



CITY COUNCIL SPECIAL MEETING

Tuesday, February 27, 2018

**Council Chambers,
Bainbridge Island, Washington**

AGENDA

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - 6:00 PM**
- 2. AGENDA APPROVAL OR MODIFICATION/CONFLICT OF INTEREST DISCLOSURE**
- 3. PUBLIC COMMENT**
- 4. MAYOR'S REPORT**
- 5. CITY MANAGER'S REPORT**
- 6. UNFINISHED BUSINESS**
 - A.** 6:05 PM Ordinance No. 2018-04 Relating to the Duane Lane Road Vacation, AB 17-201 – Public Works (Pg. 4)
 - B.** 6:25 PM 2018 Police Vehicle Procurement, AB 18-023- Public Works (Pg. 35)
 - C.** 6:35 PM Infrastructure Ballot Measure Task Force Update, AB 17-097 - Executive (Pg. 43)
 - D.** 6:55 PM Resolution No. 2018-05 Accepting Grants for Fletcher Bay Core 40 Project, Sportsman Club New Brooklyn Intersection Improvements, and Olympic Drive Non-Motorized Improvements, AB 18-028 - Public Works (Pg. 45)
 - E.** 7:05 PM Ordinance No. 2018-05, Amending and Restating Ordinance No. 2018-02, as Amended by Ordinance No. 2018-03, Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development Applications, AB 18-021 - Planning (Pg. 49)
 - F.** 7:15 PM Ordinance No. 2018-01 (Formerly Ordinance No. 2017-17) Relating to Critical Areas, Repealing Chapter 16.20 and Adopting a New Chapter 16.20, AB 17-135 - Planning (Pg. 59)
- 7. NEW BUSINESS**
 - A.** 8:15 PM Water and Wastewater Rate Study Professional Services Agreement, AB 18-031 - Public Works (Pg. 153)
 - B.** 8:25 PM Resolution No. 2018-06, Amending the 2018 Fee Schedule Relating to Exempt Wells, AB 18-034 – Finance (Pg. 175)
 - C.** 8:35 PM City Dock Improvements Professional Services Agreement Amendment No. 4 with PND Engineers, AB 15-072 – Public Works

(Pg. 207)

- D. 8:45 PM Ordinance No. 2018-06, Amending Bainbridge Island Municipal Code Chapter 2.37, Increasing Size of Climate Change Advisory Committee, AB 18-026 - Executive (Pg. 215)
- E. 8:55 PM Climate Change Advisory Committee Appointments, Position Numbers, and Terms, AB 18-040 - Mayor Medina (Pg. 219)
- F. 9:05 PM Appointment to Kitsap Transit Board Composition Review Committee, AB 18-032 - Mayor Medina (Pg. 223)

8. CONSENT AGENDA - 9:10 PM

- A. Agenda Bill for Consent Agenda, AB 18-035 (Pg. 228)
- B. Accounts Payable and Payroll (Pg. 229)
- C. Special City Council Meeting Minutes, February 6, 2018 (Pg. 311)
- D. Study Session City Council Minutes, February 6, 2018 (Pg. 313)
- E. Special City Council Meeting Minutes, February 13, 2018 (Pg. 318)
- F. Regular City Council Business Meeting Minutes, February 13, 2018 (Pg. 320)
- G. Special City Council Meeting Minutes, February 15, 2018 (Pg. 329)
- H. Environmental Technical Advisory Committee 2017 Annual Report and 2018 Work Plan, AB 18-029 (Pg. 332)
- I. Historic Preservation Commission 2017 Annual Report and 2018 Proposed Work Plan, AB 18-030 (Pg. 335)
- J. Affordable Housing Task Force Appointments (Pg. 338)

9. COMMITTEE REPORTS - 9:15 PM

- A. Marine Access Committee Regular Meeting Minutes, January 8, 2018 - Councilmember Peltier (Pg. 343)
- B. Climate Change Advisory Committee Regular Meeting Minutes, January 22, 2018 - Councilmember Deets (Pg. 346)
- C. Utility Advisory Committee Meeting Regular Meeting Minutes, January 24, 2018 - Councilmember Nassar (Pg. 350)
- D. Environmental Technical Advisory Committee Regular Meeting Minutes, January 25, 2018 - Councilmember Nassar (Pg. 353)
- E. Tree & Low Impact Development Ad Hoc Committee Special Meeting Notes, January 31, 2018 (Pg. 355)
- F. Affordable Housing Task Force Regular Meeting Minutes, January 24, 2018 - Deputy Mayor Blossom (Pg. 357)

10. REVIEW UPCOMING COUNCIL MEETING AGENDAS - 9:20 PM

- A. Council Calendar (Pg. 362)

11. FOR THE GOOD OF THE ORDER - 9:30 PM

12. ADJOURNMENT - 9:35 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 6:05 PM Ordinance No. 2018-04 Relating to the Duane Lane Road Vacation, AB 17-201 – Public Works (Pg. 4)	Date: 2/27/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-201
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Executive	Fund:
Expenditure Req: N/A	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

Study Session: 12/5/2017	Recommendation: Adopted Resolution No. 2017-23 and set public hearing date of 2/6/18.
City Manager:	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

The City Council approved Resolution No. 2017-23 at its December 5, 2017, meeting setting a public hearing date of February 6, 2018, for the proposed Duane Lane road vacation. Public notices were published, posted, and mailed in accordance with BIMC 12.34.080.

The Public Works Department has reviewed the proposed road vacation documents and has no objections to the vacation if the City retains certain access and utility easements in the proposed area to be vacated.

The Public Works Department prepared a staff report (attached) and submitted that report to the Council five days prior to the public hearing. The staff report recommends the access and utility easements to be retained.

The Council held the public hearing as scheduled on February 6, 2018, and forwarded the item to the February 13 meeting for further consideration.

The Council last considered Ordinance No. 2018-04 at its February 13, 2018, meeting. After several motions failed, the Council forwarded consideration of Ordinance No. 2018-04 to its February 27, 2018, business meeting.

Under the terms of the agreement the Council approved on November 28, 2017, if the Council does not vote on the proposed street vacation by March 1, 2018 (90 days from the effective date of the agreement), or rejects the vacation, then the agreement shall terminate and Ohrt shall have no obligation to complete the subject trail improvements.

RECOMMENDED ACTION/MOTION

I move to approve Ordinance No. 2018-04 relating to the Duane Lane street vacation.

ATTACHMENTS:

Description	Type
▣ Duane Lane Street Vacation Staff Report	Backup Material
▣ Ordinance No. 2018-04, Vacating Duane Lane and Reserving Certain Easements	Backup Material



Public Works Department Memorandum

Date: February 1, 2018
To: City Council
From: Barry Loveless, Public Works Director
Subject: Duane Lane Street Vacation — Staff Report

Background:

At its November 28, 2017, meeting, the City Council approved an agreement (“Agreement for Improvement to Public Trail and Processing of Vacation of Disputed Street”) in an effort to resolve a right-of-way dispute between the City and landowners related to Duane Lane in exchange for construction of a public trail connection. Under the terms of the agreement, the City agreed to initiate and process the street vacation of Duane Lane.

If the City Council approves the vacation, property owner Ohrt will construct and pay for a trail connection (approximately 449’) between two trails, one coming from Sportsman Club Road and the other coming from Weaver Road, and thereby create an approximately 1,200’ trail that would include a bridge over Hirawaka Creek. If the City Council does not approve the street vacation, the agreement will terminate and Ohrt will have no obligation to complete the proposed trail improvements.

Resolution No. 2017-23, approved by the City Council on December 5, 2017, set a public hearing date of February 6, 2018, at 7:00 PM for the Duane Lane street vacation.

The following tax parcels abut the proposed vacation area: Tax Parcel No. 272502-1-125-2002, Tax Parcel No. 272502-1-126-2001, Tax Parcel No. 272502-1-138-2007, Tax Parcel No. 272502-1-140-2003, Tax Parcel No. 272502-1-141-2002, Tax Parcel No. 272502-1-066-2003, and Tax Parcel No. 272502-1-021-2007.

Attachment A to this staff report depicts the existing right-of-way alignment as well as recommended easement areas to be retained if the vacation is approved. The right-of-way proposed for vacation is a 29.41-foot-wide strip running between Nakata Avenue SW and Madison Avenue N.

The dispute referenced above relates to the legal nature of Duane Lane. Based on the historical record and the chain of title of surrounding properties, including that the street has not been vacated by any previous City Council, the City maintains that Duane Lane exists as an unopened street or right-of-way. Ohrt and an abutting owner (the Fleischfressers – see below) have pointed out that land use approvals have occurred related to Duane Lane, including a short subdivision that resulted in a new house on Parcel No. 272502-1-138-2007 that was constructed within the right-of-way and occupies a 24.41-foot-wide portion of the 29.41-foot-wide right-of-way across the parcel. The City recognizes that such approvals occurred, and maintains that communications from the City several years ago must have been in error because the City Council did not approve a vacation related to Duane Lane, and only the Council has the authority to vacate a street.

Regarding other easement rights, a 5.00-foot-wide right-of-way along the south line of Parcel 272502-1-125-2002 was dedicated under City of Winslow Short Plat W-53R-1, recorded under Auditor's File No. 8706230220, and such right-of-way is not proposed for vacation. The proposed right-of-way vacation will not terminate any other easements of record.

Notice of Hearing:

Public notices were published, posted, and mailed in accordance with BIMC 12.34.080.

BIMC 12.34.110 Criteria:

Following the public hearing, the City Council shall determine whether to vacate the right-of-way. Pursuant to BIMC 12.34.110, the determination shall include, but not be limited to, consideration of criteria consisting of five factors. Staff has prepared the following analysis of each factor to be considered:

A. Whether a change of use or vacation of the street or alley will better serve the public?

The proposed street vacation will better serve the public by resolving a right-of-way dispute between the City and several landowners, and result in the construction of a public trail connection between Sportsman Club Road and Weaver Road that will be paid for by the property owners who are parties to the trail agreement.

B. Whether the street or alley is no longer required for public use or public access?

There is no current plan to open Duane Lane as a public street. Regarding trail access, there is an existing non-motorized connection between Madison Avenue and Lovell Avenue to the north of Duane Lane via Ihland Way NW. Additionally, it is expected that another trail will be a condition of planned development to the south of Duane Lane via Wallace Way NW. For these reasons, the street is no longer required for public use or for public access, provided that the City Council retains the access and utility easements described below in D.

C. Whether the substitution of a new and different public way would be more useful to the public?

Constructing a public trail between Sportsman Club Road and Weaver Road would be useful to the public. Once completed, the trail would provide an approximately 1,200 foot uninterrupted extension of Bainbridge Island Parks Foundation's planned Winslow to Gazzam Trail.

D. Whether conditions may so change in the future as to provide a greater use or need than presently exists?

The current 29.41-foot-wide right-of-way does not meet the minimum width for the current zoning designation. Future development will require a new right-of-way dedication with a minimum width of 40-feet. Until the time that such additional right-of-way dedication is made, the Public Works Department recommends that any ordinance approving the street vacation retain the following easements:

- Retain a 5.00-foot-wide utility easement along the north line of Parcel No. 272502-1-138-2007. Combined with the City's 5.00-foot-wide right-of-way to the north of Parcel No. 272502-1-138-2007, which is not currently proposed to be vacated, the City will have a 10.00-foot-wide easement for future utility installation necessary to improve water pressure and fire flow for existing and future development. The remaining 24.41 feet of Parcel No. 272502-1-138-2007 extends under an existing home on this parcel and a vacation of this right-of-way is sought to clarify legal rights related to the current right-of-way area.
- Retain the entire 29.41-foot-wide strip lying east of Parcel No. 272502-1-138-2007 as an access and utility easement. The retained easement can later be extinguished if a new right-of-way dedication with a minimum width of 40-feet is made to accommodate future development on the abutting parcels. Any City utilities lying outside of the such a dedication will require a separately recorded easement agreement.

E. Whether objections to the proposed vacation are made by owners of private property (exclusive of petitioners) abutting the street or alley or other governmental agencies or members of the general public?

On January 25, 2018, the City Clerk received written objections to the proposed vacation from Ricardo Fleischfresser and Jean Ann V.H. Fleischfresser, the owners of Parcel No. 272502-1-138-2007. The Fleischfressers object to the retention of an access and utility easement on their property. The Fleischfressers' objections are included as Attachment B to this staff report.

The Public Works Department received one objection from the Bainbridge Island Metro Park & Recreation District (BIMPRD). The BIMPRD objects to the vacation unless a

permanent easement is provided for non-motorized egress. The BIMPRD's objections are included as Attachment C to this staff report.

Comments from Utility Companies, Governmental Agencies, and City Departments:

Pursuant to BIMC 12.34.070, the Public Works Department solicited comments from utility companies, other governmental agencies, and other City departments. The Public Works Department received the following comments to date:

- **Telephone/Cable:**

CenturyLink has no facilities in the area and has no objection to the vacation of public right-of-way located on Duane Lane NW between Nakata Ave and Madison Ave, Bainbridge Island, WA.

- **Puget Sound Energy:**

Puget Sound Energy recommends approval of the road vacate. PSE has existing easements for the existing overhead facilities and are securing underground easement for the new facilities to be built.

- **Bainbridge Island Parks District:**

The Bainbridge Island Metro Park & Recreation District opposes the proposed road vacation unless a permanent easement is provided for non-motorized egress. See attached letter dated January 18, 2018.

- **Bainbridge Island Fire Department:**

No response.

- **Multi-Modal Transportation Advisory Committee (formerly NMTAC):**

No response.

- **Other City Departments:**

No response.

Staff Recommendation:

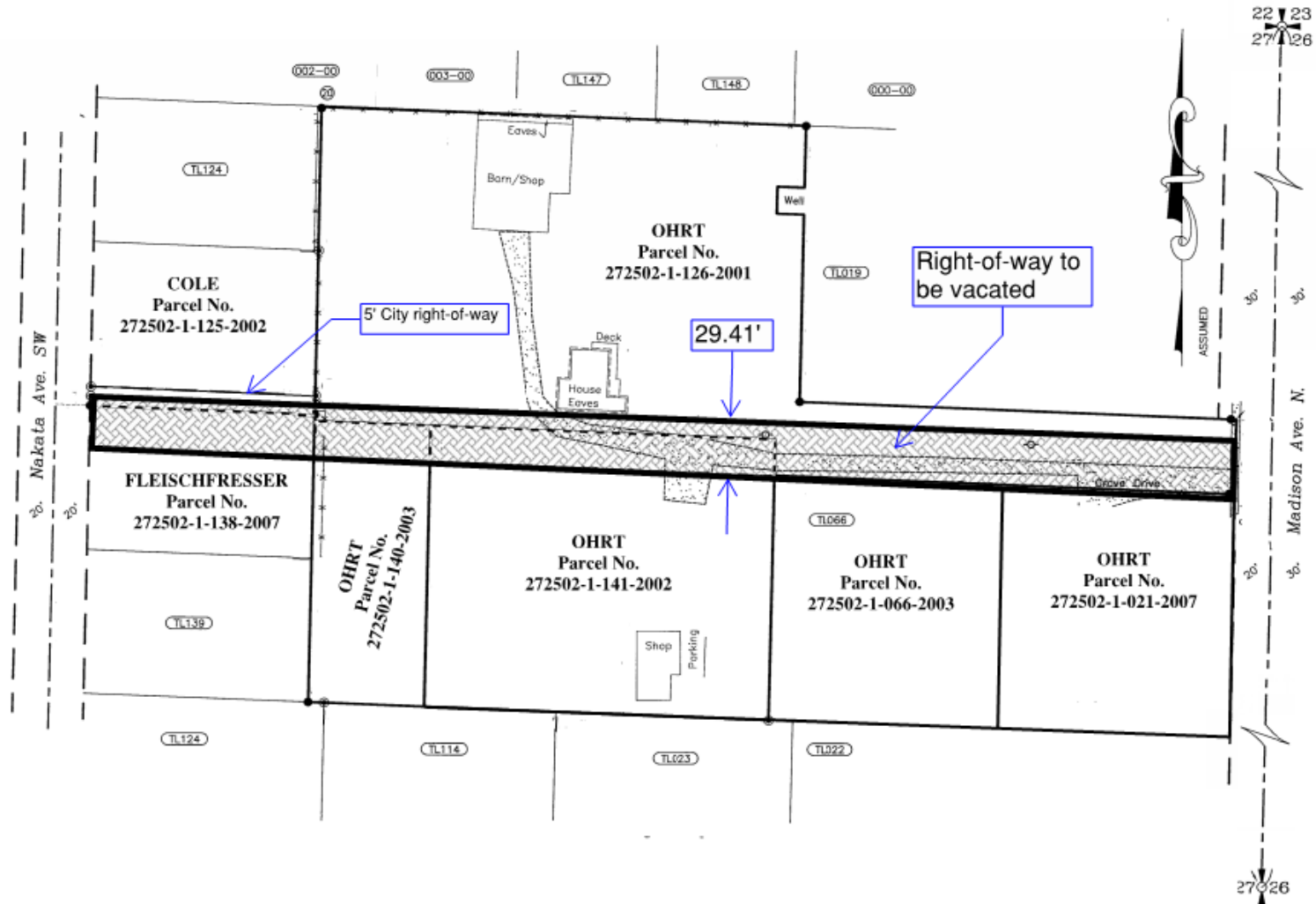
The City's Public Works – Engineering Department has no objections to the proposed right-of-way vacation of Duane Lane.

