by the community. Farms are also supported because of their practical value of providing locally grown food for local consumption. Farm management is inherently a busy and sometimes messy industry, and farm operational practices must not be compromised by aesthetics alone. To balance these values, the farmland must be maintained according to the following Policies and Practices:

2. Policy and Practices

a. Obsolete materials and machinery should be removed from the property, or if saved, they organized for display.

b. Mechanical equipment and storage areas should be screened by vegetation or building design where possible.

c. Vegetation near roadsides and public areas should be maintained.

d. Structures should reflect the historical and rural character of local farms where feasible.

e. Morales Farm is located near family residences. Neighborhood stewardship through ongoing communications be encouraged.

GOALS, POLICIES AND PRACTICES

M & E PROPERTY

I. General Property Description

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

A. Acreage: Total 13.33

M & E East: 5.02

M & E West: 8.31

B. Location: The M & E properties are located along the southern and south east section of the Farm District, at the north end of Charles Place off of Lovgreen Road.).

C. Tax Parcel Nos.: M & E East: 102502-1-028-2009
M & E West: 102502-1-029-2008

II. Management Goals, Policies and Practices

A. Background: The M & E property is unique from other properties in the Farm District in that it was not purchased using City open space funds, but received via private donation from the property owner. The acquisition agreement subjected the property to conservation and use restrictions that control and serve as policy and practices for the property.

III. Land Uses

A. Background:

The M & E property is restricted, such that no individual may conduct commercial farming that adversely affects the natural habitat on the property. Aside from this restriction there are no restrictions on agricultural activity for the property.

The unique restrictions placed on the M & E property present unique opportunities. While it is not possible to conduct commercial agricultural operations by private parties, there are many activities that can be undertaken on the property that complement the farm activities on nearby public farmland. Possible uses include but are not limited to:

1. Incubator farm area for interns, apprentices and new farmers (such as interns) to test their business plans, possibly in conjunction with agriculture-related courses and/or other educational opportunities from private or public schools, and higher education.
2. Demonstration, community, and p-patch garden and growing spaces.
3. Nursery space for public agency use.
4. Growing spaces dedicated to multi-age educational opportunities.
5. According to the agreement between the City and the previous owner, not-for-profit farming activities are allowed to support management of the public farms programs, agriculture related educational programs, programming for Bainbridge Island agriculture, and permanent preservation of Bainbridge Island farming. For instance, harvesting and sale of existing Christmas trees or seasonal greens may be carried out by a contract staff farmer or volunteers.

B. Water

1. Background: The M & E property has no water rights at this time. The property has access to water service from the Kitsap Public Utility District.

(a) Develop feasible onsite water resources including wells, water catchment, and water rights acquisition.

2. Policies and Practices

(a) Where feasible, drip irrigation and similar conservation methodologies should be utilized.

(b) Rainwater catchment be encouraged where feasible.

3. Goals

(a) Secure water-rights sufficient to serve long-term agricultural uses.

(b) Implement Kitsap Conservation District farm plan to maximize conservation and sustainable use of water resources.

(d) Develop and implement a water acquisition and management plan relative to the determined use of the property.

C. Soils

Background: The West M & E Property has served as a commercial tree farm. Therefore, the soils are disturbed and have special amendment needs.

1. Policies and Practices

(a) Farm activities affecting soil on the M & E Property shall conform to the Resource Inventory Evaluation and Alternatives produced for the property by the Kitsap Conservation District.

(b) The amount and timing of amendments and fertilizer applications should be based on crop needs and production goals.

(c) Farmers shall implement best management practices that intercept runoff and sediment as close to the source as possible.

(d) Efforts to control sources of runoff, sediment, and erosion should be coordinated with those of neighboring properties.

(e) Protect unpaved roads and other heavy-use or bare soil areas should be protected from concentrated flows of water.

(f) Sediment and runoff should be detained and filtered before it leaves the property.

2. Goals

(a) Perform an evaluation of site conditions to determine farm-site irrigation, rainfall, stormwater runoff patterns, and identify erosion problem areas and their causes.

(b) Implement the KCD farm plan to minimize erosion.

(c) Perform an evaluation of site conditions to determine farm-site soil conditions and quality.

(d) Develop a farm plan to improve and maintain soil conditions and quality.

D. Structures

1. **Background:** There are two storage sheds and a small office structure located on the property. The Conservation Restrictions allow for maintenance of existing structures, but prohibit expansion of the structures.

2. Policies and Practices

(a) Existing structures shall be maintained and restored, as deemed appropriate, and used for any onsite farm related or property use programs.

(b) Any signs posted on the property must be consistent with rural aesthetics and uses of the property.

(c) Where possible utilities should be installed underground, and in a manner such that they do not interfere other uses of the property or the natural environment.

3. Goals

(a) Ensure long term maintenance and operations of existing farm structures.

(b) Establish electrical utility access for the Property. Solar access should also be considered as option.

F. Public Access

1. Trails

(a) **Background:** Agricultural parcels owned by the City are of interest to the entire community and require access trails and point of interest viewing locations. The City and the Park District are in the process of constructing a trail system that would connect the farm properties in the farm district. The City's Non-Motorized Transportation Plan includes plans for the construction of non-motorized facilities in the area. In addition, portions of the property not dedicated to agriculture may serve low impact public uses.

(b) Policies and Practices

i. Trails and viewing stations should be developed to ensure that public visitors can access and view the property, will not interfere with farm activity, and are safe from active farm operations.

ii. Open space on the property may allow activities where appropriate such as compiling wildlife and plant inventories, analyzing the life forms in the waterways, placing birdhouses on parts of the property, making periodic butterfly or bird counts, picking up litter on an annual basis and removal of invasive species where appropriate.

(c) Goals

i. Develop trail system with viewing stations for points of interest to allow the public access to the M & E Property Area.

ii. Integrate the trail system with the City non-motorized transportation plan and Bainbridge Island Metropolitan Parks and Recreation District's Island wide trail planning.

2. Education Activities

(a) Policies and Practices

i. Public and private educational activities shall be allowed and encouraged on the M & E Property.

ii. Public and private educational activities may include, but are not limited to, volunteer projects to enhance the public's enjoyment of the properties, and opportunities for Bainbridge residents and others to educate themselves about agricultural practices and the natural world. These may include agricultural education programs, public growing programs, trail enhancement, and property enhancement work parties.

(b) Goals

i. Develop partnerships with educational institutions to facilitate educational opportunities on the property. Specifically: (i) build and facilitate pre-school through grade-12 learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability, (ii) develop adult learning experiences integrated with farm operations, in a way that does not interfere with daily business and supports the farm's sustainability – these may include internship programs and classes coordinated with WSU Extension and other educational programs.

3. Passive Recreation

(a) Policies and Practices

i. Low impact public use of the Property that is compatible with other users shall be encouraged. Uses such as trails, seating areas, and view-points are allowed.

ii. No hunting is allowed on the Property.

i.

G. Stewardship/Habitat Conservation

1. **Background:** Natural habitat and watercourses are an indispensable and irreplaceable but fragile natural resource with which the citizens of Bainbridge Island have been endowed. The natural areas and habitats are a unique sub-system in the local environment. Further, preservation of natural habitats in agricultural areas helps to

ensure a continuance of native biological diversity. Therefore, efforts shall be made to preserve/maintain existing critical areas as defined by BIMC.

2. Policies and Practices

(a) Farm practices should reflect a relation to the natural environment.

(b) Farm practices should preserve the unique natural habitats of agricultural areas for species that commonly rely on healthy farmlands.

(c) Portions of the property bordering private non-agricultural property and public rights of way shall be maintained in a natural vegetative state when compatible with farm uses of the property. These border areas may be planted and maintained with native plants, edible plantings and plantings supportive of habitat and food provision for birds and animals. Where possible, plantings should include a variety of plant species and avoid monocultures. Where practicable, trees should be planted on or near the property line, shrubs and smaller trees should be planted in front of trees, and shrubs and groundcovers should be placed in front of trees and larger shrubs. This will allow for a tapered buffer to maximize privacy and habitat variation. Consideration should be given to planting of edible plant species that can be harvested. All planting must be balanced against usability of the land for crop production which will take precedence.

(d) Management of the property should be mindful of the water course that runs from Day Road through the Bentryn property and the M & E property. This ravine is a high value natural area.

(e) Alteration of Land. The alteration of the surface of the land may include without limitation, the excavation or removal of soil, sand, gravel, rock, peat, or sod, except as necessary to preserve or protect the Conservation Values of the Property.

3. Goals

(a) Place a conservation easement on portions of this property and the adjacent properties containing the ravine area to permanently protect the open space value of this portion of these properties.

(b) Develop a habitat management plan for the M & E Property

(c)

H. Timber Removal

Background: According to the property Conservation Restrictions "Timber resources on the Property may be cultivated, cut, and harvested, provided that such timber Activities

are (i) reviewed and approved in advance by the Open Space Commission or other commission or entity designated by the City, (ii) conducted in a manner to preserve and protect the Conservation Values of the Property, and (iii) all funds generated by such activities are used to acquire additional open space property in accordance with applicable laws and ordinances.”

1. All timber removal shall be done using best management practices for sustainable timber harvest. Removal of lumber shall be phased to allow for minimal environmental impact as the forest is removed. For instance, timber removal should not be undertaken during species mating, nesting, hibernation, or reduced food availability periods for wildlife currently reliant on the property for habitat. Harvest methods involving low impact such as the use of animals and hand logging shall be considered.

2. Timber harvest of the Crawford Property shall exercise maximum sensitivity with regard to surface water run-off. Removal of timber will increase downhill stormwater runoff. Planning shall include mitigation for stormwater impacts such as silt barriers and a stormwater collection pond, if permitted, that could be converted to irrigation uses in the future.

3. Opportunities for harvest of forest products and forest dependent crops be considered as part of the phased removal of timber. Forest products are a valuable Northwest commodity. For instance, salal and oregon grape undergrowth is used by florists, cedar and fir trimmings are common holiday decorations, and burnt out stumps and logs are valuable for landscaping. As agricultural structural needs arise, timber be harvested for use on public farmland or other commercial use.

4. Maximum public benefit shall be identified for uses for harvested timber. Harvested timber may yield board lumber and logs. These wood resources may be utilized for community projects such as farm property structures, bus stops, bird blinds in public parks, benches, or artistic creations, or may be sold to fund public or agricultural related activities.

5. Local labor and artisans whenever possible be consulted and hired to undertake the work of harvesting materials from the property.

6. All forestry and clearing activities shall comply with local and state laws governing such activities such as securing a City of Bainbridge Island Clearing Permit and a Department of Natural Resources Forest Practices Application.

7. Timing of timber harvest shall be undertaken with consideration to shading impacts already occurring on adjacent farmland.

8. Tree harvest plans shall include consideration of community education opportunities e.g. sustainable logging demonstrations and hands on activities.

9. Wood that cannot be utilized for a more constructive purpose shall be collected for fire wood or woody debris processed into mulch which would be returned to the land for soil improvement. Fire wood sales can be used to fund farmland management and activities.

IV. Prohibited Uses

The following uses are prohibited on the property under the Conservation Restrictions:

- A. Subdivision of the property.
- B. Commercial Agricultural Activities: the commercial harvesting, cutting, or destruction of timber or other vegetation on the Property that adversely affect wildlife habitat.

EXHIBIT D

CAPITAL PROJECTS AND MANAGEMENT TASK LIST

As indicated in Section 3.2 (f) of the Lease:

“The parties anticipate that the list of projects on Exhibit D will change from time to time upon mutual agreement of the Parties, as projects and management tasks are completed, and as City funding, if any, and Friends’ capacity to perform evolves during the term of this Lease.”

The Parties agree to review Exhibit D and its contents annually to ensure that the projects and tasks identified herein conform to the annual work plans and budgets for both the City and Friends. Annual review should be coordinated with the City budget process, and Friends’s annual report to the City.

The following Capital Projects and Management Tasks have been identified for 2012:

A. Capital Projects:

1. **Morales Farm Green House (36’ x 96’ commercial greenhouse)** – A greenhouse structure has been established on this property for increased production, extended season production, and educational opportunities. Friends will continue installing structural elements of the green house.
2. **Morales Farm House** – Friends will complete the remodel of the Morales Farm House initiated in 2011.
3. **Crawford Property Tree Clearing** – The Crawford property is a forested property purchased by the City for farmland. The property is located at the heart of the City’s “Agricultural District.” Trees located on the Crawford property are over-shadowing currently operational farmland, and the continued growth of the trees exacerbates this problem. Friends shall continue the slow and incremental clearing of this land.
4. **Day Road Farm Water Tower Interpretive Display** – Friends has applied for an LTAC grant through the City. If Friends receives adequate funding through the LTAC grant and/or other sources, then Friends will establish an interpretive display regarding historical and contemporary farming on Bainbridge in and around the Day Road Farm Water Tower.
5. **Suyematsu Compost Filter Structure** – Friends will complete design and construction of a filter system for the Suyematsu compost operation.

B. Management Tasks:

- 1. Develop a Farm Management Plan for City Owned Agricultural Lands** - It is anticipated that this Planning process will extend into 2013 or more.
- 2. Farmer Sub-leases** - Negotiate sub-leases of the City-owned agricultural properties between Friends and the farmers currently operating on City agricultural lands.



FRIENDS OF THE FARMS

Exhibit D-COBI and Friends of the Farms' Lease Agreement

December 2, 2014

As indicated in Section 3.2 (f) of the Lease:

“The parties anticipate that the list of projects on Exhibit D will change from time to time upon mutual agreement of the Parties, as projects and management tasks are completed, and as City funding and Friends’ capacity to perform evolves during the term of this Lease.”

The Parties agree to review Exhibit D and its contents annually to ensure that the projects and tasks identified herein conform to the annual work plans and budgets for both the City and FOF. Annual review should be coordinated with the City budget process, and Friends’ annual report to the City.

The following Capital Projects and Management Tasks have been identified:

A. Capital Projects:

1. **Suyematsu Barn-** An historic barn built around 1920 is in danger of collapsing. The Historic Preservation Commission is recommending that it is restored and nominated for the local history registry. Project will include architectural and structural design, permitting costs, and structural repair/refurbishment.
2. **Morales Commercial Greenhouse** – Continue improvements to the greenhouse that serves commercial farmers, interns, p-patch members and educators. A more permanent polycarbon roof and electrical services are also required.
3. **Farm Structure Maintenance and Improvements** – All of the recommended maintenance and improvement projects are critical for the sustainability of the property.
 - a. Door and wall construction on two pump houses at Suyematsu
 - b. Rebuild one pump house at Morales
 - c. Barn repainting through volunteer work parties at Johnson
 - d. Install a gate and fence to prevent vandalism at Johnson
 - e. Remove invasive species in open areas at M and E.
 - f. Two roof replacements at M and E Farm

C. Planning and Legal Issues

1. Develop a Comprehensive Farm Plan for City- Owned Agricultural Lands
 - Water Capacity Study for Bentryn and Suyematsu Family Farms, M and E and Crawford properties
 - Explore legal issues of M and E use
 - Explore potential farm use of Crawford



FRIENDS OF THE FARMS

Exhibit D-COBI and Friends of the Farms' Lease Agreement

2015 Proposed Exhibit D

As indicated in Section 3.2 (f) of the Lease:

Deleted: December 2, 2014¶

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A. Capital Projects:

1. **Suyematsu Barn-** An historic barn built around 1920 is in danger of collapsing.

The project will include architectural and structural design, permitting costs, and structural repair/refurbishment.

Deleted: The Historic Preservation Commission is recommending that it is restored and nominated ¶ for the local history registry.

Suyematsu House- The house will undergo repairs and maintenance to comply with Existing Building Code.

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2. **Property Maintenance and Improvements** – All of the recommended maintenance and improvement projects are critical for the sustainability of the property.

Deleted: Morales Commercial Greenhouse – Continue improvements to the greenhouse that serves commercial farmers, interns, p-patch members and educators. A more permanent polycarbon roof and ¶ electrical services are also required.

- a. Install doors and construct walls on two pump houses at Suyematsu and Bentyrn Family Farms
- b. Rebuild one pump house at Morales
- c. Repaint barns at Johnson Farm
- d. Install a gate and fence to prevent vandalism at Johnson Farm
- e. Remove and cut back invasive and native vegetation on improve sightlines and vehicle access from Day Road that leads to the existing farm stand, onsite residents and the Bainbridge Winery.
- f. Provide ditch management along Day Road.
- g. Provide Friends of the Farms' Volunteer Stewardship Program on all public farmland.
- h. Remove invasive species in open areas at M and E.
- i.
- j. Replace two roofs on small structures at M and E Farm
- k. Provide ongoing farmland stewardship to include fence repair and installation, removal of invasive species, native vegetation planting, and trail maintenance and construction.

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C. Planning and Legal Issues

1. Develop a Comprehensive Farm Plan for City- Owned Agricultural Lands

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2. ~~Complete a Water Study for Bentryn and Suyematsu Family Farms, Johnson, M and E and Crawford Farms~~3. ~~Develop a comprehensive vegetation management plan of perimeters, buffer area and non-farmed open areas and forest habitats on all public farmland.~~

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4. ~~Explore the preparation of the Crawford property for farming criteria~~

5. ~~Review the legal parmaters to farm M and E Farm~~

6. ~~Explore the feasibility of a farm produce pick-up site at Morales Farm structure at Morales Farm~~

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Crawford properties

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Crawford . .

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 - a. Install doors and construct walls on two pump houses at Suyematsu and Bentyrn Family Farms
 - b. Rebuild one pump house at Morales
 - c. Repaint barns at Johnson Farm
 - d. Install a gate and fence to prevent vandalism at Johnson Farm
 - e. Remove and cut back invasive and native vegetation on improve sightlines and vehicle access from Day Road that leads to the existing farm stand, onsite residents and the Bainbridge Winery.
 - f. Provide ditch management along Day Road.
 - g. Provide Friends of the Farms’ Volunteer Stewardship Program on all public farmland.
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 - j. Replace two roofs on small structures at M and E Farm
 - k. Provide ongoing farmland stewardship to include fence repair and installation, removal of invasive species, native vegetation planting, and trail maintenance and construction.

C. Planning and Legal Issues

1. Develop a Comprehensive Farm Plan for City- Owned Agricultural Lands

2. Complete a Water Study for Bentryn and Suyematsu Family Farms, Johnson, M and E and Crawford Farms³. Develop a comprehensive vegetation management plan of perimeters, buffer area and non-farmed open areas and forest habitats on all public farmland.
 4. Explore the preparation of the Crawford property for farming criteria
 5. Review the legal parameters to farm M and E Farm
 6. Explore the feasibility of a farm produce pick-up site at Morales Farm structure at Morales Farm
- -

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: City's Green Power Participation	Date: April 28, 2015
Agenda Item: Unfinished Business	Bill No.: AB 15-081
Proposed By: Ellen Schroer, Finance Director	Referral(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

Work Session: April 14, 2015	Recommendation: Forward to April 28, 2015 business meeting		
City Manager ☒ Yes ☐ No ☐	Legal ☐ Yes ☐ No ☒ N/A	Finance ☒ Yes ☐ No ☐ N/A	

DESCRIPTION/SUMMARY

Action Item:

Council will provide guidance on level of City participation in the PSE Green Power program. Green Power program participation can be determined at a dollar level or percentage of use. Options to consider include:

- Continue at current participation level of \$3,000 per year.
- Increase participation level to a higher percentage, up to 100%. At the 100% level, the incremental cost is estimated at \$17,000 annually.

A second question is the funding source. This cost could be assigned to the General Fund, or paid by the activity, including utility funds, that used the electricity.

Background:

Puget Sound Energy (PSE) has offered a voluntary Green Power option to its customers since 2002. This program gives customers the opportunity to match a portion or all of their electricity usage with renewable energy generated by independent power producers in the Pacific Northwest. The City Council passed Resolution 2014-01 Authorizing Purchase of Green Power on February 19, 2014. Council set the City's participation level to represent approximately a third more than 2014 Island-wide participation level. Using this guidance, the City is now purchasing \$3,000 per year through the Green Power program, entirely funded by the General Fund. Current Island-wide residential participation in the Green Power program is 13%. The total City electric bill is approximately \$330,000 annually across all funds. City participation of 100% in the Green Power program would be an annual expense of approximately \$17,000.

RECOMMENDED ACTION

Motion:

I move that the City Council direct the City Manager to set the City's participation in the PSE Green Power program at 100%, with costs paid by the fund using the electricity.

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Ordinance No. 2015-09 Relating to Business Licensing Requirements for Marijuana Production, Processing, and Retailing, Adding a Section 5.04.045 to the Bainbridge Island Municipal Code (BIMC), and Establishing an Effective Date	Date: April 28, 2015
Agenda Item: Unfinished Business	Bill No.: 15-089
Proposed By: Executive	Referral(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

Study Session: April 21, 2015	Recommendation: Forward to the April 28, 2015 meeting
City Manager ☒ Yes ☐ No ☐ N/A	Legal ☒ Yes ☐ No ☐ N/A Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action:

Consider approval of Ordinance No. 2015-09 relating to business licensing requirements for marijuana production, processing and retailing.

Background:

The City's business license regulations were adopted and codified prior to the passage of I-502, which legalized recreational marijuana production, processing and retail sales. Production, processing and sale of recreational marijuana requires a state license issued pursuant to WAC 314-55-035, and requires compliance with the zoning and use regulations in the Bainbridge Island Municipal Code (BIMC Chapter 18.09) pertaining to the production, processing or sale of marijuana.

The proposed ordinance adding a new section to the BIMC will address the requirement that (1) the applicant for a City business license for a marijuana business must first obtain a state license, and (2) the City business license will not issue until and unless the state marijuana license is issued, the state business license is issued, and the City's Department of Community Development, Police, and Fire Departments have verified that the proposed business meets the applicable local laws and regulations.

At the April 21, 2015 Study Session, City Council requested that RCW 5.04.045(E) which exempted medical marijuana from the Ordinance be stricken to insure that any changes which may be made at state law concerning the regulation of medical marijuana would not be inconsistent with this Ordinance.

RECOMMENDED ACTION

Motion:

I move that the City Council approve Ordinance No. 2015-09.

ORDINANCE NO. 2015-09

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to business licensing requirements for marijuana production, processing, and retailing, adding a Section 5.04.045 to the Bainbridge Island Municipal Code (BIMC), and establishing an effective date.

WHEREAS, I-502 was approved by the Washington State voters on November 6, 2012, became effective 30 days thereafter, and is codified in RCW 69.50;

WHEREAS, in response to the passage of I-502, the City of Bainbridge Island adopted BIMC 18.09.030(K) to address the zoning and development regulations applicable to marijuana processing, production, and retail sale activities; and

WHEREAS, the City desires to amend its business license regulations in BIMC Chapter 5.04 to address the process under which business license applications for marijuana processing, production, or retail sale shall be reviewed and approved;

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

Section 1. BIMC Section 5.04.045, "State marijuana license required for any marijuana business," is hereby added to Chapter 5.04 of the City of Bainbridge Island Municipal Code to read as follows:

5.04.045 State marijuana license required for any marijuana business.

- A. Businesses that are subject to the requirements of Chapter 314-55 WAC for marijuana businesses shall first obtain a valid business license (UBI Number) issued by the State of Washington under the aforesaid chapter before obtaining a City of Bainbridge Island business license or conducting a marijuana business in the City.
- B. Applicants for a City of Bainbridge Island business license must provide the City a copy of the marijuana business license issued by the Washington State Liquor Control Board pursuant to WAC Chapter 314-55-035 prior to issuance of a City business license. For annual renewals of the City business license for operation of a marijuana business, the business must provide a copy of the marijuana license issued by the Washington State Liquor Control Board pursuant to WAC 314-55-035 with the City's renewal application.
- C. In addition to the standard business license fee, an application for a marijuana business license shall be accompanied by a one-hour fee, pursuant to the fees adopted under BIMC 1.28.035, to cover the City's

additional relevant costs, including but not limited to coordination with the state, and research regarding required land use and distance separations.

- D. No person shall be deemed to have any entitlement or vested right to licensing under this Chapter by virtue of having received any prior license or permit from the City, including, by way of example, any zoning permit, medical marijuana license, wholesale food manufacturer's license, or any other license. In order to lawfully engage in the business of producing, processing or selling recreational marijuana in the City, a person must qualify for and obtain a license in accordance with this Chapter and Chapter 314-55 WAC.
- E. Prior to the City's issuance of the business license herein, the applicant shall obtain other required permits related to the operation of the business, including, without limitation, any development approvals or building permits required by this Code, the Building Code and the Zoning Code and by BIMC 18.09.030(K).
- F. Upon receipt of a completed business license application, the City may circulate the application to all departments of the City to determine whether the application is in full compliance with all applicable laws, rules and regulations. By way of illustration and not limitation, these departments may include the City of Bainbridge Island Department of Community Development, the Bainbridge Island Fire Department, and the Bainbridge Island Police Department.
- G. The City may, prior to issuance of the license, perform an inspection of the proposed licensed premises to determine compliance with any applicable requirements of this section or other provisions of the Bainbridge Island Municipal Code.

Section 2. This ordinance shall take effect and be in force five (5) days from its passage, approval, and publication as required by law.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2015.

APPROVED BY THE MAYOR this _____ day of _____, 2015.

Anne S. Blair, Mayor

ATTEST/AUTHENTICATE:

Rosalind D. Lassoﬀ, CMC, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NUMBER:

April 16, 2015

2015-09

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Resolution No. 2015-06, Supporting Kitsap Public Utility District's Application to the Federal Communications Commission to Provide Wholesale and/or Retail Internet Broadband Telecommunications Services	Date: April 28, 2015
Agenda Item: New Business	Bill No.: 15-093
Proposed By: Councilmember Tollefson	Referral(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

Study Session: April 21, 2015	Recommendation: Forward to April 28, 2015 business meeting agenda.
City Manager ☒ Yes ☐ No ☐ N/A	Legal ☐ Yes ☐ No ☒ N/A Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action Item:

Consider approval of Resolution No. 2015-06, Supporting Kitsap Public Utility District's (KPUD) Application to the Federal Communications Commission to Provide Wholesale and/or Retail Internet Broadband Telecommunications Services

History:

The proposed resolution supports a proposed KPUD's application to the Federal Communications Commission (FCC) asking the FCC to apply federal pre-emption to the Washington state law constraints on the broadband internet services that Public Utility Districts (PUDs), like Kitsap PUD, may offer. Because of lobbying and compromise in Olympia about 15 years, the large telecom companies persuaded the legislature to limit all Washington PUDs to offering wholesale services only, not retail internet broadband services.

There was major news from the FCC earlier this year when it took a bold stand in favor of net neutrality. At the same time, the FCC also took a strong stand in favor of federal pre-emption of state laws that impede the ability of municipalities or public agencies to offer broadband internet services. At the time of that announcement, it was unclear whether the FCC intended to pre-empt solely those state laws that totally barred municipal broadband, or whether the FCC intended that pre-emption extend to states like Washington, where state law imposes the burden of limiting PUDs solely to wholesale telecommunications services, rather than wholesale and/or retail.

RECOMMENDED ACTION

Motion:

I move that the City Council approve Resolution No. 2015-06.

RESOLUTION NO. 2015-06

A RESOLUTION of the City Council of the City of Bainbridge Island requesting that Public Utility District No.1 of Kitsap County file a petition with the Federal Communications Commission to preempt the restriction prohibiting Kitsap Public Utility District (PUD) from providing telecommunication services to end users.

WHEREAS, the City of Bainbridge Island and its citizens are in need of fast and reliable broadband services at a reasonable cost and,

WHEREAS, the city is dependent upon robust broadband infrastructure services to conduct its business and communicate with its citizens and,

WHEREAS, Public Utility District No.1 of Kitsap County has broadband infrastructure throughout Kitsap County and currently provides wholesale broadband services to the city and,

WHEREAS, the city currently is required to contract with a retail internet service provider to procure broadband services using Kitsap PUD infrastructure and,

WHEREAS, the city's inability to contract directly with Kitsap PUD for municipal broadband infrastructure creates inefficiencies in service and causes the city to incur additional costs and,

WHEREAS, fast and reliable internet access is now necessary for every facet of daily life and,

WHEREAS, the citizens of the city would benefit from having more broadband service options which would promote overall competition for providers of high quality broadband internet access and,

WHEREAS, the benefits of competition among broadband service providers have been shown to result in better service and more competitive pricing and,

WHEREAS, Kitsap PUD is owned by the citizens of Kitsap County and has a mission of providing competitive robust telecommunication services to citizens of Kitsap County, now therefore

BE IT RESOLVED BY THE CITY OF BAINBRIDGE ISLAND that the City Council supports and encourages Kitsap PUD to file a petition for preemption with the Federal Communications Commission to eliminate the wholesale restriction imposed by the Washington State Legislature so that Kitsap PUD can provide retail telecommunication services to the citizens of Kitsap County and this City.

PASSED by the City Council this ____ day of _____, 2015.

APPROVED by the Mayor this ____ day of _____, 2015.

Anne S. Blair, Mayor

ATTEST/AUTHENTICATE

Rosalind Lassoff, City Clerk

FILED WITH THE CITY CLERK: April 22, 2015

PASSED BY THE CITY COUNCIL: _____

RESOLUTION NUMBER: 2015-06

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Consent Agenda Items	Date: April 28, 2015
Agenda Item: Consent Agenda	Bill No.: AB 15-093
Proposed By: Executive	Referral(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/SUMMARY

Action Item:

Consider approval of Consent Agenda Items A through H:

- A. Accounts Payable Voucher and Payroll Approval
- B. Study Session Minutes, April 7, 2015
- C. Business Meeting Minutes, April 14, 2015
- D. Study Session Minutes, April 21, 2015
- E. Harbor Commission 2014 Annual Report and 2015 Work Plan
- F. Approve Professional Services Agreements Associated with SMP Monitoring Program with Quantum Spatial, Inc. and the University of Washington for LIDAR Monitoring
- G. Resolution No. 2015-04, Approving the Scope and Project Schedule for the Navigate Bainbridge Comprehensive Plan Update
- H. City Dock Improvement Design Professional Services Agreement

RECOMMENDED ACTION

Motion:

I move that the City Council approve Consent Agenda Items A through H as presented.

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: April 13, 2015 - April 27, 2015
CITY COUNCIL: April 14, 2015 - April 28, 2015

Last check from previous run: 338350 dated 4/15/15 issued to Zee Medical Service Co in the amount of 373.75

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	N/A	N/A		Ø
ACH	N/A	N/A		Ø
EFT	N/A	N/A		Ø
Manual	4/14/15	338299	Retainage Included with Vendor Payment	Void
Manual	4/15/15	338351	CenturyLink/Citywide Phone Service	926.28
Manual	4/15/15	338352	COBI Retainage Account/Lakeside Industries/Knechtel & Cave Overlay	7,094.74
Manual	4/15/15	338353	ENG/Lakeside Industries/Knechtel & Cave Overlay	134,800.11
Manual	4/15/15	338354	LEGAL/Law Office of Thomas Alpaugh, Inc/Public Defender Service	4,291.67
Manual	4/14/15	338355	US Bank Credit Card Purchases	11,639.39
Manual	4/16/15	338356	COBI Retainage Account/Norwest Marine/Linear Moorage Buoy R&M	611.44
Manual	4/16/15	338357	ENG/Kelley Imaging Systems/Color Copier Maintenance	577.22
Manual	4/16/15	338358	PW/Norwest Marine/2014 Linear Moorage Buoy R&M	611.44
Manual	4/16/15	338359	Puget Sound Energy	30,260.17
Manual	4/16/15	338360	ENG/Toshiba Financial Services/4540C Copier Lease	229.16
Manual	4/20/15	338361	PCD/ENG/POL/EX/Bainbridge Island Review/Display Ads	1,144.45
Manual	4/20/15	338362	COBI Retainage Account/Lakeside Industries/Knechtel & Cave Overlay	418.40
Manual	4/20/15	338363	ENG/Lakeside Industries/Knechtel & Cave Overlay	7,949.60
Manual	4/20/15	338364	FIN/WA State Dept of Labor & Industries/Q1 Volunteer Hours	48.15
Manual Checks, Electronic Disbursements				200,602.22
Regular Run	4/29/15	338365- 338465	Regular Check Run	379,574.03
Total Disbursements				580,176.25
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.

Jennifer Longfield
Jennifer Longfield, Budget Manager

4-22-15
Date

VOID

04/15/2015 09:58 |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

338299 04/15/2015 VOID 5403 NORWEST MARINE, LLC 197375 PAYREQ1-0247 03/06/2015 21400158 -611.44
Invoice: PAYREQ1-0247 2014 LINEAR MOORAGE/BUOY R&M

-611.44 73011757 54810000247 WF DOCK/LINEAL MOORAGE R&M

197376 RETREQ1-0247 03/06/2015 21400159 -611.44

Invoice: RETREQ1-0247

2014 LINEAR MOOR/BUOY R&M-RET

-611.44 73011757 54810000247 WF DOCK/LINEAL MOORAGE R&M

CHECK 338299 TOTAL: -1,222.88

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -1,222.88

COUNT AMOUNT

TOTAL VOIDED CHECKS 1 1,222.88

*** GRAND TOTAL *** -1,222.88

04/15/2015 09:58 |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		JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2015 4 192									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE			1,222.88
04/15/2015	338299	VOID				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH		1,222.88	
04/15/2015	338299	VOID				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								1,222.88	1,222.88
APP 631-130000						DUE TO/FROM CLEARING			1,222.88
04/15/2015	04/12/15	VOID							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING		1,222.88	
04/15/2015	04/12/15	VOID							
SYSTEM GENERATED ENTRIES TOTAL								1,222.88	1,222.88
JOURNAL 2015/04/192 TOTAL								2,445.76	2,445.76

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2015 4	192	04/15/2015			
001-130000				GENERAL - DUE TO/FROM CLEARING	1,222.88	
001-213000				GENERAL - ACCOUNTS PAYABLE		1,222.88
				FUND TOTAL	1,222.88	1,222.88
631 CLEARING FUND	2015 4	192	04/15/2015			
631-130000				DUE TO/FROM CLEARING		1,222.88
635-111100				CASH	1,222.88	
				FUND TOTAL	1,222.88	1,222.88

04/15/2015 09:58
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			1,222.88
631 CLEARING FUND		1,222.88	
	TOTAL	1,222.88	1,222.88

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

Manual

04/14/2015 10:07 |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

338351	04/15/2015	PRTD	551 CENTURYLINK	197652	0225APR15	04/02/2015	M041515	80.09
Invoice: 0225APR15						O&M FIRE ALARM MONITOR		
				80.09	91011897 542100	GG-C/E-O&M YARD FAC-PHONE		
				197653	0754APR15	04/02/2015	M041515	71.94
Invoice: 0754APR15						FLETCHER BAY WELL TELEMETRY		
				71.94	91411891 542100	GG-WTR-FAC-PHONE		
				197654	1745APR15	04/02/2015	M041515	38.57
Invoice: 1745APR15						CITY HALL ELEVATOR LINE		
				38.57	91011189 542100	GG-C/E-CITY HALL-PHONE		
				197655	3271APR15	04/02/2015	M041515	37.56
Invoice: 3271APR15						O&M DIAL IN EMERGENCY		
				37.56	91011897 542100	GG-C/E-O&M YARD FAC-PHONE		
				197656	3542APR15	04/02/2015	M041515	37.56
Invoice: 3542APR15						POLICE DIAL IN EMERGENCY		
				37.56	91011215 542100	GG-C/E-PD-PHONE		
				197657	3736APR15	04/02/2015	M041515	80.09
Invoice: 3736APR15						CITY HALL FIRE ALARM MONITOR		
				80.09	91011189 542100	GG-C/E-CITY HALL-PHONE		
				197658	4110APR15	04/02/2015	M041515	37.56
Invoice: 4110APR15						CITY HALL DIAL IN EMERGENCY		
				37.56	91011189 542100	GG-C/E-CITY HALL-PHONE		
				197659	5100APR15	04/02/2015	M041515	48.37
Invoice: 5100APR15						POLICE BACK DOOR LINE		
				48.37	91011215 542100	GG-C/E-PD-PHONE		
				197660	5211APR15	04/02/2015	M041515	122.59
Invoice: 5211APR15						POLICE PHONE SERVICE		
				122.59	91011215 542100	GG-C/E-PD-PHONE		
				197661	8731APR15	04/02/2015	M041515	43.63
Invoice: 8731APR15						COMMONS FIRE ALARM MONITOR		
				43.63	91011755 542100	GG-C/E-COMMONS-PHONE		
				197662	9136APR15	04/02/2015	M041515	90.15
Invoice: 9136APR15						CITY HALL SECURITY ALARM		
				90.15	91011189 542100	GG-C/E-CITY HALL-PHONE		
				197663	9791APR15	04/02/2015	M041515	137.47
Invoice: 9791APR15						POLICE T1 MANDUS-CENCOM		
				137.47	91011215 542100	GG-C/E-PD-PHONE		
				197664	9840APR15	04/02/2015	M041515	50.35
Invoice: 9840APR15						HEAD OF BAY WELL TELEMETRY		
				50.35	91411891 542100	GG-WTR-FAC-PHONE		

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

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

197665 9858APR15 04/02/2015 M041515 50.35

Invoice: 9858APR15

SANDS AVE WELL TELEMETRY

50.35 91411891 542100

GG-WTR-FAC-PHONE

CHECK 338351 TOTAL: 926.28

338352 04/15/2015 PRD 102 CITY OF BAINBRIDGE I 197666 RETREQ1-672 03/10/2015 21500025 M041515 7,094.74

Invoice: RETREQ1-672

RET - KNECHTEL & CAVE OVERLAY

7,094.74 72321953 66300000672 KNECHTEL WAY RD & SSWM-CONSTR

CHECK 338352 TOTAL: 7,094.74

338353 04/15/2015 PRD 6577 LAKESIDE INDUSTRIES 197667 PAYREQ1-672 03/10/2015 21400131 M041515 134,800.11

Invoice: PAYREQ1-672

CAVE & KNECHTEL AVENUE

134,800.11 72321953 66300000672 KNECHTEL WAY RD & SSWM-CONSTR

CHECK 338353 TOTAL: 134,800.11

338354 04/15/2015 PRD 7849 LAW OFFICE OF THOMAS 197668 04/01/2015 04/01/2015 M041515 4,291.67

Invoice: 04/01/2015

LEGAL/APR15 PUBLIC DEFENDER SVC

4,291.67 32011281 541113

LGL-C/E-PUBLIC DEF-OUTSIDE ATT

CHECK 338354 TOTAL: 4,291.67

NUMBER OF CHECKS 4 *** CASH ACCOUNT TOTAL *** 147,112.80

COUNT

AMOUNT

TOTAL PRINTED CHECKS

4

147,112.80

*** GRAND TOTAL *** 147,112.80

CLERK: lsteinberg

JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2015 4 185									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		5,045.31	
04/15/2015	M041515	041515				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			147,112.80
04/15/2015	M041515	041515				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		172.64	
04/15/2015	M041515	041515				AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		141,894.85	
04/15/2015	M041515	041515				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								147,112.80	147,112.80
APP 631-130000						DUE TO/FROM CLEARING		147,112.80	
04/15/2015	M041515	041515							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			5,045.31
04/15/2015	M041515	041515							
APP 401-130000						DUE TO/FROM CLEARING			172.64
04/15/2015	M041515	041515							
APP 301-130000						DUE TO/FROM CLEARING			141,894.85
04/15/2015	M041515	041515							
SYSTEM GENERATED ENTRIES TOTAL								147,112.80	147,112.80
JOURNAL 2015/04/185 TOTAL								294,225.60	294,225.60

