



REGULAR BUSINESS MEETING

TUESDAY, JANUARY 23, 2018

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

AGENDA

(TIMES LISTED ON THE AGENDA ARE APPROXIMATE)

- 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE - 7:00 PM**
- 2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
- 3. PUBLIC COMMENT**
- 4. CITY MANAGER'S REPORT**
- 5. PRESENTATION(S)**
 - A. 7:05 PM Utility Advisory Committee 2017 Report and 2018 Work Plan, AB 18-018 (Pg. 3)**
- 6. UNFINISHED BUSINESS (PUBLIC COMMENT INVITED ON EACH ITEM)**
 - A. 7:15 PM Briefing on Olympic Drive Non-Motorized Project, AB 14-023 - Public Works (Pg. 18)**
 - B. 7:25 PM Resolution No. 2018-03 Establishing Goals for the Conservation and Development of Affordable Housing on the City-Owned Suzuki Property, AB 14-118 - Mayor Medina (Pg. 21)**
 - C. 7:35 PM Climate Change Advisory Committee Membership, AB 17-062 - Mayor Medina (Pg. 25)**
- 7. NEW BUSINESS (PUBLIC COMMENT INVITED ON EACH ITEM)**
 - A. 7:45 PM Briefing on Financial Policies, Biennial Budget Development, and Priority Based Budgeting, AB 18-016 - Finance (Pg. 32)**
- 8. COUNCIL DISCUSSION**
 - A. 8:00 PM Use of Council Committees, AB 18-010 - Mayor Medina (Pg. 63)**
- 9. CONSENT AGENDA - 8:15 PM**

- A. Agenda Bill for Consent Agenda, AB 18-008 (Pg. 65)
- B. Payroll and Accounts Payable (Pg. 66)
- C. Special City Council Meeting Minutes, January 2, 2018 (Pg. 164)
- D. City Council Study Session Minutes, January 2, 2018 (Pg. 166)
- E. Special City Council Meeting Minutes, January 9, 2018 (Pg. 171)
- F. Regular City Council Business Meeting Minutes, January 9, 2018 (Pg. 173)
- G. Resolution No. 2018-01 Adopting the 2018 Fee Schedule, AB 18-006 – Finance (Pg. 182)
- H. Climate Change Advisory Committee 2017 Annual Report, 2018 Work Plan, and Greenhouse Gas (GHG) Recommendations, AB 18-005 (Pg. 268)
- I. Marine Access Committee 2017 Report and 2018 Work Plan, AB 18-015 (Pg. 296)

10. COMMITTEE REPORTS - 8:20 PM

- A. Marine Access Committee Regular Meeting Minutes, December 11, 2017 (Pg. 312)
- B. Utility Advisory Committee Regular Meeting Minutes, November 8, 2017 (Pg. 315)
- C. Utility Advisory Committee Special Meeting Minutes, November 29, 2017 (Pg. 318)
- D. Utility Advisory Committee Meeting Regular Meeting Minutes, December 13, 2017 (Pg. 321)
- E. Environmental Technical Advisory Committee Regular Meeting Minutes, November 16, 2017 (Pg. 323)
- F. Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, November 8, 2017 (Pg. 325)
- G. Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, December 13, 2017 (Pg. 327)
- H. Affordable Housing Task Force Regular Meeting Minutes, December 6, 2017 (Pg. 330)
- I. Tree & Low Impact Development Ad Hoc Committee Meeting Notes, January 3, 2018 (Pg. 333)

11. REVIEW UPCOMING COUNCIL MEETING AGENDAS - 8:25 PM

- A. Council Calendar (Pg. 335)

12. FOR THE GOOD OF THE ORDER - 8:35 PM

13. ADJOURNMENT - 8:40 PM



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: 7:05 PM Utility Advisory Committee 2017 Report and 2018 Work Plan, AB 18-018 (Pg. 3)	Date: 1/23/2018
Agenda Item: PRESENTATIONS	Bill No.: 18-018
Proposed By: Council	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

Representatives from the Utility Advisory Committee will attend the City Council meeting to present the 2017 report and 2018 work plan (see attached).

RECOMMENDED ACTION/MOTION

I move to accept the Utility Advisory Committee's 2018 work plan as proposed.

ATTACHMENTS:

Description	Type
❑ UAC Annual Report and Work Plan	Backup Material

MEMORANDUM

TO: CITY COUNCIL

FROM: UTILITY ADVISORY COMMITTEE

DATE: JANUARY 10, 2018

SUBJECT: REPORT ON 2017 ACTIVITIES AND PROPOSAL OF 2018 WORK PLAN

This memo summarizes the activities of the Utility Advisory Committee during 2017, and proposes topics for focus during 2018.

During 2017, the City Council asked the UAC to focus its efforts on the following topics. Below is a report on the status of each:

1. Sewer System. The council suggested the UAC conduct a heightened review of a utility each year, starting with the sewer system. The UAC agreed with the concept of “heightened review,” but did not initiate that process in 2017. That is because the UAC devoted a substantial amount of time in 2015-16 to the sewer system as part of the development of the long-overdue Sewer System Plan. Thus, a “heightened review” had just been completed.
2. SSWM Operating Expense Study. The UAC developed a recommendation regarding an operating expense study of the SSWM utility, which was submitted on July 12, 2017. Please see the attached memo.
3. Water/Sewer Rate Structure. The UAC developed a recommendation regarding the need for a scope of work for a study of the rate structure for these utilities, which was submitted on September 13, 2017. Please see the attached memo.

4. Water Systems. The UAC commenced a study of processes to facilitate consolidation of small water systems. This study is reaching its conclusion, and a report is planned for submission in 2018.
5. Impact of Fire Code. The UAC commenced a study of possible differential fire code requirements for urban and rural water systems. This study is reaching its conclusion, and a report is planned for submission in early 2018.

During 2018, the UAC will be focusing on the following topics:

- a. Water Systems. Completing item #4 above. (This is a High Priority Action in the Utilities Element of the 2017 Comprehensive Plan.)
- b. Impact of Fire Code. Completing item #5 above.
- c. Water/Sewer Rate Structure. A consultant will be conducting a rate structure study of the water and sewer utilities. It will be reviewed by the UAC before submission to the city council.
- d. Sewer System Review. The UAC will consider conducting a “heightened review” of the sewer system, which has been described as a review of “performance, reliability, and cost of service.”
- e. 2019-20 Budget. It is expected that the staff will consult the UAC during the preparation of the biennial Capital Improvement Plan and proposed budget for the utilities for 2019-20.
- f. Lower Lovell Basin Sewer Study. It is expected that the staff will consult with the UAC during its study of the Lower Lovell Basin portion of the Winslow sewer system.
- g. Review of Utilities. Develop a process for periodic review of island utility services. (This is a High Priority Action in the Utilities Element of the 2017 Comprehensive Plan.)

- h. Internet Service. Continue investigation of island-wide high-speed internet service. (This is High Priority Action in the Utilities Element of the 2017 Comprehensive Plan.)

If the city council has any additional items it would like the UAC to examine during 2018, please advise.

Also, the UAC recommends that the staff schedule a tour of the city's sewer and water facilities for councilmembers and UAC members who have not visited them. Seeing the physical infrastructure of the utilities provides essential background for future policy advice and decisions.

Approved unanimously by UAC on January 10, 2018.

Co-Chairs: J. Kanter, A. Maron

Members: S. Johnson, T. Jones, N. Nolan, E. Sato, J. Thrash

Memorandum

To: COBI City Council
CC: Barry Loveless, Dir. Of Public Works
From: Utility Advisory Committee
Date: 7/19/2017
Re: SSWM Utility Operating Expense Study Recommendation

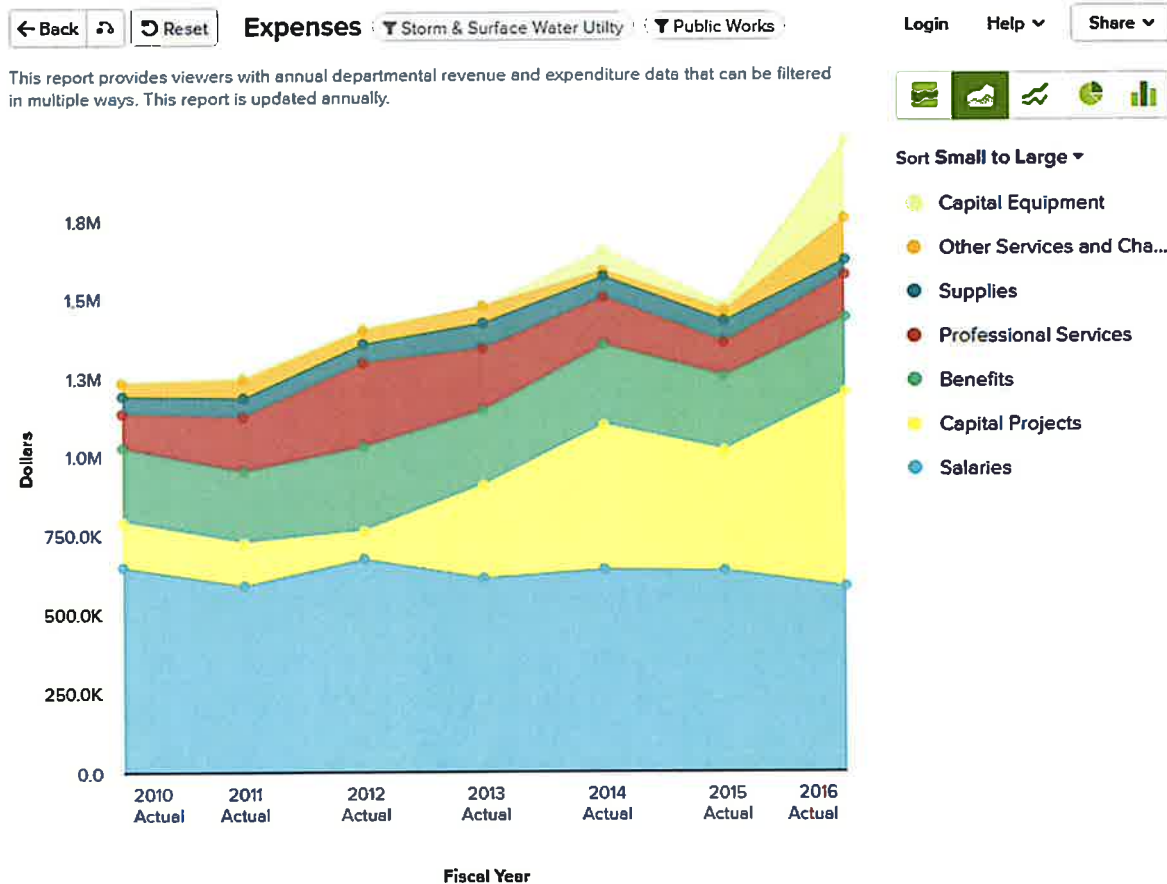
The UAC was tasked with advising City Council on the usefulness of a consultant study on the operating expense efficiency of the City SSWM utility. This study is already a \$50K line item in the current budget for next year.

The subcommittee charged with investigating this issue conducted a preliminary overview of the utility's operating expenses utilizing spreadsheets prepared by the Public Works Dept. and the OpenGov financial resources tools on the COBI website.

OVERVIEW OF SSWM OPERATING EXPENSES

As can be seen in the chart below, SSWM Utility operating expenses have increased noticeably in the past year, mostly due to an increase in CIP spending. It is worth noting that the small size of the SSWM utility means that any fluctuations in expense (an employee retiring, for example) causes a bump in overall spending not seen in larger budgets.

The Utility currently has a backlog of CIP projects that need to be undertaken in order to bring its infrastructure into satisfactory long-term operational condition. Because the utility has been operating at a loss for the past few years, CIP projects have been delayed. This has inevitably put upward pressure on spending.



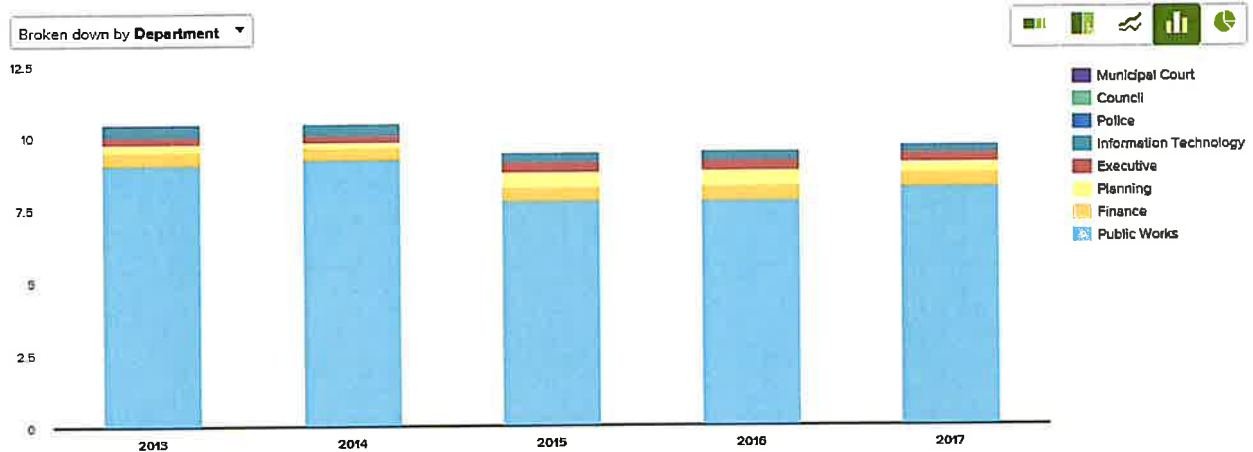
https://bainbridgeislandwa.opengov.com/transparency#/1230/accountType=expenses&breakdown=types¤tYearAmount=cumulative¤tYearPeriod=years&graph=stacked&legendSort=asc&proration=true&saved_view=2245&selection=9A89ECA5F4420344CB29ED92CB72FB44&year=NaN&fiscal_start=earliest&fiscal_end=latest

ALLOCATED OVERHEAD FTEs

One of the main issues raised by public comment at committee meetings was the cost allocation of employees not directly involved in the day-to-day operation of the utility itself. There has been some outcry that these costs unreasonably spread City overhead more to City-owned utilities that should be properly costed to the General Fund.

As can be seen in the graphs below, City overhead as a percentage of operating expenses has not been increasing over time. Currently, 2017 budgeted overhead FTEs totaled 1.41 FTEs (IT: .23 FTEs,

Executive: .33 FTEs, Planning: .36 FTEs, and Finance: .49 FTEs). This is a slight increase from 2014 budgeted overhead FTEs (1.22 FTEs), but a decrease from 2015 (1.65 FTEs).



<https://bainbridgeislandwa.opengov.com/data#/4418/query=3B4F99519A91985667CEEAD0B787FEB1>

Budgeted FTEs for SSWM in the Public Works Department increased slightly this year from 7.81 FTEs in 2015 & 2016 to 8.28 FTEs for 2017. While other cities use other methods to bill the costs of administrative overhead to their various departments and utilities, we did not believe that the City's current structure showed any clear markers for a need for further investigation. Should Council want to review its current scheme of overhead cost allocation, we feel that it would be more efficient to do so in conjunction with the biennial cost structure review done as part of the development of the 2019-2020 budget, as it would be more efficient to address the issue across all cost accounts, rather than one utility at a time.

EMPLOYEE COSTS: Building Examiners

The one thing that caught our attention was the allocation of building employee FTEs to the utility. Even though the inspectors are tasked with controlling stormwater runoff at construction sites, we feel this task might be more fairly characterized as a building function, rather than a utility function. Development on the island engages a cross-section of City departments, but we believe they might better be expensed to Planning.

Currently there are two Building Inspectors and one Building Official each allocated to the SSWM at 0.07 FTE each. There is also a Construction Inspector billed to SSWM in the Public Works Dept. as 0.1 FTE. Altogether, this is a total of .29 FTE that probably should be allocated elsewhere.

CONCLUSION

The UAC did not identify a basis for a full-scale consultant study at this time. We believe that the best use of a consultant study would be as a comparative tool, to see how our operating expenses compare as a city against other comparable cities. A cursory examination of Mercer Island's operating expenses did not reveal major discrepancies between the two cities, although COBI does have slightly higher labor costs. We suggest that council members interested in examining the operating expense further take a look at the OpenGov information before hiring a consultant.

One of the difficulties of an across-the-board comparison is that every city's financial structure varies somewhat. Mercer Island outsources much of its SSWM utility work, for example. One should also consider that SSWM standards are changing, with standards becoming increasingly stringent, so the backdrop against which expenses are evaluated is also fluid.

Review of the overhead allocation of City costs is probably better addressed during the biennial review that is part of the 2019-2020 budget process.



Andrew Maron, Chair

Jeff Kanter, Vice Chair

Emily Sato

Jim Thrash

Nancy Nolan

Steve Johnson

Ted Jones



Date

MEMORANDUM

TO: City of Bainbridge Island City Council

FROM: Utility Advisory Committee

DATE: September 13, 2017

SUBJECT: Proposed study of water and sewer rate structures

The City Council has asked the Utility Advisory Committee (UAC) to advise "on the need for and if appropriate the scope of a review of the water and sewer utility rate structures." The UAC has considered this subject at many of its meetings in recent months, and recommends a rate study be conducted.

I. BACKGROUND

1. Current Utility Rates.

The City operates two separate water systems within the water utility: one for Winslow and portions of the Fletcher Bay area, and the other for Rockaway Beach. The City also operates two separate sewer systems within the sewer utility: one for Winslow and the other for "South Island" (which includes Rockaway Beach, Lynwood, Pleasant Beach, and Emerald Heights).

Over the years, the City Council adopted a variety of fees for its water and sewer utilities. For reference, they are listed on ten pages (pages 23-32)-in the city's Fee Schedule. The UAC does not know when the structure of the rates for Winslow was first established. The methodologies for the Rockaway Beach water rates and the South Island sewer rates were adopted when those systems first joined the City in the late 1990's and 2000's respectively.

Generally, the fees consist of the following:

For water:

- System participation and connection fees paid for new connections to the water system depending on the size of the water meter. These charges are a new customer's one-time "buy-in" to the system, and include that customer's "share" of the capital costs of the existing system and planned improvements to it. The typical single family house pays \$2,754 plus \$950.
- A monthly fixed base rate based on the size of the meter. The typical single family home pays \$10.77 per month in the Winslow system and \$11.64 per month in the Rockaway Beach system.
- A monthly consumption rate which varies on the amount of water used. It starts at \$1.09 per 100 cubic feet for the first 500 cubic feet in

the Winslow system and \$1.18 p/ccf for the Rockaway Beach system, and increases for three higher tiers of usage.

- Different monthly fixed base and monthly consumption rates are charged for multiple family residential, commercial, irrigation, and other types of uses.

For sewer:

- A system participation fee paid one time for new connections to the sewer system. A single family house pays \$5,123.
- In the Winslow system, a customer pays a unit rate plus a charge based on the amount of water used. A single family home pays \$42.69 plus \$7.28 per 100 cubic feet of water used. If the customer does not have water service, the rate is \$119.80 per month.
- In the South Island system, pays the monthly rate charged to the City by Sewer District #7 (presently \$56.65), plus \$23.59 for properties with grinder pumps or \$19.42 for properties without grinder pumps.

2. Past COBI Rate Study

It is common in the water and sewer industries for utilities to conduct "rate studies" at periodic intervals to insure that the rates and charges are reasonably current in recovering costs based on the level of service provided. In 2009, the city hired a consultant, FCS Group, to conduct a comprehensive rate analysis, which was provided to the staff, the newly-formed UAC, and the city council. The consultant made a number of recommendations for changes in the rates and rate structures. Among the proposed changes were an increase in revenue for the water utility from single family residences and a reduction in revenue from the other classes of customers, the issuance of bond issues to fund capital projects for both water and sewer utilities, the revision of the sewer rates for the South Island system to include grinder pump maintenance costs, and a revision downward of the system participation fees for both utilities.

The rate study was not implemented for a variety of reasons, apparently mostly related to the impact of the recession on the city.

3. COBI's Recent Water and Sewer System Plans

In 2014-15, the City completed a comprehensive analysis of its sewer plan, culminating in the 2015 approval by the city council of the Sewer System Plan. In 2015-16, the City conducted a comprehensive analysis of its water system, culminating in the 2016 approval by the city council of the Water System Plan. The Water System Plan has been updated with the most recent numbers, and is scheduled for approval by the city council on August 22, 2017.

Both plans contain detailed analyses of the condition of the systems, listings of the planned future capital improvement projects, and projections of the income, expenditures, and rates in future years.

4. Legal Authority

Key statutory authority for a city to charge rates for utility service are the following:

RCW 35.92.010

....[T]he rates charged must be uniform for the same class of customers or service

In classifying customers served or service furnished, the city or town governing body may in its discretion consider any or all of the following factors: The difference in cost of service to the various customers; location of the various customers within and without the city or town; the difference in cost of maintenance, operation, repair, and replacement of the various parts of the system; the different character of the service furnished various customers; the quantity and quality of the water furnished; the time of its use; the achievement of water conservation goals and the discouragement of wasteful water use practices; capital contributions made to the system including, but not limited to, assessments; and any other matters which present a reasonable difference as a ground for distinction. No rate shall be charged that is less than the cost of the water and service to the class of customers served.

RCW 35.92.025

Cities and towns are authorized to charge property owners seeking to connect to the water or sewerage system of the city or town as a condition to granting the right to so connect, in addition to the cost of such connection, such reasonable connection charge as the legislative body of the city or town shall determine proper in order that such property owners shall bear their equitable share of the cost of such system. The equitable share may include interest charges

5. What is a Rate Study?

Below is a description of a rate study of utility rates from the city's past consultant, FCS Group's website:

An effective rate study generates a pricing structure and financial plan that satisfies the long-term obligations of the utility and targets equitable cost recovery from customers while conforming to legal constraints, agency policies, and community values.

The consultant begins by determining near- and long-term revenue needs to ensure that rates and other utility fees can fully recover the costs of service. Costs include annual obligations for maintenance, operations, and administration; prior debt service; and prevailing fiscal management policies. Beyond that, a thorough revenue requirements analysis develops a capital funding strategy to accomplish known and estimated capital improvement programs.

Beyond the financial basis, a utility rate study also addresses the equity of pricing: Are customers paying for their proportionate use of the system? This element allocates utility costs to classes of customers in line with their demands and demographics. From this point, rates can be set to recover costs fairly.

The final element of the rate study is the design of an actual rate structure: the system of fixed and variable charges that drive customer bills. Whereas cost allocation focused on interclass equity, quality rate design can achieve better intraclass equity, yielding customer bills that achieve proportionality between individuals. Furthermore, locally-tailored rate design can implement pricing policies that might further agency goals, such as price signaling for water conservation efforts and other forms of demand management.

6. What About System Development Charges?

Utilities also regularly review their "system development charges" (also often called "connection charges," "capital facilities charges," "general facilities charges," or "capacity fees.") That is to ensure that the charge remains current. Below is a commentary on SDC's from FCS Group's website:

More than ever before, system development charges (SDCs) are becoming an essential element in the funding toolbox for utilities. These one-time fees that are imposed on newcomers to a utility system serve to mitigate the costs of new or expanded utility facilities and infrastructure and are required to address the increased demand for utility service. Many agencies consider SDCs as a way of "making growth pay for growth," so that existing ratepayers are not burdened with the cost of expansion. While many states have their own statutory structure governing the imposition of these fees, they all stem from a common principle: the fee should not exceed the newcomer's proportionate share of capital facilities required to serve

7. Cost and Time for Study

One of the UAC members spoke with a consultant to find out the usual timing for and cost of a rate study.¹

¹ The consultant was told that the UAC had no authority to bind COBI in any way, as it is an advisory committee gathering information about rate studies. He was also told the information he would provide would have no impact on the consultant getting future work for COBI, as the city would go through the normal consultant selection process if it proceeds with a study.

The consultant said there is no "industry standard" for how frequently rate studies are performed by utilities. The consultant said that he often sees utilities performing rate studies about every five years or so, and especially soon after the utility completes its Comprehensive Water or Sewer Plans. He said there is a significant advantage in doing a study in the latter situation, for the information about the utility is current and up-to-date. That saves time for the consultant.

The consultant was reluctant to be bound to a cost estimate (which is fair), but he said these studies frequently cost in the \$75-120,000 range.

He also said that frequently a consultant will review the SDC's at the same time, as again the information is current and therefore it is more efficient to do it then. He said that analysis is often an extra \$20,000 or so.

He said it normally takes the consultant about 90-120 days to do its work, plus the desired consultation time by the utility with the consultants (i.e., meetings with staff, advisory committees, city council, etc.)

II. RECOMMENDATION

Based on the above, the UAC recommends that the city retain a consultant to conduct a review and analysis of its rates for water and sewer service in the city's utilities, to include an analysis of the system development charge. The reasons for doing so are:

A. It has been many, many years since an analysis of the rates of the city's sewer and water utilities was conducted and implemented. Therefore, the city cannot say with certainty that the rates fairly compensate the city for the levels of service it provides to the various classes of customers. .

B. The city has differential rates between its two water systems (Winslow and Rockaway Beach) and sewer systems (Winslow and South Island). Again, it has been many years since those rates were evaluated to determine if they accurately reflect the current cost of services provided. Additionally, the rates paid by South Island sewer system customers do not include a component for future capital improvements.

C. It has also been many years since the system development charges were evaluated and updated to reflect the current and planned capital costs of the water and sewer systems. Plus, it is appropriate to consider different system development charges for the four separate water and sewer systems, as they are not connected to each other and are likely to have different capital needs.

D. This is an excellent time to conduct such rate studies, as the city recently completed comprehensive Water and Sewer Plans, thus providing current information to the consultant for its analysis. Further, if the study is completed in early 2018, its findings can be considered by the staff and city council during the regular budgeting process for the 2019-20 budgets.

The UAC hopes that during the development of the scope of work for a consultant, it becomes possible to utilize the city's current financial records and existing financial projections to reduce the cost of the consultant's work. Further, the UAC hopes the consultant study results in more than simply a recommendation for the current time, but provides a tool so that future rate changes can be considered by COBI financial and utility staff. See Attachment A for additional suggestions regarding the scope of the study.

Approved at UAC meeting on September 13, 2017.



Andrew Maron, Chair
Jeff Kanter, Vice Chair (abs.)
Steve Johnson
Ted Jones (abs.)
Nancy Nolan
Emily Sato
Jim Thrash

Attachment "A"

The proposed comprehensive rate study for the water and sewer utilities should include a financial tool that allows City planners to respond to future growth and financial needs and enables Planners to create in house updates as needed without recourse to frequent consultant rate studies.

Suggested goals for said study are:

1. Determine the cost of service by class.
2. Provide the financial tool to set rates by class.
3. Provide financial tools to understand the impact of adjusting rates by changing the base rate versus the tiered rates.
4. Establish participation fees for the four service areas.
5. Assess whether class distinctions are appropriate for the activities in the service area and that customers are assigned to the proper class.
6. Develop a methodology for determining expenses by class.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:15 PM Briefing on Olympic Drive Non-Motorized Project, AB 14-023 - Public Works (Pg. 18)	Date: 1/23/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 14-023
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance: N/A

DESCRIPTION/BACKGROUND

Since the award of a WSDOT State Pedestrian and Bicycle Safety Grant in 2013, the proposed Olympic Drive Phase 1 Non-Motorized Improvements have been undergoing planning, design, and permitting. During this time, the project scope and budget have been amended several times - most recently in June of 2017 to include undergrounding of electrical service to preserve trees.

The full proposed improvements to Olympic Drive include:

- Widen the existing right-of-way by 30 feet, which will require the removal of trees, underbrush, and invasive plants.
- Pedestrian improvements on the east and west side of Olympic Drive.
- Pedestrian improvements at Harbor View meeting ADA compliance.
- Stormwater quality treatment infrastructure.
- Two retaining walls (along the west side expansion and at the corner of the police station).
- East, west, and center left turn lanes for bicycle facilities.
- Replacement of a substandard water main in Olympic Drive and Harbor View.
- Installation of new fire service for Olympic Drive.
- Pedestrian lighting, extension of Waypoint Park gateway south, landscaping, and wayfinding embellishment into the downtown corridor.
- Retention of large standing trees:
 - Four large fir trees and two alders close to the proposed retaining wall on the west side of the road will be preserved. A total of 14 other trees (maples and alders) will be removed on this side of the street.
- Undergrounding power within project.

Construction Budget:

The remaining budget available for construction after design was approximately \$1.2M, but when the City advertised for construction bids in 2017 the low bid was over \$1.8M. Since that time, the City was successful in receiving an additional \$1.278M in grants. Since one of these additional grants is for federal funding, there are additional project steps and procedures required, which will delay readvertising the project for a few months.

RECOMMENDED ACTION/MOTION

Information only.

ATTACHMENTS:

Description	Type
▣ Olympic Drive Layout	Backup Material

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:25 PM Resolution No. 2018-03 Establishing Goals for the Conservation and Development of Affordable Housing on the City-Owned Suzuki Property, AB 14-118 - Mayor Medina (Pg. 21)	Date: 1/23/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 14-118
Proposed By: Mayor Kol Medina	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted? No	Budget Amend. Req? No

REFERRALS/REVIEW

: 1/16/2018	Recommendation: City Manager directed to draft resolution for consideration at the 1/23/18 meeting.	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

At the January 16, 2018, City Council meeting, the Council asked staff to prepare a resolution establishing the goals specified by the Council for the development of the Suzuki Property. The proposed resolution is attached.

As directed, the resolution includes:

1. Recommendations of the Affordable Housing Task Force;
2. Milestone status reports to the Council;
3. Requirement for the Council to formally approve each phase of project;
4. Development of an optimal number of affordable units; and
5. Directs the City Manager to negotiate a development services agreement with Olympic Property Group.

RECOMMENDED ACTION/MOTION

I move that the City Council adopt Resolution No. 2018-03.

ATTACHMENTS:

Description

Type

RESOLUTION NO. 2018-03

A RESOLUTION of the City of Bainbridge Island, Washington, establishing goals for the conservation and development of affordable housing on the City-owned Suzuki property.

WHEREAS, the City of Bainbridge Island purchased the property known as the Suzuki property in 2000; and

WHEREAS, the property is located within the Winslow Sewer Service Area; and

WHEREAS, in 2015, the City invited development teams to participate in a competitive process to assist with the development of affordable housing on the Suzuki property; and

WHEREAS, the City Council selected a team comprised of Olympic Property Group, Housing Kitsap, and Jonathan Davis; and

WHEREAS, the 2016 Housing Needs Assessment identified a demand for affordable housing options on Bainbridge Island; and

WHEREAS, the 2016 Comprehensive Plan contains numerous goals related to affordable housing.

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

Section 1. The City Manager is directed to negotiate a development services agreement with Olympic Property Group for the purpose of completing all necessary work required for permits, approvals, and development of the site.

Section 2. The development services agreement shall incorporate the following goals:

- A. The project shall be 100% affordable with the goal of achieving affordable housing for income levels of 30 – 120% AMI.
- B. The project shall be a mix of rental and homeownership units.
- C. The project shall create permanent affordable housing.
- D. 50% of the land value related to the site will be contributed to the project by the City of Bainbridge Island.
- E. Ownership of the project after permit approvals have been obtained will be as follows:

1. Green space will be held in a land trust administered by a nonprofit or governmental entity;
 2. Homes for sale will be held in a community land trust to be administered by Housing Resources Bainbridge or a similar nonprofit entity. If necessary to assure permanent affordability, there should be deed restrictions and/or covenants providing for permanent affordability of the homes; and
 3. Homes for rental will be held by a partnership of Housing Kitsap and tax credit investors. In addition, there shall be deed restrictions and/or covenants providing for permanent affordability of the homes.
- F. The project shall be designed to develop the optimal number of affordable housing units, consistent with the 2016 Comprehensive Plan, zoning requirements, the 2017 Environmental Assessment prepared by Environmental Science Associates (“ESA”), site characteristics, sustainable development practices, and financial considerations.

Section 3. The City Manager shall provide the development services agreement to the City Council for approval.

Section 4. If the development services agreement is approved, the City Manager shall provide status reports to the City Council during City Council Business meetings at project milestones when Preliminary Design is completed, when Preliminary Approval has been achieved, and prior to beginning site engineering, construction, and development. At each of these milestones, City Council action to proceed will be required prior to moving to the next phase.

PASSED by the City Council this ____ day of January, 2018.

APPROVED by the Mayor this ____ day of January, 2018.

By: _____
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

By: _____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: January 19, 2018
PASSED BY THE CITY COUNCIL: January ____, 2018
RESOLUTION NO. 2018-03

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:35 PM Climate Change Advisory Committee Membership, AB 17-062 - Mayor Medina (Pg. 25)	Date: 1/23/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-062
Proposed By: Mayor Medina	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted? No	Budget Amend. Req? Yes

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance: N/A

DESCRIPTION/BACKGROUND

A member of the Climate Change Advisory Committee recently resigned from the committee leaving 8 members. The ordinance establishing the committee (see attached, which is incorporated into the City's municipal code under Chapter 2.37 BIMC) set the number of committee members at 7 to align with other City committees and commissions. Due to community interest, the City Council appointed 9 members to the committee when it was established. If the Council would like to maintain a 9-member committee, staff will bring back an ordinance to amend the municipal code.

To put this issue in context, about 3 years ago the City Council worked to standardize the ordinances for the various advisory committees. The intent was to make the large number of advisory committees more consistent in how they were organized and operated. After a good bit of Council discussion, we landed on seven as the standard committee size. The thinking at the time was that it was important to keep an odd number of members, but a 9-member committee size created a risk that the group would fail to have a quorum too often. Reducing the size to 5 created a different challenge, since if more than two members worked together on a task outside of meetings, it would inadvertently create a quorum. Based on these considerations, the Council selected seven as a standard size for advisory committees.

RECOMMENDED ACTION/MOTION

I move to direct staff to draft an ordinance amending the Bainbridge Island Municipal Code to set the number of committee members for the Climate Change Advisory Committee at 9.

ATTACHMENTS:

Description	Type
▣ Ordinance Establishing the CCAC	Backup Material

ORDINANCE NO. 2017-13

AN ORDINANCE of the City Council of Bainbridge Island, Washington, establishing the role, composition, and duties of the Climate Change Advisory Committee and creating a new Chapter 2.37 of the Bainbridge Island Municipal Code.

WHEREAS, the Bainbridge Island City Council approved a revised Comprehensive Plan on February 28, 2017, that includes new policies calling for the City of Bainbridge Island (“City”) to take action on climate change, including the following:

Guiding Principle #7: Reduce greenhouse gas emissions and increase the Island’s climate resilience;

Guiding Policy 7.1 Mitigation: Participate with state, regional and local partners to reduce greenhouse gas emissions consistent with the 1990 benchmark and future year targets set forth in state law, educate the public about climate change and incentivize Island activities including land use patterns and building practices that reduce greenhouse gas emissions;

Guiding Policy 7.2 Adaptation: Minimize or ameliorate the impacts of climate change on our community and our Island’s ecosystems through climate-informed policies, programs and development regulations; and

WHEREAS, in 2016, EcoAdapt prepared and presented to the City Council a Bainbridge Island Climate Impact Assessment that identified the many ways in which climate change will most likely impact the City’s future health and prosperity and identified actions the City could take to mitigate these adverse impacts; and

WHEREAS, the City Council recognizes that the City does not have the expertise and resources necessary to implement these Guiding Policies and other policies related to climate change within the Comprehensive Plan without the involvement, assistance, and advice of experts within the Bainbridge Island community; and

WHEREAS, the City Council recognizes that it is not yet certain which form of committee, with which composition of members, and with which duties will be most ideally suited to assist the City with achieving these Guiding Policies and other policies related to climate change within the Comprehensive Plan;

WHEREAS, the City Council desires to establish an advisory committee of volunteer citizen experts to provide recommendations and advice to the City needed to implement these Guiding Policies and other policies related to climate change within the Comprehensive Plan, starting with advice on the exact form, composition, and duties of the Climate Change Action Committee, now therefore;

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

Section 1. A new Chapter 2.37 of the Bainbridge Island Municipal Code is hereby adopted in its entirety to read as follows:

**Chapter 2.37
CLIMATE CHANGE ADVISORY COMMITTEE**

Sections:

- 2.37.010 Created – Membership, appointment, term, and compensation
- 2.37.020 Vacancies – Removal
- 2.37.030 Duties and responsibilities
- 2.37.040 Meetings, officers, records, and quorum

2.37.010 Created – Membership, appointment, term and compensation

- A. There is created a climate change advisory committee for the city, hereinafter referred to as the committee. The committee shall consist of seven (7) members who shall be appointed by the mayor and confirmed by a vote of the city council.
- B. The committee shall consist of experts living on Bainbridge Island who are regarded as qualified scientific experts pursuant to WAC 365-195-905(4) in order to fulfill the purposes described in this section. The committee members should have expertise in climate science, atmospheric science, engineering, energy management, water conservation, planning, policy, environmental law, economics, solid waste management, forestry, systems analysis, and communications.
- C. Members shall not be employees or officers of the city or appointed to another city committee, board, or commission, except for specialized committees or task forces of limited duration.
- D. Members of the committee shall serve for a period of three years, commencing on July 1 and ending on June 30 three years later. Members shall be appointed to a position number, and the terms are to be staggered, with no more than three positions expiring in any given year. A member may be reappointed, and shall hold office until his or her successor has been deemed qualified and been appointed. No member shall serve more than three consecutive terms unless the city council determines that special expertise is required, or there are no other qualified applicants.
- E. Members shall serve without compensation.
- F. Members shall sign a conflict of interest statement in accordance with the city's ethics program upon appointment and any reappointment.

G. The committee may develop a pool of qualified experts in the various aspects of science, policy, and planning set forth above in Section B and may consult with these experts on issues related to their field of expertise as appropriate and necessary. This pool of experts is to be used for consultation only and will not be compensated or considered members of the committee.

2.37.020 Vacancies – Removal

Members may be removed upon a majority vote of the city council. In the event of a vacancy, the mayor, subject to confirmation of the city council, shall make an appointment to fill the unexpired portion of the term of the vacated position in accordance with the city's appointment cycle. Unexcused absences from three consecutive meetings by any member shall constitute grounds for removal.

2.37.030 Duties and Responsibilities

The committee is established for the following purposes:

A. To, as an initial responsibility, review this chapter 2.37 of the BIMC and report to the city council before October 31, 2017. In this report, the committee shall indicate whether, in the committee's opinion, this chapter 2.37 is structured in the manner that most effectively creates an advisory body to implement the Guiding Policies and other policies related to climate change within the Comprehensive Plan. If the committee determines that this chapter 2.37 should be amended in any manner, it will recommend those amendments to the city council. Unless and until the city council amends this chapter 2.37, either based on the committee's recommendations or otherwise, the committee's duties and responsibilities will be as listed below in this section BIMC 2.37.030.

B. To serve as a technical and planning advisory committee to the city council, city manager, and department of planning and community development staff on issues related to climate change as directed by the city council.

C. To assist the city in implementing the climate related goals and policies of the Comprehensive Plan by undertaking the following tasks as expeditiously as committee and city resources allow:

1. Provide advice and/or recommendations to the city council or city staff, as appropriate, on methods of completing a baseline island-wide greenhouse gas ("GHG") inventory for the city.
2. To the degree directed by the city council, assist with or manage the completion of a baseline island-wide GHG inventory.
3. Provide advice and/or recommendations to the city council or city staff, as appropriate, related to city GHG emission reduction targets.

4. Work with city staff, as appropriate, to complete and recommend to the city council a city climate action plan and implementation strategy.
 5. Provide advice and/or recommendations to the city council or city staff, as appropriate, on how to measure progress toward meeting the city's GHG emissions reduction targets and adaptation actions.
 6. As directed by the city council, assist the city with participation in regional climate change efforts.
 7. Provide education and outreach to the public regarding climate change and the work of the committee and the city relating to climate change.
- D. Annually, prior to the start of or during the budget process, provide a report to the city council on committee work completed during the prior year and obtain the city council's approval of a work plan for the following year.

2.37.040 Meetings, officers, records, and quorum.

- A. The committee shall meet as necessary. Generally, the committee shall establish a regular meeting schedule and announce the specific day and time each month that the committee will conduct its regular meeting(s). Meetings shall be open to the public and held in accordance with the Open Public Meetings Act (Chapter 42.30 RCW).
- B. A majority of the members then serving on the committee shall constitute a quorum.
- C. At the first regular meeting of each term, the committee shall select from among its members a chairperson and a secretary for a one-year term.
- D. For meetings consisting of a majority of the then serving members of the committee, the committee shall provide public notice of the meeting and shall keep a record of its meeting minutes. Minutes of each meeting, including a record of attendance, shall be prepared by the secretary and approved and signed at a subsequent meeting. The minutes do not need to reflect the actual discussion, but only the formal actions taken by the committee. The approved meeting minutes shall be posted on the city's web site.
- E. The city shall provide city email accounts to committee members and related training on the use of email accounts, including personal computer privacy expectations while serving on the committee.

Section 2. This ordinance shall take effect and be in force five (5) days from its passage and publication as required by law.

PASSED BY THE CITY COUNCIL this 9th day of May, 2017.

APPROVED BY THE MAYOR this 9th day of May, 2017.


Val Tollefson, Mayor

ATTEST/AUTHENTICATE:


Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	March 31, 2017
PASSED BY THE CITY COUNCIL:	May 9, 2017
PUBLISHED:	May 12, 2017
EFFECTIVE DATE:	May 17, 2017
ORDINANCE NUMBER:	2017-13

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:45 PM Briefing on Financial Policies, Biennial Budget Development, and Priority Based Budgeting, AB 18-016 - Finance (Pg. 32)	Date: 1/23/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-016
Proposed By: Ellen Schroer, Director of Finance and Administrative Services	Referrals(s):

BUDGET INFORMATION

Department: Finance	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The Finance Department will provide information regarding planned financial activities to set context for upcoming 2019-2020 biennial budget decisions. Areas of focus for the briefing include:

- **Financial Policies** - City Council consideration and approval of the City's financial policies is the first step in the biennial budget process. These policies provide the framework for City financial planning and management. This discussion is scheduled for March.
- **Biennial Budget Development** - Through the financial policies and guidance provided through work plan discussions, the Council provides policy direction used to prepare the City's biennial budget, which is a two-year financial plan for programs and services. Staff will present a proposed budget to the Council at the end of September. The Council must adopt a budget before the end of the calendar year.
- **Priority Based Budgeting (PBB)** - The City has used a Priority-Based Budgeting approach since 2014. There are two aspects to this approach, the Fiscal Health model and the Resources Alignment Diagnostic Tool. The analysis produced through PBB compares City programs and services to established City goals, and is used as an input and reference in budget decisions.

RECOMMENDED ACTION/MOTION

Information only.

ATTACHMENTS:

	Description	Type
▣	Presentation: Financial Policies - Budget Development Process - Priority Based Budgeting	Backup Material



CITY OF
BAINBRIDGE ISLAND

FINANCE POLICY AND PROCESS BRIEFING

JANUARY 23, 2018

OVERVIEW

- ❖ Financial policies
- ❖ Budget development process
- ❖ Priority Based Budgeting

FINANCIAL POLICIES

Financial Policies – Purpose

- ❖ Council guidance for City staff and administration regarding City financial management
- ❖ First part of biennial budget process

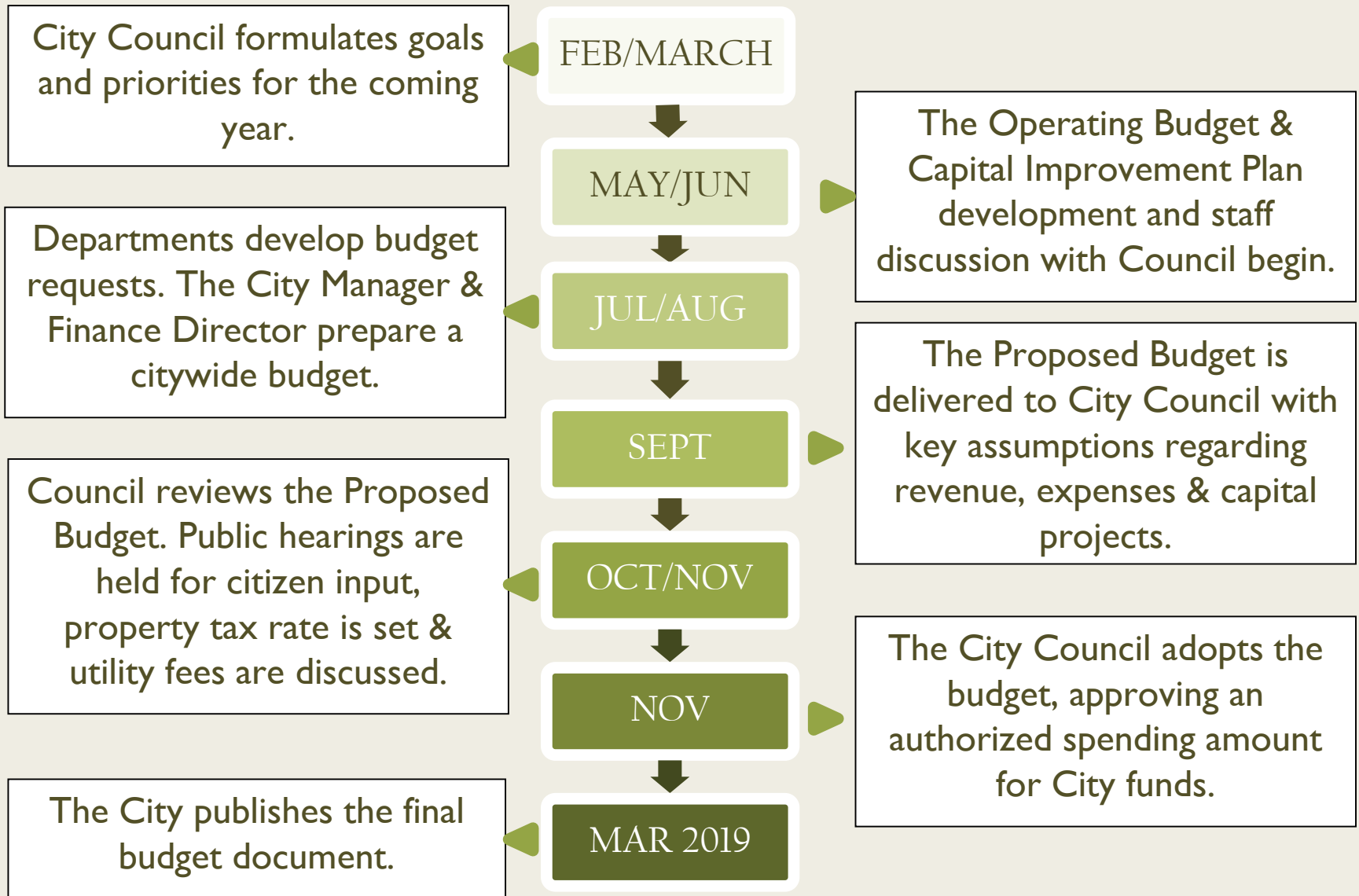
Financial Policies – Contents

- ❖ Reserves
- ❖ Approach to forecasting
- ❖ Reporting
- ❖ References to policies such as debt, investment, and surplus property

BUDGET DEVELOPMENT PROCESS

Proposed Biennial Budget Development

- ❖ Financial policies
- ❖ Capital Improvement Plan
- ❖ Utility rates
- ❖ Operating budget

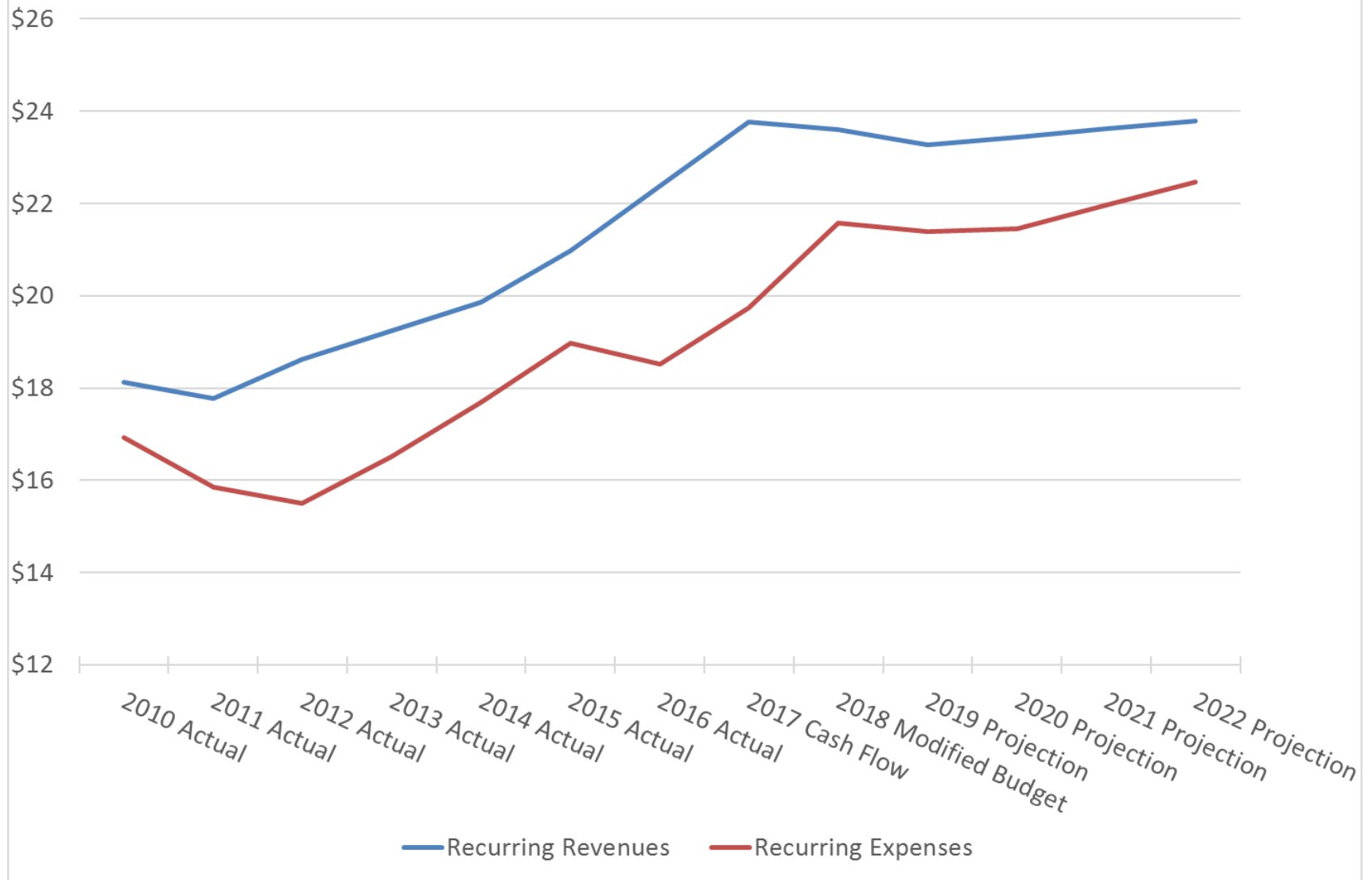


PRIORITY BASED BUDGETING

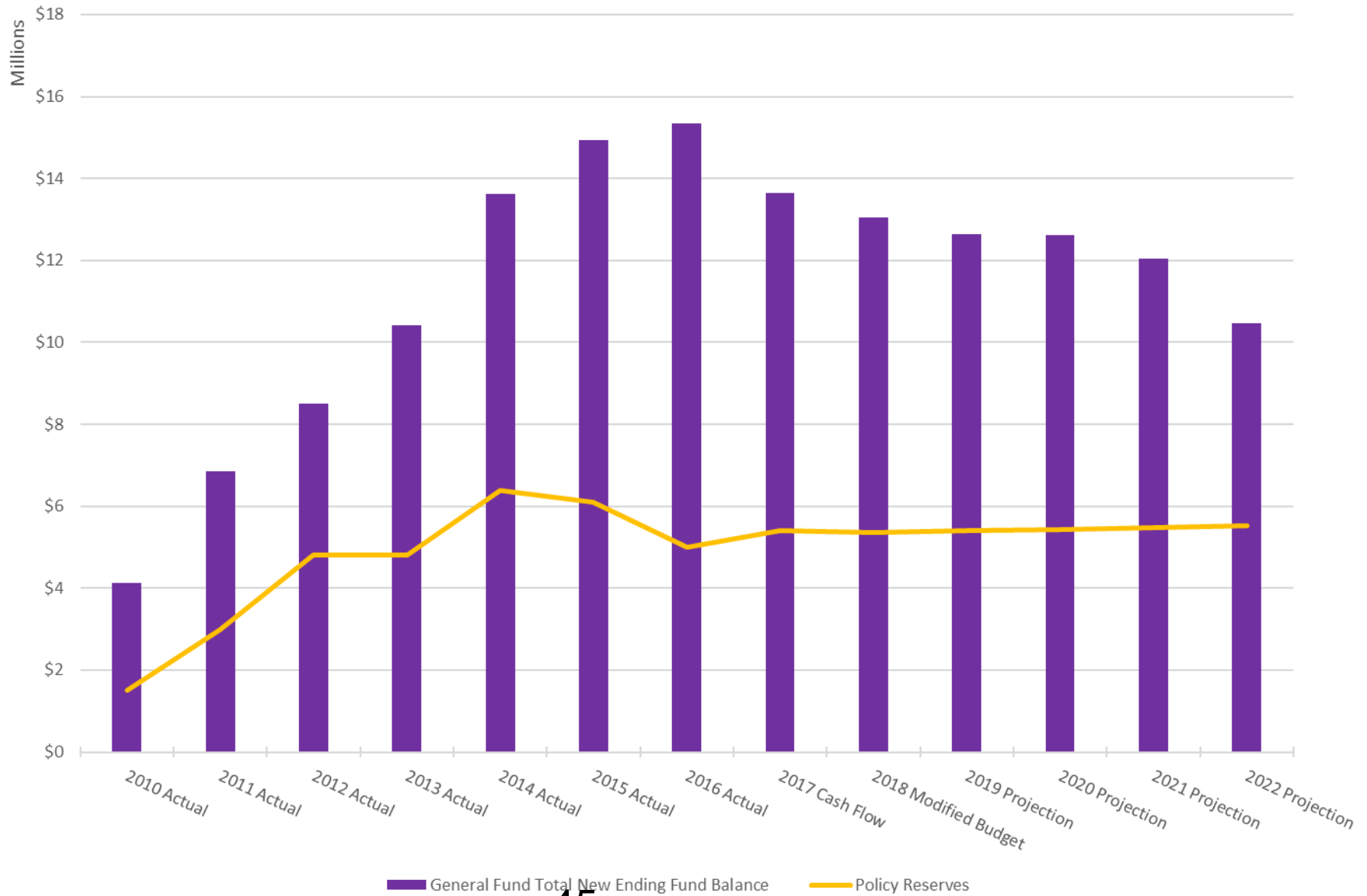
PBB – FISCAL HEALTH MODEL

- ❖ Shows analysis of recurring revenues and recurring expenditures
- ❖ Presents long-term effect of current financial decisions on ending fund balance.