Attachments:

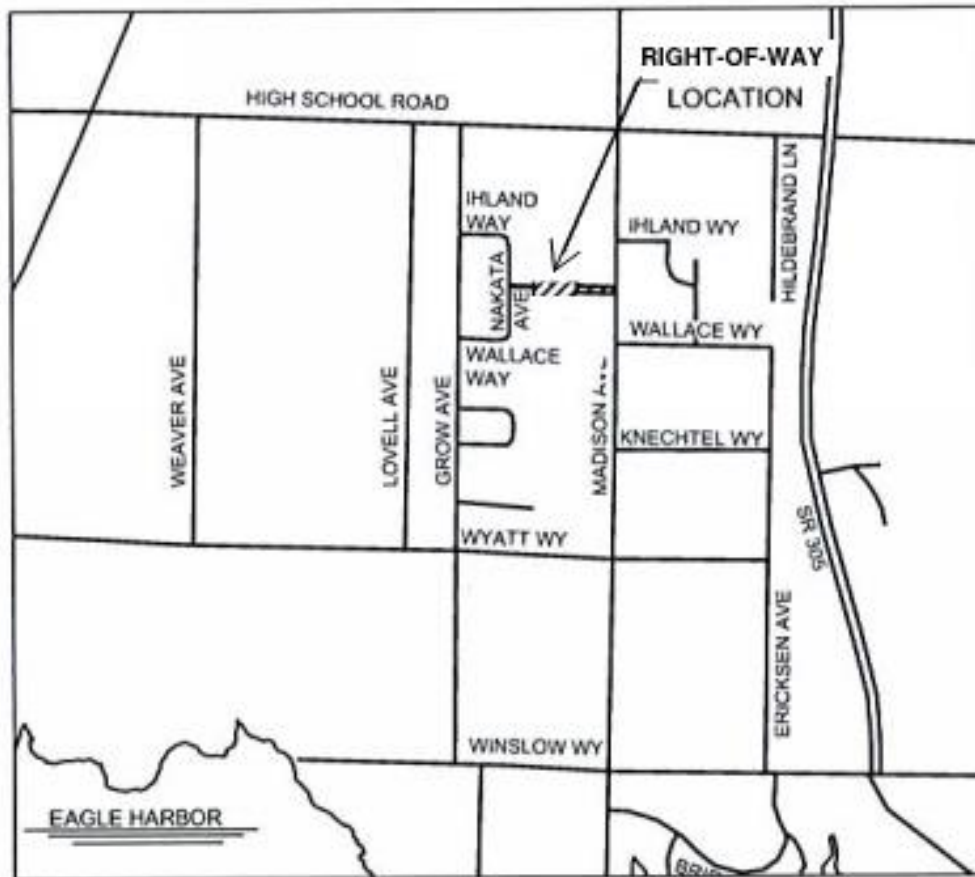
- A. Map of Existing Right-of-Way, Recommended Easement Areas, and Vicinity
- B. Fleischfresser Letter dated 01/25/18
- C. BIMPRD Letter dated 01/18/18

Attachment A

Existing Right-of-Way, Recommended Easement Areas, Vicinity Map



Attachment A
Existing Right-of-Way, Recommended Easement Areas, Vicinity Map



VICINITY MAP

NE QUARTER SECTION 27 TOWNSHIP 25 RANGE 2E

Attachment B
Fleischfresser Objections

Robbie Sepler

From: City Clerk
Sent: Tuesday, January 30, 2018 3:59 PM
To: Robbie Sepler
Subject: FW: Public Hearing of Feb 6th 2018.
Attachments: RE: Duane Lane - Proposed Street Vacation; Resolution No. 2017-23 Initiating the vacation of disputed street (Duane....pdf)

From: Ricardo Fleischfresser [mailto:ricardo@fetraco.com]
Sent: Thursday, January 25, 2018 1:15 PM
To: Sarah Blossom <sblossom@bainbridgewa.gov>; Kol Medina <kmedina@bainbridgewa.gov>; Ron Peltier <rpeltier@bainbridgewa.gov>; Rasham Nassar <rnassar@bainbridgewa.gov>; Michael Scott <msscott@bainbridgewa.gov>; Joe Deets <jdeets@bainbridgewa.gov>; Matthew Tirman <mtirman@bainbridgewa.gov>
Cc: Joe Levan <jlevan@bainbridgewa.gov>; City Clerk <cityclerk@bainbridgewa.gov>; Doug Schulze <dschulze@bainbridgewa.gov>; Kelly Tayara <ktayara@bainbridgewa.gov>; Rob Grant <rgrant@bainbridgewa.gov>; Christine Brown <cbrown@bainbridgewa.gov>
Subject: Public Hearing of Feb 6th 2018.

Dear Council Members,

The City of Bainbridge Island has informed us of a Public Hearing pertaining to a Proposed Road Vacation of Duane Lane, to take place on February 6th, 2018 at 7:00 pm.

We are the property owners of 932 Nakata Avenue NW to which the Proposed Road Vacation pertains and have documented our discord to the **WORDING** of the "AGREEMENT FOR IMPROVEMENT TO PUBLIC TRAIL AND PROCESSING OF VACATION OF DISPUTED STREET" (Attached), specifically to the terms in #1, page 3 of 6, in which the agreement states that the "City reserves the right, as provided in BIMC 21.34.110, to retain an easement for construction, repair, and maintenance of existing and future utilities and services."

On January 15th I submitted the attached email to Mr. Levan regarding the issue, our request for correction and our reasoning. As I have not heard back from the City regarding this request, I am sending this email to all Council Members in the hope that the Agreement wording can be amended to satisfaction of all involved and save time at the hearing where I intend to bring it up in public. In the event the City is unable to amend the wording by then, at least the Council will be aware of the issue when I bring it up.

May I reiterate that my wife and I are not opposed to the general terms of the vacation proposed. We are ready to sign our Consent to the amended Agreement, as soon as the Vacation includes no conditions or rights of the City upon the disputed Right of Way after it is vacated. Please bear in mind that the dispute arises from mistakes carried out solely by the City several decades ago, only uncovered and informed to us last July, and, as such, the property owners should not be penalized in any way by said mistakes.

For more details on the history and reasoning for our request, please refer to my attached email of January 15th to Joe Levan.

I look forward to resolving this issue as soon as possible.

Last but not least, when will the BI site have the Agenda of the Feb 6th meeting posted? We are only 12 days away!

Sincerely,

Ricardo Fleischfresser
2052 Place Road
Port Angeles, WA 98363 - USA
(360) 452 9164
(206) 491 3199 (cel)

Robbie Sepler

From: Ricardo Fleischfresser <ricardo@fetraco.com>
Sent: Monday, January 15, 2018 10:33 PM
To: Joe Levan
Cc: Kelly Tayara; Rob Grant; City Admin
Subject: RE: Duane Lane - Proposed Street Vacation
Attachments: RE: Duane Lane - 11/28/17 Council meeting; Resolution No. 2017-23 Initiating the vacation of disputed street (Duane....pdf)

Dear Mr. Levan,

I have read all the information you provided regarding the vacation of the disputed 29.41' Right of Way. Unfortunately, I must inform you that the fact that "the Council reserved the right, pursuant to the Bainbridge Island Municipal Code, to retain an easement if the Council decides to approve the proposed easement" is unacceptable to my wife and I. Your expectation that the "City staff will recommend to the Council that the City only retain an easement in the area that does not intersect with your house to ensure that such a retained easement does not run under your house" is no guarantee that we will not have "construction, repair, and maintenance of existing and future utilities and services" (as indicated on page 3 of the agreement).

In my email of 11/29/2017 I specifically pointed out this issue and requested a change to the wording. I hereby reaffirm this position. Furthermore, the Agreement presented to the Council that "Fleischfresser's consent to the vacation of the Disputed Street is attached as Exhibit C" – please note that this document is not signed by my wife and I, therefore the statement is false. Following are the facts that will enable the Council and the City to better understand the case. Please refer to the

- 1) Abutting to the North of the disputed Right of Way to be vacated there already exists an easement of 5' owned by the City (indicated as "5' COBI Right of Way" on Exhibit C). At present there are no utilities to be serviced in either the disputed Right of Way or the 5' COBI Right of Way. So any access to these would be for future utilities, services, construction and their maintenance. Why would the City require more than the existing 5' COBI Right of Way?
- 2) Our property at 932 Nakata was purchased from Grand Avenue Homes in December of 1989. Grand Avenue Homes obtained all the Permits from the City for the construction of the house (Permit #1726 issued by the City of Winslow in 1989) and later in 2003 another Permit was issued for a remodel (Permit #BLD12357 issued by the City of Bainbridge Island). This clearly indicates that either:
 - a. the City understood that the disputed 29.41' Right of Way had been vacated
 - b. the City was negligent in doing its due diligence prior to issuing the Permits
 - c. the City neglected to complete the vacation process back in 1983-1988.
 - d. there is perhaps some other objective that reviving the Right of Way may enable at the expense of the homeowner.
 - e. Several of the above.
- 3) After residing at 932 Nakata for 26 years, paying all property taxes throughout that time, my wife and I retired at the end of 2015 and moved to Port Angeles to a second home we purchased in 2009. Since then we have been renting the 932 Nakata house, and rely significantly on our rental income from the property for our years in retirement. The mere fact that the City may place a sign at the border of the 29.41' Right of Way may jeopardize the renewal of the 1 year rental contract with the current renter.
- 4) The 932 property is a very significant part of our retirement portfolio both for rental income and as an asset that we may need to cash in to cover end of life expenses. The existence of the right of the City to "construction, repair, and maintenance of existing and future utilities and services" severely reduces the value and

- marketability of the property should we someday want or need to sell it. Had we known of this 29.41' Right of Way that the City now claims to exist under the house, we would not have purchased the property back in 1989.
- 5) Throughout the past 28 years we have been paying taxes based on an assessed value of the property that does not reflect the existence of the disputed Right of Way.

While we understand the purpose of BIMC 21.34.110 to retain an easement for “construction, repair, and maintenance of existing and future utilities and services”, it would seem that this right is meant for other “normal” circumstances and not where egregious and numerous mistakes were made by the City over decades. Our case involves a situation where the City should be looking to right several wrongs of its own doing. As such, and if indeed its intent is to settle the situation with us “in good faith”, to our “mutual satisfaction”, and “at no cost”, the Council and the City should eliminate any “right to retain an easement for construction, repair, and maintenance of existing and future utilities and services” from the vacation terms. The vacation of the 29.41' Disputed Street should be clear of any conditions and rights of the City or any other third parties to our property. When this condition is met, my wife and I will be glad to give you our consent.

I trust you will understand this email as a constructive and cooperative contribution from us to settle the situation in good faith and to all the involved parties' mutual satisfaction,

Sincerely,

Ricardo & Jean Fleischfresser
2052 Place Road
Port Angeles, WA 98363 - USA
(360) 452 9164
(206) 491 3199 (cel)

From: Joe Levan [<mailto:jlevan@bainbridgewa.gov>]
Sent: Thursday, January 11, 2018 7:20 PM
To: ricardo@fetraco.com
Cc: tacole2@gmail.com; Kelly Tayara; Rob Grant
Subject: Duane Lane - Proposed Street Vacation

Mr. Fleischfresser;

I regret the misunderstanding. I thought that you may have been in contact with other staff members regarding this matter and that you were provided an update. Also, my recollection is that I let you know when we last spoke on the phone that all City Council actions are easily accessible via the City's website and my understanding was that you would be tracking what the Council did per the agenda items related to this matter, including the item related to the November 28, 2017, meeting. The Council's agendas and minutes can be accessed via the [City Council Agendas website](#). The following is a summary of Council action related to the proposed vacation.

On November 28, 2017, the Council voted to approve the related “Agreement for Improvement of Public Trail and Processing of Vacation of Disputed Street.” Per that agreement, the Council agreed to initiate the proposed street vacation at the next Council meeting.

At that next Council meeting, which occurred on December 5, 2017, the Council voted to approve Resolution No. 2017-23 (attached), which initiated the street vacation process. Note that the Council's action committed the City to initiate the street vacation process, which includes an upcoming public hearing on the proposed street vacation, but the ultimate decision regarding the proposed vacation is a Council decision that will not be made until after the process is complete, including the public hearing. Pursuant to Resolution No. 2017-23, the

public hearing is set for “February 6, 2018, at 7:00 PM, or as soon thereafter as the matter may be heard,” The public hearing is on the Council’s agenda calendar and is set for the February 6, 2018, meeting.

Regarding your concern about the City’s right to reserve an easement related to the proposed vacation, as you will see from the agreement that is attached to the attached resolution, the agreement that the Council approved included a section entitled, “City Initiation and Processing of Street Vacation” (see pp. 2-3 of the agreement). In that section of the agreement, the Council reserved the right, pursuant to the Bainbridge Island Municipal Code, to retain an easement if the Council decides to approve the proposed easement. If the Council approves the proposed vacation and decides to retain an easement in doing so, my expectation is that City staff will recommend to the Council that the City only retain an easement in the area that does not intersect with your house to ensure that such a retained easement does not run under your house.

If you would like information regarding the status of the street vacation process for Duane Lane, please contact Rob Grant (cc’d above), the City’s Survey Program Manager, at (206) 780-3742.

Best Regards,



Joe Levan

City Attorney

www.bainbridgewa.gov

(206) 780-8622

From: Ricardo Fleischfresser [<mailto:ricardo@fetraco.com>]
Sent: Thursday, January 11, 2018 11:26 AM
To: Joe Levan <jlevan@bainbridgewa.gov>
Cc: City Admin <cityadmin@bainbridgewa.gov>; Kelly Tayara <ktayara@bainbridgewa.gov>; 'Tom Cole' <tacole2@gmail.com>
Subject: FW: Duane Lane - 11/28/17 Council meeting

Dear Joe,

As per a voice message I just left on (206) 780 8622 requesting a response regarding the status of the easement at 932 Nakata NW, this is the reminder email.

It has been over six weeks now since I sent you this email (below) requesting info on the status of the Duane Lane / Madison Grove Projects, yet I have had no response. On the same email I requested a change in the wording regarding the vacation of the road right of way so as to avoid any future issues regarding the city’s right of accessing the 29.41 feet under my house (see below email).

At one point when you met up with my wife in July of last year you requested we be patient and the city would take care of the mistake. Well, it has been over six months now and I am yet to receive a courtesy response to an email.

I hope this communication reminds you that we have been left without any response from the city.

Sincerely,

Ricardo Fleischfresser

2052 Place Road
Port Angeles, WA 98363 - USA
(360) 452 9164
(206) 491 3199 (cel)

From: Ricardo Fleischfresser [<mailto:ricardo@fetraco.com>]
Sent: Wednesday, November 29, 2017 4:45 PM
To: 'Joe Levan'
Cc: 'Jean Fleischfresser'; 'Tom Cole'
Subject: RE: Duane Lane - 11/28/17 Council meeting

Joe,

I was wondering how the council meeting went last night with regards to vacating the 29.4' easement. Please send me the outcome if you could.

On my side, while I am in agreement to give you our consent, I did notice that the documentation presented to the council pertaining to the agreement to vacate the easement maintains that

1. City Initiation and Processing of Street Vacation. At the first City Council meeting following execution of this Agreement, the Council, pursuant to BIMC 12.34.020, will initiate a street vacation to vacate the area depicted as "29.41' Dedicated to City of Winslow for Street Purposes," in that certain Fryer Short Plat, recorded under Kitsap County Recording No. 8312080074, a copy of which is attached as Exhibit B-1 hereto, and variously described as a private road, "road right-of-way," "street," and "perpetual easement," in the chain of title for the properties at issue, as shown in Exhibits B-2 through B-5 (the "Disputed Street"). Attached as Exhibit E is a map showing the location of the Disputed Street and the owners of the abutting properties. The City agrees to make a good faith effort to prioritize the processing of the vacation. At its discretion, the City may approve or reject the proposed vacation. If the City approves the vacation, it reserves the right, as provided in BIMC 12.34.110, to retain an easement for construction, repair, and maintenance of existing and future utilities and services. However, if the City fails to initiate the vacation within 30 days of the Effective Date, fails to vote on the vacation within 90 days of the Effective Date, or rejects the vacation, then this Agreement shall terminate and Ohrt shall have no obligation to complete the Trail Improvements described in paragraph 4. If the City approves the vacation, then Ohrt agrees to pay the costs of recording the certified copy of the ordinance vacating the Disputed Street. Pursuant to BIMC 12.34.130(B), in that the vacation as described would be initiated by the City, the owners of property abutting the Disputed Street, including Ohrt, shall not be required to pay compensation for the area vacated.

The highlighted text in yellow above must not be part of the terms of the vacation. It is totally unreasonable for the city to have the right to access the 29.4'. Perhaps you are unaware of the circumstances. My 2 storey house sits on some 24' of those 29.4', foundation, bedrooms, bathrooms and all.

Perhaps the text should be amended by replacing the yellow highlight with The City will retain a 5' adjacent easement located to the North of the disputed 29.4' road right of way for construction, repair, and maintenance of existing and future utilities and services.

Please make sure this correction is inserted into the terms of the street vacation to be approved by the Council. Once it is in place I will send you our consent.

Sincerely,

Ricardo Fleischfresser
2052 Place Road
Port Angeles, WA 98363 - USA
(360) 452 9164

(206) 491 3199 (cel)

From: Joe Levan [<mailto:jlevan@bainbridgewa.gov>]
Sent: Tuesday, November 28, 2017 11:58 AM
To: Ricardo Fleischfresser
Subject: RE: Duane Lane - 11/28/17 Council meeting

If you consent, and you would like to sign that document, it would be good to have that signed document as part of the Council's consideration for tonight's meeting. If you are OK with that consent page, you could print it, sign it, scan it, and email it to me and I will provide it to the Council for tonight's meeting.

Best Regards,



Joe Levan
City Attorney
www.bainbridgewa.gov
(206) 780-8622

From: Ricardo Fleischfresser [<mailto:ricardo@fetraco.com>]
Sent: Tuesday, November 28, 2017 11:43 AM
To: Joe Levan <jlevan@bainbridgewa.gov>
Subject: RE: Duane Lane - 11/28/17 Council meeting

Thanks Joe!!