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|CITY OF BAINBRIDGE ISLAND
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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2015 4	185	04/15/2015		
001-130000			GENERAL - DUE TO/FROM CLEARING		5,045.31
001-213000			GENERAL - ACCOUNTS PAYABLE	5,045.31	
			FUND TOTAL	5,045.31	5,045.31
301 CAPITAL CONSTRUCTION FUND	2015 4	185	04/15/2015		
301-130000			DUE TO/FROM CLEARING		141,894.85
301-213000			ACCOUNTS PAYABLE	141,894.85	
			FUND TOTAL	141,894.85	141,894.85
401 WATER OPERATING FUND	2015 4	185	04/15/2015		
401-130000			DUE TO/FROM CLEARING		172.64
401-213000			ACCOUNTS PAYABLE	172.64	
			FUND TOTAL	172.64	172.64
631 CLEARING FUND	2015 4	185	04/15/2015		
631-130000			DUE TO/FROM CLEARING	147,112.80	
635-111100			CASH		147,112.80
			FUND TOTAL	147,112.80	147,112.80

FUND		DUE TO	DUE FROM
001	GENERAL FUND		5,045.31
301	CAPITAL CONSTRUCTION FUND		141,894.85
401	WATER OPERATING FUND		172.64
631	CLEARING FUND	147,112.80	
TOTAL		147,112.80	147,112.80

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

Manual

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

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

338355	04/14/2015	PRTD	7314 US BANK	197577	02/25/2015-BB	03/25/2015	M041415	148.85
Invoice: 02/25/2015-BB								
				148.85	91011215	542500	POL/USPS/ ROLLS STAMPS X 3	
				GG-C/E-PD-POSTAGE				
Invoice: 03/03/2015-BB				197578	03/03/2015-BB	03/25/2015	M041415	179.10
				179.10	51011211	539100	POL/THAT SOM PIZ/ALL HANDS MTG	
				PD-C/E-ADM-WORKED MEALS				
Invoice: 03/11/2015-BB				197579	03/11/2015-BB	03/25/2015	M041415	-350.00
				-350.00	53011212	443410	POL/TASER TRAIN/TUITION CREDIT	
				POLICE - C/E PATROL TRAINING				
Invoice: 03/09/2015-BB				197580	03/09/2015-BB	03/25/2015	M041415	260.94
				260.94	53011212	531100	POL/TACTICAL DESGN/HOSTER X2	
				PD-C/E-PATROL SUPPLIES				
Invoice: 03/12/2015-BB				197581	03/12/2015-BB	03/25/2015	M041415	199.00
				199.00	51011217	443410	POL/FRED PRYOR/UNLTD CL/YR-KL	
				PD-C/E-PARKING ENF-TRAINING				
Invoice: 03/17/2015-BB				197582	03/17/2015-BB	03/25/2015	M041415	21.04
				21.04	53011212	531100	POL/MARTIAL ARTS/FOREARM PAD	
				PD-C/E-PATROL SUPPLIES				
Invoice: 03/17/15-BB				197583	03/17/15-BB	03/25/2015	M041415	30.00
				30.00	51011211	53110000589	POL/KPHD/BOATR FAIR PERM FEE	
				PD-COMM OUTREACH-SUPPLIES				
Invoice: 03/17/2015-BB-A				197584	03/17/2015-BB-A	03/25/2015	M041415	84.08
				84.08	53011212	531100	POL/COMBAT/SHIN GRD/GLOVES	
				PD-C/E-PATROL SUPPLIES				
Invoice: 03/20/2015-BB				197585	03/20/2015-BB	03/25/2015	M041415	45.00
				45.00	51011211	531100	POL/NATL BR/ANIMAL TAGS X100	
				PD-C/E-ADM-SUPPLIES				
Invoice: 03/19/2015-BB				197586	03/19/2015-BB	03/25/2015	M041415	257.40
				257.40	55011757	443410	POL/BEST WESTR/LODG-PCC CONF	
				PD-HARBORMASTER-TRAINING				
Invoice: 03/22/2015-BB				197587	03/22/2015-BB	03/25/2015	M041415	300.00
				300.00	55011757	443410	POL/PACIF CC/TUITION-HARB MSTR	
				PD-HARBORMASTER-TRAINING				
Invoice: 03/09/2015-MH				197588	03/09/2015-MH	03/25/2015	M041415	8.39
				8.39	51011214	443410	POL/TARGET/SNACKS-NWLECC	
				PD-C/E-ADMIN-TRAINING				
Invoice: 03/09/15-MH-A				197589	03/09/15-MH-A	03/25/2015	M041415	37.77
				37.77	51011214	443410	POL/OUTBACK/DINNER-NWLECC	
				PD-C/E-ADMIN-TRAINING				

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 03/09/2015-MH-B				197590	03/09/2015-MH-B	03/25/2015		M041415	20.11
						POL/RED ROBIN/DINNER-NWLECC			
				20.11	51011214 443410	PD-C/E-ADMIN-TRAINING			
Invoice: 03/10/2015-MH				197591	03/10/2015-MH	03/25/2015		M041415	1.99
						POL/7-11/SNACKS-NWLECC			
				1.99	51011214 443410	PD-C/E-ADMIN-TRAINING			
Invoice: 03/10/2015-MH-A				197592	03/10/2015-MH-A	03/25/2015		M041415	49.47
						POL/RED LOBSTER/DINN-NWLECC			
				49.47	51011214 443410	PD-C/E-ADMIN-TRAINING			
Invoice: 03/11/2015-MH				197593	03/11/2015-MH	03/25/2015		M041415	30.86
						POL/RED ROBIN/DINNER-NWLECC			
				30.86	51011214 443410	PD-C/E-ADMIN-TRAINING			
Invoice: 03/14/2015-mh				197594	03/14/2015-mh	03/25/2015		M041415	22.17
						POL/NORMAS BURG/LUNCH-NWLECC			
				22.17	51011214 443410	PD-C/E-ADMIN-TRAINING			
Invoice: 03/22/2015-JH				197595	03/22/2015-JH	03/25/2015		M041415	354.66
						POL/CASH&CARR/FOOD-EMPL APPR			
				354.66	33011161 53110000302	EMPLOYEE RECOG-HR-C/E-SUPPLIES			
Invoice: 03/03/2015-LM				197596	03/03/2015-LM	03/25/2015		M041415	54.08
						LEGAL/ANS/NOTARY SUPPLIES			
				54.08	32011152 531100	LEGAL - C/E SUPPLIES			
Invoice: 03/03/2015-LM-A				197597	03/03/2015-LM-A	03/25/2015		M041415	50.00
						LEGAL/ANS/NOTARY BOND-CB			
				50.00	32011152 546000	LGL-C/E-INSURANCE			
Invoice: 03/03/2015-LM-B				197598	03/03/2015-LM-B	03/25/2015		M041415	30.00
						LEGAL/ANS/NOTARY LIC FEE-CB			
				30.00	32011152 549100	LEGAL-C/E-DUES & SUBSCR SVCS			
Invoice: 03/03/15-JR				197599	03/03/15-JR	03/25/2015		M041415	134.50
						PCD/TOOLEXP/MOISTURE METERS			
				134.50	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
Invoice: 02/26/2015-AR				197600	02/26/2015-AR	03/25/2015		M041415	18.00
						EX/BI CHAMBER-REGISTR-DS			
				18.00	31011131 549100	EXEC-C/E-DUES/SUBCR/MEMBERSH			
Invoice: 03/11/2015-AR				197601	03/11/2015-AR	03/25/2015		M041415	142.71
						EX/BROWN PAPER/REG-KEDA MTG			
				142.71	11011116 549100	COUNCIL-C/E-DUES/SUBSCR/MEMBER			
Invoice: 03/16/2015-AR				197602	03/16/2015-AR	03/25/2015		M041415	27.80
						EX/WSF/FARE-ICMA MTG			
				27.80	31011131 543100	EXEC-C/E-TRAVEL/MEALS/LODGING			

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 03/18/2015-AR				197603	03/18/2015-AR	03/25/2015	M041415		19.12
						EX/T&C/SUPPLIES-CIV SVC ASSESS			
				19.12	91011211 531100	GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 03/19/2015-AR				197604	03/19/2015-AR	03/25/2015	M041415		4.59
						EX/T&C/SUPPLIES-CIV SVC ASSESS			
				4.59	91011211 531100	GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 03/19/15-AR-A				197605	03/19/15-AR-A	03/25/2015	M041415		109.40
						EX/BLACKBRD/FOOD-CIV SVC ASSESS			
				109.40	91011211 531100	GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 03/20/15-AR				197606	03/20/15-AR	03/25/2015	M041415		118.35
						EX/BLACKBRD/FOOD-CIV SVC ASSESS			
				118.35	91011211 531100	GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 03/23/2015-AR				197607	03/23/2015-AR	03/25/2015	M041415		689.64
						EX/IS COUNTRY IN/LODG-CIV SVC			
				689.64	91011211 543100	GG-C/E-CIVIL SVC-TRAVEL			
Invoice: 03/03/2015-BS				197608	03/03/2015-BS	03/25/2015	M041415		107.00
						POL/MERCURY MAR/2 WTR PUMPS			
				107.00	54025212 531100	MARINE - SUPPLIES			
Invoice: 03/19/15-BS				197609	03/19/15-BS	03/25/2015	M041415		94.74
						POL/DEFENDER/POWER CORD SET			
				94.74	54025212 531100	MARINE - SUPPLIES			
Invoice: 03/19/2015-BS-A				197610	03/19/2015-BS-A	03/25/2015	M041415		-298.05
						POL/MERC MAR/CREDIT DOUBL PAY			
				-298.05	54025212 531100	MARINE - SUPPLIES			
Invoice: 02/28/2015-KS				197611	02/28/2015-KS	03/25/2015	M041415		24.53
						EX/FACEBOOK/ADV-CITY MGR REPT			
				24.53	31011572 542450	EXEC-C/E-OUTREACH-ADV			
Invoice: 03/04/2015-KS				197612	03/04/2015-KS	03/25/2015	M041415		15.97
						EX/MADISON DIN/WORKNG LUNCH			
				15.97	31011572 539100	EXEC-C/E-OUTREACH-MEALS/EVENTS			
Invoice: 03/13/2015-KS				197613	03/13/2015-KS	03/25/2015	M041415		169.68
						EX/HOTELS.COM/PIO TRAINING			
				169.68	31011572 443410	EXEC-C/E-OUTREACH-TRAINING			
Invoice: 03/04/2015-KB				197614	03/04/2015-KB	03/25/2015	M041415		58.59
						HR/AMAZON/WORKSTATION MAT			
				58.59	33011161 531100	HR-C/E-SUPPLIES			
Invoice: 03/12/2015-KB				197615	03/12/2015-KB	03/25/2015	M041415		25.00
						HR/CRAIGSLIST/SEAS WORKER AD			
				25.00	33011161 544173	HR-ADV-EE RECRUIT-PW O&M			

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INVOICE DTL DESC									
Invoice: 03/24/2015-KB									
	197616	03/24/2015-KB		03/25/2015	M041415				16.18
				HR/CENTRL MKT/BANANAS-EMPL AP					
	16.18	33011161	53110000302	EMPLOYEE RECOG-HR-C/E-SUPPLIES					
Invoice: 03/24/2015-KB-A									
	197617	03/24/2015-KB-A		03/25/2015	M041415				19.53
				HR/HOME DEP/PLANT FOR CITY HALL					
	19.53	31011131	531100	EXEC - C/E SUPPLIES					
Invoice: 03/03/2015-TH									
	197623	03/03/2015-TH		03/25/2015	M041415				18.48
				CRT/PAPER PROD/20 FOLDERS					
	18.48	21011125	531100	COURT - SUPPLIES					
Invoice: 03/04/2015-TH									
	197624	03/04/2015-TH		03/25/2015	M041415				21.60
				CRT/NAMETAGCOUNTRY/2 MAG TAGS					
	21.60	21011125	531100	COURT - SUPPLIES					
Invoice: 03/06/2015-SM									
	197625	03/06/2015-SM		03/25/2015	M041415				65.10
				IT/AMAZON/MEM CARDS-CELL PH					
	65.10	81011881	535500	IT - C/E COMPUTER PARTS & EQ					
Invoice: 03/09/2015-SM									
	197626	03/09/2015-SM		03/25/2015	M041415				696.01
				IT/DELL/LAPTOP-POLICE					
	696.01	81011881	535500	IT - C/E COMPUTER PARTS & EQ					
Invoice: 03/12/2015-SM									
	197627	03/12/2015-SM		03/25/2015	M041415				900.48
				IT/RAKUTEN/SURFACE PRO 3-EXC					
	900.48	81011881	535500	IT - C/E COMPUTER PARTS & EQ					
Invoice: 03/16/2015-SM									
	197628	03/16/2015-SM		03/25/2015	M041415				432.99
				IT/RAKUTEN/MONITORS/BATTERIES					
	432.99	81011881	535500	IT - C/E COMPUTER PARTS & EQ					
Invoice: 03/18/2015-SM									
	197629	03/18/2015-SM		03/25/2015	M041415				250.00
				IT/SURVEY MONK/AN FEE-CITYWIDE					
	250.00	81011881	548500	IT - C/E COMPUTER SUPPORT					
Invoice: 03/10/2015-MS									
	197630	03/10/2015-MS		03/25/2015	M041415				880.00
				EX/ICMA/ANNUAL MEMBERSHIP					
	880.00	31011131	549100	EXEC-C/E-DUES/SUBCR/MEMBERSH					
Invoice: 03/12/2015-KJ									
	197631	03/12/2015-KJ		03/25/2015	M041415				-126.75
				EX/ATD ADIROND/CR CHAMBR KIOSK					
	-126.75	31011131	531100	EXEC - C/E SUPPLIES					
Invoice: 03/12/15-KJ-A									
	197632	03/12/15-KJ-A		03/25/2015	M041415				152.13
				EX/AMAZON/CLOCKS X 3					
	152.13	73011183	531100	O&M-C/E-CH FAC-SUPPLIES					
Invoice: 03/18/2015-KJ									
	197633	03/18/2015-KJ		03/25/2015	M041415				116.00
				FIN/BI SELF STORAGE/LATE FEES					
	116.00	44011143	545000	RECORDS MNGT - C/E - RENTS					

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 03/19/2015-KJ				197634	03/19/2015-KJ	03/25/2015		M041415	254.74
				254.74	91011211 531100	EX/T&C/CIV SVC ASSESS LUNCHES			
						GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 03/20/2015-KJ				197635	03/20/2015-KJ	03/25/2015		M041415	234.44
				234.44	91011211 531100	EX/T&C/CIV SVC ASSESS LUNCHES			
						GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 03/09/2015-ES				197636	03/09/2015-ES	03/25/2015		M041415	330.00
				330.00	41011141 549100	FIN/GFOA/DISTING BUDGET APPLIC			
						FIN-C/E-DUES, SUBS, MEMBERSHIPS			
Invoice: 02/26/2015-DS				197637	02/26/2015-DS	03/25/2015		M041415	300.00
				300.00	31011131 542450	EX/SURVEY MONK/ANNUAL SUBSCR			
						EX-COMMUNITY INFO & OUTREACH			
Invoice: 03/03/2015-DS				197638	03/03/2015-DS	03/25/2015		M041415	483.20
				483.20	31011131 543100	EX/TRAVEL/OC/FLIGHT-ICMA MTG			
						EXEC-C/E-TRAVEL/MEALS/LODGING			
Invoice: 03/16/2015-DS				197639	03/16/2015-DS	03/25/2015		M041415	27.80
				27.80	31011131 543100	X/WSF/FARE-ICMA MTG			
						EXEC-C/E-TRAVEL/MEALS/LODGING			
Invoice: 03/16/2015-DS-A				197640	03/16/2015-DS-A	03/25/2015		M041415	21.75
				21.75	31011131 542450	EX/CONST CONTACT/EMAIL MKTG			
						EX-COMMUNITY INFO & OUTREACH			
Invoice: 03/19/2015-DS				197641	03/19/2015-DS	03/25/2015		M041415	56.41
				56.41	31011131 543100	EX/BLACKCAR/TAXI-ICMA MTG			
						EXEC-C/E-TRAVEL/MEALS/LODGING			
Invoice: 03/20/2015-DS				197642	03/20/2015-DS	03/25/2015		M041415	19.42
				19.42	31011131 543100	EX/SILVER CAB/TAXI-ICMA MTG			
						EXEC-C/E-TRAVEL/MEALS/LODGING			
Invoice: 03/20/2015-DS-A				197643	03/20/2015-DS-A	03/25/2015		M041415	174.87
				174.87	31011131 531100	EX/MICROSOFT/COMPUT SUPPLIES			
						EXEC - C/E SUPPLIES			
Invoice: 03/20/2015-DS-B				197644	03/20/2015-DS-B	03/25/2015		M041415	14.79
				14.79	31011131 543100	EX/UBER/TAXI-ICMA MTG			
						EXEC-C/E-TRAVEL/MEALS/LODGING			
Invoice: 03/23/2015-DS				197645	03/23/2015-DS	03/25/2015		M041415	776.32
				776.32	31011131 543100	EX/LIAISON DC/LODGNG-DS ICMA			
						EXEC-C/E-TRAVEL/MEALS/LODGING			
Invoice: 03/19/2015-DS-A				197646	03/19/2015-DS-A	03/25/2015		M041415	550.00
				550.00	31011131 549100	EX/ICMA INTERNET/SEI REGIS-DS			
						EXEC-C/E-DUES/SUBCR/MEMBERSH			

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Invoice:	02/27/2015-CK	197647	02/27/2015-CK	03/25/2015	M041415	46.75
		46.75	73011215 549800	PW/WA DOL/REG POL FORD ESC		
				O&M-C/E-POLICE FAC-PERMIT		
Invoice:	03/06/2015-CK	197648	03/06/2015-CK	03/25/2015	M041415	65.00
		65.00	73011189 549100	NEEC/LEVEL I BOC CERT RENEW-MB		
				O&M - C/E FACIL DUES/SUBSCR		
Invoice:	03/05/2015-CK	197649	03/05/2015-CK	03/25/2015	M041415	495.67
		495.67	73111290 531100	PW/SPRT HAUS/RAINPANT/JACKET		
				O&M-STREET-MAINT O/H-SUPPLIES		
Invoice:	03/06/2015-CK-A	197650	03/06/2015-CK-A	03/25/2015	M041415	675.00
		450.00	73411345 443410	PW/GRCC/WETRC WOW CONF REG		
		225.00	73425358 443410	O&M-WTR MAINT-TRAINING EXP		
				O&M-WWTP-TRAINING		
Invoice:	03/07/2015-CK	197651	03/07/2015-CK	03/25/2015	M041415	280.00
		280.00	73411345 443410	PW/GRCC/EXAM PREP-CLAIBORNE		
				O&M-WTR MAINT-TRAINING EXP		
Invoice:	02/26/2015-KG	197669	02/26/2015-KG	03/25/2015	M041415	95.00
		95.00	73011189 549150	ENG/RADIO BUSINESS LICENSE		
				O&M-C/E-FAC-CERTIFICATES/LICEN		

NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***	11,639.39
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	11,639.39

*** GRAND TOTAL *** 11,639.39

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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					
2015 4 188									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		10,054.22	
04/14/2015 M041415		041415				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			11,639.39
04/14/2015 M041415		041415				AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		134.50	
04/14/2015 M041415		041415				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		495.67	
04/14/2015 M041415		041415				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		730.00	
04/14/2015 M041415		041415				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		225.00	
04/14/2015 M041415		041415				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								11,639.39	11,639.39
APP 631-130000						DUE TO/FROM CLEARING		11,639.39	
04/14/2015 M041415		041415							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			10,054.22
04/14/2015 M041415		041415							
APP 407-130000						DUE TO/FROM CLEARING			134.50
04/14/2015 M041415		041415							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			495.67
04/14/2015 M041415		041415							
APP 401-130000						DUE TO/FROM CLEARING			730.00
04/14/2015 M041415		041415							
APP 402-130000						DUE TO/FROM CLEARING			225.00
04/14/2015 M041415		041415							
SYSTEM GENERATED ENTRIES TOTAL								11,639.39	11,639.39
JOURNAL 2015/04/188 TOTAL								23,278.78	23,278.78

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2015	4	188	04/14/2015		
001-130000				GENERAL - DUE TO/FROM CLEARING		10,054.22
001-213000				GENERAL - ACCOUNTS PAYABLE	10,054.22	
				FUND TOTAL	10,054.22	10,054.22
101 STREET FUND	2015	4	188	04/14/2015		
101-130000				STREETS - DUE TO/FROM CLEARING		495.67
101-213000				STREETS - ACCOUNTS PAYABLE	495.67	
				FUND TOTAL	495.67	495.67
401 WATER OPERATING FUND	2015	4	188	04/14/2015		
401-130000				DUE TO/FROM CLEARING		730.00
401-213000				ACCOUNTS PAYABLE	730.00	
				FUND TOTAL	730.00	730.00
402 SEWER OPERATING FUND	2015	4	188	04/14/2015		
402-130000				DUE TO/FROM CLEARING		225.00
402-213000				ACCOUNTS PAYABLE	225.00	
				FUND TOTAL	225.00	225.00
407 BUILDING & DEVELOPMENT FUND	2015	4	188	04/14/2015		
407-130000				DUE TO/FROM CLEARING		134.50
407-213000				ACCOUNTS PAYABLE	134.50	
				FUND TOTAL	134.50	134.50
631 CLEARING FUND	2015	4	188	04/14/2015		
631-130000				DUE TO/FROM CLEARING	11,639.39	
635-111100				CASH		11,639.39
				FUND TOTAL	11,639.39	11,639.39

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		10,054.22
101	STREET FUND		495.67
401	WATER OPERATING FUND		730.00
402	SEWER OPERATING FUND		225.00
407	BUILDING & DEVELOPMENT FUND		134.50
631	CLEARING FUND	11,639.39	
	TOTAL	11,639.39	11,639.39

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

Manual

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

VOUCHER INVOICE

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INVOICE DTL DESC

338356 04/16/2015 PRD 102 CITY OF BAINBRIDGE I 197672 RETREQ1-0247 03/06/2015 21400159 M041615 611.44
Invoice: RETREQ1-0247 2014 LINEAR MOOR/BUOY R&M-RET
611.44 73011757 54810000247 WF DOCK/LINEAL MOORAGE R&M

CHECK 338356 TOTAL: 611.44

338357 04/16/2015 PRD 1971 KELLEY IMAGING SYSTE 197670 IN44512 03/26/2015 M041615 577.22
Invoice: IN44512 ENG/COLOR COPIER MAINTENANCE
577.22 71011321 548100 PW - C/E REPAIRS & MAINTENANCE

CHECK 338357 TOTAL: 577.22

338358 04/16/2015 PRD 5403 NORWEST MARINE, LLC 197671 PAYRE1-0247 03/06/2015 21400158 M041615 611.44
Invoice: PAYRE1-0247 2014 LINEAR MOORAGE/BUOY R&M
611.44 73011757 54810000247 WF DOCK/LINEAL MOORAGE R&M

CHECK 338358 TOTAL: 611.44

338359 04/16/2015 PRD 1205 PUGET SOUND ENERGY 197673 837APR15 04/02/2015 M041615 3,911.02
Invoice: 837APR15 CITY HALL 200006410837
3,661.02 91011189 547100 GG-C/E-CITY HALL-ELECTRIC
250.00 91011189 547101 ELECTRIC-GREEN POWER

Invoice: 696MAR15 197675 696MAR15 04/02/2015 M041615 10.81
10.81 91011768 547100 BJUNE/WFP BOOTH EL PANEL
GG-C/E-PARKS-ELECTRIC

Invoice: 823MAR15 197676 823MAR15 04/02/2015 M041615 10.81
10.81 91011768 547100 BRIEN DRIVE N/BOOTH EL PANEL
GG-C/E-PARKS-ELECTRIC

Invoice: 640MAR15 197677 640MAR15 04/02/2015 M041615 38.47
38.47 91011768 547100 BRIEN DRIVE S/BOOTH EL PANEL
GG-C/E-PARKS-ELECTRIC

Invoice: 573MAR15 197678 573MAR15 04/02/2015 M041615 13.86
13.86 91411345 547100 COMMODORE/HS RESERVOIR
GG-WTR-ELECTRIC

Invoice: 093MAR15 197679 093MAR15 04/02/2015 M041615 2,312.81
2,312.81 91411345 547100 FLETCHER BAY WELL FIELD
GG-WTR-ELECTRIC

Invoice: 256MAR15 197680 256MAR15 04/02/2015 M041615 405.80
405.80 91421355 547100 SLS-8 HWY 305/HARBORVIEW
GG-SWR-ELECTRIC

Invoice: 291MAR15 197681 291MAR15 04/02/2015 M041615 14.17
HEAD OF THE BAY WELL FIELD

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CASH ACCOUNT: 635			111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
				14.17	91411345 547100	GG-WTR-ELECTRIC				
Invoice: 031MAR15				197682	031MAR15	04/02/2015	M041615	210.03		
				210.03	91421355 547100	SLS-6 LOVELL LOWER				
						GG-SWR-ELECTRIC				
Invoice: 466MAR15				197683	466MAR15	04/02/2015	M041615	11.84		
				11.84	91111264 547100	MADISON/HS RAINBRINGER				
						GG-STREET-TRAF CONTROL-UTILITY				
Invoice: 893MAR15				197684	893MAR15	04/02/2015	M041615	3,283.85		
				3,283.85	91111263 547100	MUNICIPAL STREET LIGHTING				
						GG-STRT-STREET LIGHTING-UTIL				
Invoice: 143MAR15				197685	143MAR15	04/02/2015	M041615	14.15		
				14.15	91111264 547100	REITAIN ROAD/WELCOME TO BI				
						GG-STREET-TRAF CONTROL-UTILITY				
Invoice: 735MAR15				197686	735MAR15	04/02/2015	M041615	75.41		
				75.41	91011768 547100	SHANNON DRIVE/WFP DOCK				
						GG-C/E-PARKS-ELECTRIC				
Invoice: 736MAR15				197687	736MAR15	04/02/2015	M041615	64.86		
				64.86	91011768 547100	SHANNON DRIVE/WFP RESTRM				
						GG-C/E-PARKS-ELECTRIC				
Invoice: 647MAR15				197688	647MAR15	04/02/2015	M041615	30.04		
				30.04	91111263 547100	STREET LIGHTS/TRAFFIC CONTR				
						GG-STRT-STREET LIGHTING-UTIL				
Invoice: 021MAR15				197689	021MAR15	04/02/2015	M041615	108.61		
				108.61	91421355 547100	SLS-3 TREATMENT PLANT				
						GG-SWR-ELECTRIC				
Invoice: 710MAR15				197690	710MAR15	04/02/2015	M041615	231.24		
				231.24	91421355 547100	SLS-2 VILLAGE CENTER				
						GG-SWR-ELECTRIC				
Invoice: 168MAR15				197691	168MAR15	04/02/2015	M041615	80.60		
				80.60	91011768 547100	WATERFRONT PARK				
						GG-C/E-PARKS-ELECTRIC				
Invoice: 717MAR15				197692	717MAR15	04/02/2015	M041615	285.10		
				285.10	91011215 547100	POLICE STATION-METER 1(ORIGI)				
						GG-C/E-PD-ELECTRIC				
Invoice: 111MAR15				197693	111MAR15	04/02/2015	M041615	400.11		
				400.11	91011215 547100	POLICE STATION-METER 2				
						GG-C/E-PD-ELECTRIC				
Invoice: 520-298MAR15				197694	520-298MAR15	04/02/2015	M041615	347.98		
						SLS-5 WW/SUNDAY COVE				

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CASH ACCOUNT: 635 111100 CASH
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INVOICE DTL DESC

			347.98	91421355	547100	GG-SWR-ELECTRIC			
Invoice: 797MAR15			197695	797MAR15		04/02/2015	M041615	188.01	
						MUNICIPAL COURT - METER E3 - 10255 NE Valley Road			
			188.01	91011255	547100	GG-C/E-COURT BLDG-ELECTRIC			
Invoice: 182MAR15			197696	182MAR15		04/02/2015	M041615	67.01	
						MUNICIPAL COURT - METER E6 - 10255 NE Valley Road			
			67.01	91011255	547100	GG-C/E-COURT BLDG-ELECTRIC			
Invoice: 520-374MAR15			197697	520-374MAR15		04/02/2015	M041615	78.78	
						SIGNAL AT 108 OLYMPIC DR SE			
			78.78	91111264	547100	GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 973MAR15			197698	973MAR15		04/02/2015	M041615	84.96	
						OC RESERVOIR LID17 PHASE 2 - 1100 Old Creosote Rd			
			84.96	91415345	547100	GG-ROCKAWAY BCH-UTILITIES			
Invoice: 336MAR15			197699	336MAR15		04/02/2015	M041615	147.16	
						SLS-9 ISLAND TERRACE-1174 Ferncliff Avenue NE			
			147.16	91421355	547100	GG-SWR-ELECTRIC			
Invoice: 461MAR15			197700	461MAR15		04/02/2015	M041615	6,500.90	
						WWTP - 1220 DONALD PLACE			
			6,500.90	91425358	547100	GG-WWTP-ELECTRIC			
Invoice: 040-581MAR15			197701	040-581MAR15		04/02/2015	M041615	146.14	
						3900 HALLS HILL ROAD PUMP			
			146.14	91421355	547100	GG-SWR-ELECTRIC			
Invoice: 444MAR15			197702	444MAR15		04/02/2015	M041615	647.80	
						BI COMMONS - 402 Bjune Drive			
			647.80	91011755	547100	GG-C/E-COMMONS-ELECTRIC			
Invoice: 446MAR15			197703	446MAR15		04/02/2015	M041615	10.81	
						WATERFRONT PARK BOOTH - 402 Brien Drive			
			10.81	91011768	547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 636MAR15			197704	636MAR15		04/02/2015	M041615	104.54	
						SLS-7 WING POINT WAY - 4296 Wing Point Way			
			104.54	91421355	547100	GG-SWR-ELECTRIC			
Invoice: 206MAR15			197705	206MAR15		04/02/2015	M041615	454.50	
						4586 POINT WHITE DRIVE NE			
			454.50	91421355	547100	GG-SWR-ELECTRIC			
Invoice: 040-751MAR15			197706	040-751MAR15		04/02/2015	M041615	11.63	
						520 ERICKSEN AVENE PRV-wtr sys			
			11.63	91411345	547100	GG-WTR-ELECTRIC			
Invoice: 828MAR15			197707	828MAR15		04/02/2015	M041615	143.60	
						TAYLOR WELLS LID17 PHASE 1 - 6300 Taylor Avenue			

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

				143.60	91415345 547100	GG-ROCKAWAY BCH-UTILITIES			
Invoice: 247MAR15				197708	247MAR15	04/02/2015	M041615		14.05
						SSWM/DECANT FACILITY-6400 Don Palmer Avenue NE			
				14.05	91435838 547100	GG-DECANT-ELECTRIC			
Invoice: 884MAR15				197709	884MAR15	04/02/2015	M041615		87.69
						SLS FERRY TERMINAL-692 Klickitat Place NE			
				87.69	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 520-136MAR15				197710	520-136MAR15	04/02/2015	M041615		1,854.84
						HOB BOOSTER PUMP/WELL-7290 Wyatt Way			
				1,854.84	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 900MAR15				197711	900MAR15	04/02/2015	M041615		28.49
						NE HIDDEN COVE - PASS THRU - 7315 Hidden Cove Road			
				28.49	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
Invoice: 558MAR15				197712	558MAR15	04/02/2015	M041615		2,168.86
						7315 NE HIDDEN COVE ROAD			
				2,168.86	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
Invoice: 058MAR15				197713	058MAR15	04/02/2015	M041615		51.06
						NE HIDDEN COVE-SHOP-7315 Hidden Cove Rd			
				51.06	91011897 547100	GG-C/E-O&M YARD FAC-ELECTRIC			
Invoice: 040-714MAR15				197714	040-714MAR15	04/02/2015	M041615		10.81
						7573 FLETCHER BAY ROAD-OS property next to Johnson			
				10.81	91021182 547100	GG-OS-PROP MNGT-ELECTRIC			
Invoice: 831MAR15				197715	831MAR15	04/02/2015	M041615		2,586.73
						SANDS AVENUE NE WELL FIELD - 8499 Sands Avenue NE			
				2,586.73	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 983MAR15				197716	983MAR15	04/02/2015	M041615		11.74
						MILLER ROAD NE BEACON-8800 1/2 Miller Road			
				11.74	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 888MAR15				197717	888MAR15	04/02/2015	M041615		257.71
						NE HIGH SCHOOL ROAD PUMP-9330 NE HS Road			
				257.71	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 067MAR15				197718	067MAR15	04/02/2015	M041615		10.81
						MADISON PARKING LOT			
				10.81	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 658MAR15				197719	658MAR15	04/02/2015	M041615		78.99
						SLS-4 IRENE/LOWER HAWLEY			
				78.99	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 682-B-MAR15				197720	682-B-MAR15	04/02/2015	M041615		14.17
						MUNIC PARKNG LOT-MADISON/MADRONA			

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CASH ACCOUNT: 635 111100 CASH
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INVOICE DTL DESC

				14.17	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 682-A-MAR15				197721	682-A-MAR15	04/02/2015	M041615	14.17	
						MUNIC PARKNG LOT-MADISON/MADRONA			
				14.17	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL1MAR15				197722	IL1MAR15	04/02/2015	M041615	154.42	
						ERCKSN/MDSN/WNSLW/KNCHTL			
				154.42	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL2MAR15				197723	IL2MAR15	04/02/2015	M041615	125.17	
						FACILITIES DETAIL ON IL1			
				125.17	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL3MAR15				197724	IL3MAR15	04/02/2015	M041615	281.11	
						ROUNDABOUT HS/MADISON IMPR			
				281.11	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL4MAR15				197725	IL4MAR15	04/02/2015	M041615	94.93	
						FACILITIES DETAIL ON IL3			
				94.93	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL5MAR15				197726	IL5MAR15	04/02/2015	M041615	98.73	
						COMMODORE OFF HS @ OLYMPIC			
				98.73	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL6MAR15				197727	IL6MAR15	04/02/2015	M041615	82.55	
						MADISON PRJ HS TO WINSLOW			
				82.55	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL7MAR15				197728	IL7MAR15	04/02/2015	M041615	354.14	
						MADISON PRJ HS TO WINSLOW II			
				354.14	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL8MAR15				197729	IL8MAR15	04/02/2015	M041615	25.53	
						FACILITIES DETAIL ON IL6 AND IL7			
				25.53	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL9MAR15				197730	IL9MAR15	04/02/2015	M041615	60.12	
						MADISON AVENUE SOUTH			
				60.12	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL10MAR15				197731	IL10MAR15	04/02/2015	M041615	76.99	
						FACILITIES DETAIL ON IL9			
				76.99	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 285MAR15				197732	285MAR15	04/02/2015	M041615	268.46	
						SPS NORTHTOWN/SPORTSMAN			
				268.46	91421355 547100	GG-SWR-ELECTRIC			
Invoice: IL11MAR15				197733	IL11MAR15	04/02/2015	M041615	113.18	
						STREET LIGHTS WW MAD TO 305			

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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Invoice	Invoice #	Invoice Date	Invoice Description	Invoice Amount	Invoice Due Date	Invoice Status
Invoice: IL12MAR15	113.18	91111263	547100	GG-STRT-STREET LIGHTING-UTIL		
	197734	IL12MAR15	04/02/2015	M041615	49.36	
	49.36	91111263	547100	STREET LIGHTS WW 305-FRNCLEFF		
				GG-STRT-STREET LIGHTING-UTIL		
Invoice: IL13MAR15	197735	IL13MAR15	04/02/2015	M041615	45.05	
	45.05	91111263	547100	FACILITIES DETAIL ON IL12		
				GG-STRT-STREET LIGHTING-UTIL		
Invoice: WW&GROWMAR15	197736	WW&GROWMAR15	04/02/2015	M041615	16.68	
	16.68	91111263	547100	WW & GROW STREET LIGHT		
				GG-STRT-STREET LIGHTING-UTIL		
Invoice: WW&305MAR15	197737	WW&305MAR15	04/02/2015	M041615	83.39	
	83.39	91111264	547100	WINSLOW WAY & 305		
				GG-STREET-TRAF CONTROL-UTILITY		
Invoice: WW&305MAR15-A	197738	WW&305MAR15-A	04/02/2015	M041615	95.95	
	95.95	91111264	547100	WINSLOW WAY & 305		
				GG-STREET-TRAF CONTROL-UTILITY		
Invoice: WW&305MAR15-B	197739	WW&305MAR15-B	04/02/2015	M041615	521.36	
	521.36	91111264	547100	WINSLOW WAY & 305		
				GG-STREET-TRAF CONTROL-UTILITY		
Invoice: SPRINGMAR15	197740	SPRINGMAR15	04/02/2015	M041615	29.32	
	29.32	91111263	547100	SPRINGRIDGE RD/HANSEN HILL		
				GG-STRT-STREET LIGHTING-UTIL		
Invoice: SPRINGMAR15-A	197741	SPRINGMAR15-A	04/02/2015	M041615	35.39	
	35.39	91111263	547100	SPRINGRIDGE RD/HANSEN HILL-2		
				GG-STRT-STREET LIGHTING-UTIL		
Invoice: 520-330MAR15	197742	520-330MAR15	04/02/2015	M041615	10.81	
	10.81	91011768	547100	210 WINSLOW WAY E IRRIGATION		
				GG-C/B-PARKS-ELECTRIC		