RECURRING REVENUES AND RECURRING EXPENDITURES TAX-SUPPORTED FUNDS



GENERAL FUND ENDING FUND BALANCE AND RESERVES - 2018 MODIFIED BUDGET



PBB – RESOURCE ALIGNMENT DIAGNOSTIC TOOL

- ❖ Compares community values and priorities with the programs and services that the City delivers.
- ❖ Presents the range of programs that the City provides.
- ❖ Portrays City plans to spend time and money on the programs.

COBI RESULTS

- ❖ Safe City
- ❖ Reliable Infrastructure and Connected Mobility
- ❖ Green, Well-Planned Community
- ❖ Healthy and Attractive Community
- ❖ Vibrant Economy

- ❖ Good Governance

COBI RESULTS

- ❖ Established by Council workshop in 2014
- ❖ Reaffirmed in 2015 and 2017



**RELIABLE
INFRASTRUCTURE
and CONNECTED
MOBILITY**

Provides safe, integrated, convenient and connected travel options for pedestrians, cyclists and motorists to easily get around

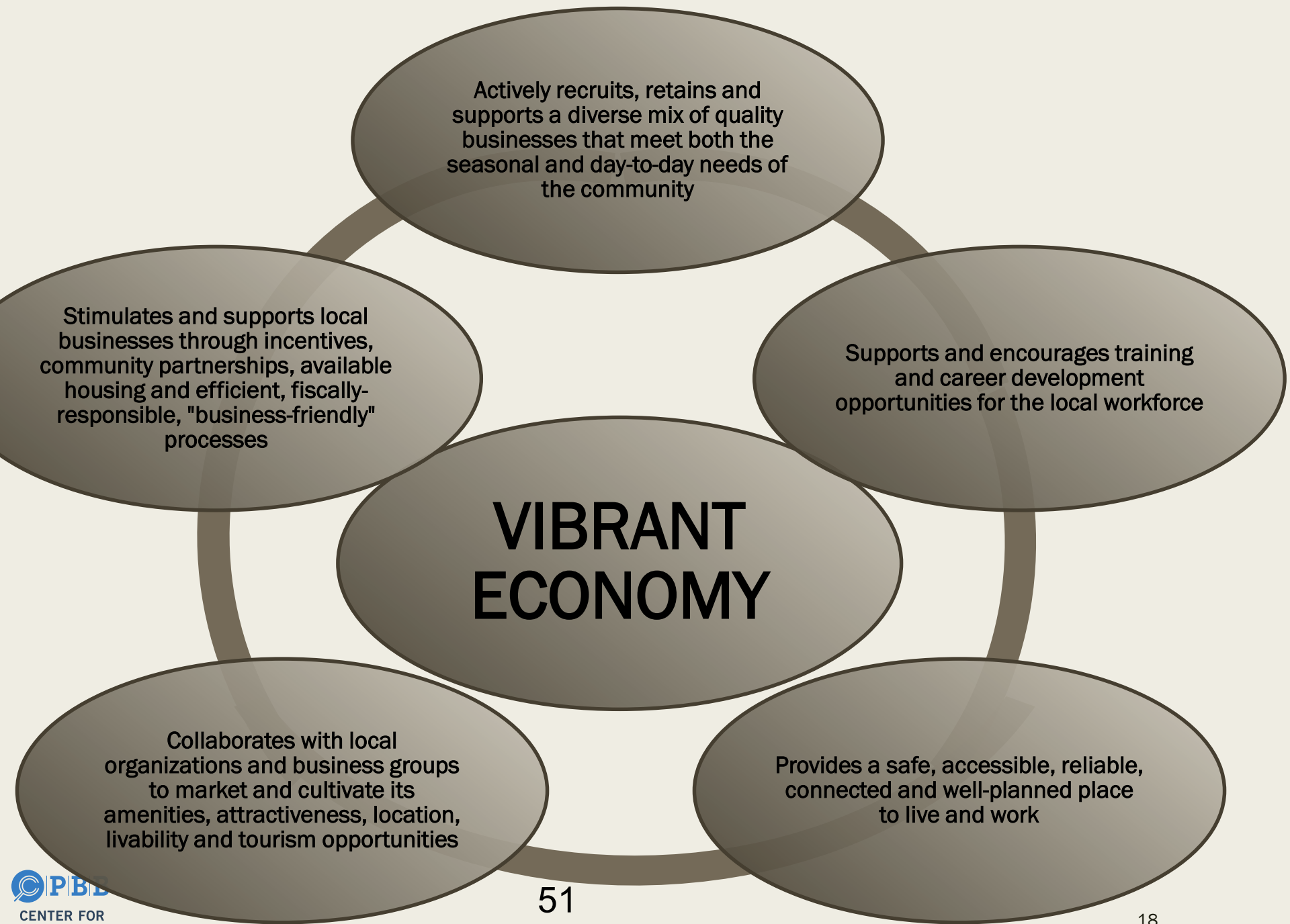
Plans for the long-term maintenance, repair and replacement of roads

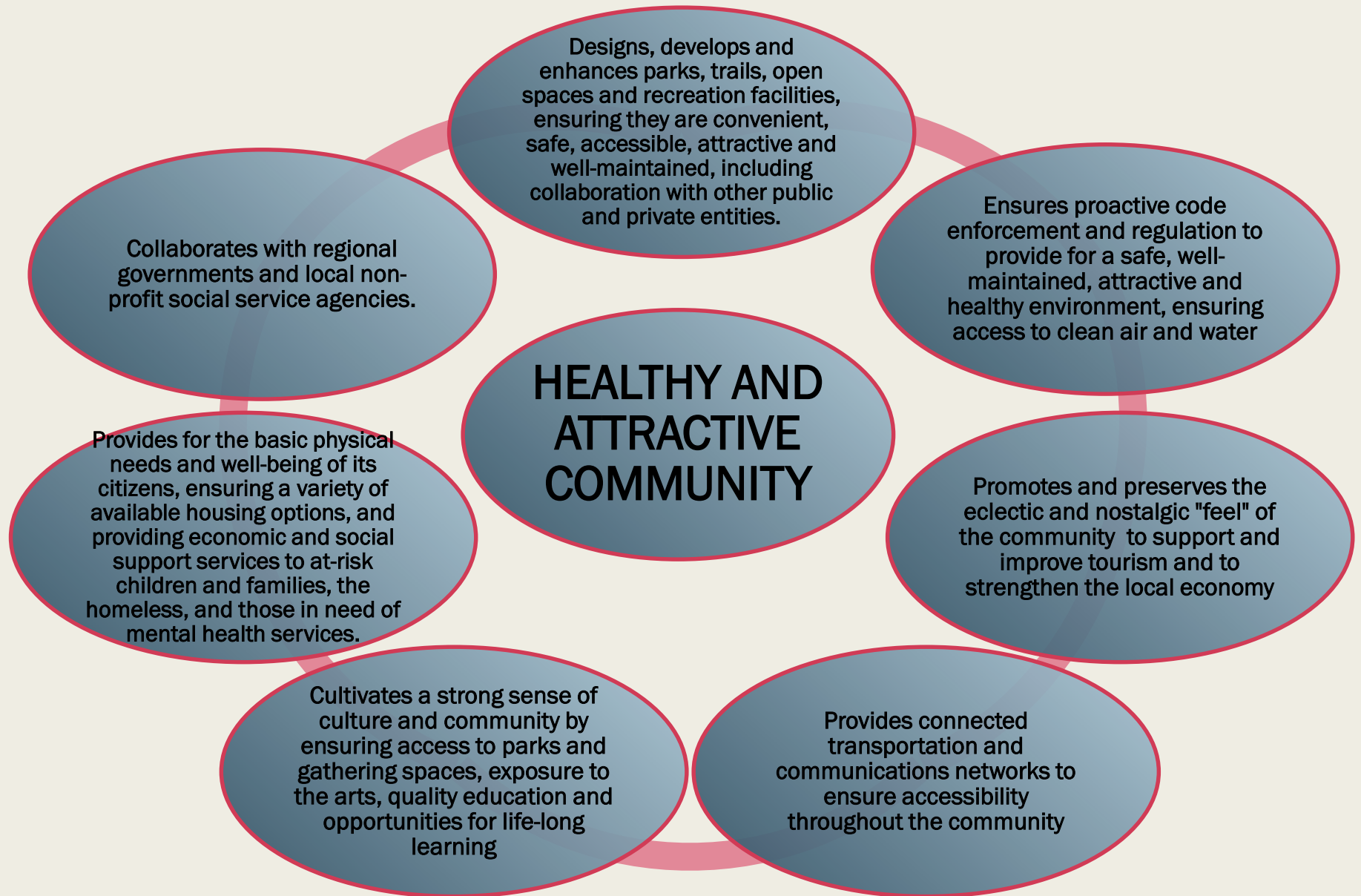
Designs, constructs and proactively maintains a reliable utility infrastructure that delivers safe, clean water, controls storm water drainage and effectively manages sewage treatment

Keeps citizens connected and informed, providing a reliable communications network and leveraging opportunities to provide information to citizens through community activities

Plans, designs and maintains functional public facilities and parking

Partners with others in the community to regionally plan, cooperatively prepare and collaboratively invest in properly regulated, sustainable development





GREEN, WELL-PLANNED COMMUNITY

Applies consistent land use regulations to ensure orderly and strategically planned growth, limit sprawl and offer appropriate regulation with consistent community input

Seeks to preserve, protect and conserve natural resources

Incentivizes and encourages energy conservation, sustainability, recycling and resource preservation

Creates and preserves access to open space, green space, shorelines, parks and recreational opportunities, including collaboration with other organizations and community partners.

Develops, preserves and revitalizes residential neighborhoods that are safe, attractive, accessible to public transportation and provide diverse, affordable housing options

Provides a multi-modal transportation system, emphasizing non-motorized mobility options for bicyclists and pedestrians, minimizing the impact to the Island's environment

GOOD GOVERNANCE

Protects, manages, optimizes
and invests in its financial,
human, physical and
technology resources

Develops sustainable fiscal
and operational policies and
fosters trust and transparency
by ensuring accountability,
efficiency, integrity, innovation
and best practices in all
operations

Supports decision-making with
timely and accurate short-term
and long-range analysis that
enhances vision and planning

Provides assurance of
regulatory and policy
compliance to minimize and
mitigate risk

Provides responsive and
accessible leadership and
facilitates timely and effective
two-way communication and
input with all stakeholders

Attracts, motivates, develops
and retains a high-quality,
engaged and productive
workforce

PROGRAM INVENTORY

- ❖ Inventories for each department
 - o Annual review and update
- ❖ Programs classified as “community” or “governance”
- ❖ Programs classified as “fixed” or “non-fixed” costs
- ❖ PBB analysis of “non-fixed” costs

PROGRAM COSTING

- ❖ Analysis of personnel and non-personnel costs
- ❖ Positions evaluated and distributed across programs
- ❖ Non-personnel costs directly associated with certain programs, or distributed by FTE

PROGRAM SCORING

- ❖ Staff scores the programs based upon:
 - ❖ Program attributes (Level of mandate, reliance on city for service, cost recovery, portion of the community served, change in demand)
 - ❖ The impact of the program on the community and governance results

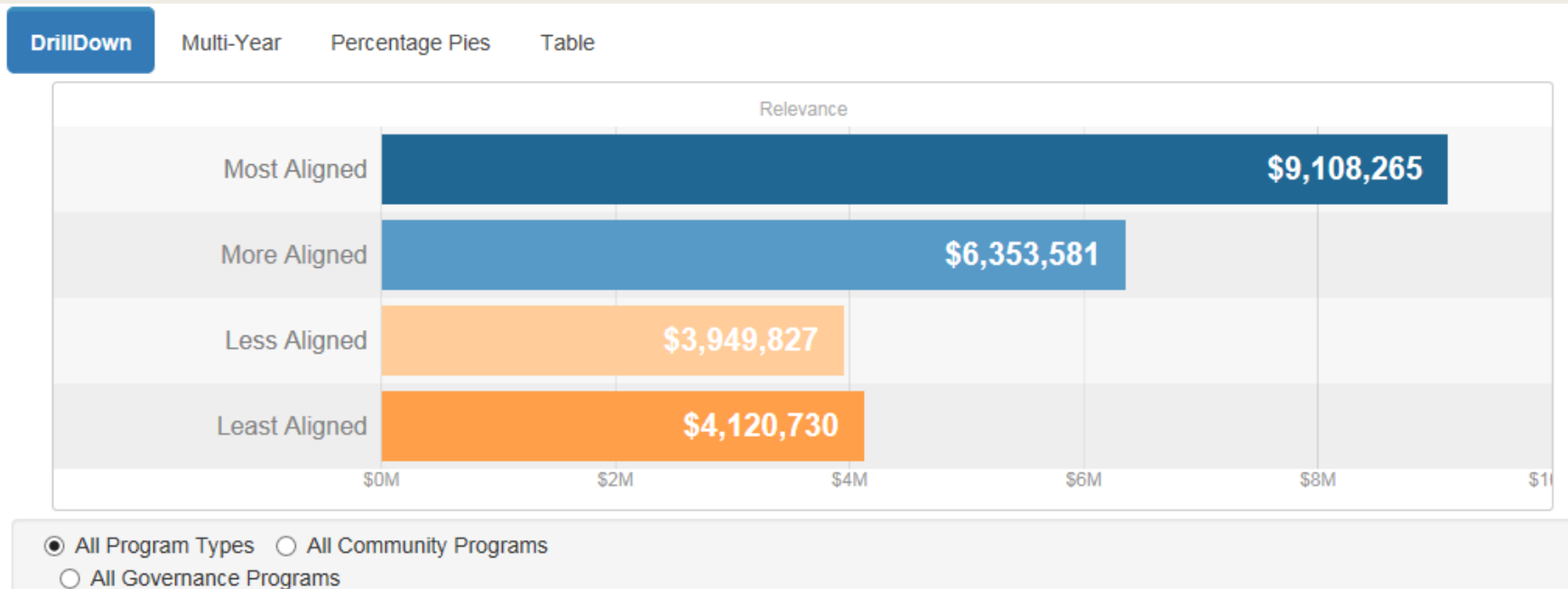
Funds	Fund:	001 - General Fund	001 - General Fund	001 - General Fund
Public Safety	PositionNumber:	59	56	57
	Position:	Senior Police Clerk	Chief of Police	Deputy Chief of Police
Divisions				
Accounts	Comment:	Eisenhood, Kelly	Hamner, Matthew	Horn, Jeff
	#ofFTE:	1.00	1.00	1.00
	Percent Allocated:	100%	100%	100%
Program	Division	59	56	57
Council Meetings and Agenda - Public Safety	Leadership	0	4	2
Customer Service - Public Safety	Community Engagement	2	3	2
Public Outreach - Public Safety	Community Engagement	2	3	2
Internship Program	Law Enforcement	0	0	1
Volunteer Program	Community Engagement	0	1	1
Open Ride-Along	Community Engagement	0	1	1
Community Events	Community Engagement	1	4	2
Community Outreach	Community Engagement	0	3	2
Door Stewards	Public Safety	0	0	0
Crime Prevention Education & Outreach	Public Safety	0	1	0
Public Records Requests - Public Safety	Policy	1	1	1
Records Management	Public Safety	30	1	1
Administration - Public Safety	Leadership	0	4	5
Department Meetings/Events	Leadership	0	4	4
Internal Teams & Committees - Public Safety	Leadership	0	4	4
Emergency Management Planning and Operations	Public Safety	0	5	5
Emergency Preparedness	Public Safety	0	1	1
Fire Training	Risk Management	0	0	0
Fire Training and Certification	Risk Management	3	2	2
Interagency Planning & Cooperation	Planning	1	2	5
Fleet Management	Equipment Accountability	0	0	0
Portable Radios Programming and Maintenance	Equipment Accountability	0	0	0
Vehicle Inspections	Equipment Accountability	0	0	0
Complaints and Internal Affairs Investigations	Personnel Accountability	0	0	0
Crime Prevention	Law Enforcement	2	1	1

part 510 001	Public Works		AcctNumber	71	72	71	71
	All Divisions		CostCode	43	541	542	543
			CostType	Training	Professional Services	Communication	Travel
	All Accounts		Value	13,950	342,023	100	450
			Update By FTE - YES/NO:	yes	no	yes	yes
			Sum Allocated:	13,950	342,023	100	450
			Percent Allocated:	100%	100%	100%	100%
partme	Program		FTE	71_43	72_541	71_542	71_543
0	Public W	Transportation Engineering and	2.380	754.57	85786.05	5.41	
5	Public W	Traffic Engineering	0.150	47.56	54763.75	0.34	
0	Public W	Stormwater Engineering and Co	0.650	206.08	52972.98	1.48	
4	Public W	NPDES - Discharge Permit Mana	0.461	146.18	45500.00	1.05	
4	Public W	Streetscape Maintenance	1.610	510.44	30000.00	3.66	
6	Public W	Facilities Engineering and Cons	0.680	215.59	25000.00	1.55	
6	Public W	Water Quality and Flow Monito	0.834	264.35	25000.00	1.89	
1	Public W	Groundwater Management Pro	0.613	194.24	15000.00	1.39	
2	Public W	Illicit Discharge Detection and E	0.429	135.96	8000.00	0.97	
7	Public W	Council Meetings and Agenda -	0.360	114.14	0.00	0.82	
7	Public W	Customer Service - Public Work	1.150	364.60	0.00	2.61	
7	Public W	Public Outreach - Public Works	0.120	38.05	0.00	0.27	
0	Public W	Public Outreach and Education	0.040	12.68	0.00	0.09	
.	Public W	Public Information/Public Affai	0.470	149.01	0.00	1.07	
!	Public W	Public Involvement and Particip	0.050	15.85	0.00	0.11	
i	Public W	Communications and Media Re	59.620	196.57	0.00	1.41	
7	Public W	Public Records Requests - Publi	0.310	98.28	0.00	0.70	

FINAL PROGRAM RESULTS

The model puts programs into quartiles based upon their performance at meeting the desired results

Citywide Quartile Analysis – 2018 Modified Budget



PBB ANALYSIS

- ❖ Builds understanding of array of City programs and services
- ❖ Demonstrates range of staff responsibilities
- ❖ Links budget decisions to service delivery

QUESTIONS?

DISCUSSION

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:00 PM Use of Council Committees, AB 18-010 - Mayor Medina (Pg. 63)	Date: 1/23/2018
Agenda Item: COUNCIL DISCUSSION	Bill No.: 18-010
Proposed By: City Council	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund: TBD	
Expenditure Req: TBD	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

Prior to the change in form of government, the City Council used a committee structure. However, upon implementation of the Council-Manager form of government in 2009, the committee structure was replaced with study sessions, which are intended to function much like a committee of the whole. This change was to create a structure that is consistent with the Council-Manager form of government. The success of a city manager depends upon the manager providing and sharing information equally with all members of the governing body. One of the main problems with council committees is that they create an imbalance of knowledge on the council.

Good governance is responsive and transparent government. The use of council committees frequently results in redundancy because of the desire for the full council to become equally educated and informed as the members who serve on the committee. Another problem is less transparency to the public because council committees tend to be less on the public's radar. The recent experience with the Critical Areas Ordinance is a very real example of how the use of a council committee can be inefficient and less transparent than study sessions with a committee of the whole approach.

Use of council committees creates extra staff work, including noticing the meetings, preparing for and staffing meetings, and then producing the minutes, etc. Currently, City staff support numerous citizen advisory board and committee meetings as well as weekly meetings of the City Council. Meeting space at City Hall is frequently scheduled 3 to 4 evenings each week, which means additional committee meetings would likely need to be scheduled during business hours. Attending council committee meetings during business hours would reduce the time staff has to complete existing workloads.

Some Council-Manager cities are currently using standing committees. Of those who responded to an email

inquiry, commonly used committees include finance, public works, land use and environment, and general government. Those who reported some success with standing committees noted that the committees have clear charters and work plans approved by the full council. In addition, of those Council-Manager cities using standing committees, the majority reported that committee recommendations are placed immediately onto the consent agenda for approval by the full Council.

RECOMMENDED ACTION/MOTION

Discussion item.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Agenda Bill for Consent Agenda, AB 18-008 (Pg. 65)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-008
Proposed By: Executive	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

Consider approval of the following items:

- B. Accounts Payable and Payroll
- C. Special City Council Meeting Minutes, January 2, 2018
- D. City Council Study Session Minutes, January 2, 2018
- E. Special City Council Meeting Minutes, January 9, 2018
- F. Regular City Council Business Meeting Minutes, January 9, 2018
- G. Resolution No. 2018-01 Adopting the 2018 Fee Schedule
- H. Climate Change Advisory Committee 2017 Annual Report, 2018 Work Plan, and Greenhouse Gas (GHG) Recommendations
- I. Marine Access Committee 2017 Annual Report and 2018 Work Plan

RECOMMENDED ACTION/MOTION

I move to approve the Consent Agenda as presented.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Payroll and Accounts Payable (Pg. 66)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-008
Proposed By: Finance	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda

ATTACHMENTS:

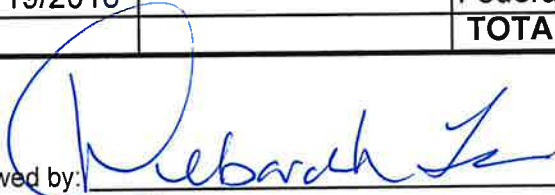
Description	Type
☐ Payroll	Backup Material
☐ Report to Council of Cash Disbursements 01-24-18	Backup Material

PAYROLL

PAYROLL CHECK RUN: 1 - 19 - 2018

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	1/19/2018	040694 - 040818	P/R check run - direct deposit	314,863.76
Normal	1/19/2018	108398 - 108400	P/R check run - regular	8,868.51
Vendor	1/19/2018	108401 - 108412	P/R vendor check run	126,942.00
EFTPS	1/19/2018		Federal Tax Electronic Transfer	142,386.68
			TOTAL:	593,060.95

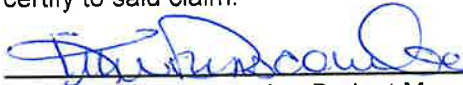
Prepared and Reviewed by:


Deborah Lee

Date

1-18-18

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



Kimberly M. Dunscombe, Budget Manager

Date

1/18/18

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: January 8, 2018 - January 22, 2018
CITY COUNCIL: January 9, 2018 - January 23, 2018

Last check from previous run: 346413 dated 1/10/2018 issued to Kitsap County Auditor in the amount of \$41,163.71

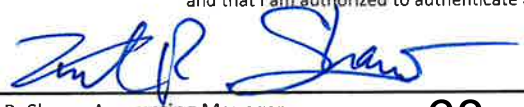
Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH	N/A	N/A		N/A
ACH	N/A	N/A		N/A
EFT	N/A	N/A		N/A
VOID	1/11/17	343337	The Island School/SSWM ERU refund - received from county, not owed	N/A
VOID	1/24/18	346436	The Island School/Invoice was re-queued after voiding check	N/A
VOID	1/24/18	346505	PW/KC Noxious Weeds/Incorrect remittance address-reprint	N/A
Manual	1/5/18	346414	Norland Construction/STO-Winslow payment #9	385,409.49
Manual	1/9/18	346415	EX/National League of Cities/2018 membership dues	1,861.00
Manual	1/9/18	346416	Sound Pacific Construction/Wardwell reconstruction payment #3	233,671.79
Manual	1/11/18	346417	Island Hands/Janitorial services December 2017	10,845.00
Manual	1/12/18	346418	Centurylink/City-wide phone services January 2018	924.42
Manual	1/12/18	346419	POL/Kelley Imaging/Copier lease	279.04
Manual	1/12/18	346420	Puget Sound Energy/Citywide electricity December 2017	31,210.93
Manual	1/12/18	346421	PW/Puget Sound Energy/Power installation - waterfront dock	10,057.16
Manual	1/12/18	346422	Verizon/City-wide cell phone services - December 2017	5,279.60
Manual	1/12/18	346423	WA State Department of Labor/Volunteer hours Q4 2017	36.88
Manual	1/18/18	346569	US Bank/Credit card purchases December 2017	25,248.03
Manual	1/19/18	346570	Pitney Bowes/City Hall postage meter refill	5,000.00
Manual	1/19/18	346571	POL/Puget Marina LLC/M11 parts and repair	11,475.00
Manual Checks and Electronic Disbursements				721,298.34

Regular Run	1/10/18	346424-346568	Regular Check Run	719,192.03
Total Disbursements				1,440,490.37

Retainage Release	1/12/18	163	Anderson Construction/Morales pumphouse	774.08
Travel Advance	N/A	N/A	No advance travel	-

Prepared and Reviewed by  Carrie Christianson, 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.

 1-19-2018

Karl R. Shaw, Accounting Manager 68 Date

VOID

KRS 1-17-18

01/17/2018 08:02 | CITY OF BAINBRIDGE ISLAND
cchristianson | A/P CASH DISBURSEMENTS JOURNAL

1/17/18

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

343337	01/11/2017	VOID	6116 THE ISLAND SCHOOL	210641	102502-2-044-2007	12/31/2016			-1,761.12
--------	------------	------	------------------------	--------	-------------------	------------	--	--	-----------

Invoice: 102502-2-044-2007

-1,761.12 43134 343830

2016 SSWM REFUND-12 ERU'S
STORM DRAINAGE FEES

CHECK 343337 TOTAL: -1,761.12

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -1,761.12

COUNT

AMOUNT

TOTAL VOIDED CHECKS

1

1,761.12

*** GRAND TOTAL *** -1,761.12

Spoke w/ Loretta at Island School, they had already received refund from Kitsap County, so this money is not owed. Voided check in Munis. ✓

01/17/2018 08:02 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2018 1 264										
APP 403-213000						ACCOUNTS PAYABLE				1,761.12
	01/17/2018	343337	VOID			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH		1,761.12		
	01/17/2018	343337	VOID			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									1,761.12	1,761.12
APP 631-130000						DUE TO/FROM CLEARING				1,761.12
	01/17/2018	01/01/17	VOID							
APP 403-130000						DUE TO/FROM CLEARING		1,761.12		
	01/17/2018	01/01/17	VOID							
SYSTEM GENERATED ENTRIES TOTAL									1,761.12	1,761.12
JOURNAL 2018/01/264 TOTAL									3,522.24	3,522.24

01/17/2018 08:02
cchristianson

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

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
403 STORM & SURFACE WATER FUND	2018 1	264	01/17/2018		
403-130000			DUE TO/FROM CLEARING	1,761.12	
403-213000			ACCOUNTS PAYABLE		1,761.12
			FUND TOTAL	1,761.12	1,761.12
631 CLEARING FUND	2018 1	264	01/17/2018		
631-130000			DUE TO/FROM CLEARING		1,761.12
635-111100			CASH	1,761.12	
			FUND TOTAL	1,761.12	1,761.12

01/17/2018 08:02
cchristianson

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

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|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
403	STORM & SURFACE WATER FUND		1,761.12
631	CLEARING FUND	1,761.12	
	TOTAL	1,761.12	1,761.12

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

01/18/2018 10:11 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

VOID
(cc) 1/18/18

KRS
1-18-18

|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

346436 01/24/2018 VOID 6116 THE ISLAND SCHOOL 210641 102502-2-044-2007 12/31/2016 -1,761.12

Invoice: 102502-2-044-2007

2016 SSWM REFUND-12 ERU'S

-1,761.12 43134 343830

STORM DRAINAGE FEES

CHECK 346436 TOTAL: -1,761.12

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -1,761.12

COUNT AMOUNT

TOTAL VOIDED CHECKS 1 1,761.12

*** GRAND TOTAL *** -1,761.12

Voiding of o/s check from Jan-2017
re-queued invoice for payment, which got
picked up w/ regular check run.

Both check AND invoice are now voided.

01/18/2018 10:11 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL								
SRC ACCOUNT						ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3		LINE DESC			
2018 1 320									
APP 403-213000						ACCOUNTS PAYABLE			1,761.12
01/24/2018	346436 void					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH		1,761.12	
01/24/2018	346436 void					AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								1,761.12	1,761.12
APP 631-130000						DUE TO/FROM CLEARING			1,761.12
01/24/2018	01/21/17 void								
APP 403-130000						DUE TO/FROM CLEARING		1,761.12	
01/24/2018	01/21/17 void								
SYSTEM GENERATED ENTRIES TOTAL								1,761.12	1,761.12
JOURNAL 2018/01/320 TOTAL								3,522.24	3,522.24

01/18/2018 10:11
cchristianson

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 3
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
403 STORM & SURFACE WATER FUND	2018	1	320	01/24/2018			
403-130000					DUE TO/FROM CLEARING	1,761.12	
403-213000					ACCOUNTS PAYABLE		1,761.12
					FUND TOTAL	1,761.12	1,761.12
631 CLEARING FUND	2018	1	320	01/24/2018			
631-130000					DUE TO/FROM CLEARING		1,761.12
635-111100					CASH	1,761.12	
					FUND TOTAL	1,761.12	1,761.12

01/18/2018 10:11
cchristianson

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

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|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
403	STORM & SURFACE WATER FUND		1,761.12
631	CLEARING FUND	1,761.12	
TOTAL		1,761.12	1,761.12

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

VOID **KRS**
1-18-18
 (cc) 1/18/18

01/18/2018 11:03 | CITY OF BAINBRIDGE ISLAND
 cchristianson | A/P CASH DISBURSEMENTS JOURNAL

| P 1
 | apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

346505 01/24/2018 VOID	2421 KITSAP COUNTY NOXIOU	219111 310796	12/14/2017	-780.00
Invoice: 310796			PW/SOLID WASTE PERMIT FEE	
		-780.00 73435838 549800	O&M-DECANT-PERMITTS	

CHECK 346505 TOTAL: -780.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -780.00

	COUNT	AMOUNT
TOTAL VOIDED CHECKS	1	780.00

*** GRAND TOTAL *** -780.00

Incorrect remittance. Reissue w/ ck # 346568

01/18/2018 11:03 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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 apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 1 323									
APP 403-213000						ACCOUNTS PAYABLE			780.00
	01/18/2018	346505	VOID			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH		780.00	
	01/18/2018	346505	VOID			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								780.00	780.00
APP 631-130000						DUE TO/FROM CLEARING			780.00
	01/18/2018	01/21/18	VOID						
APP 403-130000						DUE TO/FROM CLEARING		780.00	
	01/18/2018	01/21/18	VOID						
SYSTEM GENERATED ENTRIES TOTAL								780.00	780.00
JOURNAL 2018/01/323 TOTAL								1,560.00	1,560.00

01/18/2018 11:03 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
403 STORM & SURFACE WATER FUND	2018 1	323	01/18/2018		
403-130000			DUE TO/FROM CLEARING	780.00	
403-213000			ACCOUNTS PAYABLE		780.00
			FUND TOTAL	780.00	780.00
631 CLEARING FUND	2018 1	323	01/18/2018		
631-130000			DUE TO/FROM CLEARING		780.00
635-111100			CASH	780.00	
			FUND TOTAL	780.00	780.00

01/18/2018 11:03
cchristianson

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

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
403	STORM & SURFACE WATER FUND		780.00
631	CLEARING FUND	780.00	
	TOTAL	780.00	780.00

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

01/18/2018 11:04 |CITY OF BAINBRIDGE ISLAND
cchristianson |MODIFY INVOICES

|P 1
|apinvmt

CLERK: cchristianson

INVOICE HEADER CHANGED

VENDOR DOCUMENT	CHECK RUNVOUCHER	DEPT	YR/PER	CASH ACCOUNT	TYPE	INV DATE	DISCOUNT AMOUNT	ERROR
					STAT	DUE DATE	INVOICE NET	
002421 66273		219111	410012018 01 635	111100	INV	12/14/2017	.00	
KITSAP PUBLIC HEALTH	RMT: 0 PW/SOLID WASTE PERMIT FEE				ACT	01/24/2018	780.00	
INVOICE: 310796								
73435838 549800	DEC-PERMIT			N 1		780.00		

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

Manual

01/05/2018 12:14 | CITY OF BAINBRIDGE ISLAND
cchristianson | A/P CASH DISBURSEMENTS JOURNAL

cc 1/5/18

| 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

346414	01/05/2018	PRTD	7831 NORDLAND CONSTRUCTIO	218789	PAYREQ9-668	12/31/2017	21700046	M010518	385,409.49		
Invoice: PAYREQ9-668						STO-WINSLOW TO HS RD					
						385,409.49	72334562	66300000668	STO PH 2&4-CONSTR		

CHECK 346414 TOTAL: 385,409.49

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 385,409.49

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	385,409.49

*** GRAND TOTAL *** 385,409.49

01/05/2018 12:14 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2018 1 142									
APP 301-213000						ACCOUNTS PAYABLE		385,409.49	
01/05/2018	M010518	010518				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			385,409.49
01/05/2018	M010518	010518				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								385,409.49	385,409.49
APP 631-130000						DUE TO/FROM CLEARING		385,409.49	
01/05/2018	M010518	010518							
APP 301-130000						DUE TO/FROM CLEARING			385,409.49
01/05/2018	M010518	010518							
SYSTEM GENERATED ENTRIES TOTAL								385,409.49	385,409.49
JOURNAL 2018/01/142 TOTAL								770,818.98	770,818.98

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
301 CAPITAL CONSTRUCTION FUND	2018 1	142	01/05/2018			
301-130000				DUE TO/FROM CLEARING		385,409.49
301-213000				ACCOUNTS PAYABLE	385,409.49	
				FUND TOTAL	385,409.49	385,409.49
631 CLEARING FUND	2018 1	142	01/05/2018			
631-130000				DUE TO/FROM CLEARING	385,409.49	
635-111100				CASH		385,409.49
				FUND TOTAL	385,409.49	385,409.49

FUND		DUE TO	DUE FROM
301	CAPITAL CONSTRUCTION FUND		385,409.49
631	CLEARING FUND	385,409.49	
TOTAL		385,409.49	385,409.49

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

Manual

01/09/2018 15:08 | CITY OF BAINBRIDGE ISLAND
cchristianson | A/P CASH DISBURSEMENTS JOURNAL

cc 1/9/18

| 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

346415 01/09/2018 PRD 1441 MEMBERSHIP LOCKBOX 4 218810 128311 10/25/2017 M010918 1,861.00
Invoice: 128311 2018 MEMBERSHIP DUES
1,861.00 31011131 549100 EXEC-C/E-DUES/SUBCR/MEMBERSH

CHECK 346415 TOTAL: 1,861.00

346416 01/09/2018 PRD 8744 SOUND PACIFIC CONSTR 218828 PAYREQ3-662 01/08/2018 21700150 M010918 233,671.79
Invoice: PAYREQ3-662 WARDWELL RD & DRN CONSTRUCTION
159,197.22 72321953 66300000662 WARDWELL RECONSTR-CONSTR
74,474.57 72433438 66300000662 WARDWELL RECONSTR-CONSTR

CHECK 346416 TOTAL: 233,671.79

NUMBER OF CHECKS 2 *** CASH ACCOUNT TOTAL *** 235,532.79

COUNT AMOUNT

TOTAL PRINTED CHECKS 2 235,532.79

*** GRAND TOTAL *** 235,532.79

01/09/2018 15:08 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

P 2
 apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
EFF DATE									
2018 1 203									
APP 001-213000					GENERAL - ACCOUNTS PAYABLE			1,861.00	
01/09/2018 M010918	010918				AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100					CASH				235,532.79
01/09/2018 M010918	010918				AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000					ACCOUNTS PAYABLE			159,197.22	
01/09/2018 M010918	010918				AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000					ACCOUNTS PAYABLE			74,474.57	
01/09/2018 M010918	010918				AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL								235,532.79	235,532.79
APP 631-130000					DUE TO/FROM CLEARING			235,532.79	
01/09/2018 M010918	010918								
APP 001-130000					GENERAL - DUE TO/FROM CLEARING				1,861.00
01/09/2018 M010918	010918								
APP 301-130000					DUE TO/FROM CLEARING				159,197.22
01/09/2018 M010918	010918								
APP 403-130000					DUE TO/FROM CLEARING				74,474.57
01/09/2018 M010918	010918								
SYSTEM GENERATED ENTRIES TOTAL								235,532.79	235,532.79
JOURNAL 2018/01/203 TOTAL								471,065.58	471,065.58

01/09/2018 15:08
cchristianson

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

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2018 1	203	01/09/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		1,861.00
001-213000				GENERAL - ACCOUNTS PAYABLE	1,861.00	
				FUND TOTAL	1,861.00	1,861.00
301 CAPITAL CONSTRUCTION FUND	2018 1	203	01/09/2018			
301-130000				DUE TO/FROM CLEARING		159,197.22
301-213000				ACCOUNTS PAYABLE	159,197.22	
				FUND TOTAL	159,197.22	159,197.22
403 STORM & SURFACE WATER FUND	2018 1	203	01/09/2018			
403-130000				DUE TO/FROM CLEARING		74,474.57
403-213000				ACCOUNTS PAYABLE	74,474.57	
				FUND TOTAL	74,474.57	74,474.57
631 CLEARING FUND	2018 1	203	01/09/2018			
631-130000				DUE TO/FROM CLEARING	235,532.79	
635-111100				CASH		235,532.79
				FUND TOTAL	235,532.79	235,532.79

01/09/2018 15:08
cchristianson

|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		1,861.00
301	CAPITAL CONSTRUCTION FUND		159,197.22
403	STORM & SURFACE WATER FUND		74,474.57
631	CLEARING FUND	235,532.79	
TOTAL		235,532.79	235,532.79

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

Manual

01/11/2018 11:10 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

cc 1/11/18

|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

346417 01/11/2018 PRD 8646 ISLAND HANDS 218877 17420 12/21/2017 21700098 M011018 1,585.00
Invoice: 17420 2017 JANITORIAL DEC

1,585.00 73011183 54110000269 JANITORIAL CONTRACT-PRO SVCS

218878 17421 12/21/2017 21700098 M011018 9,260.00
Invoice: 17421 2017 JANITORIAL DEC

9,260.00 73011183 54110000269 JANITORIAL CONTRACT-PRO SVCS

CHECK 346417 TOTAL: 10,845.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 10,845.00

COUNT AMOUNT

TOTAL PRINTED CHECKS 1 10,845.00

*** GRAND TOTAL *** 10,845.00

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT		JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
EFF DATE									
2018	1	241							
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		10,845.00	
	01/11/2018	M011018	011018			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			10,845.00
	01/11/2018	M011018	011018			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								10,845.00	10,845.00
APP 631-130000						DUE TO/FROM CLEARING		10,845.00	
	01/11/2018	M011018	011018						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			10,845.00
	01/11/2018	M011018	011018						
SYSTEM GENERATED ENTRIES TOTAL								10,845.00	10,845.00
JOURNAL 2018/01/241 TOTAL								21,690.00	21,690.00

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2018 1	241	01/11/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		10,845.00
001-213000				GENERAL - ACCOUNTS PAYABLE	10,845.00	
				FUND TOTAL	10,845.00	10,845.00
631 CLEARING FUND	2018 1	241	01/11/2018			
631-130000				DUE TO/FROM CLEARING	10,845.00	
635-111100				CASH		10,845.00
				FUND TOTAL	10,845.00	10,845.00

01/11/2018 11:10
cchristianson

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

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			10,845.00
631 CLEARING FUND		10,845.00	
	TOTAL	10,845.00	10,845.00

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

Manual

01/12/2018 15:06 | CITY OF BAINBRIDGE ISLAND
cchristianson | A/P CASH DISBURSEMENTS JOURNAL

11/12/18

| P 1
| apcshdsb

CASH ACCOUNT: 635			111100	CASH		INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE				
INVOICE DTL DESC									
346418	01/12/2018	PRTD	551 CENTURYLINK	218949	5211JAN18	01/02/2018		M011218	183.89
Invoice: 5211JAN18						POL PHN SVCS			
				183.89	91011215 542100	GG-C/E-PD-PHONE			
				218950	9858JAN18	01/02/2018		M011218	50.35
Invoice: 9858JAN18						SANDS AVE WELL TELE			
				50.35	91411891 542100	GG-WTR-FAC-PHONE			
				218951	0754JAN18	01/02/2018		M011218	72.94
Invoice: 0754JAN18						FLETCHER BAY WELL TELE			
				72.94	91411891 542100	GG-WTR-FAC-PHONE			
				218952	9791JAN18	01/02/2018		M011218	137.80
Invoice: 9791JAN18						POL TI MANDUS TELCOM			
				137.80	91011215 542100	GG-C/E-PD-PHONE			
				218953	9840JAN18	01/02/2018		M011218	50.35
Invoice: 9840JAN18						HEAD OF BAY WELL TELE			
				50.35	91411891 542100	GG-WTR-FAC-PHONE			
				218954	3736JAN18	01/02/2018		M011218	96.04
Invoice: 3736JAN18						C.H. FIRE ALARM MONIT			
				96.04	91011189 542100	GG-C/E-CITY HALL-PHONE			
				218955	9136JAN18	01/02/2018		M011218	137.73
Invoice: 9136JAN18						C.H. SECURITY ALARM MONIT			
				137.73	91011189 542100	GG-C/E-CITY HALL-PHONE			
				218956	8731JAN18	01/02/2018		M011218	52.63
Invoice: 8731JAN18						COMMONS FIRE ALARM MONIT			
				52.63	91011755 542100	GG-C/E-COMMONS-PHONE			
				218957	0225JAN18	01/02/2018		M011218	96.04
Invoice: 0225JAN18						O&M FIRE ALARM MONIT			
				96.04	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
				218958	1745JAN18	01/02/2018		M011218	46.65
Invoice: 1745JAN18						C.H. ELEVATOR SERVICE LINE			
				46.65	91011189 542100	GG-C/E-CITY HALL-PHONE			
CHECK 346418 TOTAL:									924.42
346419	01/12/2018	PRTD	1971 KELLEY IMAGING SYSTE	218960	21919886	01/03/2018	21800009	M011218	279.04
Invoice: 21919886						POL/4555C COPIER LEASE			
				279.04	51011211 545000	PD-C/E-ADMIN RENTS/LEASE			
CHECK 346419 TOTAL:									279.04

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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									
346420	01/12/2018	PRTD	1205 PUGET SOUND ENERGY	218882	CITY HALL - DEC17	01/02/2018		M011218	4,875.64
			Invoice: CITY HALL - DEC17						
				4,875.64	91011189 547100				
				218883	828DEC17	01/04/2018		M011218	148.97
			Invoice: 828DEC17						
				148.97	91415345 547100				
				218884	IL3DEC17	01/04/2018		M011218	40.68
			Invoice: IL3DEC17						
				40.68	91111263 547100				
				218885	647DEC17	01/04/2018		M011218	35.88
			Invoice: 647DEC17						
				35.88	91111263 547100				
				218886	IL9DEC17	01/04/2018		M011218	140.02
			Invoice: IL9DEC17						
				140.02	91111263 547100				
				218887	285DEC17	01/04/2018		M011218	298.52
			Invoice: 285DEC17						
				298.52	91421355 547100				
				218888	735DEC17	01/04/2018		M011218	66.17
			Invoice: 735DEC17						
				66.17	91011768 547100				
				218889	182DEC17	01/04/2018		M011218	57.70
			Invoice: 182DEC17						
				57.70	91011255 547100				
				218890	058DEC17	01/04/2018		M011218	53.61
			Invoice: 058DEC17						
				53.61	91011897 547100				
				218891	973DEC17	01/04/2018		M011218	81.56
			Invoice: 973DEC17						
				81.56	91415345 547100				
				218893	558DEC17	01/04/2018		M011218	2,310.72
			Invoice: 558DEC17						
				2,310.72	91011897 547100				
				218894	336DEC17	01/04/2018		M011218	153.03
			Invoice: 336DEC17						
				153.03	91421355 547100				
				218895	IL11DEC17	01/04/2018		M011218	23.67
			Invoice: IL11DEC17						
				23.67	91111263 547100				

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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: 520-330DEC17

218896 520-330DEC17 01/04/2018 M011218 70.88
 210 WINSLOW WAY E IRRIGATION
 70.88 91011768 547100 GG-C/E-PARKS-ELECTRIC

Invoice: 823DEC17

218897 823DEC17 01/04/2018 M011218 10.81
 BRIAN DRIVE N/BOOTH EL PANEL
 10.81 91011768 547100 GG-C/E-PARKS-ELECTRIC

Invoice: 682-B-DEC17

218898 682-B-DEC17 01/04/2018 M011218 29.46
 MUNIC PARKING LOT-MADISON/MADRONE
 29.46 91111263 547100 GG-STRT-STREET LIGHTING-UTIL

Invoice: 736DEC17

218899 736DEC17 01/04/2018 M011218 98.40
 SHANNON DRIVE/WFP RESTRM
 98.40 91011768 547100 GG-C/E-PARKS-ELECTRIC

Invoice: 040-581DEC17

218900 040-581DEC17 01/04/2018 M011218 155.14
 3900 HALLS HILL RD PUMP
 155.14 91421355 547100 GG-SWR-ELECTRIC

Invoice: 884DEC17

218901 884DEC17 01/04/2018 M011218 147.08
 SLS FERRY TERMINAL-692 KLIKITAT PL
 147.08 91421355 547100 GG-SWR-ELECTRIC

Invoice: 111DEC17

218902 111DEC17 01/04/2018 M011218 461.99
 POLICE STATION METER 2
 461.99 91011215 547100 GG-C/E-PD-ELECTRIC

Invoice: 717DEC17

218903 717DEC17 01/04/2018 M011218 284.92
 POLICE STATION-METER1
 284.92 91011215 547100 GG-C/E-PD-ELECTRIC

Invoice: 520-374DEC17

218904 520-374DEC17 01/04/2018 M011218 71.51
 SIGNAL @ 108 OLYMPIC DR SE
 71.51 91111264 547100 GG-STREET-TRAF CONTROL-UTILITY

Invoice: 520-136DEC17

218905 520-136DEC17 01/04/2018 M011218 1,436.46
 HOB BOOSTER PUMP/WELL-7920 WYATT
 1,436.46 91411345 547100 GG-WTR-ELECTRIC

Invoice: IL5DEC17

218906 IL5DEC17 01/04/2018 M011218 103.27
 COMMODORE IFF HS @ OLYMPIC
 103.27 91111263 547100 GG-STRT-STREET LIGHTING-UTIL

Invoice: 021DEC17

218907 021DEC17 01/04/2018 M011218 104.90
 SLS-3 TREATMENT PLANT
 104.90 91421355 547100 GG-SWR-ELECTRIC

Invoice: 291DEC17

218908 291DEC17 01/04/2018 M011218 14.83
 HEAD OF BAY WELL FIELD
 14.83 91411345 547100 GG-WTR-ELECTRIC

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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: 031DEC17				218909	031DEC17	01/04/2018		M011218			100.71	
						SLS-6 LOVELL LOWER						
				100.71	91421355 547100	GG-SWR-ELECTRIC						
Invoice: IL12DEC17				218910	IL12DEC17	01/04/2018		M011218			96.76	
						STREET LIGHTS WW 305-FERNCLIFF						
				96.76	91111263 547100	GG-STRT-STREET LIGHTING-UTIL						
Invoice: 573DEC17				218911	573DEC17	01/04/2018		M011218			13.96	
						COMMODORE/HS RESEVOIR						
				13.96	91411345 547100	GG-WTR-ELECTRIC						
Invoice: 040-714DEC17				218912	040-714DEC17	01/04/2018		M011218			10.81	
						7095 NE TWIN PONDS RD						
				10.81	91021182 547100	GG-OS-PROP MNGT-ELECTRIC						
Invoice: 206DEC17				218913	206DEC17	01/04/2018		M011218			433.53	
						4586 POINT WHITE DR NE						
				433.53	91421355 547100	GG-SWR-ELECTRIC						
Invoice: 256DEC17				218914	256DEC17	01/04/2018		M011218			417.82	
						SLS-8 HWY 305/HARBORVIEW						
				417.82	91421355 547100	GG-SWR-ELECTRIC						
Invoice: 636DEC17				218915	636DEC17	01/04/2018		M011218			83.97	
						SLS-7 WING POINT WAY - 4296						
				83.97	91421355 547100	GG-SWR-ELECTRIC						
Invoice: 888DEC17				218916	888DEC17	01/04/2018		M011218			272.36	
						NE HIGHSCHOOL RD PUMP-9330						
				272.36	91411345 547100	GG-WTR-ELECTRIC						
Invoice: 658DEC17				218917	658DEC17	01/04/2018		M011218			66.40	
						SLS-4 IRENE/LOWER HAWLEY						
				66.40	91421355 547100	GG-SWR-ELECTRIC						
Invoice: 520-298DEC17				218918	520-298DEC17	01/04/2018		M011218			326.78	
						SLS-5 WW/SUNDAY COVE						
				326.78	91421355 547100	GG-SWR-ELECTRIC						
Invoice: 640DEC17				218919	640DEC17	01/04/2018		M011218			54.46	
						BRIAN DRIVE S/BOOTH EL PANEL						
				54.46	91011768 547100	GG-C/E-PARKS-ELECTRIC						
Invoice: 983DEC17				218920	983DEC17	01/04/2018		M011218			11.86	
						MILLER RD NE BEACON-8800						
				11.86	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY						
Invoice: 067DEC17				218921	067DEC17	01/04/2018		M011218			11.86	
						MADISON PARKING LOT						
				11.86	91111263 547100	GG-STRT-STREET LIGHTING-UTIL						

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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: IL7DEC17				218922	IL7DEC17	01/04/2018		M011218	94.50
								MADISON PRJ HS TO WINSLOW II	
				94.50	91111263 547100			GG-STRT-STREET LIGHTING-UTIL	
Invoice: 466DEC17				218923	466DEC17	01/04/2018		M011218	10.81
								MADISON/HS RAINBRINGER	
				10.81	91111264 547100			GG-STREET-TRAF CONTROL-UTILITY	
Invoice: 093DEC17				218924	093DEC17	01/04/2018		M011218	2,445.56
								FLETCHER BAY WELL FIELD	
				2,445.56	91411345 547100			GG-WTR-ELECTRIC	
Invoice: 444DEC17				218925	444DEC17	01/04/2018		M011218	822.96
								BI COMMONS-402 BJUNE	
				822.96	91011755 547100			GG-C/E-COMMONS-ELECTRIC	
Invoice: 461DEC17				218926	461DEC17	01/04/2018		M011218	6,131.86
								WWTP-1220 DONALD PL	
				6,131.86	91425358 547100			GG-WWTP-ELECTRIC	
Invoice: WW&305DEC17				218927	WW&305DEC17	01/04/2018		M011218	621.73
								WINSLOW WAY & 305	
				621.73	91111264 547100			GG-STREET-TRAF CONTROL-UTILITY	
Invoice: 831DEC17				218928	831DEC17	01/04/2018		M011218	3,169.88
								SANDS AVE NE WELL FIELD-8499	
				3,169.88	91411345 547100			GG-WTR-ELECTRIC	
Invoice: 797DEC17				218929	797DEC17	01/04/2018		M011218	201.91
								MUNIC CRT - METER E3 10255 NE VALLEY	
				201.91	91011255 547100			GG-C/E-COURT BLDG-ELECTRIC	
Invoice: 247DEC17				218930	247DEC17	01/04/2018		M011218	31.11
								SSWM/DECANT FACILITY-6400 DON PALMER	
				31.11	91435838 547100			GG-DECANT-ELECTRIC	
Invoice: 143DEC17				218931	143DEC17	01/04/2018		M011218	11.97
								REITAN ROAD/WELCOME TO BI-16280	
				11.97	91111264 547100			GG-STREET-TRAF CONTROL-UTILITY	
Invoice: IL1DEC17				218932	IL1DEC17	01/04/2018		M011218	286.96
								ERCKSN/MDSN/WNSLW/KNCHTL	
				286.96	91111263 547100			GG-STRT-STREET LIGHTING-UTIL	
Invoice: 710DEC17				218933	710DEC17	01/04/2018		M011218	212.10
								SLS-2 VILLAGE CENTER	
				212.10	91421355 547100			GG-SWR-ELECTRIC	
Invoice: 893DEC17				218935	893DEC17	01/04/2018		M011218	741.21
								MUNIC STREET LIGHTING	
				741.21	91111263 547100			GG-STRT-STREET LIGHTING-UTIL	

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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CHECK 346420 TOTAL: 31,210.93

346421	01/12/2018	PRTD	6541	PUGET SOUND ENERGY	218881	400001890716	01/05/2018	M011218	10,057.16
Invoice: 400001890716							PW/INSTALL PWR-WTRFNT DOCK		
					10,057.16	72311475	66300000732	WF PARK DOCK IMPRV-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