Do you want us to sign our consent and send it to you?

Best Regards,

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(206) 491 3199 (cel)

From: Joe Levan [<mailto:jlevan@bainbridgewa.gov>]
Sent: Monday, November 27, 2017 6:28 PM
To: ricardo@fetraco.com
Subject: Duane Lane - 11/28/17 Council meeting

Ricardo;

Per our phone call, the following is the link to the Duane Lane agenda item that is on the Council agenda for tomorrow night (11/28/17). The Duane Lane item is Item 7.A. on the agenda, which you can access by clicking on that link when you click to the agenda per the link below, or you can access that item here:

<https://bainbridge.novusagenda.com/agendapublic/CoverSheet.aspx?ItemID=2774&MeetingID=419>

The following is the link to the proposed agreement:

[Proposed Trail Connection Agreement](#)

The following is the link to the full agenda (which includes the item above):

<https://bainbridge.novusagenda.com/agendapublic/MeetingView.aspx?MeetingID=419&MinutesMeetingID=-1&doctype=Agenda>

I will contact you on Wednesday and update you.

Best Regards,



Joe Levan

City Attorney

www.bainbridgewa.gov

(206) 780-8622

Robbie Sepler

From: Ricardo Fleischfresser <ricardo@fetraco.com>
Sent: Wednesday, November 29, 2017 4:45 PM
To: Joe Levan
Cc: 'Jean Fleischfresser'; 'Tom Cole'
Subject: RE: Duane Lane - 11/28/17 Council meeting

Joe,

I was wondering how the council meeting went last night with regards to vacating the 29.4' easement. Please send me the outcome if you could.

On my side, while I am in agreement to give you our consent, I did notice that the documentation presented to the council pertaining to the agreement to vacate the easement maintains that

1. City Initiation and Processing of Street Vacation. At the first City Council meeting following execution of this Agreement, the Council, pursuant to BIMC 12.34.020, will initiate a street vacation to vacate the area depicted as "29.41' Dedicated to City of Winslow for Street Purposes," in that certain Fryer Short Plat, recorded under Kitsap County Recording No. 8312080074, a copy of which is attached as Exhibit B-1 hereto, and variously described as a private road, "road right-of-way," "street," and "perpetual easement," in the chain of title for the properties at issue, as shown in Exhibits B-2 through B-5 (the "Disputed Street"). Attached as Exhibit E is a map showing the location of the Disputed Street and the owners of the abutting properties. The City agrees to make a good faith effort to prioritize the processing of the vacation. At its discretion, the City may approve or reject the proposed vacation. If the City approves the vacation, it reserves the right, as provided in BIMC 12.34.110, to retain an easement for construction, repair, and maintenance of existing and future utilities and services. However, if the City fails to initiate the vacation within 30 days of the Effective Date, fails to vote on the vacation within 90 days of the Effective Date, or rejects the vacation, then this Agreement shall terminate and Ohrt shall have no obligation to complete the Trail Improvements described in paragraph 4. If the City approves the vacation, then Ohrt agrees to pay the costs of recording the certified copy of the ordinance vacating the Disputed Street. Pursuant to BIMC 12.34.130(B), in that the vacation as described would be initiated by the City, the owners of property abutting the Disputed Street, including Ohrt, shall not be required to pay compensation for the area vacated.

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Joe Levan
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www.bainbridgewa.gov
(206) 780-8622

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I will contact you on Wednesday and update you.

Best Regards,



Joe Levan

City Attorney

www.bainbridgewa.gov

(206) 780-8622

Attachment C
BIMPRD Objections

January 18, 2018

Joan Haase, Department of Public Works
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110



RE: Vacation of Duane Lane Right-of-Way

Dear Ms. Haase,

Thank you for informing the Park District regarding a potential ROW vacation, under Bainbridge Island Municipal Code 12.34. We appreciate the ongoing notification on these matters.

We see the proposal to vacate Duane Lane without providing for permanent trail or multimodal connection as counter-productive to efforts to develop trail and non-motorized access in Winslow. The attached exhibit and notification provides no assurance that if vacated non-motorized access would be guaranteed by a trail easement or otherwise. The cost for providing non-motorized access in the future at other locations in Winslow will only grow as more people desire such connections.

Our agency has just concluded efforts to provide neighborhood connections in the vicinity of this ROW vacation proposal at Wyatt to Shepherd Way. That proposal was endorsed by the neighborhood association and local donations because people see the value of providing non-motorized access that connect neighborhoods to schools, parks and businesses. This effort is called for in our Park's comprehensive plan, its Trail Vision Plan and its appendix, the Greening of Winslow.

At Duane Lane, the proposal as presented in the notification does not guarantee access for non-motorized connection. This existing ROW links neighborhoods to the library, schools and businesses. As properties are increasing converted to mixed use in Winslow, the City's population will increase and more people will want to make these trips on foot or by bicycle. Economically, it is not efficient to have to acquire these connections after the fact. It also is counterproductive when an existing City owned ROW exists.

Our experience has been that ROW can be very complex, so we are reluctant to let go of an existing publicly held ROW in the hope of a future connection occurring later somewhere else. To make a new proposed easement publicly available, first there must be willing property owners to cooperate and provide a continuous point to point connection. All it takes is for one property owner to say no and the proposed route becomes non-actionable. Instead of vacating existing ROWs such as Duane Lane, we recommend holding onto the connection and/or providing an easement for public non-motorized egress across an end to end portion of it. We recommend that the City's Multi-Modal Transportation Advisory Committee provide standards for such a connection due to the location of the ROW.

Unless we are missing documentation, we do not see public non-motorized egress guaranteed in this vacation proposal. As such, we do not recommend the vacation of Duane Lane from what has been proposed. We would not relinquish a public non-motorized connection when their making of a new one is so difficult, time-consuming and expensive.

Sincerely,


Jay Kinney, Chair
Bainbridge Island Metropolitan
Park & Recreation District

AFTER RECORDING, PLEASE RETURN TO:

Kelly Jahraus
Deputy City Clerk
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

CITY OF BAINBRIDGE ISLAND
ORDINANCE NO. 2018-04

Reference Number(s) of
Documents Assigned
or Released:

N/A

Grantor:

City of Bainbridge Island, Washington, a municipal corporation

Grantees:

Thomas A. & Gail L. Cole, Gary & Susan Ohrt,
Ricardo & Jean Fleischfresser,

Short Legal Description: Portion NE ¼, NE ¼, Sec. 27, T.25N., R.2., W.M.,
City of Bainbridge Island, Kitsap County, Washington,
(Complete legal description on Exhibit A)

Parcel/Account Number(s): 272502-1-125-2002, 272502-1-126-2001, 272502-1-138-2007,
272502-1-140-2003, 272502-1-141-2002, 272502-1-066-2003,
272502-1-021-2007

Grantor's Name: City of Bainbridge Island
Grantee's Name: Cole, Thomas A II & Gail L
Tax Parcel # 272502-1-125-2002

Abbreviated Legal Description:

Parcel B, City of Winslow Short Plat W-53R-1, AFN 8706230220, Portion NE ¼, NE ¼,
Sec. 27, T.25N., R.2., W.M., Kitsap County, WA.

Document Title: Ordinance No. 2018-04
Grantor's Name: City of Bainbridge Island
Grantee's Name: Ohrt, Gary & Susan
Tax Parcel # 272502-1-126-2001

Abbreviated Legal Description:

Parcel C, City of Winslow Short Plat W-53R-1, AFN 8706230220, Portion NE ¼, NE ¼,
Sec. 27, T.25N., R.2., W.M., Kitsap County, WA.

Document Title: Ordinance No. 2018-04
Grantor's Name: City of Bainbridge Island
Grantee's Name: Fleischfresser, R & JE
Tax Parcel # 272502-1-138-2007

Abbreviated Legal Description:

Parcel A, Amended Winslow Short Plat, AFN Nos. 8809010112 & 8811180181, W-18,
Portion NE ¼, NE ¼, Sec. 27, T.25N., R.2., W.M., Kitsap County, WA.

Document Title: Ordinance No. 2018-04
Grantor's Name: City of Bainbridge Island
Grantee's Name: Ohrt, Gary & Susan
Tax Parcel # 272502-1-140-2003

Abbreviated Legal Description:

Parcel C, Amended Winslow Short Plat AFN Nos. 8809010112 & 8811180181, W-18,
Portion NE ¼, NE ¼, Sec. 27, T.25N., R.2., W.M., Kitsap County, WA.

Document Title: Ordinance No. 2018-04
Grantor's Name: City of Bainbridge Island
Grantee's Name: Ohrt, Gary & Susan
Tax Parcel # 272502-1-141-2002

Abbreviated Legal Description:

Parcel D, Amended Winslow Short Plat AFN Nos. 8809010112 & 8811180181, W-18,
Portion NE $\frac{1}{4}$, NE $\frac{1}{4}$, Sec. 27, T.25N., R.2., W.M., Kitsap County, WA.

Document Title: Ordinance No. 2018-04
Grantor's Name: City of Bainbridge Island
Grantee's Name: Ohrt, Gary & Susan
Tax Parcel #: 272502-1-066-2003

Abbreviated Legal Description:

Lot A, City of Winslow Short Plat No. W-73, January 9, 1978 AFN 7801090094;
Portion N $\frac{1}{2}$, S $\frac{1}{4}$, NE $\frac{1}{4}$, NE $\frac{1}{4}$, Sec. 27, T.25N., R.2., W.M.; Except N. 29.41 feet,

Document Title: Ordinance No. 2018-04
Grantor's Name: City of Bainbridge Island
Grantee's Name: Ohrt, Gary & Susan
Tax Parcel #: 272502-1-021-2007

Abbreviated Legal Description:

Portion NE $\frac{1}{4}$, NE $\frac{1}{4}$, Sec. 27, T.25N., R.2., W.M., Kitsap County, WA.

ORDINANCE NO. 2018-04

AN ORDINANCE of the City of Bainbridge Island, Washington, vacating Duane Lane and reserving certain utility and access easements for the benefit of the City.

WHEREAS, at its November 28, 2017, meeting, the City Council approved an Agreement for Improvement to Public Trail and Processing of Vacation of Disputed Street (“Agreement”) to resolve a right-of-way dispute between the City and landowners related to Duane Lane in exchange for construction of a public trail connection between Sportsman Club Road and Weaver Road; and

WHEREAS, under the terms of the Agreement, the City agreed to initiate a street vacation process related to Duane Lane at the first City Council meeting following the execution of the Agreement; and

WHEREAS, the area of Duane Lane proposed to be vacated is legally described on attached Exhibit A and depicted on attached Exhibit B; and

WHEREAS, under the terms of the Agreement, if the City Council approves the street vacation, then Ohrt would construct and pay for a trail connection (approximately 449 feet) between two trails, one coming from Sportsman Club Road and the other coming from Weaver Road, and thereby create a constructed trail over 1,200 feet long between these two roads, including a bridge over Hirawaka Creek; and

WHEREAS, on December 5, 2017, the City Council adopted Resolution No. 2017-23, initiating a street vacation process and setting a public hearing before the City Council on the proposed street vacation for February 6, 2018; and

WHEREAS, the City Council-initiated street vacation procedure is set out in Chapter 12.34 BIMC and Chapter 35.79 RCW; and

WHEREAS, City staff posted, published, and mailed notices of the public hearing in accordance with BIMC 12.34.080 and Chapter 35.79 RCW; and

WHEREAS, BIMC 12.34.110 authorizes the City Council to retain easements for construction, repair, and maintenance of existing and future utilities and services as well as to condition or limit a street vacation as the City Council deems necessary to preserve any desired public use or benefit; and

WHEREAS, the City Council held the public hearing on February 6, 2018, and heard testimony from interested parties, and

WHEREAS, the City Council further considered and discussed the proposed street vacation at its meeting on February 13, 2018, and

WHEREAS, the City Council has considered the criteria set forth in BIMC 12.34.110 to determine whether to vacate Duane Lane; and

WHEREAS, the City Council now desires to vacate Duane Lane.

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

Section 1. Criteria.

The City Council has considered the criteria set forth in BIMC 12.34.110 to determine whether to vacate the right-of-way.

Section 2. Findings.

The City Council has made the following findings:

- a. The right-of-way for which vacation is sought is surplus to the City's needs.
- b. The vacation of the right-of-way would not impair access to any property or otherwise impinge upon the property rights of the City or any private landowner.

Section 3. Vacation.

- a. The portion of right-of-way abutting Tax Lot No. 272502-1-125-2002 and Tax Lot No. 272502-1-138-2007 and as described on Exhibit A (legal description) and depicted on Exhibit B (map), both attached and incorporated by reference, is vacated respectively to Thomas & Gail Cole and R & JE Fleischfresser, and subject to compliance with the provisions of Chapter 12.34 of the Bainbridge Island Municipal Code.
- b. The portion of right-of-way abutting Tax Lot No. 272502-1-126-2001, Tax Lot No. 272502-1-140-2003, Tax Lot No. 272502-1-141-2002, Tax Lot No. 272502-1-066-2003, and Tax Lot No. 272502-021-2007 and as described on Exhibit A (legal description) and depicted on Exhibit B (map), both attached and incorporated by reference, is vacated to Gary & Susan Ohrt, subject to compliance with the provisions of Chapter 12.34 of the Bainbridge Island Municipal Code.

Section 4. Reservation of Easements.

The City Council conditions the street vacation on the reservation and retention of the following easements benefiting the City:

- a. A 29.41-foot-wide access and utility easement covering the entirety of the area vacated by this Ordinance from the eastern boundary of Parcel No. 272502-1-138-2007 to the western boundary of the City's right-of-way containing Madison Avenue N.; and

b. A 5.00-foot-wide access and utility easement along the north line of Parcel No. 272502-1-138-2007 from the eastern boundary of the City's right-of-way containing Nakata Avenue SW. to the eastern boundary of Parcel No. 272502-1-138-2007.

Section 5. Recording. The City Clerk is authorized and directed to record a certified copy of this ordinance with the Kitsap County Auditor's office.

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

PASSED by the City Council this _____ day of February, 2018.

APPROVED by the City Council this _____ day of February, 2018.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK	February ___, 2018
PASSED BY THE CITY COUNCIL	February ___, 2018
PUBLISHED:	February ___, 2018
EFFECTIVE DATE:	February ___, 2018
ORDINANCE NO:	2018-04

EXHIBIT A

LEGAL DESCRIPTION OF RIGHT-OF-WAY VACATION AREA

The North 29.41 feet of the following described parcel:

That portion of the Northeast quarter of the Northeast quarter of Section 27, Township 25 North, Range 2 East, W.M., described as follows;

Commencing 10 rods North of the Southeast corner of the Southeast quarter of the Northeast quarter of the Northeast quarter;

Thence North 10 rods;

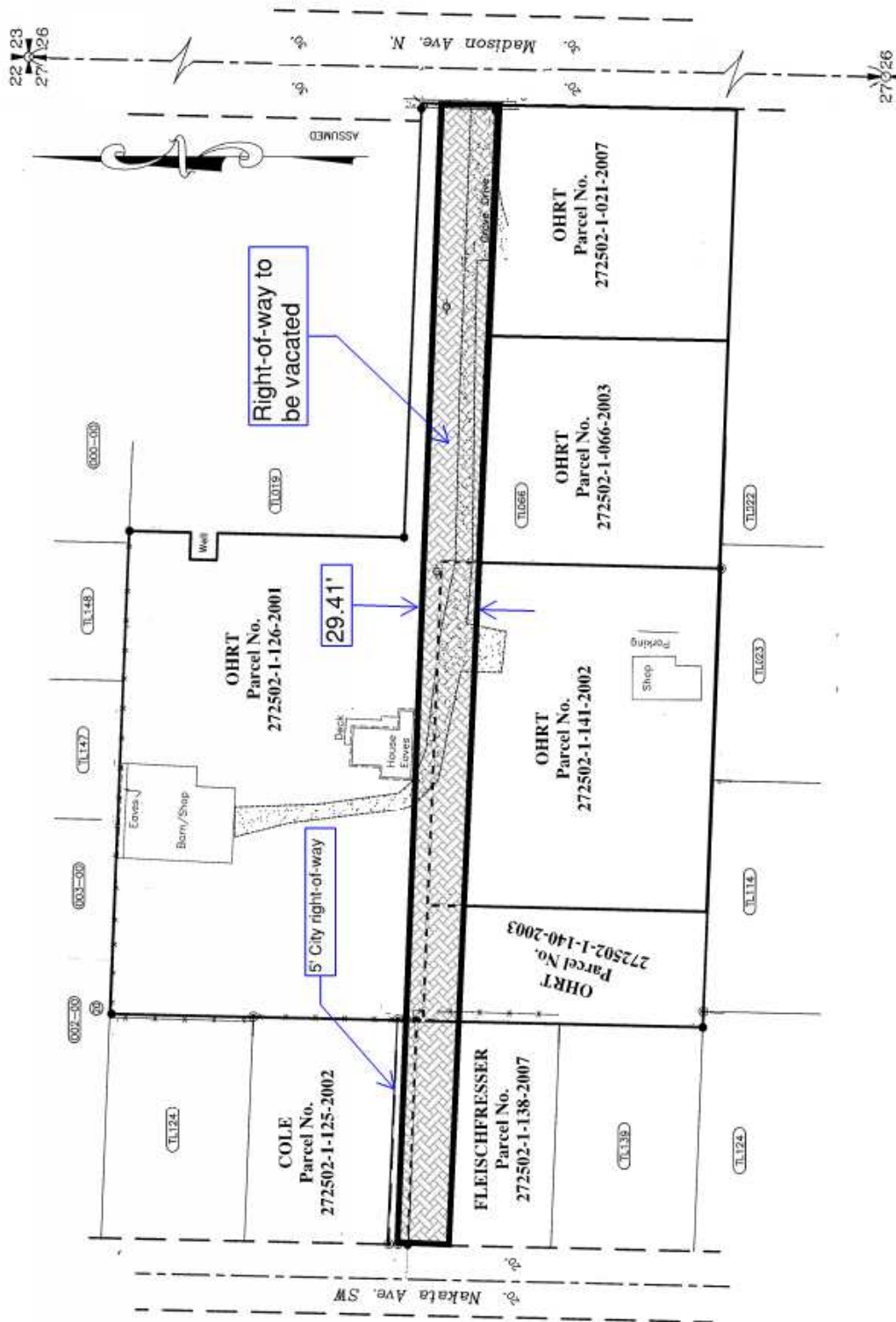
Thence West 40 rods;

Thence South 10 rods;

Thence East 40 rods to the Point of Beginning;

EXCEPT the East 20 feet of the North 29.41 feet;

EXHIBIT B



City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 6:25 PM 2018 Police Vehicle Procurement, AB 18-023- Public Works (Pg. 35)	Date: 2/27/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-023
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: 2018 CIP - Equipment @ \$189,000
Expenditure Req: \$104,535.54	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:
City Manager:	Legal: Finance:

DESCRIPTION/BACKGROUND

Public Works staff worked with the Washington State Department of Enterprise Services under contract number 05916 for the purchase of three 2018 Ford Police Interceptor SUV pursuit vehicles in the combined amount of \$104,535.54.