CHECK 338359 TOTAL: 30,260.17

338360	04/16/2015	PRTD	6714	TOSHIBA FINANCIAL SE	197674	16710028	03/18/2015	M041615	229.16
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Invoice: 16710028

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

CHECK	338360	TOTAL:	229.16
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NUMBER OF CHECKS5

*** CASH ACCOUNT TOTAL ***

32,289.43

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	5	32,289.43

*** GRAND TOTAL ***

32,289.43

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				
2015 4 201									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE		10,090.11		
04/16/2015	M041615	041615			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH			32,289.43	
04/16/2015	M041615	041615			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000					ACCOUNTS PAYABLE		7,280.31		
04/16/2015	M041615	041615			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000					ACCOUNTS PAYABLE		9,013.05		
04/16/2015	M041615	041615			AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000					STREETS - ACCOUNTS PAYABLE		5,891.91		
04/16/2015	M041615	041615			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE		14.05		
04/16/2015	M041615	041615			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL							32,289.43	32,289.43	
APP 631-130000					DUE TO/FROM CLEARING		32,289.43		
04/16/2015	M041615	041615							
APP 001-130000					GENERAL - DUE TO/FROM CLEARING			10,090.11	
04/16/2015	M041615	041615							
APP 401-130000					DUE TO/FROM CLEARING			7,280.31	
04/16/2015	M041615	041615							
APP 402-130000					DUE TO/FROM CLEARING			9,013.05	
04/16/2015	M041615	041615							
APP 101-130000					STREETS - DUE TO/FROM CLEARING			5,891.91	
04/16/2015	M041615	041615							
APP 403-130000					DUE TO/FROM CLEARING			14.05	
04/16/2015	M041615	041615							
SYSTEM GENERATED ENTRIES TOTAL							32,289.43	32,289.43	
JOURNAL 2015/04/201 TOTAL							64,578.86	64,578.86	

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A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2015	4	201	04/16/2015		
001-130000				GENERAL - DUE TO/FROM CLEARING		10,090.11
001-213000				GENERAL - ACCOUNTS PAYABLE	10,090.11	
				FUND TOTAL	10,090.11	10,090.11
101 STREET FUND	2015	4	201	04/16/2015		
101-130000				STREETS - DUE TO/FROM CLEARING		5,891.91
101-213000				STREETS - ACCOUNTS PAYABLE	5,891.91	
				FUND TOTAL	5,891.91	5,891.91
401 WATER OPERATING FUND	2015	4	201	04/16/2015		
401-130000				DUE TO/FROM CLEARING		7,280.31
401-213000				ACCOUNTS PAYABLE	7,280.31	
				FUND TOTAL	7,280.31	7,280.31
402 SEWER OPERATING FUND	2015	4	201	04/16/2015		
402-130000				DUE TO/FROM CLEARING		9,013.05
402-213000				ACCOUNTS PAYABLE	9,013.05	
				FUND TOTAL	9,013.05	9,013.05
403 STORM & SURFACE WATER FUND	2015	4	201	04/16/2015		
403-130000				DUE TO/FROM CLEARING		14.05
403-213000				ACCOUNTS PAYABLE	14.05	
				FUND TOTAL	14.05	14.05
631 CLEARING FUND	2015	4	201	04/16/2015		
631-130000				DUE TO/FROM CLEARING	32,289.43	
635-111100				CASH		32,289.43
				FUND TOTAL	32,289.43	32,289.43

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		10,090.11
101	STREET FUND		5,891.91
401	WATER OPERATING FUND		7,280.31
402	SEWER OPERATING FUND		9,013.05
403	STORM & SURFACE WATER FUND		14.05
631	CLEARING FUND	32,289.43	
	TOTAL	32,289.43	32,289.43

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Manual

CASH ACCOUNT: 635 111100 CASH								
CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
338361	04/20/2015	PRTD 55 BAINBRIDGE ISLAND RE	197891	820303	07/05/2013		M042015	140.85
Invoice: 820303					PCD/DISPLAY AD-PRIV ESTATE MTG			
			140.85	63470586 544000	CUR - DEV ZONING ADVERTISING			
			197892	833077	07/19/2013		M042015	140.85
Invoice: 833077					PCD/DISPLAY AD-GROW COMM MTG			
			140.85	63470586 544000	CUR - DEV ZONING ADVERTISING			
			197893	867278	09/06/2013		M042015	140.85
Invoice: 867278					PCD/DISPLAY AD-HARRISON MTG			
			140.85	63470586 544000	CUR - DEV ZONING ADVERTISING			
			197894	889295	10/04/2013		M042015	140.85
Invoice: 889295					EX/DISPLAY AD-CITIZ PARTICIPTN			
			140.85	31011131 542440	EX-C/E-COMMUNITY INFO ADS			
			197895	889295-A	10/11/2013		M042015	17.65
Invoice: 889295-A					EX/DISPLAY AD-CITIZ PARTICIPATN			
			17.65	31011131 542440	EX-C/E-COMMUNITY INFO ADS			
			197897	905586	10/25/2013		M042015	140.85
Invoice: 905586					ENG/DISPLAY AD-NMI PUBLIC MTG			
			140.85	72011951 64400000596	SR305-OLYMPIC NM-ADV			
			197898	968185	01/17/2014		M042015	140.85
Invoice: 968185					PCD/DISPLAY AD-FLETCHER LANDG			
			140.85	63470586 544000	CUR - DEV ZONING ADVERTISING			
			197899	974034	01/31/2014		M042015	140.85
Invoice: 974034					POL/DISPLAY AD-POLICE PUBL MTG			
			140.85	51011211 54400000589	PD-COMM OUTREACH-ADV			
			197900	995080	02/28/2014		M042015	140.85
Invoice: 995080					POL/DISPLAY AD-FACIL PROJ MTG			
			140.85	51011211 54400000589	PD-COMM OUTREACH-ADV			
CHECK 338361 TOTAL:								1,144.45
338362	04/20/2015	PRTD 102 CITY OF BAINBRIDGE I	197901	RETREQ2-672	03/24/2015	21500025	M042015	418.40
Invoice: RETREQ2-672					RET - KNECHTEL & CAVE OVERLAY			
			418.40	72321953 66300000672	KNECHTEL WAY RD & SSWM-CONSTR			
CHECK 338362 TOTAL:								418.40
338363	04/20/2015	PRTD 6577 LAKESIDE INDUSTRIES	197902	PAYREQ2-672	03/24/2015	21400131	M042015	7,949.60
Invoice: PAYREQ2-672					CAVE & KNECHTEL AVENUE			
			7,949.60	72321953 66300000672	KNECHTEL WAY RD & SSWM-CONSTR			

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CASH ACCOUNT: 635 111100 CASH

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

CHECK	338363	TOTAL:	7,949.60
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338364	04/20/2015	PRTD	176 WA ST DEPT OF LABOR	197903	04/16/2015	04/16/2015	M042015	48.15
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Invoice: 04/16/2015

FIN/POL,ENG Q1 VOLUNTEER HRS

37.12 51011211 520000

PD-C/E ADMIN-BENEFITS

11.03 72011321 520000

ENG - C/E ADMIN BENEFITS

CHECK	338364	TOTAL:	48.15
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NUMBER OF CHECKS	4	*** CASH ACCOUNT TOTAL ***	9,560.60
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COUNT	AMOUNT
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TOTAL PRINTED CHECKS	4	9,560.60
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*** GRAND TOTAL ***	9,560.60
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JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT									
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2015 4 278									
APP 407-213000					ACCOUNTS PAYABLE			563.40	
04/20/2015 M042015	042015				AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				9,560.60
04/20/2015 M042015	042015				AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			629.20	
04/20/2015 M042015	042015				AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000					ACCOUNTS PAYABLE			8,368.00	
04/20/2015 M042015	042015				AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL								9,560.60	9,560.60
APP 631-130000					DUE TO/FROM CLEARING			9,560.60	
04/20/2015 M042015	042015								
APP 407-130000					DUE TO/FROM CLEARING				563.40
04/20/2015 M042015	042015								
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				629.20
04/20/2015 M042015	042015								
APP 301-130000					DUE TO/FROM CLEARING				8,368.00
04/20/2015 M042015	042015								
SYSTEM GENERATED ENTRIES TOTAL								9,560.60	9,560.60
JOURNAL 2015/04/278 TOTAL								19,121.20	19,121.20

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2015	4	278	04/20/2015		
001-130000				GENERAL - DUE TO/FROM CLEARING		629.20
001-213000				GENERAL - ACCOUNTS PAYABLE	629.20	
				FUND TOTAL	629.20	629.20
301 CAPITAL CONSTRUCTION FUND	2015	4	278	04/20/2015		
301-130000				DUE TO/FROM CLEARING		8,368.00
301-213000				ACCOUNTS PAYABLE	8,368.00	
				FUND TOTAL	8,368.00	8,368.00
407 BUILDING & DEVELOPMENT FUND	2015	4	278	04/20/2015		
407-130000				DUE TO/FROM CLEARING		563.40
407-213000				ACCOUNTS PAYABLE	563.40	
				FUND TOTAL	563.40	563.40
631 CLEARING FUND	2015	4	278	04/20/2015		
631-130000				DUE TO/FROM CLEARING	9,560.60	
635-111100				CASH		9,560.60
				FUND TOTAL	9,560.60	9,560.60

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		629.20
301	CAPITAL CONSTRUCTION FUND		8,368.00
407	BUILDING & DEVELOPMENT FUND		563.40
631	CLEARING FUND	9,560.60	
	TOTAL	9,560.60	9,560.60

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Regular

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

338365 04/29/2015 PRTD 5 ACE HARDWARE 197743 30403 04/03/2015 04/26/15 26.04
Invoice: 30403 PW/SILICON CAULK

26.04 73431835 531100 OFFICE SUPPLIES

Invoice: 30405 197744 30405 04/03/2015 04/26/15 20.17
PW/DOOR STOP/SHIMS

20.17 73011255 531100 O&M-C/E-COURT FAC-SUPPLIES

Invoice: 30414 197745 30414 04/06/2015 04/26/15 8.14
PW/HAND WEEDER

8.14 73111427 531100 OFFICE SUPPLIES

Invoice: 30429 197746 30429 04/07/2015 04/26/15 42.36
PW/10# HYDRAULIC CEMENT

42.36 73431835 53110000738 LYNWOOD FLOW MON-SUPPLIES

Invoice: 30439 197747 30439 04/09/2015 04/26/15 19.52
PW/RUB ALCOH/BRUSH/PUTTY KNIF

19.52 73411345 531100 OFFICE SUPPLIES

Invoice: 30510 197904 30510 04/16/2015 04/26/15 5.97
PW/1/2 X 1/2" HOSE BARB

5.97 73111427 531100 OFFICE SUPPLIES

Invoice: 029786 197945 029786 01/30/2015 04/26/15 76.01
ENG/MARKING SPRAY PAINT

76.01 72111431 531100 ENG - ACCESS MGMT SUPPLIES

Invoice: 030036 197946 030036 02/24/2015 04/26/15 40.71
ENG/MARKING SPRAY PAINT

40.71 72111431 531100 ENG - ACCESS MGMT SUPPLIES

CHECK 338365 TOTAL: 238.92

338366 04/29/2015 PRTD 7726 AIR MANAGEMENT SOLUT 197966 0000113822 03/31/2015 04/26/15 3,464.27
Invoice: 0000113822 PW/REPLACE BLOWER MOTOR-CH

3,464.27 73011183 54810000707 CH HVAC-REPAIRS

Invoice: 0000113944 197967 0000113944 03/31/2015 04/26/15 247.30
PW/COOLING TOWER PROB-CH

247.30 73011183 54810000707 CH HVAC-REPAIRS

Invoice: 0000113965 197968 0000113965 03/31/2015 04/26/15 467.41
PW/O&M SHOP HEATER WORK

467.41 73011897 54810000707 PWY HVAC-REPAIRS

CHECK 338366 TOTAL: 4,178.98

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CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

338367 04/29/2015 PRD 7994 PENINSULA SERVICES 197905 69512 03/31/2015 04/26/15 64.00
Invoice: 69512 POL/MOBILE SHREDDING

64.00 51011211 541100 PD-C/E-ADM-PROF SVCS

197924 69511 03/31/2015 04/26/15 32.00
Invoice: 69511 CRT/MOBILE SHREDDING SVC

32.00 21011125 541100 COURT - PROFESSIONAL SERVICES

CHECK 338367 TOTAL: 96.00

338368 04/29/2015 PRD 8161 ALLEN, HERBERT & ARD 197620 45054 04/13/2015 04/26/15 288.08
Invoice: 45054 UB 12258 1304 STONECRESS LANE

95.20 411 122100 WATER ACCOUNTS RECEIVABLE
192.88 411 122100 WATER ACCOUNTS RECEIVABLE

CHECK 338368 TOTAL: 288.08

338369 04/29/2015 PRD 8014 ALSTON, COURTAGE & 197749 98636 03/31/2015 04/26/15 195.00
Invoice: 98636 LEGAL/PROFESSIONAL SERVICE

195.00 32011152 541110 LGL-C/E-CIVIL-GEN'L OUTSIDE AT

CHECK 338369 TOTAL: 195.00

338370 04/29/2015 PRD 2331 AM TEST INC 197750 85636 03/31/2015 04/26/15 830.00
Invoice: 85636 PW/POLLUTANT SCAN/OIL ANALYS

830.00 73425358 54110000391 LAB & TESTING SVCS-WWTP

CHECK 338370 TOTAL: 830.00

338371 04/29/2015 PRD 4710 ASSOCIATED PETROLEU 197751 0407024-IN 03/31/2015 04/26/15 2,233.46
Invoice: 0407024-IN PW/1000 GAL DIESEL

2,233.46 73638893 532000 O&M-FUEL USE-ALLOCATION

197752 0725424-IN 03/31/2015 04/26/15 2,184.26
Invoice: 0725424-IN PW/1000 GAL REGULAR

2,184.26 73638932 532000 O&M-FUEL ALLOC TO OTH DEPTS

197753 0728891-IN 04/06/2015 04/26/15 424.86
Invoice: 0728891-IN PW/532.2 BULK PROPANE

424.86 91011897 547200 GG-C/E-O&M YARD FAC-PROPANE

197906 0729917-IN 04/09/2015 04/26/15 1,732.26
Invoice: 0729917-IN PW/750 GAL REGULAR

1,732.26 73638932 532000 O&M-FUEL ALLOC TO OTH DEPTS

197907 0729921-IN 04/09/2015 04/26/15 2,133.40
Invoice: 0729921-IN PW/1000 GAL DIESEL

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

2,133.40 73638893 532000

O&M-FUEL USE-ALLOCATION

CHECK 338371 TOTAL: 8,708.24

338372 04/29/2015 PRTD 7821 AUS WEST LOCKBOX
Invoice: 1987958930

197754 1987958930
47.97 73638893 589310

04/09/2015
PW/LAUNDRY SERVICE
LAUNDRY SERVICES

04/26/15 47.97

CHECK 338372 TOTAL: 47.97

338373 04/29/2015 PRTD 2138 ASPECT CONSULTING LL
Invoice: 21742

197755 21742
986.18 72011391 54110000736

04/14/2015 21500018 04/26/15
GROUNDWATER ASSMNT & MODELING
GROUNDWTR MODEL UTIL-PROF SVCS

986.18

CHECK 338373 TOTAL: 986.18

338374 04/29/2015 PRTD 1235 AT&T ONENET SERVICE
Invoice: 1261497088

197756 1261497088
15.19 91011189 542100

04/01/2015
FIN FAX LONG DISTANCE
GG-C/E-CITY HALL-PHONE

04/26/15 15.19

Invoice: 1261507147

197947 1261507147
.34 91011189 542100

04/01/2015
PCD/FAX LONG DISTANCE
GG-C/E-CITY HALL-PHONE

04/26/15 .34

CHECK 338374 TOTAL: 15.53

338375 04/29/2015 PRTD 4365 AUTOMATIC FUNDS TRAN
Invoice: BAIN1503983

197748 BAIN1503983
28.00 43411341 541100
28.00 43421351 541100

03/31/2015
FIN/MAR15 WEB PAYMENT SVC
FIN - WATER ADMIN PROF SERVICE
FIN - SEWER ADMIN PROF SERVICE

04/26/15 56.00

Invoice: 80686

197829 80686
161.75 43411341 541100
161.75 73421351 541100
225.17 91411891 542500
225.18 91421891 542500

04/02/2015
FIN/STATEMENT PREP & MAIL
FIN - WATER ADMIN PROF SERVICE
WIN COLL-ADM-PROF SVCS
GG-WTR-FAC-POSTAGE
GG-SWR-FAC-POSTAGE

04/26/15 773.85

Invoice: 80797

197830 80797
3.84 43411341 541100
3.84 43421351 541100
2.05 91411891 542500
2.05 91421891 542500

04/07/2015
FIN/FINAL BILL PRINT & MAIL
FIN - WATER ADMIN PROF SERVICE
FIN - SEWER ADMIN PROF SERVICE
GG-WTR-FAC-POSTAGE
GG-SWR-FAC-POSTAGE

04/26/15 11.78

CHECK 338375 TOTAL: 841.63

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| P      4
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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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338376 04/29/2015 PRTD	47 BAINBRIDGE DISPOSAL	197757	9521MAR15	03/31/2015	04/26/15	105.57
Invoice: 9521MAR15				MAR15 SENIOR CENTER/COMMONS		
		105.57	91011755 547900	GG-C/E-COMMONS-GARBAGE		
				CHECK	338376 TOTAL:	105.57
338377 04/29/2015 PRTD	54 BAINBRIDGE RENTAL IN	197912	174497	04/13/2015	04/26/15	35.57
Invoice: 174497				PW/10.1 GAL PROPANE		
		35.57	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY		
				CHECK	338377 TOTAL:	35.57
338378 04/29/2015 PRTD	55 BAINBRIDGE ISLAND RE	197768	1272905	03/13/2015	04/26/15	141.57
Invoice: 1272905				PCD/DISPLAY AD-ROWING CNTR		
		141.57	63470586 544000	CUR - DEV ZONING ADVERTISING		
				CHECK	338378 TOTAL:	141.57
338379 04/29/2015 PRTD	55 BAINBRIDGE ISLAND RE	197763	623962	04/03/2015	04/26/15	110.97
Invoice: 623962				PCD/LEGAL AD-NOA LAVIGNE		
		110.97	63470586 544000	CUR - DEV ZONING ADVERTISING		
		197764	625485	04/10/2015	04/26/15	40.14
Invoice: 625485				CLERK/LEGAL AD-GRANITE COMPL		
		40.14	72111421 54400000658	MAD AVE OVERLAY-ADVERTISING		
		197765	625516	04/10/2015	04/26/15	129.86
Invoice: 625516				PCD/LEGAL AD-NOA-WAKAZURU		
		129.86	63470586 544000	CUR - DEV ZONING ADVERTISING		
		197766	1270850	03/06/2015	04/26/15	141.57
Invoice: 1270850				PCD/DISPLAY AD-PUB PARTICIP		
		141.57	63470586 544000	CUR - DEV ZONING ADVERTISING		
		197767	1270850-A	03/13/2015	04/26/15	141.57
Invoice: 1270850-A				PCD/DISPLAY AD-ROWING CNTR		
		141.57	63470586 544000	CUR - DEV ZONING ADVERTISING		
		197769	1272905-A	03/20/2015	04/26/15	141.57
Invoice: 1272905-A				PCD/DISPLAY AD-ROWING CNTR		
		141.57	63470586 544000	CUR - DEV ZONING ADVERTISING		
		197784	625620	04/10/2015	04/26/15	67.29
Invoice: 625620				CLERK/LEGAL AD-FERNCLIFF		
		67.29	11011116 551000	COUNCIL-C/E-RECORDING FEES		
		197979	1104004	07/31/2014	04/26/15	54.24
Invoice: 1104004				HR/CLASSIF AD-ADM SPEC-PCD		

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CASH ACCOUNT: 635 111100 CASH
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VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

54.24 33011161 544172 HR-ADV-EE RECRUIT-PW ENG

Invoice: 1104909

197980 1104909 07/31/2014 04/26/15 15.00

HR/CLASSIF AD-CONSTR INSPECT

15.00 33011161 544172 HR-ADV-EE RECRUIT-PW ENG

Invoice: 1124490

197981 1124490 08/31/2014 04/26/15 39.24

HR/CLASSIF AD-CONSTR INSPECT

39.24 33011161 544172 HR-ADV-EE RECRUIT-PW ENG

Invoice: 1125513

197982 1125513 08/29/2014 04/26/15 56.14

HR/CLASSIF AD-WTR RES INTERN

56.14 33011161 544172 HR-ADV-EE RECRUIT-PW ENG

Invoice: 1259626

197983 1259626 02/20/2015 04/26/15 53.71

HR/CLASSIF AD-PERMIT SPEC

53.71 33011161 544161 HR-ADV-EE RECRUIT-PCD

Invoice: 1283188

197984 1283188 03/13/2015 04/26/15 58.57

HR/CLASSIF AD-SEAS MAINT WRKR

58.57 33011161 544173 HR-ADV-EE RECRUIT-PW O&M

Invoice: 1283885

197985 1283885 03/25/2015 04/26/15 54.24

HR/CLASSIF AD-SR JUDICL SPEC

54.24 33011161 544121 HR-ADV-EE RECRUIT-COURT

CHECK 338379 TOTAL: 1,104.11

338380 04/29/2015 PRD 55 BAINBRIDGE ISLAND RE 197770 BI0000210424 04/14/2015 04/26/15 48.00

Invoice: BI0000210424

ENG/SUBSCRIPTION-52 ISSUES

48.00 72011321 549100 ENG - C/E ADMIN MISCELEANEOUS

Invoice: BI0000210425

197771 BI0000210425 04/08/2015 04/26/15 85.00

PCD/SUBSCRIPTION-104 ISSUES

85.00 61470581 549100 PCD - DEV ADMIN DUES/SUBSCR

Invoice: 04/20/2015

197925 04/20/2015 04/20/2015 04/26/15 48.00

CRT/SUBSCRIPTION-1 YR

48.00 21011125 549100 COURT-DUES/SUBSCR/MEMBERSHIPS

CHECK 338380 TOTAL: 181.00

338381 04/29/2015 PRD 7179 BAINBRIDGE YOUTH SER 197762 04/15/2015-Q1 04/15/2015 04/26/15 10,000.00

Invoice: 04/15/2015-Q1

EX/Q1 YOUTH SVC-2015 OUTREACH

10,000.00 31017526 54110000297 EX-HHHS-YOUTH COUNS & JOB OPP

CHECK 338381 TOTAL: 10,000.00

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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338382	04/29/2015	PRTD	50 BAINBRIDGE ISLAND EL	197908	20150053	04/13/2015		04/26/15	328.82
Invoice: 20150053						PW/O&M DEHUMIDIFIER			

328.82	73011897	548100	O&M-C/E-PWYD FAC-REPAIRS
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197909	20150058	04/13/2015	04/26/15	2,825.89
Invoice: 20150058				

2,825.89	73421355	548100	WIN COLL-R&M
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197910	20150080	04/13/2015	04/26/15	1,358.75
Invoice: 20150080				

1,358.75	73411345	548100	REPAIRS & MAINTENANCE
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197911	20150083	04/13/2015	04/26/15	130.44
Invoice: 20150083				

130.44	73415345	548100	REPAIRS
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CHECK	338382 TOTAL:	4,643.90
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338383	04/29/2015	PRTD	971 BAINBRIDGE ISLAND HI	197759	282	04/07/2015		04/26/15	3,000.00
Invoice: 282						Q1 2015 LTAC DIRECT COSTS			

3,000.00	91140573	541100	GG-TOUR-PROF SERVICES
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CHECK	338383 TOTAL:	3,000.00
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338384	04/29/2015	PRTD	2265 BAINBRIDGE ISLAND LO	197760	Q1-2015	03/31/2015		04/26/15	11,892.01
Invoice: Q1-2015						EX/Q1 WEB IMPROVEMENTS			

11,892.01	91140573	541100	GG-TOUR-PROF SERVICES
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CHECK	338384 TOTAL:	11,892.01
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338385	04/29/2015	PRTD	7696 BAINBRIDGE ISLAND MU	197761	2077	01/28/2015		04/26/15	400.00
Invoice: 2077						EX/CLASSROOM RENTAL-1/26,27			

400.00	31011131	545000	EXEC - C/E RENTS & LEASES
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CHECK	338385 TOTAL:	400.00
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338386	04/29/2015	PRTD	64 BAINBRIDGE ISLAND AR	197758	1334	04/06/2015		04/26/15	1,987.00
Invoice: 1334						2015 LTAC-CURRENTS MAGAZINE			

1,987.00	91140573	541100	GG-TOUR-PROF SERVICES
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CHECK	338386 TOTAL:	1,987.00
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338387	04/29/2015	PRTD	69 BLUMENTHAL UNIFORMS	197913	130664	04/02/2015		04/26/15	199.50
Invoice: 130664						POL/UNIFORMS/800			

199.50	51011211	520000	PD-C/E ADMIN-BENEFITS
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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

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Invoice: 130664-01	197914	130664-01	04/07/2015	04/26/15	639.86
			POL/UNIFORMS/801		
	639.86	53011212 520000	POLICE - C/E PATROL BENEFITS		
Invoice: 130664-02	197915	130664-02	04/09/2015	04/26/15	74.95
			POL/UNIFORMS/800		
	74.95	53011212 520000	POLICE - C/E PATROL BENEFITS		
Invoice: 131448	197916	131448	04/07/2015	04/26/15	35.53
			POL/UNIFORMS/801		
	35.53	53011212 520000	POLICE - C/E PATROL BENEFITS		
			CHECK	338387 TOTAL:	949.84
338388 04/29/2015 PRD 8158 BRADY, RAY	197772	03/18/2015	03/18/2015	04/26/15	37.32
Invoice: 03/18/2015			EX/REIMB SGT ASSESSMENT CTR		
	37.32	91011211 543100	GG-C/E-CIVIL SVC-TRAVEL		
			CHECK	338388 TOTAL:	37.32
338389 04/29/2015 PRD 72 BRATWEAR	197917	14680	04/02/2015	04/26/15	1,092.44
Invoice: 14680			POL/JUMPSUITS X 2/810		
	1,092.44	53011212 520000	POLICE - C/E PATROL BENEFITS		
			CHECK	338389 TOTAL:	1,092.44
338390 04/29/2015 PRD 78 BROWNE ENGINEERING I	197773	7643	04/03/2015 21300189	04/26/15	3,425.00
Invoice: 7643			DRAINAGE IMPROVEMENTS - YEOMALT		
	3,425.00	72433438 64110000663	YEOMALT RECONSTR-DESIGN		
			CHECK	338390 TOTAL:	3,425.00
338391 04/29/2015 PRD 78 BROWNE WHEELER ENGIN	197774	7628	04/01/2015	04/26/15	1,496.40
Invoice: 7628			ENG/WINDSONG LOOP CONTR		
	1,496.40	72011322 54110000206	MISC ENG SVCS-C/E-PRO SVCS		
			CHECK	338391 TOTAL:	1,496.40
338392 04/29/2015 PRD 7621 CAROLLO ENGINEERS IN	197775	014083	03/05/2015 21400064	04/26/15	424.50
Invoice: 014083			WATER SYSTEM PLAN UPDATE		
	424.50	72411342 54110000652	WATER SYSTEM PLAN-PROF SVCS		
			CHECK	338392 TOTAL:	424.50

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

338393 04/29/2015 PRD 8163 CASCADE BICYCLE CLUB 197918 04/08/15 04/08/2015 04/26/15 200.00
Invoice: 04/08/15
200.00 62238 386000 POL/EVENT DEPOSIT REFUND
PARK/DOCK USE DEPOSIT
CHECK 338393 TOTAL: 200.00

338394 04/29/2015 PRD 551 CENTURYLINK 197962 3271F-APR15 04/10/2015 04/26/15 .95
Invoice: 3271F-APR15
.95 91011897 542100 O&M DIAL IN EMERGENCY
GG-C/E-O&M YARD FAC-PHONE
197963 3542F-APR15 04/10/2015 04/26/15 .95
Invoice: 3542F-APR15
.95 91011215 542100 POLICE DIAL IN EMERGENCY
GG-C/E-PD-PHONE
197964 4110F-APR15 04/10/2015 04/26/15 .95
Invoice: 4110F-APR15
.95 91011189 542100 CITY HALL DIAL IN EMERGENCY
GG-C/E-CITY HALL-PHONE
CHECK 338394 TOTAL: 2.85

338395 04/29/2015 PRD 11 CITY OF BAINBRIDGE I 197785 TRVLAPR15-TA 04/13/2015 04/26/15 59.16
Invoice: TRVLAPR15-TA
59.16 55011757 443410 POL/HARBORMASER CONF-TA
PD-HARBORMASTER-TRAINING
CHECK 338395 TOTAL: 59.16

338396 04/29/2015 PRD 104 CITY OF BREMERTON 197776 BKAT000289 04/01/2015 04/26/15 2,585.70
Invoice: BKAT000289
2,585.70 91011572 54242000297 EX/APR15 BKAT MONTHLY SVC
GG-C/E-OUTREACH TELEVISED
CHECK 338396 TOTAL: 2,585.70

338397 04/29/2015 PRD 142 COPIERS NORTHWEST IN 197926 INV1186743 04/07/2015 04/26/15 377.04
Invoice: INV1186743
188.52 72011321 531100 IT/OCECW300 MAINT CHARGES
188.52 61011581 531100 ENG - C/E ADMIN SUPPLIES
PCD - C/E ADMIN SUPPLIES
197927 INV1189962 04/14/2015 04/26/15 133.85
Invoice: INV1189962
133.85 21011125 545000 CRT/IR3235I COPIER LEASE
COURT - RENTS & LEASES - OPER
197928 INV1189963 04/14/2015 04/26/15 37.84
Invoice: INV1189963
37.84 21011125 548100 CRT/IR3235I COPIER MAINT
COURT - REPAIRS

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CASH ACCOUNT: 635 111100 CASH
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CHECK 338397 TOTAL: 548.73

338398 04/29/2015 PRD 4950 CORRECT EQUIPMENT IN 197969 31081 03/19/2015 21400065 04/26/15 745.04
Invoice: 31081 2014 GRINDER PUMP PM & MX
745.04 73426355 54810000562 GRINDER PUMP MAINT CONTRACT

CHECK 338398 TOTAL: 745.04

338399 04/29/2015 PRD 8122 CURRAN, THOMAS & JUD 197622 45055 04/13/2015 04/26/15 6.24
Invoice: 45055 UB 12896 653 HORIZON VIEW PLACE NW
6.24 411 122100 WATER ACCOUNTS RECEIVABLE

CHECK 338399 TOTAL: 6.24

338400 04/29/2015 PRD 7016 CUSTOM PRINTING 197831 4850 04/10/2015 04/26/15 413.06
Invoice: 4850 PCD/PROPOSED LAND USE SIGNS
413.06 63470588 531100 CUR - DEV DEV PLAN OFC SUPPLY

Invoice: 4850A 197832 4850A 04/10/2015 04/26/15 215.66
ENG/3000 BUSINESS CRDS-6 EMPL
215.66 72011321 531100 ENG - C/E ADMIN SUPPLIES

CHECK 338400 TOTAL: 628.72

338401 04/29/2015 PRD 5773 DATEC INC 197970 31966 03/27/2015 04/26/15 2,658.53
Invoice: 31966 PW/POLICE VEH PORT ADAPT X3
2,658.53 53011421 66400000684 PD VEH REPL-CAP EQ

Invoice: 31995 197971 31995 04/12/2015 04/26/15 1,959.21
PW/POLICE VEHIC EQUIP X 3
1,959.21 53011421 66400000684 PD VEH REPL-CAP EQ

CHECK 338401 TOTAL: 4,617.74

338402 04/29/2015 PRD 7144 DTMICRO, INC 197929 2251 04/15/2015 04/26/15 135.88
Invoice: 2251 IT/POLICE ILEADS CONN-KC
135.88 91011215 542100 GG-C/E-PD-PHONE

CHECK 338402 TOTAL: 135.88

338403 04/29/2015 PRD 4174 ENVIRO-CLEAN EQUIPME 197777 345319 04/06/2015 04/26/15 384.86
Invoice: 345319 PW/LOVELL BEACH MAIN SUPP
384.86 73423943 63110000721 LOVELL SLS BEACH MAINS-SUPPLY

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CASH ACCOUNT: 635 111100 CASH
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VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

CHECK 338403 TOTAL: 384.86

338404 04/29/2015 PRD 2342 ENVIRONMENTAL SCIENC 197778 113485 04/08/2015 21400114 04/26/15 7,157.25
Invoice: 113485 EAGLE HRBR BCH MAIN MONITORING

7,157.25 72423434 64110000471 BEACH MAIN REPL DES-CAP ENG

CHECK 338404 TOTAL: 7,157.25

338405 04/29/2015 PRD 216 FEDERAL EXPRESS CORP 197779 2-982-93758 03/27/2015 04/26/15 129.32
Invoice: 2-982-93758 ENG/2 DAY SHIPPING-HACH

129.32 91011189 542500 GG-C/E-CITY HALL-POSTAGE

CHECK 338405 TOTAL: 129.32

338406 04/29/2015 PRD 4262 GEMPLER'S 197972 1020573521 04/07/2015 04/26/15 639.10
Invoice: 1020573521 PCD/PW/HARD HATS X 22

203.35 73637891 531100 OFFICE SUPPLIES
435.75 61011581 531100 PCD - C/E ADMIN SUPPLIES

197973 1020576642 04/08/2015 04/26/15 348.60

Invoice: 1020576642 ENG/ HARD HATS X 12
58.10 72431831 531100 ENG - SSWM ADM SUPPLIES
174.30 72111431 531100 ENG - ACCESS MGMT SUPPLIES
116.20 72011321 531100 ENG - C/E ADMIN SUPPLIES

CHECK 338406 TOTAL: 987.70

338407 04/29/2015 PRD 3876 GLOBAL PRINTER SERVI 197930 0295966-IN 04/14/2015 04/26/15 24.00
Invoice: 0295966-IN IT/REPLAC ROLLER-POLIC PRINTR

24.00 81011881 535500 IT - C/E COMPUTER PARTS & EQ

CHECK 338407 TOTAL: 24.00

338408 04/29/2015 PRD 5275 GROUP HEALTH COOPERA 197781 74008146 04/01/2015 04/26/15 95.00
Invoice: 74008146 PW/CDL EXAM-OTTE-1681077

95.00 73425358 520000 O&M-WWTP-BENEFITS

CHECK 338408 TOTAL: 95.00

338409 04/29/2015 PRD 7180 HELPLINE HOUSE 197782 04/01/15 04/01/2015 04/26/15 58,052.00
Invoice: 04/01/15 EX/2015 FUNDS FOR SOCIAL SERV

58,052.00 31017512 54110000297 EXEC - HHS WELFARE PROF SVCS

197783 04/01/2015 04/01/2015 04/26/15 6,119.00

Invoice: 04/01/2015 2015 FUNDS-HOUSING SUPPORT
6,119.00 31180592 54130300297 EM RENT/HOMESHARE (OLD CODE)

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CASH ACCOUNT: 635 111100 CASH

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

					CHECK	338409 TOTAL:	64,171.00		
338410	04/29/2015	PRTD	4850 HOME DEPOT CREDIT SE	197786	2012818	04/02/2015	04/26/15	429.58	
Invoice: 2012818					PW/36X80 PREHNG LITES X 2-CRT				
					429.58	73011255	531100	O&M-C/E-COURT FAC-SUPPLIES	
					197919	4052572	04/10/2015	04/26/15	196.02
Invoice: 4052572					PW/FLASHLIGHTS/LASER MEAS/BLIND				
					196.02	73011897	531100	O&M-C/E-PWYD FAC-SUPPLIES	
					CHECK	338410 TOTAL:	625.60		
338411	04/29/2015	PRTD	7482 JUDGE PLUMBING COMPA	197787	10715105	01/07/2015	04/26/15	168.70	
Invoice: 10715105					PW/BACKFLOW TESTG-HS/MADISON				
					168.70	73111427	548100	O&M-ACCESS RDSIDE R&M	
					197788	10715106	01/07/2015	04/26/15	543.06
Invoice: 10715106					PW/BACKFLOW TEST-SR CTR FIRE LINE				
					543.06	73011755	548100	O&M-COMMONS REPAIRS	
					197789	10715107	01/07/2015	04/26/15	497.95
Invoice: 10715107					PW/BACKFLOW TESTING-CITY HALL				
					497.95	73011183	548100	O&M-C/E-CH FAC-REPAIRS	
					CHECK	338411 TOTAL:	1,209.71		
338412	04/29/2015	PRTD	7961 KATY BIGELOW, ARBORI	197790	3626	04/10/2015	04/26/15	1,000.00	
Invoice: 3626					ENG/WTR FRT PRK SITE VISIT/REPT				
					1,000.00	72011476	63110000637	WFP CAP-SUPPLIES	
					CHECK	338412 TOTAL:	1,000.00		
338413	04/29/2015	PRTD	1496 KITSAP COUNTY SEWER	197793	26311	04/13/2015	04/26/15	1,425.00	
Invoice: 26311					SIS ADDITL SVC FEE-MAR, APR15				
					1,425.00	73426356	551000	SIS-SD#7 PROCESSING CHGS	
					CHECK	338413 TOTAL:	1,425.00		
338414	04/29/2015	PRTD	338 KITSAP COUNTY SHERIF	197922	JAIL HOUSING-FEB15	04/07/2015	04/26/15	3,151.94	
Invoice: JAIL HOUSING-FEB15					POL/PRISONER BOARD				
					3,151.94	51011236	551000	POLICE - C/E PRISONER DETENT'N	
					CHECK	338414 TOTAL:	3,151.94		