INVOICE DTL DESC

CHECK 346421 TOTAL: 10,057.16

346422 01/12/2018 PRD 1485 VERIZON WIRELESS 218948 9799122401 01/01/2018 M011218 5,279.60
Invoice: 9799122401 DEC 17 CITYWIDE CELL PHONE SVC
5,279.60 91011189 542100 GG-C/E-CITY HALL-PHONE

CHECK 346422 TOTAL: 5,279.60

346423 01/12/2018 PRD 176 WA ST DEPT OF LABOR 218880 2017-Q4 12/31/2017 M011218 36.88
Invoice: 2017-Q4 2017 4Q VOLUNTEER HRS
3.37 72011322 520000 ENG - C/E PLANS BENEFITS
33.51 51011211 520000 PD-C/E ADMIN-BENEFITS

CHECK 346423 TOTAL: 36.88

NUMBER OF CHECKS 6 *** CASH ACCOUNT TOTAL *** 47,788.03

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	6	47,788.03

*** GRAND TOTAL *** 47,788.03

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2018 1 258										
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		15,727.28		
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				47,788.03
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
APP 401-213000						ACCOUNTS PAYABLE		7,768.24		
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000						STREETS - ACCOUNTS PAYABLE		5,572.40		
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000						ACCOUNTS PAYABLE		8,631.84		
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000						ACCOUNTS PAYABLE		31.11		
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
APP 301-213000						ACCOUNTS PAYABLE		10,057.16		
	01/12/2018	M011218	M0128			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									47,788.03	47,788.03
APP 631-130000						DUE TO/FROM CLEARING		47,788.03		
	01/12/2018	M011218	M0128							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING				15,727.28
	01/12/2018	M011218	M0128							
APP 401-130000						DUE TO/FROM CLEARING				7,768.24
	01/12/2018	M011218	M0128							
APP 101-130000						STREETS - DUE TO/FROM CLEARING				5,572.40
	01/12/2018	M011218	M0128							
APP 402-130000						DUE TO/FROM CLEARING				8,631.84
	01/12/2018	M011218	M0128							
APP 403-130000						DUE TO/FROM CLEARING				31.11
	01/12/2018	M011218	M0128							
APP 301-130000						DUE TO/FROM CLEARING				10,057.16
	01/12/2018	M011218	M0128							
SYSTEM GENERATED ENTRIES TOTAL									47,788.03	47,788.03
JOURNAL 2018/01/258 TOTAL									95,576.06	95,576.06

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	1	258	01/12/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		15,727.28
001-213000				GENERAL - ACCOUNTS PAYABLE	15,727.28	
				FUND TOTAL	15,727.28	15,727.28
101 STREET FUND	2018	1	258	01/12/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		5,572.40
101-213000				STREETS - ACCOUNTS PAYABLE	5,572.40	
				FUND TOTAL	5,572.40	5,572.40
301 CAPITAL CONSTRUCTION FUND	2018	1	258	01/12/2018		
301-130000				DUE TO/FROM CLEARING		10,057.16
301-213000				ACCOUNTS PAYABLE	10,057.16	
				FUND TOTAL	10,057.16	10,057.16
401 WATER OPERATING FUND	2018	1	258	01/12/2018		
401-130000				DUE TO/FROM CLEARING		7,768.24
401-213000				ACCOUNTS PAYABLE	7,768.24	
				FUND TOTAL	7,768.24	7,768.24
402 SEWER OPERATING FUND	2018	1	258	01/12/2018		
402-130000				DUE TO/FROM CLEARING		8,631.84
402-213000				ACCOUNTS PAYABLE	8,631.84	
				FUND TOTAL	8,631.84	8,631.84
403 STORM & SURFACE WATER FUND	2018	1	258	01/12/2018		
403-130000				DUE TO/FROM CLEARING		31.11
403-213000				ACCOUNTS PAYABLE	31.11	
				FUND TOTAL	31.11	31.11
631 CLEARING FUND	2018	1	258	01/12/2018		
631-130000				DUE TO/FROM CLEARING	47,788.03	
635-111100				CASH		47,788.03
				FUND TOTAL	47,788.03	47,788.03

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		15,727.28
101	STREET FUND		5,572.40
301	CAPITAL CONSTRUCTION FUND		10,057.16
401	WATER OPERATING FUND		7,768.24
402	SEWER OPERATING FUND		8,631.84
403	STORM & SURFACE WATER FUND		31.11
631	CLEARING FUND	47,788.03	
	TOTAL	47,788.03	47,788.03

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

Manual

cc 1/19/19

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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										
346570	01/19/2018	PRTD	1565 PITNEY BOWES INC	219269	30148167-011718	01/17/2018		M011918	5,000.00	
Invoice: 30148167-011718						POSTAGE METER REFILL				
				5,000.00	91011189 542500	GG-C/E-CITY HALL-POSTAGE				
								CHECK	346570 TOTAL:	5,000.00
346571	01/19/2018	PRTD	8864 PUGET MARINA LLC	219267	1/17/18	01/17/2018		M011918	814.48	
Invoice: 1/17/18						POL/M11 PARTS & REPAIR				
				814.48	54025212 548100	MARINE - REPAIRS				
				219268	01/17/18	01/17/2018		M011918	10,660.52	
Invoice: 01/17/18						POL/M11 PARTS & REPAIR				
				10,660.52	54025212 548100	MARINE - REPAIRS				
								CHECK	346571 TOTAL:	11,475.00
				NUMBER OF CHECKS	2	*** CASH ACCOUNT TOTAL ***			16,475.00	
						COUNT	AMOUNT			
TOTAL PRINTED CHECKS						2	16,475.00			
								*** GRAND TOTAL ***	16,475.00	

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JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL				ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 1 345									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		16,475.00	
	01/19/2018	M011918	011918			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			16,475.00
	01/19/2018	M011918	011918			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								16,475.00	16,475.00
APP 631-130000						DUE TO/FROM CLEARING		16,475.00	
	01/19/2018	M011918	011918						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			16,475.00
	01/19/2018	M011918	011918						
SYSTEM GENERATED ENTRIES TOTAL								16,475.00	16,475.00
JOURNAL 2018/01/345 TOTAL								32,950.00	32,950.00

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2018 1	345	01/19/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		16,475.00
001-213000				GENERAL - ACCOUNTS PAYABLE	16,475.00	
				FUND TOTAL	16,475.00	16,475.00
631 CLEARING FUND	2018 1	345	01/19/2018			
631-130000				DUE TO/FROM CLEARING	16,475.00	
635-111100				CASH		16,475.00
				FUND TOTAL	16,475.00	16,475.00

FUND		DUE TO	DUE FROM
001 GENERAL FUND			16,475.00
631 CLEARING FUND		16,475.00	
TOTAL		16,475.00	16,475.00

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CASH ACCOUNT: 635 111100 CASH			VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME	INVOICE DTL DESC					
346424	01/24/2018	PRTD 5 ACE HARDWARE	218790	39569/1	12/27/2017		01/21/17	63.97
		Invoice: 39569/1			PW/LIGHT BULBS, FASTENERS			
			63.97	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY			
			218791	39568/1	12/27/2017		01/21/17	6.53
		Invoice: 39568/1			PW/AA BATTERIES			
			6.53	73411345 531100	OFFICE SUPPLIES			
			218792	39564/1	12/27/2017		01/21/17	29.40
		Invoice: 39564/1			PW/MURIATIC ACID, MICRON FILTERS			
			29.40	73411345 531100	OFFICE SUPPLIES			
			218793	39576/1	12/28/2017		01/21/17	58.84
		Invoice: 39576/1			PW/ANGLE STEEL, WELD PLATE			
			58.84	73425358 531100	O&M-WWTP-SUPPLIES			
					CHECK	346424	TOTAL:	158.74
346425	01/24/2018	PRTD 4710 ASSOCIATED PETROLEU	218794	1172883-IN	12/19/2017		01/21/17	343.49
		Invoice: 1172883-IN			PW/150 GAL UNLEADED			
			343.49	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
			218795	1172879-IN	12/19/2017		01/21/17	439.01
		Invoice: 1172879-IN			PW/144.6 GAL DIESEL			
			439.01	73638893 532000	O&M-FUEL USE-ALLOCATION			
			218796	1173114-IN	12/21/2017		01/21/17	1,099.55
		Invoice: 1173114-IN			PW/475 GAL UNLEADED			
			1,099.55	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
			218797	1173110-IN	12/21/2017		01/21/17	831.34
		Invoice: 1173110-IN			PW/305 GAL DIESEL			
			831.34	73638893 532000	O&M-FUEL USE-ALLOCATION			
			218798	1172880-IN	12/26/2017		01/21/17	431.13
		Invoice: 1172880-IN			PW/141 GAL UNLEADED			
			431.13	73638893 532000	O&M-FUEL USE-ALLOCATION			
			218799	1172897-IN	12/26/2017		01/21/17	1,054.64
		Invoice: 1172897-IN			PW/449 GAL UNLEADED			
			1,054.64	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS			
					CHECK	346425	TOTAL:	4,199.16
346426	01/24/2018	PRTD 7821 AUS WEST LOCKBOX	218800	1990507677	12/28/2017		01/21/17	52.94
		Invoice: 1990507677			PW/LAUNDRY SERVICES			
			52.94	73638893 589310	LAUNDRY SERVICES			

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CASH ACCOUNT: 635		111100	CASH			INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE				
INVOICE DTL DESC									
CHECK 346426 TOTAL:									52.94
346427	01/24/2018	PRTD	47 BAINBRIDGE DISPOSAL	218801	015003-DEC17	12/31/2017		01/21/17	347.39
Invoice: 015003-DEC17				347.39	91011189 547900	DEC17-CITY HALL DISPOSAL SERVICES			
						GG-C/E-CITY HALL-GARBAGE			
Invoice: 019199-DEC17				218802	019199-DEC17	12/31/2017		01/21/17	56.07
				56.07	91011189 547903	DEC17-CITY HALL DISPOSAL SVCS			
						BIG BELLY SOLAR GARBAGE CANS			
Invoice: 010963-DEC17				218803	010963-DEC17	12/31/2017		01/21/17	1,472.88
				143.25	91011215 547900	DEC17-CITYWIDE DISPOSAL SERVICES			
				312.26	91011768 547900	GG-C/E-PD-GARBAGE			
				332.83	91425358 547900	GG-C/E-PARKS-GARBAGE			
				684.54	91011897 547900	GG-WWTP-GARBAGE (NOT BIOSOLIDS)			
						GG-C/E-O&M YARD FAC-GARBAGE			
CHECK 346427 TOTAL:									1,876.34
346428	01/24/2018	PRTD	853 KATHRYN M CARRUTHERS	218804	12/29/17	12/29/2017		01/21/17	60.00
Invoice: 12/29/17				60.00	21011125 541210	CRT/1 HR PRO TEMP SERVICES			
						COURT - JUDGE PRO TEMPORE SVCS			
CHECK 346428 TOTAL:									60.00
346429	01/24/2018	PRTD	5132 CRYSTAL SPRINGS	218805	5228674 122017	12/20/2017		01/21/17	50.46
Invoice: 5228674 122017				50.46	21011125 531100	CRT/WATER SERVICE 12/8			
						COURT - SUPPLIES			
CHECK 346429 TOTAL:									50.46
346430	01/24/2018	PRTD	1953 FERGUSON ENTERPRISES	218806	0579649	12/06/2017		01/21/17	1,742.11
Invoice: 0579649				1,742.11	73411345 531100	PW/OMNI METER FOR FIRE HALL			
						OFFICE SUPPLIES			
Invoice: 0580136				218807	0580136	12/11/2017		01/21/17	144.84
				144.84	411 141100	PW/6 COPPER CONNECTORS			
						WATER - INVENTORY			
CHECK 346430 TOTAL:									1,886.95
346431	01/24/2018	PRTD	4262 GEMPLER'S	218811	SI03677864	08/21/2017		01/21/17	319.20
Invoice: SI03677864				319.20	73637891 531100	PW/COATED GLOVES			
						OFFICE SUPPLIES			

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CASH ACCOUNT: 635		111100	CASH			INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE				
INVOICE DTL DESC									
CHECK 346431 TOTAL:									319.20
346432	01/24/2018	PRTD	7851 GEOTECH ENVIROMENTAL	218812	539690	12/15/2017	01/21/17		646.06
Invoice: 539690						PW/RENTALS: VFD CONTROLLER, HACH 2100			
646.06 73435838 54500000261						VINCENT RD DUMP-GRND WTR MONIT			
CHECK 346432 TOTAL:									646.06
346433	01/24/2018	PRTD	513 GRAINGER	218813	9649371664	12/20/2017	01/21/17		231.98
Invoice: 9649371664						PW/ELECTRIC UTILITY HEATER			
231.98 73411345 531100						OFFICE SUPPLIES			
CHECK 346433 TOTAL:									231.98
346434	01/24/2018	PRTD	4850 HOME DEPOT CREDIT SE	218816	5025399	12/14/2017	01/21/17		72.90
Invoice: 5025399						PW/BALLAST LAMPS, LIGHT BULBS			
72.90 73011255 531100						O&M-C/E-COURT FAC-SUPPLIES			
CHECK 346434 TOTAL:									72.90
346435	01/24/2018	PRTD	2501 INTERNATIONAL CODE C	218817	1000846100	12/28/2017	01/21/17		29.00
Invoice: 1000846100						PCD/2018 INTL BUILDING/FIRE SAFETY CODE BOOK			
29.00 62471591 531100						BLDG - BLDG OFFICE SUPPLIES			
CHECK 346435 TOTAL:									29.00
346436	01/24/2018	PRTD	6116 THE ISLAND SCHOOL	210641	102502-2-044-2007	12/31/2016	01/21/17		1,761.12
Invoice: 102502-2-044-2007						2016 SSWM REFUND-12 ERU'S			
1,761.12 43134 343830						STORM DRAINAGE FEES			
CHECK 346436 TOTAL:									1,761.12
346437	01/24/2018	PRTD	7961 KATY BIGELOW, ARBORI	218818	4888	12/23/2017	01/21/17		156.25
Invoice: 4888						PW/TREE ASSESSMENT WILD CHERRY LANE			
156.25 73111427 54110000354						TREE PRES/REMOVAL-RD-PROF SVCS			
CHECK 346437 TOTAL:									156.25
346438	01/24/2018	PRTD	4740 KITSAP COUNTY PUBLIC	218825	2687	12/18/2017	01/21/17		2,126.25
Invoice: 2687						PW/SALT BRINE, 950 GAL			
2,126.25 73111256 53110000846						2017 STORM PREP-STRT-SUPPLIES			
CHECK 346438 TOTAL:									2,126.25

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

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INVOICE DTL DESC

346439 01/24/2018 PRD 1971 KELLEY IMAGING SYSTE 218820 IN340240 01/03/2018 01/21/17 1,039.00
Invoice: IN340240 PCD/TOS4555C LEASE AND OVERAGES
1,039.00 61470581 545000 PCD - DEV ADMIN RENTS & LEASES
CHECK 346439 TOTAL: 1,039.00

346440 01/24/2018 PRD 1802 K.C.D. TREE SALE 218823 2017-2Q 07/13/2017 21700125 01/21/17 3,165.96
Invoice: 2017-2Q 2017 2Q KCDA - ILA for AG Support_Farm
1,582.98 72011593 55100000871 FARMLAND SSWM PLANNING-KCDONLY
1,582.98 72431835 55100000871 FARMLAND SSWM PLANNING-KCDONLY
218824 2017-3Q 11/09/2017 21700125 01/21/17 11,848.14
Invoice: 2017-3Q 2017-3Q KCDA - ILA for AG Support_Farm
5,924.07 72011593 55100000871 FARMLAND SSWM PLANNING-KCDONLY
5,924.07 72431835 55100000871 FARMLAND SSWM PLANNING-KCDONLY
CHECK 346440 TOTAL: 15,014.10

346441 01/24/2018 PRD 7038 MOON SECURITY SERVIC 218827 908188 12/31/2017 01/21/17 686.00
Invoice: 908188 CRT/DEC17 HOUSE ARREST MONITORING
686.00 21011232 545000 COURT-ELECT HOME DET'N-EQ RENT
CHECK 346441 TOTAL: 686.00

NUMBER OF CHECKS 18 *** CASH ACCOUNT TOTAL *** 30,366.45

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	18	30,366.45

*** GRAND TOTAL *** 30,366.45

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JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT						LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3					
2018 1 307									
APP 101-213000						STREETS - ACCOUNTS PAYABLE		2,346.47	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			30,366.45
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		2,154.86	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		391.67	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		4,571.30	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		9,919.92	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		9,914.23	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		1,068.00	
01/18/2018 01/21/17	012418					AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								30,366.45	30,366.45
APP 631-130000						DUE TO/FROM CLEARING		25,795.15	
01/18/2018 01/21/17	012418								
APP 101-130000						STREETS - DUE TO/FROM CLEARING			2,346.47
01/18/2018 01/21/17	012418								
APP 401-130000						DUE TO/FROM CLEARING			2,154.86
01/18/2018 01/21/17	012418								
APP 402-130000						DUE TO/FROM CLEARING			391.67
01/18/2018 01/21/17	012418								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			9,919.92
01/18/2018 01/21/17	012418								
APP 403-130000						DUE TO/FROM CLEARING			9,914.23
01/18/2018 01/21/17	012418								
APP 407-130000						DUE TO/FROM CLEARING			1,068.00
01/18/2018 01/21/17	012418								
SYSTEM GENERATED ENTRIES TOTAL								25,795.15	25,795.15
JOURNAL 2018/01/307 TOTAL								56,161.60	56,161.60

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	1	307	01/18/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		9,919.92
001-213000				GENERAL - ACCOUNTS PAYABLE	9,919.92	
				FUND TOTAL	9,919.92	9,919.92
101 STREET FUND	2018	1	307	01/18/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		2,346.47
101-213000				STREETS - ACCOUNTS PAYABLE	2,346.47	
				FUND TOTAL	2,346.47	2,346.47
401 WATER OPERATING FUND	2018	1	307	01/18/2018		
401-130000				DUE TO/FROM CLEARING		2,154.86
401-213000				ACCOUNTS PAYABLE	2,154.86	
				FUND TOTAL	2,154.86	2,154.86
402 SEWER OPERATING FUND	2018	1	307	01/18/2018		
402-130000				DUE TO/FROM CLEARING		391.67
402-213000				ACCOUNTS PAYABLE	391.67	
				FUND TOTAL	391.67	391.67
403 STORM & SURFACE WATER FUND	2018	1	307	01/18/2018		
403-130000				DUE TO/FROM CLEARING		9,914.23
403-213000				ACCOUNTS PAYABLE	9,914.23	
				FUND TOTAL	9,914.23	9,914.23
407 BUILDING & DEVELOPMENT FUND	2018	1	307	01/18/2018		
407-130000				DUE TO/FROM CLEARING		1,068.00
407-213000				ACCOUNTS PAYABLE	1,068.00	
				FUND TOTAL	1,068.00	1,068.00
631 CLEARING FUND	2018	1	307	01/18/2018		
631-130000				DUE TO/FROM CLEARING	25,795.15	
631-213000				ACCOUNTS PAYABLE	4,571.30	
635-111100				CASH		30,366.45
				FUND TOTAL	30,366.45	30,366.45

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JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FROM
001 GENERAL FUND		9,919.92
101 STREET FUND		2,346.47
401 WATER OPERATING FUND		2,154.86
402 SEWER OPERATING FUND		391.67
403 STORM & SURFACE WATER FUND		9,914.23
407 BUILDING & DEVELOPMENT FUND		1,068.00
631 CLEARING FUND	25,795.15	
TOTAL	25,795.15	25,795.15

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

US Bank
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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

346569	01/18/2018	PRTD	7314 US BANK	219160	11/28/17-BB	12/26/2017	USBANK12	120.00
Invoice: 11/28/17-BB				120.00	55011757 541100	POL/WSP/BG CHECKS FOR MARINA APPLICANTS		
						PD-HARBORMASTER-PROF SVCS		
				219161	11/28/17-BB-A	12/26/2017	USBANK12	12.00
Invoice: 11/28/17-BB-A				12.00	55011757 541100	POL/WSP/BG CHECKS FOR MARINA APPLICANT		
						PD-HARBORMASTER-PROF SVCS		
				219162	12/05/17-BB	12/26/2017	USBANK12	130.80
Invoice: 12/05/17-BB				130.80	55011757 520000	POL/IBEX/HD SHIRT FOR HARBORMASTER		
						PD-HARBORMASTER-BENEFITS		
				219163	12/03/17-BB	12/26/2017	USBANK12	2,614.80
Invoice: 12/03/17-BB				2,614.80	53011212 531100	POL/AMAZON/VEHICLE BATTERY PACKS (24)		
						PD-C/E-PATROL SUPPLIES		
				219164	12/07/17-BB	12/26/2017	USBANK12	149.95
Invoice: 12/07/17-BB				149.95	51011215 531100	POL/AMAZON/CUISINART COFFEEMAKER		
						POLICE - C/E FACIL SUPPLIES		
				219167	12/07/17-BB-A	12/26/2017	USBANK12	53.00
Invoice: 12/07/17-BB-A				53.00	53011212 531100	POL/AMAZON/LITHIUM BATTERIES		
						PD-C/E-PATROL SUPPLIES		
				219168	12/08/17-BB	12/26/2017	USBANK12	2,614.80
Invoice: 12/08/17-BB				2,614.80	53011212 531100	POL/AMAZON/CORRECT BATTERY PACKS POL VEH(24)		
						PD-C/E-PATROL SUPPLIES		
				219170	12/15/17-BB	12/26/2017	USBANK12	-640.88
Invoice: 12/15/17-BB				-640.88	53011212 531100	POL/AMAZON/RETURN BATTERY PACKS		
						PD-C/E-PATROL SUPPLIES		
				219171	12/15/17-BB-A	12/26/2017	USBANK12	-427.28
Invoice: 12/15/17-BB-A				-427.28	53011212 531100	POL/AMAZON/RETURN BATTERY PACKS		
						PD-C/E-PATROL SUPPLIES		
				219172	12/21/17-BB	12/26/2017	USBANK12	-419.77
Invoice: 12/21/17-BB				-419.77	53011212 531100	POL/AMAZON/RETURN BATTERY PACKS		
						PD-C/E-PATROL SUPPLIES		
				219173	12/22/17-BB	12/26/2017	USBANK12	-95.57
Invoice: 12/22/17-BB				-95.57	53011212 531100	POL/AMAZON/RETURN BATTERY PACKS		
						PD-C/E-PATROL SUPPLIES		
				219174	12/21/17-BB-A	12/26/2017	USBANK12	-311.70
Invoice: 12/21/17-BB-A				-311.70	53011212 531100	POL/AMAZON/RETURN BATTERY PACKS		
						PD-C/E-PATROL SUPPLIES		
				219175	12/22/17-BB-A	12/26/2017	USBANK12	40.18
Invoice: 12/22/17-BB-A				40.18	53011212 531100	POL/GALLS/GUN CLEANING PATCHES		
						PD-C/E-PATROL 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: 12/22/17-BB-B				219176	12/22/17-BB-B	12/26/2017	USBANK12		-95.57
						POL/AMAZON/RETURN BATTERY PACKS			
				-95.57	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 12/22/17-BB-C				219177	12/22/17-BB-C	12/26/2017	USBANK12		-95.57
						POL/AMAZON/RETURN BATTERY PACKS			
				-95.57	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 12/22/17-BB-D				219178	12/22/17-BB-D	12/26/2017	USBANK12		-203.64
						POL/AMAZON/RETURN BATTERY PACKS			
				-203.64	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 12/22/17-BB-E				219179	12/22/17-BB-E	12/26/2017	USBANK12		-203.64
						POL/AMAZON/RETURN BATTERY PACKS			
				-203.64	53011212 531100	PD-C/E-PATROL SUPPLIES			
Invoice: 12/18/17-KE				219180	12/18/17-KE	12/26/2017	USBANK12		420.90
						POL/PT OF BRWNSVLL/MARINE FUEL			
				420.90	54025212 532000	MARINE - FUEL			
Invoice: 12/15/17-GK				219181	12/15/17-GK	12/26/2017	USBANK12		19.88
						POL/ARCO/FUEL			
				19.88	53011212 532000	PD-C/E-PATROL-FUEL			
Invoice: 12/06/17-RL				219182	12/06/17-RL	12/26/2017	USBANK12		59.79
						LEGAL/AMAZON/WHITE BOARD			
				59.79	32011152 531100	LEGAL - C/E SUPPLIES			
Invoice: 12/31/17-RL				219183	12/31/17-RL	12/26/2017	USBANK12		6.59
						LEGAL/USPS/CERTIFIED POSTAGE			
				6.59	32011152 542500	LGL-C/E-POSTAGE/SHIPPING			
Invoice: 12/15/17-RL				219184	12/15/17-RL	12/26/2017	USBANK12		1,285.66
						CC/METRO MARKET/CATERING, COUNCILMEMBER FAREWELL			
				1,285.66	11011116 531100	COUNCIL - SUPPLIES			
Invoice: 12/04/17-EP				219185	12/04/17-EP	12/26/2017	USBANK12		1,442.93
						POL/ALASKA AIR/TRIP TO AK FOR BG CK ON APPLICANT			
				1,442.93	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
Invoice: 12/10/17-EP				219186	12/10/17-EP	12/26/2017	USBANK12		25.50
						POL/SUSHIONTHEFLY/LUNCH			
				25.50	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
Invoice: 12/11/17-EP				219187	12/11/17-EP	12/26/2017	USBANK12		30.75
						POL/KODIAK INN/DINNER			
				30.75	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
Invoice: 12/10/17-EP-A				219188	12/10/17-EP-A	12/26/2017	USBANK12		37.55
						POL/MAD ANTHONY'S/BREAKFAST			
				37.55	52011212 543100	PD-INV-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					
219189	12/11/17-EP-A	12/26/2017		USBANK12	223.47
Invoice: 12/11/17-EP-A					
		POL/AVIS/RENTAL CAR			
223.47	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219190	12/11/17-EP-B	12/26/2017		USBANK12	18.75
Invoice: 12/11/17-EP-B					
		POL/HENRY'S/LUNCH			
18.75	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219191	12/12/17-EP	12/26/2017		USBANK12	25.62
Invoice: 12/12/17-EP					
		POL/OLD POWERHOUSE/LUNCH			
25.62	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219192	12/12/17-EP-A	12/26/2017		USBANK12	19.05
Invoice: 12/12/17-EP-A					
		POL/KODIAK/DINNER			
19.05	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219193	12/13/17-EP	12/26/2017		USBANK12	6.15
Invoice: 12/13/17-EP					
		POL/KODIAK GASNGO/FUEL			
6.15	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219194	12/13/17-EP-A	12/26/2017		USBANK12	120.00
Invoice: 12/13/17-EP-A					
		POL/PUBPARKING/PARKING-SEATTLE			
120.00	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219195	12/14/17-EP	12/26/2017		USBANK12	-9.00
Invoice: 12/14/17-EP					
		POL/AVIS/FUEL CREDIT			
-9.00	52011212 543100	PD-INV-TRAVEL/MEALS/LODGING			
219196	12/06/17-JR	12/26/2017		USBANK12	327.95
Invoice: 12/06/17-JR					
		PCD/TUNAGRAPHS/RAIN JACKETS			
327.95	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
219197	12/06/17-JR-A	12/26/2017		USBANK12	68.76
Invoice: 12/06/17-JR-A					
		PCD/AMAZON/FILE FOLDERS			
68.76	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			
219198	12/05/17-JR	12/26/2017		USBANK12	201.98
Invoice: 12/05/17-JR					
		PCD/AMAZON/BLDG BOOKS			
201.98	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
219199	12/05/17-JR-A	12/26/2017		USBANK12	156.63
Invoice: 12/05/17-JR-A					
		PCD/AMAZON/BLDG BOOKS			
156.63	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
219200	12/05/17-JR-B	12/26/2017		USBANK12	201.49
Invoice: 12/05/17-JR-B					
		PCD/AMAZON/BLDG BOOKS			
201.49	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
219201	12/12/17-JR	12/26/2017		USBANK12	1,099.01
Invoice: 12/12/17-JR					
		PCD/ALPHAGRAPHS/HIST PRES COMM SIGNS			
1,099.01	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY			

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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: 12/14/17-JR				219202	12/14/17-JR	12/26/2017	USBANK12		369.55	
				369.55	62471591 531100	PCD/AMAZON/B/HOLMES BOOTS (ALLOWANCE)				
						BLDG - BLDG OFFICE SUPPLIES				
Invoice: 11/28/17-JR				219203	11/28/17-JR	12/26/2017	USBANK12		29.99	
				29.99	61011581 531100	PCD/AMAZON/HEATER				
						PCD - C/E ADMIN SUPPLIES				
Invoice: 12/13/17-JR				219204	12/13/17-JR	12/26/2017	USBANK12		39.98	
				39.98	61011581 531100	PCD/AMAZON/POTLUCK SUPPLIES				
						PCD - C/E ADMIN SUPPLIES				
Invoice: 11/30/17-AR				219205	11/30/17-AR	12/26/2017	USBANK12		29.61	
				29.61	91011211 531100	EX/BLACKBIRD/CSC INTERVIEW SUPPLIES				
						GG-C/E-CIVIL SVC-OFC SUP				
Invoice: 12/01/17-AR				219206	12/01/17-AR	12/26/2017	USBANK12		1,167.14	
				1,167.14	31011256 531100	EX/COSTCO/EM SUPPLIES				
						EX-C/E-EMERG PREP-SUPPLIES				
Invoice: 12/01/17-AR-A				219207	12/01/17-AR-A	12/26/2017	USBANK12		1,327.57	
				1,327.57	31011256 531100	EX/EMERGENCYKITS/EM SUPPLIES				
						EX-C/E-EMERG PREP-SUPPLIES				
Invoice: 11/28/17-AR				219208	11/28/17-AR	12/26/2017	USBANK12		805.50	
				805.50	31011256 531100	EX/WHITECLOUD/EM SUPPLIES				
						EX-C/E-EMERG PREP-SUPPLIES				
Invoice: 12/15/17-CS				219209	12/15/17-CS	12/26/2017	USBANK12		615.51	
				615.51	51011211 53110000589	POL/AMAZON/WIRELESS PROJECTOR				
						PD-COMM OUTREACH-SUPPLIES				
Invoice: 12/19/17-KS				219210	12/19/17-KS	12/26/2017	USBANK12		67.59	
				67.59	31011572 542450	EX/SAWADTY/LUNCH W/ BIMA				
						EXEC-C/E-OUTREACH-ADV				
Invoice: 12/20/17-KS				219211	12/20/17-KS	12/26/2017	USBANK12		79.99	
				79.99	31011572 531100	EX/AMAZON/SCREEN				
						EXEC-C/E-OUTREACH-SUPPLIES				
Invoice: 12/20/17-KS-A				219212	12/20/17-KS-A	12/26/2017	USBANK12		871.99	
				871.99	31011572 531100	EX/AMAZON/PROJECTOR				
						EXEC-C/E-OUTREACH-SUPPLIES				
Invoice: 12/13/17-JW				219213	12/13/17-JW	12/26/2017	USBANK12		50.00	
				50.00	62471591 549100	PCD/INTL LIVING FUTURE INST/ANNUAL MEMBERSHIP				
						BLDG - BLDG DUES/SUBSCRIPTIONS				
Invoice: 12/06/17-SW				219214	12/06/17-SW	12/26/2017	USBANK12		12.09	
				12.09	52011212 443410	POL/SPECIALTY'S/LUNCH				
						POLICE - C/E INVEST TRAINING				

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CASH ACCOUNT: 635 111100 CASH					INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INVOICE DTL DESC			
Invoice: 12/07/17-SW			219215	12/07/17-SW	12/26/2017		USBANK12	18.39
					POL/UPARK/PARKING			
			18.39	52011212 443410	POLICE - C/E INVEST TRAINING			
Invoice: 12/07/17-SW-A			219216	12/07/17-SW-A	12/26/2017		USBANK12	30.00
					POL/WSDOT/FERRY			
			30.00	52011212 443410	POLICE - C/E INVEST TRAINING			
Invoice: 12/07/17-SW-B			219217	12/07/17-SW-B	12/26/2017		USBANK12	13.45
					POL/ELEMENTAL/LUNCH			
			13.45	52011212 443410	POLICE - C/E INVEST TRAINING			
Invoice: 12/11/17-TD			219218	12/11/17-TD	12/26/2017		USBANK12	189.90
					CRT/FACTORY OUTLET/CS50 HEADSETS			
			189.90	21011125 531100	COURT - SUPPLIES			
Invoice: 12/11/17-TD-A			219219	12/11/17-TD-A	12/26/2017		USBANK12	19.14
					CRT/ACE/PUSHPINS, PAPER BOWLS			
			19.14	21011125 531100	COURT - SUPPLIES			
Invoice: 11/30/17-KB			219220	11/30/17-KB	12/26/2017		USBANK12	29.11
					HR/T&C/MVV SNACKS			
			29.11	33011161 531100	HR-C/E-SUPPLIES			
Invoice: 11/30/17-KB-A			219221	11/30/17-KB-A	12/26/2017		USBANK12	23.97
					HR/AMAZON/BADGE PRINTER RIBBON			
			23.97	33011161 531100	HR-C/E-SUPPLIES			
Invoice: 12/01/17-KB			219222	12/01/17-KB	12/26/2017		USBANK12	53.04
					HR/AMAZON/BADGE PRINTER RIBBON PUNCH			
			53.04	33011161 531100	HR-C/E-SUPPLIES			
Invoice: 12/15/17-KB			219223	12/15/17-KB	12/26/2017		USBANK12	24.91
					HR/T&C/HOLIDAY PARTY PRIZES			
			24.91	33011161 531100	HR-C/E-SUPPLIES			
Invoice: 12/18/17-KB			219224	12/18/17-KB	12/26/2017		USBANK12	21.37
					HR/T&C/MVV SNACKS			
			21.37	33011161 531100	HR-C/E-SUPPLIES			
Invoice: 12/18/17-KB-A			219225	12/18/17-KB-A	12/26/2017		USBANK12	19.95
					PW/STRATEGIC GOV RES/CUST SVC TRAINING-JENKINS			
			19.95	71011321 443410	PW - C/E TRAINING			
Invoice: 11/27/17-SM			219226	11/27/17-SM	12/26/2017		USBANK12	60.96
					IT/AMAZON/VID CONV, BATTERIES			
			60.96	81011881 535500	IT - C/E COMPUTER PARTS & EQ			
Invoice: 12/06/17-SM			219227	12/06/17-SM	12/26/2017		USBANK12	884.99
					IT/RAKUTEN.COM/SAMSUNG LED TV-COUNCIL CONF			
			884.99	81011881 535500	IT - C/E COMPUTER PARTS & EQ			

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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: 12/15/17-SM				219228	12/15/17-SM	12/26/2017		USBANK12			980.89	
						IT/AMAZON/SAMSUNG LED TV-MAP ROOM						
				980.89	81011881 535500	IT - C/E COMPUTER PARTS & EQ						
Invoice: 12/15/17-SM-A				219229	12/15/17-SM-A	12/26/2017		USBANK12			1,899.90	
						IT/AMAZON/FLAT PANEL MONITORS						
				1,899.90	62471591 531100	BLDG - BLDG OFFICE SUPPLIES						
Invoice: 12/15/17-SM-B				219230	12/15/17-SM-B	12/26/2017		USBANK12			189.99	
						IT/AMAZON/FLAT PANEL MONITORS						
				189.99	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY						
Invoice: 12/15/17-SM-C				219231	12/15/17-SM-C	12/26/2017		USBANK12			174.99	
						IT/AMAZON/FLAT PANEL MONITOR						
				174.99	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY						
Invoice: 12/15/17-SM-D				219232	12/15/17-SM-D	12/26/2017		USBANK12			828.36	
						IT/AMAZON/FLAT PANEL MONITORS (4)						
				828.36	63470588 531100	CUR - DEV DEV PLAN OFC SUPPLY						
Invoice: 12/15/17-SM-E				219233	12/15/17-SM-E	12/26/2017		USBANK12			779.12	
						IT/AMAZON/FLAT PANEL MONITORS (4)						
				779.12	72011322 535500	ENG-C/E-PLANS&SVCS-PC PARTS&EQ						
Invoice: 12/15/17-SM-F				219234	12/15/17-SM-F	12/26/2017		USBANK12			192.86	
						IT/AMAZON/PHONE CABLE & PATCH PANEL-EM PREP						
				192.86	31011256 531100	EX-C/E-EMERG PREP-SUPPLIES						
Invoice: 12/15/17-SM-G				219235	12/15/17-SM-G	12/26/2017		USBANK12			400.00	
						IT/PAYPAL-VERISIGN/DOMAIN RENEWAL						
				400.00	81011881 548500	IT - C/E COMPUTER SUPPORT						
Invoice: 12/15/17-KRS				219236	12/15/17-KRS	12/26/2017		USBANK12			1,144.50	
						CITYHALL/CASA ROJAS/WELLNESS LUNCHEON						
				1,144.50	91029179 531100	GG-SELF INS-WELLNESS-SUPPLIES						
Invoice: 12/07/17-DS				219238	12/07/17-DS	12/26/2017		USBANK12			154.35	
						HR/CAFE NOLA/20+ YR SVC AWARD LUNCHEON						
				154.35	33011161 531100	HR-C/E-SUPPLIES						
Invoice: 12/11/17-DS				219239	12/11/17-DS	12/26/2017		USBANK12			49.06	
						EX/CONSTANT CONTACT/MONTHLY SUBSRX						
				49.06	31011131 549100	EXEC-C/E-DUES/SUBCR/MEMBERSH						
Invoice: 12/26/17-DS				219240	12/26/17-DS	12/26/2017		USBANK12			75.00	
						CC/BAINBRIDGE VINEYARD/COUNCILMEMBER FAREWELL						
				75.00	11011116 545000	COUNCIL-OPER RENTS & LEASES						
Invoice: 11/29/17-KG				219241	11/29/17-KG	12/26/2017		USBANK12			195.00	
						PW/CTR FOR WATERSHED PROT/PAM C MEMBERSHIP						
				195.00	72411341 549100	ENG - WATER MISCELLANEOUS						

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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

				219243	11/29/17-KG-A	12/26/2017	USBANK12	135.02
Invoice: 11/29/17-KG-A						PW/ANS/NOTARY SUPPLY		
				135.02	72011322 531100	ENG - C/E PLANS SUPPLIES		
				219244	12/11/17-KG	12/26/2017	USBANK12	353.92
Invoice: 12/11/17-KG						PW/DES STATE PRINTER/WSDOT SPECS		
				353.92	71011321 531100	PW - C/E SUPPLIES		
				219245	12/14/17-KG	12/26/2017	USBANK12	78.00
Invoice: 12/14/17-KG						PW/ENR SUBSRX/ENG NEWS RECORD, MM		
				78.00	71011321 549100	PWADM-C/E-DUES/SUBSCR/MEMBRSH		
				219246	12/18/17-KG	12/26/2017	USBANK12	30.75
Invoice: 12/18/17-KG						PW/SAFEWAY/WELLNESS		
				30.75	41029179 531100	FIN - INS WELLNESS SUPPLIES		
				219247	12/21/17-KG	12/26/2017	USBANK12	51.48
Invoice: 12/21/17-KG						PW/OXFORD SUITES/CECSL TRAINING		
				51.48	72411341 443410	ENG - WATER TRAINING		
				219248	12/21/17-KG-A	12/26/2017	USBANK12	51.48
Invoice: 12/21/17-KG-A						PW/OXFORD SUITES/CECSL TRAINING		
				51.48	72421351 443410	ENG - SEWER TRAINING		
				219249	11/27/17-CK	12/26/2017	USBANK12	42.00
Invoice: 11/27/17-CK						PW/GRCC/WTR CERT RENEWAL		
				42.00	73637892 549100	O&M-ALLOC-WTR-DUES/SUBSCR		
				219250	11/29/17-CK	12/26/2017	USBANK12	42.00
Invoice: 11/29/17-CK						PW/GRCC/WTR CERT RENEWAL		
				42.00	73637892 549100	O&M-ALLOC-WTR-DUES/SUBSCR		
				219251	11/29/17-CK-A	12/26/2017	USBANK12	42.00
Invoice: 11/29/17-CK-A						PW/GRCC/WTR CERT RENEWAL		
				42.00	73637892 549100	O&M-ALLOC-WTR-DUES/SUBSCR		
				219252	11/29/17-CK-B	12/26/2017	USBANK12	42.00
Invoice: 11/29/17-CK-B						PW/GRCC/WTR CERT RENEWAL		
				42.00	73637892 549100	O&M-ALLOC-WTR-DUES/SUBSCR		
				219253	11/29/17-CK-C	12/26/2017	USBANK12	42.00
Invoice: 11/29/17-CK-C						PW/GRCC/WTR CERT RENEWAL		
				42.00	73637892 549100	O&M-ALLOC-WTR-DUES/SUBSCR		
				219254	12/04/17-CK	12/26/2017	USBANK12	10.58
Invoice: 12/04/17-CK						PW/AMAZON/USB CHARGER		
				10.58	73111290 531100	O&M-STREET-MAINT O/H-SUPPLIES		
				219255	12/07/17-CK	12/26/2017	USBANK12	113.02
Invoice: 12/07/17-CK						PW/SMARTSIGN/PAVEMENT STENCILS		
				113.02	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY		

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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: 12/12/17-CK				219256	12/12/17-CK	12/26/2017	USBANK12		423.62
				423.62	73020769 531100	PW/AMAZON/NON-SLIP STAIR TREADS			
						O&M-ROAD ENDS-SUPPLIES			
Invoice: 12/13/17-CK				219257	12/13/17-CK	12/26/2017	USBANK12		16.34
				16.34	73411345 549100	PW/ADOBE/PRO SUBSRX			
						DUES/SUBSCRIPTIONS			
Invoice: 12/13/17-CK-A				219258	12/13/17-CK-A	12/26/2017	USBANK12		325.96
				325.96	73421355 443410	PW/CARLSON INN/2-NIGHT RM (TRAINING)			
						WIN COLL-TRAINING			
Invoice: 12/14/17-CK				219259	12/14/17-CK	12/26/2017	USBANK12		42.00
				42.00	73637892 549100	PW/GRCC/WTR CERT RENEWAL			
						O&M-ALLOC-WTR-DUES/SUBSCR			
Invoice: 12/22/17-CK				219260	12/22/17-CK	12/26/2017	USBANK12		58.00
				58.00	73426355 549100	PW/ENR/24MO SUBSRX			
						O&M-SIS-DUES, SUBSCR			
Invoice: 12/18/17-SM				219261	12/18/17-SM	12/26/2017	USBANK12		19.00
				19.00	81011881 548500	IT/ACUITY/WEBSITE CALENDAR			
						IT - C/E COMPUTER SUPPORT			
Invoice: 12/21/17-SM				219262	12/21/17-SM	12/26/2017	USBANK12		84.99
				84.99	81011881 535500	IT/EBAY/POWER AMPLIF CRT AUDIO			
						IT - C/E COMPUTER PARTS & EQ			
Invoice: 12/22/17-SM				219263	12/22/17-SM	12/26/2017	USBANK12		106.60
				106.60	81011881 535500	IT/AMAZON/DISPLAY PORT CABLES			
						IT - C/E COMPUTER PARTS & EQ			
Invoice: 12/22/17-SM-A				219264	12/22/17-SM-A	12/26/2017	USBANK12		96.52
				96.52	81011881 535500	IT/AMAZON/TV WALL MOUNT, PH CASES, ADAPTERS			
						IT - C/E COMPUTER PARTS & EQ			
Invoice: 11/30/17-KJ				219265	11/30/17-KJ	12/26/2017	USBANK12		54.23
				54.23	91011211 531100	EX/T&C/CVL SVC LUNCHES			
						GG-C/E-CIVIL SVC-OFC SUP			
Invoice: 12/06/17-KJ				219266	12/06/17-KJ	12/26/2017	USBANK12		35.49
				35.49	31011131 531100	EX/AMAZON/BIG BOX LABELS			
						EXEC - C/E SUPPLIES			
CHECK 346569 TOTAL:									25,248.03

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NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 25,248.03

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	25,248.03

*** GRAND TOTAL *** 25,248.03

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 1 326									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		18,605.56	
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			25,248.03
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		5,568.61	
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		262.82	
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		435.44	
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		252.00	
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		123.60	
	01/18/2018	USBANK12	USBANK			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								25,248.03	25,248.03
APP 631-130000						DUE TO/FROM CLEARING		24,996.03	
	01/18/2018	USBANK12	USBANK						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			18,605.56
	01/18/2018	USBANK12	USBANK						
APP 407-130000						DUE TO/FROM CLEARING			5,568.61
	01/18/2018	USBANK12	USBANK						
APP 401-130000						DUE TO/FROM CLEARING			262.82
	01/18/2018	USBANK12	USBANK						
APP 402-130000						DUE TO/FROM CLEARING			435.44
	01/18/2018	USBANK12	USBANK						
APP 101-130000						STREETS - DUE TO/FROM CLEARING			123.60
	01/18/2018	USBANK12	USBANK						
SYSTEM GENERATED ENTRIES TOTAL								24,996.03	24,996.03
JOURNAL 2018/01/326 TOTAL								50,244.06	50,244.06

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	1	326	01/18/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		18,605.56
001-213000				GENERAL - ACCOUNTS PAYABLE	18,605.56	
				FUND TOTAL	18,605.56	18,605.56
101 STREET FUND	2018	1	326	01/18/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		123.60
101-213000				STREETS - ACCOUNTS PAYABLE	123.60	
				FUND TOTAL	123.60	123.60
401 WATER OPERATING FUND	2018	1	326	01/18/2018		
401-130000				DUE TO/FROM CLEARING		262.82
401-213000				ACCOUNTS PAYABLE	262.82	
				FUND TOTAL	262.82	262.82
402 SEWER OPERATING FUND	2018	1	326	01/18/2018		
402-130000				DUE TO/FROM CLEARING		435.44
402-213000				ACCOUNTS PAYABLE	435.44	
				FUND TOTAL	435.44	435.44
407 BUILDING & DEVELOPMENT FUND	2018	1	326	01/18/2018		
407-130000				DUE TO/FROM CLEARING		5,568.61
407-213000				ACCOUNTS PAYABLE	5,568.61	
				FUND TOTAL	5,568.61	5,568.61
631 CLEARING FUND	2018	1	326	01/18/2018		
631-130000				DUE TO/FROM CLEARING	24,996.03	
631-213000				ACCOUNTS PAYABLE	252.00	
635-111100				CASH		25,248.03
				FUND TOTAL	25,248.03	25,248.03

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		18,605.56
101	STREET FUND		123.60
401	WATER OPERATING FUND		262.82
402	SEWER OPERATING FUND		435.44
407	BUILDING & DEVELOPMENT FUND		5,568.61
631	CLEARING FUND	24,996.03	
	TOTAL	24,996.03	24,996.03

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

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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										
346442	01/24/2018	PRTD	5 ACE HARDWARE	218852	39600/1	01/03/2018		01/21/18	17.43	
Invoice: 39600/1						PW/LIGHT BULBS				
				17.43	73011755 531100	O&M-COMMONS SUPPLIES				
				218856	39615/1	01/04/2018		01/21/18	24.49	
Invoice: 39615/1						PW/WHITE SPRAY MARKING (3)				
				24.49	72111421 53110000222	STREET-ROADS PRES-SUPPLIES				
				219073	39617/1	01/04/2018		01/21/18	13.16	
Invoice: 39617/1						PW/PVC PIPE, ADAPTER & CLAMPS				
				13.16	73425358 531100	O&M-WWTP-SUPPLIES				
				219074	39627/1	01/05/2018		01/21/18	16.32	
Invoice: 39627/1						PW/LIGHT BULBS				
				16.32	73011215 531100	O&M-C/E-POLICE FAC-SUPPLIES				
				219075	39643/1	01/08/2018		01/21/18	28.31	
Invoice: 39643/1						POL/VEHICLE SUPPLIES				
				28.31	53011212 531100	PD-C/E-PATROL SUPPLIES				
				219076	39653/1	01/09/2018		01/21/18	8.71	
Invoice: 39653/1						PW/REYNOLDS WRAP				
				8.71	73425358 531100	O&M-WWTP-SUPPLIES				
				219078	39660/1	01/10/2018		01/21/18	54.41	
Invoice: 39660/1						PW/PICTURE HANGERS				
				54.41	73011215 531100	O&M-C/E-POLICE FAC-SUPPLIES				
				219079	39662/1	01/10/2018		01/21/18	35.38	
Invoice: 39662/1						PW/MOP REFILLS, WD40, CLEANER				
				35.38	73421355 531100	WIN COLL-SUPPLIES				
				219080	39663/1	01/10/2018		01/21/18	17.43	
Invoice: 39663/1						PW/WATER GAUGE				
				17.43	73411345 531100	OFFICE SUPPLIES				
				219081	39665/1	01/10/2018		01/21/18	53.90	
Invoice: 39665/1						PW/RATCHET STRAPS, GORILLA TAPE, SIGN				
				53.90	73011768 531100	O&M-C/E-PARKS-SUPPLIES				
				219082	39667/1	01/11/2018		01/21/18	13.07	
Invoice: 39667/1						PW/RAGS				
				13.07	73421355 531100	WIN COLL-SUPPLIES				
				219083	39668/1	01/11/2018		01/21/18	1.50	
Invoice: 39668/1						PW/O-RING				
				1.50	73011768 531100	O&M-C/E-PARKS-SUPPLIES				
				219084	39672/1	01/11/2018		01/21/18	2.35	
Invoice: 39672/1						PW/FATENERS				
				2.35	73011183 531100	O&M-C/E-CH FAC-SUPPLIES				

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CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
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CHECK 346442 TOTAL: 286.46

64.00 51011211 541100 PD-C/E-ADM-PROF SVCS

CHECK 346443 TOTAL: 64.00

477.00	47047	345890	OTHER PLANNING/DEVELOPM
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CHECK	346444	TOTAL:	477.00
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422.04 72655860 58600000370 GEO TECCH-3RD PARTY REVIEWS

218977	S51700324	01/04/2018	21700000	01/21/18	2,030.00
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Invoice: S51700324

2.030.00 72655860 58600000370 GEO TECCH-3RD PARTY REVIEWS

CHECK 346445 TOTAL: 2,452.04

88 29 73637891 542100 O&M - ALLOC FACIL TELEPHONE

CHECK 346446 TOTAL: 88.29

165.51	411	122100	WATER ACCOUNTS RECEIVABLE
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CHECK 346447 TOTAL: 165.51

819.41 73638932 532000 O&M-FUEL ALLOC TO OTH DEPTS

219086	1185046-TN	01/04/2018	01/21/18	413.50
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Invoice: 1185046-IN PW/130 GAL DIESEL

413.50 73638893 532000 O&M-FUEL USE-ALLOCATION

219087	1185049-TN	01/04/2018	01/21/18	950.76
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Invoice: 1185049-IN PW/400 GAL UNLEADED

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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										

				950.76	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS				
Invoice: 1184280-IN				219088	1184280-IN	01/02/2018		01/21/18	619.37	
						PW/211 GAL UNLEADED				
				619.37	73638893 532000	O&M-FUEL USE-ALLOCATION				
Invoice: 1184194-IN				219152	1184194-IN	12/26/2017		01/21/18	553.74	
						PW/400.3 GAL PROPANE				
				553.74	91011897 547200	GG-C/E-O&M YARD FAC-PROPANE				
Invoice: 1173115-IN				219153	1173115-IN	12/28/2017		01/21/18	556.91	
						PW/200 GAL UNLEADED				
				556.91	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS				
								CHECK	346448 TOTAL:	3,913.69
346449	01/24/2018	PRTD	7821 AUS WEST LOCKBOX	219089	1990528535	01/11/2018		01/21/18	52.94	
Invoice: 1990528535						PW/LAUNDRY SERVICES				
				52.94	73638893 589310	LAUNDRY SERVICES				
Invoice: 1990518133				219090	1990518133	01/04/2018		01/21/18	52.94	
						PW/LAUNDRY SERVICES				
				52.94	73638893 589310	LAUNDRY SERVICES				
								CHECK	346449 TOTAL:	105.88
346450	01/24/2018	PRTD	2138 ASPECT CONSULTING LL	218829	28471	01/08/2018	21700005	01/21/18	1,911.52	
Invoice: 28471						GROUNDWATER MANAGEMENT				
				1,911.52	72011322 54110000485	GROUNDWTR MNGT PRGM-PROF SVCS				
Invoice: 28447				218978	28447	01/04/2018	21700132	01/21/18	1,399.94	
						EVALUATE WATER RIGHTS				
				1,399.94	73411345 54110000868	WATER RIGHTS-PROF SVCS				
Invoice: 28467				218979	28467	01/04/2018	21700129	01/21/18	435.76	
						PRF SVC SUYEMATSU TANKS				
				435.76	73011317 54110000812	SUYEMATSU FUEL RMV - PROF SVC				
								CHECK	346450 TOTAL:	3,747.22
346451	01/24/2018	PRTD	6492 ASSOCIATED EARTH SCI	218849	043163	12/14/2017	21700002	01/21/18	225.00	
Invoice: 043163						3RD PARTY GEOTECH REVIEW BLD22043				
				225.00	72655860 58600000370	GEO TECCH-3RD PARTY REVIEWS				
								CHECK	346451 TOTAL:	225.00

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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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INVOICE DTL DESC

346452	01/24/2018	PRTD	1235 AT&T ONENET SERVICE	218858	1267394705	01/01/2018		01/21/18	24.07
Invoice: 1267394705						FIN/FAX LONG DIST-JAN 18			

24.07	91011189	542100	GG-C/E-CITY HALL-PHONE
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218859	1267403504	01/01/2018		01/21/18	.62				
Invoice: 1267403504						PCD/FAX LONG DIST - JAN 18			

.62	91011189	542100	GG-C/E-CITY HALL-PHONE
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CHECK	346452	TOTAL:	24.69
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346453	01/24/2018	PRTD	4365 AUTOMATIC FUNDS TRAN	218980	98531	01/02/2018		01/21/18	753.61
Invoice: 98531						FIN/UB MAILING SERVICE			