The new vehicles will be upfitted with equipment such as emergency lights, a VHF radio, gun locks, a mobile computer terminal docking station, a push bumper, a locking cargo box, and other necessary features. See the attached state specifications and the upfit estimate for details.

RECOMMENDED ACTION/MOTION

I move that the City Council approve the Police Vehicle Procurement with the Washington State Department of Enterprise Services Center to purchase three vehicles.

ATTACHMENTS:

Description	Type
State Spec + Upfit Estimate	Backup Material

Vehicle: 2018 Ford Police Interceptor AWD Pursuit-Rated Utility SUV

Contract #: 05916 - Motor Vehicles

Dealer: Columbia Ford

Vehicle Standard Specifications And Additional Information

Specification Description	Specification
2018 Ford Police Interceptor AWD Pursuit-Rated Utility/SUV	K8A/500A
75-MPH Rear End Crash Tested (the full-size spare tire secured in the factory location is necessary to achieve police-rated 75-mph rear impact crash-test performance attributes)	STANDARD
3.7L V6 Ti-VCT Police-Calibrated Engine (304 HP)(279 Ft. Lbs. TQ @ 4000rpm)	99R
6-Speed Automatic Police-Calibrated Transmission (Column Shifter)	44C
3.65 Axle Ratio	STANDARD
All-Wheel Drive (AWD) Drivetrain	STANDARD
4-Wheel HD Disc Brakes with HD Front and Rear Calipers, ABS Anti-Locking Braking System with Traction Control	STANDARD
HD Electric Power-Assist Steering (EPAS)	STANDARD
HD 220 Amp Alternator	STANDARD
HD 78-Amp 750CCA Battery	STANDARD
Cooling System: HD Large, High-Volume Radiator, Engine Oil Cooler and Transmission Oil Cooler	STANDARD
Engine Hour Meter	STANDARD
245/55R 18 All-Season BSW Tires	STANDARD
HD Steel Wheels, 18in x 8.0, painted black, vented with center cap	STANDARD
Full-Size Spare Tire with TPMS	STANDARD
NEW - two (2) 50-amp battery ground circuits - power distribution junction block - repositioned behind 2nd row passenger seat floorboard	STANDARD
NEW - Rear bumper step pad	STANDARD
Sun Visors, non-illuminated	STANDARD
SOS Post Crash Alert System	STANDARD
Power Pigtail Harness	STANDARD
Two-way radio pre-wire	STANDARD
Flooring: HD Thermoplastic Elastomer	STANDARD
Power Adjustable Pedals	STANDARD
Seats: Front Cloth Buckets (built-in steel intrusion plates in front seat backs), 6-Way Power Adjustable Drivers Seat with Manual Lumbar, Rear Vinyl 60/40 Split	TT9W
Cloth Headliner, Easy to Drop	STANDARD

Rearview Camera with Washer (video displays in rearview electrochromic mirror) (option available to view in center stack)	FCY/87R
AdvanceTrac w/ RSC (Roll Stability Control) with hydraulic brake assist	STANDARD
Exterior Key Locks: Driver, Front Passenger and Liftgate	STANDARD
Power Windows with One-Touch Up/Down Front Driver and Passenger	STANDARD
Liftgate Release Switch - located in Overhead Console; Liftgate Membrane will remain unlocked for 45 seconds before timing out	STANDARD
18.6 Gallon Fuel Tank	STANDARD
Roof-Mounted Antenna	STANDARD
Privacy Glass: 2nd Row, Rear Quarter and Liftgate	STANDARD
Acoustic Laminated Windshield	STANDARD
Headlamps: LED Low Beam; Incandescent (Halogen) High Beam	STANDARD
Power Locks, Windows, Mirrors	STANDARD
Climate Control / Air-Conditioning: Manual, Single-Zone	STANDARD
Glovebox, Locking/non-illuminated	STANDARD
Interior Lighting: 1st row task lights, 1st row red/white dome lamp, 2nd row map light	STANDARD
Power points: (2) 12V in 1st row	STANDARD
Cruise Control, Manual Tilt Steering Wheel	STANDARD
Airbags: Driver and Front Passenger, Side Seat, Roll Curtain Airbags and Safety Canopy	STANDARD
Seat Belts, Pretensioner/Energy-Management System w/ Adjustable Height in 1st Row	STANDARD
Tire Pressure Monitoring System (TPMS)(Individual Tire Message Alerts/Readings)	STANDARD
AM/FM/CD/MP3 Capable/Clock/6 Speakers	STANDARD
Recovery Hook, Rear Only (Not included with 3.5L EcoBoost Engine)	STANDARD
Simple Fleet Key (no microchip), 4 Keys Total	4 Keys
Rear Window Defroster, Dual Speed Wiper	STANDARD
Front Speed-Sensitive Intermittent Windshield Wipers	STANDARD
3-Year / 36,000 Miles Bumper-to-Bumper	STANDARD
5-year / 100,000 Miles Powertrain CARE Extended Service Plan (zero deductible)	STANDARD
Tire chain compatible as equipped above	Yes
90-120 Days to deliver after receipt of order	STANDARD
Exterior Paints (M=Metallic): Oxford White, Shadow Black, Vermillion Red, Medium Titanium M, Ingot Silver M, Light Blue M, Sterling Gray M, Silver Grey M, Arizona Beige M, Royal	STANDARD

Blue, (NEW) Blue M, Norsea Blue M, Dark Toreador Red M, Medium Brown M, Dark Blue, Kodiak Brown M, Smokestone M	
VSO Special Paint: Fire Engine Red (Call Dealer for Availability and Pricing)	Optional

Aaron Claiborne

From: NOREPLY@des.wa.gov
Sent: Monday, January 29, 2018 4:38 PM
To: Aaron Claiborne
Cc: Philip.Saunders@des.wa.gov
Subject: Vehicle Quote - 2018-1-908 - BAINBRIDGE ISLAND, CITY OF - 21804

Vehicle Quote Number: 2018-1-908

[Create Purchase Request](#)

[View organization purchase requests](#)

This is a **quote** only. You must create a purchase request to order this vehicle(s)

Contract & Dealer Information

Contract #: 05916

Dealer: Columbia Ford (W403)

700 7th Avenue

Longview WA 98632

Dealer Contact: Marie Tellinghiusen

Dealer Phone: (360) 423-4321 Ext: 187

Dealer Email: orders@colford.com

Organization Information

Organization: BAINBRIDGE ISLAND, CITY OF - 21804

Email: aclaiborne@bainbridgewa.gov

Quote Notes:

Vehicle Location: Longview

Color Options

Shadow Black (G1) - 3

Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2018-0506-001	2018 Ford Police Interceptor AWD Pursuit-Rated Utility/SUV (K8A/500A)	3	\$28,156.00	\$84,468.00
2018-0506-010	Front Headlamp Housing Only (includes pre-drilled hole for side marker police use and pre-molded side warning LED holes with standard sealed capability)(does not include LED installed lights) (Headlamps will not wig-wag) (Not available with Ready for the Road Package #67H)(86P)	3	\$124.00	\$372.00
2018-0506-012	Tail Lamp/Housing Only (Includes pre-existing holes with standard twist lock sealed capability) (does not include LED installed lights) (Not available with Tail Lamp Lighting Solution #66B or Ready for the Road Package #67H) (86T)	3	\$60.00	\$180.00
2018-0506-016	Front Warning Auxiliary Light (Driver side - Red / Passenger side - Blue) (Located below head lamps, above bumper fascia) (Must also order Pre-wiring for grille lamp, siren and speaker #60A) (21L)	3	\$550.00	\$1,650.00
2018-0506-018	Side Marker LED, Sideview Mirrors (Driver side - Red / Passenger side - Blue) (Located on backside of exterior mirror housing) (LED lights only. Wiring and controller "not" included.) (Must also order Pre-wiring for grille lamp, siren and speaker #60A) (63B)	3	\$290.00	\$870.00
2018-0506-022	Interior Upgrade, (Includes full carpeting, carpeted floor mats, center floor console w/ cupholders) (retains column shifter) (deletes standard console mounting plate between front seats) (Not available with Ready for the Road, Ultimate Wiring, Cargo Wiring Packages) (65U)	3	\$390.00	\$1,170.00
2018-0506-024	Pre-Wiring for grille LED lights, siren and speaker (60A)	3	\$52.00	\$156.00
2018-0506-026	Noise Suppression Bonds (Ground Straps)(60R)	3	\$100.00	\$300.00

2018-0506-028 Dome Lamp - Red/White in Cargo Area(17T)	3	\$51.00	\$153.00
2018-0506-029 Daytime Running Lights (942)	3	\$45.00	\$135.00
2018-0506-031 Police Silent Mode (when activated, courtesy lamps and daytime running lights are disabled) (Must also order Daytime Running Lights #942) (43L)	3	\$20.00	\$60.00
2018-0506-033 Badge Delete (deletes "Police Interceptor" badging on rear liftgate and "Interceptor" badging on front hood when ordered with EcoBoost engine) (16D)	3	\$0.00	\$0.00
2018-0506-034 BLIS Blind Spot Monitoring with Cross-Traffic Alert (also includes Heated Sideview Mirrors #549)(55B/54Z)	3	\$543.00	\$1,629.00
2018-0506-042 SYNC Basic Voice-Activated Communications System (includes single USB port and single auxiliary audio input jack) (53M)	3	\$294.00	\$882.00
2018-0506-043 Remappable (4) switches on steering wheel (if ordered with SYNC, includes Voice Button) (61R/61S)	3	\$155.00	\$465.00
2018-0506-045 Reverse Sensing System (76R)	3	\$274.00	\$822.00
2018-0506-046 Perimeter Anti-Theft Alarm (activated by hood, door or liftgate)(Must also order Remote Keyless Entry #55F) (Not available with Fleet Keyed Alike option) (593)	3	\$120.00	\$360.00
2018-0506-047 Global Lock/Unlock Feature (Door panel switches will lock/unlock all doors and rear liftgate. Eliminates overhead console liftgate unlock switch and 45-second timer. Also eliminates the blue liftgate release button if ordered with Remote Keyless Entry System #55F) (18D)	3	\$0.00	\$0.00
2018-0506-048 Remote Keyless Entry with Four (4) FOBs/Transmitters (includes Liftgate Release Button) (Does not include Keyless Entry Door Keypad) (If ordered with Fleet Keyed Alike option, fobs are unique and are not fobbed-alike) (55F)	3	\$338.00	\$1,014.00
2018-0506-059 Wheel covers (18in full face wheel covers) (65L)	3	\$60.00	\$180.00
2018-0506-204 Manuals, Service (CD) (DLR)	3	\$221.00	\$663.00
2018-0506-205 Service Wiring Diagram, Paper (DLR)	3	\$87.00	\$261.00
2018-0506-206 Mud Flaps, HD Plastic (Set of 4) (DLR)	3	\$90.00	\$270.00
2018-0506-207 Undercoating (wheel wells) (DLR)	3	\$125.00	\$375.00

Quote Totals

Total Vehicles:	3
Sub Total:	\$96,435.00
8.4 % Sales Tax:	\$8,100.54
Quote Total:	\$104,535.54

UPFITTING ESTIMATE

Systems for Public Safety Inc.

8909 South Tacoma Way

Lakewood, WA. 98499

Phone: 253-983-1103 Fax: 253-983-1101

Safety is Our Business

ESTIMATE #

035195

Estimate for Services

Estimate Date : 1/26/2018

City of Bainbridge Island
7305 Hidden Cove Road
Bainbridge Island, WA 98110
Home: 360-780-3585

2018 Ford - Interceptor Utility - 3.7

Lic # : - WA

Odom. In: 0

VIN # :

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Setina 2 Drawer Tac Box Combo locks TK0248ITU12	1.00	1,270.03	1,270.03	Install Emergency Equipment, Lighting and customer supplied radio. Activate Factory-	35.00	2,800.00
Cargo Box Freestanding Mount Kit TF0237ITU12	1.00	68.00	68.00	Mirror Beam Fog Light LED ION Slim LED, red/blue		
#10 VS C RP Coated Poly Partition Tall w/ SCA PK0419ITU12TMSCA	1.00	799.00	799.00	2-1/4 Window Spit Fire Windsheild LED, ION Red/Blue Rear Hatch		
#12VS 2ND COATED POLY PARTITION cargo 12-14 INTERC PK0316ITU122NDA1	1.00	399.00	399.00	Steering Wheel Switch 1-Front 2-Rear		
ION Slim LED DUO Red White I2D	1.00	120.00	120.00	3-Siren 4-Visor Flood Customer Supplied:		
Stud Mount Micron LED (Blue) MCRNTB	1.00	93.87	93.87	Pelican Flashlight 3/13 Radio w/Speaker, Antenna, handheld 3/13		
Stud Mount Micron LED (Red) MCRNTR	1.00	93.87	93.87	Panasonic WEB301 docking station- Power Supply City will supply Sector Printer & Cables City will supply Printer I don't have any cables		
ION Slim LED DUO Blue White I2E	1.00	120.00	120.00	Decatur G2S radar-Dual Head???? YES Rifle Lock Added to RO New COOL Shotgun Lock Added to RO New COOL		
Headlight Flasher, Interceptor SUV SSFFP16	1.00	102.52	102.52	Flashlight Kenwood Radio Model???? (4) Tk-790 (1) tk-5700 NEW		
HIDEBLAST 6PAK Red/Blue W/Twist Lock HB6PAK-PI-RB	2.00	97.07	194.14	New remote head kit Brick mounting bracket External Speaker		
Tint 2 front 20% Tint 2	1.00	125.00	125.00	GPS Puck : City will supply GPS 3g/4g antenna Radio: Kenwood TK5710 Make/Model/Serial #		
ION T-SERIES LINEAR LT RED TLIR	1.00	96.00	96.00	Power Dock: Panasonic Make/Serial #		
ION T-SERIES LINEAR LT BLUE TLIB	1.00	96.00	96.00			
ION Slim LED, red/blue IONJ	2.00	99.95	199.90			
Whelen 12v White/Red 6" compartment light 60CREGCS	1.00	185.00	185.00			
Spit Fire Windsheild LED, ION Red/Blue SFIONJ	2.00	125.00	250.00			
Slimline Undercover Siren SS651	1.00	194.55	194.55			
100W Siren Speaker, Whelen SA315P-	1.00	179.00	179.00			
TIMER WITH 6 FUSE OUTPUT HEAVY DUTY FOR 90 AMP MZL90SC	1.00	176.42	176.42			

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 Bainbridge Island, WA 98110
 Home: 360-780-3585

2018 Ford - Interceptor Utility - 3.7

Lic # : - WA

Odom. In: 0

VIN # :

Part Description / Number	Qty	Sale	Ext	Labor Description	Hours	Extended
Inner Edge® Low-Pro. Visor Full DUO WC IW34UFX	1.00	1,245.17	1,245.17			
Whelen Ion flush mount grommet IONGROM	2.00	6.58	13.16			
Universal Siren Speaker Bracket SAK1	1.00	24.00	24.00			
NMO Kit 17ft NMO58UPL	1.00	17.50	17.50			
Antenna, VHF, 152-162 MHz 1/4 Wave QW152	1.00	11.00	11.00			
2011-2013 Ford Explorer (Retail) 2013+ Ford Interceptor Utility PKG-PSM-253	1.00	534.48	534.48			
Pentax Printer Headrest all-in-one solution UVHR	1.00	369.24	369.24			
Brother Pocket Jet Sector Printer PJ623	1.00	402.32	402.32			
Sector Printer Power Wire LB3692	1.00	25.25	25.25			
USB Cable, Type A to Mini-B, 15ft USB15-AB	1.00	25.00	25.00			
Lind Power Supply, Panasonic CF 31, cig, bare wire PA1580-1921	2.00	166.60	333.20			
Able 2 Triple Accessory Outlet 14_0553	1.00	33.50	33.50			
30/40 AMP Relay 73980	4.00	6.25	25.00			
Ground Strap 6 Gang Barrier Strip 2306	1.00	8.15	8.15			
Shop Supplies			19.95			

Parts/Supplies: 7,849.22

Labor: 2,800.00

HazMat/Fees: 0.00

Tax: 746.40

Total : \$ 11,395.62

Visit Us Online: www.systemsforpublicsafety.com

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. SMOG: I understand that I can have emission service and/or adjustments done elsewhere. I hereby waive this right.

TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled within ____ days of the date shown above if I choose not to authorize the service recommended. All Parts removed will be discarded unless instructed otherwise: Save all Parts ____ NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Signature _____ Date _____ Time _____

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 6:35 PM Infrastructure Ballot Measure Task Force Update, AB 17-097 - Executive (Pg. 43)	Date: 2/27/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-097
Proposed By: City Manager Doug Schulze	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

In 2017, the City Council created an Infrastructure Ballot Measure Task Force for the purpose of developing and delivering to the City Council the best recommendation possible for an infrastructure ballot measure, which means a ballot measure that includes funding for both island-wide non-motorized improvements and some version of a Town Square project. The Task Force was given addition guidance, including:

- Recommendation will include around \$15M for non-motorized improvements;
- Recommendation will include a preferred method to fund the combined project;
- Main duties are to develop and recommend
 - one or more preferred alternatives for the Town Square Project with cost estimates, and
 - one or more preferred alternatives for an Infrastructure Ballot Measure that includes funding for both NMT improvements provided by the MMTAC and the Town Square Project.

The Task Force has created three subcommittees (Finance, Town Square, & Non-motorized) to allow for more focused analysis. Subcommittees have met multiple times and the full Task Force has met four times. The Task Force has asked to have the 2007 Winslow Core Parking Study updated with new financial information, which will result in some delay in completion of the tasks.

Subcommittee chairs will be in attendance at the February 27th Council meeting to provide an update on Task Force progress.

RECOMMENDED ACTION/MOTION

Information only.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 6:55 PM Resolution No. 2018-05 Accepting Grants for Fletcher Bay Core 40 Project, Sportsman Club New Brooklyn Intersection Improvements, and Olympic Drive Non-Motorized Improvements, AB 18-028 - Public Works (Pg. 45)	Date: 2/27/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-028
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:	Legal:	Finance:

DESCRIPTION/BACKGROUND

On November 14, 2017, the City adopted Ordinance 2017-28 updating the 2017-2022 six-year Capital Facilities Plan including grant amounts the City applied for to support various transportation projects.

The City was successful in receiving award notice for the following grants:

- A Federal Highway Administration Grant for the Fletcher Bay Road Core 40 Non-Motorized Transportation Program Project in the amount of \$389,000.
- A Federal Highway Administration Grant for the Sportsman Club/New Brooklyn Road Intersection Improvements in the amount of \$156,000.
- A Federal Highway Administration Grant for the Olympic Drive Non-Motorized Improvement Project in the amount of \$878,320.
- A Washington State Transportation Improvements Board Grant for the Olympic Drive Non-Motorized Improvement Project in the amount of \$400,000.

Accepting these grants will require signing agreements with the grant-issuing agencies and City commitment for required matching funds, which has been budgeted.

RECOMMENDED ACTION/MOTION

I move to approve Resolution No. 2018-05.

ATTACHMENTS:

Description	Type
▣ Resolution No. 2018-05	Backup Material

RESOLUTION NO. 2018-05

A RESOLUTION of the City of Bainbridge Island, Washington, accepting Federal Highway Administration Grants for the Fletcher Bay Road Core 40 Non-Motorized Transportation Program Project, the Sportsman Club/New Brooklyn Road Intersection Improvements, the Olympic Drive Non-Motorized Improvement Project, and a Washington State Transportation Improvements Board Grant for the Olympic Drive Non-Motorized Improvement Project

WHEREAS, on November 14, 2017, the City of Bainbridge Island adopted Ordinance No. 2017-28 updating the 2017-2022 six-year Capital Facilities Plan including grant amounts that the City applied for to support various projects; and

WHEREAS, the City has been notified that a Federal Highway Administration (“FHWA”) Grant has been approved for the Fletcher Bay Road Core 40 Non-Motorized Transportation Program Project in the amount of \$389,000; and

WHEREAS, the City has been notified that a FHWA Grant has been approved for the Sportsman Club/New Brooklyn Road Intersection Improvements in the amount of \$156,000; and

WHEREAS, the City has been notified that a FHWA Grant has been approved for the Olympic Drive Non-Motorized Improvement Project in the amount of \$878,320; and

WHEREAS, the City has been notified that a Washington State Transportation Improvements Board (“TIB”) Grant has been approved for the Olympic Drive Non-Motorized Improvement Project in the amount of \$400,000.

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

The City Council accepts the FHWA and TIB Grants and authorizes other sources of available City funds to be used as required matching funds to complete the projects, and authorizes the City Manager to execute all required agreements and documents with the grant-issuing agencies to effectuate these grants.

PASSED by the City Council this _____ day of February, 2018.

APPROVED by the Mayor this _____ day of February, 2018.

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NUMBER:

February 9, 2018
February __, 2018
2018-05

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:05 PM Ordinance No. 2018-05, Amending and Restating Ordinance No. 2018-02, as Amended by Ordinance No. 2018-03, Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development Applications, AB 18-021 - Planning (Pg. 49)	Date: 2/27/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-021
Proposed By: Planning and Community Development	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

The City Council passed Ordinance Nos. 2018-02 and 2018-03 declaring a temporary six-month moratorium on the acceptance of certain development applications, with specified exclusions. On February 15, 2018, the Council enacted Ordinance No. 2018-05 (attached) amending the previous ordinances by restating those ordinances, except with regard to the effective date and duration provisions of the moratorium. Also, Ordinance No. 2018-05 does not change the basis for the declaration of emergency that was included in Ordinance No. 2018-02 and Ordinance No. 2018-03. The moratorium continues to have an effective date of January 9, 2018.

On February 15, 2018, the City Council requested City staff to:

- (1) Bring back suggested revised language to address moratorium exemption 5.B and whether it should apply to public and private educational facilities and include the vegetation preservation requirements of Ordinance 2018-05 Section 3.B (See attachment – Motion re Educational Facilities);
- (2) Determine if there are any unintended consequences from new Ordinance 2018-05 Section 3.C applying the moratorium specifically to Major Site Plan and Design Reviews (SPR) and Major Conditional Use Permits (CUP); and
- (3) Draft a moratorium work plan schedule (See attachment - Moratorium on Certain Development Applications Work Plan Schedule 2-27-18).

Regarding unintended consequences, Ordinance 2018-05 Sections 3.B and 3.C do create some overlap. Section 3.C applies citywide; when read alongside Sections 3.A and 3.B, it expands the development moratorium into all commercial and mixed-use zoning districts. This consequence was not "unintended" by the City Council. Minor SPR and CUP permits not subject to the development moratorium under Section 3.C MAY be subject to it under the provisions of Section 3.B in the R-0.4, R-1, R-2, and Business/Industrial zones.

RECOMMENDED ACTION/MOTION

City Council may discuss this information, or may offer motions and take action.

ATTACHMENTS:

Description	Type
▣ Ordinance 2018-05	Ordinance
▣ Motion re Educational Facilities	Backup Material
▣ Moratorium on Certain Development Applications Work Plan Schedule 2 27 18	Backup Material

ORDINANCE NO. 2018-05

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 35A.63.220 and RCW 36.70A.390; amending and restating the temporary six month moratorium imposed by Ordinance No. 2018-02 and Ordinance No. 2018-03 to clarify the activities to which the moratorium applies; setting forth findings of fact in support of the moratorium; stating the effect on vested rights; providing for exclusions; recognizing that a public hearing has been held within 60 days of the enactment of the moratorium; authorizing interpretative authority; providing for severability; not changing the basis for the emergency declaration on which the moratorium was imposed and later amended; and leaving the effective date and the duration of the moratorium unchanged.

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt moratoria related to land uses; and

WHEREAS, the City Council of the City of Bainbridge Island (“City”) updated the City’s Comprehensive Plan in February of 2017; and

WHEREAS, the City Council has significant concerns about development and growth in the City under current regulations in the context of the vision and goals of the City’s Comprehensive Plan, is discussing how to best accommodate growth and development in both general and specific ways, and finds that without immediate action by the Council to preserve the status quo, there are likely to be adverse impacts on the City and its citizens; and

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

WHEREAS, the City Council’s concerns regarding likely adverse impacts related to growth and development under existing regulations require immediate attention by the Council and City staff and include, but are not limited to, the following:

(1) Threatened harm to Bainbridge Island’s fresh water aquifers due to continued clearing of native forests and vegetation, as well as disturbance of native soils, which activities are currently in the process of being addressed through the City’s Critical Areas Ordinance update process; and

(2) The loss of trees, forests, native vegetation, and soils, along with the full range of important ecosystem services and values that they provide to the community, as expressed, for example, by the City Council in the City’s Comprehensive Plan, as well as concerns expressed by the Planning Commission, Design Review Board, and the Ad Hoc Tree/LID Committee; and

(3) Compliance with design review standards and guidelines, including as relates to, for example, Policy LU 6.8 of the City's Comprehensive Plan, and regarding the role of the Design Review Board, Hearing Examiner, Planning Commission, and City Council in the land use development review and decision-making process, as well as related to meeting the goals of the Comprehensive Plan more generally, including its guiding principle to "Preserve the Island's special character," as well as other principles; and

(4) Serious challenges promoting affordable housing in a manner consistent with the City's Comprehensive Plan; and

WHEREAS, based on these and related concerns, the City Council requires additional time to review the regulations and policies at issue to ensure that the vision and goals of the City's Comprehensive Plan are being met to the Council's satisfaction; and

WHEREAS, on January 9, 2018, the City Council enacted Ordinance No. 2018-02 and thereby established a temporary emergency moratorium on the acceptance and processing of certain Permit Applications, as defined in Section 2 of Ordinance No. 2018-02; and

WHEREAS, the City Council and City staff received feedback and comment from individuals related to the moratorium and, based partly on that feedback and comment, the Council determined that certain exclusions to the moratorium needed to be amended to clarify the Council's intent regarding such exclusions; and

WHEREAS, on January 16, 2018, the Council enacted Ordinance No. 2018-03, which amended Ordinance No. 2018-02 to clarify some of the exclusions; and

WHEREAS, the Council and City staff have received additional feedback and comment from individuals related to the moratorium and, based partly on that feedback, the Council has determined that further amendment is necessary to clarify which types of activities are subject to the moratorium, and which activities are excluded from the moratorium; and

WHEREAS, the approach to the moratorium as set forth in Ordinance No. 2018-02 and Ordinance No. 2018-03 was to broadly apply the moratorium to all "Permit Applications" as defined in Section 2 of Ordinance No. 2018-02 and then to set forth several exclusions for activities that were explicitly excluded from the moratorium; and

WHEREAS, this approach has not been as clear and effective as intended because it has resulted in a lengthy list of exclusions that have caused some confusion in the community about how particular exclusions apply to specific situations, and the Council has determined that a better approach would instead be to simplify the moratorium by clearly stating what the moratorium applies to and to limit the exclusions; and

WHEREAS, the moratorium is not intended to apply to certain affordable housing projects and to permits and approvals for limited other uses, such as government facilities and certain educational facilities; and

WHEREAS, this ordinance is intended to amend Ordinance No. 2018-02 and Ordinance No. 2018-03 by restating those ordinances in full with this ordinance, except with regard to the effective date and duration provisions of the moratorium, such that the moratorium continues to have an effective date of January 9, 2018, and this ordinance doesn't change the basis for the declaration of emergency on which the moratorium was imposed; and

WHEREAS, the City possesses land use jurisdiction and regulatory authority over the City's incorporated lands; and

WHEREAS, the moratorium promotes the public good and is necessary for the protection of public health, property, safety, and welfare, and the public emergency on which this moratorium was imposed continues to exist and this ordinance does not change the basis for that declaration of emergency nor the effective date of the moratorium, which is January 9, 2018.

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

Section 1. Amendment and Restatement of Ordinance No. 2018-02 and Ordinance No. 2018-03. This ordinance hereby amends Ordinance No. 2018-02 and Ordinance No. 2018-03 and restates those ordinances, except with respect to the effective date and duration provisions of those ordinances regarding the moratorium, and related to the basis for the emergency declaration for the moratorium. To be clear, this ordinance does not change the basis for the declaration of emergency that was declared upon the imposition of this moratorium, and this ordinance maintains the effective date of the moratorium as January 9, 2018, and maintains the duration of the moratorium, which is the six (6) month period that commenced on the effective date of the moratorium (January 9, 2018).

Section 2. Findings of Fact. The recitals set forth above include and restate the City Council's findings of fact in support of the moratorium as stated in Ordinance No. 2018-02 and Ordinance No. 2018-03, and those findings are supplemented by additional findings of fact herein. The combined findings of fact as restated in this ordinance do not change the basis for the declaration of emergency that was initially declared upon the imposition of this moratorium.

Section 3. Imposition of Moratorium Amended and Restated. As authorized by the police powers of the City as set forth, for example, in Article XI, Section 11, of the Washington State Constitution, and pursuant to statutory authority set forth, for example, in RCW 36.70A.390 and RCW 35A.63.220, and unless expressly excluded under Section 4 and Section 5 of this ordinance, the City hereby amends and restates the currently existing temporary moratorium to apply to and prohibit the following:

- A. All applications for new short subdivisions (BIMC 2.16.070), new preliminary long subdivisions (BIMC 2.16.125), and new large lot subdivisions (BIMC 2.16.080).
- B. Structures, buildings, and land use permits and approvals in the R-1, R-2, R-0.4, and Business/Industrial zones:

- (i) That will result in less than 65% of the subject property being retained as native vegetation; or
 - (ii) That will result in reducing the native vegetation on the subject property by any amount if that property had native vegetation existing on less than 65% of the property as of the effective date of the moratorium.
 - (iii) Provided, that subsections (i) and (ii) do not prohibit structures, buildings, and land use permits and approvals in the R-1, R-2, R-0.4, and Business/Industrial zones that will result in land disturbance of 12,500 square feet or less on the subject property.
 - (iv) Provided further, that this Section B does not apply to complete land use applications (see BIMC Table 2.16.010-1) that were submitted prior to the effective date of the moratorium, and to the resultant site work and associated approvals related to such complete land use applications.
- C. Major Site Plan and Design Review and Major Conditional Use Permit proposals that are not otherwise subject to this moratorium and that did not, before the effective date of the moratorium, have a pre-application conference on the Planning Department's calendar.

Section 4. Effect on Vested Rights. The moratorium shall not apply to any rights that legally vested under state law and City of Bainbridge Island regulations prior to the effective date of the moratorium. Nothing in this ordinance shall be construed to extinguish, limit, or otherwise infringe on any permit applicant's vested development rights as defined by state law and City of Bainbridge Island regulations, provided that such a permit applicant has filed a complete permit or other applicable land use application prior to the effective date of the moratorium.

Section 5. Exclusions. The provisions of the moratorium shall not apply to any permits or land use approvals that are specifically excluded by the Exclusions set forth in this ordinance. These Exclusions, unless expressly modified by the City Council, are specifically limited to:

- A. Permits and approvals for affordable housing projects that qualify as Housing Design Demonstration Project (HDDP) Tier 3 projects pursuant to BIMC 2.16.020.Q. and Table 2.16.020.Q-1.
- B. Permits and approvals for government facilities and structures; private vocational training institutions, preschools, K-12, and higher education facilities; wireless communication facilities; and emergency medical and disaster relief facilities.

Section 6. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council conducted a public hearing on this moratorium on February 13, 2018. The Council accepted public testimony as part of that public hearing and is adopting findings of fact as part of this ordinance, and those findings of fact are incorporated herein.

Section 7. Interpretive Authority. The City of Bainbridge Island Director of Planning and Community Development, or designee, is hereby authorized to issue official interpretations arising under or otherwise necessitated by this ordinance and the moratorium.

Section 8. Severability. Should any section, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 9. State Environmental Policy Act Exemption. Pursuant to WAC 197-11-880, this moratorium, including this ordinance amending and restating the moratorium, are exempt from the requirements of a threshold determination under the State Environmental Policy Act. This ordinance does not change the basis of the declaration of emergency that was declared upon the imposition of this moratorium.

Section 10. No Change to Basis for Declaration of Emergency; Effective Date; Duration. This ordinance shall take effect and be in force five (5) days from and after its passage and publication as required by law. Provided, that this ordinance is not intended to change the basis of the emergency declarations of the two ordinances which this ordinance is amending and restating, Ordinance No. 2018-02 and Ordinance No. 2018-03, as stated in Section 1 of this ordinance. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support the emergency declarations adopted as part of the enactment of this moratorium were included in the “Whereas” clauses of Ordinance No. 2018-02 and Ordinance No. 2018-03, and have been restated and supplemented in this ordinance amending and restating the moratorium, and those “Whereas” clauses herein are adopted as findings of fact, as also described in Section 2 above. This ordinance amending and restating the moratorium shall remain effective for the six (6) month period as established for the moratorium, which moratorium has an effective date of January 9, 2018, unless terminated earlier by the City Council. The Council may, at its sole discretion, renew the moratorium for one or more six (6) month periods in accordance with state law. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

PASSED by the City Council this 15th day of February, 2018.

APPROVED by the Mayor this 15th day of February, 2018.



Kol Medina, Mayor

ATTEST/AUTHENTICATE:



Christine Brown, City Clerk

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

February 15, 2018
February 15, 2018
February 23, 2018
February 28, 2018
2018-05

Motion Related to Educational Facilities and the Development Moratorium

On February 15, 2018 the City Council revised the development moratorium by approving Ordinance No. 2018-05. That ordinance excludes permits for certain institutional, educational and public safety uses from the development moratorium (Ordinance 2018-05 Section 5.B, see below).

- 5.B. Permits and approvals for government facilities and structures; private vocational training institutions, preschools, K-12, and higher education facilities; wireless communication facilities; and emergency medical and disaster relief facilities.