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CASH ACCOUNT: 635			111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
338415	04/29/2015	PRTD	1505 KITSAP COUNTY TREASU	197797	04/13/2015	04/13/2015		04/26/15	73.93	
Invoice: 04/13/2015						OUT COURT REMIT				
				73.93	41612860 586000	CRIME VICTIMS-OUT				
								CHECK	338415 TOTAL:	73.93
338416	04/29/2015	PRTD	4354 KITSAP COUNTY TREASU	197806	042502-1-108-2000-15	01/20/2015		04/26/15	9,689.06	
Invoice: 042502-1-108-2000-15						O&M FACILITY				
				9,689.06	91011897 547400	GG-C/E-O&M YARD FAC-SSWM FEE				
Invoice: 042502-1-109-2009-15										
				197807	042502-1-109-2009-15	01/20/2015		04/26/15	148.86	
						PUBLIC WORKS YARD				
				148.86	91011897 547400	GG-C/E-O&M YARD FAC-SSWM FEE				
Invoice: 092502-4-002-2006-15										
				197808	092502-4-002-2006-15	01/20/2015		04/26/15	149.92	
						LOVGREN PIT				
				149.92	91021182 547400	GG-OS-PROP MNGT-SSWM FEES				
Invoice: 102502-1-052-2008-15										
				197809	102502-1-052-2008-15	01/20/2015		04/26/15	149.86	
						SUYEMATSU FARM				
				149.86	91021182 547400	GG-OS-PROP MNGT-SSWM FEES				
Invoice: 102502-1-062-2006-15										
				197810	102502-1-062-2006-15	01/20/2015		04/26/15	149.02	
						MORALES FARM				
				149.02	91021182 547400	GG-OS-PROP MNGT-SSWM FEES				
Invoice: 202502-1-049-2002-15										
				197811	202502-1-049-2002-15	01/20/2015		04/26/15	148.94	
						OLD COUNTRY ROAD SITE				
				148.94	91021182 547400	GG-OS-PROP MNGT-SSWM FEES				
Invoice: 212502-4-006-2006-15										
				197812	212502-4-006-2006-15	01/20/2015		04/26/15	149.04	
						SANDS AVE WELL FACILITY				
				149.04	91411345 547400	GG-WTR-COBI SSWM FEE				
Invoice: 262502-2-007-2004-15										
				197813	262502-2-007-2004-15	01/20/2015		04/26/15	148.76	
						SLS-HILDEBRAND/305				
				148.76	91421355 547400	GG-SWR-COBI SSWM FEE				
Invoice: 262502-3-046-2005-15										
				197814	262502-3-046-2005-15	01/20/2015		04/26/15	1,029.32	
						HISTORICAL SOCIETY				
				1,029.32	91011753 547400	GG-C/E-HIST SOC-COBE SSWM FEE				
Invoice: 262502-3-064-2002-15										
				197815	262502-3-064-2002-15	01/20/2015		04/26/15	1,763.12	
						CITY HALL				
				1,763.12	91011189 547400	GG-C/E-CITY HALL-SSWM FEE				
Invoice: 262502-3-095-2005-15										
				197816	262502-3-095-2005-15	01/20/2015		04/26/15	1,616.36	
						MADISON AVE SSWM OUTFALL				
				1,616.36	91431835 547400	GG-SSWM-COBI SSWM FEE				

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 262502-3-098-2002-15	197817	262502-3-098-2002-15	01/20/2015	04/26/15	882.56
		WATERFRONT PARK			
	882.56	91011768 547400	GG-C/E-PARKS-COBI SSWM FEE		
Invoice: 262502-3-100-2008-15	197818	262502-3-100-2008-15	01/20/2015	04/26/15	1,909.88
		POLICE FACILITY			
	1,909.88	91011215 547400	GG-C/E-PD-COBI SSWM FEE		
Invoice: 262502-3-129-2005-15	197819	262502-3-129-2005-15	01/20/2015	04/26/15	148.76
		SLS-FOLS BAT NE GOVT G3			
	148.76	91421355 547400	GG-SWR-COBI SSWM FEE		
Invoice: 262502-3-143-2007-15	197820	262502-3-143-2007-15	01/20/2015	04/26/15	1,322.94
		BAINBRIDGE PERFORMING ARTS			
	1,322.94	91011189 547400	GG-C/E-CITY HALL-SSWM FEE		
Invoice: 272502-3-028-2006-15	197821	272502-3-028-2006-15	01/20/2015	04/26/15	295.52
		WEAVER AVENUE HOUSING			
	295.52	91011515 547400	EXEC-C/E-HELPLINE HSE-SSWM FEE		
Invoice: 272502-4-006-2000-15	197822	272502-4-006-2000-15	01/20/2015	04/26/15	3,964.74
		STRWBERRY PLANT			
	3,964.74	91021182 547400	GG-OS-PROP MNGT-SSWM FEES		
Invoice: 332502-2-019-2001-15	197823	332502-2-019-2001-15	01/20/2015	04/26/15	1,765.76
		DECANT FACILITY			
	1,765.76	91435838 547400	GG-DECANT-SSWM FEES		
Invoice: 352502-1-034-2002-15	197824	352502-1-034-2002-15	01/20/2015	04/26/15	14,386.26
		PRITCHARD PARK			
	14,386.26	91011768 547400	GG-C/E-PARKS-COBI SSWM FEE		
Invoice: 4114-002-001-0000-15	197825	4114-002-001-0000-15	01/20/2015	04/26/15	149.12
		WATERFRONT PARK			
	149.12	91011768 547400	GG-C/E-PARKS-COBI SSWM FEE		
Invoice: 4114-002-007-2004-15	197826	4114-002-007-2004-15	01/20/2015	04/26/15	148.76
		COMMONS			
	148.76	91011755 547400	GG-C/E-COMMONS-COBI SSWM FEE		
Invoice: 4114-002-008-0003-15	197827	4114-002-008-0003-15	01/20/2015	04/26/15	148.76
		SENIOR CENTER			
	148.76	91011755 547400	GG-C/E-COMMONS-COBI SSWM FEE		
Invoice: 4115-004-007-0009-15	197828	4115-004-007-0009-15	01/20/2015	04/26/15	1,616.44
		WWTP			
	1,616.44	91425358 547400	GG-WWTP-SSWM FEES		

CHECK 338416 TOTAL: 41,881.76

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CASH ACCOUNT: 635 111100 CASH

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338417	04/29/2015	PRTD	1971 KELLEY IMAGING SYSTE	197791	IN47375	04/06/2015		04/26/15	463.65
Invoice: IN47375						PCD/COLOR COPIER OVERAGE			
				463.65	61470581 548500	PCD-DEV ADM-PC SUPPORT MAINT			

				197920	IN45378	03/30/2015		04/26/15	372.19
Invoice: IN45378						PW/COLOR COPY EXCESS CHRGS			
				372.19	73637891 548100	REPAIRS			

				197921	IN45379	03/30/2015		04/26/15	830.58
Invoice: IN45379						PW/COPIES EXCESS CHARGES			
				830.58	73637891 548100	REPAIRS			

CHECK	338417 TOTAL:	1,666.42
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338418	04/29/2015	PRTD	8112 KIDDER MATHEWS LLC	197792	15086	03/26/2015		04/26/15	5,000.00
Invoice: 15086						EX/PROFESSIONAL SERVICE			
				5,000.00	31011131 541100	EXEC - C/E PROF SERVICES			

CHECK	338418 TOTAL:	5,000.00
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338419	04/29/2015	PRTD	1802 KITSAP CONSERVATION	197796	2015-01	04/09/2015	21500031	04/26/15	5,257.48
Invoice: 2015-01						AGRICULTURAL ASSISTANCE 2015			
				1,294.95	91011593 55100000099	AGR SUPP-PROF SVCS			
				3,962.53	91431835 55100000099	AGR SUPP-I/G PROF SVCS			

CHECK	338419 TOTAL:	5,257.48
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338420	04/29/2015	PRTD	309 KITSAP TIRE CENTER I	197798	194248	04/06/2015		04/26/15	497.61
Invoice: 194248						PW/TIRES-VEH#66			
				497.61	73111423 548100	REPAIRS & MAINTENANCE			

CHECK	338420 TOTAL:	497.61
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338421	04/29/2015	PRTD	6789 LAMB'S OFFICE SUPPLY	197937	0003003-001	04/10/2015		04/26/15	79.92
Invoice: 0003003-001						FIN/POST-ITS/FOLDERS			
				79.92	41011141 531100	FIN - C/E ADMIN SUPPLIES			

				197948	0003062-001	04/20/2015		04/26/15	87.48
Invoice: 0003062-001						ENG/COPY PAPER/MECH PENCIL			
				87.48	72011321 531100	ENG - C/E ADMIN SUPPLIES			

CHECK	338421 TOTAL:	167.40
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338422	04/29/2015	PRTD	8012 MACLEOD RECKORD, PLL	197799	7091	04/02/2015	21400120	04/26/15	43,953.22
Invoice: 7091						SOUND TO OLYMPIC - DESIGN			
				43,953.22	72334562 64110000668	SOUND TO OLY TRAIL-ENG/DESIGN			

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CASH ACCOUNT: 635 111100 CASH
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						CHECK	338422 TOTAL:	43,953.22
338423	04/29/2015	PRTD	6333 MASCO PETROLEUM	197800	0160448-IN	03/27/2015	04/26/15	1,272.84
			Invoice: 0160448-IN			PW/165 GAL MOBILE FLEET BULK		
				1,272.84	73638935 531100	OFFICE SUPPLIES		
						CHECK	338423 TOTAL:	1,272.84
338424	04/29/2015	PRTD	493 MODERN COLLISION REB	197801	19011	03/20/2015	04/26/15	326.10
			Invoice: 19011			PW/SUPREM DETAIL PKG-VEH#190		
				326.10	73011151 548100	O&M-C/E-PD FLEET-REPAIRS		
				197802	19017	03/27/2015	04/26/15	282.62
			Invoice: 19017			PW/FULL DETAIL-VEH#40		
				282.62	73011321 548100	O&M-C/E-ENG VEH WORK-R&M		
				197803	19078	04/03/2015	04/26/15	326.10
			Invoice: 19078			PW/FULL DETAIL-VEH#42		
				326.10	73011581 548100	O&M-C/E-PCD VEH WORK-REPAIRS		
						CHECK	338424 TOTAL:	934.82
338425	04/29/2015	PRTD	7976 NATIONAL ASSOC OF SC	197923	M40192WA	04/09/2015	04/26/15	40.00
			Invoice: M40192WA			POL/ANNUAL DUES-C SIAS		
				40.00	53011212 549100	PD-C/E-PATROL-DUES/SUBCR/MEMBR		
						CHECK	338425 TOTAL:	40.00
338426	04/29/2015	PRTD	2574 NATIONAL BARRICADE C	197804	257761	03/31/2015	04/26/15	1,306.62
			Invoice: 257761			PW/16 SIGNS-RD CLOS/CURV/SIDE RD		
				760.36	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY		
				546.26	990 141100	MERCHANDISE		
				197931	538748	03/25/2015	04/26/15	237.13
			Invoice: 538748			PW/4X4 ALUM SIGNS		
				237.13	73011562 64500000668	SOUND TO OLY TRAIL-RENTALS		
						CHECK	338426 TOTAL:	1,543.75
338427	04/29/2015	PRTD	4965 NATIONAL SAFETY INC	197974	0402750-IN	04/03/2015	04/26/15	492.48
			Invoice: 0402750-IN			PW/LED RECHARG BLK LIGHT		
				492.48	53011421 66400000684	PD VEH REPL-CAP EQ		
						CHECK	338427 TOTAL:	492.48

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CASH ACCOUNT: 635 111100 CASH
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338428 04/29/2015 PRD 8160 NEIDZWSKI, NICHOLAS 197619 45053 04/13/2015 04/26/15 33.94
Invoice: 45053 UB 11362 8744 WOODBANK DRIVE NE
33.94 411 122100 WATER ACCOUNTS RECEIVABLE

CHECK 338428 TOTAL: 33.94

338429 04/29/2015 PRD 8035 NEW SHINE QUARRY, LL 197850 0004189 03/23/2015 04/26/15 480.36
Invoice: 0004189 PW/44.07 3/4" MINUS
480.36 73111427 531100 OFFICE SUPPLIES

Invoice: 0004207 197851 0004207 03/24/2015 04/26/15 236.75
236.75 73111427 531100 PW/21.72 3/4" MINUS
OFFICE SUPPLIES

Invoice: 0004208 197852 0004208 03/24/2015 04/26/15 404.06
404.06 73431832 53110000701 PW/33.7 1 1/2" CLEAN
LOVGREN PIT RECLAIM-SUPPLIES

Invoice: 0004231 197853 0004231 03/25/2015 04/26/15 1,562.73
1,562.73 73111427 531100 PW/143.37 3/4" MINUS
OFFICE SUPPLIES

Invoice: 0004252 197854 0004252 03/26/2015 04/26/15 2,135.09
2,135.09 73111427 531100 PW/195.88 3/4" MINUS
OFFICE SUPPLIES

Invoice: 0004277 197855 0004277 03/27/2015 04/26/15 1,500.71
1,500.71 73111427 531100 PW/137.68 3/4" MINUS
OFFICE SUPPLIES

Invoice: 0004296 197856 0004296 03/30/2015 04/26/15 1,803.19
1,803.19 73111427 531100 PW/165.43 3/4" MINUS
OFFICE SUPPLIES

Invoice: 0004321 197857 0004321 03/31/2015 04/26/15 1,815.61
1,815.61 73111427 531100 PW/166.57 3/4" MINUS
OFFICE SUPPLIES

CHECK 338429 TOTAL: 9,938.50

338430 04/29/2015 PRD 2430 OGDEN MURPHY WALLACE 197932 718960 04/13/2015 04/26/15 150.00
Invoice: 718960 LEGAL/GERLACH
150.00 32011152 54111100566 GERLACH BUOY APPEAL-LITIGATION

Invoice: 718960A 197933 718960A 04/13/2015 04/26/15 781.18
781.18 32011152 54111100633 LEGAL/CINGULAR WIRELESS CLAIM
CINGULAR WIRELESS CLAIM-LITIGA

197934 718960B 04/13/2015 04/26/15 529.00

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

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Invoice: 718960B

529.00 32426152 541110

LEGAL/LID FORECLOSURE

LGL-SO ISL SWR-LEGAL ADVICE

197935 718960C

04/13/2015

04/26/15

270.00

Invoice: 718960C

270.00 91011211 541110

LEGAL/ALL CIVIL SVC COMM

GG-C/E-CIVIL SVC-LEGAL ADVICE

197936 718960D

04/13/2015

04/26/15

60.00

Invoice: 718960D

60.00 32470152 54111100711

LEGAL/RESPONS SHORELINE MGMNT

SMP LITIGATION

CHECK 338430 TOTAL:

1,790.18

338431 04/29/2015 PRD 8164 OPENGOV, INC

197965 1372

03/08/2015

04/26/15

6,500.00

Invoice: 1372

6,500.00 44011145 535100

FIN/OPENGOV TRANSPAR WEB APPL

COMPUTER SOFTWARE

CHECK 338431 TOTAL:

6,500.00

338432 04/29/2015 PRD 7170 OPEN WORKS

197975 INV637615

03/31/2015 21500004 04/26/15

3,361.58

Invoice: INV637615

3,361.58 91011183 54110000269

JANITORIAL SERVICE - 2015

JANITORIAL CONTRACT-PRO SVCS

197977 INV638388

03/31/2015 21500004 04/26/15

1,231.00

Invoice: INV638388

1,231.00 91011183 54110000269

JANITORIAL SERVICE - 2015

JANITORIAL CONTRACT-PRO SVCS

CHECK 338432 TOTAL:

4,592.58

338433 04/29/2015 PRD 6921 MUNICIPAL CLERKS ASS 197986 04/21/2015

50.00 36011143 549100

04/21/2015

04/26/15

50.00

Invoice: 04/21/2015

CLERK/2015 MEMBERSHIP DUES

CLERK-DUES/SUBSCR/MEMBRSHPS

CHECK 338433 TOTAL:

50.00

338434 04/29/2015 PRD 1245 PACIFIC WELDING SUPP 197805 802762571

379.16 73431835 531100

02/09/2015

04/26/15

379.16

Invoice: 802762571

PW/ALUM ANGLE/FLOOR PLATE

OFFICE SUPPLIES

CHECK 338434 TOTAL:

379.16

338435 04/29/2015 PRD 449 PARK & PLAYGROUND PR 197879 041851

71.96 990 141100

03/13/2015

04/26/15

71.96

Invoice: 041851

PW/V BELT/FAN BELT/OIL FILTER

MERCHANDISE

197880 042866

03/17/2015

04/26/15

46.41

Invoice: 042866

PW/SERPENTINE BELT

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CASH ACCOUNT: 635 111100 CASH

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46.41	73638935	531100	OFFICE SUPPLIES						
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CHECK	338435	TOTAL:	118.37
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338436	04/29/2015	PRTD	7405 PARR FORD	197833	77362	04/09/2015		04/26/15	236.92
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Invoice: 77362

PW/GRILLE-RADIATOR-EQ#68

236.92	73111427	531100	OFFICE SUPPLIES						
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CHECK	338436	TOTAL:	236.92
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338437	04/29/2015	PRTD	5168 PORTLAND PRECISION I	197834	INV312367	04/02/2015	21500026	04/26/15	1,130.05
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Invoice: INV312367

REPAIR TOPCON GRS-1 GPS

1,130.05	72011321	548100	ENG - C/E ADMIN REPAIRS						
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CHECK	338437	TOTAL:	1,130.05
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338438	04/29/2015	PRTD	360 PROBUILD COMPANY LLC	197835	1561380	03/30/2015		04/26/15	8.41
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Invoice: 1561380

PW/1/2" X 2" REBAR STUBS-WFP

8.41	73431835	531100	OFFICE SUPPLIES						
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197836	1562475			04/07/2015		04/26/15	27.06
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Invoice: 1562475

PW/BIG BEN FRAME/ROLLER COVR

27.06	73111264	531100	O&M-STREET-TRAF CONTROL-SUPPLY				
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197837	1562480			04/07/2015		04/26/15	32.59
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Invoice: 1562480

PW/50# QUICK SET CEMENT

32.59	73431835	53110000738	LYNWOOD FLOW MON-SUPPLIES				
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CHECK	338438	TOTAL:	68.06
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338439	04/29/2015	PRTD	7955 PROCESS SOLUTIONS, I	197978	14116-3004	04/17/2015		04/26/15	1,275.00
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Invoice: 14116-3004

PW/HOB ALARM/SCR/FIRING BD

1,275.00	73411345	548100	REPAIRS & MAINTENANCE				
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CHECK	338439	TOTAL:	1,275.00
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338440	04/29/2015	PRTD	2203 PUBLIC SAFETY TESTIN	197838	2015-6059	04/06/2015		04/26/15	8,447.02
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Invoice: 2015-6059

EX/POL SGT ASSESSMENT CENTER

8,447.02	91011211	541100	GG-C/E-CIVIL SVC-PROF SVCS				
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197839	2015-6106			04/08/2015		04/26/15	250.00
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Invoice: 2015-6106

Q1 SUBSCR RECRUIT TESTING

250.00	91011211	541100	GG-C/E-CIVIL SVC-PROF SVCS				
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CHECK	338440	TOTAL:	8,697.02
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CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

338441 04/29/2015 PRD 7435 KANMAN INC 197939 32180293-45 10/01/2014 04/26/15 90.00
Invoice: 32180293-45 PW/UNIT RENTL-STRAWBERRY PRK

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

Invoice: EV9252856 197940 EV9252856 04/04/2015 04/26/15 180.00
PW/APR15 RENT-DECANT/SHOP

90.00 73435838 545000 O&M-DECANT-RENTS

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

Invoice: EV9252857 197941 EV9252857 04/04/2015 04/26/15 165.00
PW/APR15 RENT-PRITCHARD PRK

165.00 73011768 545000 O&M-C/E-PARKS-OP LEASES

CHECK 338441 TOTAL: 435.00

338442 04/29/2015 PRD 5431 RAY PETERSON 197858 545639 04/07/2015 04/26/15 21.74
Invoice: 545639 PW/2 YDS BRUSH DUMP FEE

21.74 91111427 547900 GG-STREET-ROADSIDE-GARBAGE

Invoice: 545631 197859 545631 03/31/2015 04/26/15 173.92
PW/16 YDS BRUSH DUMP FEE

173.92 91111427 547900 GG-STREET-ROADSIDE-GARBAGE

CHECK 338442 TOTAL: 195.66

338443 04/29/2015 PRD 2409 RIVER OAKS COMMUNICA 197860 04/02/2015 04/02/2015 04/26/15 5,335.95
Invoice: 04/02/2015 EX/COMCAST FRANCHISE CONSULT

5,335.95 31011131 541100 EXEC - C/E PROF SERVICES

CHECK 338443 TOTAL: 5,335.95

338444 04/29/2015 PRD 8159 SCHULZE, POVA 197861 04/08/2015 04/08/2015 04/26/15 20.32
Invoice: 04/08/2015 EX/REIMB ICMA CREDENT ADVISORY

20.32 31011131 543100 EXEC-C/E-TRAVEL/MEALS/LODGING

CHECK 338444 TOTAL: 20.32

338445 04/29/2015 PRD 7659 SEAMAN, SHANE 197942 04/17/2015 04/17/2015 04/26/15 50.00
Invoice: 04/17/2015 CRT/PRO TEM-1 HR

50.00 21011125 541210 COURT - JUDGE PRO TEMPORE SVCS

CHECK 338445 TOTAL: 50.00

338446 04/29/2015 PRD 4689 SITESTAR DONOBI INTE 197943 6584519 04/13/2015 04/26/15 2,055.00
Invoice: 6584519 IT/MAY15 WAN ISP

2,055.00 81011881 545000 IT - C/E RENTS & LEASES

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CASH ACCOUNT: 635 111100 CASH
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CHECK 338446 TOTAL: 2,055.00

338447 04/29/2015 PRD 8129 SMARSH INC
Invoice: INV00070721

197944 INV00070721
203.00 81011881 548500

03/31/2015 04/26/15
IT/TEXT & SOCIAL MEDIA ARCHIVE
IT - C/E COMPUTER SUPPORT

203.00

CHECK 338447 TOTAL: 203.00

338448 04/29/2015 PRD 7446 STAFFORD L. SMITH
Invoice: 03/31/2015

197862 03/31/2015
4,365.00 34470586 541110

03/31/2015 04/26/15
HEX/HEARING EXAMINER SVC
HEX - DEV HEARING EX & PRO TEM

4,365.00

CHECK 338448 TOTAL: 4,365.00

338449 04/29/2015 PRD 8040 SOLENIS LLC
Invoice: 130954116

197863 130954116
3,883.20 73425358 531100

03/27/2015 04/26/15
PW/PRAESTOL K 279 FLX-WWTP
O&M-WWTP-SUPPLIES

3,883.20

CHECK 338449 TOTAL: 3,883.20

338450 04/29/2015 PRD 8132 SPECTRA LABORTORIES-
Invoice: 15-02164

197864 15-02164
19.32 73415345 54110000391

04/10/2015 04/26/15
PW/ROCKAWAY WTR TESTING
LAB SVCS-WATER ROCKAWAY

19.32

197865 15-02165

19.32 73411345 54110000391

04/10/2015 04/26/15
PW/WINSLOW WTR TESTING
LAB SVCS-WATER

19.32

197866 115-02166

19.32 73011897 54110000391

04/10/2015 04/26/15
PW/O&M WTR TESTING
LAB SVCS-PW YARD FAC

19.32

197867 15-02030

212.52 73411345 54110000391

04/06/2015 04/26/15
PW/WINSLOW WTR TESTING
LAB SVCS-WATER

212.52

197868 15-02039

19.32 73415345 54110000391

04/06/2015 04/26/15
PW/ROCKAWAY WTR TESTING
LAB SVCS-WATER ROCKAWAY

19.32

197869 15-01992

115.92 73411345 54110000391

04/06/2015 04/26/15
PW/WINSLOW WTR TESTING
LAB SVCS-WATER

115.92

CHECK 338450 TOTAL: 405.72

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CASH ACCOUNT: 635 111100 CASH								
CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
338451	04/29/2015	PRTD 2467 STAPLES ADVANTAGE	197840	3262297544	04/04/2015		04/26/15	248.71
Invoice: 3262297544					PCD/4 SECTION FOLDERS X 8			
			248.71	61011581 531100	PCD - C/E ADMIN SUPPLIES			
Invoice: 3262297545					04/04/2015		04/26/15	138.66
			138.66	61011581 531100	PCD/STOW AWAY CRATES X 4			
Invoice: 3262297546					04/04/2015		04/26/15	101.46
			101.46	61011581 531100	PCD/MISC OFFICE SUPPLIES			
Invoice: 3262297548					04/04/2015		04/26/15	35.39
			35.39	61011581 531100	PCD - C/E ADMIN SUPPLIES			
Invoice: 3262297549					04/04/2015		04/26/15	75.23
			75.23	61011581 531100	PCD/SHARP MARKERS/COLOR PAPER			
Invoice: 3262297550					04/04/2015		04/26/15	16.19
			16.19	61011581 531100	PCD/PAPER COLOR D CARD LIFTOFF			
Invoice: 3262297437					04/04/2015		04/26/15	52.69
			52.69	31011131 531100	EX/COLORED 5X11 CARDS			
Invoice: 3262297438					04/04/2015		04/26/15	25.84
			25.84	41011141 531100	FIN/SILVER GRIP STAPLER			
Invoice: 3262297498					04/04/2015		04/26/15	94.64
			94.64	72011321 531100	ENG/RELAY FLASH/SHOULDER REST			
Invoice: 3262297499					04/04/2015		04/26/15	35.37
			35.37	72011321 531100	ENG/INDEX DIV/BIC PENS			
Invoice: 3262297500					04/04/2015		04/26/15	11.72
			11.72	72011321 531100	ENG/PENCILS X 2 DZ			
Invoice: 3262297501					04/04/2015		04/26/15	65.20
			65.20	71011321 531100	ENG/2 X 3 CUSHION MAT			
Invoice: 3262297502					04/04/2015		04/26/15	-11.72
			-11.72	72011321 531100	ENG/RETURN PENCILS			
					ENG - C/E ADMIN SUPPLIES			

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 3262297503
197954 3262297503 04/04/2015 04/26/15 21.46
ENG/PENCILS/COVERS/STENO BK
21.46 72011321 531100 ENG - C/E ADMIN SUPPLIES

Invoice: 3262297504
197955 3262297504 04/04/2015 04/26/15 46.60
ENG/ENVELOPE/CALCULATR/CATLG
46.60 72011321 531100 ENG - C/E ADMIN SUPPLIES

Invoice: 3262297505
197956 3262297505 04/04/2015 04/26/15 10.85
ENG/BLACK INK ROLLER
10.85 72011321 531100 ENG - C/E ADMIN SUPPLIES

Invoice: 3262297506
197957 3262297506 04/04/2015 04/26/15 107.55
ENG/PAPER TOWELS/CLIPS/PAPER
107.55 72011321 531100 ENG - C/E ADMIN SUPPLIES

Invoice: 3262297507
197958 3262297507 04/04/2015 04/26/15 33.58
ENG/1 PCK GEL PENS
33.58 72011321 531100 ENG - C/E ADMIN SUPPLIES

CHECK 338451 TOTAL: 1,109.42

338452 04/29/2015 PRD 5730 SUMMIT LAW GROUP 197848 73183 04/15/2015 04/26/15 336.00
Invoice: 73183 LEGAL/GENERAL
336.00 32011152 541110 LGL-C/E-CIVIL-GEN'L OUTSIDE AT

Invoice: 73184
197849 73184 04/15/2015 04/26/15 1,764.00
LEGAL/BARGAINING
1,764.00 32011152 54111000274 LABOR NEGOTIATION SVCS

CHECK 338452 TOTAL: 2,100.00

338453 04/29/2015 PRD 8143 THOMES, ALICE & ANDR 197618 45052 04/13/2015 04/26/15 253.95
Invoice: 45052 UB 11502 4008 ROCKAWAY BEACH ROAD NE
253.95 415 122100 ROCKAWAY WATER ACCOUNTS REC

CHECK 338453 TOTAL: 253.95

338454 04/29/2015 PRD 7358 MICHAEL TOVAR 197870 1409-8 03/31/2015 04/26/15 9,712.50
Invoice: 1409-8 PCD/COMP PLAN UPDATE
9,712.50 61011582 54110000700 COMP PLAN UPDATE-PROF SVCS

CHECK 338454 TOTAL: 9,712.50

338455 04/29/2015 PRD 7358 MICHAEL TOVAR 197871 1409-8-A 03/31/2015 04/26/15 202.00
Invoice: 1409-8-A PCD/REIMB COMP PLAN UPD EXP
202.00 61011582 53110000700 COMP PLAN UPDATE-SUPPLIES

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

						CHECK	338455 TOTAL:	202.00
338456	04/29/2015	PRTD	7954	TRANSPORTATION SOLUT	197872	03/27/2015	03/27/2015 21400089 04/26/15	31,807.50
	Invoice: 03/27/2015						Isl. Wide Transp. Needs Assess	
				31,807.50	72111444 54110000689		TRAFFIC CONCUR STUDY-PROF SVCS	
						CHECK	338456 TOTAL:	31,807.50
338457	04/29/2015	PRTD	4929	TYLER TECHNOLOGIES I	197959	045-131448	04/21/2015 04/26/15	10,872.78
	Invoice: 045-131448						IT/MUNIS SOFTWR QTR MAINT	
				10,872.78	81011881 548500		IT - C/E COMPUTER SUPPORT	
						CHECK	338457 TOTAL:	10,872.78
338458	04/29/2015	PRTD	553	UTILITIES UNDERGROUN	197873	5030097	03/31/2015 04/26/15	148.35
	Invoice: 5030097						PW/115 EXCAVATION NOTICES	
				148.35	73637893 54110000393		O&M ALLOC-LOCATING SVCS	
						CHECK	338458 TOTAL:	148.35
338459	04/29/2015	PRTD	1485	VERIZON WIRELESS	197874	9743247046	04/01/2015 04/26/15	3,922.41
	Invoice: 9743247046						CITYWIDE CELL PHONE SERVICE	
				3,922.41	91011189 542100		GG-C/E-CITY HALL-PHONE	
						CHECK	338459 TOTAL:	3,922.41
338460	04/29/2015	PRTD	7420	WA ST DEPT OF ENTERP	197878	7117611	04/02/2015 04/26/15	159.00
	Invoice: 7117611						ENG/EXCEL LEVEL 1-V WALKER	
				159.00	72411321 443410		ENG-WATER-TRAINING	
						CHECK	338460 TOTAL:	159.00
338461	04/29/2015	PRTD	203	WA ST EMPLOYMENT SEC	197961	2015-Q1	03/31/2015 04/26/15	287.00
	Invoice: 2015-Q1						2015 Q1 UI TAX	
				287.00	91011177 520000		GG-C/E-UNEMPLOYMENT PAYMENTS	
						CHECK	338461 TOTAL:	287.00
338462	04/29/2015	PRTD	2251	WA ST TREASURER	197876	04/13/2015-SBCC	04/13/2015 04/26/15	234.00
	Invoice: 04/13/2015-SBCC						OUT COURT REMIT-SBCC	
				234.00	41652860 586000		SBCC BLDG.-OUT	
				197877	04/13/2015		04/13/2015 04/26/15	5,340.39
	Invoice: 04/13/2015						OUT COURT REMIT	

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CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

2,033.91 41611860 586000 PSEA 60% OUT
999.28 41610860 586000 PSEA 30% OUT
73.65 41619860 586000 PSEA 3 - STATE DISB OUT
469.21 41616860 586000 THEFT PRV&TR BRAIN INJ-OUT
852.63 41614860 586000 JUDICIAL INFO SYST.-OUT
83.02 41615860 586000 BREATH TEST-CUSTODIAL
150.27 41617860 586000 SCHOOL SAFETY ZONE-OUT
678.42 41618860 586000 TRAUMA CARE-OUT

CHECK 338462 TOTAL: 5,574.39

338463 04/29/2015 PRD 8125 WALKER MACY, LLC 197875 P3119.01-1 03/25/2015 21500014 04/26/15 10,764.74
Invoice: P3119.01-1 DESIGN FOR WATERFRONT PARK PH1

10,764.74 72311476 64110000637 WFP CAP-PROF SVCS/DESIGN

CHECK 338463 TOTAL: 10,764.74

338464 04/29/2015 PRD 4819 WEST PAYMENT CENTER 197960 831588481 04/01/2015 04/26/15 574.25
Invoice: 831588481 LEGAL/INFORMATION CHARGES

574.25 32011152 549100 LEGAL-C/E-DUES & SUBSCR SVCS

CHECK 338464 TOTAL: 574.25

338465 04/29/2015 PRD 499 WESTBAY AUTO PARTS I 197881 042879 03/17/2015 04/26/15 178.59
Invoice: 042879 PW/AIR/OIL FILTERS

178.59 990 141100 MERCHANDISE

Invoice: 043017

197882 043017 03/17/2015 04/26/15 38.56

PW/V-RIBBED BELT
OFFICE SUPPLIES

38.56 73638935 531100

Invoice: 043246

197883 043246 03/18/2015 04/26/15 -.34

PW/RETURN NYLON ROPE
OFFICE SUPPLIES

-.34 73638935 531100

Invoice: 043870

197884 043870 03/19/2015 04/26/15 -205.76

PW/RETURN V/SERP BELT/CORE DEP
OFFICE SUPPLIES
OFFICE SUPPLIES

-84.97 73638935 531100

-120.79 73411345 531100

Invoice: 044741

197885 044741 03/23/2015 04/26/15 27.98

PW/AIR FILTERS X 2
MERCHANDISE

27.98 990 141100

Invoice: 046105

197886 046105 03/27/2015 04/26/15 36.83

PW/MC LAMP/SOLVENT
OFFICE SUPPLIES

36.83 73638935 531100

197887 046895 03/30/2015 04/26/15 47.21

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CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

Invoice: 046895

47.21 990 141100 PW/OIL FILTERS X 6
MERCHANDISE

197888 046974

03/30/2015

04/26/15

51.11

Invoice: 046974

20.70 990 141100

PW/AIR FILTER/ERASER

MERCHANDISE

30.41 73638935 531100

OFFICE SUPPLIES

197889 047949

04/02/2015

04/26/15

14.48

Invoice: 047949

14.48 73111427 531100

PW/HOSE ENDS X 2-VEH#68

OFFICE SUPPLIES

197890 048895

04/06/2015

04/26/15

122.54

Invoice: 048895

122.54 990 141100

PW/OIL/AIR FILTERS/WIPERS

MERCHANDISE

CHECK 338465 TOTAL: 311.20

NUMBER OF CHECKS 101 *** CASH ACCOUNT TOTAL *** 379,574.03

COUNT

AMOUNT

TOTAL PRINTED CHECKS

101

379,574.03

*** GRAND TOTAL *** 379,574.03

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JOURNAL ENTRIES TO BE CREATED

CLERK: lsteinberg

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT		JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
EFF DATE									
2015 4 327									
APP 403-213000						ACCOUNTS PAYABLE		11,810.37	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			379,574.03
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		197,146.28	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		43,623.57	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		4,784.88	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		20,210.02	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		11,225.56	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		6,193.82	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 104-213000						CIVIC IMPR - ACCOUNTS PAYABLE		16,879.01	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000						ACCOUNTS PAYABLE		200.00	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 108-213000						AFFORD HSG - ACCOUNTS PAYABLE		6,119.00	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		5,648.32	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		54,717.96	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		1,015.24	
04/29/2015 04/26/15		042915				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								379,574.03	379,574.03
APP 631-130000						DUE TO/FROM CLEARING		368,348.47	
04/29/2015 04/26/15		042915							
APP 403-130000						DUE TO/FROM CLEARING			11,810.37
04/29/2015 04/26/15		042915							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			197,146.28
04/29/2015 04/26/15		042915							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			43,623.57
04/29/2015 04/26/15		042915							
APP 401-130000						DUE TO/FROM CLEARING			4,784.88
04/29/2015 04/26/15		042915							
APP 402-130000						DUE TO/FROM CLEARING			20,210.02
04/29/2015 04/26/15		042915							
APP 407-130000						DUE TO/FROM CLEARING			6,193.82
04/29/2015 04/26/15		042915							
APP 104-130000						CIVIC IMPR DUE TO/FROM CLEAR'G			16,879.01

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JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
04/29/2015	04/26/15	042915							
APP 622-130000						DUE TO/FROM CLEARING			200.00
04/29/2015	04/26/15	042915							
APP 108-130000						AFFORD HSG DUE TO/FROM CLEAR'G			6,119.00
04/29/2015	04/26/15	042915							
APP 650-130000						DUE TO/FROM CLEARING			5,648.32
04/29/2015	04/26/15	042915							
APP 301-130000						DUE TO/FROM CLEARING			54,717.96
04/29/2015	04/26/15	042915							
APP 901-130000						DUE TO/FROM CLEARING			1,015.24
04/29/2015	04/26/15	042915							
SYSTEM GENERATED ENTRIES TOTAL								368,348.47	368,348.47
JOURNAL 2015/04/327 TOTAL								747,922.50	747,922.50

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2015 4	327	04/29/2015			
001-130000				GENERAL - DUE TO/FROM CLEARING		197,146.28
001-213000				GENERAL - ACCOUNTS PAYABLE	197,146.28	
				FUND TOTAL	197,146.28	197,146.28
101 STREET FUND	2015 4	327	04/29/2015			
101-130000				STREETS - DUE TO/FROM CLEARING		43,623.57
101-213000				STREETS - ACCOUNTS PAYABLE	43,623.57	
				FUND TOTAL	43,623.57	43,623.57
104 CIVIC IMPROVEMENT FUND	2015 4	327	04/29/2015			
104-130000				CIVIC IMPR DUE TO/FROM CLEAR'G		16,879.01
104-213000				CIVIC IMPR - ACCOUNTS PAYABLE	16,879.01	
				FUND TOTAL	16,879.01	16,879.01
108 AFFORDABLE HOUSING FUND	2015 4	327	04/29/2015			
108-130000				AFFORD HSG DUE TO/FROM CLEAR'G		6,119.00
108-213000				AFFORD HSG - ACCOUNTS PAYABLE	6,119.00	
				FUND TOTAL	6,119.00	6,119.00
301 CAPITAL CONSTRUCTION FUND	2015 4	327	04/29/2015			
301-130000				DUE TO/FROM CLEARING		54,717.96
301-213000				ACCOUNTS PAYABLE	54,717.96	
				FUND TOTAL	54,717.96	54,717.96
401 WATER OPERATING FUND	2015 4	327	04/29/2015			
401-130000				DUE TO/FROM CLEARING		4,784.88
401-213000				ACCOUNTS PAYABLE	4,784.88	
				FUND TOTAL	4,784.88	4,784.88
402 SEWER OPERATING FUND	2015 4	327	04/29/2015			
402-130000				DUE TO/FROM CLEARING		20,210.02
402-213000				ACCOUNTS PAYABLE	20,210.02	
				FUND TOTAL	20,210.02	20,210.02
403 STORM & SURFACE WATER FUND	2015 4	327	04/29/2015			
403-130000				DUE TO/FROM CLEARING		11,810.37
403-213000				ACCOUNTS PAYABLE	11,810.37	
				FUND TOTAL	11,810.37	11,810.37
407 BUILDING & DEVELOPMENT FUND	2015 4	327	04/29/2015			

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
407-130000					DUE TO/FROM CLEARING		6,193.82
407-213000					ACCOUNTS PAYABLE	6,193.82	
					FUND TOTAL	6,193.82	6,193.82
622 EXPENDABLE TRUST FUND	2015	4	327	04/29/2015			
622-130000					DUE TO/FROM CLEARING		200.00
622-213000					ACCOUNTS PAYABLE	200.00	
					FUND TOTAL	200.00	200.00
631 CLEARING FUND	2015	4	327	04/29/2015			
631-130000					DUE TO/FROM CLEARING	368,348.47	
631-213000					ACCOUNTS PAYABLE	11,225.56	
635-111100					CASH		379,574.03
					FUND TOTAL	379,574.03	379,574.03
650 AGENCY FUND	2015	4	327	04/29/2015			
650-130000					DUE TO/FROM CLEARING		5,648.32
650-213000					ACCOUNTS PAYABLE	5,648.32	
					FUND TOTAL	5,648.32	5,648.32
901 CITY-WIDE REPORTING FUND	2015	4	327	04/29/2015			
901-130000					DUE TO/FROM CLEARING		1,015.24
901-213000					ACCOUNTS PAYABLE	1,015.24	
					FUND TOTAL	1,015.24	1,015.24

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		197,146.28
101	STREET FUND		43,623.57
104	CIVIC IMPROVEMENT FUND		16,879.01
108	AFFORDABLE HOUSING FUND		6,119.00
301	CAPITAL CONSTRUCTION FUND		54,717.96
401	WATER OPERATING FUND		4,784.88
402	SEWER OPERATING FUND		20,210.02
403	STORM & SURFACE WATER FUND		11,810.37
407	BUILDING & DEVELOPMENT FUND		6,193.82
622	EXPENDABLE TRUST FUND		200.00
631	CLEARING FUND	368,348.47	
650	AGENCY FUND		5,648.32
901	CITY-WIDE REPORTING FUND		1,015.24
	TOTAL	368,348.47	368,348.47

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

PAYROLL

PAYROLL CHECK RUN: 4 - 20 - 2015

Run Type	Run Date	Check # Sequence	Comments	Amount
Retro	4/7/2015	032805 - 032888	Retro check run - direct deposit	14,728.57
Retro	4/7/2015	107060 - 107064	Retro check run - regular	730.02
Retro Vendor	4/7/2015	107065 - 107066	Retro vendor check run	2,589.44
Normal	4/20/2015	032889 - 033003	P/R check run - direct deposit	259,833.61
Normal	4/20/2015	107067 - 107070	P/R check run - regular	6,840.05
Vendor	4/20/2015	107071 - 107082	P/R vendor check run	81,382.55
EFTPS	4/20/2015		Federal Tax Electronic Transfer	109,704.18
			TOTAL:	475,808.42

Prepared and Reviewed by



Deborah Lee

Date

4-19-15

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



Date

4-24-2015

Karl R. Shaw, Accounting Manager

ITEMS DISCUSSED

1. CALL TO ORDER / ROLL CALL
2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
3. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE
4. PRESENTATIONS
 - A. NATIONAL POETRY MONTH READING
 - B. PROCLAMATION DECLARING APRIL 9, 2015 AS TEAM 4915 SPARTRONICS DAY, AB 15-065
 - C. PROCLAMATION DECLARING APRIL 12-18, 2015 AS VOLUNTEER WEEK, AB 15-066
 - D. 2014 ANNUAL REPORT ON PUBLIC FARMLAND MANAGEMENT, AB 15-067
5. STAFF INTENSIVE
 - B. PROPOSED UPDATES TO MASTER LEASE FOR CITY-OWNED FARMLAND, AB 15-068 [MOVED UP]
 - A. HISTORIC PRESERVATION COMMISSION HISTORIC SUMMER BEACH HOMES GRANT OPPORTUNITY, AB 15-050 [MOVED DOWN]
 - C. REVIEW CURRENT FOOD TRUCK REGULATIONS AND FOOD SERVICE IN INDUSTRIAL ZONES, AB 15-069
 - D. PUBLIC WORKS CONTRACTS, AB 15-070
 1. VALLEY, LOGG AND GERTIE JOHNSON DRAINAGE PROJECT BUDGET AMENDMENT, AB 14-122
 2. CAVE AVENUE AND KNECHTEL WAY OVERLAY PROJECT, FINAL CHANGE ORDER AND BUDGET AMENDMENT, AB 14-133
 - E. SOUND TO OLYMPIC TRAIL PHASE 2 SUPPLEMENTAL AGREEMENT NO. 3, AB 14-096
 - F. ROAD RECONSTRUCTION PROJECTS PLANNING, AB 15-064
6. COUNCIL DISCUSSION
 - A. POLICE OVERSIGHT PROPOSAL, AB 15-071
7. COMMITTEE REPORTS
 - A. UTILITY ADVISORY COMMITTEE MARCH 23, 2015 NOTES
 - B. PUGET SOUND REGIONAL COUNCIL (PSRC) GROWTH MANAGEMENT POLICY BOARD APRIL 2, 2015 NOTES
8. REVIEW UPCOMING COUNCIL MEETING AGENDAS
9. FOR THE GOOD OF THE ORDER
10. ADJOURNMENT

1. CALL TO ORDER / ROLL CALL 7:00 PM

Deputy Mayor Townsend called the meeting to order at 7 p.m. with Councilmembers Blair, Blossom, Bonkowski, Roth, Scott and Tollefson in attendance. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 7:01 PM

7:01 PM

MOTION: For continuity, Item 5B will take place after Item 4D.