158.25	43411341	541100	FIN - WATER ADMIN PROF SERVICE
158.25	43421351	541100	FIN - SEWER ADMIN PROF SERVICE
218.55	91411891	542500	GG-WTR-FAC-POSTAGE
218.56	91421891	542500	GG-SWR-FAC-POSTAGE

218981	BAIN1712983	12/31/2017		01/21/18	200.00				
Invoice: BAIN1712983						FIN/UB PAYMENT PROCESSING			

100.00	43411341	541100	FIN - WATER ADMIN PROF SERVICE
100.00	43421351	541100	FIN - SEWER ADMIN PROF SERVICE

CHECK	346453	TOTAL:	953.61
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346454	01/24/2018	PRTD	762 ASSOCIATION OF WASHI	218860	57088	12/18/2017		01/21/18	1,215.00
Invoice: 57088						2018 RANDOM TESTING SERVICES			

1,215.00	91011586	541100	INTERGVMNTL PROFESSIONAL SERV
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218861	57657	12/18/2017		01/21/18	8,193.43				
Invoice: 57657						2018 WORKER'S COMP RETRO PROGRAM			

4,743.61	91011176	520000	GG-C/E-WORKERS COMP SVC-ADMIN
765.08	91111176	520000	GG-STRT-WORKERS COMP SVC-ADMIN
318.76	91411176	520000	GG-WTR-WORKERS COMP SVC-ADMIN
613.60	91421176	520000	GG-SWR-WORKERS COMP SVC-ADMIN
605.13	91431176	520000	GG-SSWM-WORKERS COMP SVC-ADMIN
611.38	91470176	520000	GG-DEV-WORKERS COMP SVC-ADMIN
535.87	91471176	520000	GG-BLDG-WORKERS COMP SVC-ADMIN

CHECK	346454	TOTAL:	9,408.43
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346455	01/24/2018	PRTD	8242 BACKGROUND INVESTIGA	218982	TCOBI1217	12/31/2017		01/21/18	25.00
Invoice: TCOBI1217						HR/DEC 17 BACKGROUND CHECKS			

25.00	33011161	541100	HR-C/E-PROF SVCS
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CHECK	346455	TOTAL:	25.00
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CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
346456	01/24/2018	PRTD	47 BAINBRIDGE DISPOSAL	218983	0000718988	12/31/2017		01/21/18	262.44
			Invoice: 0000718988			SENIOR CTR/COMMONS GARBAGE SERVICES			
				262.44	91011755 547900	GG-C/E-COMMONS-GARBAGE			
								CHECK 346456 TOTAL:	262.44
346457	01/24/2018	PRTD	8839 BAINBRIDGE ISLAND HO	218967	66143	01/12/2018		01/21/18	16.04
			Invoice: 66143			UB 13019 211 WILLS LANE NW			
				16.04	411 122100	WATER ACCOUNTS RECEIVABLE			
								CHECK 346457 TOTAL:	16.04
346458	01/24/2018	PRTD	54 BAINBRIDGE RENTAL IN	219091	CON#29500	01/08/2018		01/21/18	76.29
			Invoice: CON#29500			PW/ADJUSTABLE HEDGE SHEARS			
				76.29	73111427 531100	OFFICE SUPPLIES			
								CHECK 346458 TOTAL:	76.29
346459	01/24/2018	PRTD	55 SOUND PUBLISHING, IN	218984	7814323	12/31/2017		01/21/18	88.75
			Invoice: 7814323			POL/FOUND PROPERTY ADS X5			
				88.75	51011191 544000	PD-C/E-PROP RM-ADVERTISING			
								CHECK 346459 TOTAL:	88.75
346460	01/24/2018	PRTD	55 SOUND PUBLISHING, IN	218850	BIR789849	12/29/2017		01/21/18	80.28
			Invoice: BIR789849			CC/PH CMMNTS ORD 2017-17			
				80.28	11011113 544000	COUNCIL - LEGAL NOTICES			
				218985	BIR790087	12/29/2017		01/21/18	119.24
			Invoice: BIR790087			PCD/NOA PLN50901			
				119.24	63470586 544000	CUR - DEV ZONING ADVERTISING			
								CHECK 346460 TOTAL:	199.52
346461	01/24/2018	PRTD	57 BAY HAY & FEED	219151	1298674	01/16/2018		01/21/18	207.05
			Invoice: 1298674			PCD/C/WREN BOOT ALLOWANCE			
				207.05	62471591 531100	BLDG - BLDG OFFICE SUPPLIES			
								CHECK 346461 TOTAL:	207.05
346462	01/24/2018	PRTD	7769 BERK & ASSOCIATES, I	218990	101239-12-17	01/05/2018		01/21/18	2,845.89
			Invoice: 101239-12-17			HR/COBI MISSION, VISION, VALUES			
				2,845.89	33011161 541100	HR-C/E-PROF SVCS			

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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	346462 TOTAL:	2,845.89				
346463	01/24/2018	PRTD	45 BAINBRIDGE ISLAND CH	218862	7583	12/15/2017		01/21/18									215.00	
Invoice: 7583						EX/2018 MEMBER RENEWAL												
				215.00	31011131	549100	EXEC-C/E-DUES/SUBCR/MEMBERSH											
												CHECK	346463 TOTAL:	215.00				
346464	01/24/2018	PRTD	7178 BAINBRIDGE ISL CHILD	218988	2017-Q4	01/11/2018	21700080	01/21/18									2,629.01	
Invoice: 2017-Q4						Q4 2017 PROGRAM SUPPORT												
				2,629.01	31017540	54110000297	EX-BI CHILD CARE/B&G CLUB											
												CHECK	346464 TOTAL:	2,629.01				
346465	01/24/2018	PRTD	2476 BAINBRIDGE ISLAND SE	218989	2017-Q3/Q4	01/04/2017	21700068	01/21/18									9,750.00	
Invoice: 2017-Q3/Q4						Q3 & Q4 2017 GENERAL OPERATING SUPPORT												
				9,750.00	31017555	54110000297	EX-ELDER DAY SVCS/INTERFAITH S											
												CHECK	346465 TOTAL:	9,750.00				
346466	01/24/2018	PRTD	5202 BAINBRIDGE ARTS AND	218987	2017-Q4	12/18/2017	21700035	01/21/18									750.00	
Invoice: 2017-Q4						Q4 2017 LTAC FUNDING												
				750.00	91140573	541100	GG-TOUR-PROF SERVICES											
												CHECK	346466 TOTAL:	750.00				
346467	01/24/2018	PRTD	567 BAINBRIDGE ISLAND DO	218863	MSC2018	01/01/2018		01/21/18									35,000.00	
Invoice: MSC2018						EX/MAIN ST TAX CRDT CONTRIB.												
				35,000.00	31411573	54110000297	STATE MAIN STREET TAX CR PRGM											
												CHECK	346467 TOTAL:	35,000.00				
346468	01/24/2018	PRTD	5016 BAINBRIDGE ISLAND BO	218991	Q42017	01/09/2018	21700069	01/21/18									8,685.73	
Invoice: Q42017						Q4 2017 GENERAL OPERATING SUPPORT												
				8,685.73	31017540	54110000297	EX-BI CHILD CARE/B&G CLUB											
												CHECK	346468 TOTAL:	8,685.73				
346469	01/24/2018	PRTD	8856 BRITO, LORRI & JORGE	218963	66139	01/12/2018		01/21/18									47.01	
Invoice: 66139						UB 12071 9401 NORTH TOWN LOOP NE												
				47.01	411	122100	WATER ACCOUNTS RECEIVABLE											
												CHECK	346469 TOTAL:	47.01				

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

346470	01/24/2018	PRTD	8861 BRUCE, NORMAN	218972	66148	01/12/2018	01/21/18			25.47
Invoice: 66148						UB 12276 1862 SAKAI VILLAGE LOOP				
				25.47	411	122100	WATER ACCOUNTS RECEIVABLE			
						CHECK	346470	TOTAL:		25.47
346471	01/24/2018	PRTD	8860 BRYANT, PAUL & ELIZA	218971	66147	01/12/2018	01/21/18			65.22
Invoice: 66147						UB 12209 9443 CAPSTAN DRIVE NE				
				65.22	411	122100	WATER ACCOUNTS RECEIVABLE			
						CHECK	346471	TOTAL:		65.22
346472	01/24/2018	PRTD	5517 PALACE ENTERPRISES I	219093	0000021295	01/10/2018	01/21/18			815.32
Invoice: 0000021295						PW/ELEC WATER HEATER INSTALL				
				815.32	73011897	548100	O&M-C/E-PWYD FAC-REPAIRS			
						CHECK	346472	TOTAL:		815.32
346473	01/24/2018	PRTD	1847 CATALYST WORKPLACE A	219094	273395	01/08/2018	01/21/18			9,940.80
Invoice: 273395						HR/ADJUSTABLE DESKS (12)				
				9,940.80	33011161	531900	HR-C/E-ERGONOMIC SUPPLIES			
						CHECK	346473	TOTAL:		9,940.80
346474	01/24/2018	PRTD	8253 CHS NORTHWEST	218864	20838/H	01/04/2018	01/21/18			1,013.72
Invoice: 20838/H						PW/50LB SALT BAGS (98)				
				1,013.72	73637892	531100	O&M-ALLOC-WTR-CONSUMABLES			
						CHECK	346474	TOTAL:		1,013.72
346475	01/24/2018	PRTD	460 CITY OF BI - PETTY C	218992	POL-2017-12	12/31/2017	01/21/18			23.51
Invoice: POL-2017-12						DEC 2017 PETTY CASH ACTIVITY				
				6.59	91011215	542500	GG-C/E-PD-POSTAGE			
				12.99	51011191	531100	PD-C/E-PROP RM-SUPPLIES			
				3.93	53011212	532000	PD-C/E-PATROL-FUEL			
						CHECK	346475	TOTAL:		23.51
346476	01/24/2018	PRTD	103 CITY OF BAINBRIDGE I	218993	21800003	01/03/2018	01/21/18			166.35
Invoice: 21800003						PW/SANDS WELL H2O USAGE DEC 17				
				29.73	73111290	547500	O&M-STREET-ADM OH-CITY WTR/SWR			
				31.81	73415345	547500	ROCKAWAY MNTC-CITY WTR/SWR			
				72.48	73421355	547500	O&M-SWR-CITY WATER/SEWER BILL			
				32.33	73431835	547500	O&M-SSWM MAINT-CITY WTR/SWR			

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CASH ACCOUNT: 635		111100	CASH			INV DATE	PO	CHECK RUN	NET
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE				
INVOICE DTL DESC									
CHECK 346476 TOTAL:									166.35
346477	01/24/2018	PRTD	112 CODE PUBLISHING COMP	219095	58685	01/03/2018		01/21/18	84.92
Invoice: 58685						CC/MUNIC CODE WEB UPDATE			
					84.92 36011143 541100	CLERK-C/E-PROF SVCS			
CHECK 346477 TOTAL:									84.92
346478	01/24/2018	PRTD	8111 COMMUNITY SOLAR SOLU	218851	DEC17	12/31/2017		01/21/18	89.82
Invoice: DEC17						DEC17 - SOLAR NET METERING			
					89.82 91011189 54500000627	CH SOLAR-NET METERING PYMTS			
CHECK 346478 TOTAL:									89.82
346479	01/24/2018	PRTD	6363 LN CURTIS & SONS	218994	INV147422	12/14/2017		01/21/18	893.80
Invoice: INV147422						POL/SHOOTERS CUT RIFLE PLATES(2)			
					893.80 53011212 531100	PD-C/E-PATROL SUPPLIES			
CHECK 346479 TOTAL:									893.80
346480	01/24/2018	PRTD	7016 CUSTOM PRINTING	219097	7389	01/08/2018		01/21/18	278.07
Invoice: 7389						FIN/1500 WINDOW ENVELOPES			
					278.07 41011141 531100	FIN - C/E ADMIN SUPPLIES			
CHECK 346480 TOTAL:									278.07
346481	01/24/2018	PRTD	5060 DARREL EMEL'S TREE S	218995	3187	12/22/2017		01/21/18	3,542.50
Invoice: 3187						PW/TREE REMOVAL WA AVE			
					3,542.50 73111427 54810000354	TREE PRES & REMOVAL-ROADS			
CHECK 346481 TOTAL:									3,542.50
346482	01/24/2018	PRTD	5773 DATEC INC	218996	33457	11/08/2017		01/21/18	149.74
Invoice: 33457						PW/HEAVY DUTY VEH MOUNT			
					149.74 73638594 66400000855	2017-2 LIGHT DUTY P/U-EQ ACQ			
CHECK 346482 TOTAL:									149.74
346483	01/24/2018	PRTD	7144 DTMICRO, INC	219098	3670	12/15/2017		01/21/18	136.25
Invoice: 3670						IT/POL NETWORK CONNECT W/ KC JAN18			
					136.25 91011215 542100	GG-C/E-PD-PHONE			
CHECK 346483 TOTAL:									136.25

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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

346484	01/24/2018	PRTD	7510 EXPERIAN	219100	CD1809002243	12/29/2017	21800001	01/21/18	92.89
Invoice: CD1809002243						POL/INFORMATION SERVICES			
				92.89	52011212 549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH			
								CHECK 346484 TOTAL:	92.89

346485	01/24/2018	PRTD	212 FABRICARE 02 - PLANT	218997	DEC17	01/01/2018		01/21/18	315.57
Invoice: DEC17						POL/LAUNDRY SERVICES			
				36.72	51011211 520000	PD-C/E ADMIN-BENEFITS			
				182.43	52011212 520000	POLICE - C/E INVEST BENEFITS			
				96.42	53011212 520000	POLICE - C/E PATROL BENEFITS			
								CHECK 346485 TOTAL:	315.57

346486	01/24/2018	PRTD	1953 FERGUSON ENTERPRISES	219101	0580404	12/13/2017		01/21/18	2,337.98
Invoice: 0580404						IT/UB METER READING HARD/SOFTWARE MAINT			
				1,168.99	81411341 548500	IT-WTR-COMP MAINT SUPPORT			
				1,168.99	81421351 548500	IT-SEWER-COMP MAINT SUPPORT			
								CHECK 346486 TOTAL:	2,337.98

346487	01/24/2018	PRTD	8709 PLATFORM DESIGN LLC	218835	6	12/31/2017	21700131	01/21/18	3,125.00
Invoice: 6						DOWNTOWN PARKING STUDY			
				3,125.00	72011573 54110000862	DOWNTOWN PARKING STUDY-PROF SV			
								CHECK 346487 TOTAL:	3,125.00

346488	01/24/2018	PRTD	8580 FREESTONE FOX LLC	218964	66140	01/12/2018		01/21/18	108.01
Invoice: 66140						UB 13030 608 LANDMARK COURT NE			
				108.01	411 122100	WATER ACCOUNTS RECEIVABLE			
								CHECK 346488 TOTAL:	108.01

346489	01/24/2018	PRTD	7059 GLOBAL SOFTWARE INC	219102	A68544	11/26/2017		01/21/18	5,241.81
Invoice: A68544						IT/SPREADSHEET SERVER ANNUAL MAINT			
				5,241.81	81011881 548500	IT - C/E COMPUTER SUPPORT			
								CHECK 346489 TOTAL:	5,241.81

346490	01/24/2018	PRTD	513 GRAINGER	218998	9654658898	12/29/2017		01/21/18	392.39
Invoice: 9654658898						PW/DIGITAL METER CLAMP			
				392.39	73411345 531100	OFFICE SUPPLIES			

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

								CHECK	346490 TOTAL:		392.39
346491	01/24/2018	PRTD	2096 GRAY & OSBORNE INC	218832	17504-8	12/12/2017	21700102	01/21/18			2,358.68
Invoice: 17504-8					EAGLE HARBOR LOVELL SEWER						
					2,358.68	72423434	64110000721	LOVELL SLS BEACH MAINS-DESIGN			
								CHECK	346491 TOTAL:		2,358.68
346492	01/24/2018	PRTD	1517 GUARDIAN SECURITY SY	219103	785775	01/01/2018	21800002	01/21/18			44.00
Invoice: 785775					POL/ALARM MONITORING						
					44.00	51011215	541100	POLICE - C/E FACIL PROF SVCS			
								CHECK	346492 TOTAL:		44.00
346493	01/24/2018	PRTD	8127 GUARDIAN TRACKING, L	219105	2018-0001	01/01/2018		01/21/18			1,464.00
Invoice: 2018-0001					POL/ANNUAL SUBSCX						
					1,464.00	51011215	548500	POLICE - C/E FACIL COMP MAINT			
								CHECK	346493 TOTAL:		1,464.00
346494	01/24/2018	PRTD	4850 HOME DEPOT CREDIT SE	219001	1027211	12/28/2017		01/21/18			19.64
Invoice: 1027211					PW/T&C BENCH REPAIR						
					19.64	73111427	531100	OFFICE SUPPLIES			
								CHECK	346494 TOTAL:		19.64
346495	01/24/2018	PRTD	4850 HOME DEPOT CREDIT SE	219000	2053902	12/27/2017		01/21/18			479.51
Invoice: 2053902					PW/BATTERIES & CLEANING SUPPLIES						
					479.51	73431835	531100	OFFICE SUPPLIES			
					219154	2893912		12/27/2017	01/21/18		87.17
Invoice: 2893912					PW/STREET SWEEP BLOWER						
					87.17	73637945	531100	O&M ALLOC-SWEEPER-SUPPLIES			
								CHECK	346495 TOTAL:		566.68
346496	01/24/2018	PRTD	5481 IACP	219106	1720183-2018	12/29/2017		01/21/18			150.00
Invoice: 1720183-2018					POL/ANNUAL DUES-HAMNER						
					150.00	51011211	549100	PD-C/E-ADM-DUES/SUBCR/MEMBRSH			
					219107	1929783-2018		12/29/2017	01/21/18		150.00
Invoice: 1929783-2018					POL/ANNUAL DUES-HORN						
					150.00	51011211	549100	PD-C/E-ADM-DUES/SUBCR/MEMBRSH			

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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 346496 TOTAL: 300.00

346497	01/24/2018	PRTD	8381 INVINTUS MEDIA, INC	219009	7504	01/11/2018		01/21/18	59.05
			Invoice: 7504			IT/STREAMING MEDIA HOSTING-DEC17			

59.05 81011881 548500 IT - C/E COMPUTER SUPPORT

CHECK 346497 TOTAL: 59.05

346498	01/24/2018	PRTD	8453 JACOBSEN FAMILY PROP	218968	66144	01/12/2018		01/21/18	236.16
			Invoice: 66144			UB 10276 382 SHEPARD WAY NW			

236.16 411 122100 WATER ACCOUNTS RECEIVABLE

CHECK 346498 TOTAL: 236.16

346499	01/24/2018	PRTD	7482 JUDGE PLUMBING COMPA	219155	PAYREQ4-00510	01/12/2018	21700049	01/21/18	1,444.00
			Invoice: PAYREQ4-00510			2017 ANNUAL BACKFLOW TESTING			

1,393.48 73411349 54110000510 BACKFLOW TEST-PRO SVCS
 50.52 73415349 54110000510 BACKFLOW TEST-RB-PRO SVCS

CHECK 346499 TOTAL: 1,444.00

346500	01/24/2018	PRTD	4109 KITSAP COUNTY AUDITO	219003	01/08/18	01/08/2018		01/21/18	49,910.56
			Invoice: 01/08/18			2017 VOTER REGISTRATION COSTS			

49,910.56 91011118 551000 COUNCIL - VOTER REGISTRATION

CHECK 346500 TOTAL: 49,910.56

346501	01/24/2018	PRTD	1496 KITSAP COUNTY SEWER	219110	KCSD7-COBI-2018-JAN	12/20/2017		01/21/18	17,238.60
			Invoice: KCSD7-COBI-2018-JAN			PW/JAN UTILITY CHG 304.3 ERUS			

17,238.60 73426356 551000 SIS-SD#7 PROCESSING CHGS

CHECK 346501 TOTAL: 17,238.60

346502	01/24/2018	PRTD	1505 KITSAP COUNTY TREASU	219004	DEC17	12/31/2017		01/21/18	66.81
			Invoice: DEC17			KC-OUT COURT REMIT DEC 17			

52.81 41612860 586000 CRIME VICTIMS-OUT
 14.00 41613860 586000 COUNTY LAW LIB - DISB OUT

CHECK 346502 TOTAL: 66.81

346503	01/24/2018	PRTD	1971 KELLEY IMAGING SYSTE	219005	IN340848	01/05/2018		01/21/18	1,394.59
			Invoice: IN340848			PCD/TOS6560CT OVERAGES			

1,394.59 61470581 545000 PCD - DEV ADMIN RENTS & LEASES

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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	346503	TOTAL:	1,394.59				
346504	01/24/2018	PRTD	8546 KITSAP 911 PUBLIC AU	219109	BIPD2018-01	12/20/2017	21800003	01/21/18	9,563.04								
Invoice: BIPD2018-01						POL/CALL CENTER SERVICES											
						2,868.91	52011286	551000		POLICE - C/E - INVEST CENCOM							
						6,694.13	53011286	551000		POLICE - C/E PATROL CENCOM							
										CHECK	346504	TOTAL:	9,563.04				
346505	01/24/2018	PRTD	2421 KITSAP COUNTY NOXIOU	219111	310796	12/14/2017		01/21/18	780.00								
Invoice: 310796						PW/SOLID WASTE PERMIT FEE											
						780.00	73435838	549800		O&M-DECANT-PERMIT							
										CHECK	346505	TOTAL:	780.00				
346506	01/24/2018	PRTD	8398 KITSAP COMMUNITY RES	219008	2017-4	01/06/2018	21700075	01/21/18	6,437.01								
Invoice: 2017-4						Q4 2017 PROGRAM SUPPORT											
						6,437.01	31017592	54130300297		EMERGENCY RENTAL ASSISTANCE							
										CHECK	346506	TOTAL:	6,437.01				
346507	01/24/2018	PRTD	7089 KITSAP SAFETY	219012	15076	12/21/2017		01/21/18	222.02								
Invoice: 15076						PW/NIMH BATTERY PACK FOR G450/460 (2)											
						222.02	73425358	531100		O&M-WWTP-SUPPLIES							
						219013	15090										
Invoice: 15090						1,845.72	73421355	531100		PW/4-GAS GFG G450 INSTRUMENTS							
						WIN COLL-SUPPLIES											
										CHECK	346507	TOTAL:	2,067.74				
346508	01/24/2018	PRTD	1884 KITSAP SUN	218865	2018-SUB-ENG	01/04/2018		01/21/18	302.40								
Invoice: 2018-SUB-ENG						ENG/2018 SUBSCRIPTION											
						302.40	72011321	549100		ENG - C/E ADMIN MISCELLEANEOUS							
										CHECK	346508	TOTAL:	302.40				
346509	01/24/2018	PRTD	309 KITSAP TIRE CENTER I	219014	211951	12/29/2017		01/21/18	98.10								
Invoice: 211951						PW/2 TIRE MOUNT-DISMOUNT #50											
						98.10	73431835	548100		REPAIRS & MAINTENANCE							
						219015	211924										
Invoice: 211924						146.72	53011212	548100		POL/NEW TIRE #198							
						POLICE - C/E PATROL MAINTENANC											
						219112	211987										
						01/02/2018				01/21/18							
													282.09				

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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: 211987										POL/VEH#224 TIRE REPAIR						
				282.09	53011212	548100	POLICE - C/E PATROL MAINTENANC									
				219113	212101	01/09/2018				01/21/18	603.54					
Invoice: 212101										PW/VEH#28 NEW TIRES						
				603.54	73411345	548100	REPAIRS & MAINTENANCE									
										CHECK	346509	TOTAL:	1,130.45			
346510	01/24/2018	PRTD	7984 LAW ENFORCEMENT TECH	219115	1014497717	01/01/2018		01/21/18	52.00							
Invoice: 1014497717										POL/ANNUAL SUBSRX						
				52.00	54025212	549100	MARINE - DUES/SUBSCRIPTIONS									
										CHECK	346510	TOTAL:	52.00			
346511	01/24/2018	PRTD	7849 LAW OFFICE OF THOMAS	219116	JAN18	01/11/2018		01/21/18	4,375.00							
Invoice: JAN18										LEGAL/PUB DEF SVCS JAN18						
				4,375.00	32011281	541113	LGL-C/E-PUBLIC DEF-OUTSIDE ATT									
										CHECK	346511	TOTAL:	4,375.00			
346512	01/24/2018	PRTD	8857 LOWRY, ETHAN & LAURA	218966	66142	01/12/2018		01/21/18	382.51							
Invoice: 66142										UB 11056 1195 IRENE PLACE NE						
				382.51	411	122100	WATER ACCOUNTS RECEIVABLE									
										CHECK	346512	TOTAL:	382.51			
346513	01/24/2018	PRTD	7970 LUNT, JOHN	218866	010918-001	01/09/2018		01/21/18	131.25							
Invoice: 010918-001										EX/HERITAGE SIGNS & BUS CARD DESIGN						
				131.25	31011572	541100	EXEC-C/E-OUTREACH-PROF SVCS									
										CHECK	346513	TOTAL:	131.25			
346514	01/24/2018	PRTD	163 DENNIS MARTIN	219016	DEC17	01/02/2018		01/21/18	110.00							
Invoice: DEC17										DEC17 LEOFF REIMB						
				110.00	91029211	521500	POLICE - INS ADD MEDICAL COSTS									
										CHECK	346514	TOTAL:	110.00			
346515	01/24/2018	PRTD	8862 MILLER, JEFFREY W	219017	BLD22727	01/09/2018		01/21/18	2,735.36							
Invoice: BLD22727										REFUND: BLD22727 PERMIT CANCELLED						
				2,735.36	47148	322100	BUILDINGS, STRUCT. & EQ									
										CHECK	346515	TOTAL:	2,735.36			

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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										

346516	01/24/2018	PRTD	8859 MOSES, MIKE & LAURA	218970	66146	01/12/2018		01/21/18	57.92	
Invoice: 66146						UB 12195 9566 NORTHTOWN LOOP NE				
				57.92	411			122100		
						WATER ACCOUNTS RECEIVABLE				
						CHECK	346516	TOTAL:	57.92	
346517	01/24/2018	PRTD	6732 NAT'L ASSOC OF TOWN	219118	5598	01/07/2018		01/21/18	35.00	
Invoice: 5598						POL/ANNUAL MEMBERSHIP				
				35.00	51011211	549100				
						PD-C/E-ADM-DUES/SUBCR/MEMBRSH				
						CHECK	346517	TOTAL:	35.00	
346518	01/24/2018	PRTD	8581 NEOGOV	219119	INV23058	12/22/2017		01/21/18	10,151.00	
Invoice: INV23058						EX/2018 SUBSRX: SOFTWARE, LIC, TRAINING				
				10,151.00	31011131	535100				
						EXEC-C/E-SOFTWARE				
						CHECK	346518	TOTAL:	10,151.00	
346519	01/24/2018	PRTD	113 OFFICE OF THE CODE R	219120	2017 RCW SUPP	01/01/2018		01/21/18	51.23	
Invoice: 2017 RCW SUPP						POL/2017 RCW SUPPLEMENT				
				51.23	53011212	531100				
						PD-C/E-PATROL SUPPLIES				
						CHECK	346519	TOTAL:	51.23	
346520	01/24/2018	PRTD	8854 OLDCASTLE PRECAST	218834	010216901	12/28/2017		01/21/18	130.80	
Invoice: 010216901						PW/LW HATCH KEYS				
				130.80	73637893	531100				
						O&M-ALLOC-SWR CONSUMABLES				
						CHECK	346520	TOTAL:	130.80	
346521	01/24/2018	PRTD	7925 OMNIPARK, INC	219122	110043	01/01/2018	21800006	01/21/18	379.32	
Invoice: 110043						POL/PARKING SYSTEM SUPPORT				
				379.32	51011215	548500				
						POLICE - C/E FACIL COMP MAINT				
						CHECK	346521	TOTAL:	379.32	
346522	01/24/2018	PRTD	1754 OTIS ELEVATOR COMPAN	218867	ST05151G118	12/20/2017		01/21/18	2,149.79	
Invoice: ST05151G118						PW/1Q 2018 ELEVATOR SERVICE				
				2,149.79	73011183	548100				
						O&M-C/E-CH FAC-REPAIRS				
						CHECK	346522	TOTAL:	2,149.79	

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

346523	01/24/2018	PRTD	7990 PACE ANALYTICAL SERV	219019	17100200585	12/20/2017		01/21/18									1,729.00		
Invoice: 17100200585				PW/GRDWTR TESTS-VINCENT RD LANDFILL															
				1,729.00	73435838	54110000261	VINCENT RD DUMP-GRND WTR MONIT												
				219020	17100200589	12/20/2017		01/21/18									683.75		
Invoice: 17100200589				PW/SURFACE WATER TEST-VINCENT RD LANDFILL															
				683.75	73435838	54110000261	VINCENT RD DUMP-GRND WTR MONIT												
														CHECK	346523	TOTAL:			2,412.75
346524	01/24/2018	PRTD	6865 RYAN WALSH	219022	1671	12/20/2017		01/21/18									7,412.00		
Invoice: 1671				PW/TREE REMOVAL BATTLE PT RD															
				7,412.00	73111427	54110000354	TREE PRES/REMOVAL-RD-PROF SVCS												
														CHECK	346524	TOTAL:			7,412.00
346525	01/24/2018	PRTD	8544 PHILANTHROPY NORTHWE	219023	TGP2523	12/31/2017	21700138	01/21/18									1,200.00		
Invoice: TGP2523				DEC17 CULTURAL FUNDING PROGRAM PSA															
				1,200.00	31017572	54110000297	EX-COMMUNITY FUNDING RESOURCES												
														CHECK	346525	TOTAL:			1,200.00
346526	01/24/2018	PRTD	6708 POLICE MAGAZINE	219124	2018	01/01/2018		01/21/18									25.00		
Invoice: 2018				POL/ANNUAL SUBSRX															
				25.00	54025212	549100	MARINE - DUES/SUBSCRIPTIONS												
														CHECK	346526	TOTAL:			25.00
346527	01/24/2018	PRTD	2203 PUBLIC SAFETY TESTIN	219025	2017-7752	10/17/2017		01/21/18									250.00		
Invoice: 2017-7752				2017 Q3 - SUBSRX FEES															
				250.00	91011211	541100	GG-C/E-CIVIL SVC-PROF SVCS												
														CHECK	346527	TOTAL:			250.00
346528	01/24/2018	PRTD	1205 PUGET SOUND ENERGY	219026	9100DEC17	01/08/2018		01/21/18									11.20		
Invoice: 9100DEC17				BJUNE-WTF BOOTH PANEL #1															
				11.20	91011768	547100	GG-C/E-PARKS-ELECTRIC												
				219027	9167DEC17	01/08/2018		01/21/18									11.95		
Invoice: 9167DEC17				BJUNE-WTF BOOTH PANEL #2															
				11.95	91011768	547100	GG-C/E-PARKS-ELECTRIC												
				219028	9126DEC17	01/08/2018		01/21/18									10.78		
Invoice: 9126DEC17				BJUNE-WTF BOOTH PANEL#3															
				10.78	91011768	547100	GG-C/E-PARKS-ELECTRIC												

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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: 8393DEC17				219029	8393DEC17	01/08/2018		01/21/18	10.78
				10.78	91011768 547100	BJUNE-WTF BOOTH PANEL#4 GG-C/E-PARKS-ELECTRIC			
Invoice: 1450DEC17				219030	1450DEC17	01/08/2018		01/21/18	10.78
				10.78	91011739 547100	278 W.W. EAST KIOSK COMM EVENTS-ELECTRICITY			
Invoice: 0631DEC17				219031	0631DEC17	01/08/2018		01/21/18	13.22
				13.22	91411345 547100	965 WEAVER RD NW GG-WTR-ELECTRIC			
								CHECK 346528 TOTAL:	68.71
346529	01/24/2018	PRTD	7187 RANDOLPH BAUER	219126	2018-01-078	01/04/2018		01/21/18	180.00
Invoice: 2018-01-078				180.00	73011768 545000	PW/JAN18 JOEL P PARK RENTAL O&M-C/E-PARKS-OP LEASES			
Invoice: 2018-01-079				219127	2018-01-079	01/04/2018		01/21/18	90.00
				90.00	73011897 545000	PW/JAN18 RENTAL SHOP O&M-C/E-PWYD FAC-RENTS			
Invoice: 2018-01-077				219128	2018-01-077	01/04/2018		01/21/18	90.00
				90.00	73435838 545000	PW/JAN18 DECANT RENTAL O&M-DECANT-RENTS			
Invoice: 2018-01-076				219129	2018-01-076	01/04/2018		01/21/18	390.00
				390.00	73011768 545000	PW/JAN18 CREOSOTE PARK RENTAL + DAMAGES O&M-C/E-PARKS-OP LEASES			
								CHECK 346529 TOTAL:	750.00
346530	01/24/2018	PRTD	8317 REID MIDDLETON, INC.	218837	1711065	11/27/2017	21700114	01/21/18	16,536.06
Invoice: 1711065				16,536.06	72433438 64110000823	PRF SVC-MCDONALD CREEK CULVERT EH @ MCDONALD CR CULVERT-DES			
Invoice: 1712102				218838	1712102	01/02/2018	21700114	01/21/18	4,328.99
				4,328.99	72433438 64110000823	PRF SVC-MCDONALD CREEK CULVERT EH @ MCDONALD CR CULVERT-DES			
								CHECK 346530 TOTAL:	20,865.05
346531	01/24/2018	PRTD	8745 RELIABLE STORAGE BAI	219130	25590	01/02/2018	21800004	01/21/18	213.00
Invoice: 25590				213.00	53011212 545000	POL/STORAGE UNIT RENTAL POLICE - C/E PATROL RENTS			
								CHECK 346531 TOTAL:	213.00

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
346532	01/24/2018	PRTD	408 ROLLING BAY COMMERC	218868	697038	01/06/2018		01/21/18	3,955.00
			Invoice: 697038			CRT/FEB 2018 RENT			
				3,955.00	91011255 545000	GG-C/E-COURT BLDG-RENT			
						CHECK	346532	TOTAL:	3,955.00
346533	01/24/2018	PRTD	5251 ROTARY CLUB OF BAINB	219134	8166	01/09/2018	21800011	01/21/18	225.00
			Invoice: 8166			POL/QUARTERLY DUES/HAMNER			
				225.00	51011211 549100	PD-C/E-ADM-DUES/SUBCR/MEMBERSHP			
						CHECK	346533	TOTAL:	225.00
346534	01/24/2018	PRTD	7385 CHARLES P. SHANE	218839	001739	01/04/2018		01/21/18	75.00
			Invoice: 001739			CRT/PUB DEF SVCS-MISC			
				75.00	32011281 541113	LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
				218869	001737	01/02/2018		01/21/18	67.50
			Invoice: 001737			CRT/PUB DEF SVCS #2270980			
				67.50	32011281 541113	LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
						CHECK	346534	TOTAL:	142.50
346535	01/24/2018	PRTD	7385 CHARLES P. SHANE	218840	001736	01/02/2018		01/21/18	195.00
			Invoice: 001736			CRT/PUB DEF SVCS #23046501			
				195.00	32011281 541113	LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
				218841	001734	12/29/2017		01/21/18	77.25
			Invoice: 001734			CRT/PUB DEF SVCS #19196303			
				77.25	32011281 541113	LGL-C/E-PUBLIC DEF-OUTSIDE ATT			
						CHECK	346535	TOTAL:	272.25
346536	01/24/2018	PRTD	5864 SHOOTING TIMES	219135	2018	01/09/2018		01/21/18	19.98
			Invoice: 2018			POL/ANNUAL SUBSCRX			
				19.98	54025212 549100	MARINE - DUES/SUBSCRIPTIONS			
						CHECK	346536	TOTAL:	19.98
346537	01/24/2018	PRTD	7959 SIG SAUER, INC	219032	2851315	12/21/2017		01/21/18	974.00
			Invoice: 2851315			POL/SUPPRESSORS X2			
				974.00	53011212 531100	PD-C/E-PATROL SUPPLIES			
						CHECK	346537	TOTAL:	974.00

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
346538	01/24/2018	PRTD	8129 SMARSH INC	219033	INV00324216	12/31/2017		01/21/18	345.00
			Invoice: INV00324216						
				345.00	81011881 548500	IT/TEXT & SOCIAL MEDIA ARCHIVE DEC17			
						IT - C/E COMPUTER SUPPORT			
						CHECK	346538	TOTAL:	345.00
346539	01/24/2018	PRTD	7446 STAFFORD L. SMITH	219034	12/31/17	12/31/2017		01/21/18	3,247.50
			Invoice: 12/31/17						
						HEX/ATTORNEY FEES-DEC17			
				150.00	32470152 54111400802	HEX-GERLACH SSDP/MDNS APPEAL			
				3,097.50	32470152 54111400885	HEX-TSENG PROPERTIES			
						CHECK	346539	TOTAL:	3,247.50
346540	01/24/2018	PRTD	8738 SPEAKWRITE, LLC	219036	C80D0D53	12/01/2017		01/21/18	600.00
			Invoice: C80D0D53						
				600.00	52011212 541100	POL/TRANSCRIPTION SERVICES			
						POLICE - C/E INVEST PROF SVCS			
				219037	693F8F83	01/01/2018		01/21/18	666.00
			Invoice: 693F8F83						
				666.00	52011212 541100	POL/TRANSCRIPTION SERVICES			
						POLICE - C/E INVEST PROF SVCS			
						CHECK	346540	TOTAL:	1,266.00
346541	01/24/2018	PRTD	8132 SPECTRA LABORATORIES	218842	17-08715	12/21/2017		01/21/18	77.28
			Invoice: 17-08715						
				77.28	73411345 54110000391	PW/WINWTR TESTING: ECOLI			
						LAB SVCS-WATER			
				218843	17-08809	12/29/2017		01/21/18	57.00
			Invoice: 17-08809						
				57.00	73425358 54110000391	PW/BOD TESTING			
						LAB & TESTING SVCS-WWTP			
				219136	18-00081	01/04/2018		01/21/18	19.32
			Invoice: 18-00081						
				19.32	73415345 54110000391	PW/ECOLI TESTING ROCKAWAY			
						LAB SVCS-WATER ROCKAWAY			
				219137	18-00082	01/04/2018		01/21/18	19.32
			Invoice: 18-00082						
				19.32	73011897 54110000391	PW/PW WELL ECOLI TESTING			
						LAB SVCS-PW YARD FAC			
				219138	18-00055	01/03/2018		01/21/18	57.00
			Invoice: 18-00055						
				57.00	73425358 54110000391	PW/BOD TESTING			
						LAB & TESTING SVCS-WWTP			
						CHECK	346541	TOTAL:	229.92

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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									
346542	01/24/2018	PRTD	2467 STAPLES ADVANTAGE	219038	3364117585	12/30/2017		01/21/18	68.02
Invoice: 3364117585									
				68.02	61011581 531100	PCD/PAPER, DOCUMENT HOLDER			
						PCD - C/E ADMIN SUPPLIES			
				219039	3364117586	12/30/2017		01/21/18	66.03
Invoice: 3364117586									
				66.03	61011581 531100	PCD/FOLDERS, PAPER			
						PCD - C/E ADMIN SUPPLIES			
				219040	3364117588	12/30/2017		01/21/18	59.60
Invoice: 3364117588									
				59.60	61011581 531100	PCD/PENS, FOLDERS, RULERS			
						PCD - C/E ADMIN SUPPLIES			
				219042	3364117592	12/30/2017		01/21/18	100.47
Invoice: 3364117592									
				100.47	61011581 531100	PCD/DESK SUPPLIES, PAPER, PENS			
						PCD - C/E ADMIN SUPPLIES			
				219043	3364117590	12/30/2017		01/21/18	20.88
Invoice: 3364117590									
				20.88	61011581 531100	PCD/STAMP INK			
						PCD - C/E ADMIN SUPPLIES			
				219044	3364117591	12/30/2017		01/21/18	-35.95
Invoice: 3364117591									
				-35.95	61011581 531100	PCD/FOLDER RETURN			
						PCD - C/E ADMIN SUPPLIES			
				219046	3364117587	12/30/2017		01/21/18	-29.58
Invoice: 3364117587									
				-29.58	61011581 531100	PCD/FOLDER RETURN			
						PCD - C/E ADMIN SUPPLIES			
				219047	3364117657	12/30/2017		01/21/18	16.34
Invoice: 3364117657									
				16.34	51011211 531100	POL/WALL CALENDAR			
						PD-C/E-ADM-SUPPLIES			
				219048	3364117658	12/30/2017		01/21/18	16.34
Invoice: 3364117658									
				16.34	51011211 531100	POL/WALL CALENDAR			
						PD-C/E-ADM-SUPPLIES			
				219049	3364117659	12/30/2017		01/21/18	16.34
Invoice: 3364117659									
				16.34	51011211 531100	POL/WALL CALENDAR			
						PD-C/E-ADM-SUPPLIES			
				219050	3364117660	12/30/2017		01/21/18	16.34
Invoice: 3364117660									
				16.34	51011211 531100	POL/WALL CALENDAR			
						PD-C/E-ADM-SUPPLIES			
				219051	3364117654	12/30/2017		01/21/18	51.72
Invoice: 3364117654									
				51.72	51011215 531100	POL/HAND SANITIZER			
						POLICE - C/E FACIL SUPPLIES			
				219052	3364117655	12/30/2017		01/21/18	36.01
Invoice: 3364117655									
				36.01	51011211 531100	POL/DIVIDERS			
						PD-C/E-ADM-SUPPLIES			

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

Invoice: 3364117656

219053	3364117656	12/30/2017	01/21/18	597.46
597.46	51011211 531100	POL/BATTERIES, COPY PAPER		
		PD-C/E-ADM-SUPPLIES		

Invoice: 3364117477

219054	3364117477	12/30/2017	01/21/18	6.31
		FIN&EX/HANDWASH		
3.16	41011141 531100	FIN - C/E ADMIN SUPPLIES		
3.15	31011131 531100	EXEC - C/E SUPPLIES		

Invoice: 3364117478

219055	3364117478	12/30/2017	01/21/18	159.58
		EX,LEG,FIN/TONER, PAPER		
37.86	31011131 531100	EXEC - C/E SUPPLIES		
83.86	32011152 531100	LEGAL - C/E SUPPLIES		
37.86	41011141 531100	FIN - C/E ADMIN SUPPLIES		

Invoice: 3364117476

219056	3364117476	12/30/2017	01/21/18	29.10
		CC,EX,FIN,LEG/STICKIES, LABELS, SIGN HOLDER		
14.16	31011131 531100	EXEC - C/E SUPPLIES		
8.89	32011152 531100	LEGAL - C/E SUPPLIES		
2.58	36011143 531100	CLERK-C/E SUPPLIES		
3.47	41011141 531100	FIN - C/E ADMIN SUPPLIES		

CHECK 346542 TOTAL: 1,195.01

346543 01/24/2018 PRD 7095 SUPERIOR SAW & SUPPL
 Invoice: 113581

218872	113581	01/02/2018	01/21/18	28.56
		PW/BLADE & CHAIN SHARPENING		
28.56	73111427 548100	O&M-ACCESS RDSIDE R&M		

CHECK 346543 TOTAL: 28.56

346544 01/24/2018 PRD 8244 SUPPLYWORKS
 Invoice: 422653600

218844	422653600	12/13/2017	01/21/18	119.94
		PW/HANDSOAP		
119.94	73637948 531100	O&M ALLOC-CITY WIDE SUPPLIES		

Invoice: 424185536

219139	424185536	01/02/2018	01/21/18	199.91
		PW/RENOWN HANDSOAP		
199.91	73637948 531100	O&M ALLOC-CITY WIDE SUPPLIES		

CHECK 346544 TOTAL: 319.85

346545 01/24/2018 PRD 4271 JOHN SUTTON
 Invoice: 2017-03

219057	2017-03	10/31/2017	01/21/18	115.00
		LEOFF1 REIMB		
115.00	91029211 521500	POLICE - INS ADD MEDICAL COSTS		

Invoice: 2017-04

219058	2017-04	12/31/2017	01/21/18	49.95
		LEOFF1 REIMB		
49.95	91029211 521500	POLICE - INS ADD MEDICAL COSTS		

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

					CHECK	346545 TOTAL:	164.95	
346546	01/24/2018	PRTD	565 TACOMA SCREW PRODUCT	219157	14266126	12/15/2017	01/21/18	88.40
Invoice: 14266126					PW/SOCKET HEAD CAPS (25)			
88.40					73421355	531100	WIN COLL-SUPPLIES	
					CHECK	346546 TOTAL:	88.40	
346547	01/24/2018	PRTD	8243 CRANE & CRANE HOLDIN	219140	01/11/18	01/11/2018	01/21/18	15.00
Invoice: 01/11/18					PW/1.5Y WOODWASTE REMOVAL			
15.00					91111427	547900	GG-STREET-ROADSIDE-GARBAGE	
					CHECK	346547 TOTAL:	15.00	
346548	01/24/2018	PRTD	558 TOWN & COUNTRY MARKE	219060	12/12/17	12/12/2017	01/21/18	86.76
Invoice: 12/12/17					DEC 17 BDAY LUNCHESES			
86.76					31011131	531100	EXEC - C/E SUPPLIES	
					219061	12/12/17-A	12/12/2017	01/21/18
Invoice: 12/12/17-A					2017 HOLIDAY PARTY SUPPLIES			
34.18					31011131	531100	EXEC - C/E SUPPLIES	34.18
					CHECK	346548 TOTAL:	120.94	
346549	01/24/2018	PRTD	7876 TYLER BUSINESS FORMS	218873	10807	01/05/2018	01/21/18	314.20
Invoice: 10807					FIN/ACCTS PAYABLE CHECKS (6 BOXES)			
314.20					41011141	531100	FIN - C/E ADMIN SUPPLIES	
					CHECK	346549 TOTAL:	314.20	
346550	01/24/2018	PRTD	4929 TYLER TECHNOLOGIES I	219141	045-209586	01/01/2018	01/21/18	12,020.31
Invoice: 045-209586					IT/MUNIS QTRLY SOFTWARE MAINT			
12,020.31					81011881	548500	IT - C/E COMPUTER SUPPORT	
					CHECK	346550 TOTAL:	12,020.31	
346551	01/24/2018	PRTD	1152 USA BLUE BOOK	218845	442851	12/14/2017	01/21/18	535.62
Invoice: 442851					PW/FOLDING MANHOLE GUARD(2)			
535.62					73421355	531100	WIN COLL-SUPPLIES	
					CHECK	346551 TOTAL:	535.62	
346552	01/24/2018	PRTD	553 UTILITIES UNDERGROUN	218846	7120102	12/31/2017	01/21/18	143.19
Invoice: 7120102					PW/EXCAVATION NOTICES - DEC 17			
143.19					73637893	54110000393	O&M ALLOC-LOCATING SVCS	

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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

CHECK 346552 TOTAL: 143.19

346553 01/24/2018 PRTD 4104 WA ST FERRIES
Invoice: RK301599

219062 RK301599
30.00 31011131 543100
316.70 51011211 543100
46.70 61011581 543100
38.35 72011321 543100
63.40 73011189 543100

12/31/2017 01/21/18
DEC17 WAVETOGO USAGE
EXEC-C/E-TRAVEL/MEALS/LODGING
PD-C/E-ADM-TRAVEL/MEALS/LODGIN
PCD - C/E ADMIN TRAVEL EXPENSE
ENG - C/E ADMIN TRAVEL EXPENSE
O&M-FAC-TRAVEL/MEALS/LODGING

CHECK 346553 TOTAL: 495.15

346554 01/24/2018 PRTD 952 WASHINGTON STATE PAT
Invoice: 01-05-2018

219063 01-05-2018
108.00 41654861 586100

01/05/2018 01/21/18
DEC17 BACKGROUND CHECKS
AGENCY DISBURSEMENTS

CHECK 346554 TOTAL: 108.00

346555 01/24/2018 PRTD 2251 WA ST TREASURER
Invoice: DEC17-SBCC

219064 DEC17-SBCC
130.50 41652860 586000

12/31/2017 01/21/18
WA ST SBCC OUT-COURT REMIT DEC17
SBCC BLDG.-OUT

130.50

Invoice: DEC17

219065 DEC17
1,646.08 41611860 586000
878.58 41610860 586000
35.83 41619860 586000
352.91 41616860 586000
68.50 41616860 586000
822.25 41614860 586000
12 41615860 586000
69 41615860 586000
176.05 41618860 586000
5.59 41612860 586311
13.15 41618860 586000
8.28 41618860 586000
47.23 41618860 586000
1.85 41616860 586812
1.86 41616860 586813
27.79 41615860 586961

12/31/2017 01/21/18
WA ST OUT COURT REMIT DEC17
PSEA 60% OUT
PSEA 30% OUT
PSEA 3 - STATE DISB OUT
THEFT PRV&TR BRAIN INJ-OUT
THEFT PRV&TR BRAIN INJ-OUT
JUDICIAL INFO SYST.-OUT
BREATH TEST-CUSTODIAL
BREATH TEST-CUSTODIAL
TRAUMA CARE-OUT
DOM VIOLENCE PROT ORD VIOLATIO
TRAUMA CARE-OUT
TRAUMA CARE-OUT
TRAUMA CARE-OUT
ACCESS COMM ACCT
MULTIMODAL ACCT
STATE CRIME LAB

4,086.76

CHECK 346555 TOTAL: 4,217.26

346556 01/24/2018 PRTD 710 WCIA
Invoice: 18006

218874 18006
172,053.46 91011182 546000
53,414.42 91111182 546000

01/01/2018 01/21/18
2018 INSURANCE
GG-C/E-INSURANCE
GG-STREET-INSURANCE

384,265.00

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC

15,711.59	91411182	546000	GG-WTR-INSURANCE
51,032.61	91421182	546000	GG-SWR-INSURANCE
3,921.64	91426355	546000	GG-SIS-INSURANCE
26,195.27	91431182	546000	GG-SSWM-INSURANCE
495.17	91435838	546000	GG-DECANT-INSURANCE
45,598.87	91470182	546000	GG-DEV-INSURANCE
15,841.97	91471182	546000	GG-BLDG-INSURANCE

CHECK	346556	TOTAL:	384,265.00
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346557	01/24/2018	PRTD	8858 WEINHEIMER, ROGER &	218969	66145	01/12/2018	01/21/18	262.27
Invoice: 66145						UB 11695 730 VILLAGE CIRCLE NW		
						WATER ACCOUNTS RECEIVABLE		
						262.27	411 122100	

CHECK	346557	TOTAL:	262.27
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346558	01/24/2018	PRTD	8390 WEST HILLS FORD MAZD	219067	100645	12/27/2017	01/21/18	295.47
Invoice: 100645						POL/VEH#198 WHEEL ASSY, VALVE KIT		
						PD-C/E-PATROL SUPPLIES		
						295.47	53011212 531100	

CHECK	346558	TOTAL:	295.47
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346559	01/24/2018	PRTD	4819 WEST PAYMENT CENTER	219158	837493812	01/01/2018	01/21/18	516.13
Invoice: 837493812						LEGAL/DEC17 INFO CHARGES		
						LEGAL-C/E-DUES & SUBSCR SVCS		
						516.13	32011152 549100	

CHECK	346559	TOTAL:	516.13
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346560	01/24/2018	PRTD	2175 WEST SOUND WILDLIFE	219066	2017-Q4	12/31/2017	21700096 01/21/18	2,137.50
Invoice: 2017-Q4						2017 Q4 2017 WILD ANIMAL CONTROL		
						FIN - C/E ANIMAL CONTROL FEES		
						2,137.50	91011393 541100	

CHECK	346560	TOTAL:	2,137.50
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346561	01/24/2018	PRTD	499 WESTBAY AUTO PARTS I	219068	322023	12/18/2017	01/21/18	27.29
Invoice: 322023						PW/HOS ASSY, OIL FILTER		
						MERCHANDISE		
						27.29	990 141100	

				219069	323907	12/27/2017	01/21/18	112.18
Invoice: 323907						PW/COOLANT HOSES		
						VACTOR R&M-SUPPLIES		
						112.18	73637941 531100	

				219144	325948	01/05/2018	01/21/18	6.80
Invoice: 325948						PW/GAS CAP VEH#225		
						ROADSIDE MOWER ALLOC-SUPPLIES		
						6.80	73637958 531100	

				219146	325985	01/05/2018	01/21/18	37.98
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cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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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: 325985

PW/GAS CAPS VEH#225

37.98 73637958 531100

ROADSIDE MOWER ALLOC-SUPPLIES

CHECK 346561 TOTAL: 184.25

346562 01/24/2018 PRD 679 WFOA 2007 CONFERENCE 219142 1330595-82051645 01/03/2018 01/21/18 50.00

Invoice: 1330595-82051645

FIN/2018 WFOA MEMBERSHIP-KS

50.00 41011141 549100

FIN-C/E-DUES, SUBS, MEMBERSHIPS

CHECK 346562 TOTAL: 50.00

346563 01/24/2018 PRD 8759 WHISTLE WORKWEAR 218875 152837 01/03/2017 01/21/18 455.30

Invoice: 152837

PW/VESTS, GLOVES

455.30 73637891 531100

OFFICE SUPPLIES

CHECK 346563 TOTAL: 455.30

346564 01/24/2018 PRD 2389 WA STATE CRIME PREVE 219143 2018 11/01/2017 01/21/18 50.00

Invoice: 2018

POL/ANNUAL DUES-C. SIAS

50.00 53011212 549100

PD-C/E-PATROL-DUES/SUBCR/MEMBR

CHECK 346564 TOTAL: 50.00

346565 01/24/2018 PRD 6920 COMCAST 219148 JAN18 12/20/2017 01/21/18 11.25

Invoice: JAN18

POL/HD CONVERTER BOX

11.25 51011211 545000

PD-C/E-ADMIN RENTS/LEASE

CHECK 346565 TOTAL: 11.25

346566 01/24/2018 PRD 7450 XYLEM WATER SOLUTION 218847 3556989188 12/12/2017 01/21/18 10,927.35

Invoice: 3556989188

PW/BALLASTS (8), LAMPS (48)