The City Council continued to discuss this exemption, and whether to apply the exemption equally to public and private educational facilities. Note: preschools are not included within the current definition of *educational facilities* ([BIMC Section 18.36.030.80](#)). The City Council then requested staff to bring back suggested revised language to integrate the vegetation preservation requirements of Ordinance 2018-05 Section 3.B, with approval of the following motion:

MOTION: Requested staff to bring back a proposal to exclude educational facilities in any zone that do not result in less than 65% of the subject property being retained as native vegetation or that does not result in reducing the native vegetation on the subject property by any amount that it has now.

STAFF RESPONSE: REVISIONS TO ORDINANCE 2018-05 SECTION 5

Staff suggestion to accomplish what is described in the City Council's motion is shown in ~~strikeout~~/underline format below, including proposed new exclusion section 5.C.

- 5.B. Permits and approvals for government facilities and structures; ~~private vocational training institutions, preschools, K-12, and higher education facilities~~; wireless communication facilities; and emergency medical and disaster relief facilities.

5.C. Permits and approvals determined to be complete prior to the effective date of the moratorium for educational facilities and preschools:

- (i) That will result in at least 65% of the subject property being retained as native vegetation;
or
- (ii) That will not reduce native vegetation by any amount for properties with native vegetation existing on less than 65% of the property as of the effective date of the moratorium.
- (iii) Provided, that subsections (i) and (ii) do not prohibit structures, buildings, and land use permits and approvals that will result in land disturbance of 12,500 square feet or less on the subject property.

Moratorium on Certain Development Applications Work Plan Schedule

The City Council passed Ordinances Nos. 2018-02, 2018-03, and 2018-05 declaring a temporary moratorium on the acceptance of certain development applications, with specified exclusions. The moratorium continues to have an effective date of January 9, 2018 and is in place for 6-months (July 9, 2018) unless amended, repealed or extended.

Included in the ordinances are four (4) City Council concerns regarding likely adverse impacts related to growth and development under existing regulations. The concerns are specified below (**emphasis added**) with a corresponding work plan schedule date and action item.

- (1) **Threatened** harm to Bainbridge Island’s **fresh water aquifers** due to continued **clearing of native forests and vegetation**, as well as disturbance of native soils, which activities are currently in the process of being addressed through the City’s **Critical Areas Ordinance** update process; and
- (2) The **loss of trees, forests, native vegetation, and soils**, along with the full range of **important ecosystem services and values** that they provide to the community, as expressed, for example, by the City Council in the City’s Comprehensive Plan, as well as concerns expressed by the Planning Commission, Design Review Board, and the Ad Hoc Tree/LID Committee.

Critical Areas Ordinance (BIMC 16.20)	
Date 2018	Action
February/March	City Council Adopt Critical Areas Ordinance
March/April	Update BIMC 2.16, Administrative Manual, Fee Schedule
April/May	Critical Areas Ordinance Becomes Effective/Implemented

- (3) Compliance with **design review standards and guidelines**, including as relates to, for example, Policy LU 6.8 of the City’s Comprehensive Plan, and regarding the role of the Design Review Board, Hearing Examiner, Planning Commission, and City Council in the **land use development review and decision-making process**, as well as related to meeting the goals of the Comprehensive Plan more generally, including its guiding principle to “Preserve the Island’s special character,” as well as other principles.

Design Standards and Guidelines (BIMC 18.18); Subdivision Design Standards (BIMC 17.12), Development Standards (BIMC 18.12 and 18.15) and Land Use Review Procedures (BIMC 2.16)	
Date 2018	Action
February/March	Meet with Design Review Board (DRB) and Planning Commission (PC)
March	Conduct Joint DRB/PC Meeting to Identify Municipal Code Update Objectives
March	Select Consultant to Conduct Comprehensive Plan and Municipal Code Consistency Review and Gap Analysis

- (4) Serious challenges promoting **affordable housing** in a manner consistent with the City’s Comprehensive Plan.

Affordable Housing	
Date 2018	Action
March	Issue RFQ for Inclusionary Zoning Consultant Services
March	Affordable Housing Task Force (AHTF) Interim Report to City Council
July	AHTF Final Report and Recommendations to City Council

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:15 PM Ordinance No. 2018-01 (Formerly Ordinance No. 2017-17) Relating to Critical Areas, Repealing Chapter 16.20 and Adopting a New Chapter 16.20, AB 17-135 - Planning (Pg. 59)	Date: 2/27/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-135
Proposed By: Planning and Community Development	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

The Growth Management Act of Washington (GMA) requires cities to periodically review and evaluate comprehensive plans and development regulations (RCW 36.70A.130). Following adoption of the Comprehensive Plan, the City's development regulations need to be updated to support the goals and policies articulated in the plan. The City's review of development regulations includes the Critical Areas Ordinance (CAO) update pursuant to state law that requires cities to designate and adopt regulations for the protection of critical areas. The City's CAO is codified in Bainbridge Island Municipal Code (BIMC) Chapter 16.20.

Tonight's Council meeting will focus on proposed revisions to the draft CAO. The following documents are included in the background materials:

- Ordinance No. 2018-01 (formerly Ordinance No. 2017-17).
- The Revised Public Hearing Draft CAO, dated February 27, 2018, which includes proposed changes for Council consideration.
- A summary of the proposed changes included in the February 27, 2018, Revised Public Hearing Draft CAO.

RECOMMENDED ACTION/MOTION

Option 1: I move to adopt Ordinance No. 2018-01 as amended in the February 27, 2018, Revised Public

Hearing Draft CAO.

Option 2: I move to forward Ordinance No. 2018-01 to the March 13, 2018, Council meeting for further consideration and possible adoption.

ATTACHMENTS:

Description	Type
▣ Ordinance No. 2018-01	Backup Material
▣ February 27, 2018 Revised Public Hearing Draft CAO	Backup Material
▣ Summary of Proposed Revisions in February 27, 2018 Draft CAO	Backup Material

ORDINANCE NO. 2018-01

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to critical areas, repealing Chapter 16.20, and adopting an updated Chapter 16.20 of the Bainbridge Island Municipal Code.

WHEREAS, this ordinance was previously referred to as Ordinance No. 2017-17 but has now become Ordinance No. 2018-01 because the City Council did not vote on passage of the ordinance in 2017 and forwarded the ordinance for further Council discussion into 2018; and

WHEREAS, the adopted City of Bainbridge Island Comprehensive Plan supports the protection of environmentally critical areas through the adoption of development regulations; and

WHEREAS, the City of Bainbridge Island (“City”) is required by the Growth Management Act (“GMA”) (see, e.g., RCW 36.70A.130) to conduct a periodic legislative review and update of its comprehensive plan and development regulations to ensure consistency with updated state laws and population and employment projections; and

WHEREAS, June 30, 2017, was the deadline to update to the City’s Critical Areas Ordinance; and

WHEREAS, the City notified the Washington State Department of Commerce that although the City had been making progress on the review and update of its Comprehensive Plan, it would not meet the June 30, 2017, deadline; and

WHEREAS, the Department of Commerce accepted the City’s delayed action, requesting to be kept abreast of the City’s progress; and

WHEREAS, the State Growth Management Act (GMA) includes adopted goals and requirements to guide the development and adoption of comprehensive plans and development regulations, including requirements to designate and protect environmentally critical areas; and

WHEREAS, the City has considered those adopted goals, policies, and requirements in developing the proposed Critical Areas Ordinance Update; and

WHEREAS, the City’s Comprehensive Plan acknowledges the finite nature of the Island’s natural resources and the unpredictable cumulative impacts of climate change in our region by including integration of the precautionary principle to protect and preserve natural resources in accordance with WAC 365-195-920; and

WHEREAS, the City researched and assessed work of other jurisdictions related to standards and requirements for regulating critical areas, undertook a Best Available Science (BAS) review and public process in accordance with the requirements of the

GMA, developed Critical Areas Ordinance drafts, and held meetings and hearings throughout the code development process; and

WHEREAS, on April 27, May 5, 11, 18, and 25, and on June 1, 8, 15, 19, and 22 the Planning Commission discussed the Critical Areas Ordinance Update; and

WHEREAS, each of the 10 Planning Commission meetings included an opportunity for public comment on the 2017 Critical Areas Ordinance Update; and

WHEREAS, the Planning Commission conducted a public hearing on the Critical Areas Ordinance Update contained in this Ordinance No. 2018-01 on June 26, 2017; and

WHEREAS, the City notified the Department of Commerce on June 30, 2017, of its intent to revise its development regulations relating to critical areas; and

WHEREAS, the City issued a State Environmental Policy Act (“SEPA”) Determination of Non-Significance for this Ordinance No. 2018-01 on July 21, 2017; and

WHEREAS, the City Council reviewed and considered the 2017 Critical Areas Ordinance Update at regularly scheduled meetings on August 2, 8, and 22 and September 5, 12, and 19, 2017; and

WHEREAS, each of the six City Council meetings included an opportunity for public comment on the 2017 Critical Areas Ordinance Update; and

WHEREAS, the City provided for continuous public participation in the update process through, for example, notification of public meetings and public hearings, maintenance of a project page on the City’s website, notification through the City Manager’s Report, maintenance of a project email listserv, and development of informational materials available throughout the update process; and

WHEREAS, the City Council conducted a public hearing on Ordinance No. 2018-01 on October 3, 2017 and continued the public hearing until November 14, 2017, and further continued public hearing on the ordinance until January 9, 2018; and

WHEREAS, the City Council considered and discussed revisions to Ordinance No. 2018-01 at regularly scheduled meetings on October 17 and 24, and December 12, 2017, as well as on January 9, 2018, and during a special meeting on January 30, 2018; and

WHEREAS, there has been a substantial public comment period for the 2017 Critical Areas Ordinance Update, beginning on August 2, 2017, and continuing to the closure of the written comment period on November 20, 2017; and thereafter extended to January 9, 2018; and

WHEREAS, the Department of Planning and Community Development held a “CAO Information Meeting” for the public on February 12, 2018; and

WHEREAS, during the development of the recommended code revisions, the City has been provided feedback and comment on draft work products and guidance from a wide variety of stakeholders, including members of the public, City staff, the Washington State Department of Fish and Wildlife, the Washington State Department of Ecology, the Suquamish Tribe, other stakeholders and experts, and the Bainbridge Island Planning Commission; and

WHEREAS, as required by law, the City Attorney’s Office conducted an evaluation of the proposed regulatory and administrative actions in this Critical Areas Ordinance Update and determined that those actions avoid unconstitutional takings of private property in the context of, for example, RCW 36.70A.020(6), RCW 36.70A.370, and the Washington State Attorney General’s “Advisory Memorandum and Recommended Process for Evaluating Proposed Regulatory or Administrative Actions to Avoid Unconstitutional Takings of Private Property;” and

WHEREAS, the City Council has determined that it is necessary to repeal Chapter 16.20 of the Bainbridge Island Municipal Code (“BIMC”) and replace it with an updated Chapter 16.20 BIMC, the Critical Areas Ordinance; and

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

Section 1. Chapter 16.20 BIMC is hereby repealed.

Section 2. An updated Chapter 16.20 BIMC is hereby adopted, as set forth in Exhibit A and as incorporated herein.

Section 3. This ordinance shall take effect and be in force on April 23, 2018, after its passage and publication as required by law.

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK: , 2017
PASSED BY THE CITY COUNCIL: , 2018
PUBLISHED: , 2018
EFFECTIVE DATE: , 2018
ORDINANCE NUMBER: 2018-01

Exhibit A: Chapter 16.20 BIMC

Chapter 16.20

CRITICAL AREAS

- 16.20.010 Purpose and intent
 - 16.20.020 Applicability
 - 16.20.030 Protection of critical areas
 - 16.20.040 Exemptions
 - 16.20.050 Standards for existing development
 - 16.20.060 Administration
 - 16.20.070 Review procedures
 - 16.20.080 Reasonable use exceptions
 - 16.20.090 Trees and vegetation
 - 16.20.100 Aquifer recharge areas
 - 16.20.110 Fish and wildlife habitat conservation areas
 - 16.20.120 Frequently flooded areas
 - 16.20.130 Geologically hazardous areas
 - 16.20.140 Wetlands
 - 16.20.150 The Winslow Ravine
 - 16.20.160 Performance and maintenance surety
 - 16.20.170 Compliance and enforcement
 - 16.20.180 Critical area reports
 - 16.20.190 Definitions
-

Notes:

1. **Yellow** highlighted changes are previously proposed revisions based on public comments received through November January 14, 2018 or staff input that Council requested additional time to consider.
2. **Blue** highlighted changes are new, and based on Council direction from the January 30, 2018 study session. Text that is only moved, not new or revised, is not highlighted. The proposed change in name of the NVPA to ARPA is highlighted only the first time it appears in the text.

16.20.010 Purpose and intent.

A. The purpose of this chapter is to designate and classify ecologically sensitive and hazardous areas as critical areas and to protect, maintain and restore these areas and achieve no net loss of their functions and values and allow for reasonable use of public and private property.

B. This chapter is intended to implement the goals, policies, guidelines, and requirements of the city comprehensive plan and the Growth Management Act (Chapter 36.70A RCW).

C. Critical areas provide a variety of valuable and beneficial biological and physical functions that benefit the city and its residents. Critical areas may also pose a threat to human safety or to public and private property. The beneficial functions and values provided by critical areas include, but are not limited to, water quality protection and enhancement, fish and wildlife habitat, food chain support, flood storage, conveyance and attenuation of flood waters, ground water recharge and discharge, erosion control, wave attenuation, and protection from hazards and the impacts of climate change. Groundwater recharge is of particular concern for the city because the Island's drinking water is supplied solely by groundwater.

D. By limiting adverse impacts to and alteration of critical areas, this chapter seeks to accomplish the following goals:

1. To conserve the biodiversity of plant and animal species, protect, maintain and restore healthy, functioning ecosystems through the protection of unique, fragile, and valuable elements of the environment, including, but not limited to, ground and surface waters, wetlands, fish and wildlife and their habitats;
2. Direct development, uses and activities to less environmentally sensitive sites and mitigate unavoidable impacts to critical areas by regulating alterations in and adjacent to critical areas;
3. Prevent cumulative adverse environmental impacts to water quality, water quantity, wetlands, and fish and wildlife habitat, and the overall net loss of wetlands, frequently flooded areas, aquifer recharge, and habitat conservation areas;
4. Protect members of the public and public resources and facilities from injury, loss of life, or property damage due to landslides and steep slope failures, erosion, seismic events, or flooding; and
5. Alert owners, potential purchasers, real estate agents, appraisers, lenders, builders, developers and other members of the public to natural conditions that pose a hazard or otherwise limit development.

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E. This chapter is to be administered with flexibility and attention to site-specific characteristics. It is not the intent of this chapter to make a parcel of property unusable by denying its owner reasonable use of the property or to prevent the provision of public facilities and services necessary to support existing development.

16.20.020 Applicability

This chapter applies to all development, uses and activities within areas or adjacent to areas designated as critical areas unless identified as exempt in BIMC 16.20.040. No action shall be taken by any person, company, agency, governmental body (including the city), or applicant, which results in any alteration of a critical area except as consistent with the purposes, intent, requirements, development standards and goals of this chapter.

16.20.030 Protection of Critical Areas

A. All proposed development, uses and activities subject to this chapter shall utilize mitigation sequencing as follows:

1. Avoid the impact altogether by not taking a certain action or parts of an action;
2. Minimize impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;
3. Rectify the impact by repairing, rehabilitating, or restoring the affected environment;
4. Reduce or eliminate the impact over time by preservation and maintenance operations during the life of the action;
5. Compensate for the impact by replacing, enhancing, or providing substitute resources or environments, and;
6. Monitor the impact and take appropriate corrective measures.

B. The precautionary principle shall be applied in the review of any action, taken or proposed, that does not conform to the requirements of this chapter. The burden of proof that the action will cause no net loss or harm to persons or property falls on the applicant or the property owner.

16.20.040 Exemptions

A. Exempt activities are those that will not have a significant impact on a critical area's structure and function and most are expected to be very short term. All exempt activities shall use reasonable methods to avoid potential impacts to critical areas. Exempt activities do not grant permission to degrade a critical area or ignore risk from natural hazards. Any incidental damage to, or alteration of, a critical area that is not a necessary outcome of the exempt activity shall be

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considered a violation of this chapter and subject to enforcement and restoration under BIMC 16.20.170.

The following activities are exempt from the requirements of this chapter and do not require a critical area permit and are not subject to any review or approval process except where noted:

1. Emergency activities necessary to prevent an unanticipated and immediate threat to public health, safety or welfare or an immediate risk of danger to property which requires action within a time frame too short to allow compliance with this chapter. The person or agency undertaking such action shall notify the director within one working day following commencement of the emergency activity. Within 30 days, the director shall determine if the action taken was within the scope of the emergency actions allowed in this subsection. If the director determines that the action taken, or any part of the action taken, was beyond the scope of an allowed emergency action, then enforcement provisions of BIMC 16.20.170 shall apply.

After the emergency, the ~~person or agency undertaking the action~~ **landowner** shall fully fund and conduct necessary restoration and/or mitigation for any impacts to the critical area and buffers resulting from the emergency action in accordance with an approved critical areas report and mitigation plan. Restoration and/or mitigation activities must be initiated within one year of the date of the emergency and completed in a timely manner.