BLAIR/ROTH: The motion carried 7-0.

3. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE 7:02 PM

City Manager Schulze's report included information on:

- Bainbridge Island Police Department Annual Awards Gala.
- Annual Bainbridge Island Volunteer Week celebration. The celebration will be held on Thursday, April 16 from 5:00 to 7:00 p.m. in the Bainbridge High School Commons.
- AWC's Annual Conference in Wenatchee on June 23-26.
- Farmer's Market opens on Saturday, April 11.

4. PRESENTATIONS 7:05 PM

A. NATIONAL POETRY MONTH READING

Mayor Blair explained the concept behind National Poetry Month and introduced poet Stefani Galaday.

B. PROCLAMATION DECLARING APRIL 9, 2015 AS TEAM 4915 SPARTRONICS DAY, AB 15-065 7:10 PM

7:13 PM

MOTION: I move that the City Council authorize the Mayor to sign the proclamation declaring April 9, 2015 as Team 4915 Spartronics Day.

BONKOWSKI/ROTH: The motion carried 7-0.

C. PROCLAMATION DECLARING APRIL 12-18, 2015 AS VOLUNTEER WEEK, AB 15-066 7:19 PM

The City of Bainbridge Island and Bainbridge Community Foundation will once again be co-hosting the Bainbridge Island Volunteer Celebration as part of National Volunteer Week. This year's celebration is focused on the theme of Celebrating a Lifetime of Service and will take place on Thursday, April 16, 2015 from 5:00-7:00 pm in the Bainbridge High School Commons. The celebration will be the culmination of a week of activities including two free trainings being offered at City Hall on *Legal Tools for Effective Volunteer Programs* and *Engaging Volunteers Across Generations*. The community is encouraged to attend and celebrate the amazing work being accomplished by volunteers across the island.

Leading up to volunteer week, the community will be asked to wear a button to show support for volunteers in our community. Buttons will be free of charge and available at City Hall, the Bainbridge Community Foundation, and at various locations across the island. A third grader at Wilkes Elementary designed this year's button. The button designer and five finalists will be recognized at the Volunteer Celebration on April 16, 2015.

7:21 PM

MOTION: *I move that the City Council authorize the Mayor to sign the proclamation declaring April 12-18, 2015 as National Volunteer Week on Bainbridge Island.*

SCOTT/TOLLEFSON: *The motion carried 7-0.*

D. 2014 ANNUAL REPORT ON PUBLIC FARMLAND MANAGEMENT, AB 15-067 7:21 PM

Wendy Tyner, Executive Director of Friends of the Farm addressed Council.

The master lease stipulates that FOF will provide the City with an annual report on:

- a. Quantification of produce and products from designated leased properties.
- b. Identification of farmer sub lessees by parcel, acreage utilized and lease rates.
- c. Summary of financial management (calendar year basis) including but not limited to: expense by parcel and payee; income by parcel; operating revenues and expenses of the management organization; grants sought/awarded, etc.
- d. Schedule and status for farm related capital improvements, if any.
- e. Description of farm-related activities, including but not limited to: educational programs, community outreach, work-parties, and public events.
- f. Description of farm and farm-related activities demonstrating compliance with the Goals, Policies and Practices and other requirements of this Lease, and where appropriate, reporting and an explanation of instances where the Goals, Policies and Practices and other requirements of this Lease may not have been met.

5. STAFF INTENSIVE 7:42 PM

B. PROPOSED UPDATES TO MASTER LEASE FOR CITY-OWNED FARMLAND, AB 15-068 [MOVED UP]

After discussion, Council requested a previous version and a redlined version of the documents to be reviewed at the April 14 business meeting.

Public Comment

Melanie Keenan stated she thought the process was flawed and asked whether we should subsidize the wine growers.

Patty Dusbabek, private farmer, stated we are not teaching our young farmers on how to support themselves and thinks we have been too generous by not holding them accountable.

A. HISTORIC PRESERVATION COMMISSION HISTORIC SUMMER BEACH HOMES GRANT OPPORTUNITY, AB 15-050 [MOVED DOWN] 8:20 PM

Council considered this request to apply for a \$20,000 (\$12,000 grant fund, \$8,000 City match) grant, administered by the Washington State Department of Archaeology and Historic Preservation (DAHP) to create a context statement for summer beach homes on the Island and to create a summer beach home exhibit.

The grants are made on a competitive basis and are made annually only to Certified Local Governments ("CLG"). As a CLG, Bainbridge Island is eligible to apply for the grant. The aim of the grant is to encourage, develop, and maintain local preservation efforts. This year there is a special emphasis on projects that serve under-represented communities. The funds will be used to:

1. Create a Historic Context Statement to:
 - Identify the time periods, locations and development patterns of summer beach homes
 - Identify the architectural styles and character-defining features representative of summer beach homes
 - Sample and inventory remaining, representative historic summer beach homes
 - Identify opportunities for preservation of these remaining resources

2. Create a Summer Beach Homes Exhibit to:

- Raise public awareness of this development pattern
- Raise the public's appreciation of this piece of our Island's history
- Correlate the Island's summer home development pattern to that which occurred around the Puget Sound

Historic Context Statements are those patterns or trends in history by which a specific occurrence is understood and its meaning (and ultimately its significance) within history is made clear. Summer beach home developments reflect settlement patterns that are an important piece of our Island history, which is currently being threatened by demolition. The first wave of summer home developments occurred in the early 1900's, with a wave in the 1920's and the last surge in the 1950's. Many of the homes have been repaired, renovated and removed over the years to make way for larger, waterfront homes. This statement will provide the history of these development patterns and identify opportunities for preservation. The deadline for this grant application is April 24, 2015.

8:26 PM

MOTION: *I move that the City Council forward the Historic Preservation Commission's request to apply for a \$20,000 (\$12,000 from DAHP, \$8,000 match from the City) grant from the DAHP to the April 14, 2015 consent agenda.*

BLAIR/BLOSSOM: *The motion carried 7-0.*

C. REVIEW CURRENT FOOD TRUCK REGULATIONS AND FOOD SERVICE IN INDUSTRIAL ZONES, AB 15-069 8:27 PM

The City's regulations refer to food trucks as "mobile retail food establishments," which are defined in BIMC Section 18.36.030.155 as,

"Mobile retail food establishment" means a retail food establishment that is operated from a movable vehicle or other portable structure, and that routinely changes location, except that if the establishment operates from any one location for more than 30 consecutive days, the establishment is no longer a mobile retail food establishment. A mobile retail establishment shall not be considered a personal service.

Food trucks are permitted in all of the commercial and mixed-use zones (See Attachment A). Specific regulations are contained in BIMC Section 18.09.030.D.4. The key elements of the regulations are:

- The business must be on private property, not within the right-of-way. Permission from the property owner must be submitted with the business license.
- The operating vehicle or structure must be removed from the site at the end of the day.
- Drive-through facilities not allowed.
- No tables or chairs may be set up on-site, no additional signs (besides what is on the vehicle).
- The food truck can take up no more than two parking spaces, so long as adequate parking exists on the particular property.
- Must meet all requirements from Kitsap County Health District.

The overall purpose of the current regulations is to ensure that food trucks are placed to not interfere with pedestrians and drivers.

Food Service in Business/Industrial Zones

The City has a specific definition for "food service establishments," which differentiates it from restaurants and fast-food restaurants. The definition is contained in BIMC Section 18.36.030.92, which states:

"Food service establishment" means a building, or portion thereof, containing tables and/or booths, which is designed, intended and used for the indoor sales and consumption of food prepared on the premises, for employees of businesses within the development. The term "food service establishment" shall not include "restaurant," "formula take-out food restaurant," or "drive-through business."

Food service establishments are only permitted in the Business/ Industrial district. Regulations pertaining to food service in the B/I zones are contained in BIMC 18.09.030.D.3. The key elements of the regulations are:

- The food service establishment should be visible within a Business/Industrial complex only, not visible from the adjacent streets. No additional signs for the business shall face arterials or collector streets.
- Indoor area occupied by the food service business may not exceed 2,000 square feet.
- Food service business hours are limited to 5:00 a.m. - 6:00 p.m.

The overall purpose of the current regulations is to ensure that food service establishments are primarily for the benefit of customers and employees in the zone, as opposed to providing full-service destination restaurants. The Council that adopted the regulations did not want the BI zones to become “restaurant districts” that would compete with Winslow and create additional traffic, and wanted to avoid having land intended for industrial purposes taken up with restaurants and other types of retail uses.

Public Comment

Kim Raymond, Wallace Way, (owns a food truck) stated the process with the City is quite simple but have found that the brick-and-mortar businesses are saying no to the trucks being parked near their business which is understandable.

Council supports limited use of the food trucks at this time; staff will add the development and review of an ordinance to the Planning Commission’s schedule. Regarding food service in industrial zones, Council supports the initiative but only as part of the Comprehensive Plan Update given the Planning Department’s current work plan.

D. PUBLIC WORKS CONTRACTS, AB 15-070 8:51 PM

1. VALLEY, LOGG AND GERTIE JOHNSON DRAINAGE PROJECT BUDGET AMENDMENT, AB 14-122

The Valley, Logg, and Gertie Johnson Road Drainage Improvements project included roadway and storm drainage improvements to portions of Valley Road to Logg Road and Gertie Johnson Road. The project was approved at the August 11, 2014 City Council meeting in the original contract amount of \$245,736.00. Over the course of the project, two change orders were processed in the combined amount of \$ 6,143.22 resulting in a revised contract amount of \$251,879.22. An overall budget amendment in the amount of \$9,589.00 from the 2015 Annual Drainage program will be needed to balance the project budget.

8:52 PM

MOTION: *I move that the City Council forward the Valley, Logg, and Gertie Johnson Road Drainage Improvements project budget amendment in the amount of \$9,589 from the 2015 Annual Drainage program to the April 14, 2015 City Council consent agenda.*

BLAIR/TOLLEFSON: *The motion carried 7-0.*

2. CAVE AVENUE AND KNECHTEL WAY OVERLAY PROJECT, FINAL CHANGE ORDER AND BUDGET AMENDMENT, AB 14-133 8:53 PM

This project consisted of applying a thin asphalt overlay on Cave Avenue and Knechtel Way; install speed humps on Cave Avenue, and drainage/sidewalk improvements on Knechtel Way.

The Cave Avenue and Knechtel Way Overlay project was approved at the August 25, 2014 City Council meeting in the amount of \$137,891.50. Change Order No. 1 in the amount of \$4,003.35 equaled a revised contract amount of \$141,894.85.

The final change order in the amount of \$8,368.00 is necessary to balance out the quantity adjustments equaling a revised contract amount of \$152,262.85. See attached final change order for details. A budget amendment in the amount of \$7,489.94 from the 2015 Roads Preservation fund will be needed.

8:56 PM

MOTION: *I move that the City Council forward the Cave Avenue & Knechtel Way Overlay project final change order in the amount of \$8,368.00 and approve a budget amendment in the amount of \$7,489.94 from the 2015 Road Preservation fund, to the April 14, 2015 City Council consent agenda.*

ROTH/SCOTT: *The motion carried 7-0.*

E. SOUND TO OLYMPIC TRAIL PHASE 2 SUPPLEMENTAL AGREEMENT NO. 3, AB 14-096 8:56 PM

The STO Trail Phase 2 project provides for a separated shared-use pathway along SR305 from Winslow Way to High School Road. This project will complete the “first mile” of the Sound to Olympics Trail and study potential branch connections.

City Council approved the original design Agreement at their August 4, 2014 meeting, awarding the design to MacLeod Reckord in the amount of \$135,948.02. In 2014, two Supplemental Agreements were processed for environmental permitting and geotechnical services as well as finalized design and construction documentation for the recommended alignment, totaling a combined amount of \$283,879.63.

Supplemental Agreement Number 3 in the amount of \$26,377.03 is needed for structural design and engineering of elevated trail, structural retaining walls, and mechanically stabilized embankments for portion of the Trail.

8:58 PM

MOTION: *I move that the City Council forward the Sound to Olympics Trail Phase 2 Supplemental Agreement Number 3 with MacLeod Reckord in the amount of \$26,377.03 to the April 14, 2015 City Council consent agenda.*

BLAIR/BONKOWSKI: *The motion carried 7-0.*

Public Comment

Charles Schmid, Manitou Park, requested that it should be clear that the trail is designated as a scenic highway.

F. SUBJECT: ROAD RECONSTRUCTION PROJECTS PLANNING, AB 15-064 8:58 PM

Engineering Manager Hammer provided a PowerPoint on 2015 Planned Work Reconstruction Needs.

6. COUNCIL DISCUSSION 9:16 PM

A. POLICE OVERSIGHT PROPOSAL, AB 15-071

At the direction of the City Council, the ad hoc committee has met on several occasions with Chief Hamner and with City Manager Schulze. The committee consulted the considerable literature and past expressions of local opinion.

Chief Hamner summarized the report included in the agenda packet. Council discussed the proposal at length and determined the proposal needs defining, and will be brought back to Council at the business meeting on April 14.

Public Comment

Richard Daniels, a former sheriff in Los Angeles County, expressed support for the proposal.

Kim Hendrickson also expressed support for the proposal.

7. COMMITTEE REPORTS 9:48 PM

A. UTILITY ADVISORY COMMITTEE MARCH 23, 2015 NOTES

**B. PUGET SOUND REGIONAL COUNCIL (PSRC) GROWTH MANAGEMENT POLICY BOARD
NOTES APRIL 2, 2015**

8. REVIEW UPCOMING COUNCIL MEETING AGENDAS

April 14

Executive Session - Potential Litigation

Approve Final Shoreline Master Program Monitoring Program

Authorize City Manager to Record Conservation Easement Against Madison Tot Lot Property

Friends of the Farms: Proposed Updates to Master Lease for City Owned Farmland Exhibits B and D

Proclamation Declaring April 24, 2015 as Arbor Day; Receive "Tree City USA" Award from DNR

Proclamation Declaring April 22, 2015 as Earth Day

National Poetry Month Reading

Valley, Logg and Gertie Johnson Drainage Project, Budget Amendment

Cave Avenue and Knechtel Way Overlay Project, Final Change Order and Budget Amendment

Sound to Olympic Trail Phase 2 Supplemental Agreement No. 3

WS: Overview of City Revenue Options and Trends

WS: Review City's Green Power Participation

9. FOR THE GOOD OF THE ORDER

Councilmembers Scott and Roth are planning ward meetings.

10. ADJOURNMENT 9:55 PM

Deputy Mayor Townsend adjourned the meeting at 9:55 p.m.

Anne S. Blair, Mayor

Kelly Jahraus, Records Management Coordinator

ITEMS DISCUSSED

1. EXECUTIVE SESSION
 - A. POTENTIAL LITIGATION (RCW 42.30.110(1)(i))
 - B. REVIEW QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT/REVIEW PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g))
2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE
3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. PUBLIC COMMENT
5. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE
6. PRESENTATIONS
 - A. NATIONAL POETRY MONTH READING
 - B. PROCLAMATION DECLARING APRIL 24, 2015 AS ARBOR DAY AND RECEIVE "TREE CITY USA" AWARD FROM THE DEPARTMENT OF NATURAL RESOURCES, AB 15-075
 - C. PROCLAMATION DECLARING APRIL AS HERITAGE TREES MONTH, AB 15-076
 - D. PROCLAMATION DECLARING APRIL 22, 2015 AS EARTH DAY, AB 15-077
7. UNFINISHED BUSINESS
 - A. SHORELINE MASTER PROGRAM MONITORING PROGRAM, AB 14-089
 - B. AGREEMENT BETWEEN HOUSING RESOURCES BAINBRIDGE (HRB) AND THE CITY OF BAINBRIDGE ISLAND FOR FERNCLIFF TOWNHOMES PROJECT FUNDING, AB 15-082
8. NEW BUSINESS
 - A. RECORDING OF DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS RELATING TO CONSERVATION OF PROPERTY AGAINST THE MADISON TOT LOT PROPERTY, AB 15-078
9. CONSENT AGENDA
 - A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL
 - B. STUDY SESSION MEETING MINUTES, MARCH 17, 2015
 - C. BUSINESS MEETING MINUTES, MARCH 24, 2015
 - D. VALLEY, LOGG AND GERTIE JOHNSON DRAINAGE PROJECT BUDGET AMENDMENT, AB 14-122
 - E. CAVE AVENUE AND KNECHTEL WAY OVERLAY PROJECT FINAL CHANGE ORDER AND BUDGET AMENDMENT, AB 14-133
 - F. SOUND TO OLYMPICS TRAIL PHASE 2 SUPPLEMENTAL AGREEMENT NO. 3, AB 14-096
10. COMMITTEE REPORTS
 - A. ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE NOTES, APRIL 8, 2015
 - B. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE NOTES, APRIL 8, 2015
11. REVIEW UPCOMING COUNCIL MEETING AGENDAS
12. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED)
 - A. OVERVIEW OF CITY REVENUE OPTIONS AND TRENDS, AB 15-080
 - B. REVIEW CITY'S GREEN POWER PARTICIPATION, AB 15-081
13. FOR THE GOOD OF THE ORDER
14. EXECUTIVE SESSION: POTENTIAL LITIGATION (RCW 42.30.110(1)(i))
15. ADJOURNMENT

1. EXECUTIVE SESSION 6:14 PM
 - A. POTENTIAL LITIGATION (RCW 42.30.110(1)(i))
 - B. REVIEW QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT/REVIEW PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g))

Mayor Blair called an executive session to order at 6:14 p.m. with Councilmembers Blossom, Bonkowski, Roth, Scott, Tollefson, Townsend and City Attorney Marshall to discuss Potential Litigation (RCW 42.30.110(1)(I)) and Review Qualifications of an Applicant For City Employment/Review Performance of an Employee (RCW 42.30.110(1)(G)) in the Planning Conference Room. The recording system was turned off and a notice was posted on the door of the Council Chamber. The executive session adjourned at 7:06 p.m. No action was taken.

2. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE 7:07 PM

Mayor Blair called the meeting to order at 7 p.m. with Councilmembers Blossom, Bonkowski, Roth, Scott, Tollefson and Townsend in attendance. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

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

7:09 PM

MOTION: *I move we accept the agenda as amended to include another Executive Session to discuss Potential Litigation at 9:30 p.m.*

BONKOWSKI/TOWNSEND: *The motion carried 7-0.*

4. PUBLIC COMMENT 7:10 PM

Brian McConaughy, Puget Sound Energy, invited the public to an open house on April 21 at Seabold Hall.

Margaret Celestino, Knechtel Way, encouraged the City to record the conservation easement on the Tot Lot.

Steve Goll, Madison Avenue North, provided comment regarding the Tot Lot specifically that the City should enforce the original agreement.

Jim Laughlin, applicant for the original project at the Tot Lot, provided a hand out to Council and explained the current proposal.

Robert Dashiell, Tolo Road, read comment into the record on the SMP Monitoring Program.

5. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE 7:25 PM

City Manager Schulze's report included information on:

- As of the May 5 meeting there will be a transition to the new agenda software.
- House and Senate have passed their transportation packages.
- Farmer's Market Opening.
- Volunteer's Week has commenced.
- Good response from Council regarding the AWC Conference.
- Comprehensive Plan: the steering committee will meet Wednesday morning, April 15 at 9:30 a.m.

6. PRESENTATIONS 7:32 PM

A. NATIONAL POETRY MONTH READING

Poet Emalene Farguoli Renna who recited her poem "Rita's Prayer: No child will have memories like mine."

B. PROCLAMATION DECLARING APRIL 24, 2015 AS ARBOR DAY AND RECEIVE "TREE CITY USA" AWARD FROM THE DEPARTMENT OF NATURAL RESOURCES, AB 15-075 7:37 PM

Ben Thompson presented Mayor Blair with the City's 10th Tree USA Award.

7:39 PM

MOTION: *I move that the City Council approve the proclamation declaring Friday, April 24, 2015, as Arbor Day and authorize the Mayor to sign it.*

TOWNSEND/BONKOWSKI: *The motion carried 7-0.*

C. PROCLAMATION DECLARING APRIL AS HERITAGE TREES MONTH, AB 15-076 7:44 PM

On February 22, 2006, the City Council passed Resolution No. 2006-11, establishing the Heritage Tree Program. In September 2014, the City Council passed Resolution No. 2014-19, continuing the Program and transferring review and approval authority to the Historic Preservation Commission (HPC). The resolution stated that the Mayor would acknowledge designated heritage trees and their nominators and owners at a City Council meeting. Since the transfer in 2014, the HPC has received and approved nominations to add five heritage trees to the local Program. Rick Chandler of the Historic Preservation Commission announced the recipients of this year's awards.

7:47 PM

MOTION: *I move that the City Council approve the proclamation declaring April as Heritage Tree Month and authorize the Mayor to sign it.*

TOWNSEND/BONKOWSKI: *The motion carried 7-0.*

D. PROCLAMATION DECLARING APRIL 22, 2015 AS EARTH DAY, AB 15-077 7:51 PM

7:54 PM

MOTION: *I move that the City Council authorize the Mayor to sign the proclamation declaring April 22, 2015 as Bainbridge Island Earth Day.*

TOWNSEND/SCOTT: *The motion carried 7-0.*

7. UNFINISHED BUSINESS 7:55 PM

A. SHORELINE MASTER PROGRAM MONITORING PROGRAM, AB 14-089

Associate Planner Carr addressed Council. The City's SMP Update took effect on July 30, 2014. One of the Department of Ecology's (Ecology) requirements associated with the revised regulations is that jurisdictions monitor for "no net loss" of shoreline ecological functions.

Three alternatives for a SMP monitoring program were presented to the Council at the February 24, 2014 study session. The three alternatives provided a spectrum of "high, medium and low" in terms of financial, technical and human resources needed to implement and manage the program and ranged from meeting minimum Department of Ecology requirements to developing a robust ecological status and trends monitoring program. The action of the Council at the February 24, 2014 meeting was to authorize staff to finalize Option 2 with the understanding that it represented somewhat of a hybrid of all three alternatives.

Planning staff developed a SMP monitoring program based on the general framework of Option 2 presented at the February 24, 2014 study session. The monitoring program provides overall goals, a monitoring approach – including implementation monitoring, status and trends monitoring and adaptive management – and details regarding coordination, community involvement, staffing/funding, schedule and budget.

8:10 PM

MOTION: I move that the City Council approve the SMP Monitoring Program as presented at the April 14, 2015 Business Meeting.

TOWNSEND/BONKOWSKI: The motion carried 7-0.

B. AGREEMENT BETWEEN HOUSING RESOURCES BAINBRIDGE (HRB) AND THE CITY OF BAINBRIDGE ISLAND FOR FERNCLIFF TOWNHOMES PROJECT FUNDING, AB 15-082 8:11 PM

On March 10, 2015, the City Council directed staff to draft an agreement with Housing Resources Bainbridge (HRB), which formalizes the City's commitment of a Housing Trust Fund contribution of \$150,000 for the Ferncliff Townhomes project upon HRB's demonstration that it has secured the construction loan(s) for the project. The attached Agreement accomplishes Council's direction and was reviewed and approved by HRB.

8:12 PM

MOTION: I move that the City Council approve the agreement between Housing Resources Bainbridge (HRB) and the City of Bainbridge Island for Ferncliff Townhomes Project Funding contingent upon HRB's demonstration that it has secured the construction loan(s) for the project.

BONKOWSKI/TOLLEFSON: The motion carried 7-0.

8. NEW BUSINESS 8:13 PM

A. RECORDING OF COVENANTS, CONDITIONS AND RESTRICTIONS RELATING TO CONSERVATION OF PROPERTY AGAINST THE MADISON TOT LOT PROPERTY, AB 15-078

City Attorney Marshall provided background on this agenda item. The Conservation Easement is taking place at this time because the area surrounding the Madison Tot Lot is being developed and the Bainbridge Island Metropolitan Parks and Recreation District has been approached by the developer regarding a possible change in location of the current driveway. The Conservation Easement, if recorded, would further restrict the use of the Property for other than park/open space purposes, and would allow the City the right to further monitor and enforce uses inconsistent with park/open space uses. The proposed change in the driveway to the Madison Tot Lot would not be prevented by the recording of the Conservation Easement, but would allow the City greater control over the activity on the Property.

8:16 PM

MOTION: I move that the council direct the city attorney to record the conservation easement.

TOLLEFSON/SCOTT: The motion carried 7-0.

9. CONSENT AGENDA 8:18 PM

A. ACCOUNTS PAYABLE VOUCHER AND PAYROLL APPROVAL

Accounts Payable ACH Check Numbers 176 – 177, EFT Check Number 178, Void Manual Check Number 337916, Manual Check Numbers 338202 – 338209 and Regular Run Check Numbers 338210 – 338350 for a total of \$491,853.03; Retainage Release Check Number 130 for a total of \$11,658.80; Travel Advance Check Numbers 67 – 68 for a total \$600.00. Payroll Direct Deposit Check Numbers 032691 – 032804, Payroll Regular Check Numbers 107041 – 107044, Payroll Vendor Check Numbers 107045 – 107057, Payroll Miscellaneous Check Numbers 107058 – 107059 and Payroll Federal Tax Electronic Transfer for a total of \$614,740.69.

- B. STUDY SESSION MEETING MINUTES, MARCH 17, 2015**
- C. BUSINESS MEETING MINUTES, MARCH 24, 2015**
- D. VALLEY, LOGG AND GERTIE JOHNSON DRAINAGE PROJECT BUDGET AMENDMENT, AB 14-122**
- E. CAVE AVENUE AND KNECHTEL WAY OVERLAY PROJECT FINAL CHANGE ORDER AND BUDGET AMENDMENT, AB 14-133**
- F. SOUND TO OLYMPICS TRAIL PHASE 2 SUPPLEMENTAL AGREEMENT NO. 3, AB 14-096**

8:18 PM

MOTION: I move that the City Council approve Consent Agenda Items A through F as presented.

TOWNSEND/BONKOWSKI: The motion carried 7-0.

10. COMMITTEE REPORTS 8:18 PM

- A. ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE NOTES, APRIL 8, 2015**
- B. NON-MOTORIZED TRANSPORTATION ADVISORY COMMITTEE NOTES, APRIL 8, 2015**

11. REVIEW UPCOMING COUNCIL MEETING AGENDAS 8:23 PM

April 21

National Poetry Month

Water System Plan Update - Review

2014 Year End Financial Report

Harbor Commission 2014 Annual Report and 2015 Work Plan

Resolution No. 2015-04, Approving Scope of Work for 2016 Comprehensive Plan Update

Planning Contracts

SMP Monitoring: WDFW Contract No. 15-03129, Monitoring Ecological Function with Remote Sensing

SMP Monitoring: Quantum Spatial, Inc. and University of Washington

Business License Amendment Related to Retail Marijuana Sales

Public Works Contract

City Dock Improvement Design PSA

Resolution No. 2015-05, Waiving Fees for Individual Requests Submitted as Part of the 2016 Comprehensive Plan Update

April 28

Public Hearing: Resolution No. 2015-02, Ferncliff Townhomes (formally Ferncliff Village Phase 2) Subdivision Amendment

Swearing-In Ceremony (Police Officers)

Friends of the Farms: Proposed Updates to Master Lease for City Owned Farmland Exhibits B and Puget Sound Starts Here

Proclamation

National Poetry Month Reading

Harbor Commission 2014 Annual Report and 2015 Work Plan

Business License Amendment Related to Retail Marijuana Sales

Resolution No. 2015-04, Approving Scope of Work for 2016 Comprehensive Plan Update

City Dock Improvement Design PSA

Resolution No. 2015-05, Waiving Fees for Individual Requests Submitted as Part of the 2016 Comprehensive Plan Update

12. WORK SESSION (PUBLIC COMMENT TO BE ACCEPTED) 8:28 PM

A. OVERVIEW OF CITY REVENUE OPTIONS AND TRENDS, AB 15-080

Understanding the City's revenue sources and performance is a key part of financial planning. City Manager Schulze and Finance Director Schroer provided a briefing and lead a Council discussion related to current revenue and possible changes to our current revenue portfolio. Council discussed near term options to consider.

Public Comment

Peggy Erickson, Harvey Road, stated one of the charts showed our revenues have gone up and asked if the city had ever considered leasing property.

B. REVIEW CITY'S GREEN POWER PARTICIPATION, AB 15-081 9:30 PM

Puget Sound Energy (PSE) has offered a voluntary Green Power option to its customers since 2002. This program gives customers the opportunity to match a portion or all of their electricity usage with renewable energy generated by independent power producers in the Pacific Northwest.

The City Council passed Resolution 2014-01, Authorizing Purchase of Green Power, on February 19, 2014. Council set the City's participation level to represent approximately a third more than 2014 Island-wide participation level. Using this guidance, the City is now purchasing \$3,000 per year through the Green Power program, entirely funded by the General Fund. Current Island-wide residential participation in the Green Power program is 13%. The total City electric bill is approximately \$330,000 annually across all funds.

City participation of 100% in the Green Power program would be an annual expense of approximately \$15,000.

Public Comment

Brian Anderson, Hill Top Drive, Climate Action Bainbridge, supported 100% participation.

Erika Shriner supported 100% participation and urged Council to look down the road ten years and think about their responsibility to the community.

Peggy Erickson, Harvey Road, Citizens Climate Lobby, stated carbon is causing many problems, asked Council to go on line and look at environmental impacts. She supported 100% participation.

Lauren Roman supported 100% is an opportunity for the City to set an example for the rest of the island.

Herb Hethcote, Commodore Lane, stated the City should do the right thing, go to 100% participation.

Omi Kerr, Broomgerrie, stated the City needs to take responsibility and supports 100% participation.

Barb Zimmer, Arrow Drive, supported 100% involvement and the City setting an example for the community.

Gertie_____, Wallace Way, urged council to raise participation to 100%.

9:56 PM

MOTION: *I move Council forward a proposal for consideration of 100% participation in Green Power to the April 28, 2015 Business Meeting.*

TOLLEFSON/SCOTT: *The motion carried 7-0.*

13. FOR THE GOOD OF THE ORDER 9:57 PM

Discussion about transportation.

14. EXECUTIVE SESSION: POTENTIAL LITIGATION (RCW 42.30.110(1)(i)) 10:04 PM

Mayor Blair adjourned the meeting to an executive session with aforementioned Councilmembers and City Attorney Marshall present. The recording system was turned off and the door to Council Chambers was posted. There was no action taken.

15. ADJOURNMENT 10:34 PM

Mayor Blair adjourned the meeting at 10:34 p.m.

Anne S. Blair, Mayor

Kelly Jahraus, Records Management Coordinator

ITEMS DISCUSSED

1. EXECUTIVE SESSION: POTENTIAL LITIGATION (RCW 42.30.110(1)(i)); REVIEW QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT/REVIEW PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g)); PROPERTY ACQUISITION (RCW 42.30.110(1)(b))
2. CALL TO ORDER / ROLL CALL
3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE
4. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE
5. PRESENTATIONS
 - A. NATIONAL POETRY MONTH READING
 - B. HARBOR COMMISSION 2014 ANNUAL REPORT AND 2015 WORK PLAN, AB 15-085
6. STAFF INTENSIVE
 - A. APPROVE PROFESSIONAL SERVICES AGREEMENTS ASSOCIATED WITH SMP MONITORING PROGRAM WITH QUANTUM SPATIAL, INC. AND THE UNIVERSITY OF WASHINGTON FOR LIDAR MONITORING, AB 15-086
 - B. RESOLUTION 2015-04, APPROVING THE SCOPE AND PROJECT SCHEDULE FOR THE NAVIGATE BAINBRIDGE COMPREHENSIVE PLAN UPDATE, AB 15-083
 - C. CITY DOCK IMPROVEMENT DESIGN PROFESSIONAL SERVICES AGREEMENT, AB 15-072
 - D. REVIEW WATER SYSTEM PLAN POLICIES, AB 15-088
 - E. ORDINANCE NO. 2015-09, RELATING TO BUSINESS LICENSING REQUIREMENTS FOR MARIJUANA PRODUCTION, PROCESSING, AND RETAILING, AB 15-089
 - F. UNAUDITED 2014 YEAR END FINANCIAL REPORT, AB 15-090
7. COMMITTEE REPORTS
 - A. HARBOR COMMISSION AND ROAD ENDS ADVISORY COMMITTEE NOTES, APRIL 13, 2015 – MAYOR BLAIR
 - B. UTILITY ADVISORY COMMITTEE NOTES, APRIL 13, 2015 – COUNCILMEMBER TOLLEFSON
8. REVIEW UPCOMING COUNCIL MEETING AGENDAS
9. FOR THE GOOD OF THE ORDER
10. ADJOURNMENT

1. EXECUTIVE SESSION 5:59 PM

POTENTIAL LITIGATION (RCW 42.30.110(1)(i)); REVIEW QUALIFICATIONS OF AN APPLICANT FOR CITY EMPLOYMENT/REVIEW PERFORMANCE OF AN EMPLOYEE (RCW 42.30.110(1)(g)); PROPERTY ACQUISITION (RCW 42.30.110(1)(b))

Deputy Mayor Townsend called an executive session to order at 6:00 p.m. with Councilmembers Blair, Blossom, Roth, Tollefson and City Attorney Marshall to discuss Potential Litigation (RCW 42.30.110(1)(i)); Review Qualifications of an Applicant For City Employment/Review Performance of an Employee (RCW 42.30.110(1)(g)); and Property Acquisition (RCW 42.30.110(1)(b)). The recording system was turned off and a notice was posted on the door of the Council Chamber. The executive session adjourned at 7:00 p.m. No action was taken.