10,927.35 73425358 531100

O&M-WWTP-SUPPLIES

CHECK 346566 TOTAL: 10,927.35

346567 01/24/2018 PRD 2607 ZEE MEDICAL SERVICE 219149 68349564 01/11/2018 01/21/18 118.80

Invoice: 68349564

PW/WWTP FIRST AID SUPPLIES

118.80 73425358 531100

O&M-WWTP-SUPPLIES

CHECK 346567 TOTAL: 118.80

NUMBER OF CHECKS 126

*** CASH ACCOUNT TOTAL ***

690,586.70

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	126	690,586.70

*** GRAND TOTAL ***

690,586.70

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JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR PER	JNL								
SRC ACCOUNT						ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3		LINE DESC			
2018 1 308									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		339,732.77	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			690,586.70
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		65,327.71	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		90,805.64	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		58,041.19	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		70,768.83	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		7,069.11	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		6,010.85	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		52,053.31	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 104-213000						CIVIC IMPR - ACCOUNTS PAYABLE		750.00	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		27.29	
01/18/2018	01/21/18	012418				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								690,586.70	690,586.70
APP 631-130000						DUE TO/FROM CLEARING		684,575.85	
01/18/2018	01/21/18	012418							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			339,732.77
01/18/2018	01/21/18	012418							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			65,327.71
01/18/2018	01/21/18	012418							
APP 402-130000						DUE TO/FROM CLEARING			90,805.64
01/18/2018	01/21/18	012418							
APP 401-130000						DUE TO/FROM CLEARING			58,041.19
01/18/2018	01/21/18	012418							
APP 407-130000						DUE TO/FROM CLEARING			70,768.83
01/18/2018	01/21/18	012418							
APP 650-130000						DUE TO/FROM CLEARING			7,069.11
01/18/2018	01/21/18	012418							
APP 403-130000						DUE TO/FROM CLEARING			52,053.31
01/18/2018	01/21/18	012418							
APP 104-130000						CIVIC IMPR DUE TO/FROM CLEAR'G			750.00
01/18/2018	01/21/18	012418							
APP 901-130000						DUE TO/FROM CLEARING			27.29
01/18/2018	01/21/18	012418							

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JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL								
SRC ACCOUNT					ACCOUNT DESC	T OB	DEBIT	CREDIT	
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
SYSTEM GENERATED ENTRIES TOTAL							684,575.85	684,575.85	
JOURNAL 2018/01/308						TOTAL	1,375,162.55	1,375,162.55	

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	1	308	01/18/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		339,732.77
001-213000				GENERAL - ACCOUNTS PAYABLE	339,732.77	
				FUND TOTAL	339,732.77	339,732.77
101 STREET FUND	2018	1	308	01/18/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		65,327.71
101-213000				STREETS - ACCOUNTS PAYABLE	65,327.71	
				FUND TOTAL	65,327.71	65,327.71
104 CIVIC IMPROVEMENT FUND	2018	1	308	01/18/2018		
104-130000				CIVIC IMPR DUE TO/FROM CLEAR'G		750.00
104-213000				CIVIC IMPR - ACCOUNTS PAYABLE	750.00	
				FUND TOTAL	750.00	750.00
401 WATER OPERATING FUND	2018	1	308	01/18/2018		
401-130000				DUE TO/FROM CLEARING		58,041.19
401-213000				ACCOUNTS PAYABLE	58,041.19	
				FUND TOTAL	58,041.19	58,041.19
402 SEWER OPERATING FUND	2018	1	308	01/18/2018		
402-130000				DUE TO/FROM CLEARING		90,805.64
402-213000				ACCOUNTS PAYABLE	90,805.64	
				FUND TOTAL	90,805.64	90,805.64
403 STORM & SURFACE WATER FUND	2018	1	308	01/18/2018		
403-130000				DUE TO/FROM CLEARING		52,053.31
403-213000				ACCOUNTS PAYABLE	52,053.31	
				FUND TOTAL	52,053.31	52,053.31
407 BUILDING & DEVELOPMENT FUND	2018	1	308	01/18/2018		
407-130000				DUE TO/FROM CLEARING		70,768.83
407-213000				ACCOUNTS PAYABLE	70,768.83	
				FUND TOTAL	70,768.83	70,768.83
631 CLEARING FUND	2018	1	308	01/18/2018		
631-130000				DUE TO/FROM CLEARING	684,575.85	
631-213000				ACCOUNTS PAYABLE	6,010.85	
635-111100				CASH		690,586.70
				FUND TOTAL	690,586.70	690,586.70

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
650 AGENCY FUND	2018	1	308	01/18/2018			
650-130000					DUE TO/FROM CLEARING		7,069.11
650-213000					ACCOUNTS PAYABLE	7,069.11	
					FUND TOTAL	7,069.11	7,069.11
901 CITY-WIDE REPORTING FUND	2018	1	308	01/18/2018			
901-130000					DUE TO/FROM CLEARING		27.29
901-213000					ACCOUNTS PAYABLE	27.29	
					FUND TOTAL	27.29	27.29

FUND		DUE TO	DUE FROM
001	GENERAL FUND		339,732.77
101	STREET FUND		65,327.71
104	CIVIC IMPROVEMENT FUND		750.00
401	WATER OPERATING FUND		58,041.19
402	SEWER OPERATING FUND		90,805.64
403	STORM & SURFACE WATER FUND		52,053.31
407	BUILDING & DEVELOPMENT FUND		70,768.83
631	CLEARING FUND	684,575.85	
650	AGENCY FUND		7,069.11
901	CITY-WIDE REPORTING FUND		27.29
TOTAL		684,575.85	684,575.85

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

Reg (re-run)
 cc 1/18/18

01/18/2018 11:22 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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 |apcshdsb

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC

346568	01/24/2018	PRTD	2421 KITSAP PUBLIC HEALTH	219111	310796	12/14/2017	01/21/18	780.00
Invoice: 310796						PW/SOLID WASTE PERMIT FEE		
780.00 73435838 549800						O&M-DECANT-PERMIT		

CHECK 346568 TOTAL: 780.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 780.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	780.00

*** GRAND TOTAL *** 780.00

01/18/2018 11:22 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2018 1 325										
APP 403-213000						ACCOUNTS PAYABLE			780.00	
	01/18/2018	01/21/18	012118			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				780.00
	01/18/2018	01/21/18	012118			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									780.00	780.00
APP 631-130000						DUE TO/FROM CLEARING			780.00	
	01/18/2018	01/21/18	012118							
APP 403-130000						DUE TO/FROM CLEARING				780.00
	01/18/2018	01/21/18	012118							
SYSTEM GENERATED ENTRIES TOTAL									780.00	780.00
JOURNAL 2018/01/325 TOTAL									1,560.00	1,560.00

01/18/2018 11:22
cchristianson

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

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
403 STORM & SURFACE WATER FUND	2018	1	325	01/18/2018		
403-130000				DUE TO/FROM CLEARING		780.00
403-213000				ACCOUNTS PAYABLE	780.00	
				FUND TOTAL	780.00	780.00
631 CLEARING FUND	2018	1	325	01/18/2018		
631-130000				DUE TO/FROM CLEARING	780.00	
635-111100				CASH		780.00
				FUND TOTAL	780.00	780.00

FUND		DUE TO	DUE FROM
403 STORM & SURFACE WATER FUND			780.00
631 CLEARING FUND		780.00	
	TOTAL	780.00	780.00

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

Retainage

@ 1/12/18

01/12/2018 15:07 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 1
|apcshdsb

CASH ACCOUNT: 628 111100 CASH-RETAINAGE

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

163	01/12/2018	PRTD	8604	ANDERSON CONSTRUCTIO	218962	RETREL-825	12/08/2017	RT011218	774.08
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Invoice: RETREL-825

RET REL MORALES PUMPHOUSE

774.08 41628860 586000

RETAINAGE RELEASE

CHECK	163 TOTAL:	774.08
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NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***	774.08
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COUNT	AMOUNT
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TOTAL PRINTED CHECKS	1	774.08
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*** GRAND TOTAL ***	774.08
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JOURNAL ENTRIES TO BE CREATED
CLERK: cchristianson

YEAR PER	JNL								
SRC ACCOUNT						ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3		LINE DESC			
2018 1 259									
APP 622-213000						ACCOUNTS PAYABLE		774.08	
01/12/2018	RT011218	RT0128				AP CASH DISBURSEMENTS JOURNAL			
APP 628-111100						CASH-RETAINAGE			774.08
01/12/2018	RT011218	RT0128				AP CASH DISBURSEMENTS JOURNAL			
JOURNAL 2018/01/259 TOTAL								774.08	774.08

FUND	YEAR PER	JNL	EFF DATE		DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
622 EXPENDABLE TRUST FUND	2018 1	259	01/12/2018			
622-213000				ACCOUNTS PAYABLE	774.08	
628-111100				CASH-RETAINAGE		774.08
FUND TOTAL					774.08	774.08

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

City of Bainbridge Island City Council Agenda Bill



PROCESS INFORMATION

Subject: Special City Council Meeting Minutes, January 2, 2018 (Pg. 164)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-008
Proposed By: City Clerk	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
CCMIN 010218 SPECIAL	Backup Material



SPECIAL CITY COUNCIL MEETING
TUESDAY, JANUARY 2, 2018

MEETING MINUTES

1. CALL TO ORDER

Deputy Mayor Blossom called the special City Council meeting to order at 5:30 p.m. in Council Chambers.

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

2. EXECUTIVE SESSION

Council adjourned to the Planning Conference Room pursuant to (1) RCW 42.30.110(1)(i), to discuss with legal counsel matters relating to litigation or potential litigation to which the city, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, and (2) RCW 42.30.110(1)(b), to consider the selection of a site or acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

3. ADJOURNMENT

Council returned from Executive Session at 6:56 p.m., and Deputy Mayor Blossom adjourned the special City Council meeting.

Kol Medina, Mayor

Christine Brown, City Clerk

City of Bainbridge Island City Council Agenda Bill



PROCESS INFORMATION

Subject: City Council Study Session Minutes, January 2, 2018 (Pg. 166)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-008
Proposed By: City Clerk	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
CCMIN 010219 STUDY SESSION	Backup Material



CITY COUNCIL STUDY SESSION TUESDAY, JANUARY 2, 2018

MEETING MINUTES

1. CALL TO ORDER/ROLL CALL

Deputy Mayor Blossom called the meeting to order at 7:00 p.m. in Council Chambers.

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

2. AGENDA APPROVAL OR MODIFICATION/CONFLICT OF INTEREST DISCLOSURE

Councilmember Medina asked to add a discussion of the Governance Manual under New Business. Councilmember Peltier moved and Councilmember Scott seconded to approve the agenda as amended. The motion carried unanimously, 7-0. There were no conflicts of interest disclosed.

3. PUBLIC COMMENT

There was no public comment at this time.

4. PRESENTATION(S)

A. Oath of Office for New Councilmembers, AB 18-001 – Executive 7:05 PM

City Clerk Brown administered the Oath of Office to new Councilmembers Deets, Nassar and Tirman.

Public Comment

Dave Henry welcomed Council.

5. NEW BUSINESS

A. Appointment of Mayor and Deputy Mayor, AB 18-002 – Council 7:08 PM

Deputy Mayor Blossom invited nominations. Councilmember Peltier nominated Councilmember Medina to be the next Council-elected Mayor for the City of Bainbridge Island. All Councilmembers voted in favor of the nomination.

Councilmember Deets nominated Deputy Mayor Blossom as Deputy Mayor for the first six months of 2018. All Councilmembers voted in favor of the nomination.

B. Discussion of Governance Manual [Added] 7:11 PM

Mayor Medina reviewed key provisions of the Governance Manual.

C. Agreement for Juvenile Detention Facilities with Kitsap County, AB 18-003 – Police 7:28 PM

City Manager Schulze introduced the agreement.

MOTION: I move that the City Council forward for approval to the January 9, 2018, Consent Agenda the 2018 Agreement for the Provision of Juvenile Detention Facilities between Kitsap County and the City.

Scott/Deets: The motion carried unanimously, 7-0.

D. Councilmember Appointments for Regional and City Boards, Committees and Task Forces, AB 18-004 – Council 7:31 PM

Mayor Medina introduced the agenda item and noted changes to the proposed Councilmember appointment list. The Kitsap Regional Coordinating Council Transportation Policy Board and Land Use Policy Board meet on the 3rd Thursday, and Mayor Medina is added as an alternate representative for those committees. Councilmembers Nassar and Deets are proposed for the Multi-Modal Transportation Advisory Committee, and Councilmember Peltier will be the only liaison to the Marine Access Committee. Deputy Mayor Blossom noted that the Affordable Housing Task Force is now meeting on the 2nd and 4th Wednesdays.

MOTION: I move that the City Council approve the appointments for regional and City boards, committees, and task forces as set forth on the attached list, as modified.

Peltier/Medina: The motion carried unanimously, 7-0.

6. UNFINISHED BUSINESS

A. Sound to Olympics Trail Preferred Bridge Design Option, AB 17-077 – Public Works 7:35 PM

Engineering Project Manager Epstein provided a presentation on the project. City Manager Schulze and Public Works Director Loveless addressed Council's questions on the grant. Curtis LaPierre from Otak presented the conceptual design.

Public Comment

Patti Dusbabek spoke against the location.

Don Willott spoke in favor of the project.

Lynn Schorn spoke in favor of the project.

Marty Minkoff spoke in favor of the project.

Jane Lindley spoke in favor of the project.

Dick Llorens spoke against the project.

Mitch Wilk spoke against the project.

Susan Loftus spoke in favor of the project.

Marcia Cutting, Vice Chair of Multi-Modal Transportation Advisory Committee, spoke in favor of the project.

Leif Horowitz, Chair of Multi-Modal Transportation Advisory Committee, spoke in favor of the project.

Jon Rose, Olympic Property Group, spoke in favor of the project.

Richard Beam spoke against the project.

Alyse Nelson spoke in favor of the project.

Brian Anderson, Climate Action Bainbridge, spoke in favor of the project.

Evan Stall, President of North Kitsap Trails Association, spoke in favor of the project.

Sandy Fisher spoke in favor of the project.

Stacey Nordgren spoke in favor of the project.

Lara Hansen spoke in favor of the project.

Ray Victurine spoke in favor of the project.

Jackie Young spoke in favor of the project but in a different location on High School Road.

Doug Rauh spoke against the project.

Bob Bosserman spoke in favor of the project.

Michael Cox spoke in favor of the project.

Brandon Fouts spoke against the project.

Barb Zimmer spoke in favor of the project.

Erika Shriner spoke in favor of the project.

Leslie Marshall spoke in favor of the project.

Herb Hethcote spoke in favor of the project.

David Friburg spoke in favor of the project.

Eve Johnson spoke against the project.

Maradel Gale spoke in favor of the project.

Don Johnson spoke against the project.

Lyn Lucy Costello spoke against the project.

Council adjourned for a break at 9:47 p.m. Deputy Mayor Blossom called the meeting back to order at 9:56 p.m.

MOTION: I move to authorize proceeding through the 30% design phase for the curved truss bridge design option for Phase 3 of the Sound to Olympics Trail project.

Scott/Medina: The motion failed 5-2 with Mayor Medina and Councilmember Scott voting in favor.

MOTION: I move that we cancel the STO Phase 3 bridge project.

Peltier/Deets: The motion carried 5-2 with Mayor Medina and Councilmember Scott voting against.

Councilmember Scott proposed an amendment to the motion to postpone the decision for 12 months and revisit at that time. There was no second to the motion.

7. COUNCIL DISCUSSION

A. Suzuki Property Development Agreement with Olympic Property Group, AB 14-118 Executive 10:25 PM

City Manager Schulze said there will be a matrix with options for Council's consideration next week. Councilmembers discussed the project.

8. FOR THE GOOD OF THE ORDER - 11:03 PM

Councilmember Peltier inquired about Council procedures.

9. ADJOURNMENT

Deputy Mayor Blossom adjourned the meeting at 11:07 p.m.

Kol Medina, Mayor

Christine Brown, City Clerk

City of Bainbridge Island City Council Agenda Bill



PROCESS INFORMATION

Subject: Special City Council Meeting Minutes, January 9, 2018 (Pg. 171)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-008
Proposed By: City Clerk	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
CCMIN 010918 SPECIAL	Backup Material



SPECIAL CITY COUNCIL MEETING
TUESDAY, JANUARY 9, 2018

MEETING MINUTES

1. CALL TO ORDER

Mayor Medina called the special City Council meeting to order at 5:30 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Blossom, and Councilmembers Deets, Nassar, Scott, and Tirman were present. Councilmember Peltier arrived at 5:32 p.m.

2. EXECUTIVE SESSION

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

3. ADJOURNMENT

Council returned from Executive Session at 7:00 p.m., and Mayor Medina adjourned the special City Council meeting.

Kol Medina, Mayor

Christine Brown, City Clerk

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Regular City Council Business Meeting Minutes, January 9, 2018 (Pg. 173)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-008
Proposed By: City Clerk	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
CCMIN 010918	Backup Material



REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, JANUARY 9, 2018

MEETING MINUTES

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

Mayor Medina called the meeting to order at 7:03 p.m. in Council Chambers.

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

2. AGENDA APPROVAL OR MODIFICATION/CONFLICT OF INTEREST DISCLOSURE

Mayor Medina asked to remove item 6(A) from the agenda. Councilmember Blossom asked to add a motion to reconsider last week's action on the State Route 305 Bridge. Councilmember Peltier asked to add Ordinance No. 2018-02 under New Business. Councilmember Peltier moved and Deputy Mayor Blossom seconded to approve the agenda, as amended. The motion carried unanimously, 7-0. Deputy Mayor Blossom recused herself from the discussion of Ordinance No. 2018-02.

3. PUBLIC COMMENT - 7:06

Patti Dusbabek spoke about her concerns with the budget.

Dick Haugan spoke in favor of fiscal responsibility.

4. CITY MANAGER'S REPORT – 7:09 PM

City Manager Schulze provided an update on staff resignations and the distribution of a monthly financial report and Police Department activity report for November 2017.

5. PRESENTATION(S)

A. Climate Change Advisory Committee 2017 Annual Report, 2018 Work Plan, and Greenhouse Gas (GHG) Recommendations, AB 18-005 7:12 PM

Committee Member Derik Broekhoff provided a presentation on the committee's 2017 Annual Report, 2018 Work Plan and their Greenhouse Gas Inventory Recommendations.

Public Comment

Brandon Fouts spoke in favor of other measures.

Erika Shriner spoke in favor of the recommendations.

Doug Rauh asked Council to look at emissions from the Washington State Ferries.

Fran Korten encouraged Council to accept the recommendations.

Jason Wilkinson spoke in favor of the recommendations and other measures.

MOTION: I move to forward to the January 23, 2018 Consent Agenda acceptance of the Climate Change Advisory Committee 2017 Annual Report, 2018 Work Plan, and GHG Recommendations as proposed.

Scott/Peltier: The motion carried unanimously, 7-0.

6. CLOSED RECORD PROCEEDING**A. Resolution No. 2018-02 Approving the Rolling Sunrise Plat (PLN18840 FSUB), AB 18-007 – Planning**

This item was removed from the agenda.

7. PUBLIC HEARING**A. Public Hearing and Possible Action: Ordinance No. 2018-01 (Formerly Ordinance No. 2017-17) Relating to Critical Areas, Repealing Chapter 16.20 and Adopting a New Chapter 16.20 of the Bainbridge Island Municipal Code, AB 17-135 – Planning 7:36 PM**

Senior Planner Carr highlighted the recent changes to the ordinance.

Mayor Medina opened the public hearing at 7:50 p.m.

Public Comment

Robert Fraik spoke against the ordinance.

Bonnie Albin-Fraik spoke against the ordinance.

Randall Olsen spoke on behalf of De Nova Northwest and asked how the ordinance applies to vested subdivision applications.

Hank Teran, Bainbridge Island Fire Department Chief, spoke about the Bainbridge Island Fire District's concerns with the ordinance.

Jay Kinney, Bainbridge Island Metropolitan Park & Recreation District Board Chair, spoke about the Park District's concerns.

Charles Schmid, Association of Bainbridge Communities, spoke in favor of increasing tree protections.

Paula Chuka spoke about her concerns with the ordinance.

Peter Brachvogel echoed Bob Fraik's comments.

Wendy Von Feldt spoke about her concerns with wildfire risk.

Ed Moydell, Executive Director of Bloedel Reserve, spoke about his concerns with the ordinance.

Barbara Trafton spoke about her concerns with the ordinance.

Mike Juneau commented on the ordinance and requested public outreach.

Terry McGuire spoke against the ordinance.

Betsy Wittick spoke against the ordinance.

Kristin Snapp spoke against the ordinance.

Howie Pain spoke against the ordinance.

Dave Shorett spoke about his concerns regarding the effect of the ordinance on trails.

Lisa Macchio spoke in favor of the ordinance.

Frank Stowell spoke about his concerns regarding the effect of the ordinance on trails.

Marshall Tappen spoke in favor of the ordinance.

Richard Lagerloef asked Council to consider individual homeowners and view maintenance.

Holly White asked how the ordinance works with existing shoreline regulations.

Wayne Daley spoke in favor of the ordinance.

Corey Christopherson expressed concerns on the effect of the ordinance on affordable housing.

Mayor Medina closed the public hearing at 8:46 p.m.

Special Planner Carr addressed Council's questions.

MOTION: I move that we task the Ad Hoc Tree & Low Impact Development Committee with reviewing comments and questions regarding the draft Critical Areas Ordinance and to make recommendations to the City Council regarding possible revisions. 9:25 p.m.

Peltier/Nassar: The motion failed 2-5 with Councilmembers Peltier and Nassar voting in favor.

MOTION: I move to forward Ordinance No. 2018-01 to a special meeting workshop of the City Council. 9:38 p.m.

Tirman/Deets: The motion carried unanimously, 7-0.

Mayor Medina adjourned the meeting for a break at 9:40 p.m. Mayor Medina re-convened the meeting at 9:49 p.m.

8. NEW BUSINESS

A. Resolution No. 2018-01 Adopting the 2018 Fee Schedule, AB 18-006 – Finance 9:50 PM

Finance Director Schroer introduced the resolution.

MOTION: I move to forward to the January 23, 2018, Consent Agenda for approval Resolution No. 2018-01, adopting the 2018 fee schedule.

Peltier/Blossom: The motion carried unanimously, 7-0.

B. Ordinance No. 2018-02 Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development [Added]. 9:56 PM

Deputy Mayor Blossom left Council Chambers. Mayor Medina introduced the ordinance. Council discussed the ordinance and suggested revisions by motion.

MOTION: My first proposal would be to add a new “whereas” clause at the end of the list: WHEREAS, the City’s Comprehensive Plan states as a Guiding Principle No. 2 “Manage the water resources of the Island to protect, restore, and maintain their ecological and hydrological functions and to ensure clean and sufficient groundwater for future generations,” and consistent with that Guiding Principle, Guiding Policy 2.6 states “recognize the importance of our water resources to present and future generations of Bainbridge Islanders and apply the precautionary principle;” and

Scott/Peltier: The motion carried unanimously, 6-0.

MOTION: On page 1 in the “whereas” clauses, I propose that we insert the word “Threatened” in front of “Harm” in the first numbered paragraph.

Scott/Peltier: The motion carried unanimously, 6-0.

MOTION: In paragraph 3 remove “the City’s” after “Compliance with” in the first line.

Peltier/Tirman: The motion carried unanimously, 6-0.

Councilmember Scott clarified that the new “whereas” clause should be inserted above the “whereas” clause that precedes the numbered paragraphs on the first page. Council concurred with the placement.

MOTION: In paragraph 1 in Section 4, strike “on City-owned property”.

Tirman/Scott: The motion carried unanimously, 6-0.

MOTION: Add “an approved” to paragraph P in Section 4 before “subdivision”

Peltier/Scott: The motion carried unanimously, 6-0.

MOTION: Add the words “Building permit applications for” prior to “complete site plan applications” in paragraph Q in Section 4.

Scott/Tirman: The motion carried unanimously, 6-0.

Mayor Medina noted a minor correction is needed in Section Q to add the word “had.”

MOTION: I propose that we delete paragraph R and rely instead on the exemptions stated in paragraph P.

Scott: The motion failed for lack of a second.

Public Comment

Peter Brachvogel spoke against the moratorium.

Randall Olsen inquired about applications that have been submitted.

Marshall Tappen spoke about code provisions on affordable housing.

Corey Christopherson spoke about concerns with the moratorium.

Terry McGuire asked about application to the business/industrial area and spoke against the ordinance.

Harley Christenson asked for additional discussion.

Anna Richards spoke against the moratorium.

Mayor Medina noted that the ordinance will require 5 votes to pass.

MOTION: I move that we approve Ordinance No. 2018-02, as amended.

Peltier/Tirman: The motion failed 4-2 with Councilmembers Scotts and Deets voting against. 10:50 PM

AMENDMENT TO MOTION: I would like to propose an amendment to the motion to amend paragraph O to allow building permit applications for single family residences in the R-0.4, R-1, R-2 zones and strike the existing language and insert “for single family residences that are not part of a subdivision.”

Scott/Deets: The amendment failed 2-4 with Councilmembers Scott and Deets voting in favor.

Councilmember Scott, with suggestions from Council and the City Attorney, discussed revising paragraph O in Section 4 to read:

Building permit applications for single family residences in the R-0.4, R-1, and R-2 zones for single family residences that are not part of an approved subdivision, provided that the applicant owned the property as of the effective date of this ordinance, and further provided that a person or entity may only use this exclusion once.

MOTION: I move that we amend the proposed ordinance as stated.

Scott/Deets: The motion carried unanimously, 6-0.

MOTION: I move that we approve Ordinance No. 2018-02, as amended.

Peltier/Deets: The motion carried unanimously, 6-0.

Deputy Mayor Blossom returned to the Council Chambers.

C. STO Phase III Bridge Project [Added] 11:03 PM

Deputy Mayor Blossom introduced her motion to reconsider the decision made last week to cancel the STO Bridge Project. Council discussed the topic.

MOTION: I move to reconsider the motion.

Blossom/Deets: The motion carried 4-3 with Councilmembers Tirman, Nassar, and Peltier voting against.

Public Comment

Demi Allen commented on the cost of the project and future possibilities.

Leif Horowitz thanked Council for re-considering.

Marcia Cutting thanked Council for re-considering.

Don Willott said that pedestrians will be the primary users of the bridge.

Charles Schmid asked Council to postpone a decision.

Erika Shriner asked Council to consider public comment.

RECONSIDERED MOTION: I move that we cancel the STO Phase 3 bridge project.

The motion failed 4-3 with Councilmembers Peltier, Tirman, and Nassar voting in favor.

MOTION: I move that our Mayor and Deputy Mayor schedule an appropriate time to discuss next steps on the bridge project at a meeting that makes sense in terms of the line-up of issues. 11:32 pm

Scott/Blossom: The motion carried 5-0 with Councilmembers Peltier and Tirman abstaining from the vote.

9. CONSENT AGENDA - 11:34 PM

A. Agenda Bill for Consent Agenda, AB 18-008

B. Accounts Payable and Payroll

Payroll 12-20-2017: normal direct deposit check sequence 040442 – 040567 for \$293,377.49; normal check run sequence 108363 – 108365 for \$4,511.66; vendor run check sequence 108366 – 108377; Federal Tax Electronic Transfer for \$118,440.64. Total disbursement \$529,417.64.

Accounts Payable 12-11-2017: check number 346206 for \$275.50; manual check run check sequence 346207 – 346219 for \$142,848.56 ; 346342 – 346343 for \$51,998.23; regular check run sequence 346220 – 346341 for \$342,954.62. Total disbursement \$490,573.68.

Payroll 1-5-2018: normal direct deposit check sequence 040568 – 040693 for \$268,327.08; regular check run sequence 108378 – 108381 for \$7,290.51; vendor run check sequence 108382 – 108396 for \$304,478.19; miscellaneous check number 108397 for \$301.71; Federal Tax Electronic Transfer for \$116,909.88. Total disbursement \$697,307.37.

Accounts Payable 1-8-2018: check number 346343 from last run for \$4,770.50; ACH sequence 280 – 281 for \$18,035.96; Electronic Federal Transfer 282 for \$12,562.14; manual check run sequence 346344 –

346347 for \$594.81; check number 346412 for \$265.00; regular check run sequence 346348 – 346413 for \$309,873.71. Total disbursement \$341,331.62. Retainage release number 162 for \$6,476.62.

- C. Special City Council Meeting Minutes, December 5, 2017**
- D. City Council Study Session Minutes, December 5, 2017**
- E. Regular City Council Business Meeting Minutes, December 12, 2017**
- F. Special City Council Meeting Minutes, December 20, 2017**
- G. 2018 Agreement for Juvenile Detention Facilities with Kitsap County, AB 18-003 – Police**

MOTION: I move that we approve the Consent Agenda as presented.

Scott/Blossom: The motion carried unanimously, 7-0.

10. COMMITTEE REPORTS – 11:34 PM

- A. Marine Access Committee Regular Meeting Minutes, November 13, 2017**
- B. Hwy 305 Working Group Meeting Notes, December 8, 2017 – Councilmember Peltier**
- C. Tree & Low Impact Development Ad Hoc Committee Meeting Notes, November 15, 2017**

11. REVIEW UPCOMING AGENDAS – 11:35 PM

A. Council Calendar

City Manager Schulze noted agenda items for further discussion. Councilmember Peltier requested the addition of a discussion regarding the next Intergovernmental Working Group agenda to the January 16, 2018 agenda.

12. FOR THE GOOD OF THE ORDER - 11:36 PM

Councilmember Scott mentioned that he is working on an ordinance relating to an update on the disposable food service item ordinance which includes a provision regarding plastic straws. Councilmembers Deets, Nassar, and Scott will work with the students who proposed a ban on plastic straws.

Mayor Medina asked Council to forward proposed revisions to the Governance Manual to him or the City Clerk by noon on Thursday, January 11, 2018.

Mayor Medina noted that Councilmember Scott has been a liaison to Kitsap Economic Development Alliance board. There was consensus for him to remain as a liaison.

13. ADJOURNMENT

Mayor Medina adjourned the meeting at 11:42 p.m.

Kol Medina, Mayor

Christine Brown, City Clerk

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Resolution No. 2018-01 Adopting the 2018 Fee Schedule, AB 18-006 – Finance (Pg. 182)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: AB 18-006
Proposed By: Ellen Schroer, Director of Finance	Referrals(s):

BUDGET INFORMATION

Department: Finance	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The City publishes a comprehensive fee schedule to provide a single point of reference for fees and charges for City programs and services. The fee schedule includes a wide variety of items, from charges for use of the City dock to rates for the City's utilities. The fees and charges may be updated by Council action throughout the year; staff updates the fee schedule document periodically. Once approved, the fee schedule is posted to the City's website.

This resolution approves a new fee schedule, with certain amendments (shown in highlighted text in the version of the fee schedule provided for this agenda item):

- Updates to Section 7, Facilities, to show fees associated with the rental of the Waterfront Park Community Center;
- Updates to Section 9, Building and Planning Fees, to show Transportation Impact Fees as provided by Ordinance 2017-21;
- Updates to Section 11, Utility Fees, to show the 2018 SSWM fee, and 2018 fees for customers served by Kitsap County Sewer District 7; and
- Updates to Section 12, Miscellaneous Fees, to eliminate a reduced annual fee applicable to 2017 only for boat ramp and boat trailer parking.

RECOMMENDED ACTION/MOTION

I move to approve Resolution No. 2018-01, adopting the 2018 fee schedule.

ATTACHMENTS:

Description	Type
▣ Resolution No. 2018-01	Backup Material
▣ 2018 Fee Schedule as of Jan. 23, 2018	Backup Material
▣ 2018 Fee Schedule - Highlighted	Backup Material

RESOLUTION NO. 2018-01

A RESOLUTION of the City Council of Bainbridge Island, Washington, amending the Fee Schedule to reflect prior City Council actions and to update the City's fees.

WHEREAS, the City periodically updates the Fee Schedule to reflect City Council actions and the actual cost to the City of various services in accordance with state law, including RCW 82.02.020.

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

The Fee Schedule is amended as shown in the attached Exhibit A, which is hereby incorporated into this resolution as if full set forth herein.

PASSED by the City Council this ____ day of January, 2018.

APPROVED by the Mayor this ____ day of January, 2018.

By: _____
Kol Medina, Mayor

ATTEST/AUTHENTICATE:

By: _____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK: December 20, 2017
PASSED BY THE CITY COUNCIL: January ____, 2018
RESOLUTION NO. 2018-01

Exhibit A: 2018 Fee Schedule

EXHIBIT A



CITY OF
BAINBRIDGE ISLAND

2018 FEE SCHEDULE

As of January 23, 2018

City of Bainbridge Island Fee Schedule

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City of Bainbridge Island Fee Schedule

1. ANIMAL LICENSES

(Ordinance No. 91-41)

ANIMAL LICENSE, LIFETIME, SPAYED/NEUTERED \$6.00

Good for the life of the pet. Owner must have proof that pet has been spayed or neutered.

*ANIMAL LICENSE, ANNUAL NOT SPAYED/NEUTERED \$25.00

Year runs from July 1 to June 30.

*ANIMAL LICENSE, HALF YEAR, NOT SPAYED/NEUTERED \$12.50

Applies if purchased after January 1. Does not apply to renewals and lifetime licenses.

*ANIMAL LICENSE, TAG REPLACEMENT \$1.00

*ANIMAL LICENSE, PENALTY \$5.00

Applies if a license has not been obtained by July 31.

*Note: Licenses are required for dogs, optional for cats. License tags shall be provided free of charge for certain animals such as guide and service dogs.

BOARDING KENNEL, ANNUAL \$150.00

Applies to all kennels, regardless of animal type boarded.

BOARDING KENNEL, PRORATED \$150.00 X Fraction of Yr Left

Applies to new businesses commencing operations after July 31.

BOARDING KENNEL, PENALTY \$25.00

Applies if a license has not been obtained by July 31.

COMMERCIAL KENNEL, ANNUAL \$250.00

Applies to all commercial kennels, no matter the animal breed or species.

COMMERCIAL KENNEL, PRORATED \$250.00 X Fraction of Yr Left

Applies to new businesses commencing operations after July 31.

City of Bainbridge Island Fee Schedule

ANIMAL LICENSES (Continued)

COMMERCIAL KENNEL, PENALTY	\$25.00
Applies if a license has not been obtained by July 31.	
HOBBY KENNEL, LIFETIME	\$50.00
For persons keeping up to 10 altered animals and no unaltered animals.	
HOBBY KENNEL, ANNUAL	\$100.00
Applies to all persons keeping more than 5 unaltered dogs and/or cats over 6 months old.	
HOBBY KENNEL, PRORATED	$\$100.00 \times \text{Fraction of Yr. Left}$
Applies to new applicants commencing operations after July 31.	
HOBBY KENNEL, PENALTY	\$25.00
Applies if a license has not been obtained by July 31.	
GROOMING PARLOR, ANNUAL	\$25.00
Applies to all grooming parlors, no matter the animal served.	
GROOMING PARLOR, PRORATED	$\$25.00 \times \text{Fraction of Yr. Left}$
Applies to new businesses commencing operations after July 31.	
GROOMING PARLOR, PENALTY	\$10.00
Applies if a license has not been obtained by July 31.	
PET SHOP, ANNUAL	\$25.00
Applies to all pet stores, no matter the type of animal sold.	
PET SHOP, PRORATED	$\$25.00 \times \text{Fraction of Yr. Left}$
Applies to new business commencing operations after July 31.	
PET SHOP, PENALTY	\$10.00
Applies if a license has not been obtained by July 31.	

City of Bainbridge Island Fee Schedule

2. BUSINESS LICENSES

(Ordinance No. 99-28, Resolution Nos. 99-05, 2010-40, 2011-08)

BUSINESS LICENSE – INITIAL APPLICATION \$65.00

BUSINESS LICENSE – RENEWAL \$65.00

BUSINESS LICENSE – PENALTY

10% of fee per month
delinquent after March 15
but not more than the license
fee for each year owing (\$6.50
per month up to a maximum
penalty of \$65.00)

SPECIAL BUSINESS – AMUSEMENT GAME \$25.00

(BIMC 5.12) Billiard, Pool and Foosball. The license expires 2/28 of each year.

SPECIAL BUSINESS – JUKEBOX \$100.00+

(BIMC 5.28) The license expires 12/31 of each year. \$10.00/jukebox

SPECIAL BUSINESS – GAMES OF SKILL \$25.00+

(BIMC 5.24) Includes video games. The license expires 12/31 of each year. \$50.00/game

SPECIAL BUSINESS – CABARET \$60.00

(BIMC 5.16) Applies to businesses with live entertainment. The license expires
12/31 of each year.

SPECIAL BUSINESS – PENALTY

10% of fee per month delinquent

(Ordinance No. 92-10)

City of Bainbridge Island Fee Schedule

3. COPY FEES

(Resolution Nos. 2011-15, 2016-10, and 2017-01)

MISCELLANEOUS COPIES \$0.15 per page or per side on 2-sided copies
(black and white, 8.5" X 14" or smaller, (First 10 pages free)
including scanning to an electronic format)

11" x 17" black and white copies \$0.30

COLOR COPIES \$0.30 per page or per side on 2-sided copies

11" x 17" color copies \$0.60 per page or per side on 2-sided copies

ELECTRONIC MEDIA

(OPEN PUBLIC RECORDS PORTAL, COMPUTER DISC, DVD, FLASH DRIVE, ETC.) \$5.00 each
(For electronic copies of records exceeding 100 pages installment
or 25 MB, audio recordings and video recordings.
Flash drives to be provided by the requester.)

FINGERPRINTS \$10.00
(Ordinance No. 92-24)

CUSTOMIZED GIS MAPS AND CAD DATASET QUERIES

Custom maps, or any other kind of GIS work (spatial queries) are available at a \$43.00 per hour cost, and will be pro-rated to the nearest 1/4 hour. If printed copies are requested, they will be additionally charged at the materials cost detailed below. Internal, or other agency requests that are part of ongoing City-sponsored work are not charged.

Commonly requested maps are available for download (at no charge) in a PDF format from the City website.

Printed materials are charged per square foot. Following are standard sheet sizes and the associated cost.

18" x 24"	\$ 7.00
24" x 36"	\$14.00
28" x 40"	\$18.00

City of Bainbridge Island Fee Schedule

COPY FEES (Continued)

36" x 48"	\$28.00
36" x 60"	\$35.00

City of Bainbridge Island Fee Schedule

4. DEPOSITS

BID PLANS OR SPECIFICATIONS
(BIMC 3.72)

A non-refundable
fee is set on bid call.

BUILDING & PLANNING

See Building & Planning Fees Section

PARK USE PERMIT
(BIMC 12.20)

This permit is refundable if the park is clean after use, as determined
by City staff.

If less than one hundred people attend

\$75.00

If more than one hundred people attend

\$100.00

SURETY DEPOSIT

Bond = 125% of valuation of project

RESERVATION OF WATER/SEWER SYSTEM
(Ordinance No. 2006-07)

A non-refundable deposit equal to 10%
(Prior to receiving the binding commitment)

City of Bainbridge Island Fee Schedule

5. PARKING

POLICE STATION

(Resolution No. 2017-01)

Downtown Employee Parking

\$20.00
(6 months)

City of Bainbridge Island Fee Schedule

6. PERMITS (EXCEPT BUILDING & PLANNING)

CONCEALED PISTOL LICENSE (first time application) (RCW 9.41.070(5); Resolution No. 2017-01) \$18.00 is the City's share; \$18.00 goes to the State; \$12.00 goes to the FBI.	\$48.00
CONCEALED PISTOL LICENSE (renewal) (RCW 9.41.070(6)) \$14.00 is the City's share; \$18.00 goes to the State.	\$32.00
CONCEALED PISTOL LICENSE (late renewal penalty) (RCW 9.41.070(9); Resolution No. 2017-01) \$21.00 is the City's share; \$21.00 goes to the State.	\$42.00
CONCEALED PISTOL LICENSE – REPLACEMENT	\$10.00
FIREARMS DEALER LICENSE (RCW 9.41.110) \$125 goes to the State.	\$125.00
PUBLIC DANCE PERMIT (Ordinance No. 92-24) This permit is for dances or concerts that require the involvement of the Police and/or the Public Works departments.	\$250.00

City of Bainbridge Island Fee Schedule

7. FACILITIES RENTAL

(Resolution Nos. 96-10 and 2000-33)

Use of city facilities requires that before using the premises the applicant shall provide a certificate of general liability insurance showing the City as insured covering the premises used for no less than \$1,000,000 for each occurrence and \$2,000,000 aggregate coverage.

RENTAL OF CITY HALL: Non-profit (Commercial/Private not allowed)

Council Chambers (without kitchen)	\$15.00/Hour
Council Chambers (with kitchen)	\$25.00/Hour

RENTAL/USE OF TOWN SQUARE:

No charge but reservation and deposit is required

RENTAL/USE OF WATERFRONT PARK COMMUNITY CENTER:

Administrative Processing Fee (Non-refundable)	\$10.00
--	---------

	Non-Commercial	Commercial	Damage/ Cleaning Deposit	Alcohol surcharge
HUNEY HALL	\$50/hr.	\$100/hr.	\$150	\$75
DINING ROOM	\$35hr.	\$70/hr.	\$150	\$75
FIRESIDE ROOM	\$35hr.	\$70/hr.	\$150	\$75
CONFERENCE ROOM	\$30hr.	\$60/hr.	\$150	No alcohol

The grand piano located in Huney Hall is available for rent through a separate contract with the BCPA for \$50 per event.

City of Bainbridge Island Fee Schedule

8. FIRE AND FIRE INSPECTION FEES

(Ordinance No. 97-10, Resolution Nos. 97-12, 2000-33, and 2016-10)

The charges in this section are in addition to any applicable charges in other sections.

FIRE MARSHALL PLAN REVIEW OF PLANNING APPLICATIONS:

(These charges are included in Building and Planning fee amounts. See Section 9.)

BUILDING PLAN REVIEWS AND FIELD INSPECTIONS:

THE SUM OF:

A. GENERAL FIRE PROTECTION REVIEW

(all except reroof, mechanical, or demolition)

Building Valuation under \$25,000	\$100.00
Building Valuation \$25,000 to \$99,999	\$200.00
Building Valuation \$100,000 to \$499,999	\$300.00
Building Valuation \$500,000 to \$999,999	\$400.00
Building Valuation \$1,000,000 or greater	\$500.00*

* = per \$ million value or portion thereof.

B. SPRINKLER SYSTEMS

Permit and plan review fees shall be based on the fee schedule utilized for computing Building Permit fees using the actual contract cost of the installation of the sprinkler system as the value.

C. FIRE ALARM SYSTEMS

Permit and plan review fees shall be based on the fee schedule utilized for computing Building Permit fees using the actual contract cost of the installation of the fire alarm system as the value.

E. OTHER FIRE EXTINGUISHING SYSTEMS

(Range hood systems, clean agent systems, etc.)

Charge per system	\$200.00
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F. INCOMPLETE DRAWINGS OR RE-INSPECTIONS

Charge per event	\$200.00
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City of Bainbridge Island Fee Schedule

FIRE AND FIRE INSPECTION FEES (CONTINUED)

UNIFORM FIRE CODE PERMITS

To store, use or handle materials, or to conduct processes which produce conditions hazardous to life or property.

Permit Fees:	New Permit	Renewal
a.1. Aerosol Products (Storage & Handling)		
a.2. Aircraft refueling vehicles		
a.4. Asbestos removal		
b.1. Battery systems		
Bowling pin or alley refinishing		
c.1. Candles and open flames in assembly areas		
c.2. Carnivals and fairs		
c.3. Cellulose nitrate film		
c.4. Cellulose nitrate film storage		
c.5. Combustible fiber storage		
c.6. Combustible material storage		
c.7. Compressed gases		
c.8. Commercial Rubbish-handling operation		
c.9. Cryogenics		
d.1. Dry cleaning plants		
d.2. Dust-producing operations		
e.1. Explosives or blasting caps	n/a	Not Allowed
f.1. Fire hydrants and water control valves	n/a	
f.2. Fireworks	n/a	Municipal Code
f.3. Flammable or combustible liquids		
f.5. Fumigation or thermal insecticide fogging		
h.1. Hazardous materials		
h.2. High piled combustible storage		
h.3. Hot-work operations		
l.1. Liquefied petroleum gases		
l.2. Liquid or gas-fueled vehicles or equipment in assembly buildings		
m.1. Magnesium working or operations		
m.2. Mall, covered		
m.3. Motor vehicle fuel dispensing stations including marine fuel stations		
o.1. Open burning (Outdoor burning)		

City of Bainbridge Island Fee Schedule

FIRE AND FIRE INSPECTION FEES (CONTINUED)

- o.2. Organic coatings
- o.3. Ovens, industrial baking or drying
- p.1. Parade floats
- p.2. Places of assembly
- p.3. Pyrotechnical special effects material
- r.1. Radioactive materials
- r.2. Refrigeration equipment
- r.3. Repair garages
- s.1. Spraying or dipping operations
- t.1. Temporary membrane structure tents
and canopies
- t.2. Tire storage
- w.1. Wood products

OUTDOOR BURNING PERMITS

(Ordinance No. 2000-27, Resolution No. 2001-28)

All fires must comply with all applicable Washington State laws and regulations.

The property owner is responsible for payment of all permit fees.

Agricultural fires

On land designated by the City or Kitsap County as agricultural land	No Charge
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All other locations	\$70.00
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Firefighting instructional fires	No Charge
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Recreational fires greater than three feet diameter	\$70.00
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Recreational fires less than three feet diameter	no permit required
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Storm or flood debris burning	\$70.00
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(may be waived in times of emergency)

Fires that do not comply with all City and State laws and regulations are subject to charges for all time and equipment used by the City and / or the Bainbridge Island Fire Department to deal with the non-complying fire.

Time is charged at the Hourly Rate as established by Ordinance No. 99-47.

ROUTINE (ANNUAL OR BIENNIAL) INSPECTIONS

No Charge

(Authority to charge enacted by Ordinance 97-10 and repealed by Ordinance 2005-22 and Resolution 2005-23)

City of Bainbridge Island Fee Schedule

9. BUILDING AND PLANNING FEES

(Resolution Nos. 99-26, 2000-33, 2001-43, 2002-15, 2003-24, 2006-50, 2011-24 and 2017-01, unless otherwise indicated)

The charges in this section are in addition to any applicable charges in other sections.

All fees and charges shall be paid before an application is deemed complete, and issuance of a permit or approval may be withheld until all fees and charges have been paid.

ADMINISTRATIVE PROCESSING FEES

ADMINISTRATIVE CODE INTERPRETATION (Resolution No. 2006-50)	\$382.00
AFFORDABLE HOUSING – OPTIONAL FEE IN LIEU (Resolution No. 2006-50)	\$36.00 per Square Foot
AFTER-THE-FACT INVESTIGATION FEE (BIMC 15.040.050 C, Ordinance No. 2013-10)	100% of total of Building Permit Fee + Building Plan Check Fee + Planning Review Fee
AGRICULTURAL CONDITIONAL USE	\$1080.00
AGRICULTURAL RETAIL PLAN (Resolution No. 2006-50)	\$191.00
APPEAL OF ADMINISTRATIVE DECISIONS (Ordinance No. 92-24, BIMC 2.16, Resolution No. 2006-50)	\$530.00
APPEAL OF EIS ADEQUACY (Resolution No. 2006-50)	\$530.00
APPEAL OF HEARING EXAMINER OR PLANNING COMMISSION DECISION (Ordinance No. 92-24, BIMC 2.16, Resolution No. 2006-50)	\$530.00
APPEAL OF SEPA DETERMINATION (Ordinance No. 92-24, Resolution No. 2006-50)	\$530.00
BOUNDARY LINE ADJUSTMENT (Ordinance No. 92-24, Resolution No. 2006-50)	\$954.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

BUILDING ABATEMENT (Ordinance No. 92-24)	see ENFORCEMENT
BUILDING FEE (SBCC) (Ordinance No. 92-24) This fee is remitted to the State of Washington and funds studies on building activity.	\$4.50 for the first unit, plus \$2.00 for each additional unit
BUILDING PERMIT (Ordinance No. 2007-08)	Calculated from the 1997 UAC (Uniform Administrative Code) Table 3-A, using current Building Valuation Data from the International Code Council, times a factor of 1.41
BUILDING RE-INSPECTION FEE (Ordinance No. 2007-08)	Based on the 1997 UAC Table 3-1
CLEARING PERMIT (AFTER-THE-FACT) (Ordinance No. 2015-03, Resolution No. 2015-01)	\$500
CODE ENFORCEMENT	See ENFORCEMENT
COMPREHENSIVE PLAN AMENDMENT (Ordinance No. 99-47, Resolution No. 2006-50) Fees are due upon filing of the application.	
Site Specific	\$1,526.00
Not Site Specific	\$265.00
CONDITIONAL USE PERMIT –MINOR (Ordinance No. 94-03, Resolution Nos. 2006-50, 2011-24)	\$4,770.00 (except as noted below)
CONDITIONAL USE PERMIT – SPECIFIED CEMETERIES (Conditional Use Permits related to the establishment or expansion of cemeteries where no buildings are to be constructed or used.)	\$1,097.00
CONDITIONAL USE PERMIT – MAJOR (Ordinance No. 99-47, Resolution Nos. 2006-50, 2011-24)	\$10,494.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

CONSOLIDATED PERMIT REVIEW
(BIMC 2.16.170, Resolution No. 2006-50)

The charge is the highest permit applied
for plus one-third of all other applications.

DRAINAGE IMPACT FEES
(BIMC 15.20.100)

Impact Cost/100 square feet of impervious area:

BASIN A	\$15.00	Sportsman Club
BASIN B	\$13.00	Weaver Road/Grow Ave.
BASIN C	\$13.00	Madison Avenue
BASIN D	\$4.50	The Canyon
BASIN E	\$15.00	Wing Point Way
BASIN F	\$11.00	Wing Point

ENFORCEMENT

Hourly Rate

(Ordinance Nos. 92-24 and 2003-31, Resolution Nos. 99-14, 2001-36 and 2006-50)

Hourly rates and costs for investigation and processing of a violation of the City Code (BIMC) are from the commencement of the investigation until the time the City specifically notifies the owner/developer that the violation has been satisfactorily corrected.

ENVIRONMENTAL REVIEWS

(Ordinance Nos. 92-24 and 99-47, Resolution No. 2006-50)

SEPA Review (if E.I.S. NOT required)	\$763.00
SEPA Review (if E.I.S. required)	\$763.00
E.I.S. Addendum	\$763.00
E.I.S. Supplement	\$763.00

(The applicant will also enter into a three-party contract with the City. A consultant will be selected by the City to prepare the EIS, Addendum, or Supplement.)

FINAL LARGE LOT SUBDIVISION

See SUBDIVISION

FINAL SHORT PLAT

See SHORT PLAT

FINAL SUBDIVISION

See SUBDIVISION

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

FLOOR AREA RATIO (FAR) BONUSES IN THE MIXED USE TOWN CENTER AND HIGH SCHOOL ROAD DISTRICTS

(Ordinance No. 99-17, Resolution Nos. 2001-02 and 2006-50)

Residential Development	\$18.00 / Square Foot
Mixed Use Development	\$25.00 / Square Foot
Commercial Development	\$34.00 / Square Foot

GEOLOGICALLY HAZARDOUS AREA THIRD-PARTY GEOTECHNICAL REVIEW

\$2,500.00

(Resolution No. 2008-21)

Deposit (Final balance of any unpaid geotechnical review
service fees due prior to issuance of building permits)

GRADING PERMIT

Calculated on the 1997 UAC
Tables 3-G and 3-H

(Ordinance No. 2007-08)

HABITAT BUFFER AVERAGING PERMIT

\$1,526.00

(Ordinance No. 2005-03, Resolution No. 2006-50)

HABITAT MANAGEMENT PLAN REVIEW

\$1,526.00

(Ordinance No. 2005-03, Resolution No. 2006-50)

LAND CLEARING PERMIT

No Charge

LARGE LOT SUBDIVISION

\$16,027.00

(Resolution No. 2006-50)

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

LARGE LOT SUBDIVISION, MINOR ALTERATION (Resolution No. 2011-24)	\$360.00
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LONG SUBDIVISION (Resolution No. 2006-50)	\$17,363.00 Plus \$1,145.00 per lot
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LONG SUBDIVISION, MINOR ALTERATION OF AN APPROVED PLAT (Resolution No. 2011-24)	\$360.00
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LONG SUBDIVISION, REPLATTING OR AMENDMENT OF AN APPROVED PLAT (Resolution Nos. 2006-50, 2011-24)	
Minor Plat Amendment	\$1,336.00
Major Plat Amendment	\$8,586.00 Plus \$572.00 per lot

MINOR ADJUSTMENT (Resolution No. 2011-24)	\$900.00
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MAJOR ADJUSTMENT (Resolution No. 2011-24)	\$2160.00
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MECHANICAL FEE (Ordinance No. 2007-08)	Calculated from the 1997 UAC Table 3-C
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MOBILE HOME PERMIT (Resolution No. 2007-05)	\$150.00
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OPEN SPACE REVIEW (Ordinance No. 92-24, Resolution No. 2006-50)	\$265.00
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PARK LAND DEDICATION AND/OR FEE IN LIEU OF (Ordinance No. 84-09)	City Council determines
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PUDs and rezones to multi family are required on a case by case basis to dedicate land and/or pay a fee for parklands.