2. Existing and ongoing agricultural activities. For the purpose of this chapter, “existing and ongoing” means the activity has been conducted and/or maintained within the past five years under a farm management plan or other best management practices not resulting in a net loss of critical area functions and values. New or expanded agricultural uses, activities, and accessory structures are not considered “existing and ongoing.” Existing, ongoing agricultural activities shall comply with applicable water quality regulations set forth in BIMC 15.20 and utilize best management practices to protect and enhance water quality.
3. Normal and routine repair and maintenance of existing structures that will not further impact or alter critical areas or buffers.
4. Normal and routine yard and garden activities including, but not limited to, cutting and mowing lawns, weeding, removal of noxious and invasive species, harvesting and replanting of garden plants and crops, incidental vegetable gardening, pruning and planting of noninvasive ornamental vegetation, intended to maintain the general condition and extent of such areas; provided, that such activities are limited to legally existing yard and garden areas, do not further expand into critical areas or associated buffers, do not significantly alter topography, and do not diminish water quality or quantity. Normal and routine activities cannot result in a change to the location, size at the ground level or configuration of existing yard and garden areas. Normal and routine activities do not include tree and vegetation activities pursuant to BIMC 16.20.090.B that require a critical area permit and city pre-approval.

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5. Normal and routine repair, maintenance and operation of existing retention/detention facilities, biofilters and other stormwater management facilities, irrigation and drainage ditches, and fish ponds; provided, that such activities shall not involve conversion of any wetland not currently being used for such activity. Any maintenance of ponds located in fish and wildlife habitat conservation areas shall require approval from the Washington Department of Fish and Wildlife.
6. Normal and routine repair and maintenance of existing utility structures within a right-of-way or existing utility corridor or easement, including the cutting, removal and/or mowing of vegetation above the ground that utilizes best management practices and does not expand the use, activity or structure further into any critical area.
7. Class I, II and III forest practices regulated pursuant to Chapter 76.09 RCW.
8. Minor site investigative work. Work necessary for land use review submittals, such as surveys, soil logs, percolation tests, and other related activities, where such activities do not require a critical area permit pursuant to BIMC 16.20.090 or construction of new roads. In every case, impacts to the critical area shall be minimized and disturbed areas shall be immediately restored. Minor site investigative work may include educational and scientific research activities.
9. Activities within the improved right-of-way. Replacement, modification, installation, or construction of utility facilities, lines, pipes, mains, equipment, or appurtenances, when such facilities are located within the improved portion of the public right-of-way or easement of a private street, except those activities that alter a wetland or watercourse, such as culverts or bridges, or result in the transport of sediment or increased stormwater.
10. The installation of low impact fencing within critical area buffers provided the location does not result in restricting wildlife movement, the location and installation is the least impactful to the critical area and buffer as possible, and there is no alternative to fencing to achieve the purpose of the fence.
11. Signs for marking critical area boundaries, interpretive signs and survey markers or property boundaries.
12. Development, uses or activities within critical aquifer recharge areas that do not have the potential to generate a pollutant identified as a potential source of drinking water contamination pursuant to BIMC 16.20.100.A.1.a and are outside an Aquifer Recharge Protection Area (ARPA) if one has been designated pursuant to BIMC 16.20.100.E.

B. The following uses and activities qualify as exempt activities only after review and authorization by the city. These exempt activities do not require a critical area permit. Review and authorization may occur over-the-counter and will require a written letter of approval.

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1. Activities within a portion of a wetland buffer or fish and wildlife habitat conservation area buffer separated from the critical area by an existing permanent substantial development, use or activity which serves to eliminate or greatly reduce the impact of the proposed activity on the critical area are exempt from establishing the full required buffer width; provided, that impacts to the critical area do not increase. The director shall review the proposal to determine the likelihood of associated impacts and may require the applicant to provide a critical areas report prepared by a qualified professional that demonstrates through a site assessment or functional analysis that the interrupted buffer area is functionally isolated from the critical area. The director shall consider the hydrologic, geologic, and/or biological habitat connection potential and the extent and permanence of the physical separation.
2. Fish, Wildlife and Wetland Restoration Activities. Fish, wildlife, and/or wetland restoration or enhancement activities not required as project mitigation; provided, that the project is approved by the jurisdictional agency (Washington State Department of Fish and Wildlife, U.S. Army Corps of Engineers, or other appropriate local, state, federal, or tribal jurisdiction).

16.20.050 Standards for existing development

A. Existing structures and related improvements. Structures and related improvements that were legally built or vested prior to the effective date of Ordinance No. 2018-01 that do not meet the requirements of this chapter may continue to exist in their present form, and may be altered, including remodeled, reconstructed, or expanded, if such alteration complies with the provisions of this Section and all other applicable sections of this Chapter.

B. Existing buildings that were legally built or vested prior to the effective date of Ordinance No. 2018-01 may be altered only one time within the lifetime of the structure and:

1. The expansion of the footprint is outside a landslide hazard area or landslide hazard area setback unless required for safety or seismic upgrades;
2. Any expansion of the footprint is located only within a critical area buffer. No expansion of the footprint is allowed within a wetland or fish and wildlife habitat conservation area;
3. Any expansion of the footprint within a critical aquifer recharge area is located outside the Native Vegetation Protection Area pursuant to BIMC 16.20.090.E.
4. Cantilevers over critical areas are not allowed;
5. The expansion of the footprint at ground level does not exceed 500 square feet;
6. Any expansion of the footprint is used only as indoor living space or to accommodate accessibility;

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7. Any expansion of the footprint is no closer to the critical area than the existing footprint; and
8. If a building is harmed or destroyed by more than 50 percent of its square footage, the building must be reconstructed in compliance with the requirements of this Chapter.

C. Existing property improvements other than buildings, including driveways, parking areas, yards and landscaped areas, play areas, storage areas, decks less than 5 feet in height, patios, and similar improvements that were legally established or vested prior to the effective date of Ordinance No. 2018-01 may be altered if:

1. Any alteration is in substantially the same location as the original property improvement;
2. Any expansion of the footprint is located only within the required buffer. No expansion of the footprint is allowed within the critical area itself and cantilevers over critical areas are not allowed;
3. Any expansion of the footprint is no closer to the critical area than the existing footprint; and
4. Any expansion of the footprint within a critical aquifer recharge area is located outside the Native Vegetation Protection Area pursuant to BIMC 16.20.090.E.

D. Buffer modifications pursuant to BIMC 16.20.110 and 16.20.140 shall not be granted for existing development.

E. Alterations permitted by this Section must comply with other applicable city code or land use review requirements and require submittal of a critical areas permit application in accordance with the permit and review procedures required for the affected critical area(s).

16.20.060 Administration

A. Interpretation. The provisions of this chapter shall be held to be minimum requirements in their interpretation and application and shall be liberally construed to serve the purposes of this chapter.

B. Procedures. The director is authorized to adopt written procedures for the purpose of carrying out the provisions of this chapter.

C. Inventory of Critical Areas. This chapter shall apply to all critical areas located within the jurisdiction of the city. The approximate location and extent of these areas on Bainbridge Island is displayed on various inventory maps available at the city's Department of Planning and Community Development. Maps and inventory lists are guides to the general location and extent

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of critical areas. Critical areas not shown are presumed to exist on Bainbridge Island and are protected under all the provisions of this chapter. In the event that any of the designations shown on the maps or inventory lists conflict with the site-specific conditions, site-specific conditions shall control.

D. Suspension – Revocation. In addition to other penalties provided for elsewhere, the director may suspend or revoke a permit if it is found that the applicant or permittee has not complied with any or all of the conditions or limitations set forth in accordance with this chapter, has exceeded the scope of work set forth in the permit, or has failed to undertake the project in the manner set forth in the approved application.

E. Inadvertent discovery. Whenever a critical area or critical area buffer is discovered in the process of development, work on that portion of the development site shall be stopped immediately and the land owner shall report the discovery to the city as soon as possible. The city shall conduct a site investigation to verify the presence of a critical area or its buffer. Based upon the findings of the site investigation, the director may require submittal and approval of the applicable critical area permit, or may allow stopped work to resume. If required to approve the critical area permit, the landowner shall fully fund and conduct necessary restoration and/or mitigation for any impacts to the critical area and buffers resulting from the development activity in accordance with an approved critical areas report and mitigation plan. Restoration and/or mitigation activities must be initiated within one year of the date of the discovery and completed in a timely manner.

F. Assessment relief. The City of Bainbridge Island, in imposing special assessments, shall take into account the easements or perpetual conservation restrictions in critical areas.

G. Other laws and regulations. No permit granted pursuant to this chapter shall remove an applicant's obligation to comply in all respects with the applicable provisions of any other federal, state, or local law or regulation.

H. Conflict.

1. General. When any provision of any other chapter of the BIMC conflicts with this chapter (or any existing regulations, easements, covenants, or deed restrictions), that which provides more protection to critical areas shall apply.
2. Shoreline Master Program. In case of conflict between the provisions of this chapter and the provisions of the Shoreline Master Program, Chapter 16.12 BIMC, the provisions of the Shoreline Master Program, Chapter 16.12 BIMC, shall prevail unless the Critical Areas Ordinance provides greater protection for critical areas. However, the classification or designation of any of the shoreline of Bainbridge Island shall not change from what it is under the Shoreline Master Program as a result of any provisions of the Critical Areas Ordinance.

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I. Severability. If any clause, sentence, paragraph, section or part of this chapter or the application thereof to any person or circumstances shall be adjudged by any court of competent jurisdiction to be invalid, such order or judgment shall be confined in its operation to the controversy in which it was rendered and shall not affect or invalidate the remainder of any part thereof to any other person or circumstances and to this end the provisions of each clause, sentence, paragraph, section or part of this law are hereby declared to be severable.

16.20.070 Review procedures

A. Permit required. Any proposal to alter any critical area and/or required buffer including, but not limited to, earthwork including grade and fill activity, alteration of site hydrology including water temperature and characteristics of water sources, removal or alteration of vegetation, and construction or siting of buildings, structures, facilities, utilities, hard surfaces and other related infrastructure, shall require a critical area permit unless it qualifies as an exempt activity, as provided in BIMC 040.

B. Applications for critical area permits, unless otherwise provided for in this chapter, shall be reviewed and approved, approved with conditions, or denied pursuant to the administrative review procedures in BIMC 2.16.030 unless a Reasonable Use Exception is requested. Critical area permit applications shall be reviewed based on the proposal's ability to comply with all of the following criteria:

1. The proposal minimizes the impact on critical areas in accordance with mitigation sequencing (BIMC 16.20.030.A);
2. The proposal does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site;
3. The proposal is consistent with the general purposes of this chapter and the public interest;
4. Any alterations permitted to the critical area are mitigated in accordance with mitigation requirements in BIMC 16.20.030.A;
5. The proposal protects the critical area functions and values consistent with best available science and results in no net loss of critical area functions and values;
6. The proposal addresses cumulative impacts of the action; and
7. The proposal is consistent with other applicable regulations and standards.

C. The city may condition the proposed activity as necessary to mitigate impacts to critical areas and to conform to the standards required by this chapter.

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D. Except as provided for by this chapter, any project that cannot adequately mitigate its impacts to critical areas in the sequencing order of preferences in BIMC 16.20.030.A shall be denied.

E. Application required. Any application for land use or development proposals within critical areas or their buffers, unless an exempt activity pursuant to BIMC 16.20.040, requires submittal of the city's Master Land Use Application (P100) to the Department of Planning and Community Development in accordance with the requirements outlined in the city's Administrative Manual for Land Use Permits. The applicant shall not be granted any approval or permission to conduct development or land use in a critical area or its buffer prior to fulfilling the requirements of this chapter.

F. Support Information Requirements. A critical area permit application shall include the following:

1. A site plan drawn to scale identifying locations of critical areas and their buffers, location of proposed development, uses and activities, location and estimated quantity of earthwork and vegetation clearing and location and type of drainage features or infrastructure.
2. Any critical area report or study required by this chapter. Such reports or studies shall be prepared by qualified professionals in the area of concern as defined in BIMC 16.20.190 (Definitions), and in accordance with the requirements provided in BIMC 16.20.180 (Critical Areas Reports) as follows:
 - a. Aquifer recharge study: Hydrogeologist;
 - b. Geological hazard assessment: Engineering geologist; geotechnical engineer, provided that:
 - i. An engineering geologist may provide a study, including interpretation, evaluation, analysis, and application of geological information and data and may predict potential or likely changes in types and rates of surficial geologic processes due to proposed changes to a location, provided it does not contain recommended methods for mitigating identified impacts, other than avoidance, structural impacts to, or suitability of civil works; and
 - ii. Engineering geologists may not provide engineering recommendations or design recommendations, but may contribute to a complete geotechnical report that is co-sealed by a geotechnical engineer.
 - c. Stream buffer enhancement plan: Biologist with stream ecology expertise; fish or wildlife biologist; a civil engineer may provide studies for drainage, surface and subsurface hydrology, and water quality;

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- d. Wetland buffer enhancement plan, wetland critical area report, wetland mitigation plan: Wetlands specialist.
 - e. Habitat Management Plans: Wildlife biologist and/or fisheries biologist.
 - f. The director is authorized to retain experts at the applicant's expense and request review from other jurisdictional agencies to assist in the review of application materials; and
3. Any additional information determined as relevant by the director.

G. Notice on Title

1. The owner of any property with field-verified presence of critical area or buffer on which a development proposal is submitted shall file for record with the Kitsap County auditor a notice approved by the director in a form substantially as set forth in Subsection 2 of this Section. Such notice shall provide notice in the public record of the presence of a critical area and buffer, the application of this chapter to the property, and that limitations on actions in or affecting such areas may exist. The applicant shall submit proof that the notice has been filed for record before the city shall approve any development proposal for such site. The notice shall run with the land and failure to provide such notice to any purchaser prior to transferring any interest in the property shall be in violation of this chapter.
2. Form of Notice.

Critical Areas
and/or
Critical Areas Buffer Notice

Legal Description: _____

Present owner: _____

NOTICE: This property contains critical areas or their buffers as defined by the City of Bainbridge Island Ordinance No. _____. The property _____

_____ was the
subject of a development proposal for _____

(type of permit) application # _____ filed on ____ (date) _____. Restrictions on use or alteration of the critical areas or their buffers may exist due to natural conditions of the property and resulting regulations. Review of such application has provided information on the location of critical areas or critical area buffers and restrictions on their use through setback areas. A copy of the plan showing such setback areas and other restrictions or required enhancements is attached hereto.

Signature of owner _____

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STATE OF WASHINGTON)
COUNTY OF _____)

On this day personally appeared before me to me known to be the individual(s) described in and who executed the within and foregoing instrument and acknowledged that they signed the same as their free and voluntary act and deed for the uses and purposes therein stated.

Given under my hand and official seal this ____ day of _____, _____.
NOTARY PUBLIC in and for the state of Washington, residing at _____.

16.20.080 Reasonable use exceptions

A. Applicability and Intent. The purpose of the reasonable use exception (RUE) process is to allow reasonable use of property and explore alternatives to development that would be permitted in accordance with the underlying zoning designation and standards. An applicant may request an RUE pursuant to this Section when a site assessment review pursuant to BIMC 15.20 or a pre-application conference demonstrates that:

1. The subject property is encumbered to such an extent by critical areas and/or critical area buffers that application of this chapter would deny all reasonable use of the subject property;
2. Reasonable use of the subject property cannot be achieved through Buffer Modification (BIMC 16.20.110 and 140) or a Habitat Management Plan (BIMC 16.20.110); and
3. Alternatives to development through an RUE are not available or acceptable.

B. During the pre-application process, the city may:

1. Determine whether the property qualifies for inclusion in any program that would eliminate the need for an RUE including, but not limited to, transfer or purchase of development rights, mitigation banking, and open space acquisition or other conservation mechanism. If the property qualifies for inclusion in one or more of such programs, the director shall notify the applicant in writing of such qualification and of the applicable rules and regulations, and shall send an application form for inclusion in such program(s). If the property is included in one or more of such programs, an RUE application is not required; or
2. Determine to offer to purchase the development rights rather than grant an RUE, and the applicant, at his/her sole discretion, may agree to sell said development rights rather than pursue an RUE.

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C. RUE Request and Review Process. An application for an RUE shall include the city's Master Land Use Application; a critical area report or Habitat Management Plan, including mitigation plan, if necessary; and any other relevant information and reports that are necessary, as determined by the director, to process and prepare the recommendation on the application, such as permit applications to other agencies, special studies, and environmental documents prepared pursuant to the State Environmental Policy Act, Chapter 43.21C RCW (SEPA documents).

D. The director shall prepare a recommendation to the Hearing Examiner based on review of the submitted information and reports, a site inspection, and the proposal's compliance with the criteria in Subsection (E), below.

E. Hearing Examiner Review. The hearing examiner shall review the RUE application and conduct a public hearing pursuant to the provisions of the BIMC 2.16.100. The Hearing Examiner shall approve, approve with conditions, or deny the request based on the proposal's compliance with all of the RUE review criteria in Subsection (F), below.

F. Reasonable Use Review Criteria. Criteria for review and approval of reasonable use exceptions are as follows:

1. The application of this chapter would deny all reasonable use of the property;
2. There is no reasonable alternative to the proposal with less impact to the critical area or its required buffer;
3. The proposal minimizes the impact on critical areas in accordance with mitigation sequencing (BIMC 16.20.030);
4. The proposed impact to the critical area is the minimum necessary to allow reasonable use of the property;
5. The inability of the applicant to derive reasonable use of the property is not the result of actions by the applicant, or of the applicant's predecessor, that occurred after February 20, 1992;
6. The proposed total lot coverage does not exceed 1,200 square feet for residential development;
7. The proposal does not pose an unreasonable threat to the public health, safety, or welfare on or off the property;
8. Any alterations permitted to the critical area are mitigated in accordance with mitigation requirements applicable to the critical area altered;

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9. The proposal protects the critical area functions and values consistent with the best available science and results in no net loss of critical area functions and values;
10. The proposal addresses cumulative impacts of the action; and
11. The proposal is consistent with other applicable regulations and standards.

G. Burden of Proof. The burden of proof shall be on the applicant to bring forth evidence in support of the application and to provide sufficient information on which any decision has to be made on the application. The standard for the burden of proof shall be clear and convincing evidence.