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

Deputy Mayor Townsend called the meeting to order at 7:00 p.m. with Councilmembers Blair, Blossom, Roth and Tollefson present; Councilmembers Bonkowski and Scott were absent and excused. Records Management Coordinator Jahraus monitored the recording of the meeting and prepared the minutes.

3. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE 7:00 PM

7:00 PM

MOTION: *I move to accept the agenda as presented.*

BLAIR/BLOSSOM: *The motion carried 5-0.*

4. CITY MANAGER'S REPORT: COMPREHENSIVE PLAN/NAVIGATE BAINBRIDGE UPDATE 7:00 PM

- Next meeting of the Comprehensive Plan/Navigate Bainbridge is a workshop on May 7 focusing on land use.
- The volunteer event was well attended.
- APA in Seattle, a group of 45 participants toured Bainbridge and visited City Hall; there were rave reviews from participants.
- Waterfront Community Center ribbon cutting for solar event on Wednesday, April 22.

5. PRESENTATIONS 7:03 PM

A. NATIONAL POETRY MONTH READING

Tamera Roza McCoskery read her poem "Unfurl."

B. HARBOR COMMISSION 2014 ANNUAL REPORT AND 2015 WORK PLAN, AB 15-085 7:07 PM

Elise Wright, Harbor Commission Member, addressed Council.

Much of the Harbor Commission's activity in 2014 continued to encourage and support the City in efforts to improve the Waterfront Park City Dock. Many of our efforts are continuous from year to year. Other highlights include:

- Completion of an updated Harbor Stewards Report.
- Monitoring the SMP process for provisions affecting marine waters and commenting when appropriate, specifically regarding the proposed regulations on Liveaboards in marinas, and regulations regarding aquaculture in navigable waters.
- Advising City Council and Administration regarding the Open Water Marina during Lease Re-negotiation with DNR.
- Recruiting volunteers to staff the Waterfront Information Kiosk during the summer.
- Providing trained volunteer Dock Hosts over the July 4 weekend.
- Providing a liaison to the Road Ends Committee, and commenting when appropriate during the public hearings regarding the Fletcher Landing designs.
- Harbormaster Tami Allen and the Marine Police Unit continue to assist in the Derelict Vessel Removal and the Buoy Enforcement Programs.

7:10 PM

MOTION: I move that the City Council forward the Harbor Commission 2014 Annual Report and 2015 Work Plan to the April 28, 2015 consent agenda.

BLAIR/TOLLEFSON: The motion carried 5-0.

6. STAFF INTENSIVE 7:11 PM

A. APPROVE PROFESSIONAL SERVICES AGREEMENTS ASSOCIATED WITH SMP MONITORING PROGRAM WITH QUANTUM SPATIAL, INC. AND THE UNIVERSITY OF WASHINGTON FOR LIDAR MONITORING, AB 15-086

Associate Planner Carr introduced the agenda item and briefed Council on the two professional service agreements. On October 31, 2014, in collaboration with the University of Washington, staff submitted a Puget Sound Marine and Nearshore Grant Program application entitled, "Monitoring Ecological Function with Remote Sensing at Bainbridge Island." On December 2, 2014, the City was notified that the grant application had been selected for funding. On January 6, 2015, the City Council authorized acceptance of the grant.

The grant products will provide baseline conditions of selected ecological parameters in support of the SMP monitoring program. It will also provide updated LiDAR data for the entire island that can be used by other City departments and projects. The majority of the grant will be completed by two consultants as described below:

1. Quantum Spatial, Inc. will acquire and process high-resolution LiDAR and 4-band orthophotography for Bainbridge Island to support development of a land use/land cover map by others. The technical specifications for data and imagery is included in the scope of work.
2. University of Washington will play a key role in the grant work. The work includes development of a land use/land cover map; establishing metrics of ecological function; coordination of field data collection; a training workshop on use of grant products; limited grant administration and sharing lessons learned. Specific grant tasks assigned to the University of Washington are included in the scope of work.

7:16 PM

MOTION: I move that the City Council forward approval of the professional services agreement with Quantum Spatial, Inc. to the April 28, 2015 consent agenda.

ROTH/BLAIR: The motion carried 5-0.

7:16 PM

MOTION: I move that the City Council forward approval of the professional services agreement with the University of Washington to the April 28, 2015 consent agenda.

ROTH/BLAIR: The motion carried 5-0.

B. RESOLUTION 2015-04, APPROVING THE SCOPE AND PROJECT SCHEDULE FOR THE NAVIGATE BAINBRIDGE COMPREHENSIVE PLAN UPDATE, AB 15-083 7:17 PM

Planning Director Cook introduced the agenda item and briefly described the scope of work and project schedule.

The draft Scope of Work, Exhibit A to Resolution 2015-04, was crafted by the City's planning consultant, Joe Tovar, with input from the Planning Commission and Comprehensive Plan Steering Committee, after the conclusion of the six Listening Sessions in February and March.

A memo summarizing Mr. Tovar's approach to developing the Scope of Work is included in the agenda packet. The Scope combines the ideas generated by the public with the mandatory Comprehensive Plan review requirements to outline an Element-by-Element review process. The Update Project Schedule, Exhibit B to Resolution 2015-04, shows the order of Element review by the Planning Commission over 2015 and early 2016, and includes decision points and workshops focused on each Element.

The Planning Commission reviewed the draft Scope of Work and Project Schedule over two meetings, completing their review with a recommendation of approval on April 9, 2015. The Comprehensive Plan Steering Committee reviewed the Commission's recommended Scope and Schedule at the April 15 meeting, making minor changes. It should be noted that any Scope and Schedule approved at this time by the City Council may be amended over the course of the Update process.

Public Comment

Ron Peltier thanked Mayor Blair for mentioning the need to review possible amendments prior to the workshops.

Melanie Keenan stated the need to augment the scope and schedule.

Charles Schmid, wanted clarification on when additions or augmentations can be applied. Councilmember Tollefson confirmed anytime during the process.

7:32 PM

MOTION: *I move to forward Resolution 2015-04 to the April 28, 2015 consent agenda.*
ROTH/BLAIR: *The motion carried 5-0.*

C. CITY DOCK IMPROVEMENT DESIGN PROFESSIONAL SERVICES AGREEMENT, AB 15-072 7:32 PM
Public Works Director Loveless introduced the agenda item.

In 2013/2014, the City conducted an extensive public outreach program which resulted in the completion of the 30% design efforts for the City Dock. The City advertised for Request for Qualifications in February 2015 for completion of the design, permitting, and construction support services. A panel consisting of representatives from the Harbor Commission, Bainbridge Island Metropolitan Parks & Recreation District, and City staff selected PND Engineers as the best-qualified consultant to design the project.

7:35 PM

MOTION: *I move that the City Council forward the City Dock Improvements Design Professional Services Agreement with PND Engineers in the amount of \$113,856.00 to the April 28, 2015 City Council consent agenda.*
TOLLEFSON/ROTH: *The motion carried 5-0.*

D. REVIEW WATER SYSTEM PLAN POLICIES, AB 15-088 7:35 PM
Public Works Director Loveless presented an overview of the water system plan objectives including ten major elements. The goal is to have the plan adopted this year if during the Comprehensive Plan Update there should be a change in the water element, the water system plan could inform the comprehensive plan.

Public Comment

Charles Schmid asked about the policy for the Fletcher Bay area for hooking up and how does it affect the rest of Winslow.

Ron Peltier echoed Mr. Schmid's comments and wanted a stronger statement about long-term sustainability.

E. ORDINANCE NO. 2015-09, RELATING TO BUSINESS LICENSING REQUIREMENTS FOR MARIJUANA PRODUCTION, PROCESSING, AND RETAILING, AB 15-089 8:12 PM

City Attorney Marshall introduced the agenda item. The City's business license regulations were adopted and codified prior to the passage of I-502, which legalized recreational marijuana production, processing and retail sales. Production, processing and sale of recreational marijuana requires a state license issued pursuant to WAC 314-55-035, and requires compliance with the zoning and use regulations in the Bainbridge Island Municipal Code (BIMC Chapter 18.09) pertaining to the production, processing or sale of marijuana.

The proposed ordinance adding a new section to the BIMC will address the requirement that (1) the applicant for a City business license for a marijuana business must first obtain a state license, and (2) the City business license will not issue until and unless the state marijuana license is issued, the state business license is issued, and the City's Department of Community Development, Police, and Fire Departments have verified that the proposed business meets the applicable local laws and regulations.

8:20 PM

MOTION: *I move that the City Council forward Ordinance No. 2015-09 with the deletion of Section 1, Subsection E to the April 28, 2015 Council meeting agenda under unfinished business.*

BLAIR/BLOSSOM: *The motion carried 5-0.*

F. UNAUDITED 2014 YEAR END FINANCIAL REPORT, AB 15-090 8:21 PM

The Finance Department is providing a report on the City's financial performance in 2014. The unaudited year-end financial reports will be finalized and filed with the State Auditor's Office before the end of May.

Public Comment

Charles Schmid asked about the unprogrammed general fund balance. Finance Director Schroer provided clarification.

7. COMMITTEE REPORTS 8:38 PM

A. HARBOR COMMISSION AND ROAD ENDS ADVISORY COMMITTEE NOTES, APRIL 13, 2015

B. UTILITY ADVISORY COMMITTEE NOTES, APRIL 13, 2015

Councilmember Tollefson emphasized that the report he provides is as liaison to the Council; should the UAC have a report, They will address Council directly.

Mayor Blair stated the ILA (organizational restructuring and long-term sustainability) with the KRCC has not yet been resolved; will be decided at the May 5 meeting.

8. REVIEW UPCOMING COUNCIL MEETING AGENDAS 8:43 PM

April 28

Transportation Benefit District Meeting (following adjournment of Business Meeting)

Public Hearing: Resolution No. 2015-02, Ferncliff Townhomes (formally Ferncliff Village Phase 2) Subdivision Amendment

Oath of Office and Promotion Ceremony (Police Officers and Sergeants)

Friends of the Farms: Proposed Updates to Master Lease for City Owned Farmland Exhibits B and D

City's Green Power Participation

Puget Sound Starts Here Proclamation

National Poetry Month Reading

Harbor Commission 2014 Annual Report and 2015 Work Plan

Ordinance No. 2015-09, Business License Amendment Related to Retail Marijuana Sales

Resolution No. 2015-04, Approving Scope of Work for 2016 Comprehensive Plan Update

City Dock Improvement Design PSA

SMP Monitoring: Quantum Spatial, Inc. and University of Washington PSA

Executive Session

9. FOR THE GOOD OF THE ORDER 8:49 PM

Mayor Blair mentioned a proposed resolution by the KPUD to participate in providing retail broadband services. Council agreed to discuss it at the next business meeting.

10. ADJOURNMENT 8:53 PM

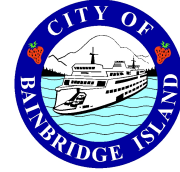
Deputy Mayor Townsend adjourned the meeting at 8:53 p.m.

Anne S. Blair, Mayor

Kelly Jahraus, Records Management Coordinator

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Harbor Commission 2014 Annual Report and 2015 Work Plan	Date: April 28, 2015
Agenda Item: Consent Agenda	Bill No.: 15-085
Proposed By: Mayor Blair, Liaison	Referral(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

Study Session: April 21, 2015	Recommendation: Forward to the April 28, 2015 consent agenda	
City Manager ☐ Yes ☐ No ☒ N/A	Legal ☐ Yes ☐ No ☒ N/A	Finance ☐ Yes ☐ No ☒ N/A

DESCRIPTION/SUMMARY

Action Item:

Consider accepting the Harbor Commission 2014 Annual Report and 2015 Work Plan.

History:

Attached for City Council's consideration is the 2014 Annual Report and 2015 Work Plan from the Harbor Commission.

RECOMMENDED ACTION

Motion:

I move that the City Council approve the Harbor Commission 2014 Annual Report and 2015 Work Plan.

2014 Harbor Commission Annual Report

Much of the Harbor Commission's activity in 2014 continued to encourage and support the City in efforts to improve the Waterfront Park City Dock. Many of our efforts are continuous from year to year. Other highlights include:

- Completion of an updated Harbor Stewards Report.
- Monitoring the SMP process for provisions affecting marine waters and commenting when appropriate, specifically regarding the proposed regulations on Liveaboards in marinas, and regulations regarding aquaculture in navigable waters.
- Advising City Council and Administration regarding the Open Water Marina during Lease Re-negotiation with DNR.
- Recruiting volunteers to staff the Waterfront Information Kiosk during the summer.
- Providing trained volunteer Dock Hosts over the July 4th weekend.
- Providing a liaison to the Road Ends Committee, and commenting when appropriate during the public hearings regarding the Fletcher Landing designs.
- Harbormaster Tami Allen and the Marine Police Unit continue to assist in the Derelict Vessel Removal and the Buoy Enforcement Programs.



City of Bainbridge Island

Harbor Commission



Annual Work Plan – 2015

Bainbridge Island Harbor Commission

Established By: Ordinance No. 2014-17

Purpose

The Harbor Commission is designated to act on all matters pertaining to the harbors and waters of the City consistent with the provisions of the Bainbridge Island Municipal Code and other direction by the City Council.

Scope of Work

The Harbor Commission shall:

- Develop and recommend new harbor management policies as needed;
- Coordinate with appropriate City staff to implement the policies of the Council approved Harbor Management Plan through measures which include, but are not limited to, recommendation of ordinances, regulations, and other means;
- Seek ways to implement the goals and policies of the Harbor Management Plan through public education and community outreach;
- Coordinate its work with local, state and federal agencies;
- Support the management and enhancement of City waters and water dependent
- Such other duties and responsibilities as may be assigned by the City Council
- Report annually to the City Council prior to the start of the budget process

Commission members

Current member	Position #	Term expires
Samantha Everett	1	June 2017
John Brownlow	2	June 2017
Bob Wise (Chair)	3	June 2015
Sandra Davis	4	June 2015
Elise Wright	5	June 2016
Frank Ostrander	6	June 2016
Thomas Hudson	7	June 2016

<i>City liaison</i> Tami Allen – Harbormaster	625 Winslow Way, Bainbridge Island, WA 98110 Ph: 206-780-3733
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Regular Meetings

5:00 p.m.

Second Monday of every month

Waterfront Park Community Center

Website: <http://www.bainbridgewa.gov/232/Harbor-Commission>

2015 Work Plan Summary

In 2015 the Harbor Commission will focus activities into four (4) workstreams:

- **Major projects:** Leadership and management of projects/tasks that relate to the sustainability of our marine environments and the provision of facilities and services that meet the access and recreational needs of the community.
- **Marine precincts management:** Input to and maintenance of the legal and technical frameworks that allow the orderly management of the marine environment in the City's area of responsibility.
- **Outreach & Liaison:** Engagement with the community and liaison with other parties that have oversight or interests associated with marine activities and facilities.
- **Education & Enforcement Support:** Educational activities aimed at vessel owners, water-based activity providers and upland homeowners that are designed to protect our marine environments and facilities.

Major projects

Project: Support the project to replace the City Dock		
Commission Lead / Backup	Requested City Resources	Impact estimate
John Brownlow / Bob Wise	Mark Epstein (Project Manager)	
Description	Status / HC lead	2014 carry-over
Liaise with the Bainbridge Island Rowers (BIR), BHS Sailing Team, BIMPRD, the kayak concessionaire, and trailer boat representatives regarding the proposed City Dock and launch ramp	Identify liaison points within each organization	Yes
Liaise with City Council and the City Management to ensure the design for the City Dock supports the needs of various users	Provide input (4/13) to Mark Epstein regarding park/dock interface and potential relocation of dock to west side of launch ramp	Yes
Track and support the City's progress with RCO/BIG... grants and permitting of the new dock	Identify grant sources	Yes
Project: Launch facilities		
Commission Lead / Backup	Requested City Resources	Impact estimate
Description	Status / HC lead	2014 carry-over
Work with BI Parks District and City Management to identify potential sites for a new/improved trailer boat launch ramp facility at Fort Ward or elsewhere.		Yes

Marine precincts management

Harbor Management Plan update		
Commission Lead / Backup	Requested City Resources	Impact estimate

Samantha Everett / Frank Ostrander		
Description	Status / HC lead	2014 carry-over
Prepare an updated 2015 Appendix to the 1999 Harbor Management Plan		Yes
Monitor Shoreline Master Program		
Commission Lead / Backup	Requested City Resources	Impact estimate
Elise Wright		
Description	Status / HC lead	2014 carry-over
With the assistance of the City management continue to monitor the City's Shoreline Master Program update process as it applies to harbor related elements, including the City Dock and Waterfront Park.	SMP has been passed. Continue to monitor. Work on limited amendment to increase percentage of live-aboard residents in marinas	Yes
Ordinances		
Commission Lead / Backup	Requested City Resources	Impact estimate
Samantha Everett		
Description	Status / HC lead	2014 carry-over
Encourage the City Council to pass the revised Ordinance and Resolution that pertain to all waters of Bainbridge Island that the HC developed with the City Attorney in October 2011.	Analyze whether this Ordinance is still necessary or able to proceed	
Code review & recommendations		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tami Allen / Elise Wright		
Description	Status / HC lead	2014 carry-over
Review City Code BIMC 12.40.060 regarding a uniform speed limit in Island Bays & Harbors, paying special attention to Manzanita Bay, and implement a public outreach process prior to recommending any action by City Council.	Check that this ordinance is the No Wake, 5 Knot limit for all harbors Manzanita Bay is the only area that allows water skiing etc. Needs demarcation	Yes
Review navigational and safety issues of private docks in the waters of Bainbridge Island during the pre-application process of the City Planning Department.		Ongoing
Support legislative changes to provide ongoing funding for marine precincts maintenance		
Commission Lead / Backup	Requested City Resources	Impact estimate
John Brownlow		
Description	Status / HC lead	2014 carry-over
Continue to work with City and State representatives to introduce legislation that would require State to allocate a percentage of vessel registration fees back to City in which	Email outlining request sent to State reps and spoke with Sherry Appleton at Town Hall. To follow up with each in September timeframe	No

vessel is normally moored		
Harbor Stewards recommendations		
Commission Lead / Backup	Requested City Resources	Impact estimate
Elise Wright / John Brownlow		
Description	Status / HC lead	2014 carry-over
Consider the remaining recommendations of the Harbor Stewards in their 2014 Report and take appropriate action.	Completed. Added to 2015 Work Plan (EW/JB)	New

Outreach & Liaison

Road Ends Advisory Committee liaison		
Commission Lead / Backup	Requested City Resources	Impact estimate
Elise Wright		
Description	Status / HC lead	2014 carry-over
Continue to work with the Road Ends Committee on ways of enhancing and promoting publicly owned waterfront amenities that benefit the Island's citizens		Ongoing
Explore working to integrate with the Road Ends Advisory Committee		
Commission Lead / Backup	Requested City Resources	Impact estimate
Elise Wright		
Description	Status / HC lead	2014 carry-over
At the request of the City, work with the Road Ends Committee to explore efficiencies and overlapping responsibilities with a view to integrate both groups	Joint meeting planned for May 12	New
Sustainable Bainbridge liaison		
Commission Lead / Backup	Requested City Resources	Impact estimate
Sandra Davis		
Description	Status / HC lead	2014 carry-over
Coordinate with Sustainable Bainbridge's Prepared Neighborhoods Initiative and others regarding the use of the Island's harbors and waterways in the event of a natural or manmade emergency/disaster	Contact SB/Jonathan Davis	Yes
Emergency Flotilla		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tom Hudson / Elise Wright		
Description	Status / HC lead	2014 carry-over
Encourage Bainbridge Island boaters and Yacht Clubs with outstations on the island to sign up for the Emergency Flotilla.	Ask City if they can get an extract from DOL of all boat owners on the island, boat type and length etc for	Yes

	outreach activities	
City Dock Host		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tami Allen / Elise Wright		
Description	Status / HC lead	2014 carry-over
Explore options with the City Management to provide a Dock Host during the busy summer season.		Yes
Encourage the participation of Harbor Commissioners, Harbor Stewards and other interested parties to volunteer at the Information Kiosk and to be a Dock Host at Waterfront Park and City Dock during seasonally busy periods in 2014.		Ongoing
Recruit additional Harbor Stewards		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tom Hudson		
Description	Status / HC lead	2014 carry-over
Recruit Harbor stewards for Point Monroe, Rich Passage & Madison Bay (Port Madison)	Harbor Management Plan update to reflect the use of Stewards outside of the 4 major harbors.	New
Encourage all Harbor Stewards to be actively involved in Harbor Commission meetings and events	A Harbor Commissioner should be appointed to liaise with stewards and screen new volunteers. Rotate HC through on an annual basis. Consider supplying caps / clothing to identify Harbor Stewards	Ongoing
Community events / Outreach		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tami Allen / All		
Description	Status / HC lead	2014 carry-over
Provide support for community events such as National Marina Day (June 20 th)	Tami to provide list of potential events for 2015/16	New
Social media & Web-based Outreach		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tami Allen / All		
Description	Status / HC lead	2014 carry-over
Provide content to City's Community Engagement Specialist to educate community regarding our maritime history, aquatic facilities available, marine projects, increase visibility of Harbor Commission activities etc	Tami	New

Education & Enforcement Support

Buoy Enforcement Program		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tami Allen		
Description	Status / HC lead	2014 carry-over
Continue to educate, advocate and assist the City in the buoy enforcement program	Tami to explain what this means	
Derelict Vessel Prevention and Removal Program		
Commission Lead / Backup	Requested City Resources	Impact estimate
Tami Allen	Harbormaster	
Description	Status / HC lead	2014 carry-over
Assist the Marine Police when requested in the Derelict Vessel Prevention and Removal Program.	Tami to advise Harbor Commissioners if opportunities exist to support BIPD etc in enforcement and removal programs	Ongoing

Oversight

Bainbridge Island has a rich maritime history. Our responsibility is to protect the 45 nautical miles of coastline and 4 primary harbors – Eagle, Blakely, Madison Bay (Hidden Cove) and Manzanita Bay. Stakeholders include the citizens that call Bainbridge home, 5 marinas, several yacht club outstations, ~3500 boat owners and countless visitors to our shores.

Eagle Harbor - due west of Seattle - is the main harbor and anchorage for Bainbridge Island and provides access to the downtown Winslow area. It is home to several marinas, the City Dock and Linear Moorage, the Washington State Ferries fleet and maintenance base and several yacht club outstations.



Aerial view of entrance to Eagle Harbor – looking west – showing reef/shoal off Wing Point (R) and Wyckoff site (middle). Ferry terminal (middle)

Blakely Harbor: Located approximately 1.5nm south of Eagle Harbor, Blakely Harbor was once the site of major lumber and shipbuilding activities. Now it is a quiet residential neighborhood. Blakely Harbor

offers one of the best anchorages and shelter from North or South weather while providing a view of the Seattle skyline.



Blakely Harbor looking toward West Seattle

Manzanita Bay is a good overnight sheltered anchorage on the north-west side of Bainbridge Island. The bay is residential and has no public dock facilities.



Manzanita Bay (South) looking approximately North-West toward Keyport / Poulsbo

Madison Bay / Hidden Cove: This residential bay (also known as Hidden Cove) extends for about 1.5 miles into the north end of Bainbridge Island from Port Madison. Port Madison Yacht Club and a large Seattle Yacht Club outstation are located here.



Madison Bay / Hidden Cove looking approximately North toward Port Madison

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Professional Services Agreements Associated with SMP Monitoring Program	Date: April 28, 2015
Agenda Item: Consent Agenda	Bill No.: 15-086
Proposed By: Associate Planner C. Carr/Planning Director K. Cook	

BUDGET INFORMATION

Depart/Fund:		
Expenditure Req: No	Budgeted? ☐ Yes ☒ No	Budget Amend. Req? ☐ Yes ☒ No

REFERRALS/REVIEW

Study Session: April 21, 2015		Recommendation: Forward to April 28, 2015 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 two professional services agreements with Quantum Spatial, Inc. and the University of Washington associated with the City's SMP Monitoring Program.

Background:

On October 31, 2014, in collaboration with the University of Washington, staff submitted a Puget Sound Marine and Nearshore Grant Program application entitled, "Monitoring Ecological Function with Remote Sensing at Bainbridge Island." On December 2, 2014, the City was notified that the grant application had been selected for funding. On January 6, 2015, the City Council authorized acceptance of the grant.

The grant products will provide baseline conditions of selected ecological parameters in support of the SMP monitoring program. It will also provide updated LiDAR data for the entire island that can be used by other City departments and projects. The majority of the grant will be completed by two consultants as described below:

- (1) **Quantum Spatial, Inc.** will acquire and process high-resolution LiDAR and 4-band orthophotography for Bainbridge Island to support development of a land use/land cover map by others. The technical specifications for data and imagery is included in the scope of work. The Quantum Spatial, Inc. professional services agreement is included as Attachment 1.
- (2) **University of Washington** will play a key role in the grant work. The work includes development of a land use/land cover map; establishing metrics of ecological function; coordination of field data collection; a training workshop on use of grant products; limited grant administration and sharing lessons learned. Specific grant tasks assigned to the University of Washington are included in the scope of work. The University of Washington professional services agreement is included as Attachment 2.

RECOMMENDED ACTION

Motion 1: I move that the City Council approve the professional services agreement with Quantum Spatial, Inc.

Motion 2: I move that the City Council approve the professional services agreement with the University of Washington.

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (this “Agreement”) is entered into as of the date written below between the City of Bainbridge Island, a Washington state municipal corporation (the “City”) and Quantum Spatial, Inc. (the “Consultant”).

WHEREAS, the City desires to acquire high-resolution LiDAR and 4-band orthophotography to support the Shoreline Master Program implementation and other City services; and

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

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

1. SERVICES BY CONSULTANT

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

2. PAYMENT

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

☐ Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of \$_____;

☒ Fixed Sum: a total amount of Fifty-Three Thousand Two Hundred Forty-Two Dollars (\$53,242);

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

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

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

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

3. INSPECTION AND AUDIT

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

4. INDEPENDENT CONTRACTOR

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

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

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

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

5. DISCRIMINATION AND COMPLIANCE WITH LAWS

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

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

C. Violation of this Section 5 shall be a material breach of this Agreement and grounds for cancellation, termination or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

6. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until January 31, 2016, unless sooner terminated by either party as provided below.

B. This Agreement may be terminated by either party without cause upon thirty (30) days' written notice to the other party. In the event of termination, all finished or unfinished documents, reports, or other material or work of the Consultant pursuant to this Agreement shall be submitted to the City, and the Consultant shall be entitled to just and equitable compensation at the rate set forth in Section 2 for any satisfactory work completed prior to the date of termination.

7. OWNERSHIP OF WORK PRODUCT

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

8. GENERAL ADMINISTRATION AND MANAGEMENT

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

9. HOLD HARMLESS AND INDEMNIFICATION

A. The Consultant agrees to protect, defend, indemnify, and hold harmless the City, its elected officials, officers, employees and agents from any and all claims, demands, losses, liens, liabilities, penalties, fines, lawsuits, and other proceedings and all judgments, awards, costs and expenses (including reasonable attorneys' fees and disbursements) caused by or occurring by reason of any negligent act, error and/or omission of the Consultant, its officers, employees,

and/or agents, arising out of or in connection with the performance or non-performance of the services, duties, and obligations required of the Consultant under this Agreement.

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

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

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

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

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

10. INSURANCE

Consultant shall maintain insurance as follows:

- ☒ Commercial General Liability as described in Attachment B.
- ☒ Professional Liability as described in Attachment B.
- ☐ Automobile Liability as described in Attachment B.
- ☐ None.

11. SUBLETTING OR ASSIGNING CONTRACT

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

12. EXTENT OF AGREEMENT/MODIFICATION

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

13. SEVERABILITY

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

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

14. FAIR MEANING

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

15. NON-WAIVER

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

16. NOTICES

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

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

To the Consultant: Quantum Spatial, Inc.
 517 SW 2nd Street, Suite 400
 Corvallis, Oregon 97333

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

17. SURVIVAL

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

parties to this Agreement.

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

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

IN WITNESS WHEREOF, the parties have executed this Agreement as of _____, 2015.

QUANTUM SPATIAL, INC.

CITY OF BAINBRIDGE ISLAND

By _____

By _____

Douglas Schulze, City Manager

Name _____

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

ATTACHMENT A

SCOPE OF SERVICES



March 25, 2015
(updated cost quote)

Christy Carr
Associate Planner
City of Bainbridge Island
Department of Planning and Community Development
280 Madison Avenue
Bainbridge Island, Washington 98110
206.780.3719
ccarr@bainbridgewa.gov

RE: LiDAR & Multi-Spectral Orthophotography Cost Proposal – Bainbridge Island, WA

Quantum Spatial Inc. (QSI) is pleased to present to the City of Bainbridge Island a cost proposal for acquiring and processing high-resolution LiDAR and 4-band orthophotography for Bainbridge Island, Washington. The following is a brief synopsis of our services, specifications, and associated costs for this AOI. *This updated quote reflects the amended costs to acquire LiDAR and orthophotos at low tide.*



3D LiDAR point cloud colored by 2011 NAIP imagery, Bellingham Marina and Zuanich Park, WA.

Services

All data and imagery will be flown during a daytime low tide (within 3 hours around peak low) based on Bainbridge Island tidal gauge(s). Tidal windows and target tidal heights can be further determined and refined in collaboration with the City of Bainbridge.

Airborne LiDAR

QSI will collect LiDAR data using a Leica LiDAR system (ALS 60 or 70) to produce a highly accurate, high resolution (8 pulses/m²) LiDAR dataset with no gaps and ample buffers (at least 100m) around project boundaries. Data will be collected at a $\leq 30^\circ$ field of view ($\pm 15^\circ$ from nadir), with at least 50% overlap among swaths to minimize gaps and laser shadowing. The LiDAR system records up to four range measurements (returns) per pulse (first, second, third, and last). All overlapping flight lines will be flown in opposing directions to maximize detection of swath to swath inconsistencies and used to resolve system misalignments. Our GPS receivers and LiDAR systems are GNSS-capable ensuring low PDOP values and adequate satellite constellations throughout the mission. GPS quality is predicted before the flight and checked during post processing to ensure that positional accuracy exceeds specifications.



Using a combination of automated and manual techniques that are tailored to the particular land cover and terrain of the study area, LiDAR processing will include kinematic corrections, calculation of laser point position, relative accuracy testing and calibrations, classification of ground and non-ground points, assessments of statistical absolute accuracy, and creation of ground surface models.

Absolute accuracy assessments will compare known RTK ground survey points to derived LiDAR points. Accuracies are described as the mean and standard deviation (σ) of divergence from RTK ground survey point coordinates. All accuracy statistics ($RMSE_z$, $Accuracy_z - 1.96\sigma$, skewness/distribution, and percentile deviations) will be reported in the final report. Statements of statistical accuracy will apply to fixed terrestrial surfaces only.

LiDAR Specifications Summary	
Multi-Swath Pulse Density	≥ 8 pulses/m ²
Scan Angle	$\leq 30^\circ$ (+/-15° from Nadir)
Returns Collected Per Laser Pulse	Up to 4
Intensity Range	1-255
Swath Overlap	50% side-lap (100% overlap)
GPS PDOP During Acquisition	≤ 3.0
GPS Satellite Constellation	≥ 6
Maximum GPS Baseline	13 nautical miles
Accuracy _z (1.96 σ), slope <20°	≤ 20 cm
Vertical Accuracy (σ), slope <20°	≤ 10 cm
Horizontal Accuracy (σ)	≤ 30 cm

4-Band Orthophotography

Multispectral imagery will be collected with 60% along-track overlap, and 40% sidelap to minimize tree/building lean. Flight parameters will be adjusted to collect imagery with a native pixel size (ground sample distance) of 6 inches (< 15 cm). The resulting spatial accuracies (RMSE) are routinely < 3 pixels. Orthophotos will be collected during peak sun angles for the day, under clear conditions with minimal cloud cover. The resulting data product is 8-bit true color imagery rectified to fit the LiDAR-derived DEM of the study area, and provided as tiled, color-balanced ortho-mosaics

Aerial Photography Specifications Summary	
Spectral Bands	Red, Green, Blue, NIR
Pixel Resolution	$\leq 6''$ GSD
Horizontal Overlap	40%
Vertical Overlap	60%
Rectification	< 3 pixels RMSE
Delivery Format	8-bit, Tiled Geo-Tiff

Survey Control

Simultaneous to the LiDAR data collection missions, QSI will conduct a static (1 Hz recording frequency) survey of the horizontal and vertical positions of a network of survey control dual-frequency DGPS base stations established at monuments with known coordinates. Maximum baseline lengths between control points and the aircraft GPS do not exceed 24 kilometers (13 nautical miles). After the static GPS data have been collected, the files will be processed using the Online Positioning User Service (OPUS). Multiple sessions will be processed over the same monument to confirm antenna height measurements and reported OPUS position accuracy. Our WA PLS will certify the locations of all monuments.





Quality control real-time kinematic (RTK) ground check survey data will be collected within the project area, with an established Root Mean Square Error (RMSE) of less than 2 cm. Absolute laser spot accuracies will be statistically analyzed based upon an adequate sample (typically 100-500 per 50,000 acres depending on access and GPS conditions within study area) of well-distributed ground check points on open, bare earth surfaces with level slope.

Deliverables

❖ *LiDAR*

Point Cloud:

- All returns, Las 1.2 format
Point files will include the following fields: X,Y,Z, Return Intensity, Return Number, Point Classification (ground, default), Scan Angle, GPS Time

Surface Models

- Bare Earth DEM, 1m resolution, ESRI Grid format
- Highest hit DEM, 1m resolution, *ESRI Grid format*
- Intensity Images, 0.5m resolution, GeoTiff format

Vectors

- Survey Boundary, *shapefile format*
- Tile delineation, *shapefile format*

❖ *Orthophotos*

Rasters

- Orthophoto tiles, 6" GSD/resolution or better, *GeoTIFF format*

Vectors

- Tile delineation, *shapefile format*

❖ *Reporting*

- Methods, Results, Accuracy Assessments
- Ground Check Points, *shapefile format*
- FGDC-compliant Metadata

Coordinate System*	
Projection	UTM Zone 10
Horizontal Datum	NAD83 (2011)
Vertical Datum	NAVD88 (Geoid 12A)
Units	Meters
Delineations	750 m x 750 m tiles
* Unless otherwise requested, must be finalized prior to acquisition.	



Area of Interest – Bainbridge Island, Washington

The area of interest (AOI) for this cost proposal includes 20,168 acres encompassing the entire Bainbridge Island in Puget Sound, Washington (Figure 1). The AOI will be buffered by 100 meters to ensure complete coverage and adequate point densities around study area boundaries.



Figure 1. Area of interest for LiDAR acquisition of Bainbridge Island, WA.

Timeline & Delivery

A schedule for the LIDAR acquisitions is yet to be determined, but anticipated during a low tide in spring/summer 2015. QSI will work with the City of Bainbridge Island to coordinate data collection as best meets the needs of the project. LiDAR data are typically delivered within 60 days of the acquisition, with orthophotos delivered 30 days after delivery of LiDAR products (orthophotos rely on the LiDAR DEM to ortho-rectify the imagery).

Cost Proposal

Costs are provided below for the study area portrayed in Figure 1, assuming above specifications and deliverables.

Bainbridge Island (20,168 acres)	Total Cost	Per Unit Cost (\$/acre)
LiDAR Acquisition & Deliverables (8 pulses/m ²)	\$33,696	\$1.67
4-band Orthophotography (6" GSD)	\$19,546	\$0.97
Total	\$53,242	\$2.64

ATTACHMENT B

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

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

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

C. Professional Liability Insurance with limits no less than \$1,000,000.00 limit per occurrence.

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

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

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

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (this “Agreement”) is entered into as of the date written below between the City of Bainbridge Island, a Washington state municipal corporation (the “City”) and University of Washington (the “Consultant”).

WHEREAS, the City desires to acquire a raster map containing land use/land cover classes and supporting field data and share the data with staff and interested parties; and

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

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

1. SERVICES BY CONSULTANT

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

2. PAYMENT

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

☐ Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of \$_____;

☒ Fixed Sum: a total amount of Eighty-One Thousand Three Hundred Eighty-Two Dollars (\$81,382);

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

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

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

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

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

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

5. DISCRIMINATION AND COMPLIANCE WITH LAWS

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

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

C. Violation of this Section 5 shall be a material breach of this Agreement and grounds for cancellation, termination or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

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A. The Consultant agrees to protect, defend, indemnify, and hold harmless the City, its elected officials, officers, employees and agents from any and all claims, demands, losses, liens, liabilities, penalties, fines, lawsuits, and other proceedings and all judgments, awards, costs and expenses (including reasonable attorneys' fees and disbursements) caused by or occurring by reason of any negligent act, error and/or omission of the Consultant, its officers, employees,

and/or agents, arising out of or in connection with the performance or non-performance of the services, duties, and obligations required of the Consultant under this Agreement.

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

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

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

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- ☐ Automobile Liability as described in Attachment B.
- ☐ None.

11. SUBLETTING OR ASSIGNING CONTRACT

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

12. EXTENT OF AGREEMENT/MODIFICATION

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

13. SEVERABILITY

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

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

14. FAIR MEANING

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

15. NON-WAIVER

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

16. NOTICES

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

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

To the Consultant: University of Washington
 Remote Sensing and Geospatial Analysis Lab
 School of Environmental and Forest Sciences
 Bloedel Hall 357/389, Box 352100
 Seattle, Washington 98195-2100

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

17. SURVIVAL

Any provision of this Agreement which imposes an obligation after termination or expiration of

this Agreement shall survive the term or expiration of this Agreement and shall be binding on the parties to this Agreement.

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

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

IN WITNESS WHEREOF, the parties have executed this Agreement as of _____, 2015.