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

PARKING CONTRIBUTION IN LIEU OF ON-SITE SPACES

(BIMC 18.81.030.P, Resolution Nos. 99-14, 2001-03 and 2006-50)

Per Space	\$18,550.00
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PERMIT RENEWAL FEE

(BIMC 15.04.050, Ordinance No. 96-12)

50% of total of Building Permit Fee +
Building Plan Check Fee + Planning Review Fee

PLAN REVIEW/PLAN CHECK (By Building Division)
(Ordinance No. 2007-08)

65% of Building Permit Fee

PLANNING AND ENGINEERING REVIEW OF BUILDING PERMITS

(Resolution No. 2007-05)

For building permits that have had no prior planning or zoning review, this fee shall be 20% of the Building Permit fee to cover engineering reviews for drainage analysis, and planning reviews, except that the fee shall be 10% of the Building Permit Fee for such reviews for accessory dwelling units.

PLUMBING PERMIT FEE

(Ordinance No. 2007-08)

Calculated from the 1997 UAC Table 3-D

PRE-APPLICATION CONFERENCE

(Resolution No. 2006-50)

\$265.00

REASONABLE USE EXCEPTION

(Resolution No. 2006-50)

Single Family Residence

\$3,816.00

All Other

\$6,106.00

RENOTICING FEE

(Resolution No. 2011-24)

\$200.00

REZONE

(BIMC 18.114.030b, Resolution No. 2006-50)

\$3,053.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

SHORELINE PERMITS

(Resolution Nos. 2006-50 and 2010-09)

Buoy (Programmatic Review)	\$450.00
Shoreline Exemption without SEPA	\$572.00
Shoreline Exemption with SEPA	\$1,908.00
Shoreline Substantial Development Permit	\$6,869.00
Shoreline Substantial Development Permit for Enlargement of Existing Structure	\$4,579.00
Shoreline Conditional Use Permit	\$8,014.00
Shoreline Conditional Use Permit for Enlargement of Existing Structure	\$5,342.00
Shoreline Variance:	
Administrative	\$5,724.00
Full process (Hearing Examiner)	\$8,014.00

Fish and wildlife habitat restoration and enhancement projects within the jurisdiction of the City's Shoreline Management Master Program and meeting the criteria in WAC 173-27-040(2)(p) shall not be charged fees by the City for pre-application meetings, permit applications, or other review and authorization processes; provided, that this subsection shall not apply to fees for the appeal of City decisions.

SHORT SUBDIVISION

(Resolution No. 2006-50)

Two to Four Lots	\$6,063.00
Five to Nine Lots	\$7,632.00

SHORT SUBDIVISION, REPLATTING OR AMENDMENT OF AN APPROVED PLAT

(Resolution Nos. 2006-50 and 2011-24)

Minor Plat Amendment	\$763.00
Major Plat Amendment	\$3,339.00
	Plus \$572.00 per lot

SHORT SUBDIVISION, MINOR ALTERATION OF AN APPROVED PLAT

\$360.00

(Resolution No. 2011-24)

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

SIGN PERMIT (Resolution No. 2007-05)	\$50.00
SITE ASSESSMENT REVIEW (Ordinance No. 2017-03, Resolution No. 2017-08)	\$400.00
SITE PLAN REVIEW (Resolution Nos. 2006-50, 2011-24)	
Minor	\$3,816.00
Major	\$8,586.00
SPECIAL USE REVIEW (WETLANDS) (Ordinance No. 2005-03, Resolution No. 2006-50)	\$1,526.00
TEMPORARY PARKING LOT PERMIT (Ordinance No. 2014-08, Resolution No. 2014-07)	\$720.00
TRANSPORTATION IMPACT FEE (TIF)	
Per Trip Charge	\$1,687.07
Administrative Fee	2% of calculated TIF
Independent Fee Calculation Review (Ordinance No. 2017-21, Ordinance No. 2015-07)	\$500.00
VARIANCE – MINOR (ZONING OR CRITICAL AREA) (Ordinance Nos. 94-03 and 2005-03, Resolution Nos. 2006-50 and 2011-24)	\$3,434.00
VARIANCE – MAJOR (HEARING EXAMINER) (Ordinance No. 94-03, Resolution No. 2006-50)	
Single Family Residential and Accessories	\$5,724.00
All Other	\$10,303.00
VARIANCE – SHORELINE	see SHORELINE PERMITS
VARIANCE – SIGN (Ordinance No. 94-03, Resolution No. 2006-50)	\$382.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

VEGETATION MANAGEMENT PLAN (Resolution No. 2006-50)	\$530.00+ incurred costs
WETLANDS REVIEW (Resolution Nos. 99-14, 2001-43 and 2006-50)	Hourly Rate
WIRELESS FACILITIES PERMIT (Ordinance No. 2015-23, Resolution No. 2015-19)	
Wireless Communication Facility (WCF)	\$370.00
Eligible Facilities Modification (EFM)	\$185.00

City of Bainbridge Island Fee Schedule

10. TAXES

B&O TAX

(Ordinance Nos. 99-48, 99-49, 2010-46, 2012-20, Resolution No. 99-27)

not to exceed two-tenths of one percent (.2%) on the gross income of persons doing business within the city;

For gross revenue generated on Bainbridge Island in the year 2012 and thereafter: \$150,000.00

B&O TAX ON UTILITIES

(BIMC 3.88, Ordinance No. 97-33)

Electricity and Telephone 6.0% of Gross Revenue

(BIMC 5.08, Ordinance Nos. 98-17, 98-26, 99-53)

Solid Waste (garbage) 5.0% of Gross Revenue

Cable Television 6.0% of Gross Revenue

Storm Water 6.0% of Gross Revenue

Water and Sewer owned or operated by municipal corporation
or for-profit entity (Ordinance No. 2016-19) 6.0% of Gross Revenue

COMMERCIAL PARKING TAX

30.0% of Gross Revenue

(Ordinance Nos. 92-47 and 99-54, Resolution No. 2004-36)

Due in the month following each calendar quarter.

B&O TAX – PENALTY

5.0% if paid by 3/31

(Ordinance No. 2004-17)

15.0% if paid by 4/30

else 25.0%

COMMERCIAL PARKING TAX – PENALTY

10% of tax due for

(Ordinance Nos. 92-11 and 99-26)

each month unpaid

EXCISE TAX ON LODGING (HOTEL/MOTEL TAX)

4.0%

(Ordinance No. 98-56)

City of Bainbridge Island Fee Schedule

TAXES (CONTINUED)

GAMBLING TAX

(BIMC 5.20)

The tax is computed on gross receipts less the cost of prizes.

Charitable and non-profit organizations have an additional \$10,000 exemption from gross receipts.

AMUSEMENT GAMES	2.0%
BINGO	5.0%
RAFFLES	5.0%
CARD GAMES	10.0%
PUNCHBOARDS & PULL TABS	10.0%

GAMBLING TAX (Penalty)

See Table Below

(Resolution No. 95-27)

Minimum Penalty	\$10.00
1-10 days delinquent	Minimum plus 5% of tax due
11-20 days delinquent	Minimum plus 7.5% of tax due
21-31 days delinquent	Minimum plus 10% of tax due
32-60 days delinquent	Minimum plus 15% of tax due

City of Bainbridge Island Fee Schedule

11. UTILITY FEES

A. CONNECTION TO CITY UTILITIES

(Required by Ordinance No. 82-20)

1. SYSTEM PARTICIPATION FEES

(Ordinance Nos. 97-26 and 2005-18)

A. WATER

(1) Residential – Single Family

Meter Size of:	5/8" or 3/4"	\$2,754.00
	1"	\$6,885.00
	1.5"	\$13,770.00
	2"	\$22,033.00
	3"	\$44,066.00
	4"	\$68,854.00
	6"	\$137,708.00

(2) Residential – Multi Family

Meter Size of:	5/8" or 3/4"	\$4,515.00
	1"	\$11,287.00
	1.5"	\$22,575.00
	2"	\$36,120.00
	3"	\$72,241.00
	4"	\$112,876.00
	6"	\$225,753.00

(3) Commercial

Meter Size of:	5/8" or 3/4"	\$5,692.00
	1"	\$14,231.00
	1.5"	\$28,462.00
	2"	\$45,539.00
	3"	\$91,079.00
	4"	\$142,311.00
	6"	\$284,623.00

City of Bainbridge Island Fee Schedule

SYSTEM PARTICIPATION FEES (CONTINUED)

(4) Irrigation

Meter Size of:	5/8" or 3/4"	\$4,498.00
	1"	\$11,245.00
	1.5"	\$22,490.00
	2"	\$35,984.00
	3"	\$71,968.00
	4"	\$112,450.00
	6"	\$224,901.00

B. SEWER

(1) Residential – Single Family	\$5,123.00 (a flat fee)
(2) Residential – Multi Family	\$3,178.00 per living unit
(3) Commercial	\$5,123.00 per ERU

Where "ERU" is defined as each set of 20 fixture units as shown on the schedule of fixture units on file with the City Clerk.

2. CONNECTION FEES

(Resolution No. 97-39)

Ordinance No. 99-24 provides that "each person applying to connect to the City's water system or to change his or her use of the City's water system shall provide a separate water meter for each separate category of use and for each separate building served, and, in order to allow the monitoring of consumption and to encourage water conservation, shall sub-meter each individual unit at his or her expense."

WATER CONNECTION DONE BY CITY STAFF (INSTALLATION)

If water main is on same side of street.

3/4" Line	\$950.00
1" Line	\$1,100.00
Larger Pipe Size	Calculated on a case-by-case basis at 125% of direct costs

City of Bainbridge Island Fee Schedule

UTILITY CONNECTION FEES (CONTINUED)

WATER CONNECTION DONE BY CITY STAFF (INSTALLATION)

If water main is across street.

3/4" Line	\$2,500.00
1" Line	\$2,750.00
Larger Pipe Size	Calculated on a case by case basis at 125% of direct costs

WATER CONNECTION DONE BY OTHER THAN CITY STAFF (a.k.a. Drop-In)

3/4" Line	\$225.00
1" Line	\$350.00
Larger Pipe Size	Calculated on a case by case basis at 125% of direct costs

SEWER CONNECTION WORK DONE BY CITY STAFF (BIMC 13.12.020)

Calculated on a case by case basis at 125% of direct costs

SEWER CONNECTION DEPOSIT

(Required if the work is to be done by the City)

Determined on a case by case basis

3. INSPECTION FEES

(Resolution No. 97-39)

WATER CONNECTIONS

(Resolution Nos. 92-53 and 97-39)

RESIDENTIAL (per dwelling unit):

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

NON-RESIDENTIAL (per each set of 20 fixture units or portion thereof)

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

INSPECTION AND TESTING OF WATER MAIN AND/OR SIDE LINE

125% of direct costs
(Minimum \$600.00)

City of Bainbridge Island Fee Schedule

UTILITY INSPECTION FEES (CONTINUED)

SEWER CONNECTIONS

(Resolution No. 97-39)

RESIDENTIAL (per dwelling unit):

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

NON-RESIDENTIAL (per each set of 20 fixture units or portion thereof)

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

INSPECTIONS AND TESTING OF SEWER MAIN AND/OR SIDE LINE	125% of direct costs
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ADDITIONAL WORK BY CITY

(Resolution Nos. 97-39 and 2000-33)

CHARGING OF WATER MAIN	\$400.00
FLUSHING OF WATER MAIN	\$550.00
REFLUSHING OF WATER MAIN	\$600.00

(Charged for each time flushed after the first – includes bacteriological test).

INSPECTION AND TESTING OF NEW WATER OR SEWER MAINS	Hourly Rate
DEVELOPER EXTENSION AGREEMENTS	\$250.00

4. ADMINISTRATIVE PROCESSING FEES

(Ordinance Nos. 2006-08 and 2006-09, Resolution No. 2006-13)

A. WATER AND SEWER AVAILABILITY REQUESTS

INFORMATION	\$50.00
SINGLE FAMILY RESIDENTIAL USES	\$50.00
MULTI FAMILY RESIDENTIAL USES	\$75.00
COMMERCIAL USES	\$100.00

City of Bainbridge Island Fee Schedule

ADMINISTRATIVE PROCESSING FEES (CONTINUED)

B. WATER AND SEWER SERVICE AREA MODIFICATION REQUESTS

WATER SERVICE AREA – MINOR MODIFICATION (Comprehensive Plan Water Resources Element WR 3.6)	\$125.00
WATER SERVICE AREA – MAJOR EXPANSION (Comprehensive Plan Water Resources Element WR 3.6)	\$250.00
SEWER SERVICE AREA – MINOR MODIFICATION (Comprehensive Plan Water Resources Element WR 2.3)	\$125.00
SEWER SERVICE AREA – MAJOR EXPANSION (Comprehensive Plan Water Resources Element WR 2.7)	\$250.00

B. UTILITY FEES – MONTHLY RATES

(Ordinance Nos. 82-20 (as amended), 2011-26 and 2012-21)

SERVICE CATEGORIES

CATEGORY 1 – Single Family Residences (SFR)

CATEGORY 2 – Multiple Dwellings (MFRs)

Residences including but not limited to apartment houses, condominiums and mobile home courts are included in this category. Each dwelling unit shall constitute one unit for the purposes of this rate schedule.

CATEGORY 3 – Commercial Users (COMM)

Commercial users including but not limited to retail sales, personal and professional services, entertainment, repair facilities, and restaurants. Each water meter shall constitute one unit for the purposes of this rate schedule.

CATEGORY 4 – Other (MIX)

Any users other than those in Categories 1, 2, 3 and 5. Each water meter shall constitute one unit for the purposes of this rate schedule. Ordinance 98-24 provides that there shall be no new connections in this category after October 1, 1998.

CATEGORY 5 – Industrial Users

DISCOUNTS FOR LOW INCOME SENIORS OR DISABLED CITIZENS

(BIMC 13.16.082 through 086, Ordinance Nos. 92-26, 2005-26 and 2017-15, Resolution Nos. 2003-01, 2005-04 and 2005-26)

City of Bainbridge Island Fee Schedule

UTILITY FEES – MONTHLY RATES (CONTINUED)

Persons who meet the qualifications for property tax exemption under RCW 84.36.381, or disabled persons who meet the requirements set forth in BIMC 13.16.084 and 13.16.086, may apply for the following discounts to their single-family residence or residential cooperative or condominium unit utility bills:

WATER:	50% reduction
SEWER:	50% reduction
STORM DRAIN:	50% reduction

DISCOUNTS ARE NOT RETROACTIVE

Delinquent bills are penalized at the rate of 10% of the amount of the delinquent service charges for each month delinquent. (Ordinance No. 74-16, BIMC 13.16.070).

WATER RATES

WATER RATES FOR THE WINSLOW WATER SYSTEM

(Ordinance Nos. 2011-26 and 2012-21)

CATEGORY I (Single Family) shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$10.77
1"	\$21.24
1.5"	\$38.72
2"	\$59.71
3"	\$115.70
4"	\$178.65
6"	\$353.94

Plus a charge for consumption on an incremental basis as follows:

For the first 500 cubic feet	\$1.09 per 100 cubic feet
For the next 700 cubic feet	\$1.76 per 100 cubic feet
For the next 1,800 cubic feet	\$2.49 per 100 cubic feet
For amounts over 3,000 cubic feet	\$3.39 per 100 cubic feet

City of Bainbridge Island Fee Schedule

WATER RATES (CONTINUED)

CATEGORY 2 (Multiple Dwellings) shall pay a monthly fixed base rate for each residential unit of: \$5.37

Plus a charge for consumption on an incremental basis as follows:

For the first 500 cubic feet	\$1.09 per 100 cubic feet per unit
For the next 700 cubic feet	\$1.76 per 100 cubic feet per unit
For the next 1,800 cubic feet	\$2.49 per 100 cubic feet per unit
For amounts over 3,000 cubic feet	\$3.39 per 100 cubic feet per unit

CATEGORY 3 (Commercial) shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$16.45
1"	\$36.40
1.5"	\$69.78
2"	\$109.52
3"	\$215.89
4"	\$335.55
6"	\$667.94

Plus a charge for consumption as follows:

For water billed in November to April	\$1.43 per 100 cubic feet
For water billed May to October	\$1.65 per 100 cubic feet

CATEGORY 4 (Other), other than irrigation systems or construction projects, shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$24.04
1"	\$55.37
1.5"	\$107.58
2"	\$170.23
3"	\$337.28
4"	\$525.22
6"	\$1047.31

Plus a charge for consumption as follows:

For water billed November to April	\$1.43 per 100 cubic feet
For water billed May to October	\$1.65 per 100 cubic feet

City of Bainbridge Island Fee Schedule

WATER RATES (CONTINUED)

CATEGORY 5 (Industrial) shall pay rates as set by individual contract, which contract shall not provide rates less than any of the categories I through 4.

IRRIGATION SYSTEMS shall pay a monthly base rate based on size of water meter as follows:

Up to 3/4"	\$4.73
1"	\$6.22
1.5"	\$8.70
2"	\$11.70
3"	\$19.64
4"	\$28.59
6"	\$53.47

Plus a charge for consumption of: \$3.89
per 100 cubic feet

WATER FOR CONSUMPTION ON PROJECTS AT CITY LOCATION

(Ordinance No. 2003-42)

\$3.89 per 100 cubic feet
plus 125% of direct cost to city
for connection setup and delivery
plus a billing charge of \$19.19
per bill sent.

Through single family residential meter \$55.96 per 90 days
(flat rate)

WATER RATES FOR THE ROCKAWAY BEACH AREA

CATEGORY I (Single Family Residence) shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$11.64
1"	\$22.94
1.5"	\$41.85
2"	\$64.53

Plus a charge for consumption on an incremental basis as follows:

For the first 500 cubic feet	\$1.18 per 100 cubic feet
For the next 700 cubic feet	\$1.90 per 100 cubic feet

City of Bainbridge Island Fee Schedule

WATER RATES (CONTINUED)

For the next 1,800 cubic feet	\$2.69 per 100 cubic feet
For amounts over 3,000 cubic feet	\$3.66 per 100 cubic feet

CATEGORY 4 (Other), other than irrigation systems or construction projects, shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$24.04
1"	\$55.37
1.5"	\$107.58
2"	\$170.23

Plus a charge for consumption as follows:

For water billed November to April	\$1.43 per 100 cubic feet
For water billed May to October	\$1.65 per 100 cubic feet

SEWER RATES

SEWER RATES FOR USERS OF BOTH WATER AND SEWER (Ordinance Nos. 2009-39, 2011-25 and 2012-22)

CATEGORY 1 (Single Family) *	\$42.69 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 2 (Multi-Family) *	\$37.39 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 3 (Commercial)	\$123.69 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 4 (Mixed Use)	\$123.69 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 5 (Industrial)	Set by individual contract
CATEGORY 6 (Senior/Low Income)	\$21.35 per month plus \$3.65 per 100 cu. ft. of water

City of Bainbridge Island Fee Schedule

SEWER RATES (CONTINUED)

* Sewer billings for the three summer months of mid-June through mid-September for all customers in Categories 1 and 2 shall be set at the average of each property's billing for the prior months of mid-December through mid-May.

SEWER RATES FOR USERS WITHOUT WATER SERVICE

The following monthly sewer rates shall apply to billings for users who do not contract with the City for the provision of water services.

For Users served by the City's Sewer Treatment Plant, the following rates apply:

CATEGORY 1 (Single Family)	\$119.80 per month/unit without meter
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CATEGORY 3 (Commercial))	\$129.43 per ERU
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SENIOR/LOW INCOME FLAT RATE	\$59.90 per month without meter
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SEWER RATES FOR CUSTOMERS SERVED BY THE SEWER DISTRICT NO. 7 TREATMENT PLANT

(Ordinance No. 2009-39)

Property that contributes sewage to the Kitsap County Sewer District No. 7 Treatment Plant shall pay a monthly rate equal to the monthly rate applied to the City by Kitsap County Sewer District No. 7 per ERU (**presently \$56.65**) for treatment plus:

Properties with Grinder Pumps	\$23.59 per ERU
Properties without Grinder Pumps	\$19.42 per ERU

SEWER LATECOMER CHARGE (SEWER DISTRICT 7)

(Kitsap County Sewer District 7 Resolution 2017-01)

(1) Residential – Single Family	\$10,330.00 (a flat fee)
(2) Commercial	\$10,330.00- per ERU

Where "ERU" is defined as each set of 20 fixture units as shown on the schedule of fixture units on file with the City Clerk.

City of Bainbridge Island Fee Schedule

C. STORM AND SURFACE WATER RATES

(BIMC 13.24, Ordinance Nos. 2016-23 and 2017-22, and Resolution No. 2017-01)

Storm and Surface Water fees are billed on property tax bills.

CHARGE PER IMPERVIOUS SURFACE UNIT (ISU) \$184.00 annually

REDUCTIONS

(Ordinance No. 2015-20 and Resolution No. 2016-10)

Rate reductions for low-income seniors or disabled citizens 50% discount
(as defined by BIMC 13.16.082)

Categories other than Single Family Residence may apply for the following impervious surface rate reductions for:

Compacted Gravel Surfaces Used by Vehicles	25% discount
On-site Stormwater Mitigation Facility	up to 50% discount
Less than 15% Impervious Groundcover	50% discount

These discounts are not retroactive; they are granted at the sole discretion of the City; and they may not be used to reduce the charge to less than 50% of the fee.

D. UTILITIES FEES – OTHER

BILL TO OTHER THAN OWNER \$25.00

(Ordinance No. 92-24, Resolution No. 97-39)

This fee is a setup charge and replaces the “New Account Fee” if applicable.

CHARGE FOR DELINQUENCY NOTICE \$10.00

(Ordinance No. 92-24)

This fee is charged each time the City mails a letter or notice of delinquency when account is delinquent.

MULTIPLE BILLS \$5.00

(Resolution No. 2003-50)

This fee is charged monthly, per bill sent.

LEAK CHECK REQUEST, IF NO LEAK FOUND \$35.00

City of Bainbridge Island Fee Schedule

UTILITIES FEES – OTHER (CONTINUED)

METER RE-READ, IF THE METER WAS NOT ACCESSIBLE

(Resolution No. 2001-07)

First Instance	\$35.00
Subsequent Requests	\$75.00

NEW ACCOUNT FEE

(Ordinance No. 92-24)

\$10.00

NOTICE OF TURN OFF, AT THE CITY'S REQUEST

(Ordinance No. 92-24)

\$20.00

SEASONAL TURN OFF

(Ordinance No. 92-24, Resolution No. 2016-10)

\$75.00

SERVICE RESTORED

(Ordinance No. 92-24, Resolution No. 2001-07)

If Related to Seasonal Turn Off - During normal worked hours (Includes Turn Off)	\$35.00
If Turned off At City Request - During normal worked hours	\$25.00
If Turned On Outside Normal Worked Hours	\$75.00

STANDARD DEVELOPER EXTENSION AGREEMENT PROCESSING FEE

\$250.00

UNAUTHORIZED TURN ON PENALTIES:

(Ordinance No. 92-24, Resolution No. 2001-07)

Occupied Single Family Residences	\$100.00
All Others, including residences under construction	\$500.00

WRITTEN RESPONSE TO BALANCE INQUIRY

(Ordinance No. 92-24, Resolution Nos. 99-26 and 2001-07)

See also Written Report to Escrow Company in Section 13

Billed to former owner (water and sewer service only)	\$5.00 per service
If received by City less than seven working days before transfer of ownership	\$50.00 surcharge

City of Bainbridge Island Fee Schedule

12. MISCELLANEOUS FEES

ALARM REGISTRATION FEE (Ordinance No. 2003-05, Resolution No. 2003-05)	\$50.00
BOAT DOCK MOORING FEE FOR FIRST 3 HOURS	\$.10 per foot for 3 hours or less.
BOAT DOCK MOORING (Ordinance No. 93-32, Resolution No. 2009-03)	\$.50 per foot per day for any time in excess of three consecutive hours.
LINEAR MOORAGE FEES	\$.25 per foot for any time in excess of 3 consecutive hours in a 24-hour period
BOAT RAMP WITH BOAT TRAILER PARKING (Resolution No. 2011-11, Resolution No. 2017-03)	\$8.00 per day: \$80 per year
BOAT RAMP-COMMERCIAL (GROUP)	\$20 per day; \$200 per year
HAND LAUNCH WITH CAR PARKING	\$5.00 per day
BOAT DOCK and LINEAR MOORAGE FEES, SPECIAL USE PERMIT (Ordinance No. 93-32, Resolution No. 93-36)	\$100.00
BOAT IMPOUND REDEMPTION FEES (BIMC 12.24, Resolution No. 93-36)	\$50.00
CABLE TV FRANCHISE FEE (Ordinance No. 96-22) Paid bi-monthly	5% of Gross Revenue
CABLE TV FRANCHISE FEE – PENALTY (Set by contract)	Variable

City of Bainbridge Island Fee Schedule

MISCELLANEOUS FEES (CONTINUED)

COLLECTION AGENCY FEE

(Ordinance No. 97-29, Resolution No. 98-06)

Charged whenever the City deems it necessary to use a collection agency in order to collect amounts owed to the City.

Amount owed is \$100.00 or less

100% of Amount Owed

Amount owed is over \$100.00

50% of Amount Owed

CONCESSIONS FROM VENDING MACHINE

Variable

DEVELOPER EXTENSION AGREEMENT

\$250.00

DISHONORED CHECK CHARGE

\$20.00

(Ordinance No. 92-24)

DUI EMERGENCY RESPONSE FEE

\$150.00

(Ordinance No. 98-21, Resolution No. 98-42)

ESCHEAT TRANSACTION PROCESSING FEE

\$10.00

(Ordinance No. 92-24)

FALSE ALARM FEES

(Ordinance Nos. 92-24 and 2003-05, Resolution No. 2003-05)

Second response

\$50.00

Third response

\$100.00

Fourth and subsequent responses

\$250.00/response

LATECOMERS AGREEMENT PROCESSING FEE

Hourly Rate

(Resolution No. 2000-33)

LIEN FILING FEE

\$100.00

(Ordinance No. 92-26, Resolution No. 92-44)

LIEN RELEASE FEE

\$100.00

(Ordinance No. 92-26, Resolution No. 92-44)

L.I.D. PETITION PROCESSING FEE

\$250.00

City of Bainbridge Island Fee Schedule

MISCELLANEOUS FEES (CONTINUED)

MAPS	See Copies
NOTARY SERVICES (BIMC 12.20, WAC 308.30.020)	\$5.00 Waived for City employees or City Work
PARADE PERMIT	See Special Event Permit
POLICE SECURITY SERVICES (Minimum 3 hours)	\$77.00 per hour
PROCESS SERVICE FEE	\$25.00
REPORT TO ESCROW COMPANIES (Ordinance No. 92-24, Resolution Nos. 99-26 and 2001-07, 2007-12) Waived if no investigation required. These charges are in addition to the charges in Section 12, if applicable.	
Electronic Utility and lien search	\$25.00 flat fee
Manual Utility and lien search	\$35.00 flat fee
RIGHT-OF-WAY USE PERMITS (Ordinance No. 2014-24 and Resolution No. 2014-15)	
Type A – Right-of-Way Short-Term Use	\$150.00
Type B1 – Right-of-Way Disturbance	\$250.00
Type B2	
a. Annual Bulk Purchase Right-of-Way Permit	\$500.00
b. Processing Fee for each B1 Permit issued under Bulk Purchase Permit (includes on inspection per cut or use)	\$50.00
Type C – Right-of-Way Long-Term Use	\$250.00
Type D – Right-of-Way Franchise Utility Routine Maintenance	\$1,000.00
Type A through D – Right-of-Way Additional Inspections, each	\$50.00
ROAD SIGN-PRIVATE (Resolution No. 93-22)	\$125.00

City of Bainbridge Island Fee Schedule

MISCELLANEOUS FEES (CONTINUED)

ROAD VACATION (Resolution No. 93-22)	\$250.00
SIDEWALK CAFÉ PERMIT (Resolution No. 2014-11, Ordinance No. 2014-16)	\$100.00
SIGN REMOVAL (Ordinance No. 92-24)	\$25.00
SPECIAL EVENT PERMIT	\$25.00
VISA/CITIZEN/IMMIGRATION DOCUMENTS (Ordinance No. 92-24)	\$5.00
WATER SATELLITE SYSTEM CHARGES (Resolution Nos. 97-39 and 2000-33)	
ANNUAL FEE (no samples included)	\$100.00
SATELLITE WATER SAMPLES – BACTERIOLOGICAL	Hourly Rate
SATELLITE WATER SAMPLES – ALL OTHER	Hourly Rate



CITY OF
BAINBRIDGE ISLAND

2018 FEE SCHEDULE

As of January 23, 2018

City of Bainbridge Island Fee Schedule

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City of Bainbridge Island Fee Schedule

1. ANIMAL LICENSES

(Ordinance No. 91-41)

ANIMAL LICENSE, LIFETIME, SPAYED/NEUTERED \$6.00

Good for the life of the pet. Owner must have proof that pet has been spayed or neutered.

*ANIMAL LICENSE, ANNUAL NOT SPAYED/NEUTERED \$25.00

Year runs from July 1 to June 30.

*ANIMAL LICENSE, HALF YEAR, NOT SPAYED/NEUTERED \$12.50

Applies if purchased after January 1. Does not apply to renewals and lifetime licenses.

*ANIMAL LICENSE, TAG REPLACEMENT \$1.00

*ANIMAL LICENSE, PENALTY \$5.00

Applies if a license has not been obtained by July 31.

*Note: Licenses are required for dogs, optional for cats. License tags shall be provided free of charge for certain animals such as guide and service dogs.

BOARDING KENNEL, ANNUAL \$150.00

Applies to all kennels, regardless of animal type boarded.

BOARDING KENNEL, PRORATED \$150.00 X Fraction of Yr Left

Applies to new businesses commencing operations after July 31.

BOARDING KENNEL, PENALTY \$25.00

Applies if a license has not been obtained by July 31.

COMMERCIAL KENNEL, ANNUAL \$250.00

Applies to all commercial kennels, no matter the animal breed or species.

COMMERCIAL KENNEL, PRORATED \$250.00 X Fraction of Yr Left

Applies to new businesses commencing operations after July 31.

City of Bainbridge Island Fee Schedule

ANIMAL LICENSES (Continued)

COMMERCIAL KENNEL, PENALTY	\$25.00
Applies if a license has not been obtained by July 31.	
HOBBY KENNEL, LIFETIME	\$50.00
For persons keeping up to 10 altered animals and no unaltered animals.	
HOBBY KENNEL, ANNUAL	\$100.00
Applies to all persons keeping more than 5 unaltered dogs and/or cats over 6 months old.	
HOBBY KENNEL, PRORATED	\$100.00 X Fraction of Yr. Left
Applies to new applicants commencing operations after July 31.	
HOBBY KENNEL, PENALTY	\$25.00
Applies if a license has not been obtained by July 31.	
GROOMING PARLOR, ANNUAL	\$25.00
Applies to all grooming parlors, no matter the animal served.	
GROOMING PARLOR, PRORATED	\$25.00 X Fraction of Yr. Left
Applies to new businesses commencing operations after July 31.	
GROOMING PARLOR, PENALTY	\$10.00
Applies if a license has not been obtained by July 31.	
PET SHOP, ANNUAL	\$25.00
Applies to all pet stores, no matter the type of animal sold.	
PET SHOP, PRORATED	\$25.00 X Fraction of Yr. Left
Applies to new business commencing operations after July 31.	
PET SHOP, PENALTY	\$10.00
Applies if a license has not been obtained by July 31.	

City of Bainbridge Island Fee Schedule

2. BUSINESS LICENSES

(Ordinance No. 99-28, Resolution Nos. 99-05, 2010-40, 2011-08)

BUSINESS LICENSE – INITIAL APPLICATION	\$65.00
BUSINESS LICENSE – RENEWAL	\$65.00
BUSINESS LICENSE – PENALTY	10% of fee per month delinquent after March 15 but not more than the license fee for each year owing (\$6.50 per month up to a maximum penalty of \$65.00)
SPECIAL BUSINESS – AMUSEMENT GAME (BIMC 5.12) Billiard, Pool and Foosball. The license expires 2/28 of each year.	\$25.00
SPECIAL BUSINESS – JUKEBOX (BIMC 5.28) The license expires 12/31 of each year.	\$100.00+ \$10.00/jukebox
SPECIAL BUSINESS – GAMES OF SKILL (BIMC 5.24) Includes video games. The license expires 12/31 of each year.	\$25.00+ \$50.00/game
SPECIAL BUSINESS – CABARET (BIMC 5.16) Applies to businesses with live entertainment. The license expires 12/31 of each year.	\$60.00
SPECIAL BUSINESS – PENALTY (Ordinance No. 92-10)	10% of fee per month delinquent

City of Bainbridge Island Fee Schedule

3. COPY FEES

(Resolution Nos. 2011-15, 2016-10, and 2017-01)

MISCELLANEOUS COPIES (black and white, 8.5" X 14" or smaller, including scanning to an electronic format)	\$0.15 per page or per side on 2-sided copies (First 10 pages free)
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11" x 17" black and white copies	\$0.30
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COLOR COPIES	\$0.30 per page or per side on 2-sided copies
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11" x 17" color copies	\$0.60 per page or per side on 2-sided copies
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ELECTRONIC MEDIA

(OPEN PUBLIC RECORDS PORTAL, COMPUTER DISC, DVD, FLASH DRIVE, ETC.) (For electronic copies of records exceeding 100 pages or 25 MB, audio recordings and video recordings. Flash drives to be provided by the requester.)	\$5.00 each installment
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FINGERPRINTS (Ordinance No. 92-24)	\$10.00
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CUSTOMIZED GIS MAPS AND CAD DATASET QUERIES

Custom maps, or any other kind of GIS work (spatial queries) are available at a \$43.00 per hour cost, and will be pro-rated to the nearest ¼ hour. If printed copies are requested, they will be additionally charged at the materials cost detailed below. Internal, or other agency requests that are part of ongoing City-sponsored work are not charged.

Commonly requested maps are available for download (at no charge) in a PDF format from the City website.

Printed materials are charged per square foot. Following are standard sheet sizes and the associated cost.

18" x 24"	\$ 7.00
24" x 36"	\$14.00
28" x 40"	\$18.00

City of Bainbridge Island Fee Schedule

COPY FEES (Continued)

36" x 48"	\$28.00
36" x 60"	\$35.00

City of Bainbridge Island Fee Schedule

4. DEPOSITS

BID PLANS OR SPECIFICATIONS
(BIMC 3.72)

A non-refundable
fee is set on bid call.

BUILDING & PLANNING

See Building & Planning Fees Section

PARK USE PERMIT
(BIMC 12.20)

This permit is refundable if the park is clean after use, as determined
by City staff.

If less than one hundred people attend

\$75.00

If more than one hundred people attend

\$100.00

SURETY DEPOSIT

Bond = 125% of valuation of project

RESERVATION OF WATER/SEWER SYSTEM
(Ordinance No. 2006-07)

A non-refundable deposit equal to 10%
(Prior to receiving the binding commitment)

City of Bainbridge Island Fee Schedule

5. PARKING

POLICE STATION

(Resolution No. 2017-01)

Downtown Employee Parking

\$20.00
(6 months)

City of Bainbridge Island Fee Schedule

6. PERMITS (EXCEPT BUILDING & PLANNING)

CONCEALED PISTOL LICENSE (first time application) (RCW 9.41.070(5); Resolution No. 2017-01) \$18.00 is the City's share; \$18.00 goes to the State; \$12.00 goes to the FBI.	\$48.00
CONCEALED PISTOL LICENSE (renewal) (RCW 9.41.070(6)) \$14.00 is the City's share; \$18.00 goes to the State.	\$32.00
CONCEALED PISTOL LICENSE (late renewal penalty) (RCW 9.41.070(9); Resolution No. 2017-01) \$21.00 is the City's share; \$21.00 goes to the State.	\$42.00
CONCEALED PISTOL LICENSE – REPLACEMENT	\$10.00
FIREARMS DEALER LICENSE (RCW 9.41.110) \$125 goes to the State.	\$125.00
PUBLIC DANCE PERMIT (Ordinance No. 92-24) This permit is for dances or concerts that require the involvement of the Police and/or the Public Works departments.	\$250.00

City of Bainbridge Island Fee Schedule

7. FACILITIES RENTAL

(Resolution Nos. 96-10 and 2000-33)

Use of city facilities requires that before using the premises the applicant shall provide a certificate of general liability insurance showing the City as insured covering the premises used for no less than \$1,000,000 for each occurrence and \$2,000,000 aggregate coverage.

RENTAL OF CITY HALL: Non-profit (Commercial/Private not allowed)

Council Chambers (without kitchen)	\$15.00/Hour
Council Chambers (with kitchen)	\$25.00/Hour

RENTAL/USE OF TOWN SQUARE:

No charge but reservation and deposit is required

RENTAL/USE OF WATERFRONT PARK COMMUNITY CENTER:

Administrative Processing Fee (Non-refundable)	\$10.00
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	Non-Commercial	Commercial	Damage/ Cleaning Deposit	Alcohol surcharge
HUNEY HALL	\$50/hr.	\$100/hr.	\$150	\$75
DINING ROOM	\$35/hr.	\$70/hr.	\$150	\$75
FIRESIDE ROOM	\$35/hr.	\$70/hr.	\$150	\$75
CONFERENCE ROOM	\$30/hr.	\$60/hr.	\$150	No alcohol

The grand piano located in Huney Hall is available for rent through a separate contract with the BCPA for \$50 per event.

City of Bainbridge Island Fee Schedule

8. FIRE AND FIRE INSPECTION FEES

(Ordinance No. 97-10, Resolution Nos. 97-12, 2000-33, and 2016-10)

The charges in this section are in addition to any applicable charges in other sections.

FIRE MARSHALL PLAN REVIEW OF PLANNING APPLICATIONS:

(These charges are included in Building and Planning fee amounts. See Section 9.)

BUILDING PLAN REVIEWS AND FIELD INSPECTIONS:

THE SUM OF:

A. GENERAL FIRE PROTECTION REVIEW

(all except reroof, mechanical, or demolition)

Building Valuation under \$25,000	\$100.00
Building Valuation \$25,000 to \$99,999	\$200.00
Building Valuation \$100,000 to \$499,999	\$300.00
Building Valuation \$500,000 to \$999,999	\$400.00
Building Valuation \$1,000,000 or greater	\$500.00*

* = per \$ million value or portion thereof.

B. SPRINKLER SYSTEMS

Permit and plan review fees shall be based on the fee schedule utilized for computing Building Permit fees using the actual contract cost of the installation of the sprinkler system as the value.

C. FIRE ALARM SYSTEMS

Permit and plan review fees shall be based on the fee schedule utilized for computing Building Permit fees using the actual contract cost of the installation of the fire alarm system as the value.

E. OTHER FIRE EXTINGUISHING SYSTEMS

(Range hood systems, clean agent systems, etc.)

Charge per system	\$200.00
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F. INCOMPLETE DRAWINGS OR RE-INSPECTIONS

Charge per event	\$200.00
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City of Bainbridge Island Fee Schedule

FIRE AND FIRE INSPECTION FEES (CONTINUED)

UNIFORM FIRE CODE PERMITS

To store, use or handle materials, or to conduct processes which produce conditions hazardous to life or property.

Permit Fees:	New Permit	Renewal
a.1. Aerosol Products (Storage & Handling)		
a.2. Aircraft refueling vehicles		
a.4. Asbestos removal		
b.1. Battery systems		
Bowling pin or alley refinishing		
c.1. Candles and open flames in assembly areas		
c.2. Carnivals and fairs		
c.3. Cellulose nitrate film		
c.4. Cellulose nitrate film storage		
c.5. Combustible fiber storage		
c.6. Combustible material storage		
c.7. Compressed gases		
c.8. Commercial Rubbish-handling operation		
c.9. Cryogenics		
d.1. Dry cleaning plants		
d.2. Dust-producing operations		
e.1. Explosives or blasting caps	n/a	Not Allowed
f.1. Fire hydrants and water control valves	n/a	
f.2. Fireworks	n/a	Municipal Code
f.3. Flammable or combustible liquids		
f.5. Fumigation or thermal insecticide fogging		
h.1. Hazardous materials		
h.2. High piled combustible storage		
h.3. Hot-work operations		
l.1. Liquefied petroleum gases		
l.2. Liquid or gas-fueled vehicles or equipment in assembly buildings		
m.1. Magnesium working or operations		
m.2. Mall, covered		
m.3. Motor vehicle fuel dispensing stations including marine fuel stations		
o.1. Open burning (Outdoor burning)		

City of Bainbridge Island Fee Schedule

FIRE AND FIRE INSPECTION FEES (CONTINUED)

- o.2. Organic coatings
- o.3. Ovens, industrial baking or drying
- p.1. Parade floats
- p.2. Places of assembly
- p.3. Pyrotechnical special effects material
- r.1. Radioactive materials
- r.2. Refrigeration equipment
- r.3. Repair garages
- s.1. Spraying or dipping operations
- t.1. Temporary membrane structure tents and canopies
- t.2. Tire storage
- w.1. Wood products

OUTDOOR BURNING PERMITS

(Ordinance No. 2000-27, Resolution No. 2001-28)

All fires must comply with all applicable Washington State laws and regulations.

The property owner is responsible for payment of all permit fees.

Agricultural fires

On land designated by the City or Kitsap County as agricultural land	No Charge
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All other locations	\$70.00
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Firefighting instructional fires	No Charge
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Recreational fires greater than three feet diameter	\$70.00
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Recreational fires less than three feet diameter	no permit required
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Storm or flood debris burning	\$70.00
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(may be waived in times of emergency)

Fires that do not comply with all City and State laws and regulations are subject to charges for all time and equipment used by the City and / or the Bainbridge Island Fire Department to deal with the non-complying fire.

Time is charged at the Hourly Rate as established by Ordinance No. 99-47.

ROUTINE (ANNUAL OR BIENNIAL) INSPECTIONS

No Charge

(Authority to charge enacted by Ordinance 97-10 and repealed by Ordinance 2005-22 and Resolution 2005-23)

City of Bainbridge Island Fee Schedule

9. BUILDING AND PLANNING FEES

(Resolution Nos. 99-26, 2000-33, 2001-43, 2002-15, 2003-24, 2006-50, 2011-24 and 2017-01, unless otherwise indicated)

The charges in this section are in addition to any applicable charges in other sections.

All fees and charges shall be paid before an application is deemed complete, and issuance of a permit or approval may be withheld until all fees and charges have been paid.

ADMINISTRATIVE PROCESSING FEES

ADMINISTRATIVE CODE INTERPRETATION (Resolution No. 2006-50)	\$382.00
AFFORDABLE HOUSING – OPTIONAL FEE IN LIEU (Resolution No. 2006-50)	\$36.00 per Square Foot
AFTER-THE-FACT INVESTIGATION FEE (BIMC 15.040.050 C, Ordinance No. 2013-10)	100% of total of Building Permit Fee + Building Plan Check Fee + Planning Review Fee
AGRICULTURAL CONDITIONAL USE	\$1080.00
AGRICULTURAL RETAIL PLAN (Resolution No. 2006-50)	\$191.00
APPEAL OF ADMINISTRATIVE DECISIONS (Ordinance No. 92-24, BIMC 2.16, Resolution No. 2006-50)	\$530.00
APPEAL OF EIS ADEQUACY (Resolution No. 2006-50)	\$530.00
APPEAL OF HEARING EXAMINER OR PLANNING COMMISSION DECISION (Ordinance No. 92-24, BIMC 2.16, Resolution No. 2006-50)	\$530.00
APPEAL OF SEPA DETERMINATION (Ordinance No. 92-24, Resolution No. 2006-50)	\$530.00
BOUNDARY LINE ADJUSTMENT (Ordinance No. 92-24, Resolution No. 2006-50)	\$954.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

BUILDING ABATEMENT (Ordinance No. 92-24)	see ENFORCEMENT
BUILDING FEE (SBCC) (Ordinance No. 92-24) This fee is remitted to the State of Washington and funds studies on building activity.	\$4.50 for the first unit, plus \$2.00 for each additional unit
BUILDING PERMIT (Ordinance No. 2007-08)	Calculated from the 1997 UAC (Uniform Administrative Code) Table 3-A, using current Building Valuation Data from the International Code Council, times a factor of 1.41
BUILDING RE-INSPECTION FEE (Ordinance No. 2007-08)	Based on the 1997 UAC Table 3-1
CLEARING PERMIT (AFTER-THE-FACT) (Ordinance No. 2015-03, Resolution No. 2015-01)	\$500
CODE ENFORCEMENT	See ENFORCEMENT
COMPREHENSIVE PLAN AMENDMENT (Ordinance No. 99-47, Resolution No. 2006-50) Fees are due upon filing of the application.	
Site Specific	\$1,526.00
Not Site Specific	\$265.00
CONDITIONAL USE PERMIT –MINOR (Ordinance No. 94-03, Resolution Nos. 2006-50, 2011-24)	\$4,770.00 (except as noted below)
CONDITIONAL USE PERMIT – SPECIFIED CEMETERIES (Conditional Use Permits related to the establishment or expansion of cemeteries where no buildings are to be constructed or used.)	\$1,097.00
CONDITIONAL USE PERMIT – MAJOR (Ordinance No. 99-47, Resolution Nos. 2006-50, 2011-24)	\$10,494.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

CONSOLIDATED PERMIT REVIEW
(BIMC 2.16.170, Resolution No. 2006-50)

The charge is the highest permit applied
for plus one-third of all other applications.

DRAINAGE IMPACT FEES
(BIMC 15.20.100)

Impact Cost/100 square feet of impervious area:

BASIN A	\$15.00	Sportsman Club
BASIN B	\$13.00	Weaver Road/Grow Ave.
BASIN C	\$13.00	Madison Avenue
BASIN D	\$4.50	The Canyon
BASIN E	\$15.00	Wing Point Way
BASIN F	\$11.00	Wing Point

ENFORCEMENT

Hourly Rate

(Ordinance Nos. 92-24 and 2003-31, Resolution Nos. 99-14, 2001-36 and 2006-50)

Hourly rates and costs for investigation and processing of a violation of the City Code (BIMC) are from the commencement of the investigation until the time the City specifically notifies the owner/developer that the violation has been satisfactorily corrected.

ENVIRONMENTAL REVIEWS

(Ordinance Nos. 92-24 and 99-47, Resolution No. 2006-50)

SEPA Review (if E.I.S. NOT required)	\$763.00
SEPA Review (if E.I.S. required)	\$763.00
E.I.S. Addendum	\$763.00
E.I.S. Supplement	\$763.00

(The applicant will also enter into a three-party contract with the City. A consultant will be selected by the City to prepare the EIS, Addendum, or Supplement.)

FINAL LARGE LOT SUBDIVISION

See SUBDIVISION

FINAL SHORT PLAT

See SHORT PLAT

FINAL SUBDIVISION

See SUBDIVISION

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

FLOOR AREA RATIO (FAR) BONUSES IN THE MIXED USE TOWN CENTER AND HIGH SCHOOL ROAD DISTRICTS

(Ordinance No. 99-17, Resolution Nos. 2001-02 and 2006-50)

Residential Development	\$18.00 / Square Foot
Mixed Use Development	\$25.00 / Square Foot
Commercial Development	\$34.00 / Square Foot

GEOLOGICALLY HAZARDOUS AREA THIRD-PARTY GEOTECHNICAL REVIEW

\$2,500.00

(Resolution No. 2008-21)

Deposit (Final balance of any unpaid geotechnical review
service fees due prior to issuance of building permits)

GRADING PERMIT

Calculated on the 1997 UAC
Tables 3-G and 3-H

(Ordinance No. 2007-08)

HABITAT BUFFER AVERAGING PERMIT

\$1,526.00

(Ordinance No. 2005-03, Resolution No. 2006-50)

HABITAT MANAGEMENT PLAN REVIEW

\$1,526.00

(Ordinance No. 2005-03, Resolution No. 2006-50)

LAND CLEARING PERMIT

No Charge

LARGE LOT SUBDIVISION

\$16,027.00

(Resolution No. 2006-50)

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

LARGE LOT SUBDIVISION, MINOR ALTERATION (Resolution No. 2011-24)	\$360.00
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LONG SUBDIVISION (Resolution No. 2006-50)	\$17,363.00 Plus \$1,145.00 per lot
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LONG SUBDIVISION, MINOR ALTERATION OF AN APPROVED PLAT (Resolution No. 2011-24)	\$360.00
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LONG SUBDIVISION, REPLATTING OR AMENDMENT OF AN APPROVED PLAT (Resolution Nos. 2006-50, 2011-24)	
Minor Plat Amendment	\$1,336.00
Major Plat Amendment	\$8,586.00 Plus \$572.00 per lot

MINOR ADJUSTMENT (Resolution No. 2011-24)	\$900.00
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MAJOR ADJUSTMENT (Resolution No. 2011-24)	\$2160.00
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MECHANICAL FEE (Ordinance No. 2007-08)	Calculated from the 1997 UAC Table 3-C
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MOBILE HOME PERMIT (Resolution No. 2007-05)	\$150.00
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OPEN SPACE REVIEW (Ordinance No. 92-24, Resolution No. 2006-50)	\$265.00
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PARK LAND DEDICATION AND/OR FEE IN LIEU OF (Ordinance No. 84-09)	City Council determines
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PUDs and rezones to multi family are required on a case by case basis to dedicate land and/or pay a fee for parklands.

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

PARKING CONTRIBUTION IN LIEU OF ON-SITE SPACES

(BIMC 18.81.030.P, Resolution Nos. 99-14, 2001-03 and 2006-50)

Per Space	\$18,550.00
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PERMIT RENEWAL FEE

(BIMC 15.04.050, Ordinance No. 96-12)

50% of total of Building Permit Fee +
Building Plan Check Fee + Planning Review Fee

PLAN REVIEW/PLAN CHECK (By Building Division)
(Ordinance No. 2007-08)

65% of Building Permit Fee

PLANNING AND ENGINEERING REVIEW OF BUILDING PERMITS

(Resolution No. 2007-05)

For building permits that have had no prior planning or zoning review, this fee shall be 20% of the Building Permit fee to cover engineering reviews for drainage analysis, and planning reviews, except that the fee shall be 10% of the Building Permit Fee for such reviews for accessory dwelling units.

PLUMBING PERMIT FEE

(Ordinance No. 2007-08)

Calculated from the 1997 UAC Table 3-D

PRE-APPLICATION CONFERENCE

(Resolution No. 2006-50)

\$265.00

REASONABLE USE EXCEPTION

(Resolution No. 2006-50)

Single Family Residence

\$3,816.00

All Other

\$6,106.00

RENOTICING FEE

(Resolution No. 2011-24)

\$200.00

REZONE

(BIMC 18.114.030b, Resolution No. 2006-50)

\$3,053.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

SHORELINE PERMITS

(Resolution Nos. 2006-50 and 2010-09)

Buoy (Programmatic Review)	\$450.00
Shoreline Exemption without SEPA	\$572.00
Shoreline Exemption with SEPA	\$1,908.00
Shoreline Substantial Development Permit	\$6,869.00
Shoreline Substantial Development Permit for Enlargement of Existing Structure	\$4,579.00
Shoreline Conditional Use Permit	\$8,014.00
Shoreline Conditional Use Permit for Enlargement of Existing Structure	\$5,342.00
Shoreline Variance:	
Administrative	\$5,724.00
Full process (Hearing Examiner)	\$8,014.00

Fish and wildlife habitat restoration and enhancement projects within the jurisdiction of the City's Shoreline Management Master Program and meeting the criteria in WAC 173-27-040(2)(p) shall not be charged fees by the City for pre-application meetings, permit applications, or other review and authorization processes; provided, that this subsection shall not apply to fees for the appeal of City decisions.

SHORT SUBDIVISION

(Resolution No. 2006-50)

Two to Four Lots	\$6,063.00
Five to Nine Lots	\$7,632.00

SHORT SUBDIVISION, REPLATTING OR AMENDMENT OF AN APPROVED PLAT

(Resolution Nos. 2006-50 and 2011-24)

Minor Plat Amendment	\$763.00
Major Plat Amendment	\$3,339.00
	Plus \$572.00 per lot

SHORT SUBDIVISION, MINOR ALTERATION OF AN APPROVED PLAT

\$360.00

(Resolution No. 2011-24)

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

SIGN PERMIT (Resolution No. 2007-05)	\$50.00
SITE ASSESSMENT REVIEW (Ordinance No. 2017-03, Resolution No. 2017-08)	\$400.00
SITE PLAN REVIEW (Resolution Nos. 2006-50, 2011-24)	
Minor	\$3,816.00
Major	\$8,586.00
SPECIAL USE REVIEW (WETLANDS) (Ordinance No. 2005-03, Resolution No. 2006-50)	\$1,526.00
TEMPORARY PARKING LOT PERMIT (Ordinance No. 2014-08, Resolution No. 2014-07)	\$720.00
TRANSPORTATION IMPACT FEE (TIF)	
Per Trip Charge	\$1,687.07
Administrative Fee	2% of calculated TIF
Independent Fee Calculation Review (Ordinance No. 2017-21, Ordinance No. 2015-07)	\$500.00
VARIANCE – MINOR (ZONING OR CRITICAL AREA) (Ordinance Nos. 94-03 and 2005-03, Resolution Nos. 2006-50 and 2011-24)	\$3,434.00
VARIANCE – MAJOR (HEARING EXAMINER) (Ordinance No. 94-03, Resolution No. 2006-50)	
Single Family Residential and Accessories	\$5,724.00
All Other	\$10,303.00
VARIANCE – SHORELINE	see SHORELINE PERMITS
VARIANCE – SIGN (Ordinance No. 94-03, Resolution No. 2006-50)	\$382.00

City of Bainbridge Island Fee Schedule

BUILDING AND PLANNING FEES (CONTINUED)

VEGETATION MANAGEMENT PLAN (Resolution No. 2006-50)	\$530.00+ incurred costs
WETLANDS REVIEW (Resolution Nos. 99-14, 2001-43 and 2006-50)	Hourly Rate
WIRELESS FACILITIES PERMIT (Ordinance No. 2015-23, Resolution No. 2015-19)	
Wireless Communication Facility (WCF)	\$370.00
Eligible Facilities Modification (EFM)	\$185.00

City of Bainbridge Island Fee Schedule

10. TAXES

B&O TAX

(Ordinance Nos. 99-48, 99-49, 2010-46, 2012-20, Resolution No. 99-27)

not to exceed two-tenths of one percent (.2%) on the gross income of persons doing business within the city;

For gross revenue generated on Bainbridge Island in the year 2012 and thereafter: \$150,000.00

B&O TAX ON UTILITIES

(BIMC 3.88, Ordinance No. 97-33)

Electricity and Telephone 6.0% of Gross Revenue

(BIMC 5.08, Ordinance Nos. 98-17, 98-26, 99-53)

Solid Waste (garbage) 5.0% of Gross Revenue

Cable Television 6.0% of Gross Revenue

Storm Water 6.0% of Gross Revenue

Water and Sewer owned or operated by municipal corporation
or for-profit entity (Ordinance No. 2016-19) 6.0% of Gross Revenue

COMMERCIAL PARKING TAX

30.0% of Gross Revenue

(Ordinance Nos. 92-47 and 99-54, Resolution No. 2004-36)

Due in the month following each calendar quarter.