UNIVERSITY OF WASHINGTON

CITY OF BAINBRIDGE ISLAND

By _____

By _____
Douglas Schulze, City Manager

Name _____

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

ATTACHMENT A

SCOPE OF SERVICES

Consultant shall complete the following tasks as outlined in the grant agreement for “Monitoring Ecological Function with Remote Sensing” (WDFW Grant Number 15-03129) which is incorporated by reference and part of this Agreement:

Task 1.3, 1.4, 1.5, 2.1, 2.2, 4.1, 5.1, 5.2, 6.1 and 6.2

ATTACHMENT B

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

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

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

C. Professional Liability Insurance with limits no less than \$1,000,000.00 limit per occurrence.

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

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

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



GRANT AGREEMENT - EPA FUNDS

TITLE: Monitoring Ecological Function with Remote Sensing

WDFW NUMBER: 15-03129

GRANTEE: City of Bainbridge Island

CONTRACT PERIOD: 03/09/2015 to 01/31/2016

TYPE: Payable / Grant / Sub-Recipient Federal - EPA

CONTRACT VALUE: \$137,742.00

A. PARTIES TO THIS CONTRACT

This contract is entered into between the Washington State Department of Fish and Wildlife (WDFW), 600 Capitol Way North, Olympia, WA 98501-1091; and City of Bainbridge Island (Grantee), 280 Madison Ave N, Bainbridge Island, WA 98110-1812; and shall be binding upon the agents and all persons acting by or through the parties.

B. PURPOSE OF CONTRACT

The purpose of this contract is to provide a grant award to the Grantee for the project specified herein.

C. DESCRIPTION OF PROJECT

The Grantee shall perform the project as described in Attachments, which are incorporated herein by this reference:

Attachment "A" General Terms and Conditions
Attachment "B" Contract/Project Summary
Attachment "C" Special Terms and Conditions
Attachment "D" Statement of Work

The Grantee is a subrecipient of federal funds as identified under "Federal Funding Information" in Attachment "B."

D. PERIOD OF PERFORMANCE

The performance period under this contract shall commence on 03/09/2015 and terminate on 01/31/2016. No expenditures made before or after this period are eligible for reimbursement unless incorporated by written amendment into this contract. The contract may be terminated or the performance period extended pursuant to terms set forth in Attachment "A."

E. COMPENSATION / PAYMENT

The total dollars provided by WDFW for this contract shall not exceed \$137,742.00 minus any matching requirements identified in this contract. The Grantee shall be responsible for all project costs exceeding this amount. Only eligible reimbursement activities that are in direct support of the project deliverables identified in this contract will be reimbursed. Any additional services provided by the Grantee must have prior written approval of WDFW.

Compensation for services rendered shall be payable upon receipt of properly completed invoices, which shall be submitted to the Project Manager by the Grantee not more often than monthly. The invoices shall describe the document to WDFW's satisfaction, a description of work performed, activities accomplished, or the progress of the project. The rates shall be in accordance with those herein agreed to.

Payment shall be considered timely if made by WDFW within 30 days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Grantee. WDFW may, in its sole discretion, terminate the contract or withhold payments claimed by the Grantee for the services rendered if the Grantee fails to satisfactorily comply with any term or conditions of this contract.

F. RIGHTS AND OBLIGATIONS

All rights and obligations of the parties of this contract are subject to this contract, including the Attachments, which are incorporated herein by this reference. By signing this contract the Grantee acknowledges that they have read, fully understand, and agree to be bound by all terms and conditions set forth in this contract.

G. COMPLIANCE WITH APPLICABLE STATUTES, RULES, AND WDFW POLICIES

The Grantee shall comply with, all applicable state, federal, and local laws and regulations, including published WDFW policies, while performing under this contract

H. ORDER OF PRECEDENCE

In the event of an inconsistency in this contract, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:

Applicable Federal and State of Washington statutes and regulations.

Attachment "A" - General Terms and Conditions.

Attachment "C" - Special Terms and Conditions

Attachment "D" - Statement of Work, and

Any other provision, term or material incorporated herein by reference or otherwise incorporated.

I. CONTRACT REPRESENTATIVES

The below named representatives for each of the parties shall be the contact people for all communications and billings regarding the performance of this contract. All written communications regarding this contract shall be sent to the designated representatives at the addresses below unless notified in writing of any change.

Grantee's Representative

Christy Carr

280 Madison Avenue N.

Bainbridge Island, Washington, 98110

(206) 780-3719

ccarr@bainbridgewa.gov

WDFW's Representative

Patricia Jatczak

Washington Department of Fish and Wildlife, 600 Capitol Way North

Olympia, WA, 98501-1091

3609022597

Patricia.Jatczak@dfw.wa.gov

J. ENTIRE CONTRACT

This contract, along with all attachments and exhibits, constitutes the entire agreement of the parties. No other understandings, verbal or otherwise, regarding this contract shall exist or bind any of the parties.

K. APPROVAL

This contract shall be subject to the written approval of WDFW'S authorized representative and shall not be binding until so approved. This contract may be altered, amended, or waived only by a written amendment executed by both parties.

IN WITNESS WHERE, WDFW and the Grantee have signed this contract.

CITY OF BAINBRIDGE ISLAND

**WASHINGTON DEPARTMENT OF FISH AND
WILDLIFE**

Signature and Date

Signature and Date

Printed Name and Title

Printed Name and Title

Attachment A -
GENERAL TERMS AND CONDITIONS
Grant Agreement - EPA Funds

DEFINITIONS

As used throughout this contract, the following terms shall have the meaning set forth below:

- A. "AGENCY" or "WDFW" shall mean the **Department of Fish and Wildlife** of the State of Washington, any division, section, office, unit or other entity of the AGENCY, or any of the officers or other officials lawfully representing that AGENCY.
- B. "AGENT" shall mean the AGENCY Director, and/or the delegate authorized in writing to act on the Director's behalf.
- C. "CFR" shall mean the Code of Federal Regulations. All references in the contract to CFR chapters or sections shall include any successor, amended or replacement regulations.
- D. "EPA" shall mean the Environmental Protection Agency.
- E. "GRANTEE" shall mean any organization or individual that is performing service(s) under this contract, and shall include all employees of the GRANTEE.
- F. "RCW" shall mean the Revised Code of Washington. All references in the contract to RCW chapters or sections shall include any successor, amended or replacement statutes.
- G. "Subcontractor" shall mean one not in the employment of the GRANTEE, who is performing all or part of those services under this contract under a separate contract with the GRANTEE. The terms "Subcontractor" and "Subcontractors" means Subcontractor(s) in any tier.
- H. "USC" shall mean United States Code. All references in the contract to USC chapters or sections shall include any successor, amended or replacement statutes.

ACCESS TO DATA

In compliance with RCW 39.26.180, the GRANTEE shall provide access to data generated under this contract to AGENCY, the Joint Legislative Audit and Review Committee, and the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the GRANTEE'S reports, including computer models and methodology for those models.

ADVANCE PAYMENTS PROHIBITED

No payments in advance of or in anticipation of goods or services to be provided under this contract shall be made by the AGENCY.

AMENDMENTS

This contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the "ADA" 28 CFR Part 35

Both parties shall comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

ASSIGNMENT

The work to be provided under this contract, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

ATTORNEYS' FEES

In the event of litigation or other action brought to enforce contract terms, each party agrees to bear its own attorney fees and costs.

BUY AMERICAN ACT

The GRANTEE shall comply with 41 USC 10a-10c (the "Buy American Act") by purchasing only American-made equipment and products with contract funds except articles, materials, and supplies — a) for use outside the United States; b) for which the cost would be unreasonable, as determined in accordance with federal regulations; c) for which the AGENCY determines that domestic preference would be inconsistent with the public interest; or d) that are not mined, produced, or manufactured in the United States in sufficient and reasonable available commercial quantities, of a satisfactory quality.

CENTRAL CONTRACTOR REGISTRATION AND DATA UNIVERSAL NUMBERING SYSTEM (DUNS)

Unless exempt under 2 CFR 25.110, the GRANTEE shall comply with 2 CFR 25 and be registered in the federal Central Contractor Registration (CCR) system; maintain an active CCR registration with current information at all times during the period of performance for this contract; and provide its DUNS number to the AGENCY.

CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

The GRANTEE shall not use or disclose any information concerning the AGENCY, or information that may be classified as confidential, for any purpose not directly connected with the administration of this contract, except with prior written consent of the AGENCY, or as may be required by law.

CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the AGENCY may, in its sole discretion, by written notice to the GRANTEE terminate this contract if it is found after due notice and examination by the AGENT that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the GRANTEE in the procurement of, or performance under this contract. In the event this contract is terminated as provided above, the AGENCY shall be entitled to pursue the same remedies against the GRANTEE as it could pursue in the event of a breach of the contract by the GRANTEE. The rights and remedies of the AGENCY provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which the AGENT makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this contract.

COST PRINCIPLES AND AUDIT REQUIREMENTS

The GRANTEE agrees to comply with the costs principles contained in 2 CFR Part 200 as appropriate for this contract. The GRANTEE agrees to comply with the organizational audit requirements of 2 CFR Subpart F, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from 2 CFR Subpart F audits (and any other audits of Contract funds) are not satisfactorily and promptly addressed.

COPYRIGHT PROVISIONS

Unless otherwise provided, all materials produced under this contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by the AGENCY. The AGENCY shall be considered the author of such materials. In the event the materials are not considered "works for hire" under the U.S. Copyright laws, the GRANTEE hereby irrevocably assigns all right, title, and interest in materials, including all intellectual property rights, to the AGENCY effective from the moment of creation of such materials.

Materials means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register and the ability to transfer these rights.

For materials that are delivered under the contract, but that incorporate pre-existing materials not produced under the contract, the GRANTEE hereby grants to the AGENCY a nonexclusive, royalty-free, irrevocable license (with rights to sublicense others) in such materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The GRANTEE warrants and represents that the GRANTEE has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to the AGENCY.

The GRANTEE shall exert all reasonable effort to advise the AGENCY, at the time of delivery of materials furnished under this contract, of all known or potential invasions of privacy contained therein and of any portion of such document that was not produced in the performance of this contract.

The AGENCY shall receive prompt written notice of each notice or claim of infringement received by the GRANTEE with respect to any data delivered under this contract. The AGENCY shall have the right to modify or remove any restrictive markings placed upon the data by the GRANTEE.

In accordance with 40 CFR 31.34 for State, local and Indian Tribal governments or 40 CFR 30.36 for other recipients, the EPA has the right to reproduce, publish, use, and authorize others to use copyrighted works or other data developed under this contract for Federal purposes.

COVENANT AGAINST CONTINGENT FEES

The GRANTEE warrants that no person or selling agent has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established agents maintained by the GRANTEE for securing business. The AGENCY shall have the right, in the event of breach of this clause by the GRANTEE, to annul this contract without liability or, in its discretion, to deduct from the contract price or consideration or recover by other means the full amount of such commission, percentage, brokerage or contingent fee.

DAVIS-BACON AND RELATED ACTS

If any work performed by the GRANTEE or Subcontractor employees is subject to the Davis Bacon Act and Davis-Bacon prevailing wage provisions contained in applicable federal laws, the GRANTEE shall ensure that they and their Subcontractor(s) a) pay at least once per week wages to GRANTEE and/or Subcontractor laborers and mechanics at a rate not less than the minimum wages specified in wage determinations made by the U.S. Department of Labor; and b) provide to the AGENCY each week U.S. Department of Labor Form WH-347 "Payroll (For Contractors Optional Use)" stating the wages paid to GRANTEE and /or Subcontractor laborers and mechanics engaged in work funded by this contract.

DISADVANTAGED BUSINESS ENTERPRISE

The GRANTEE agrees to comply with the requirements of the Program for Utilization of Small, Minority and Women's Business Enterprises in procurement under assistance agreements, contained in 40 CFR, Part 33.

DISALLOWED COSTS

The GRANTEE is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractors.

DISPUTES

Except as otherwise provided in this contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with AGENT.

1. The request for a dispute hearing must:
 - Be in writing;
 - State the disputed issue(s);
 - State the relative positions of the parties;
 - State the GRANTEE'S name, address, and contract number; and
 - Be mailed to the AGENT and the other party's (respondent's) contract manager within 3 working calendar days after the parties agree that they cannot resolve the dispute.
2. The respondent shall send a written answer to the requester's statement to both the AGENT and the requester within 5 calendar days.
3. The AGENT shall review the written statements and reply in writing to both parties within 10 calendar days. The AGENT may extend this period if necessary by notifying the parties.
4. The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this contract shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution method in addition to the dispute resolution procedure outlined above.

DRUG-FREE WORKPLACE

The GRANTEE shall comply with the Drug-Free Workplace Act of 1988, 41 USC 701-707, as amended. Compliance with the Drug-Free Workplace Act includes publishing a drug-free workplace statement and establishing a drug-free awareness program for GRANTEE employees; and taking actions concerning GRANTEE employees who are convicted of violating drug statutes in the workplace. The GRANTEE shall provide written notice of a conviction of a GRANTEE employee of a drug violation in the workplace to the AGENCY within seven (7) calendar days after the GRANTEE learns of the conviction.

DUPLICATE PAYMENT

The AGENCY shall not pay the GRANTEE, if the GRANTEE has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.

ENTIRE AGREEMENT

This contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind any of the parties hereto.

EQUIPMENT MANAGEMENT

The GRANTEE will comply with 2 CFR Section 200.439 for the use, management and disposal of any equipment funded through this contract. Title to any equipment funded through this contract will vest in the GRANTEE subject to the conditions contained in 2 CFR Section 200.439.

FEDERAL DEBARMENT AND SUSPENSION

The GRANTEE certifies, that neither it nor its "principals" (as defined in 49 CFR 29.105) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Further, the GRANTEE agrees not to enter into any arrangements or other contracts with any party that is on the "List of Parties Excluded from Federal Procurement or Non-procurement Programs" which can be found at <https://www.sam.gov>.

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

This contract is subject to the requirements of the Federal Funding Accountability and Transparency Act (FFATA) as stated in 2 CFR 170. The GRANTEE agrees to comply with applicable requirements to assist the AGENCY in reporting first-tier subawards of \$25,000 or more and, in certain circumstances, in reporting the names and total compensation of the five most highly compensated executives of first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS).

FINAL INVOICE

The GRANTEE shall submit the final invoice not later than 60 calendar days from the end of the contract period.

GOVERNANCE

This contract is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this contract shall be construed to conform to those laws. In the event of an inconsistency in the terms of this contract, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. Statement of work; and
- c. Any other provisions of the contract, including materials incorporated by reference.

GOVERNING LAW

This contract shall be construed and interpreted in accordance with the laws of the State of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

HOTEL-MOTEL FIRE SAFETY ACT

The GRANTEE agrees to ensure that all space for conferences, meetings, conventions, or training seminars funded in whole or in part by this contract complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (PL 101-391, as amended).

INDEMNIFICATION

To the fullest extent permitted by law, the GRANTEE shall indemnify, defend, and hold harmless State, agencies of State and all officials, agents and employees of State, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim," as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or destruction of tangible property including loss of use resulting therefrom.

The GRANTEE'S obligations to indemnify, defend, and hold harmless includes any claim by the GRANTEE'S agents, employees, representatives, or any Subcontractor or its employees.

The GRANTEE expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to the GRANTEE'S or any Subcontractor's performance or failure to perform the contract. The GRANTEE'S obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The GRANTEE waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless State and its agencies, officials, agents or employees.

INDEPENDENT CAPACITY OF THE GRANTEE

The parties intend that an independent contractor relationship will be created by this contract. The GRANTEE and his or her employees or agents performing under this contract are not employees or agents of the AGENCY. The GRANTEE will not hold himself/herself out as or claim to be an officer or employee of the AGENCY or of the State of Washington by reason hereof, nor will the GRANTEE make any claim of right, privilege or benefit that would accrue to such employee under law. Conduct and control of the work will be solely with the GRANTEE.

INDUSTRIAL INSURANCE COVERAGE

The GRANTEE shall comply with the provisions of Title 51 RCW, Industrial Insurance. If the GRANTEE fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees, as may be required by law, the AGENCY may collect from the GRANTEE the full amount payable to the Industrial Insurance accident fund. The AGENCY may deduct the amount owed by the GRANTEE to the accident fund from the amount payable to the GRANTEE by the AGENCY under this contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the GRANTEE.

INSURANCE

The GRANTEE shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the state should there be any claims, suits, actions, costs, damages or expenses arising from any negligent or intentional act or omission of the GRANTEE or Subcontractor, or agents of either, while performing under the terms of this contract.

The GRANTEE shall provide insurance coverage, which shall be maintained in full force and effect during the term of this contract, as follows:

1. Commercial General Liability Insurance Policy. Provide a Commercial General Liability Insurance Policy, including contractual liability, in adequate quantity to protect against legal liability arising out of contract activity but no less than \$1,000,000 per occurrence. Additionally, the GRANTEE is responsible for ensuring that any Subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.
2. Automobile Liability. In the event that services delivered pursuant to this contract involve the use of vehicles, either owned or unowned by the GRANTEE, automobile liability insurance shall be required. The minimum limit for automobile liability is \$1,000,000 per occurrence, using a Combined Single Limit for bodily injury and property damage.
3. Marine Insurance. If the GRANTEE will be using a vessel or boat in the performance of this contract, the GRANTEE shall maintain a Commercial Marine Protection and Indemnity (P&I) Policy with P&I limit of not less than \$1,000,000 per occurrence and with a deductible not to exceed \$25,000 (to include diving operations if diving is a part of the contracted service for any liability which includes coverage for injury to the crew and passengers).
4. The insurance required shall be issued by an insurance company/ies authorized to do business within the state of Washington, and shall name the state of Washington, its agents and employees as additional insureds under the insurance policy/ies. All policies shall be primary to any other valid and collectable insurance. GRANTEE shall instruct the insurers to give AGENCY thirty (30) calendar days advance notice of any insurance cancellation.

If the GRANTEE is self-insured, evidence of its status as a self-insured entity shall be provided to the AGENCY. If requested by the AGENCY, the GRANTEE must describe its financial condition and the self-insured funding mechanism.

The GRANTEE shall submit to AGENCY within fifteen (15) calendar days of the contract effective date, a certificate of insurance or evidence of its status as a self-insured entity that outlines the coverage and limits defined in this section. The GRANTEE shall submit renewal certificates as appropriate during the term of the contract; the failure of the AGENCY to enforce this term in no way reduces the GRANTEE's responsibilities under this section.

LICENSING, ACCREDITATION AND REGISTRATION

The GRANTEE shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements/standards, necessary for the performance of this contract.

LIMITATION OF AUTHORITY

Only the AGENT or AGENT'S delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this contract is not effective or binding unless made in writing and signed by the AGENT.

MANAGEMENT FEES

Management fees or similar charges in excess of the direct costs and approved indirect rates are not reimbursable under this contract. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs which are not allowable under this contract.

MATCHING FUNDS

The GRANTEE shall be responsible for providing matching funds as indicated in the contract (if any). If the GRANTEE is responsible for matching funds they shall state the amount of match used during the billing period and the cumulative amount of match used to date on every invoice submitted for payment to the AGENCY. The GRANTEE shall comply with the uniform administrative rules on matching or cost sharing for Federal grants and cooperative agreements and subawards as contained in 2 CFR Section 200.

MINORITY, WOMEN AND VETERAN-OWNED BUSINESSES

The AGENCY encourages participation by minority and women-owned business enterprises certified by the Office of Minority and Women's Business Enterprises (OMWBE); and veteran-owned businesses certified by the Department of Veteran's Affairs (DVA). If any part of this contract is subcontracted to an OMWBE or DVA-certified firm the GRANTEE shall submit a statement of participation indicating what OMWBE or DVA certified firm was used and the dollar amount of their subcontracts.

Pursuant to 40 CFR, Section 33.301, the GRANTEE agrees to make good faith efforts whenever procuring construction, equipment, services and supplies funded through this contract, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained by the GRANTEE.

NONDISCRIMINATION

During the performance of this contract, both parties shall comply with all federal and state nondiscrimination laws, regulations and policies. In the event of the GRANTEE'S non-compliance or refusal to comply with any nondiscrimination law, regulation, or policy, this contract may be rescinded, canceled or terminated in whole or in part, and the GRANTEE may be declared ineligible for further contracts with the AGENCY. The GRANTEE shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

PREVAILING WAGE

If any work performed by the GRANTEE or its Subcontractors is subject to Chapter 39.12 of the Revised Code of Washington, the GRANTEE shall ensure that the GRANTEE and its Subcontractors pay the prevailing rate of wages to all GRANTEE and/or Subcontractor workers, laborers or mechanics in the performance of any part of the work described in the contract in accordance with state law and Department of Labor and Industries rules and regulations.

PRIVACY

Personal information including, but not limited to, "Protected Health Information," collected, used, or acquired in connection with this contract shall be protected against unauthorized use, disclosure, modification or loss. The GRANTEE shall ensure its directors, officers, employees, Subcontractors or agents use personal information solely for the purposes of accomplishing the services set forth herein. The GRANTEE and its Subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the AGENCY or as otherwise required by law.

Any breach of this provision may result in termination of the contract and the demand for return of all personal information. The GRANTEE agrees to indemnify and hold harmless the AGENCY for any damages related to the GRANTEE'S unauthorized use of personal information.

RECOGNITION OF EPA FUNDING

The GRANTEE will ensure that reports, documents, signage, videos, or other media, developed as part of projects funded by this contract contain the following statement: "This project has been funded wholly or in part by the United States Environmental Protection Agency under assistance agreement PC-00J29801 through the Washington Department of Fish and Wildlife. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency or the Washington Department of Fish and Wildlife, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."

RECORDS MAINTENANCE

The parties to this contract shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this contract will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this contract to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

RECYCLED PRODUCTS

The GRANTEE agrees to use recycled paper and double sided printing for all reports which are prepared as a part of this contract. If a governmental entity, the GRANTEE shall comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (42 USC 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12872 as they apply to procurement.

RESTRICTIONS ON LOBBYING

The GRANTEE certifies that under the requirements of Lobbying Disclosure Act, 2 USC, Section 1601 et seq., no Federal appropriated funds have been paid or will be paid, by or on behalf of the GRANTEE, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

RIGHT OF INSPECTION

The GRANTEE shall provide right of access to its facilities to the AGENCY, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this contract.

SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this contract and prior to normal completion, the AGENCY may terminate the contract under the "Termination " clause, without the thirty-day notice requirement, subject to renegotiation at the AGENCY'S discretion under those new funding limitations and conditions.

SEVERABILITY

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

SITE SECURITY

While on AGENCY premises, the GRANTEE, its agents, employees, or Subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

STATEWIDE VENDOR PAYMENT REGISTRATION

The GRANTEE is required to be registered in the Statewide Vendor Payment System prior to submitting a request for payment under this contract. The Washington State Department of Enterprise Services (DES) maintains the Statewide

Vendor Payment System; to obtain registration materials contact the Statewide Payee Desk at (360) 407-8180; or go to: <http://des.wa.gov/services/ContractingPurchasing/Business/VendorPay/Pages/default.aspx>.

SUBCONTRACTING

Neither the GRANTEE nor any Subcontractor(s) shall enter into subcontracts for any of the work contemplated under this contract without obtaining prior written approval of the AGENCY. In no event shall the existence of the subcontract operate to release or reduce the liability of the GRANTEE to the AGENCY for any breach in the performance of the GRANTEE'S duties. This clause does not include contracts of employment between the GRANTEE and personnel assigned to work under this contract.

Additionally, the GRANTEE is responsible for ensuring that all terms, conditions, assurances and certifications set forth in this contract are carried forward to any subcontracts. The GRANTEE and its Subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the AGENCY or as provided by law.

TERMINATION

Except as otherwise provided in this contract, the AGENCY may, by 10 calendar days written notice, beginning on the second day after the mailing, terminate this contract, in whole or in part. If this contract is so terminated, the AGENCY shall be liable only for payment required under the terms of this contract for services rendered or goods delivered prior to the effective date of termination.

TERMINATION FOR CAUSE

In the event the AGENCY determines the GRANTEE has failed to comply with the conditions of this contract in a timely manner, the AGENCY has the right to suspend or terminate this contract. Before suspending or terminating the contract, the AGENCY shall notify the GRANTEE in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

The AGENCY reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the GRANTEE from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the GRANTEE or a decision by the AGENCY to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the GRANTEE: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence. The rights and remedies of the AGENCY provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

TERMINATION PROCEDURES

Upon termination of this contract, the AGENCY, in addition to any other rights provided in this contract, may require the GRANTEE to deliver to the AGENCY any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

The AGENCY shall pay to the GRANTEE the agreed upon price, if separately stated, for completed work and services accepted by the AGENCY, and the amount agreed upon by the GRANTEE and the AGENCY for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by the AGENCY, and (iv) the protection and preservation of property, unless the termination is for default, in which case the AGENT shall determine the extent of the liability of the AGENCY. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. The AGENCY may withhold from any amounts due the GRANTEE such sum as the AGENT determines to be necessary to protect the AGENCY against potential loss or liability.

The rights and remedies of the AGENCY provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the AGENT, the GRANTEE shall:

1. Stop work under the contract on the date, and to the extent specified, in the notice;
2. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
3. Assign to the AGENCY, in the manner, at the times, and to the extent directed by the AGENT, all of the rights, title, and interest of the GRANTEE under the orders and subcontracts so terminated, in which case the AGENCY has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;

4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the AGENT to the extent AGENT may require, which approval or ratification shall be final for all the purposes of this clause;
5. Transfer title to the AGENCY and deliver in the manner, at the times, and to the extent directed by the AGENT any property which, if the contract had been completed, would have been required to be furnished to the AGENCY;
6. Complete performance of such part of the work as shall not have been terminated by the AGENT; and
7. Take such action as may be necessary, or as the AGENT may direct, for the protection and preservation of the property related to this contract, which is in the possession of the GRANTEE and in which the AGENCY has or may acquire an interest.

TRAFFICKING VICTIMS PROTECTION ACT

As described in 2 CFR Part 175 the AGENCY may terminate this contract, without penalty, if the GRANTEE is found to be in violation of the Trafficking Victims Protection Act of 2000.

UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS

The GRANTEE shall comply with the uniform administrative rules for Federal grants and cooperative agreements and subawards contained in 2 CFR Part 200 and as appropriate for this contract:

<u>Federal Grantor Agency</u>	<u>2 CFR Chapter</u>
Department of Agriculture	IV
Department of Commerce	XIII
Department of Defense	XI
Department of the Interior	XIV
Environmental Protection Agency	XV

WAIVER

A failure by either party to exercise its rights under this contract shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this contract unless stated to be such in a writing signed by an authorized representative of the party and attached to the original contract.

WHISTLEBLOWER PROTECTION

If this contract exceeds the federal simplified acquisition threshold of \$100,000 the contract and all employees working on the contract are subject to the whistleblower protections established at 41 USC 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013. If subject to this statute the GRANTEE shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712. This section is applicable to all subcontractors and subawardees related to this contract that exceed the federal simplified acquisition threshold of \$100,000, and the GRANTEE shall include this section in all such subcontracts and/or subawards.

APPROVED AS TO FORM BY THE OFFICE OF THE ATTORNEY GENERAL 3/20/2015

**Attachment B -
CONTRACT/PROJECT SUMMARY**

TITLE: Monitoring Ecological Function with Remote	WDFW CONTRACT NUMBER: 15-03129		
PERIOD: 03/09/2015 to 01/31/2016 GRANTEE: City of Bainbridge Island GRANTEE CONTACT: Christy Carr (206) 780-3719 CONTRACT TYPE: Payable / Grant / Sub-Recipient Federal - EPA	WDFW MANAGER: Patricia Jatczak 3609022597		
SUMMARY CONTRACT DESCRIPTION: This grant agreement is to develop and apply land use/ and cover data products and methodologies to monitor and evaluate changes to marine riparian vegetation, shoreline armoring, beach features, and impervious surface area within shoreline regulatory jurisdiction areas of Bainbridge Island and to distribute and interpret the results of this project to key partners.			
Master Index Number(s): 33503			
CFDA Number	Award Year	Award Number	Research & Development?
66.123 Puget Sound Action Agenda: Technical Investigations and Implementation Assistance/Environmental Protection Agency	2012	PC-00J29801	No

**Attachment C -
SPECIAL TERMS AND CONDITIONS**

1. Summary

This grant agreement is to develop and apply land use/ and cover data products and methodologies to monitor and evaluate changes to marine riparian vegetation, shoreline armoring, beach features, and impervious surface area within shoreline regulatory jurisdiction areas of Bainbridge Island and to distribute and interpret the results of this project to key partners.

WDFW is providing \$135,124 in federal funds; the Grantee is providing a match of \$2,618.

2. Description of all Project Requirements

The Grantee will perform the project as described in Attachment "D" (Statement of Work).

3. Reporting Requirements

- a. Semiannual Reports. The Grantee shall submit a performance report to the WDFW Project Manager once every six months using the reporting tool supplied by WDFW, unless otherwise specified in this Contract. This report shall include brief information on each of the following areas:

- A comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period;
- The reasons for slippages if established outputs/outcomes were not met; and
- Additional pertinent information, including when appropriate, analysis and information of cost overruns or high unit costs.

The reporting periods for these reports are from October 1 to March 31 and from April 1 to September 30 for each year of the contract. Performance reports are due to the WDFW Project Manager not later than fifteen (15) calendar days after the end of each reporting period.

- b. Final Report. The Grantee will submit a final performance report to the WDFW Project Manager not later than sixty (60) calendar days after contract termination. The final report will generally contain the same information as contained in semiannual reports, but will cover the entire project period.

4. Budget

WDFW will reimburse the Grantee for allowable costs as described in the budget contained in Attachment "D". Final payment is contingent on the approval and acceptance of all deliverables identified in Attachment "D" by the WDFW Project Manager.

5. Peer Review

The results of the project funded through this contract may affect management decisions relating to Puget Sound. Prior to finalizing any significant technical products the Grantee's Principal Investigator (PI) of this project must solicit advice, review and feedback from a

technical review or advisory group consisting of relevant subject matter specialists. A record of comments and a brief description of how respective comments are addressed by the PI will be provided to the WDFW Project Monitor prior to releasing any final reports or products resulting from the funded study.

6. Electronic and Information Technology Accessibility

The Grantee is subject to the program accessibility provisions of Section 504 of the Rehabilitation Act, codified in 40 CFR Part 7, which includes an obligation to provide individuals with disabilities reasonable accommodations and an equal and effective opportunity to benefit from or participate in a program, including those offered through electronic and information technology ("EIT"). In compliance with Section 504, EIT systems or products funded by this contract must be designed to meet the diverse needs of users (e.g., U.S. public, recipient personnel) without barriers or diminished function or quality. Systems shall include usability features or functions that accommodate the needs of persons with disabilities, including those who use assistive technology. At this time, the EPA will consider a recipient's websites, interactive tools, and other EIT as being in compliance with Section 504 if such technologies meet standards established under Section 508 of the Rehabilitation Act, codified at 36 CFR Part 1194. While Section 508 does not apply directly to grant recipients, the EPA encourages recipients of EPA grant funds to follow either the 508 guidelines or other comparable guidelines that concern accessibility to EIT for individuals with disabilities. Recipients may wish to consult the latest Section 508 guidelines issued by the US Access Board or W3C's Web Content Accessibility Guidelines (WCAG) 2.0 (see <http://www.access-board.gov/sec508/guide/index.htm>).

7. Riparian Buffers

Riparian buffer restoration projects in agricultural areas shall be consistent with the interim riparian buffer recommendations provided to EPA and the Natural Resource Conservation Service by National Marine Fisheries Service letters of January 30, 2013 and April 9, 2013; or the October 28, 2013 guidance previously agreed to by Lead Organizations). These documents are available from WDFW on request. For projects involving riparian buffer restoration in agricultural areas, the Grantee shall confirm with WDFW in writing projects' consistency with the recommendations referenced above. When evaluating project proposals, WDFW will consider the extent to which proposals include appropriate riparian buffers or otherwise address pollution sources on other water courses on the properties in the project area to support water quality and salmon recovery. Deviations can only be obtained through an exception approved by EPA. In order for EPA to evaluate a request for an exception, the Grantee must submit to WDFW the scientific rationale demonstrating adequacy of buffers for supporting water quality and salmon recovery. The request must summarize tribal input on the scientific rationale or other relevant issues. The scientific rationale could be developed from sources such as site-specific assessment data, salmon recovery plans, Total Maximum Daily Loads (TMDLs) and the state nonpoint plan. EPA will confer with the National Oceanic and Atmospheric Administration (NOAA) and the Washington Department of Ecology and provide the opportunity for affected tribes to consult with EPA before making a final decision on a deviation request.

8. STORET

All water quality data generated in accordance with an EPA approved Quality Assurance Project Plan as a result of this contract will be required to be transmitted into the EPA's

Storage and Retrieval (STORET) data warehouse using either WQX or WQX web. Water quality data appropriate for STORET include physical, chemical, and biological sample results for water, sediment and fish tissue. The data include toxicity data, microbiological data, and the metrics and indices generated from biological and habitat data.

9. Quality Assurance Requirements

Acceptable Quality Assurance documentation must be submitted to the WDFW Project Manager within 30 days of acceptance of this contract or another date as negotiated with the WDFW Project Manager. The Washington Department of Ecology's National Estuary Program (NEP) Quality Coordinator supports quality assurance for EPA-funded NEP projects. No work involving direct measurements or data generation, environmental modeling, compilation of data from literature or electronic media, and data supporting the design, construction, and operation of environmental technology shall be initiated under this contract until the WDFW Project Manager or the NEP Quality Coordinator has approved the Grantee's quality assurance document. The Grantee will submit all Quality Assurance documentation to the following address; please copy the WDFW Project Manager on all correspondence with the NEP Quality Coordinator:

Thomas H. Gries, NEP Quality Coordinator
Department of Ecology
Tgri460@ecy.wa.gov
360.407.6327

Attachment D - STATEMENT OF WORK

PURPOSE

The purpose of this project is to develop high-resolution data, methodologies, and metrics to manage vegetation within the shoreline regulatory jurisdiction areas of Bainbridge Island. The City of Bainbridge Island will use the data, methodologies, and metrics to quantify shoreline vegetation and land use / land cover change, specifically the presence of marine riparian canopy and estuarine emerging vegetation, increases of impervious surface area, and changes in beach structure / sediment supply, as a proxy for ecological function.

Based on the project results, the City of Bainbridge will be able to monitor and evaluate shoreline permit compliance rates over time, make recommendations regarding tracking of unpermitted activities, identify places of possible unpermitted activities, and inform 'no net loss' monitoring.

Periodic updates of LiDAR and high-resolution data will enable the City of Bainbridge to monitor and enforce regulations to manage shoreline vegetation and land use. The data, methodologies, and metrics will also serve as a possible template for counties and cities throughout Puget Sound.

GOALS & OBJECTIVES

- Develop and apply land use / land cover data products and methodologies to monitor and evaluate changes to marine riparian vegetation, shoreline armoring, beach features, and impervious surface area within shoreline regulatory jurisdiction areas of Bainbridge Island.
- Develop a set of metrics as a proxy for ecological function.
- Assess the accuracy of these metrics using field data.
- Distribute and interpret the results of this project to key partners.

TASKS & DELIVERABLES

Task 1: *Project Management and Reporting*

The Grantee will administer the project, including but not limited to: maintaining project records; submitting invoices to WDFW for payment; submitting bi-annual FEATS progress reports and the final performance report; and compliance with applicable terms, conditions, and other grant requirements.

The Grantee will also manage the project, including but not limited to: conducting coordinating, and scheduling project activities; ensuring quality control; communicating with

project partners and Grant Program staff; and ensuring completion of the project as outlined in the grant agreement.

1.1 Detailed Project Plan: The Grantee will prepare a detailed project plan to ensure project expectations and outcomes are aligned. The detailed project plan will include descriptions of partner roles, selected data types for analysis, rationale supporting the methodology selected for characterizing baseline conditions, quantitative measures of ecological function, and metrics for monitoring no net loss provisions of the City of Bainbridge's shoreline management regulations.

1.2 Quality Assurance Project Plan (QAPP): The Grantee will submit a QAPP Waiver Determination form and prepare and submit a QAPP. The format for the QAPP will follow what is prescribed by the Washington State Department of Ecology. A QAPP will be completed and approved by Department of Ecology's Quality Assurance Officer before conducting any work related to collecting environmental data.

FEATS: The Grantee will complete bi-annual FEATS (*Financial and Ecosystem Accounting Tracking System*) progress reports, as well as final FEATS report and final project narrative report. The final FEATS report, reflecting the final project billing, will be provided during project close out and will describe the entire project, including information such as work completed, results of performance evaluation, overall project outcomes, and lessons learned.

Number	Deliverable	Cost	Completion date
1.1	Detailed Project Plan and timeline	\$500	April 15, 2015
1.2	NEP Waiver Form and approved QAPP	\$2,000	May 31, 2015
1.3	Quarterly Progress Reports	\$2,920	April 15, 2015 July 15, 2015 October 15, 2015 January 15, 2016 April 15, 2016
1.4	Bi-annual Federal FEATS Reports	\$1,460	April 15, 2015 October 15, 2015 April 15, 2016
1.5	Final FEATS Report and Narrative Report	\$1,460	January 31, 2016

Task 2: Performance Evaluation

The Grantee will develop a performance evaluation plan that outlines what will be measured (such as inputs, outputs, and outcomes), how these metrics will be measured, and how the results of the evaluation will be used. The project will be evaluated using this plan, and the final report will include the results of the performance evaluation.

Number	Deliverable	Cost	Completion date
2.1	Performance Evaluation Plan	\$1,460	April 30, 2015
2.2	Final Performance Evaluation Report	\$1,460	January 31, 2016

Task 3: Acquire LiDAR and high-resolution data.

Number	Deliverable	Cost	Completion date
3.1	Aerial LiDAR (minimum 8 points per square meter), and imagery (6 inch pixel resolution: in blue, green, red, and near infrared bands).	\$46,866	July 30, 2015

Task 4: Acquire Field data.

The Grantee will collect precise (sub-meter) field data at a minimum of 50 randomized points and transects along the Bainbridge Island shoreline. The data will include: the presence of marine riparian canopy and estuarine emerging vegetation, eelgrass cover (recorded at low tide), impervious surface areas, and changes in beach structure / sediment supply.

Number	Deliverable	Cost	Completion date
4.1	Field data collection.	\$33,004	September 30, 2015

Task 5: Develop land use / land cover map.

The Grantee will develop a raster map containing land use / land cover classes with a minimum of one meter resolution. The Grantee will evaluate Washington State Department of Natural Resources (DNR) nearshore surveys of eelgrass to further assess the accuracy of the land use land cover data.

Number	Deliverable	Cost	Completion date
5.1	Land use / land cover map	\$17,518	September 30, 2015
5.2	Metrics of ecological function and accuracy assessment.	\$17,518	November 30, 2015

Task 6: Education and Outreach.