B&O TAX – PENALTY

5.0% if paid by 3/31

(Ordinance No. 2004-17)

15.0% if paid by 4/30

else 25.0%

COMMERCIAL PARKING TAX – PENALTY

10% of tax due for

(Ordinance Nos. 92-11 and 99-26)

each month unpaid

EXCISE TAX ON LODGING (HOTEL/MOTEL TAX)

4.0%

(Ordinance No. 98-56)

City of Bainbridge Island Fee Schedule

TAXES (CONTINUED)

GAMBLING TAX

(BIMC 5.20)

The tax is computed on gross receipts less the cost of prizes.

Charitable and non-profit organizations have an additional \$10,000 exemption from gross receipts.

AMUSEMENT GAMES	2.0%
BINGO	5.0%
RAFFLES	5.0%
CARD GAMES	10.0%
PUNCHBOARDS & PULL TABS	10.0%

GAMBLING TAX (Penalty)

See Table Below

(Resolution No. 95-27)

Minimum Penalty	\$10.00
1-10 days delinquent	Minimum plus 5% of tax due
11-20 days delinquent	Minimum plus 7.5% of tax due
21-31 days delinquent	Minimum plus 10% of tax due
32-60 days delinquent	Minimum plus 15% of tax due

City of Bainbridge Island Fee Schedule

11. UTILITY FEES

A. CONNECTION TO CITY UTILITIES

(Required by Ordinance No. 82-20)

1. SYSTEM PARTICIPATION FEES

(Ordinance Nos. 97-26 and 2005-18)

A. WATER

(1) Residential – Single Family

Meter Size of:	5/8" or 3/4"	\$2,754.00
	1"	\$6,885.00
	1.5"	\$13,770.00
	2"	\$22,033.00
	3"	\$44,066.00
	4"	\$68,854.00
	6"	\$137,708.00

(2) Residential – Multi Family

Meter Size of:	5/8" or 3/4"	\$4,515.00
	1"	\$11,287.00
	1.5"	\$22,575.00
	2"	\$36,120.00
	3"	\$72,241.00
	4"	\$112,876.00
	6"	\$225,753.00

(3) Commercial

Meter Size of:	5/8" or 3/4"	\$5,692.00
	1"	\$14,231.00
	1.5"	\$28,462.00
	2"	\$45,539.00
	3"	\$91,079.00
	4"	\$142,311.00
	6"	\$284,623.00

City of Bainbridge Island Fee Schedule

SYSTEM PARTICIPATION FEES (CONTINUED)

(4) Irrigation

Meter Size of:	5/8" or 3/4"	\$4,498.00
	1"	\$11,245.00
	1.5"	\$22,490.00
	2"	\$35,984.00
	3"	\$71,968.00
	4"	\$112,450.00
	6"	\$224,901.00

B. SEWER

(1) Residential – Single Family	\$5,123.00 (a flat fee)
(2) Residential – Multi Family	\$3,178.00 per living unit
(3) Commercial	\$5,123.00 per ERU

Where "ERU" is defined as each set of 20 fixture units as shown on the schedule of fixture units on file with the City Clerk.

2. CONNECTION FEES

(Resolution No. 97-39)

Ordinance No. 99-24 provides that "each person applying to connect to the City's water system or to change his or her use of the City's water system shall provide a separate water meter for each separate category of use and for each separate building served, and, in order to allow the monitoring of consumption and to encourage water conservation, shall sub-meter each individual unit at his or her expense."

WATER CONNECTION DONE BY CITY STAFF (INSTALLATION)

If water main is on same side of street.

3/4" Line	\$950.00
1" Line	\$1,100.00
Larger Pipe Size	Calculated on a case-by-case basis at 125% of direct costs

City of Bainbridge Island Fee Schedule

UTILITY CONNECTION FEES (CONTINUED)

WATER CONNECTION DONE BY CITY STAFF (INSTALLATION)

If water main is across street.

3/4" Line	\$2,500.00
1" Line	\$2,750.00
Larger Pipe Size	Calculated on a case by case basis at 125% of direct costs

WATER CONNECTION DONE BY OTHER THAN CITY STAFF (a.k.a. Drop-In)

3/4" Line	\$225.00
1" Line	\$350.00
Larger Pipe Size	Calculated on a case by case basis at 125% of direct costs

SEWER CONNECTION WORK DONE BY CITY STAFF (BIMC 13.12.020)

Calculated on a case by case basis at 125% of direct costs

SEWER CONNECTION DEPOSIT

(Required if the work is to be done by the City)

Determined on a case by case basis

3. INSPECTION FEES

(Resolution No. 97-39)

WATER CONNECTIONS

(Resolution Nos. 92-53 and 97-39)

RESIDENTIAL (per dwelling unit):

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

NON-RESIDENTIAL (per each set of 20 fixture units or portion thereof)

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

INSPECTION AND TESTING OF WATER MAIN AND/OR SIDE LINE

125% of direct costs
(Minimum \$600.00)

City of Bainbridge Island Fee Schedule

UTILITY INSPECTION FEES (CONTINUED)

SEWER CONNECTIONS

(Resolution No. 97-39)

RESIDENTIAL (per dwelling unit):

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

NON-RESIDENTIAL (per each set of 20 fixture units or portion thereof)

INITIAL INSPECTION	\$100.00
FEE FOR EACH RE-INSPECTION	\$100.00
DIG UP FEE (IN ADDITION TO INSPECTION FEE)	\$250.00

INSPECTIONS AND TESTING OF SEWER MAIN AND/OR SIDE LINE	125% of direct costs
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ADDITIONAL WORK BY CITY

(Resolution Nos. 97-39 and 2000-33)

CHARGING OF WATER MAIN	\$400.00
FLUSHING OF WATER MAIN	\$550.00
REFLUSHING OF WATER MAIN	\$600.00

(Charged for each time flushed after the first – includes bacteriological test).

INSPECTION AND TESTING OF NEW WATER OR SEWER MAINS	Hourly Rate
DEVELOPER EXTENSION AGREEMENTS	\$250.00

4. ADMINISTRATIVE PROCESSING FEES

(Ordinance Nos. 2006-08 and 2006-09, Resolution No. 2006-13)

A. WATER AND SEWER AVAILABILITY REQUESTS

INFORMATION	\$50.00
SINGLE FAMILY RESIDENTIAL USES	\$50.00
MULTI FAMILY RESIDENTIAL USES	\$75.00
COMMERCIAL USES	\$100.00

City of Bainbridge Island Fee Schedule

ADMINISTRATIVE PROCESSING FEES (CONTINUED)

B. WATER AND SEWER SERVICE AREA MODIFICATION REQUESTS

WATER SERVICE AREA – MINOR MODIFICATION (Comprehensive Plan Water Resources Element WR 3.6)	\$125.00
WATER SERVICE AREA – MAJOR EXPANSION (Comprehensive Plan Water Resources Element WR 3.6)	\$250.00
SEWER SERVICE AREA – MINOR MODIFICATION (Comprehensive Plan Water Resources Element WR 2.3)	\$125.00
SEWER SERVICE AREA – MAJOR EXPANSION (Comprehensive Plan Water Resources Element WR 2.7)	\$250.00

B. UTILITY FEES – MONTHLY RATES

(Ordinance Nos. 82-20 (as amended), 2011-26 and 2012-21)

SERVICE CATEGORIES

CATEGORY 1 – Single Family Residences (SFR)

CATEGORY 2 – Multiple Dwellings (MFRs)

Residences including but not limited to apartment houses, condominiums and mobile home courts are included in this category. Each dwelling unit shall constitute one unit for the purposes of this rate schedule.

CATEGORY 3 – Commercial Users (COMM)

Commercial users including but not limited to retail sales, personal and professional services, entertainment, repair facilities, and restaurants. Each water meter shall constitute one unit for the purposes of this rate schedule.

CATEGORY 4 – Other (MIX)

Any users other than those in Categories 1, 2, 3 and 5. Each water meter shall constitute one unit for the purposes of this rate schedule. Ordinance 98-24 provides that there shall be no new connections in this category after October 1, 1998.

CATEGORY 5 – Industrial Users

DISCOUNTS FOR LOW INCOME SENIORS OR DISABLED CITIZENS

(BIMC 13.16.082 through 086, Ordinance Nos. 92-26, 2005-26 and 2017-15, Resolution Nos. 2003-01, 2005-04 and 2005-26)

City of Bainbridge Island Fee Schedule

UTILITY FEES – MONTHLY RATES (CONTINUED)

Persons who meet the qualifications for property tax exemption under RCW 84.36.381, or disabled persons who meet the requirements set forth in BIMC 13.16.084 and 13.16.086, may apply for the following discounts to their single-family residence or residential cooperative or condominium unit utility bills:

WATER:	50% reduction
SEWER:	50% reduction
STORM DRAIN:	50% reduction

DISCOUNTS ARE NOT RETROACTIVE

Delinquent bills are penalized at the rate of 10% of the amount of the delinquent service charges for each month delinquent. (Ordinance No. 74-16, BIMC 13.16.070).

WATER RATES

WATER RATES FOR THE WINSLOW WATER SYSTEM

(Ordinance Nos. 2011-26 and 2012-21)

CATEGORY I (Single Family) shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$10.77
1"	\$21.24
1.5"	\$38.72
2"	\$59.71
3"	\$115.70
4"	\$178.65
6"	\$353.94

Plus a charge for consumption on an incremental basis as follows:

For the first 500 cubic feet	\$1.09 per 100 cubic feet
For the next 700 cubic feet	\$1.76 per 100 cubic feet
For the next 1,800 cubic feet	\$2.49 per 100 cubic feet
For amounts over 3,000 cubic feet	\$3.39 per 100 cubic feet

City of Bainbridge Island Fee Schedule

WATER RATES (CONTINUED)

CATEGORY 2 (Multiple Dwellings) shall pay a monthly fixed base rate for each residential unit of: \$5.37

Plus a charge for consumption on an incremental basis as follows:

For the first 500 cubic feet	\$1.09 per 100 cubic feet per unit
For the next 700 cubic feet	\$1.76 per 100 cubic feet per unit
For the next 1,800 cubic feet	\$2.49 per 100 cubic feet per unit
For amounts over 3,000 cubic feet	\$3.39 per 100 cubic feet per unit

CATEGORY 3 (Commercial) shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$16.45
1"	\$36.40
1.5"	\$69.78
2"	\$109.52
3"	\$215.89
4"	\$335.55
6"	\$667.94

Plus a charge for consumption as follows:

For water billed in November to April	\$1.43 per 100 cubic feet
For water billed May to October	\$1.65 per 100 cubic feet

CATEGORY 4 (Other), other than irrigation systems or construction projects, shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$24.04
1"	\$55.37
1.5"	\$107.58
2"	\$170.23
3"	\$337.28
4"	\$525.22
6"	\$1047.31

Plus a charge for consumption as follows:

For water billed November to April	\$1.43 per 100 cubic feet
For water billed May to October	\$1.65 per 100 cubic feet

City of Bainbridge Island Fee Schedule

WATER RATES (CONTINUED)

CATEGORY 5 (Industrial) shall pay rates as set by individual contract, which contract shall not provide rates less than any of the categories I through 4.

IRRIGATION SYSTEMS shall pay a monthly base rate based on size of water meter as follows:

Up to 3/4"	\$4.73
1"	\$6.22
1.5"	\$8.70
2"	\$11.70
3"	\$19.64
4"	\$28.59
6"	\$53.47

Plus a charge for consumption of: \$3.89
per 100 cubic feet

WATER FOR CONSUMPTION ON PROJECTS AT CITY LOCATION

(Ordinance No. 2003-42)

\$3.89 per 100 cubic feet
plus 125% of direct cost to city
for connection setup and delivery
plus a billing charge of \$19.19
per bill sent.

Through single family residential meter \$55.96 per 90 days
(flat rate)

WATER RATES FOR THE ROCKAWAY BEACH AREA

CATEGORY I (Single Family Residence) shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$11.64
1"	\$22.94
1.5"	\$41.85
2"	\$64.53

Plus a charge for consumption on an incremental basis as follows:

For the first 500 cubic feet	\$1.18 per 100 cubic feet
For the next 700 cubic feet	\$1.90 per 100 cubic feet

City of Bainbridge Island Fee Schedule

WATER RATES (CONTINUED)

For the next 1,800 cubic feet	\$2.69 per 100 cubic feet
For amounts over 3,000 cubic feet	\$3.66 per 100 cubic feet

CATEGORY 4 (Other), other than irrigation systems or construction projects, shall pay a monthly fixed base rate based on size of water meter as follows:

Up to 3/4"	\$24.04
1"	\$55.37
1.5"	\$107.58
2"	\$170.23

Plus a charge for consumption as follows:

For water billed November to April	\$1.43 per 100 cubic feet
For water billed May to October	\$1.65 per 100 cubic feet

SEWER RATES

SEWER RATES FOR USERS OF BOTH WATER AND SEWER (Ordinance Nos. 2009-39, 2011-25 and 2012-22)

CATEGORY 1 (Single Family) *	\$42.69 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 2 (Multi-Family) *	\$37.39 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 3 (Commercial)	\$123.69 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 4 (Mixed Use)	\$123.69 per month/unit plus \$7.28 per 100 cu. ft. of water
CATEGORY 5 (Industrial)	Set by individual contract
CATEGORY 6 (Senior/Low Income)	\$21.35 per month plus \$3.65 per 100 cu. ft. of water

City of Bainbridge Island Fee Schedule

SEWER RATES (CONTINUED)

* Sewer billings for the three summer months of mid-June through mid-September for all customers in Categories 1 and 2 shall be set at the average of each property's billing for the prior months of mid-December through mid-May.

SEWER RATES FOR USERS WITHOUT WATER SERVICE

The following monthly sewer rates shall apply to billings for users who do not contract with the City for the provision of water services.

For Users served by the City's Sewer Treatment Plant, the following rates apply:

CATEGORY 1 (Single Family)	\$119.80 per month/unit without meter
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CATEGORY 3 (Commercial))	\$129.43 per ERU
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SENIOR/LOW INCOME FLAT RATE	\$59.90 per month without meter
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SEWER RATES FOR CUSTOMERS SERVED BY THE SEWER DISTRICT NO. 7 TREATMENT PLANT

(Ordinance No. 2009-39)

Property that contributes sewage to the Kitsap County Sewer District No. 7 Treatment Plant shall pay a monthly rate equal to the monthly rate applied to the City by Kitsap County Sewer District No. 7 per ERU (**presently \$56.65**) for treatment plus:

Properties with Grinder Pumps	\$23.59 per ERU
Properties without Grinder Pumps	\$19.42 per ERU

SEWER LATECOMER CHARGE (SEWER DISTRICT 7)

(Kitsap County Sewer District 7 Resolution 2017-01)

(1) Residential – Single Family	\$10,330.00 (a flat fee)
(2) Commercial	\$10,330.00 per ERU

Where "ERU" is defined as each set of 20 fixture units as shown on the schedule of fixture units on file with the City Clerk.

City of Bainbridge Island Fee Schedule

C. STORM AND SURFACE WATER RATES

(BIMC 13.24, Ordinance Nos. 2016-23 and 2017-22, and Resolution No. 2017-01)

Storm and Surface Water fees are billed on property tax bills.

CHARGE PER IMPERVIOUS SURFACE UNIT (ISU)	\$184.00 annually
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REDUCTIONS

(Ordinance No. 2015-20 and Resolution No. 2016-10)

Rate reductions for low-income seniors or disabled citizens (as defined by BIMC 13.16.082)	50% discount
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Categories other than Single Family Residence may apply for the following impervious surface rate reductions for:

Compacted Gravel Surfaces Used by Vehicles	25% discount
On-site Stormwater Mitigation Facility	up to 50% discount
Less than 15% Impervious Groundcover	50% discount

These discounts are not retroactive; they are granted at the sole discretion of the City; and they may not be used to reduce the charge to less than 50% of the fee.

D. UTILITIES FEES – OTHER

BILL TO OTHER THAN OWNER	\$25.00
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(Ordinance No. 92-24, Resolution No. 97-39)

This fee is a setup charge and replaces the “New Account Fee” if applicable.

CHARGE FOR DELINQUENCY NOTICE	\$10.00
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(Ordinance No. 92-24)

This fee is charged each time the City mails a letter or notice of delinquency when account is delinquent.

MULTIPLE BILLS	\$5.00
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(Resolution No. 2003-50)

This fee is charged monthly, per bill sent.

LEAK CHECK REQUEST, IF NO LEAK FOUND	\$35.00
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City of Bainbridge Island Fee Schedule

UTILITIES FEES – OTHER (CONTINUED)

METER RE-READ, IF THE METER WAS NOT ACCESSIBLE

(Resolution No. 2001-07)

First Instance	\$35.00
Subsequent Requests	\$75.00

NEW ACCOUNT FEE

(Ordinance No. 92-24)

\$10.00

NOTICE OF TURN OFF, AT THE CITY'S REQUEST

(Ordinance No. 92-24)

\$20.00

SEASONAL TURN OFF

(Ordinance No. 92-24, Resolution No. 2016-10)

\$75.00

SERVICE RESTORED

(Ordinance No. 92-24, Resolution No. 2001-07)

If Related to Seasonal Turn Off - During normal worked hours (Includes Turn Off)	\$35.00
If Turned off At City Request - During normal worked hours	\$25.00
If Turned On Outside Normal Worked Hours	\$75.00

STANDARD DEVELOPER EXTENSION AGREEMENT PROCESSING FEE

\$250.00

UNAUTHORIZED TURN ON PENALTIES:

(Ordinance No. 92-24, Resolution No. 2001-07)

Occupied Single Family Residences	\$100.00
All Others, including residences under construction	\$500.00

WRITTEN RESPONSE TO BALANCE INQUIRY

(Ordinance No. 92-24, Resolution Nos. 99-26 and 2001-07)

See also Written Report to Escrow Company in Section 13

Billed to former owner (water and sewer service only)	\$5.00 per service
If received by City less than seven working days before transfer of ownership	\$50.00 surcharge

City of Bainbridge Island Fee Schedule

12. MISCELLANEOUS FEES

ALARM REGISTRATION FEE (Ordinance No. 2003-05, Resolution No. 2003-05)	\$50.00
BOAT DOCK MOORING FEE FOR FIRST 3 HOURS	\$.10 per foot for 3 hours or less.
BOAT DOCK MOORING (Ordinance No. 93-32, Resolution No. 2009-03)	\$.50 per foot per day for any time in excess of three consecutive hours.
LINEAR MOORAGE FEES	\$.25 per foot for any time in excess of 3 consecutive hours in a 24-hour period
BOAT RAMP WITH BOAT TRAILER PARKING (Resolution No. 2011-11, Resolution No. 2017-03)	\$8.00 per day: \$80 per year
BOAT RAMP-COMMERCIAL (GROUP)	\$20 per day; \$200 per year
HAND LAUNCH WITH CAR PARKING	\$5.00 per day
BOAT DOCK and LINEAR MOORAGE FEES, SPECIAL USE PERMIT (Ordinance No. 93-32, Resolution No. 93-36)	\$100.00
BOAT IMPOUND REDEMPTION FEES (BIMC 12.24, Resolution No. 93-36)	\$50.00
CABLE TV FRANCHISE FEE (Ordinance No. 96-22) Paid bi-monthly	5% of Gross Revenue
CABLE TV FRANCHISE FEE – PENALTY (Set by contract)	Variable

City of Bainbridge Island Fee Schedule

MISCELLANEOUS FEES (CONTINUED)

COLLECTION AGENCY FEE

(Ordinance No. 97-29, Resolution No. 98-06)

Charged whenever the City deems it necessary to use a collection agency in order to collect amounts owed to the City.

Amount owed is \$100.00 or less

100% of Amount Owed

Amount owed is over \$100.00

50% of Amount Owed

CONCESSIONS FROM VENDING MACHINE

Variable

DEVELOPER EXTENSION AGREEMENT

\$250.00

DISHONORED CHECK CHARGE

\$20.00

(Ordinance No. 92-24)

DUI EMERGENCY RESPONSE FEE

\$150.00

(Ordinance No. 98-21, Resolution No. 98-42)

ESCHEAT TRANSACTION PROCESSING FEE

\$10.00

(Ordinance No. 92-24)

FALSE ALARM FEES

(Ordinance Nos. 92-24 and 2003-05, Resolution No. 2003-05)

Second response

\$50.00

Third response

\$100.00

Fourth and subsequent responses

\$250.00/response

LATECOMERS AGREEMENT PROCESSING FEE

Hourly Rate

(Resolution No. 2000-33)

LIEN FILING FEE

\$100.00

(Ordinance No. 92-26, Resolution No. 92-44)

LIEN RELEASE FEE

\$100.00

(Ordinance No. 92-26, Resolution No. 92-44)

L.I.D. PETITION PROCESSING FEE

\$250.00

City of Bainbridge Island Fee Schedule

MISCELLANEOUS FEES (CONTINUED)

MAPS	See Copies
NOTARY SERVICES (BIMC 12.20, WAC 308.30.020)	\$5.00 Waived for City employees or City Work
PARADE PERMIT	See Special Event Permit
POLICE SECURITY SERVICES (Minimum 3 hours)	\$77.00 per hour
PROCESS SERVICE FEE	\$25.00
REPORT TO ESCROW COMPANIES (Ordinance No. 92-24, Resolution Nos. 99-26 and 2001-07, 2007-12) Waived if no investigation required. These charges are in addition to the charges in Section 12, if applicable.	
Electronic Utility and lien search	\$25.00 flat fee
Manual Utility and lien search	\$35.00 flat fee
RIGHT-OF-WAY USE PERMITS (Ordinance No. 2014-24 and Resolution No. 2014-15)	
Type A – Right-of-Way Short-Term Use	\$150.00
Type B1 – Right-of-Way Disturbance	\$250.00
Type B2	
a. Annual Bulk Purchase Right-of-Way Permit	\$500.00
b. Processing Fee for each B1 Permit issued under Bulk Purchase Permit (includes on inspection per cut or use)	\$50.00
Type C – Right-of-Way Long-Term Use	\$250.00
Type D – Right-of-Way Franchise Utility Routine Maintenance	\$1,000.00
Type A through D – Right-of-Way Additional Inspections, each	\$50.00
ROAD SIGN-PRIVATE (Resolution No. 93-22)	\$125.00

City of Bainbridge Island Fee Schedule

MISCELLANEOUS FEES (CONTINUED)

ROAD VACATION (Resolution No. 93-22)	\$250.00
SIDEWALK CAFÉ PERMIT (Resolution No. 2014-11, Ordinance No. 2014-16)	\$100.00
SIGN REMOVAL (Ordinance No. 92-24)	\$25.00
SPECIAL EVENT PERMIT	\$25.00
VISA/CITIZEN/IMMIGRATION DOCUMENTS (Ordinance No. 92-24)	\$5.00
WATER SATELLITE SYSTEM CHARGES (Resolution Nos. 97-39 and 2000-33)	
ANNUAL FEE (no samples included)	\$100.00
SATELLITE WATER SAMPLES – BACTERIOLOGICAL	Hourly Rate
SATELLITE WATER SAMPLES – ALL OTHER	Hourly Rate

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Climate Change Advisory Committee 2017 Annual Report, 2018 Work Plan, and Greenhouse Gas (GHG) Recommendations, AB 18-005 (Pg. 268)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-005
Proposed By: City Council	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:
Expenditure Req:	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

Business Meeting: 1/9/2018	Recommendation: Forward to 1/23 Consent Agenda.
City Manager: Yes	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

Representatives from the Climate Change Advisory Committee will present their 2017 Annual Report, 2018 Work Plan, and GHG Recommendations.

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
❑ 2017 Progress Report and Plans for 2018	Backup Material
❑ CCAC Recommendations to City Council for GHG Inventory	Backup Material
❑ Ordinance Establishing the CCAC	Backup Material
❑ Presentation	Backup Material

Climate Change Advisory Committee: 2017 Progress Report and Plans for 2018 (December 18th, 2017)

We wanted to provide the City Council with a report on the actions taken by the Climate Change Advisory Committee since its first meeting in August 2017 and our plans for 2018.

1. Greenhouse Gas (GHG) Inventory Recommendations to Council

We have forwarded recommendations to the City Council on completing a GHG inventory for Bainbridge Island. We are hoping to brief the Council on our recommendations in early January and work with you to identify a path forward for completing the inventory. We have also formed three subcommittees to identify the most effective actions to reduce GHG reduction emission in the transportation, electrical generation, and waste sectors. Finally, we formed a climate change adaptation subcommittee to identify those practices that will help us prepare and protect our Island from climate change.

2. Integrate Climate Change into City Actions

The CCAC developed a matrix of the goals and policies in the updated Bainbridge Island Comprehensive Plan as it related directly or indirectly to climate change actions. We requested that the City complete the matrix to develop a baseline understanding of what actions the City had already taken or planned to take. The City completed the matrix and attended the November CCAC meeting to discuss.

The CCAC had a preliminary discussion at its December meeting on specific areas where we could provide assistance to the City. We have listed those areas below and will continue our discussions of this issue at future CCAC meetings.

Climate Assessment Certification (CAC): As part of the Bainbridge Island Climate Impact Assessment, EcoAdapt recommended that the City develop and require a CAC for projects. The CAC would require evidence that any project proponent has assessed future site/operating conditions and determined climate readiness, including the avoidance of projected vulnerabilities. EcoAdapt will be working with the City to develop the CAC and the CCAC would like to be a reviewer.

Shoreline Master Plan: We believe the updates to the SMP will need to consider several important climate change impacts (e.g., sea level rise) and we would like to be involved in the review process.

Sub-Area Plans: We understand the Island Center subarea plan will be updated in 2018, the Winslow Master Plan will be updated in 2019, and the subdivision standards will be revised in 2018. We would like to be involved in helping to provide ideas on how to integrate climate change considerations into these planning processes.

Green Building Standards: We understand the City is investigating the potential of green building standards. Buildings are a major contributor to GHG emissions and we would like to work with the City to help integrate climate change considerations into the green building standards.

Critical Areas Ordinance (CAO): We understand the City Council is slated to approve the CAO in early 2018. While we understand there has been considerable work on the CAO, we would like to provide input on areas that climate change needs to be considered (e.g., landslides, buffers for fish-bearing streams).

Police Department Building: We would like to use the siting, design, and building of the new police department as an example of how to complete capital investments considering climate change.

3. Outreach and Education

An important work area for the CCAC is to provide education and outreach on climate change. To begin, we believe it is important to increase collaboration among City Committees. With this in mind, we plan to reach out to other City Committees (e.g., Multi-modal, Utility Advisory, ETAC, and Affordable Housing) by having a CCAC member attend one of their meetings to introduce the CCAC and learn about what they are doing in relation to climate change. If there is enough interest, we propose to follow-up these meeting with a two to three hour meeting with all of the interested committees to share information and see if we can find areas of collaboration.

Based on the outcome from these meetings, and after completion of the GHG inventory, we would discuss the possibility of a community forum to discuss what we can do on Bainbridge Island to reduce our GHG emissions and help us prepare and protect our Island from climate change.

If you have questions or would like us to attend a Council meeting to discuss these issues in more depth please contact either Lara Hansen or Michael Cox.

Climate Change Advisory Committee
Recommendations for Completing a Greenhouse Gas Inventory
(December 18th, 2017)

Section 1: Recommendations

The CCAC makes two recommendations in relation to completing a greenhouse gas (GHG) inventory:

1. The City Council should affirm the following two goals that are already contained in the City's Comprehensive Plan or Council resolutions: (A) The City will meet or exceed the existing commitments the City has made in relation to GHG reductions; (B) The City will, following completion of a GHG inventory, identify discrete emission reduction targets in specific source sectors.
2. The City Council should authorize the CCAC, in consultation with City Staff, to take the steps necessary to complete a GHG inventory including authorizing the expenditure of funds needed to join ICLEI and hire a consultant to complete the GHG inventory.

Section 2: Background

The Climate Change Advisory Committee (CCAC) was created by the City Council under BIMC 2.37. Section 2.37.030 directs the CCAC to do the following, among other actions:

C(1): Provide advice and/or recommendations to the city council or city staff, as appropriate, on methods of completing a baseline island-wide greenhouse gas (GHG) inventory for the city.

C(2): To the degree directed by the city council, assist with or manage the completion of a baseline island-wide GHG inventory

The following document provides recommendations on conducting a GHG inventory (C(1)) and discussions how the CCAC could assist with or manage the GHG inventory (C(2)). The document contains three sections. Section 3 provides a summary of recommendations for completing a GHG inventory. Section 4 provides a more in-depth discussion of the deliberation by the CCAC on the GHG inventory. Section 5 discusses next steps in general for the CCAC and specifically the GHG inventory. Appendix A provides an update on the progress of the CCAC including a workplan for our first year.

Section 3: Summary of GHG Inventory Recommendations

The CCAC is requesting that the City Council authorize initiating a GHG inventory with the details provided below.

- The inventory should cover both City operations and the community at large.
- The City should join ICLEI and utilize their “US Community Protocol for Accounting and Reporting GHG Emissions” for conducting the inventory. The cost to join ICLEI is \$600/year.
- The City should contract out the initial inventory. The CCAC estimates the GHG inventory could cost \$10,000 - \$15,000 and take 1-3 months from the time the contract is approved. The costs would be on the lower end of that range if the City can help collect and organize the data.
- The CCAC will work with City staff to minimize the time they need to work on the GHG inventory by the following: 1) assist in the development of a request for proposal; 2) review applicants; 3) work with the selected contractor to complete the inventory; 4) oversee work of contractor as appropriate; and 5) review and comment on draft reports.
- The CCAC will work to develop a community engagement plan on increasing awareness about climate change.
- The inventory should be updated every three years by City staff.

Section 4: Discussion

When developing a GHG inventory there are several questions that must be addressed. Each of these questions is discussed below along with the options considered, a discussion of each option, and the rationale for selecting the option.

Question 1: What are we trying to achieve?

The CCAC believes it is important to establish concrete goals for what we are trying to achieve on the Island in terms of addressing climate change and reducing GHG emissions. An overarching goal should be to meet or exceed the existing commitments the City has made in relation to GHG reductions, including but not limited to the Paris Agreement and the U.S. Conference of Mayors Climate Protection Agreement.

After completing the GHG inventory, the City should identify discrete emission reduction targets in specific GHG source sectors (e.g., transportation and land use; energy supply; building energy consumption; water and waste management; and forestry).

Question 2: How will the inventory be used?

This question is important because it helps address why we are doing the inventory. The committee believes there are multiple reasons for completing a GHG inventory as indicated in Table 1.

Table 1: How will the inventory be used?

Objectives	Discussion
Help establish GHG reduction targets	The inventory is critical information for establishing GHG reduction targets. Targets are important to provide tangible goals for reducing GHGs.
Inform City policies	The inventory can be used to identify those sectors where the majority of GHGs are produced. This can help the City target those areas that would be the most important to address in terms of reducing GHGs.
Educate citizens	The inventory can be used to provide citizens guidance on areas where they can reduce their GHGs.
Work with other jurisdictions	The inventory can help if the City Council decides the City should participate in regional climate change efforts.

Question 3: What is the scope for the inventory?

This question is important because it helps define what will be addressed in the inventory. The committee believes it is important that the scope includes an inventory that covers both City operations and the community as a whole as outlined in Table 2. This would also include the other taxing authorities on the Island (i.e., schools, parks, fire, and library).

Table 2: What is the scope for the inventory?

Objectives	Discussion
City Operations	City operations are crucial because the City Council and City Manager are authorized to make changes.
Community wide	To be more relevant to Island residents the inventory needs to include community emissions. While the City has limited control over the actions of individual citizens, it can provide education and incentives for citizens to reduce their GHG emissions. It will also be important to bring in the other taxing jurisdictions: schools, parks, fire, and library.
County wide	Fortunately, a Kitsap County GHG inventory has been completed for the Puget Sound Clean Air Agency by Cascadia Consulting though it is not yet published. It does not disaggregate the GHG emissions from Bainbridge Island, but it could be used as a comparison with results from the BI inventory especially with respect to per capita GHG emissions.

Question 4: What type of inventory?

There are two basic types of inventories: geographic-based and consumption-based. A geographic-based inventory accounts for all the GHG emissions released within a specific geographic boundary and can include other emissions outside the boundary such as those associated with air travel and electricity generation. A consumption-based inventory takes into account the embedded emissions in the goods and services a community consumes such as the production, transport, sale, use, and disposal of goods and services – no matter where they are produced.

The committee believes that the best approach is to use both types of inventories. We suggest using the geographic-based as the main approach but supplement that with information from consumption-based inventories that have been completed by King County and other entities.

Table 3: What type of inventory?

Options	Discussion
Geographic Based	The geographic-based is the most widely utilized with excellent protocols for completing. It does not capture the actions of individuals as well as the consumption-based inventory.
Consumption Based	The consumption-based inventory is useful for helping communicate how individual's choices are driving GHG emissions better than geographic based inventory. While these inventories have been completed (e.g., King County) the protocols for completing them are not as robust.
Hybrid	A hybrid approach is possible by completing a geographic-based inventory and using existing information available (e.g., Cool Climate Berkeley and King County) to provide rough estimates on consumption related to GHG emissions.

Question 5: What protocol do we use?

There are several standard protocols that could be followed. The advantage of following a standard protocol is to: 1) make the process more rigorous and in some cases, maybe a bit easier, to the extent you don't have to figure everything from scratch; and 2) be able to formally report GHG emissions to various initiatives or registries (e.g., the Climate Disclosure Project). The committee believes the best protocol is the ICELI Community Protocol because it is well established, and it covers both City operations and community-wide emissions.

Table 4: What protocol to follow to complete inventory?

Options	Discussion
Global Protocol for Community-Scale	This is the gold standard. It provides detailed reporting consistent with the Intergovernmental Panel on Climate Change guidelines. It

Options	Discussion
Emissions.	requires reporting on 8 categories of GHGs, 22 sectors, and 3 different scopes. It is useful if you want to report GHG emissions internationally, and join various “mayor” alliances on climate change. This protocol is expensive and beyond what we need.
ICLEI – Community Protocol for Accounting and Reporting GHG Emissions.	The inventory provides detailed, focused guidance on completing a GHG emission inventory in the USA. It includes emissions from businesses, residents, and transportation and is relatively low cost.
ICLEI – Local Government Operations Protocol	This inventory provides detailed guidance on accounting for emissions from the buildings, facilities and vehicles operated by a local government. This protocol is focused on local governments only and therefore insufficient for our needs.

Question 6: What are the costs and timeframes to complete?

The CCAC recommends contracting out the completion of the GHG inventory for several reasons.

- City staff do not have the time or expertise to complete the inventory,
- The inventory would be completed in a more timely fashion (1-3 months from the time of contract approval) if contracted out.
- The most difficult and time consuming task of an inventory is the collection and organization of the data. There are several firms who have used the ICLEI protocol and know where to find the necessary data.
- While the members of the CCAC can assist in all aspects of the process (e.g., developing RFP, selection of contractor, oversight of contractor, and review of reports), the members do not have the time to complete the inventory.
- It is critical that the initial inventory is of high quality, timely, and objective.

The costs for a geographic-based inventory for a community the size of Bainbridge is estimated to be between \$10,000 - 15,000 and will take 1-3 months to complete from the time the contract is approved. The costs would be lower if the City can help collect and organize the data. The CCAC would work with the contractor to incorporate the consumption-based inventory.

In terms of City staff time, it is difficult to estimate an exact number of City staff hours needed, but the CCAC will help minimize the Staff time as much as possible.

- CCAC can draft the RFP, but staff will need to be involved in reviewing.

- At least one staff member will need to be on the RFP review panel along with CCAC members. To ensure the proposals are short, we can limit the number of pages per proposal (e.g., 5 pages). The number of hours will depend on the number of proposals.
- A staff person would need to manage the contract and be the point of contact.
- A staff person would need to review draft reports, but the majority of review could be completed by CCAC members.

Section 5: Next Steps

CCAC members are available to brief the City Council on our recommendations. In the interim, we will continue to work on identifying the best management practices for reducing GHGs on the Island, working with City staff to better understand how they are addressing the elements in the Comprehensive Plan related to climate change including how the CCAC can assist them, and start working on a community-wide education program on climate change in collaboration with existing organizations.

Appendix A: Status of CCAC - The CCAC has held four meetings and has accomplished the following:

- Developed a workplan for our first year (see below);
- Initiated a process to develop a better understanding of how the City is currently addressing the areas of the Comprehensive Plan related to climate change and had an initial conversation with City staff;
- Reached out to the City to determine how to make our working documents and deliberations accessible and transparent to the public;
- Established four subcommittees to identify/explore best practices for reducing GHG emissions in the waste, transportation, and electrical generation sectors and a subcommittee on climate adaptation across all sectors; and
- Developed recommendations for City Council consideration for moving forward with completing a GHG inventory.

Climate Change Advisory Committee Workplan

Task	Goal	Actions	Timeline
1	GHG Inventory recommendation	• Explore options of scope and process • Consider how to link to other community values • Make recommendation to City Council	December 2017
2	Assist/manage baseline inventory	• Review option selected by Council • Advise on process • Review interim products (e.g., workplan, assumptions)	TBD based on Council timeframe
3	Provide advice/recommendations related to City GHG emission reduction targets	• Determine goal for target (%, components) • Evaluate pathway to meet target • Determine metrics for monitoring progress	January - June 2018
4	Work with City Staff, as appropriate, to complete and recommend to the city council a city climate action plan and implementation policy	• Determine goal for plan • Assess existing elements in established plans • Recommend how best to meet goal and monitor progress	November 2017 – June 2018

Task	Goal	Actions	Timeline
5	Provide advice and/or recommendations to the City Council or City staff, as appropriate, on how to measure progress toward meeting the City's GHG emissions reduction targets and adaptation actions	• Review inventory of targets and action commitments • Recommend process for implementation • Recommend metrics for monitoring progress	January – June 2018
6	Assist the City with participation in regional climate change efforts	• Review inventory of current city commitments and regional opportunities • Evaluate these are achievable and meet our existing targets and goals • Recommend metrics for monitoring progress	February 2018
7	Provide education and outreach to the public regarding the committee and the City relating to climate change	• Consider traditional avenues • Consider novel avenues that merge non-traditional partnerships (e.g., art and climate with BPA or BIMA)	On-going, plan for 1 st event in early 2018

ORDINANCE NO. 2017-13

AN ORDINANCE of the City Council of Bainbridge Island, Washington, establishing the role, composition, and duties of the Climate Change Advisory Committee and creating a new Chapter 2.37 of the Bainbridge Island Municipal Code.

WHEREAS, the Bainbridge Island City Council approved a revised Comprehensive Plan on February 28, 2017, that includes new policies calling for the City of Bainbridge Island (“City”) to take action on climate change, including the following:

Guiding Principle #7: Reduce greenhouse gas emissions and increase the Island’s climate resilience;

Guiding Policy 7.1 Mitigation: Participate with state, regional and local partners to reduce greenhouse gas emissions consistent with the 1990 benchmark and future year targets set forth in state law, educate the public about climate change and incentivize Island activities including land use patterns and building practices that reduce greenhouse gas emissions;

Guiding Policy 7.2 Adaptation: Minimize or ameliorate the impacts of climate change on our community and our Island’s ecosystems through climate-informed policies, programs and development regulations; and

WHEREAS, in 2016, EcoAdapt prepared and presented to the City Council a Bainbridge Island Climate Impact Assessment that identified the many ways in which climate change will most likely impact the City’s future health and prosperity and identified actions the City could take to mitigate these adverse impacts; and

WHEREAS, the City Council recognizes that the City does not have the expertise and resources necessary to implement these Guiding Policies and other policies related to climate change within the Comprehensive Plan without the involvement, assistance, and advice of experts within the Bainbridge Island community; and

WHEREAS, the City Council recognizes that it is not yet certain which form of committee, with which composition of members, and with which duties will be most ideally suited to assist the City with achieving these Guiding Policies and other policies related to climate change within the Comprehensive Plan;

WHEREAS, the City Council desires to establish an advisory committee of volunteer citizen experts to provide recommendations and advice to the City needed to implement these Guiding Policies and other policies related to climate change within the Comprehensive Plan, starting with advice on the exact form, composition, and duties of the Climate Change Action Committee, now therefore;

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

Section 1. A new Chapter 2.37 of the Bainbridge Island Municipal Code is hereby adopted in its entirety to read as follows:

**Chapter 2.37
CLIMATE CHANGE ADVISORY COMMITTEE**

Sections:

- 2.37.010 Created – Membership, appointment, term, and compensation
- 2.37.020 Vacancies – Removal
- 2.37.030 Duties and responsibilities
- 2.37.040 Meetings, officers, records, and quorum

2.37.010 Created – Membership, appointment, term and compensation

- A. There is created a climate change advisory committee for the city, hereinafter referred to as the committee. The committee shall consist of seven (7) members who shall be appointed by the mayor and confirmed by a vote of the city council.
- B. The committee shall consist of experts living on Bainbridge Island who are regarded as qualified scientific experts pursuant to WAC 365-195-905(4) in order to fulfill the purposes described in this section. The committee members should have expertise in climate science, atmospheric science, engineering, energy management, water conservation, planning, policy, environmental law, economics, solid waste management, forestry, systems analysis, and communications.
- C. Members shall not be employees or officers of the city or appointed to another city committee, board, or commission, except for specialized committees or task forces of limited duration.
- D. Members of the committee shall serve for a period of three years, commencing on July 1 and ending on June 30 three years later. Members shall be appointed to a position number, and the terms are to be staggered, with no more than three positions expiring in any given year. A member may be reappointed, and shall hold office until his or her successor has been deemed qualified and been appointed. No member shall serve more than three consecutive terms unless the city council determines that special expertise is required, or there are no other qualified applicants.
- E. Members shall serve without compensation.
- F. Members shall sign a conflict of interest statement in accordance with the city's ethics program upon appointment and any reappointment.

G. The committee may develop a pool of qualified experts in the various aspects of science, policy, and planning set forth above in Section B and may consult with these experts on issues related to their field of expertise as appropriate and necessary. This pool of experts is to be used for consultation only and will not be compensated or considered members of the committee.

2.37.020 Vacancies – Removal

Members may be removed upon a majority vote of the city council. In the event of a vacancy, the mayor, subject to confirmation of the city council, shall make an appointment to fill the unexpired portion of the term of the vacated position in accordance with the city's appointment cycle. Unexcused absences from three consecutive meetings by any member shall constitute grounds for removal.

2.37.030 Duties and Responsibilities

The committee is established for the following purposes:

A. To, as an initial responsibility, review this chapter 2.37 of the BIMC and report to the city council before October 31, 2017. In this report, the committee shall indicate whether, in the committee's opinion, this chapter 2.37 is structured in the manner that most effectively creates an advisory body to implement the Guiding Policies and other policies related to climate change within the Comprehensive Plan. If the committee determines that this chapter 2.37 should be amended in any manner, it will recommend those amendments to the city council. Unless and until the city council amends this chapter 2.37, either based on the committee's recommendations or otherwise, the committee's duties and responsibilities will be as listed below in this section BIMC 2.37.030.

B. To serve as a technical and planning advisory committee to the city council, city manager, and department of planning and community development staff on issues related to climate change as directed by the city council.

C. To assist the city in implementing the climate related goals and policies of the Comprehensive Plan by undertaking the following tasks as expeditiously as committee and city resources allow:

1. Provide advice and/or recommendations to the city council or city staff, as appropriate, on methods of completing a baseline island-wide greenhouse gas ("GHG") inventory for the city.
2. To the degree directed by the city council, assist with or manage the completion of a baseline island-wide GHG inventory.
3. Provide advice and/or recommendations to the city council or city staff, as appropriate, related to city GHG emission reduction targets.

4. Work with city staff, as appropriate, to complete and recommend to the city council a city climate action plan and implementation strategy.
 5. Provide advice and/or recommendations to the city council or city staff, as appropriate, on how to measure progress toward meeting the city's GHG emissions reduction targets and adaptation actions.
 6. As directed by the city council, assist the city with participation in regional climate change efforts.
 7. Provide education and outreach to the public regarding climate change and the work of the committee and the city relating to climate change.
- D. Annually, prior to the start of or during the budget process, provide a report to the city council on committee work completed during the prior year and obtain the city council's approval of a work plan for the following year.

2.37.040 Meetings, officers, records, and quorum.

- A. The committee shall meet as necessary. Generally, the committee shall establish a regular meeting schedule and announce the specific day and time each month that the committee will conduct its regular meeting(s). Meetings shall be open to the public and held in accordance with the Open Public Meetings Act (Chapter 42.30 RCW).
- B. A majority of the members then serving on the committee shall constitute a quorum.
- C. At the first regular meeting of each term, the committee shall select from among its members a chairperson and a secretary for a one-year term.
- D. For meetings consisting of a majority of the then serving members of the committee, the committee shall provide public notice of the meeting and shall keep a record of its meeting minutes. Minutes of each meeting, including a record of attendance, shall be prepared by the secretary and approved and signed at a subsequent meeting. The minutes do not need to reflect the actual discussion, but only the formal actions taken by the committee. The approved meeting minutes shall be posted on the city's web site.
- E. The city shall provide city email accounts to committee members and related training on the use of email accounts, including personal computer privacy expectations while serving on the committee.

Section 2. This ordinance shall take effect and be in force five (5) days from its passage and publication as required by law.

PASSED BY THE CITY COUNCIL this 9th day of May, 2017.

APPROVED BY THE MAYOR this 9th day of May, 2017.


Val Tollefson, Mayor

ATTEST/AUTHENTICATE:


Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	March 31, 2017
PASSED BY THE CITY COUNCIL:	May 9, 2017
PUBLISHED:	May 12, 2017
EFFECTIVE DATE:	May 17, 2017
ORDINANCE NUMBER:	2017-13

Climate Change Advisory Committee (CCAC): Recommendations for Completing GHG Inventory and CCAC Status

Tuesday January 9th, 2018

Overview

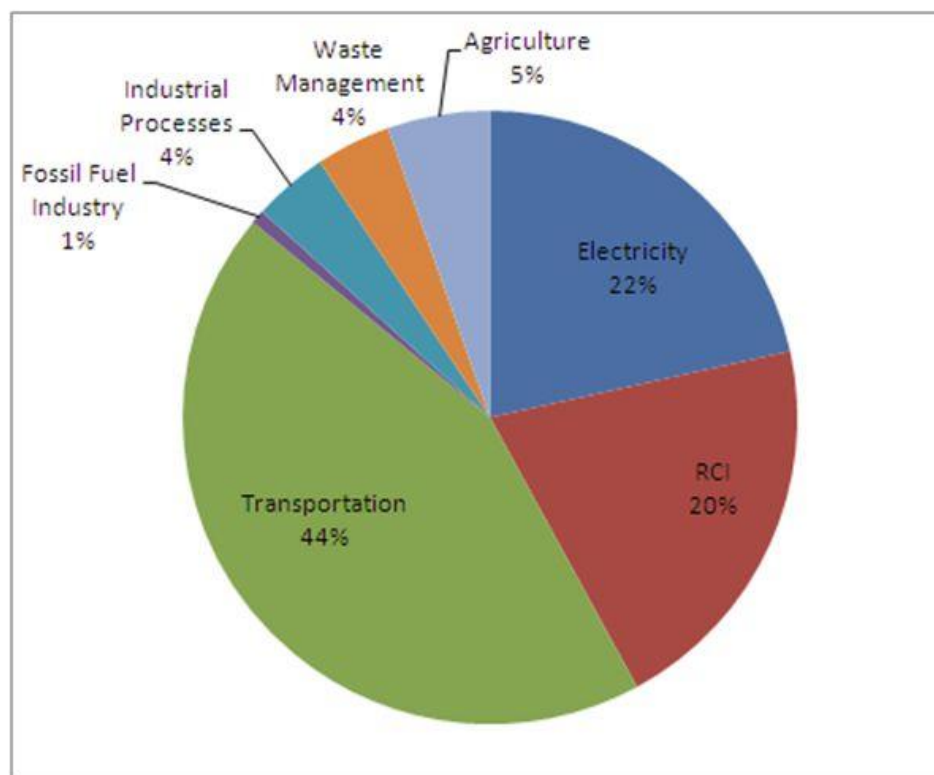
- Request funds to complete a Greenhouse Gas (GHG) Inventory for the Island.
- 2017 Progress
- 2018 Plans

Background

- **Council directed CCAC to:**
 - Provide advice/recommendations on completing GHG inventory for Island (2.37.030(c)(1).
 - Assist with/manage the GHG inventory (2.37.030(c)(2).
- **Why complete an inventory?**
 - Help meet existing commitments (Paris Agreement and Mayor's Climate Protection Agreement)
 - Assist to develop specific emission reduction targets.

What is the Product?

Share of Emissions by Sector for Washington



Source: Washington State GHG Inventory, 1990 – 2010

How will it be used?

- Set reduction targets.
- Inform City Policies.
- Educate Citizens.

GHG Emissions Reduction Targets

- ❖ *Near-Term (2020) GHG Emissions Reduction Goal*
Reduce GHG emissions to 50% below 1990 levels by 2020
- ❖ *Long-Term (2050) GHG Emissions Reduction Goal*
Reduce GHG emissions to 80% below 1990 levels by 2050



Inventory Scope?

- City Operations.
- Community Wide.
- County wide.
 - Completed by Puget Sound Clean Air Agency.



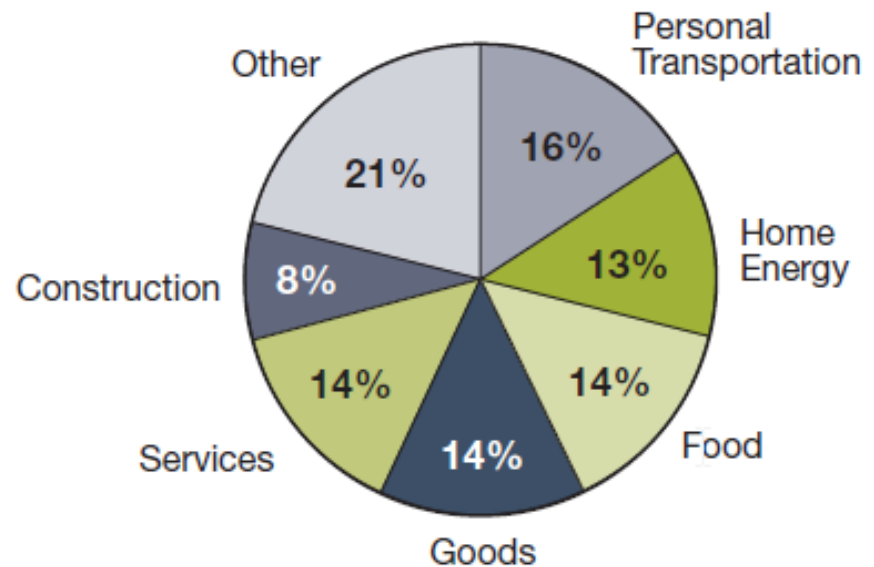
289



Type of Inventory?

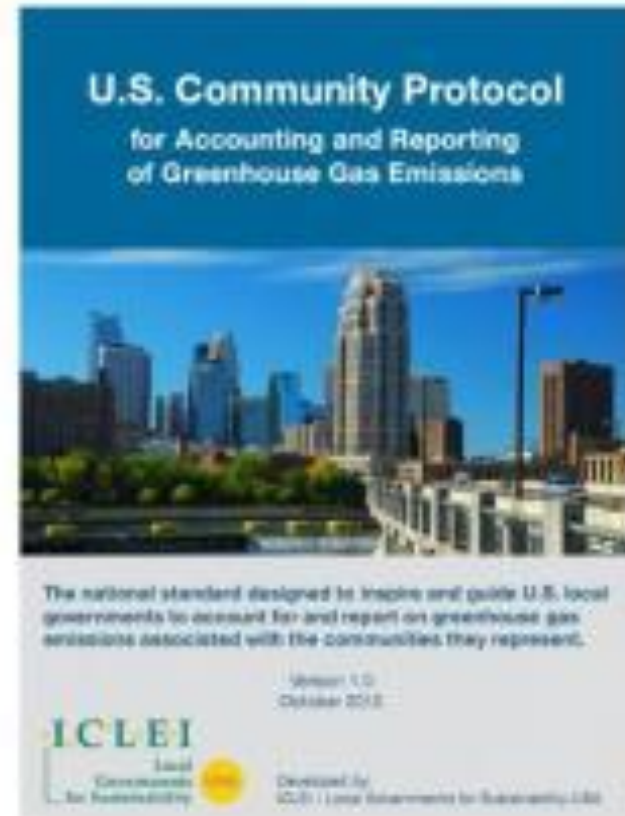
- **Geographic:** Most common; good tools.
- **Consumption:** More on individual choices; tools not as good.
- **Hybrid:** Use geographic but supplement with consumption.

**KING COUNTY COMMUNITY
CONSUMPTION BASED
GREENHOUSE GAS EMISSIONS**
Total: 55 Million Metric Tons CO₂e



Protocols?

- **Global Protocol:** Gold standard; complicated.
- **ICLEI Community Protocol:** Designed for communities.
- **ICLEI Local Gov. Operations:** Focus on local gov.



Costs, Timeframe, and Staff time

- **Estimated \$10,000 - \$15,000; take 1-3 months.**
 - Time consuming to collect/organize data.
 - Staff/CCAC members do not have time.
- **Minimize staff time by CCAC members helping in all aspects of process.**
 - RFP development;
 - Selection and oversight of contractor;
 - Report review.

2017 Progress

- **GHG Inventory Recommendations.**
- **Started evaluating Comprehensive Plan and climate change related actions.**
- **Established four subcommittees**
 - Best management practices to reduce GHG emissions in: transportation; electrical generation; and waste
 - Adaptation

2018 Workplan

- **Complete GHG Inventory**
- **Evaluate incorporating Climate Change into City Actions**
 - Climate Assessment Certification
 - Shoreline Master Plan
 - Sub-Area Plans
 - Green Building Standards
 - Critical Areas Ordinance
 - Police Department Building
- **Outreach and Education**
 - Increase collaboration with other City Committees
 - Maybe hold a community climate change forum in April.



Questions

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Marine Access Committee 2017 Report and 2018 Work Plan, AB 18-015 (Pg. 296)	Date: 1/23/2018
Agenda Item: CONSENT AGENDA - 8:15 PM	Bill No.: 18-015
Proposed By: Council	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

A representative from the Marine Access Advisory Committee will attend the City Council meeting to present the 2017 report and 2018 work plan (see attached).

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
❑ 2017 Report	Backup Material
❑ 2018 Work Plan	Backup Material

Marine Access Committee Annual Report to Council

December 2017

While the Marine Access Committee (MAC) uses a multi-year plan for setting out tasks and projects, our Annual Report to Council focuses on what we have accomplished during the previous calendar year.

2017 Highlights

- Waterfront Park and dock recommendations
- Viewing platform recommendations
- 2nd Annual Island Beach Cleanup
- 9 bench placements
- Advocacy on behalf of Live-Aboards and Kitsap Water Trail users
- Protection of public access to the shore and navigable waters.

We also continue smoothly combining the two city committees, Road Ends and Harbor Commission, into a well-functioning group of MAC members. MAC includes representatives from the rowing, sailing, power boating, canoe & kayaking and trailer boating communities, and from each Island harbor.

2017 Work Plan Progress

In 2017, MAC focused on the four work streams delineated in our Work Plan:

1. Infrastructure Projects
2. Education, Outreach and Liaison
3. Framework Management
4. Stewardship

I. Infrastructure Projects

City Dock & Waterfront Park Projects Support

MAC continued to provide input to Dock Project Manager Mark Epstein and to liaise with Harbor Master Tami Allen in meeting the needs of the City's dock and boat ramp users. We are especially pleased that our recommended wheelchair accessible pathway has been provided through Waterfront Park to the dock area.

Capital Project: Harbor Viewing Platform

MAC's recommendation that the City develop one or more viewing platforms near the WS Ferry terminal in cooperation with WSDOT was approved by City Administration and is proposed for approval by Council in the 2019 City Capital Improvement Plan.

Viewing Benches & Bike Racks

Benches – With the generous support of the Woodworkers Program at Bainbridge Artisan Resources Network (BARN) 9 benches were constructed with City funds and installed at various road end sites, such as Ocean Drive and Harborview Drive.

Bike Racks – The City supplied both a bench and a bike rack at the Manitou Beach Open Space. Together with the ADA parking spot at the site, this Open Space is a model for marine accessibility on which MAC hopes to build at many other public shore sites.

2. Education and Outreach

Kitsap Peninsula Water Trails Signs Program

As part of our ongoing work to promote the Bainbridge sites on the Kitsap Peninsula Water Trail (KPWT), MAC obtained signs from Evan Stoll of KPWT Association for Dock Street, Ocean Drive, Lytle Road and Fletcher Landing. The signs were installed by O&M.

Community Events and Outreach

MAC provides community input and support to activities associated with the marine environment within the City's boundaries.

This year, in coordination with the Harbormaster and Sustainable Bainbridge, Committee members participated in the Boaters' Fair and International Coastal Cleanup Day. The Boaters' Fair is an annual event during which we provided a map and information on public road ends, shoreline access and a Kitsap Peninsula Water Trails map.

The 2nd annual Bainbridge Coastal Cleanup Day involved months of planning and resulted in a total of 250 volunteers who used public parks and road ends to access beaches for cleanup.

Develop Contact with other groups and agencies

MAC continues to reach out to among others, the Bainbridge Island Historical Museum, Kitsap Peninsula Water Trails Association, and the Bainbridge Island Rowing Club.

3. Framework Management

Monitor Comprehensive Plan, Shoreline Master Program, and Development Proposals The Committee has offered guidance to the City on areas in the Comprehensive Plan and SMP that impact access to marine waters. Guidance has included a request to restore the percentage of allowable live aboard residents in marinas to 25% from the 10% inadvertently designated in the approved SMP. This work is ongoing as the General Amendment to the SMP is now working its way through the Planning Commission.

MAC submitted a proposal to the City to investigate and establish construction limit lines in order to protect navigation in Manzanita and Madison Bays and to review the existing limit line in Eagle Harbor.

The Committee also monitors shoreline development that may impact road ends or access to navigable waters, such as docks, piers, floats and buoys. Notification of such development currently depends on the vigilance of a committee member who monitors the “Proposed Land Use Actions” webpage announcements. The committee is working with the City to get earlier, systematic notification to the committee via the planning department of pre-permit applications involving navigable waters in order to comment in a timely manner. (Some comment periods extend for only two weeks that may fall between our monthly meetings.)

Review Shoreline Sign Content

As part of a review of existing signage in the vicinity of road ends, the Committee established communication with the BI Historical Society to get input for signage at important sites.

Work Plan

A Work Plan and list of prioritized projects for Council’s consideration during the biennial budget development process is an ongoing requirement of the Committee and has been completed for 2018/2019.

Social Media & Web-based Outreach

We are involved in an ongoing effort to provide updated photos and content of road end and community access information to the City’s Community Engagement Specialist.

We also provided feedback to the City regarding the GIS map of road ends and additional content such as harbor or cruising information.

4. Stewardship

Maintenance Projects (O&M)

MAC continues to identify and prioritize ongoing repair or maintenance of existing road end sites, signage and access. Signs and boundary markers were installed or replaced at several road ends and access sites, notably at Ocean Drive & Reitan Road. The Committee would like to thank the workers of the O&M Department for their prompt and accurate work at each of these sites.

Site Visits to All Marine Access and Road End sites

Annual visits allow us to update the list of amenities for inclusion on the City GIS map and to make note of repairs, signage needs or encroachments on public land.

Encroachment Prevention

MAC continues to actively work with City staff on encroachment issues in order to enforce state law on public access to shorelines (RCW 34.79.035). This is an area that often requires education of adjoining landowners, and potentially support from the City Attorney.

Harbor Stewards

Harbor Stewards, a volunteer arm of the Committee, are boaters and/or waterfront residents who take an active interest in the various harbors around the island, and are often first to notice something amiss: a sinking or derelict vessel, an unmoored boat or buoy, a boat in trouble. When necessary, Stewards alert the Harbormaster or take action themselves to assist. Stewards are located in Eagle Harbor, Blakely Harbor, Manzanita Bay, Madison Bay, Fletcher Bay and Point Monroe. The stewards are represented at each monthly meeting of the MAC and report to the committee on their activities. They actively participate in each of the Stewardship Projects below.

- Harbor Steward Recruitment – Additional Harbor Stewards were recruited at additional sites as needed.
- Monitor Navigational & Safety Issues - This year committee members reported on a boat fire in the ferry channel, explored navigational issues related to shoreline development, and submitted a letter from the Stewards requesting more Police surveillance in Eagle Harbor.
- Buoy Monitoring Program - MAC & Harbor Stewards continue to monitor private mooring buoys and report any issues to the Harbormaster.
- Emergency Flotilla – Recruitment of local boat owners and Yacht Clubs to sign up for the Emergency Flotilla. An ongoing issue regarding liability assignment on the sign-up form was raised by the Harbor Stewards and is being reviewed by the City.

Conclusion

MAC strives to promote and protect public access to and enjoyment of marine waters. Our meetings and activities are unfailingly supported by Roz Lassoﬀ. Morgan Smith, Mark Epstein, various City Attorneys and the staff of the Operations and Maintenance Department all make it possible for our recommendations to reach concrete form. We are also grateful for the advice and support of our Council Liaison, Kol Medina, and the many community members who support public access to our marine waters.

Frank Ostrander, Co-Chair

Elise Wright, Co-Chair

2016-17 Committee Members

John Brownlow
Fred Grimm
Tom Hudson
Frank Ostrander
Greg Spils
Elise Wright

2017-18 Committee Members

Paula Elliot
Fred Grimm
Peter Hill
Anthony Oddo
Frank Ostrander
Greg Spils
Elise Wright

Marine Access Committee Members, July 2017 - July 2018

Members are appointed by City Council to three year terms and limited to 3 consecutive terms. Appointments have been staggered so a balance of new and experienced members serve in any given year.

Paula Elliot has been a resident of Bainbridge Island since 2008, after many years of visiting. Retired academic librarian; formerly employed by Arts and Humanities Bainbridge; freelance editor and indexer. Active with the Bainbridge Island Land Trust, Bainbridge Performing Arts and The Amabile Choir. Married to Paul Brians, retired professor and active community photographer.

Fred Grimm An Island orthodontist until retirement in 2005, has been a resident since 1970. Community service activities include Bainbridge Kiwanis Club, Park District Commissioner through the 70's, BI School Board member through the 80's, Bainbridge Performing Arts (BPA) Board throughout the 90's, several years as a Harbor Steward and since 2015 a MAC member. Fred was also a member of the City's Health, Housing and Human Service Board throughout its existence and has been a current Board member of the Japanese Exclusion Memorial Board from its inception. Fred and his wife Willie live on the waterfront in Manzanita Bay, next to the Wood Avenue city road end, where he spends a lot of his time on the water.

Peter Hill joined the MAC in June of 2017 with the goal of helping our community become better connected to the waters around us. Peter has lived on the Island for fifteen years and is a Seattle lifer who grew up on the beaches of Three Tree Point in Burien. Peter has a BA in Accounting, is a Project Management Professional and has several decades of experience in IT and project management. Peter is an avid sailor who also enjoys fishing and kayaking.

Anthony Oddo is a relative newcomer to Bainbridge Island and the MAC, having relocated from Seattle last February and beginning his term in July. He was previously involved in road end restoration efforts in Seattle and is excited to be part of the MAC on Bainbridge. Anthony is also a competitive rower with the BI Rowing team and recently joined the Board of the Bainbridge-Ometepe Sister Islands Association.

Frank Ostrander (Co-Chair) has been a Bainbridge Island Harbor Commission/Marine Access Committee member since December 2014, an Island resident since 2012. Education: Rutgers University BA, MCRP, JD, Harvard University MPA. Former Oregon Assistant Attorney General. Retired U.S. Department of State Foreign Service Officer - overseas assignments in South Africa, Germany, Canada, Iraq and Bosnia as well as Washington D.C. assignments that included oceans environmental issues, trade negotiations and representing U.S. interests in United Nations technical agencies such as the International Civil Aviation Organization and the International Maritime Organization. Retired Captain U.S. Navy Reserve Judge Advocate General Corps - specialized in international and operational law issues. Married to the former Bonnie Cole, four grown children and eight grandchildren.

Greg Spils has been a Bainbridge Island resident since 2002. Married with 2 children attending Woodward and BHS. Marine Access Committee member since 2013 (originally on Road Ends Committee). Education: Boston College BA. Peace Corps volunteer in Swaziland 1993-1996. Election Supervisor in Bosnia and Kosovo 1996, 1998, 2001. Work experience: various roles at Amazon.com 1997-2012, Rhapsody International 2014-2017, currently consulting.

Elise Wright (Co-Chair) has served on MAC since its creation. She has been sailing and boating the waters of Puget Sound since 1975, and was a member of the Harbor Commission prior to its combination with the Road Ends Committee. Preservation of public access to marine waters has been a priority since she was introduced to Puget Sound by two of the original Harbor Stewards, Bob and Rachel Smith. Elise and her husband John have been caretakers of the 1950 era wooden converted gillnetter SKAMOKAWA since 2005. Two adult sons.



CITY OF
BAINBRIDGE ISLAND



Marine Access Committee

Work Plan: 2018-2019

Bainbridge Island – Marine Access Committee

Established By: Ordinance No. 2015-13

Created by the consolidation of the former Road Ends Committee and Harbor Commission into the **Public Water Access Committee. Ordinance No. 2016-07** (AB16-095 Executive) at the request of the Public Water Access Committee, Council approved changing the Committee's name to **Marine Access Committee**.

Purpose

The **Marine Access Committee** monitors and advises on matters pertaining to the City's harbors, coastal waters and the public's right of access – via designated road ends – to these waters consistent with the provisions of the Bainbridge Island Municipal Code and other direction by the City Council.

Scope of Work

The **Marine Access Committee** shall:

- Work to support awareness, management, and enhancement of public access to and from the island's waters and water dependent activities;
- Actively seek opportunities for public engagement and public outreach to increase awareness of public water access sites of all types (water access, water view, etc.);
- Promote and coordinate opportunities to develop island-wide public water access sites, especially road ends, as appropriate circumstances occur;
- Develop and recommend new road end and harbor management policies as needed, for island-wide water access sites;
- Coordinate with appropriate City staff to implement the public water access policies and goals of the council through measures which include, but are not limited to, recommendation of ordinances, regulations, and other means;
- Initiate, manage, encourage, and support a program for community stewardship of individual water access and road end sites throughout the community;
- Actively seek to leverage city resources by identifying donation and grant opportunities and assessing for alignment with City goals and priorities;
- Enlist volunteers, neighborhood members, and community organizations to assist with the implementation of approved plans and/or projects adopted by the city council;
- Develop an annual work plan in collaboration with appropriate city staff, and submit the proposed work plan to city council for review and approval each year, along with a report on results of the prior year work plan;
- Such other duties and responsibilities as may be assigned by the City Council.

Committee Members

CURRENT MEMBER	POSITION NUMBER	TERM EXPIRES
Paula Elliot	1	June 2020
Anthony Oddo	2	June 2020
Peter Hill	3	June 2018
Greg Spils	4	June 2018
Fred Grimm	5	June 2019
Frank Ostrander, <i>Co-Chair</i>	6	June 2019
Elise Wright, <i>Co-Chair</i>	7	June 2019

Council Liaison

Ron Peltier, At-Large
Term Expires: December 2021

Regular Meetings

5:30 – 7:00 PM
Second Monday of each month
Bainbridge Island City Hall – Council Conference Room (or elsewhere as per notice on City's website)

Committee Website

<http://www.ci.bainbridge-isl.wa.us/706/Marine-Access-Committee>

2018 – 2019 Work Plan Summary

The Committee expects to further refine and prioritize these plans and potential projects as we progress through this period.

In 2018 – 2019 the **Marine Access Committee** will focus activities into four (4) workstreams:

- **Infrastructure Projects:** Identify, encourage and support City projects/tasks that relate to the sustainability of our marine environment and the provision of facilities and services that meet the access and recreational needs of the community.
- **Framework Management:** Provide input to maintenance of the legal and technical frameworks that allow the orderly management of the marine environment and road ends access that are part of the City's area of responsibility.
- **Education, Outreach & Liaison:** Educate and engage with the community and liaise with other parties that have oversight or interests associated with marine activities, public access, and facilities.
- **Stewardship:** Organize activities aimed at vessel owners, water-based activity providers and public access neighbors and users that are designed to protect our marine environment, access and facilities.

Work Plan approved on November 13, 2017 during the November Regular Marine Access Committee Meeting.

Frank Ostrander

Co-Chair

for **City of Bainbridge Island – Marine Access Committee**

November 13, 2017

Elise Wright

Co-Chair

For **City of Bainbridge Island – Marine Access Committee**

November 13, 2017

INFRASTRUCTURE PROJECTS		
Capital Project: Identification of Capital Projects for Future City Budgets		
Committee Lead / Backup	Requested City Resources	Impact Estimate
All		
Description	Status / HC lead	Carry-over
Identify and develop recommendations for at least one marine access enhancing capital project for each year of the City of Bainbridge Island Capital Budget.		New
Project: Enhance Waterfront Park		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Frank Ostrander		
Description	Status	Carry-over
Seek improvements to marine access that build on and enhance the completed Waterfront Park and City Dock projects. Enhancements could include additional benches, path improvements, signage, possible viewing platform(s), bike racks, ADA improvements to shoreline access, etc.	Four benches have been dedicated for installation at the Waterfront Park Shoreline.	Yes
Capital Project: Harbor viewing platform		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Frank Ostrander		TBD
Description	Status	Carry-over
Develop design for, approve, and build a viewing platform similar to that installed at the WSF Kingston Terminal or Spokane Riverwalk in a cooperative project between WSDOT and the City of Bainbridge Island. The viewing platform would provide visitors a place to view the comings and goings within the harbor and take pictures with Seattle and the Sound as a backdrop. Preferred site: Outside the ferry terminal between the smoking area and the motorcycle parking area.	Project included in 2019 City Budget.	Yes

Maintenance Projects (O&M)		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Greg Spils / Peter Hill	City staff and funds for repairs and new installation(s).	TBD
Description	Status	Carry-over
Work with the City to identify, prioritize, and facilitate ongoing repair or maintenance of existing road end sites, signage, or marine access facilities.	City has initiated.	Yes
Existing Road End Maintenance		
Road End	Maintenance Description	
Beach Place	Limbing of trees at shoreline to clear view and increase light	
North St NE	Limbing of trees at shoreline to clear view and increase light	
Skogen	existing cement staircase to shore has broken step	
Sivertson	existing wood staircase to shore is dilapidated and unusable	
Viewing Benches, Bike Racks, and Parking Spaces		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Fred Grimm / Greg Spils	Funds for purchase and installation of benches, bike racks, or parking area materials	Est. \$30,000
Description	Status	Carry-over
In order to improve the road end experience for all users, especially those with limited mobility, coordinate with the City to install benches at road end sites. Develop design for, construct, and install bike racks at prime road end sites. Identify appropriate locations for parking space(s) and obtain Council approval for installation, signage, etc.	8 benches have been installed. 9 more sites have been recommended to the City for installation following a Committee vote.	Yes
Bench Site Recommendations		
Bench Site	Description	
Siverston Road NE	Any suitable location close to the shoreline	
West Waterway	Clear flat open area; east of the culvert	
North NE	On eastern boundary of road end	
Sanwick	Replace an older bench	
Manitou Beach Road	On east side of the guardrail	
Foster	North side of lowest landing	
Falk Road	Any suitable location at road end	
Gertie Johnson Road	Any suitable location at road end	

Parking Site Recommendations	
Parking Site	Description
Fletcher Landing	1 or 2 parking places (including 1 ADA compliant space) on south side of road
Rose Loop	1 parking place near top of trail/stairs to road end

Signage for Water Access		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Greg Spils / All	Public Works	TBD
Description	Status	Carry-over
To maintain public and private property rights at road ends, work with the City to have permanent boundary, shore access, or view signs installed.	Identify signage needs and sites with Kitsap Peninsula Water Trails group.	Ongoing

Road End Signage Needs	
Road End	Signage Requirements
West Waterway	Right-of-Way Boundary Signage at Shore/Road End
Gordon	Right-of-Way Boundary Signage at Shore/Road End
Grotle	Right-of-Way Boundary Signage at Shore/Road End
Broom	Right-of-Way Boundary Signage at Shore/Road End
Whitty Way	Right-of-Way Boundary Signage at Shore/Road End
Gertie Johnson	Right-of-Way Boundary Signage at Shore/Road End
Sivertson	Improved Upland Signage (<u>there is only blue 'shore access' sign up from road end, needs trail signs along trail</u>)
Whitty Way	Improved Upland Signage (the trail sign is right behind large cedar tree so unclear from road sign where to go - move in front of cedar tree)
West Waterway	Improved Upland Signage (needs standard road end sign and shore access sign on Skogen Lane)

FRAMEWORK MANAGEMENT		
Monitor Comprehensive Plan, Shoreline Master Program, and Development Proposals		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Frank Ostrander / Elise Wright, Fred Grimm, Anthony Oddo	Timely notification to the Committee of pre-permit applications (involving docks, buoys, shoreline developments, or navigable waters) and that raise potential marine access policy issues.	

Description	Status / HC lead	Carry-over
Monitor the Comprehensive Plan, Shoreline Master Program, and Development Proposals that involve properties on the shoreline and provide harbors and road ends input where appropriate.	Work with the City to develop a policy regarding notification to neighboring properties when buoy applications are submitted.	Yes
Produce Committee's Work Plan		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Anthony Oddo / Frank Ostrander		
Description	Status	Carry-over
Prepare the Committee Work Plan including a list of prioritized projects for the City Council's consideration during the biennial budget development process.	Finalized November 13, 2017.	

EDUCATION AND OUTREACH		
Community Events and Outreach		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Elise Wright / All	Harbormaster and Community Engagement Specialist	
Description	Status / HC lead	Carry-over
Identify and provide support for community events such as National Marina Day, International Coastal Cleanup Day, Christmas Boats and other marine related events. Ensure that the Committee stays involved and provides community input to any activities associated with the marine environment within the City's boundaries. Liaise with Kitsap Peninsula Water Trails group and identify where KPWT wants to place signs.	Liaise with Historical Society, BI Rowing, Sustainable Bainbridge, Suquamish Tribe, WA DNR, CoE, and EPA to ensure we have coverage and appropriate resources. Conduct outreach/listening sessions with property owners prior to significant changes at these sites. Ongoing contact and communication with KPWT regarding sign placement for water trails.	Ongoing

Digital Outreach		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Elise Wright	Community Engagement Specialist	
Description	Status	Carry-over
Provide content to City's Community Engagement Specialist (CES) to educate community regarding BI maritime history, road ends, and aquatic facilities available, Provide feedback to City regarding new GIS map of road ends and additional content such as harbor or cruising information and features/services (e.g., water access) available at road ends.	Access Guidebook photos and provided content to COBI website.	Yes
Recruit Additional Harbor Stewards		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Fred Grimm		
Description	Status	Carry-over
Recruit additional harbor stewards, as needed. Encourage all Stewards to be actively involved in committee meetings and events.	Harbor Stewards now actively involved in Committee meetings.	Yes

STEWARDSHIP		
Development of an Encroachment Provision and Policy		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Greg Spils / Anthony Oddo	City Attorney and Surveyors	TBD
Description	Status / HC lead	Carry-over
In collaboration with the City Attorney and other Staff, develop a set of procedures for monitoring, enforcing, and adjudicating private encroachments onto public road ends. (See RCW 35.79.035).		New
Review and Monitor Navigational and Safety Issues		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Peter Hill / Fred Grimm		
Description	Status	Carry-over
Monitor and report navigational and safety issues for the shoreline and waters of Bainbridge Island. Review the adequacy and effectiveness of City of Bainbridge Island ordinances related to moorage and anchorage of boats in City waters.	Harbor Stewards met with COBI Police Chief to discuss enforcement issues.	Ongoing

Buoy Monitoring Program		
Committee Lead / Backup	Requested City Resources	Impact Estimate
Harbor Stewards / Anthony Oddo		
Description	Status	Carry-over
Continue to monitor and report, educate, advocate, and assist the City in the buoy enforcement program.	Initial meetings with Harbormaster to view the City monitoring/mapping software and identify problematic buoys in Eagle Harbor.	Ongoing

Marine Access Committee Members, July 2017 - July 2018

Members are appointed by City Council to three year terms and limited to 3 consecutive terms. Appointments have been staggered so a balance of new and experienced members serve in any given year.

Paula Elliot has been a resident of Bainbridge Island since 2008, after many years of visiting. Retired academic librarian; formerly employed by Arts and Humanities Bainbridge; freelance editor and indexer. Active with the Bainbridge Island Land Trust, Bainbridge Performing Arts and The Amabile Choir. Married to Paul Brians, retired professor and active community photographer.

Fred Grimm An Island orthodontist until retirement in 2005, has been a resident since 1970. Community service activities include Bainbridge Kiwanis Club, Park District Commissioner through the 70's, BI School Board member through the 80's, Bainbridge Performing Arts (BPA) Board throughout the 90's, several years as a Harbor Steward and since 2015 a MAC member. Fred was also a member of the City's Health, Housing and Human Service Board throughout its existence and has been a current Board member of the Japanese Exclusion Memorial Board from its inception. Fred and his wife Willie live on the waterfront in Manzanita Bay, next to the Wood Avenue city road end, where he spends a lot of his time on the water.

Peter Hill joined the MAC in June of 2017 with the goal of helping our community become better connected to the waters around us. Peter has lived on the Island for fifteen years and is a Seattle lifer who grew up on the beaches of Three Tree Point in Burien. Peter has a BA in Accounting, is a Project Management Professional and has several decades of experience in IT and project management. Peter is an avid sailor who also enjoys fishing and kayaking.

Anthony Oddo is a relative newcomer to Bainbridge Island and the MAC, having relocated from Seattle last February and beginning his term in July. He was previously involved in road end restoration efforts in Seattle and is excited to be part of the MAC on Bainbridge. Anthony is also a competitive rower with the BI Rowing team and recently joined the Board of the Bainbridge-Ometepe Sister Islands Association.

Frank Ostrander (Co-Chair) has been a Bainbridge Island Harbor Commission/Marine Access Committee member since December 2014, an Island resident since 2012. Education: Rutgers University BA, MCRP, JD, Harvard University MPA. Former Oregon Assistant Attorney General. Retired U.S. Department of State Foreign Service Officer - overseas assignments in South Africa, Germany, Canada, Iraq and Bosnia as well as Washington D.C. assignments that included oceans environmental issues, trade negotiations and representing U.S. interests in United Nations technical agencies such as the International Civil Aviation Organization and the International Maritime Organization. Retired Captain U.S. Navy Reserve Judge Advocate General Corps - specialized in international and operational law issues. Married to the former Bonnie Cole, four grown children and eight grandchildren.

Greg Spils has been a Bainbridge Island resident since 2002. Married with 2 children attending Woodward and BHS. Marine Access Committee member since 2013 (originally on Road Ends Committee). Education: Boston College BA. Peace Corps volunteer in Swaziland 1993-1996. Election Supervisor in Bosnia and Kosovo 1996, 1998, 2001. Work experience: various roles at Amazon.com 1997-2012, Rhapsody International 2014-2017, currently consulting.

Elise Wright (Co-Chair) has served on MAC since its creation. She has been sailing and boating the waters of Puget Sound since 1975, and was a member of the Harbor Commission prior to its combination with the Road Ends Committee. Preservation of public access to marine waters has been a priority since she was introduced to Puget Sound by two of the original Harbor Stewards, Bob and Rachel Smith. Elise and her husband John have been caretakers of the 1950 era wooden converted gillnetter SKAMOKAWA since 2005. Two adult sons.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Marine Access Committee Regular Meeting Minutes, December 11, 2017 (Pg. 312)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
☐ Marine Access Committee Regular Meeting Minutes, December 11, 2017	Backup Material



MARINE ACCESS COMMITTEE
REGULAR MEETING MINUTES
MONDAY, DECEMBER 11, 2017

Meeting was **CALLED TO ORDER** at 5:34 PM by Co-Chair Frank Ostrander. Minutes were recorded by Anthony Oddo. In attendance were Committee Members Paula Elliot, Fred Grimm, Peter Hill, Anthony Oddo, Frank Ostrander, Greg Spils, and Elise Wright. Harbor Steward Dave Kircher and Council Liaison Kol Medina were also present.

No **AGENDA MODIFICATIONS** were made.

No **CONFLICTS** were reported.

A **motion** was made (Elliot) and seconded (Oddo) to approve the **MINUTES** of the Regular Marine Access Committee Meeting on November 13, 2017. The minutes were approved without modifications or objections.

REPORTS

City: No updates.

Harbor Stewards: Mark Leese remains in communication with Chief Hamner about increased safety patrols in Eagle Harbor. Presently, the Chief and BIPD are reviewing the manpower capabilities and are continuing to evaluate the request.

Harbormaster: The City received 10 applications for full-time, liveaboard residents. Agreements will run from January 1, 2018 through December 31, 2018.

The ramp, pump out, dinghy dock, and overnight dock are currently unavailable. Visiting boaters have access to linear moorage, buoys, and anchorage during the City Dock Replacement Project. The restroom project at Waterfront Dock is complete and the temporary, portable toilets have been removed.

ACTION ITEMS

Annual Report to Council: The Committee reviewed and finalized its Annual Report to Council. A **motion** was made (Grimm) and seconded (Hill) to approve the document, without objections.

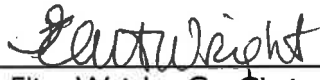
2018/2019 Work Plan: The 2018/2019 Work Plan was finalized following the November Regular Marine Access Committee Meeting.

Capital Improvement Projects: No projects were recommended at this time. The Committee will continue to develop a list of suggestions throughout 2018.

NEXT MEETING: Monday, January 8, 2018.

The meeting was **ADJOURNED** at 6:31 PM.


Frank Ostrander, Co-Chair January 8, 2018


Elise Wright, Co-Chair January 8, 2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Utility Advisory Committee Regular Meeting Minutes, November 8, 2017 (Pg. 315)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
☐ Utility Advisory Committee Regular Meeting Minutes, November 8, 2017	Backup Material



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, NOVEMBER 8, 2017
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

Present: Andy Maron (co-chair), Jeff Kantor (co-chair), Steve Johnson, Ted Jones, Nancy Nolan, Jim Thrash.

Also Present: Public Works Director Barry Loveless, Kelly McKay-Means of Kitsap County Department of Public Works Solid Waste Division, Diane Landry, Kitsap County Solid Waste Advisory Committee, Pat Campbell, Kitsap County Solid Waste Division, Heather Church, Bainbridge Disposal, Melanie Keenen, Malcolm Gander citizens

Absent: Emily Sato, member, Roger Townsend, Council Liaison

The Meeting was called to Order at 5 p.m.

The Minutes from October 25th were unavailable at this time.

Public Comment was delayed until discussion of item #7 per request of Melanie Keener.

Kitsap County Solid Waste Management Plan: Kelly McKay-Means and Pat Campbell attended for the Kitsap County Department of Solid Waste Management Division. Ms. McKay Means discussed the County's draft Solid Waste Management Plan. She mentioned the fact that the City of BI adopts the plan that Kitsap County prepares rather than pay for a separate plan. State Law requires that a new plan be prepared every 5 years to get public funding. Kitsap County incorporates hazardous waste into its general Solid Waste plan. The plan projects to 20 years and is utilized to set rates and calculate for capital improvements. Fees have not been adjusted since 2013 and will probably be increased. A reserve fund will be included in the new rate. The implementation plan for new programs is projected to be \$6.5 million. Funding is primarily through disposal fees.

There are 300,000 tons of waste annually in Kitsap.

New curbside collection programs for recycling scrap metal, plant pots and buckets are planned; however most recyclables currently go to China and new Chinese initiatives to reduce taking in mixed plastics and mixed waste paper may affect the recycling plan.

There will be a new styrofoam initiative in Kitsap on December 30. The same initiative will be introduced in Bainbridge in July.

There are no active landfills in the County; all solid waste goes to Oregon.

Kitsap Public Health District regulates and enforces solid waste management and the UTC supervises rates and hauler performance.

The Kitsap Solid Waste plan is available on the website.



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, NOVEMBER 8, 2017
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Pat Campbell of Kitsap County Department of Public Works Solid Waste Division will review the Solid Waste sections of the City's new comprehensive plan to make sure it works within the confines of the county's plan and discuss her review with Public Work director Barry Loveless.

The City has the right to do more recycling than called for in the Kitsap County plan.

Fire Code Update by Jeff Kanter and Jim Thrash. Jeff and Jim have begun a review of how the fire code is being implemented in the new development currently in the works on Torvanger. Not clear whether the same process of review for fire code compliance is applied to new developments that are connecting to KPUD water as is applied to new developments connecting to City of Bainbridge Island water. COBI city engineer Michael Michael is currently investigating. Jeff and Jim are meeting with KPUD tomorrow to gather further information.

WA Water Management Termination update. Jim Thrash delivered a letter to Public Works Director Loveless from his development concerning their future management plans.

2018 CIP. Public Works Director Barry Loveless reviewed projected capital improvements for water, sewer and SSWM for 2017, 2018 and 2019. The assessment of a General Impact Fee on developers for SSWM impact was discussed. Barry says it is legal to assess this fee and may be considered in the future.

Response to the Islander Article Regarding the Fletcher Bay Aquifer. An article was published in the Islander which discussed, among other things, coordinated pumping by COBI and KPUD of wells near Fletcher Bay. Some committee members were concerned that the article was presented as fact when it was actually opinions by two contributors who appeared before the UAC to explain some of their claims. The writer's impetus for writing this piece was to encourage a further study about what development does to the Bainbridge Island water supply and the Fletcher Bay Aquifer. Claims that the City of Bainbridge Island falsely reported anything as reported in the article were not sufficiently substantiated.

Meeting Schedule: The November 22nd meeting is cancelled and moved to November 29th.

Adjournment at 6:50 p.m.

Andy Maron / Jeff Kantor Co-Chairs 11/29/17

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Utility Advisory Committee Special Meeting Minutes, November 29, 2017 (Pg. 318)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
☐ Utility Advisory Committee Special Meeting Minutes, November 29, 2017	Backup Material



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
SPECIAL MEETING
WEDNESDAY, NOVEMBER 29, 2017
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

1. Call to Order/ Roll Call / Accept or Modify Agenda/ Conflict of Interest

Disclosure:

Present:

Co-chairs:	Andy Maron and Jeff Kanter
Members:	Emily Sato, Ted Jones, Jim Thrash, Steve Johnson, Nancy Nolan
Council Rep:	Roger Townsend
Staff Rep:	Barry Loveless

2. Acceptance of Minutes: Minor edits were made to the 8 November draft minutes. Both 25 October and 8 November minutes unanimously approved. Roger agreed to send out both final sets by email and as attachments to the calendar invitation to the next meeting.

3. Public Comment: There was no public comment.

4. Fire Code Discussion:

Jeff led the discussion and the original objective was to reconcile two separate draft recommendations, but the discussion went in several directions. We discussed the various authority and approvers for new subdivisions first.

Luke Carpenter had approved the Torvanger development, but it seemed that he had for some reason approved the fire flow rate requirement (500 gpm) that is appropriate for houses on one acre or larger lots when we all thought these were half acre properties. We eventually realized its 10 parcels on 10 acres, so the approval was consistent with the City Code.

Inside Winslow, the standard is 8" pipe, but that was conceived for the Winslow density and is not necessarily applicable in the non-urban areas.

The process for approving new fire flow for new development outside of the City service area remains murky. DOH approves all the systems and mods that PUD makes, but they are looking at health not fire flow. Planning also review line size and material, but not for fire flow.

Conclusions:

1. Jeff and Jim are going to continue to investigate this further, and report back to the full committee.



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
SPECIAL MEETING
WEDNESDAY, NOVEMBER 29, 2017
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

2. We still favor a water system coordinating committee. It would benefit two issues on the UAC plate; how to help small systems consolidate economically and ensure good sufficient fire flow island wide.
3. It should include the 20 Class A systems and UAC should have representatives on it. KPUD has already said they'd participate.
4. Initial recommendation on meeting frequency would be quarterly. It would be a standing committee that advises the city but also encourage a lot of cooperation between private entities.

Action:

1. Andy will bring us the charter from a similar committee from 20 years ago.

2. Nancy will talk to Ward Frost ~~for~~ ^{of} Meadowmere *am*

4b. This was an added agenda item. What will be the UAC's role in the Sewer Rate Study now that it has been approved by Council? Barry hopes to issue the Request for Proposals in January. He hopes to be interviewing contractors in March or April. Barry was willing to share the Scope of Work that staff develops with the UAC. He is open to a UAC member being on the interview team. Since an A/E is not required for this work, price may be a factor in the selection process. Barry said the draft consultant study would be presented to the UAC before Council. This might take several meetings. All this is intended to get the most out of the nominal \$100k budget.

5. Wrap Up

Next meetings:

- 13 December at 5PM
- 27 December CANCELED
- 10 January 5PM

Roger noted we will need a new council liaison since his term is ending.

Andy Maron/Jeff Kanter, Co-Chair 01/10/18
320

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Utility Advisory Committee Meeting Regular Meeting Minutes, December 13, 2017 (Pg. 321)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
☐ Utility Advisory Committee Meeting Regular Meeting Minutes, December 13, 2017	Backup Material



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, DECEMBER 13, 2017
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Present: Andy Maron (co-chair), Jeff Kanter (co-chair), Ted Jones, Emily Sato, Nancy Nolan, Jim Thrash

Absent: Steve Johnson

1. The meeting was called to order by Co-Chair Kanter at 5:00 pm.
2. Minutes of the 11/8/17 and 11/29/17 meetings were approved.
3. Public Comment: Will Denam from the Ferncliff/Yaquina neighborhood attended. He advised that he had purchased a lot in that area and was investigating how to obtain water for the property, including possible extension of water service from the city.
4. Water/Sewer Rate Structure Study: Barry distributed a draft scope of services for a consultant to perform a rate structure study of the water and sewer utilities. The committee discussed the document and the upcoming process, and made suggestions.
5. Fire Code Impact on Water Systems: For some time now, the subcommittee of Jeff and Jim have been investigating the impact of the city's fire code on improvements to water systems. They met again with the Fire Marshall, and determined that his interpretation of the current code is that a water system must provide 500 GPM (gallons per minute) for a residence up to 5000 square feet in size. If a residence is greater than 5000 sq. ft. or has more than two units, then sprinklers must be installed. The Fire Marshall, Jeff, and Jim believe that the current code should be revised to more clearly reflect those standards. The Fire Code is due for a complete revision in 2018-19, so they suggest any change in language occur at that time. Jeff and Jim intend to summarize their work in a memo for future approval by the UAC.
6. 2017 Report and 2018 Work Plan. Andy had prepared a draft memorandum summarizing the activities of the UAC during 2017 and a proposed Work Plan for 2018. The committee members discussed future 2018 activities, and the memo will be revised for review at the next meeting.
7. Meeting adjourned: 6:50 pm.

Andy Maron/Jeff Kanter, Co-Chair

01/10/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Environmental Technical Advisory Committee Regular Meeting Minutes, November 16, 2017 (Pg. 323)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
☐ Environmental Technical Advisory Committee Regular Meeting Minutes, November 16, 2017	Backup Material



CITY OF
BAINBRIDGE ISLAND

ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE
REGULAR MEETING
THURSDAY, NOVEMBER 16, 2017
3:00 PM – 5:00 PM
COUNCIL CONFERENCE ROOM
1220 DONALD PLACE
BAINBRIDGE ISLAND, WA 98110

MINUTES

1. CALL TO ORDER / ROLL CALL / ACCEPT OR MODIFY AGENDA /
CONFLICT OF INTEREST DISCLOSURE

3:05 PM

CHAIR: FRANK GREMSE

MEMBERS: JASON FLOWERS
DYLAN FRAZER
KARL SHEARER

COUNCIL LIAISON: WAYNE ROTH

2. MINUTES FROM 10/19/2017 & 10/27/2017 APPROVE

3. REVIEW OF GROUND WATER STUDIES CONDUCTED ON BAINBRIDGE
ISLAND – FRANK GREMSE

4. DISCUSSION OF AVAILABLE GROUNDWATER MANAGEMENT PLANS

5. ADJOURNMENT
4:40 PM

FRANK GREMSE, CHAIR

12/21/17

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, November 8, 2017 (Pg. 325)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
□ MMTAC 110817	Backup Material



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, NOVEMBER 8, 2017
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

Attendees: Demi Allen, Shannon Glass, Lief Horwitz, Don Willott, David Freeberg, Robert Shulock, Wayne Roth (COBI Council), Chris Hammer (COBI Staff), Marty Minkoff (Citizen), Chip McDermott (Citizen), Patty Lyman (Citizen)

7:00 Meeting Convened

- Call to Order
- Acceptance of Agenda
- Approval of October 11 Minutes

Public Comment

- Update & discussion of “Slow on Grow” effort.

Liaising with Other Organizations

- Discussion of a desire to reestablish/establish stronger connections with BSD, Kitsap Transit & Kitsap County.

Engineer Report & Updates

- Updates on Olympic Drive & STO

Infrastructure Ballot Measure Work Session

- Update on latest developments surrounding the Infrastructure Ballot Task Force.

9:00 Adjournment



Lief Horwitz, Chair 01/10/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, December 13, 2017 (Pg. 327)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
□ MMTAC 121317	Backup Material



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, DECEMBER 13, 2017
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

Attendees: Lief Horwitz, Demi Allen, Marsha Cutting, Shannon Glass, Dave Freeburg, as well as Kirk Robinson (Parks District Liaison), Wayne Roth (City Council Liaison), Chris Hammer (City Staff)

Members of the public in attendance: Charles Schmid (Chair of the Waterfront Trail Committee), Susan Loftus, Erika Shriner

The committee deferred approval of the November minutes until the next meeting.

Public Comment:

During the public comment period, Charles Schmid, Chair of the Waterfront Trail Committee, presented regarding an opportunity to connect several existing segments of the waterfront trail southeast of Madison Ave S and Bjune Drive SE in Winslow. A property owner is developing a condominium project on a waterfront parcel, and the Waterfront trail committee would like the City to require the landowner to provide access to the water as mitigation for loss of waterfront access.

Lief Horwitz suggested that MTAC support this effort, and Dave Freeburg volunteered to participate in this effort. Lief Horwitz moved to introduce the following motion, which was seconded and passed with unanimous support:

“MTAC endorses the participation of a Committee representative on an ad hoc working group charged with developing a strategy for completion of the undeveloped sections of the Waterfront Trail located east of Madison Ave between Bjune Drive and Parfitt Way.”

Susan Loftus commented that encouraging multimodal transportation can mean encouraging changes of behavior to use existing infrastructure, or to change design of new infrastructure to encourage more use of infrastructure. She mentioned that social support and other tools can help increase biking and pedestrian among under-represented groups.

Erika Shriner from Bainbridge Climate Action Now spoke to share concerns that the City may end plans to construct the bridge connecting Winslow to the Sound-to-Olympics Trail across 305. Climate Action Now is beginning a campaign with three components (Bainbridge Bikes, Bainbridge Walks, and Bainbridge Buses), in order to decrease carbon dioxide omissions. Chris Hammer mentioned that there is an agenda item for city staff and the design consultant to present to the City Council regarding the bridge at the upcoming meeting on January 2, 2018.



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, DECEMBER 13, 2017
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Committee Members discussed future plans regarding construction of the bridge, including ways to ensure the community has access to ample and accurate information about the bridge. Chris said staff have estimated that bridge users may make at least 100 trips per day, and over 10,000 people live within close proximity of the bridge.

Reports:

Engineer's Update:

- Chris Hammer said the City is having a meeting to give the public a chance to comment on the Slow on Grow project.
- The STO trail is almost complete, with concrete pouring in time for the scheduled January 1 opening.
- The City won additional funding from the state and federal government for the Olympic Drive project, although the additional of federal funding means the project must go through review under the National Environmental Policy Act. NEPA review normally takes 6 months, and the project will not go back out to bid until the review is complete.
- Wardwell Road was paved on Monday.
- Chris is working on a contract with an engineering company to design the segment of the STO trail going through the Sakai property.

Complete Streets:

Dave Freeburg presented the draft of a proposed ordinance incorporating the concept of complete streets into the Bainbridge municipal code. The committee will discuss the draft in more detail at a subsequent meeting.

Infrastructure Bond:

Demi Allen reported on the work on the infrastructure bond working group, providing proposed principles that have guided the proposals of the working group.

Chris Hammer reported on the development of individual projects in order to build a connected network of routes.


Lief Horwitz, Chair 01/10/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Affordable Housing Task Force Regular Meeting Minutes, December 6, 2017 (Pg. 330)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By:	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
▣ Affordable Housing Task Force Regular Meeting Minutes, December 6, 2017	Backup Material



AFFORDABLE HOUSING TASK FORCE
REGULAR MEETING
WEDNESDAY, DECEMBER 6, 2017
6:00 PM – 8:00 PM
COUNCIL CHAMBER
280 MADISON AVE. N
BAINBRIDGE ISLAND, WA 98110

MINUTES

TASK FORCE MEMBERS PRESENT:

Sharon Gilpin, Acting Chair
Pat Callahan
Phedra Elliott
Stuart Grogan
Edward Kushner

Ann Lovejoy
Bill Luria
Pegeen Mulhern
David Shorett
Charlie Wenzlau

LIAISONS PRESENT: Deputy Mayor Sarah Blossom & Planning Commissioner Bill Chester

MEMBERS OF THE PUBLIC PRESENT: Marci Burkel, Corey Christopherson, Councilmember Ron Peltier.

CALL TO ORDER: Acting Chair Sharon Gilpin called the meeting to order at 6:00 pm.

CONFLICT OF INTEREST DISCLOSURE –Stuart Grogan, Phedra Elliott disclosed that their organizations (Housing Kitsap, Housing Resources Bainbridge, respectively) are involved in this project.

APPROVAL OF MINUTES: Minutes from November 15, 2017 Meeting were approved.

Acting Chair inadvertently skipped Public Comment until after Suzuki discussion

STATUS UPDATE ON SUZUKI PROPERTY AGREEMENT: Councilmember Blossom went over the new mark-up copy of the DRAFT Agreement between the City and Olympic Property Group (OPG) the developer. The Council is waiting on budget numbers before completing the agreement. The Affordable Housing Task Force (AHTF) had previously told the Council that they wanted 100% affordability on the site. At this meeting, given the Agreement's language on this subject – the group voted to once again remind the Council that the AHTF recommends 100% affordability for the Suzuki project. Acting Chair Gilpin dissented because while 100% affordability would be great her experience is that developers must be able to make a profit on some market rate housing and she supports at least 50% affordable and 50% or less market rate.

PUBLIC COMMENT: Chris talked about the critical areas policy and how the hydrological surveys and assessments were applicable to all property. His concern is that these regulations

are expensive and will harm the solo person or family trying to build a modest home of say 1,500 sq. ft. or less on their land. He suggests we discuss a policy recommendation that is less quick to trigger to allow some affordability to people on a one-off basis.

The group discussed Airbnb's and the lodging tax and regulations that could limit short term rentals so that those units are removed from the rental market and therefore not available to moderate and/or low-income people.

Councilmember Blossom informed the group that the City Council Retreat would be on January 24th and if the AHTF wished to have the Council discuss any of these ideas they should submit a list soon after their first January meeting.

WORK GROUP REPORTS: Charlie Wenzlau presented the High School Road/Ferry District ideas. He explained the idea is like a 'cake' – where developers are incentivized to create 10% ground floor low income affordable units, second floor 30% moderate affordability and market rate on the third floor perhaps without mandatory parking space requirements.

The Finance Group is writing their report and will present it at the January meeting.

The Designated Service Center group talked about the fact that their issues were 'ripe' during the time they were meeting and had forwarded suggestions to the larger group and then the CC: live-aboards, in marinas and inclusionary housing.

Community Housing/Conservation Villages: This group discussed ADU's, tiny homes, all forms of clustered housing in conservation villages.

All groups will have a written report for the January initial meeting that will go into a *Half Way Mark Report* to the City Council. And then we will form new groups for the 2018 work.

The AHTF decided to not meet on December 13 and made this meeting their last of 2017.

There were no comments for the Good of the Order.

Adjournment was at 8:10 p.m.

Notes Approved: January 10, 2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Tree & Low Impact Development Ad Hoc Committee Meeting Notes, January 3, 2018 (Pg. 333)	Date: 1/23/2018
Agenda Item: COMMITTEE REPORTS - 8:20 PM	Bill No.:
Proposed By: Councilmembers Peltier, Nassar and Blossom	Referrals(s):

BUDGET INFORMATION

Department: City Clerk	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
TLID 010318 MEETING NOTES	Backup Material



TREE & LOW IMPACT DEVELOPMENT
AD HOC COMMITTEE
MEETING NOTES
WEDNESDAY, JANUARY 3, 2018
3:00 – 4:30 PM
COUNCIL CONFERENCE ROOM

Committee Members in Attendance: Jon Quitslund, Rasham Nassar, Mack Pearl, Ron Peltier, Sarah Blossom

COBI Staff: Jennifer Sutton, Gary Christensen

Public: Mike Juneau, Charles Schmid

Agenda Items 1 & 2: The Committee welcomed Rasham Nassar as a new member, replacing Council member (and now Mayor) Kol Medina. The Notes from the previous meeting were approved as distributed. The Agenda was modified to add election of a Chair and a Vice Chair.

Agenda Item 3: Public Comment. Charles had a question about a specific provision in BIMC 18.15.010.

Agenda Item 4: Election of officers. Ron, currently Vice Chair, said that he would be willing to serve as Chair. Rasham was asked if she would serve in the Vice position, and after clarification of those responsibilities, she agreed. Jon, seconded by Mack, moved to designate Ron Peltier as Chair and Rasham Nassar as Vice Chair. The motion passed unanimously.

Agenda Item 5: Ongoing Business. Before focusing attention on revisions to BIMC 16.18, the Committee discussed what else remains to be done. Jon said he assumed that we would have a role to play in the completion of Phase II LID work. Ron expressed an urgent interest in improving the regulations for subdivisions. Jon said he thought that subdivision policies would best be handled by a Task Force with a membership somewhat different from that of the Ad Hoc Committee. Gary observed that the Design Review Board should be represented. Jon said he had talked briefly with Christy Carr, who is eager to see subdivision policies changed; he hoped she would be part of the task force. Ron wondered if the creation of such a group would have to wait until the Ad Hoc Committee is disbanded. Planning for this should be on the agenda for the Council's Retreat (i. e., Advance).

As we turned to BIMC 16.18, Jennifer distributed copies of the latest draft, which includes some new language proposed by Jon, together with questions and comments inserted throughout the chapter, proposing numerous deletions and additions. A separate page was also distributed, with bullet points describing "Anticipated Changes" and "Outstanding Policy questions." We dealt with some of these. With reference to the perennial question of removing "up to" and "more than" 6 significant trees in a 3 year period, Jon directed attention to language he had added to the latest draft (see pp. 4 and 5). The bullet points address "applicability" of the chapter with statements in one place and questions in another. We still don't have a firm understanding of where 16.18 applies. Ron was concerned about tree retention within the Winslow Study Area: between 16.18 and 18.15.010, are the regulations adequate? Jon noted that as it stands, the chapter doesn't deal any more with large scale land clearing, but it should say something about clearing (with and without soil disturbance) on a smaller scale.

Discussion of 16.18 ended with an understanding that Jon and Jennifer will get together to produce a clean draft that is ready for the Committee's review ahead of the next meeting (Jan. 17), which can then be devoted to ironing out obscurities and differences of opinion.

Notes Approved: January 17, 2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Council Calendar (Pg. 335)	Date: 1/23/2018
Agenda Item: REVIEW UPCOMING COUNCIL MEETING AGENDAS - 8:25 PM	Bill No.:
Proposed By: Executive	Referrals(s):

BUDGET INFORMATION

Department: City Clerk	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

ATTACHMENTS:

Description	Type
□ Council Calendar	Backup Material

2018 PROPOSED COUNCIL CALENDAR ITEMS

[illegible]

2018 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Agenda	Department	Timing (min)	Study Session 7 pm	Absences	Agenda	Department	Timing (min)	Business Meeting 7 pm
			15	6-Feb				25	13-Feb
	UB	PCD	10	Island Center Sub-Area Plan Public Participation Process		UB	PCD	20	Critical Areas Ordinance (Discussion and Possible Action)
	P	CC	10	Presentation by PSRC on PSRC's Work in Regional Planning and Funding		UB	EXEC	15	Update from the Infrastructure Ballot Measure Task Force
	PH	PW	10	Public Hearing on Possible Road Vacation for Duane Lane (Consider Forwarding to 2/13 Consent Agenda)		PH	PCD	20	Public Hearing on Ordinance No. 2018-02, as Amended by Ordinance No. 2018-03, Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development Applications
	NB	PW	10	Request for Installation of Speed Humps on Wardwell Road		NB	PW	10	Professional Services Agreement for Water and Wastewater Rate Study (Consider Forwarding to 2/27 Unfinished Business)
	NB	EXEC	10	Review of City's 2017 Workplan Results and Ongoing 2018 Workplan Priorities (Consider Forwarding to 2/13 Consent Agenda)		NB	PW	10	Professional Services Agreement for Design of Sportsmans Club/New Brooklyn Intersection Improvements (Consider Forwarding to 2/27 Consent Agenda)
	CD	CC	10	Report on City Council Advance		CA	PW	CA	Ordinance Relating to Road Vacation for Duane Lane (Consider Approval)
	CD	CC	15	Review of Governance Manual		CA	EXEC	CA	City's 2017 Workplan Results and Ongoing 2018 Workplan Priorities (Consider Approval)
			90					100	

2018 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Agenda	Department	Timing (min)	Study Session 7 pm	Absences	Agenda	Department	Timing (min)	Business Meeting 7 pm
Tirman			15	20-Feb	Tirman (remote)			25	27-Feb
						UB	PW	10	Professional Services Agreement for Water and Wastewater Rate Study (Consider Approval)
						NB	PCD	10	Ordinance Amending BIMC 2.16 Relating to Land Use Review Procedures to Address Critical Area Reviews (Consider Scheduling Public Hearing on 3/27)
						NB	PCD	10	Resolution Updating Administrative Manual to Address Critical Area Reviews (Consider Forwarding to 3/27 Consent Agenda)
						CA	PW	CA	Professional Services Agreement for Design of Sportsmans Club/New Brooklyn Intersection Improvements (Consider Approval)
			15					55	