The Grantee will share the data, methodologies, and metrics through a public workshop for city staff and interested parties, including shoreline landowners, local non-profit organizations, monitoring volunteers, and neighboring jurisdictions. The workshop discussion will address the accuracies and utility of data products for understanding baseline conditions and gauging changes in ecological functions. City staff will be trained to a sufficient level to take ownership of the data products for use, as a future monitoring program is developed to enforce the City's shoreline regulations. The Grantee will produce a white paper outlining the methodologies

used, metrics created, and suggestions for incorporating the data into monitoring plans for other Puget Sound municipalities.

Number	Deliverable	Cost	Completion date
6.1	Training workshop on use of data products.	City Match \$2,618 \$4,579	December 30, 2015
6.2	White paper on methodologies, metrics, and incorporating data into monitoring plans.	\$4,379	December 30, 2015

Grant Amount:	\$135,124
City Matching Resources (.03% FTE for C. Carr)	\$2,618
Total Project Cost	\$137,742

Work on this project must be completed by January 31, 2016

CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: Resolution No. 2015-04, Approving the Scope and Project Schedule for the Navigate Bainbridge Comprehensive Plan Update

Date: April 28, 2015

Agenda Item: Consent Agenda

Bill No.: 15-083

Proposed By: Planning Director Kathy Cook and Special Project Planner Jennifer Sutton

BUDGET INFORMATION

Depart/Fund:

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

REFERRALS/REVIEW

Planning Commission : April 9, 2015

Recommendation: Forward to April 28, 2015 consent agenda

Study Session: April 21, 2015

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

DESCRIPTION/SUMMARY

Action Item:

Consider approval of Resolution No. 2015-04.

Background:

The draft Scope of Work, Exhibit A to Resolution No. 2015-04, was crafted by the City's planning consultant, Joe Tovar, with input from the Planning Commission and Comprehensive Plan Steering Committee, after the conclusion of the six Listening Sessions in February and March.

A memo summarizing Mr. Tovar's approach to developing the Scope of Work is included with this agenda packet. The Scope combines the ideas generated by the public with the mandatory Comprehensive Plan review requirements to outline an Element by Element review process. The Update Project Schedule, Exhibit B to Resolution No. 2015-04, shows the order of Element review by the Planning Commission over 2015 and early 2016, and includes decision points and workshops focused on each Element.

The Planning Commission reviewed the draft Scope of Work and Project Schedule over two meetings, completing their review with a recommendation of approval on April 9, 2015. The Comprehensive Plan Steering Committee reviewed the Commission's recommended Scope and Schedule at the April 15 meeting, making minor changes. It should be noted that any Scope and Schedule approved at this time by the City Council may be amended over the course of the Update process.

RECOMMENDED ACTION

Motion: I move to approve Resolution No. 2015-04.

RESOLUTION NO. 2015-04

A RESOLUTION of the City Council of the City of Bainbridge Island approving a Scope of Work and Schedule for the 2016 Navigate Bainbridge Comprehensive Plan Update process.

WHEREAS, the Washington State Growth Management Act, RCW 36.70A, requires that cities and counties that plan under the Act periodically review their Comprehensive Plan, looking out 20 years; and

WHEREAS, the City of Bainbridge Island has begun that periodic review, and any changes must be adopted by June 30, 2016; and

WHEREAS, in August 2014, the City Council established a Comprehensive Plan Update Steering Committee comprised of three Planning Commissioners and three City Council members to help guide the process; and

WHEREAS, as part of the Update process, the City gathered ideas and concerns from the community on a wide variety of issues during a series of six Listening Sessions in February and March 2015; and

WHEREAS, community ideas were combined with items the City is required to review during the Update to create a draft Scope of Work and Project Schedule outlining how City staff, the public, Planning Commission, and City Council will review and amend the Comprehensive Plan; and

WHEREAS, the Planning Commission reviewed the draft Scope of Work and Project Schedule on March 26 and recommended approval on April 9, 2015; and

WHEREAS, the Comprehensive Plan Steering Committee discussed the Planning Commission's recommended Scope and Schedule on April 15, 2015, and made some clarifying changes; and

WHEREAS, the recommended Scope and Schedule are now before the City Council with the understanding that they are guiding documents that may be adjusted by the Planning Commission and/or City Council during the Update process, now therefore

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

Section 1. The Scope of Work for the Navigate Bainbridge 2016 Comprehensive Plan Update shown in Exhibit A attached hereto is approved.

Section 2. The Navigate Bainbridge Project Schedule shown in Exhibit B attached hereto is approved.

PASSED by the City Council this ____ day of April, 2015.

APPROVED by the Mayor this ____ day of April, 2015.

Anne S. Blair, Mayor

ATTEST/AUTHENTICATE

Rosalind Lassoff, City Clerk

FILED WITH THE CITY CLERK:	April____, 2015
PASSED BY THE CITY COUNCIL:	April____, 2015
RESOLUTION NUMBER:	2015-04

PROPOSED SCOPE OF ISSUES TO INCLUDE IN THE NAVIGATE BAINBRIDGE UPDATE

A. Several actions are needed throughout the plan to meet the GMA update requirements.

- Use the new planning period of 2016 to 2036
- Include the adopted population growth forecasts throughout the plan;
- Include new employment growth forecast throughout the plan;
- Update all maps and text consistent with relevant changes to goals and policies.

B. In addition to the general actions shown above, consider throughout the Update process the particular importance of issues with island-wide impact, including: (1) Adapting to and mitigating the effects of Climate Change; (2) the role of State Route 305 and its impacts on all Plan Elements, including any future projects; and (3) the protection and improvement of access to marine resources.

C. individual Comprehensive Plan Elements will be updated as follows:

Introduction

1. Incorporate updated Vision
2. Reference recently adopted Shoreline Master Program
3. Review and Update Island History Section
4. **KEY ISSUES** to address:
 - a. City's Comprehensive Plan and implementation within the framework of the Growth Management Act, the Vision 2040 regional plan, and the Kitsap County Countywide Planning Policies.
 - b. Streamline, clarify and strengthen text.
 - c. Review the Vision, guiding principles and planning goals and consider ways to more clearly articulate the framework of high-level policy direction to the Plan Elements.
 - d. Relationship of Comp Plan to other plans, projects and programs, including, but not limited to: city functional plans (e.g., city utilities), development regulations, capital projects, the city organization and operating budget (e.g., Priority Based Budgeting).
 - e. Relationship of the Comp Plan and City to the functions and activities of other units of government or organizations.
 - f. Promoting a culture of stewardship, citizenship, and community engagement

Land Use Element

1. Update general information
2. Include new population, housing, employment growth forecasts
3. Show where and how to accommodate another 5,600 residents and 2,800 jobs
4. Streamline, clarify and strengthen goal and policy text
5. Review Subarea Plans (Lynwood Center and Winslow Master Plan).
6. **KEY ISSUES** to address:
 - a. Growth Strategy which places 50% of growth in Winslow, 5% in NSCs, 45% elsewhere
 - b. Articulating the connections between the Land Use, Environmental, and Transportation Elements
 - c. Articulating the connections between the Land Use and Utilities Elements
 - d. Civic design Goals/Policies for Winslow, NSCs, SR 305
 - e. Island-wide land use pattern - conservation objectives, building form, landform
 - f. Measures to improve human health

Transportation Element (including Non-Motorized Transportation Plan)

1. Update general information
2. Streamline, clarify and strengthen goal and policy text
3. Update inventory of facilities
4. Update cost estimates for facilities improvement projects
5. **KEY ISSUES** to address:
 - a. Future role, configuration and mitigations re: SR 305.
 - b. Future role of WSF and possible alternatives
 - c. Measures to improve human health
 - d. Safety for bicycles and pedestrians on the island-wide road/trail network
 - e. Methods to improve multi-modal transportation options

Water Resources Element

1. Update USGS aquifer information
2. Streamline, clarify and strengthen goal and policy text
3. **KEY ISSUES** to address:
 - a. Identify sub-basin sensitivity to draw downs/opportunities for aquifer recharge
 - b. Identify opportunities to monitor and adapt to aquifer change over time
 - c. Identify projects and practices to protect water supply and quality
 - d. Consider potential re-use of greywater for domestic purposes

Environment Element

1. Update general information
2. Streamline, clarify and strengthen goal and policy text
3. **KEY ISSUES** to address:
 - a. Adapting to and mitigating the effects of Climate Change
 - b. Consider Green Building Code
 - c. Identify benchmarks and measurement

Housing Element

1. Update population and economic information
2. Update housing supply and affordability information
3. Streamline, clarify and strengthen goal and policy text
4. **KEY ISSUES** to address:
 - a. Assess generational and locational needs for housing
 - b. Identify options and incentives for increasing housing affordability
 - c. Consider alternative housing forms to meet market niches
 - d. Review home occupation opportunities within residential areas
 - e. Evaluate better partnerships with non-profit housing providers
 - f. Consider clustering of structures on large lots to maximize recharge and open space

Capital Facilities Element

1. Update facility needs based on new planning period, new population and employment growth forecasts
2. Update inventory of public facilities to reflect changes since last update
3. Update six-year Capital Facilities Plan to be consistent with 2016 plan
4. Streamline, clarify and strengthen goal and policy text
5. **KEY ISSUES** to address:
 - a. Incorporating green infrastructure into capital projects
 - b. Coordination with BISD, BIFD, and BIMPDP to maximize cumulative effect of new projects

Utilities Element

1. Update inventory of existing service providers to reflect changes since last update
2. Streamline, clarify and strengthen goal and policy text
3. **KEY ISSUES** to address:
 - a. PSE service and alternatives for power: municipal, solar other renewables
 - b. Telecommunications/broadband improvements
 - c. Coordination with City Sewer and Water Utility Master Plans
 - d. Coordination with private sewer and utility master plans
 - e. The island-wide Stormwater Utility

Economic Element

1. Include a summary of the local economy - strengths and weaknesses
2. Streamline, clarify and strengthen goal and policy text
3. Identify potential programs and projects to foster economic growth and development
4. **KEY ISSUES** to address:
 - a. Assess need for increased goods and services in NSCs and Business/industrial districts
 - b. Opportunities to brand Bainbridge Island as location for software firms
 - c. Role of Tourism in Winslow, other parts of the Island
 - d. How to support growth of home-based businesses
 - e. Role of agriculture on the Island
 - f. Role of the arts on the Island
 - g. Role of the Real Estate industry

Human Services Element

1. Streamline, clarify and strengthen goal and policy text
2. Identify potential partners, programs and projects to foster access to human resources
3. Update to reflect changed circumstances in the provision of human services

Cultural Element

1. Streamline, clarify and strengthen goal and policy text
2. Identify potential partners, programs and projects to enhance cultural assets on the Island
3. Update to reflect changed circumstances in the provision cultural resources and activities

D. DEVELOPMENT REGULATIONS

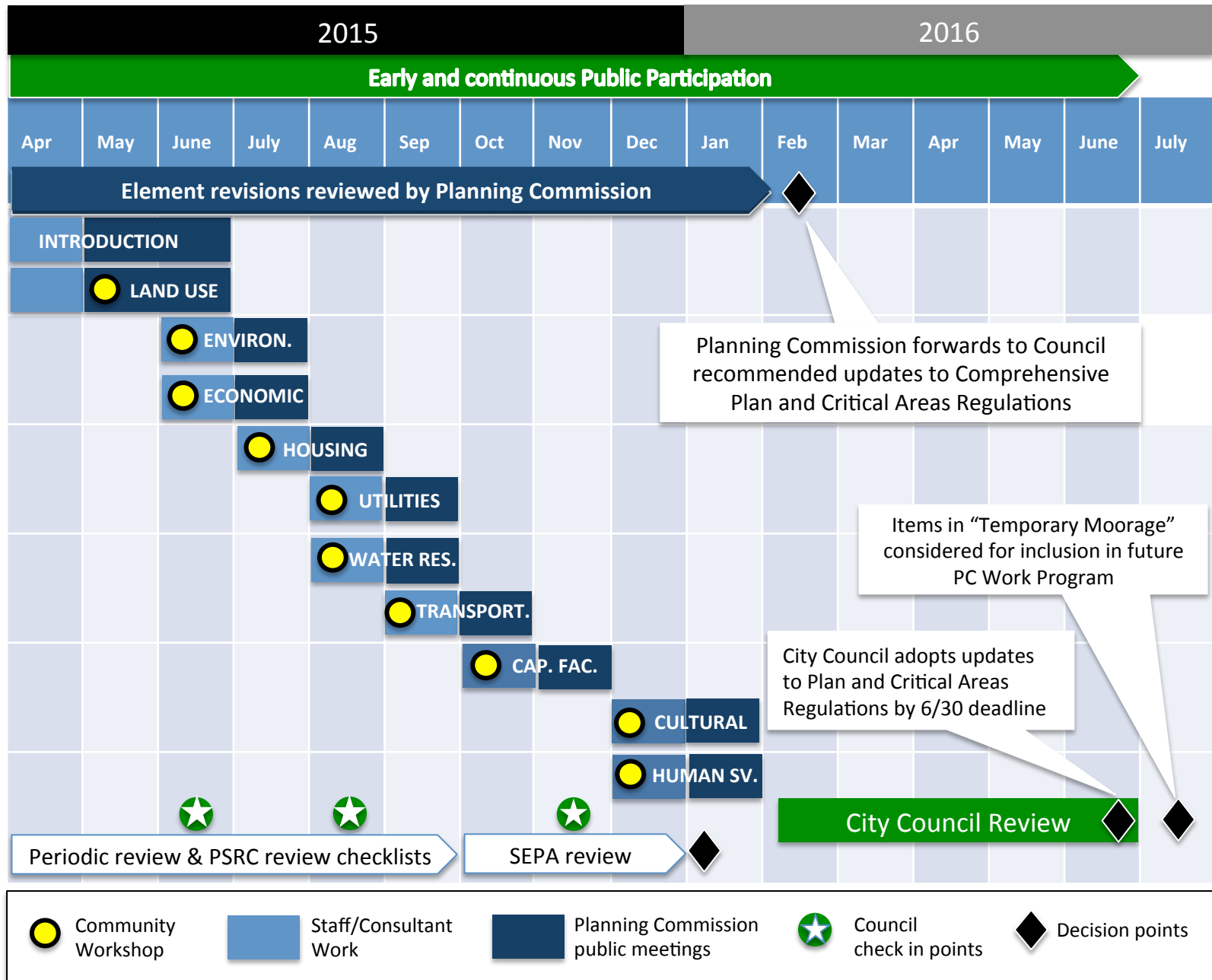
Reference new SMP use regulations

Update critical areas regulations

1. Update Best Available Science, including updated USGS study re: aquifers
2. Amend and/or adopt regulations/programs to protect aquifer recharge areas
3. Amend and/or adopt low impact development regulations
4. Amend and/or adopt other development regulations necessary to protect other critical areas

Update other development regulations as necessary to implement updated Plan

Navigate Bainbridge - Project Schedule Revised 4.15.15



CITY OF BAINBRIDGE ISLAND

CITY COUNCIL AGENDA BILL



PROCESS INFORMATION

Subject: City Dock Improvements Professional Services Agreement	Date: April 28, 2015
Agenda Item: Consent Agenda	Bill No.: AB 15-072
Proposed By: Public Works Director Barry Loveless	

BUDGET INFORMATION

Depart/Fund: 2015 CIP: Design @ \$225,000

Expenditure Req: \$113,856.00	Budgeted? ☒ Yes ☐ No	Budget Amend. Req? ☐ Yes ☒ No
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REFERRALS/REVIEW

Study Session: 04/21/15	Recommendation: Forward to 04/28/15 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 the City Dock Improvements Professional Services Agreement.

Background:

In 2013/2014, the City conducted an extensive public outreach program which resulted in the completion of the 30% design efforts for the City Dock.

The City advertised for Request for Qualifications in February 2015 for completion of the design, permitting, and construction support services. A panel consisting of representatives from the Harbor Commission, Bainbridge Island Metropolitan Parks & Recreation District, and City staff selected PND Engineers as the best qualified consultant to design the project.

RECOMMENDED ACTION

Motion:

I move that the City Council approve the City Dock Improvements Design Professional Services Agreement with PND Engineers in the amount of \$113,856.00 and authorize the City Manager to execute the Agreement.

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (this "Agreement") is entered into as of the date written below between the City of Bainbridge Island, a Washington state municipal corporation (the "City") and PND Engineers, Inc. (the "Consultant").

WHEREAS, the City desires to acquire design and permitting assistance services for improvements to the City Dock in Waterfront Park; and

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

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

1. SERVICES BY CONSULTANT

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

2. PAYMENT

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

☒ Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of **\$113,856.00**;

☐ Fixed Sum: a total amount of \$_____;

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

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

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

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

3. INSPECTION AND AUDIT

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

4. INDEPENDENT CONTRACTOR

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

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

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

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

5. DISCRIMINATION AND COMPLIANCE WITH LAWS

A. The Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, sexual orientation, age, disability, or other

circumstance prohibited by federal, state or local law or ordinance, except for a bona fide occupational qualification.

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

C. Violation of this Section 5 shall be a material breach of this Agreement and grounds for cancellation, termination or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

6. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until June 30, 2016, unless sooner terminated by either party as provided below.

B. This Agreement may be terminated by either party without cause upon thirty (30) days' written notice to the other party. In the event of termination, all finished or unfinished documents, reports, or other material or work of the Consultant pursuant to this Agreement shall be submitted to the City, and the Consultant shall be entitled to just and equitable compensation at the rate set forth in Section 2 for any satisfactory work completed prior to the date of termination.

7. OWNERSHIP OF WORK PRODUCT

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

8. GENERAL ADMINISTRATION AND MANAGEMENT

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

9. HOLD HARMLESS AND INDEMNIFICATION

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

B. In the event that the Consultant and the City are both negligent, then the Consultant's liability for indemnification of the City shall be limited to the contributory negligence for any

resulting suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorneys' fees and disbursements) that can be apportioned to the Consultant, its officers, employees and agents.

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

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

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

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

10. INSURANCE

Consultant shall maintain insurance as follows:

- ☒ [X] Commercial General Liability as described in Attachment B.
- ☒ [X] Professional Liability as described in Attachment B.
- ☒ [X] Automobile Liability as described in Attachment B.
- ☐ [] None.

11. SUBLETTING OR ASSIGNING CONTRACT

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

12. EXTENT OF AGREEMENT/MODIFICATION

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

13. SEVERABILITY

A. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be

affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

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

14. FAIR MEANING

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

15. NON-WAIVER

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

16. NOTICES

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

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

To the Consultant: PND Engineers, Inc.
 1736 4th Ave S
 Seattle, WA 98134-1512
 Attn: Jon Keiser

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

17. SURVIVAL

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

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

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

IN WITNESS WHEREOF, the parties have executed this Agreement as of April __, 2015.

PND ENGINEERS, INC.

CITY OF BAINBRIDGE ISLAND

By 

By _____
Douglas Schulze, City Manager

Name JON B. KEISER

Title VICE PRESIDENT

Tax I.D. # 92-0072819

City Bus. Lic. # 40628

ATTACHMENT A

Design and Environmental Permitting for Bainbridge Island City Dock Improvements City of Bainbridge Island

Understanding: The City of Bainbridge Island desires to improve the public boating facilities at Waterfront Park. This project includes replacement of the boat launch boarding floats, replacement of existing piles, extension of the launch ramp and expansion of the floating moorage. Environmental permit approvals from state, local and federal agencies are required for this project. PND Engineers, Inc. will provide the following tasks under this scope of work.

(A) SCOPE OF SERVICES:

The engineering design and permitting work is divided into the tasks below. Included in this scope of work are the anticipated schedule, exclusions, assumptions, and fee summary.

Task 1. Project Startup

This task includes an initial kickoff meeting and site visit by PND, Harbor Power, and Marine Surveys & Assessments. Specific items include

1. Attend a kickoff meeting with the City and PND, and their subcontractors
 - a. Review of current layout, orientation of proposed floats
 - b. Review of existing configuration of utilities on-site, and their condition for possible reuse
 - c. Review of existing background information including
 - i. Existing Geotechnical Investigations will be provided as a basis for this work. PND will review the information and if additional investigations are needed PND will make recommendations for the additional work.
 - ii. Existing Surveys - PND will review existing surveys for the site and determine if they are adequate for preliminary engineering and permitting effort. Should additional information be required, the City will be notified and approval received prior to any additional expenditures.
2. Status update of permitting documentation

Task 2. Permitting and Agency Coordination

PND staff has already contacted the appropriate agencies to determine the most effective approach to permitting the replacement and potential relocation of the existing dock. Marine Surveys & Assessments will take over the lead role for in-water permitting as a subcontractor to PND. Key personnel have been identified, and design concepts have been generated in order to determine initial agency concerns and anticipated hurdles. Endangered Species Act (ESA) consultation including preparation of a Biological Evaluation (BE) will be addressed as well. The following scope includes anticipated permitting elements.

1. Pre-submittal Coordination
 - a. Project Initiation: PND/MSA will re-initiate contact with the City of Bainbridge Island (COBI) permit review staff, Washington Departments of Fish & Wildlife (WDFW) and Natural Resources (DNR) Habitat Specialist, and the U.S. Army Corps of Engineers (USACE) to re-familiarize the project scope prior to submittal of applications. Agency specific concerns will be discussed and submittal requirements confirmed.
 - b. Pre-submittal Site Visit: One site visit with agency staff is included in this task.
 - c. COBI Pre-Application Conference: Prepare application documents and drawings, submit and attend meeting with City staff.
2. Permit Application Preparation (By MSA)
 - a. JARPA
 1. Complete JARPA form and supporting documentation as necessary for submittal of the JARPA package to WDFW, USACE, DNR and Department of Ecology (DOE).

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2. JARPA drawings will be prepared in 8.5"x11" format as required.
3. A Biological Evaluation (BE) including Macro Algae survey will be prepared by Marine Surveys and Assessments. See scope under Subconsultant section
4. Respond to one round of review comments and update drawings. Additional comments will be addressed as additional services and will be provided on a time and materials basis outside of this fee estimate.
5. Mitigation Coordination with the agencies is included in the form of initial discussions and brainstorming with the agencies and City to identify potential mitigation opportunities acceptable to all parties.
3. COBI Land Use Permits (By PND)
 - a. Shoreline Substantial Development Permit (SSDP)
 1. PND will complete application for SSDP and prepare drawings based on the 30% preliminary design layout prepared under a separate task. Efforts will be made to use the JARPA drawing information to the extent possible in order to minimize duplicative work. However, the City drawing requirements (18"x24") and formatting may warrant preparation of a separate set of drawing. Scope does not include attending public hearings.
 2. PND will work with the City to prepare a supplemental document to address specific SSDP information.
 3. PND will respond to one round of review comments and update drawings. Additional comments will be addressed as additional services and will be provided on a time and materials basis outside of this fee estimate.
 4. SEPA Checklist - PND will complete the COBI SEPA Checklist form for environmental review by the City.

Task 3. – Final Design, Plans, and Specifications

This task includes the development of the construction plans and specifications for the new boarding and moorage float project after a final concept is selected and permits submitted.

The work will include demolition of existing floats, demolition of existing creosote piles, design of new galvanized steel piles, and preparing performance specifications of new floats. The features that will be fully designed include the potable water system, dry standpipe fire system, and the electrical system. The existing sewage pumpout will be examined for remaining useful life, and if possible, reused.

Design submittals will include 60%, 90% and final packages consisting of the following:

- Preparation of drawings, technical specifications, and contract documents;
- Estimation of construction costs;
- One meeting at Bainbridge Island at each design review submittal for a total of 3 meetings.

The deliverables will include: Review Drawings at the 60% complete stage, Review Drawings at the 90% complete stage with Cost Estimate, Technical Specifications as General Notes within the drawing package, and Project Bid Manual, and Final Drawings (one set of photo copy ready) stamped by a registered professional engineer, Final Cost Estimate, and Final Project Bid Manual based on the ASCE, Engineers Joint Contract Documents (EJCDC) bidding documents. The City will provide PND with written review comments at the 90% complete stage to be incorporated into the final design documents.

The City will have one (1) week to review and provide written comments for each submittal. Review comments that result in significant changes to the design may result in additional engineering costs.

PND assumes that the City will advertise and assemble the final bid package.

Task 4. –Bidding Assistance, Contract Administration Assistance, and Construction Observation

After the final design package is accepted by the City, PND will provide the following assistance during bidding and construction:

1. Attendance at the pre-bid meeting by PND.
2. Attendance at the pre-construction meeting by PND and HPE;
3. Respond to requests for information (RFI's) or addenda during the bidding and construction phases;
4. Review of technical submittals required by the contract documents for general conformance;
5. Site observation visits as necessary at the float fabrication plant to ensure general conformance with the contract documents, two (2) trips assumed;
6. Biweekly site observation visits, or as necessary, to the project site to ensure general conformance with the contract documents, three (3) total trips assumed.
Additional visits requested by the City may be performed as additional services;
7. Review of Contractor's pay requests and change orders as necessary;
8. Review of Contractor's record as-built drawings for general conformance.
9. PND assumes that the City will be the primary construction contact, and provide daily construction observations.

(B) SUBCONSULTANTS

Harbor Power Engineers, Inc. (HPE) will be used for electrical engineering work associated with lighting and power needs for the facility. Their scope of work will start in Task 1 and will include the following:

1. Site Investigation & Kickoff Meeting: Attend the project kickoff meeting with the City and PND, and investigate the existing utilities as needed for design.
2. Preliminary Design: Provide a conceptual plan illustrating general intent of the electrical system for purposes of establishing preliminary concept. Conceptual plan shall include light fixture cut sheets for proposed lighting schemes. An opinion of probable cost of the system shall be included. Design shall incorporate the phasing scheme described above. The new electrical system will include the following elements:
 - a. Electrical Service.
 - b. Pedestrian lighting on floating docks.
 - c. Shore power to vessels (30/50 amp)
 - d. General purpose (120v) outlets at the end of the float.
 - e. Provide power to the existing pump out system at the end of the float.
3. Design Submittals: Provide Contract Documents to include the following items at the various stages of design:
 - a. Plans and details (at 60%, 90%, and Final).
 - b. Technical Specifications (at 90% and Final) in CSI format.
 - c. Estimate of Construction Costs (at 60%, 90%, and Final).
4. Assistance during bidding and construction will include preparation of RFI's and addenda, review of submittals. No site visits are included during construction.

HPE has excluded the following items from the scope of work:

1. PND exclusions above.

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2. Low voltage systems including telephone, data, cable TV.
3. Upland work, except for service and feeders from new service to pier. Also excluded is surface restoration of excavated areas due to new underground electrical.
4. Design modifications to structural elements required as a result of routing new electrical feeders.
5. Documentation of existing electrical systems. This scope of work does not include documenting existing conditions, except at connection points for new work.
6. Site work that includes relocation of unknown existing underground utilities due to new construction.

Marine Surveys & Assessments (MSA) will be used for Biological Evaluation preparation and will assist with mitigation coordination, including developing plans and maintenance manuals. Their scope of work will coincide with Task 2 and will include the following elements:

1. Biological Evaluation will be prepared to evaluate the impacts of the project on Endangered Species Act listed species and critical habitat.
2. In-Water Permitting for Federal, State, and Local jurisdictions
3. Mitigation and Maintenance Plan (if necessary) Assistance will include discussion with the City and agencies to identify potential mitigation opportunities as compensatory mitigation will likely be required to offset the impacts of this project.

(C) DELIVERABLES

Scope Section	Description	Deliverable
2.0	Preliminary Design/JARPA Permit Drawings	(1) 8.5x11 PDF Copy
	Draft and Final BE including Eelgrass Survey (completed June 2014)	(1) 8.5x11 Hard Copy, (1) PDF
	JARPA that require owner signatures prior to submittals	(1) 8.5x11 PDF Copy
	Complete copies of JARPA package submitted	(1) 8.5x11 Hard Copy, (1) PDF
	Originals of any and all final permits obtained.	(1) 8.5x11 PDF Copy
	Mitigation Plan (if necessary)	(1) 8.5x11 PDF Copy
	Mitigation Maintenance Plan (if necessary)	(1) 8.5x11 Hard Copy, (1) PDF
3.0	Engineering Drawings for 60% submittal	(1) 11x17 Hard Copy, (1) PDF
	Cost Estimate for 60% submittal	(1) 8.5x11 Hard Copy, (1) PDF
	Engineering Drawings for 90% submittal	(1) 11x17 Hard Copy, (1) PDF
	Specifications for 90% submittal	(1) 8.5x11 Hard Copy, (1) PDF
	Cost Estimate for 90% submittal	(1) 8.5x11 Hard Copy, (1) PDF
	Final Engineering Drawings for submittal	(1) 11x17 Hard Copy, (1) PDF and (1) 22x34 PDF
	Final Project Manual and Specifications for submittal	(1) 8.5x11 Hard Copy, (1) PDF
	Final Cost Estimate for submittal	(1) 8.5x11 Hard Copy, (1) PDF

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(D) SCHEDULE

Following confirmation of this agreement by the City of Bainbridge Island, PND agrees to perform the above-described services and to diligently pursue the project and make every reasonable effort to finish all items in a timely manner. The following is a proposed schedule for the project. PND will refine this schedule based on further discussion with the City.

Notice to Proceed (anticipated)	April 2015
Site visit and kickoff meeting (Task 1)	May 2015
Review of Design Criteria Memo	May 2015
Permit Pre-submittal Coordination	2-4 weeks
Biological Evaluation	One month
JARPA Preparation & Submittal (Task 2)	2 weeks, concurrent with BE
Permit Agency Reviews and Coordination:	6-12 months
Building Permit	June 2015
Final Engineering Design (Task 3)	July 2015
Bid Opening	August 2015
Construction NTP	September 2015
Final Completion & Closeout (Task 4)	March 2016

(E) FEE BASIS

PND will provide these services on a time and materials basis up to a maximum of \$113,856 divided among the identified tasks:

Task 1: Project Kickoff	\$3,300
Task 2: Permitting & Agency Coordination	\$9,040
Task 3: Final Design, Plans, and Specification	\$40,490
Task 4: Construction Bidding, Inspection and Administration Services	\$28,050
Harbor Power	\$18,304
Marine Surveys & Assessment	\$14,212
<u>Expenses:</u>	<u>\$460</u>
Total:	\$113,856

The task totals may vary slightly but the contract amount will be the sum of the totals. An Hourly Rate Schedule attached separately for work outside of scope.

Assumptions

1. The existing facility is located on State owned aquatic land and a current DNR lease is in place.
2. The City will timely pay all permit review and application fees.
3. City will provide any available information on previous state, local and federal permits for the existing structure.
4. The City will be responsible for coordination with the local tribes.
5. The City will coordinate the actual submittal of the Shoreline Permit and SEPA package to the City as completed by PND to be listed as "agent".
6. The City will provide project background information electronically in CAD format including bathymetry and mooring layout.
7. The City will make available for review and copying any relevant existing data, including existing permit, and as-built drawings of the facility.
8. All existing upland and in-water structures and uses have been previously permitted by appropriate agencies.
9. The City will be the primary point of contact for contractors for bidding and construction. The City will forward design related bid questions to PND for PND or its subs to respond as appropriate. The City

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will also be the primary point of contact for all construction management related items including daily inspections. The City will coordinate with PND for construction related questions and PND's biweekly site observation visits.

Exclusions

1. Cultural and Archaeological Resources Survey may be required to satisfy Section 106 or State 05-05 requirements, but is not included in this scope.

Fee Estimate

Work will be billed on a Time & Materials basis with a not to exceed limit of \$113,856. Should additional work or funds be necessary to complete outlined tasks COBI will be notified and approval received prior to additional expenditures. A breakdown of these fees is provided in the attached spreadsheet.

PROJECT TITLE: Bainbridge Island City Dock Improvements
 CLIENT: City of Bainbridge Island

Revised: 3/27/2015

LABOR:

Task No.	Item	Task (Scope of Services)	Senior Eng VII \$180	Senior Eng VI \$165	Senior Eng V \$155	Senior Eng Environ V \$150	Senior Eng IV \$145	Senior Eng III \$135	Senior Eng II \$125	Senior Eng I \$115	Staff Eng III \$95	Env. Scientist III \$120	CAD Designer V \$110	Tech IV \$90	Total Hours	Labor Cost
1	Project Kickoff															
	a.	Attend Project Kickoff Meeting	4					4							8	\$1,260.00
	b.	Review existing surveys, utilities, and background information	2			4		8							14	\$2,040.00
		Subtotal														\$3,300.00
2	Permitting and Agency Coordination															
	a.	Pre-submittal Coordination	2			4		4							10	\$1,500.00
	b.	Permit Application Preparation (by MSA)				4									4	\$600.00
	c.	City of Bainbridge Island Land Use Permits				32		8					8	2	50	\$6,940.00
		Subtotal														\$9,040.00
3	Final Design, Plans, and Specifications															
	a.	Coordination Administration QA	4					8						4	16	\$2,160.00
	b.	Design Review, Coordination Meetings (Assumed 2)	6					8			6				20	\$2,730.00
	c.	60% Design Submittal	12			10	24	32			32		40		150	\$18,900.00
	d.	100% Design Submittal	12			10	24	32			32		20		130	\$16,700.00
		Subtotal														\$40,490.00
4	Construction Bidding, Inspection and Administration Services															
	a.	Pre Construction Meeting	2					2			4				8	\$1,010.00
	b.	Question Response, Addenda and Review	2					4			8				14	\$1,660.00
	c.	Submittal Review and RFTs	2					16			32				50	\$5,560.00
	d.	Construction Inspection (Assume 10 Visits)	4			8	8	16			60				96	\$10,940.00
	e.	Construction Record Drawings	4					8			16		16		44	\$5,080.00
	f.	Project Close-Out	4					8			8		8	4	32	\$3,800.00
		Subtotal														\$28,050.00
TOTAL PND LABOR			18	0	0	8	8	54	0	0	128	0	24	4	244	\$80,880.00

EXPENSES:

Item	Quantity	Unit	Cost per Unit	Expenses Cost
Travel	30	EA	\$12	\$360.00
Courier Service	2	Units	\$25	\$50.00
Miscellaneous Copies and Printing Requirements	1	All	\$50	\$50.00
TOTAL EXPENSES				\$460.00

SUBCONSULTANTS:

			Subcontract	Markup	Subcon.
			Amount	10%*	Cost
1	a.	Harbor Power - Site Investigation Meetings	\$960	\$96	\$1,056.00
1	b.	Harbor Power - Design	\$13,150	\$1,315	\$14,465.00
1	c.	Harbor Power - Bidding Assistance Construction Administration	\$2,530	\$253	\$2,783.00
2	a.	Marine Surveys & Assessments - Biological Evaluation	\$4,420	\$442	\$4,862.00
2	b.	Marine Surveys & Assessments - Federal, State, and Local Environmental Permitting	\$3,400	\$340	\$3,740.00
2	c.	Marine Surveys & Assessments - Mitigation and Maintenance Plan	\$5,100	\$510	\$5,610.00
TOTAL SUBCONSULTANTS					\$32,516.00

Total - Labor	\$80,880.00
Total - Expenses	\$460.00
Total - Subconsultants	\$32,516.00
TOTAL -	\$113,856.00

Notes:

ATTACHMENT B

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

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

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

C. Professional Liability Insurance with limits no less than \$1,000,000.00 limit per occurrence.

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

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

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

2015 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Clerk	Department	Timing (min)	Study Session 7 pm	Absences	Clerk	Department	Timing (min)	Business Meeting 7 pm
	Kelly		25	5-May	Wayne	Roz		25	12-May
		CC	20	Governance Manual Amendments (Info.)			PCD	10	Historic Preservation Commission Annual Blakely Awards (Presentation)
		EXEC	20	Community Services Funding (Info.)			PW	5	Proclamation Declaring May 17-23, 2015 as Public Works Week (Consider Action)
		CC	10	Off-Leash Dogs (Pritchard Park)			FIN	CA	Ordinance No. 2015-11, Related to Q1, 2015 Budget Amendments - 2nd Reading (Consider Action)
		FIN	10	Q1 Financial Reporting (Info.)			PD	CA	Memorandum of Understanding with Pierce County to Assist with Police Security at US Open Event (Consider Action)
		FIN	10	Ordinance No. 2015-11, Related to Q1, 2015 Budget Amendments - 1st Reading (Info.)				40	
		PD	10	Memorandum of Understanding with Pierce County to Assist with Police Security at US Open Event (Info.)					
		PD	5	Proclamation Declaring May 10-16, 2015 as National Police Week (Consider Action)					
		PCD	5	Proclamation Declaring May, 2015 as Building Safety Month (Consider Action)					
			115						
									Work Session
							PW	45	Storm and Surface Water Management Utility Overview and Utility Advisory Committee Recommendations

2015 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Clerk	Department	Timing (min)	Study Session 7 pm		Absences	Clerk	Department	Timing (min)	Business Meeting 7 pm	
Roger	Kelly		25	19-May			Roz		25	26-May	
		EXEC	30	Public Safety Facility Site Selection				PW	CA	Ordinance No. 2015-07 Traffic Impact Fees - 2nd Reading (Consider Action)	
		EXEC	20	Transfer of Pritchard Park to BIMPRD (Info.)				PW	CA	Resolution No. 2015-05 Establishing Traffic Impact Fees (Consider Action)	
		PW	20	Ordinance No. 2015-07, Traffic Impact Fees - 1st Reading (Info.)					25		
		CC	15	Kitsap Economic Development Alliance (Presentation)							
		PCD	15	Proposed Revisions to Ericksen Avenue Design Guidelines (Info.)						Work Session	
		PW	10	Resolution No. 2015-05 Establishing Traffic Impact Fees (Info.)				PW	45	Waterfront Park 100% Design Update (Info.)	
			135					EXEC	30	Funding Model for Public Art Program (Info.)	
									75		

2015 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Clerk	Department	Timing (min)	Study Session 7 pm
Matt Doug	Kelly		25	2-Jun
		PCD EXEC	20	Wireless Communications Facilities Ordinance - 1st Reading (Info.)
		PW	15	Manitou Beach Road Parking Project Update (Info.)
			60	
	Kelly		25	16-Jun
		PCD	15	Ordinance No. 2015-04 (Formerly 2014-07), Landscaping and Tree Ordinance - 1st Reading (Info.)
		PCD	15	Ordinance 2015-10, Tent City Regulations - 1st Reading (Info.)
			55	
				30-Jun
				5th Tuesday - no meeting

Absences	Clerk	Department	Timing (min)	Business Meeting 7 pm
Matt	Roz		25	9-Jun
	Roz		25	23-Jun
		PCD EXEC	20	Ordinance Regarding Wireless Communications Facilities Public Hearing (Consider Action)
		PCD	20	Ordinance 2015-10, Tent City Regulations Public Hearing (Consider Action)
		PCD	CC	Ordinance No. 2015-04 (Formerly 2014-07), Landscaping and Tree Ordinance - 2nd Reading (Consider Action)
			65	