16.20.090 Trees and vegetation

A primary goal of the city's comprehensive plan is protecting the Island's natural environment. The use of land on the Island should be based on the principle that the Island's environmental resources are finite and must be maintained at a sustainable level. Standards and review procedures for trees and vegetation within critical areas and their buffers are necessary to maintain or improve the functions and values of critical areas, implement the city's comprehensive plan, provide for reasonable maintenance or enhancement of views, and allow for appropriate vegetation maintenance and hazard tree removal. Tree or vegetation removal, coppicing or pruning is prohibited within critical areas and their buffers unless allowed pursuant to BIMC 16.20.090 (A) through (D) or approved by the director as provided in BIMC 16.20.090.F.

A. Applicability. This Section applies to any tree and vegetation activity within critical areas and their buffers or setbacks except for exempt activities described in BIMC 16.20.040. geologically hazardous areas and their setbacks and wetlands and fish and wildlife habitat conservation areas and their buffers, and Native Vegetation Protection Areas as described in BIMC 16.20.100.E.

B. The following tree and vegetation activities do not require city review or pre-approval:

1. General pruning of trees and shrubs provided:
 - a. Pruning operations of trees that do not remove more than 10 percent of living material (branches, stems and leaves) of an individual tree within any three-year period;
 - b. Pruning operations conducted with an ISA-certified arborist on site that remove from 10 percent to 25 percent of living material within any three-year period;
 - c. No portion of a live branch or stem more than 6 inches in diameter is removed from any tree;
 - d. Pruning operations use the natural pruning system to maintain the characteristic growth pattern of trees and shrubs;

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- e. Pruning activities conform to applicable practices of ANSI A300 (Part 1 – 2017) Tree, Shrub and Other Woody Plant Management – Standard Practices (Pruning), as amended, or City of Bainbridge Island pruning standards (hyperlink);
 - f. Trees and shrubs are not located in or overhanging a Type F stream;
 - g. The practice known as topping – the reduction of tree size by cutting live branches and leaders to stubs, without regard to long-term tree health or structural integrity is prohibited.
2. Specific pruning. The following pruning activities are allowed without the restrictions in B.1.a through c. above, provided that the structural integrity and long-term health of the vegetation is preserved.
- a. Coppicing and pollarding. The coppicing or pollarding of big leaf maple (*Acer macrophyllum*), cottonwood (*Populus sp.*), willow (*Salix sp.*), hazelnut (*Corylus cornuta*) and vine maple (*Acer circinatum*) and any species listed in BIMC 16.20.090.B(3) is allowed, provided:
 - i. Total area of canopy removal shall not exceed 2,500 square feet.
 - ii. No ground or root disturbance occurs as part of the cutting.
 - iii. The stems or shoots of trees or shrubs are less than 6 inches in diameter at 4-1/2 feet high above ground or top of stump.
 - iv. Coppicing and pollarding may only occur once every three years.
 - v. Coppicing and pollarding of native species is not allowed in wetlands or fish and wildlife habitat conservation areas or their associated buffers.
 - vi. Coppicing of big leaf maple trees must retain a stump height equal or greater than previous live stump height or 16 inches above ground level, whichever is greater.
 - b. ~~Within Native Vegetation Protection Areas delineated pursuant to BIMC 16.20.100.E, maintenance pruning of trees is allowed without the restrictions in B.1.a through c. above, provided the structural integrity and long-term health of the trees is preserved and the trees are not located within another type of critical area;~~
 - c. Maintenance pruning of hedges and shrubs without the restrictions in B.1.a through c. above, provided that the structural integrity and long-term health of the vegetation is preserved.
3. Invasive species removal. The removal of the following vegetation with hand labor or hand-held equipment provided: (a) the area of work is under 2,500 square feet in area and (b) any area of bare ground is planted with native species within the first appropriate growing season or otherwise protected by acceptable temporary erosion and sedimentation control strategies:
- a. English ivy (*Hedera helix*) from tree trunks or ground surface;
 - b. Himalayan blackberry (*Rubus discolor*, *R. procerus*);
 - c. Evergreen blackberry (*Rubus laciniatus*);
 - d. English/Portuguese laurel (*Prunus laurocerasus/lusitanica*)

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- e. English holly (*Ilex aquifolium*);
- f. Scotch broom (*Cytisus scoparius*);
- g. English hawthorne (*Crataegus laevigata*);
- h. Poison oak (*Toxicodendron diversilobum*); and
- i. Any plant on the Kitsap County or Washington State Noxious Weed Control Board list of noxious weeds, as amended, whether or not listed above.

~~4. Hazard tree removal within Native Vegetation Protection Areas delineated pursuant to BIMC 16.20.100.E in accordance with tree removal provisions set forth in BIMC 16.18 provided the tree(s) is not located within another type of critical area.~~

4. Tree and vegetation activities within Aquifer Recharge Protection Areas designated pursuant to BIMC 16.20.100.E, as follows:

- a. Notwithstanding any other provisions of this Chapter, the tree and vegetation activities listed in i. through iv., below, are allowed without city review and pre-approval provided the proposed activity is not located within (i) a critical area other than an Aquifer Recharge Protection Area or (ii) the buffers or setbacks of a critical area other than an Aquifer Recharge Protection Area;
 - i. Hazard tree removal in accordance with tree removal provisions set forth in BIMC 16.18;
 - ii. Invasive species removal;
 - iii. Maintenance pruning of trees, shrubs, and hedges without the restrictions in B.1.a through c. above, provided the structural integrity and long-term health of the vegetation is preserved;
 - iv. Wildfire mitigation activities, other than tree removal, within a 30-foot defensible space around a primary structure, in accordance with the Bainbridge Island Community Wildfire Protection Plan and as described by Section 603 of the International Wildland Urban Interface Code; and
- b. Removal of one or more significant trees, as defined in BIMC 16.20.180 and not including hazardous trees, requires City review and pre-approval of an Aquifer Recharge Protection Area stewardship plan prepared in accordance with BIMC 16.20.180.H.

C. The following tree and vegetation activities require city review and pre-approval of a critical area permit:

- 1. Any tree or vegetation activity not included in BIMC 16.20.090.B.
- 2. Hazard trees.
 - a. Hazard tree removal or wildlife snag creation not within erosion and landslide hazard areas or a landslide hazard area setback at the top of slope is allowed provided that it shall comply with the following standards and submittal requirements:

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- i. A report from an International Society of Arboriculture (ISA) Tree Risk Assessment Qualified (TRAQ) arborist that documents the hazard and provides a replanting plan for replacement trees;
 - ii. Land owners are encouraged, but not required, to retain all or portions of removed hazard trees on site to provide wildlife habitat;
 - iii. The land owner shall replace any trees that are removed with new trees at a minimum ratio of two replacement trees for each tree removed (2:1) within the first appropriate growing season in accordance with an approved planting plan. Replacement trees may be planted at a nearby location. Replacement trees shall be species that are native and indigenous to the site and a minimum size of six feet in height measured from top of root flare, with a minimum trunk diameter of one inch measured at four inches above top of root flare for both evergreen and deciduous trees. Smaller replacement trees are acceptable, at a minimum ratio of three replacement trees for each tree removed (3:1) and a minimum size of three feet (36 inches) in height measured from top of root flare.
 - iv. If a tree to be removed provides critical habitat, such as an eagle perch, a qualified wildlife biologist shall be consulted to determine timing and methods of removal that will minimize impacts; and
 - v. Hazard trees determined to pose an imminent threat or danger to public health or safety, to public or private property, or of serious environmental degradation may be removed or pruned by the land owner prior to receiving approval from the city; provided, that within 14 days following such action, the land owner shall submit the report required by Section (i) directly above and a planting plan that demonstrates compliance with the provisions of this title.
 - b. Hazard tree removal within erosion and landslide hazard areas and their setbacks at the top of slope is allowed provided that it shall comply with the standards and submittal requirements of both BIMC 16.20.090.C.2.a and the following:
 - i. No root disturbance or stump removal is permitted;
 - ii. Tree trunks, branches and stems may be left on a slope provided vegetative material does not result in a net increase in geological instability or create dangers to life or property.
 - iii. When removing more than one hazard tree, or more than two within a five-year period, the applicant shall demonstrate compliance with development standards in BIMC 16.20.130.D(1) as documented by a geotechnical engineer licensed in the State of Washington.
3. Coppicing, pollarding and other or vegetation activities.
- a. The coppicing, pollarding or removal of any species listed in BIMC 16.20.090.B(2) and (3) in an area greater than 2,500 square feet shall:

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- i. Include submittal of a replanting plan for city review and approval for any areas of bare ground; and
- ii. Demonstrate compliance with development standards in BIMC 16.20.130.D(1) as documented by a geotechnical engineer licensed in the State of Washington if located within erosion and landslide hazard areas and their buffers at the top of the slope.

D. Seasonal limitations. No vegetation removal, unless required to conduct a risk inspection by a certified arborist, is allowed in erosion and landslide hazard areas and their setbacks at the top of the slope between October 1 and April 1 unless (i) a waiver is granted by the director or (ii) it is required due to an emergency involving immediate danger to life or property.

E. Any tree or vegetation activity requiring a critical area permit pursuant to BIMC 16.20.090.C must:

1. Be performed by a licensed contractor, forester, or certified arborist in the State of Washington who has submitted a signed “Statement of Tree and Vegetation Standards and Requirements Acknowledgment” in accordance with BIMC 16.20.090.F prior to start of work; and
2. Conform to applicable practices of ANSI A300 (Part 1 – 2017) Tree, Shrub and Other Woody Plant Management – Standard Practices (Pruning), as amended, or City of Bainbridge Island pruning standards ([hyperlink](#)).

F. In order to assure compliance with the standards and requirements of this chapter, arborists, foresters and contractors or others involved in tree or vegetation operations in critical areas shall be required to sign and submit a “Statement of Tree and Vegetation Standards and Requirements Acknowledgment” to the city. This statement shall attest such professional’s knowledge of the City of Bainbridge Island’s tree and vegetation protection requirements. This statement shall be required in conjunction with normal city licensing requirements for persons performing work in the City of Bainbridge Island. The required statement shall be in substantially the following form:

“I, _____, a duly licensed professional contractor in the State of Washington, or forester or certified arborist, hereby attest that I have read and am knowledgeable of BIMC 16.20.090, “Trees and Vegetation”, of the City of Bainbridge Island.

“I further attest that, as a professional doing tree and/or vegetation work in the City of Bainbridge Island, I am accountable for following the city’s tree and vegetation standards and requirements, including obtaining a critical area permit, if required, prior to performing tree and/or vegetation work, as defined by BIMC 16.20.090, as well as following all conditions and requirements of said permit.

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“I attest that if I fail to follow tree and vegetation requirements of BIMC 16.20.090, I will be in violation of BIMC 16.20.090 and thereby subject to a fine as specified in BIMC 16.20.170 and I will be held jointly responsible with the landowner for any restitution required as a result of environmental damage determined by the city to be the result of improper tree and/or vegetation activities at the site. This may result in monetary penalties as allowed by this chapter or State law.”

Private arborists, foresters and contractors or others involved in tree or vegetation operations who do not provide the above statement shall be prohibited from performing tree or vegetation services within critical areas and their buffers when a critical areas permit is required within the City of Bainbridge Island. Said professionals who do not provide this statement and perform tree or vegetation services in the City of Bainbridge Island shall be considered in violation of this chapter and will be prosecuted under this chapter, the city’s civil penalties ordinance, or as otherwise provided by law. All foresters, arborists, or contractors involved in tree or vegetation operations shall be jointly responsible with the landowner for any tree or vegetation violation and restitution required at a site as a result of tree or vegetation activity.

G. Permit and review procedures

1. Applications for critical area permits for tree or vegetation activities shall include:
 - a. City of Bainbridge Island Master Land Use Application ([hyperlink](#));
 - b. A letter or report from an International Society of Arboriculture (ISA) certified arborist for any tree removal or coppicing greater than 2,500 square feet;
 - c. Documentation in letter format by a geotechnical engineer licensed in the State of Washington if required pursuant to BIMC 16.20.090.C.
 - d. A letter or report from an International Society of Arboriculture (ISA) Tree Risk Assessment Qualified (TRAQ) arborist for removal of any hazard tree;
 - e. A replanting plan if required pursuant to BIMC 16.20.090.C; and
 - f. Any additional information required by other sections of this Chapter.
2. A critical area permit for tree or vegetation activity shall not be approved if it creates or results in a net loss to one or more critical area functions or values.
3. The city may request technical review from qualified professionals or other agencies at the applicant’s expense to ensure no net loss in critical area functions and values.

16.20.100 Aquifer recharge areas.

A. Applicability. Aquifer recharge areas are areas that have a critical recharging effect on groundwater used for potable water supplies and/or that demonstrate a high level of susceptibility or vulnerability to groundwater contamination from land use activities. In accordance with WAC 365-190-100, the entirety of Bainbridge Island is classified as an aquifer recharge area to preserve the volume of recharge available to the aquifer system and to protect groundwater from contamination. This section applies to:

1. This Section applies to:

1. Any development, use or activity not associated with permitted principal and accessory residential uses pursuant to BIMC 18.09.020 that has the potential to generate a pollutant identified as a potential source of drinking water contamination (either in Appendix A of the Washington State Critical Aquifer Recharge Area Guidance Document or on the North American Industry Classification System as used by the city's Department of Public Works) or known to be deleterious to the environment or human health; and
2. Any development, use or activity within designated critical aquifer recharge areas, which include all parcels within the R-0.4, R-1 and R-2 zoning districts, that qualifies as a regulated use or allowed activity pursuant to BIMC 15.20.040 in accordance with the thresholds in BIMC 15.20.060—Table 1. Any proposed development or activity requiring a site assessment review (SAR) pursuant to BIMC 15.19 and 15.20 located within the R-0.4, R-1 or R-2 zoning designations unless excluded by subsection BIMC 16.20.100.E.1.

B. Permit review and procedures

1. Any development, use or activity described in BIMC 16.20.100.A shall require a critical area permit.
2. Critical area permits shall be reviewed pursuant to the criteria in BIMC 16.20.070.
3. Applications for critical area permits for aquifer recharge areas shall include:
 - a. City of Bainbridge Island Master Land Use Application (hyperlink); and
 - b. ~~For~~ Proposals described in BIMC 16.20.100.A.1-a shall require submittal of a hydrogeologic assessment, as set forth in BIMC 16.20.180.A. If the applicant has completed a Site Assessment Review (SAR) in accordance with BIMC 15.19 that includes sufficient information to address the elements listed in 16.20.180.A, the SAR will suffice to fulfill this requirement. Additional in-depth site assessment elements as detailed in 16.20.180.A may be required by the city or if requested by affected public water purveyors (Group A & B), affected Tribes, or the Kitsap Public Health District upon review of the SAR.

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- c. Proposals described in BIMC 16.20.100.A.2 shall require submittal of a site assessment review application.
 - i. ~~Hydrogeological Site Assessment meeting the requirements of BIMC 16.20.180.A, Critical area reports. If the applicant has completed a Site Assessment Review (SAR) in accordance with BIMC 15.19 that includes sufficient information to address the elements listed in 16.20.180.A, the SAR will suffice to fulfill this requirement. Additional in-depth site assessment elements as detailed in 16.20.180.A may be required upon review of the SAR.~~
 - A. ~~All hydrogeological site assessments must be prepared and stamped by a professional hydrogeologist licensed in Washington State in accordance with RCW 18.220 and WAC 308-15. Affected public water purveyors (Group A & B), affected Tribes, and the Kitsap Public Health District will be notified and invited to comment on all hydrogeological site assessments. The city will consider all recommendations submitted by these entities when considering permit conditions.~~
 - B. ~~An aquifer recharge mitigation plan, meeting the requirements of BIMC 16.20.180, critical area reports, is required if aquifer recharge impacts are identified in the hydrogeological site assessment.~~
 - C. ~~The city may require third-party independent review by a professional hydrogeologist of any required application materials.~~

C. Prohibited Activities and Uses. The following activities and uses are prohibited within critical aquifer recharge areas due to the probability or potential magnitude of their adverse effects on groundwater:

1. Landfills. Landfills, including hazardous or dangerous waste, municipal solid waste, special waste, wood waste, and inert and demolition waste landfills;
2. Underground Injection Wells. Class I, III, and IV wells and subclasses 5F01, 5D03, 5F04, 5W09, 5W10, 5W11, 5W31, 5X13, 5X14, 5X15, 5W20, 5X28, and 5N24 of Class V wells;
3. Chemical wood preservation and/or treatment facilities;
4. Storage, Processing, or Disposal of Radioactive Substances. Facilities that store (other than minor sources such as medicinal uses or industrial testing devices), process, or dispose of radioactive substances;
5. Hazardous liquid transmission pipelines;
6. Commercial mining and chemical washing of metals, hard rock, sand, and gravel;
7. Hydrocarbon extraction, reprocessing, refinement, and storage;

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8. Electroplating/metal finishing;
9. Facilities that treat, store, process, or dispose of hazardous waste; and
10. Other Prohibited Uses or Activities.
 - a. Activities that would significantly reduce the recharge to aquifers currently or potentially used as a potable water source; and
 - b. Activities that would significantly reduce the recharge to aquifers that are a source of significant baseflow to a stream.

D. Development standards – general

- ~~1. All proposals for new development or redevelopment shall incorporate low impact development techniques or other best management practices into the site design in order to disperse and/or infiltrate stormwater runoff to ensure that there is no net loss of infiltration as a result of the development or redevelopment.~~
1. No development, use or activity may exceed water quality standards ~~or sediment quality standards~~ or otherwise violate the anti-degradation requirements specified in WAC Chapters 173-200, ~~173-201A, and 173-204.~~
2. Any development or activity that is not exempt or excluded by subsection BIMC 16.20.100.E.1 shall ensure sufficient groundwater recharge, defined as maintaining 100 percent of the annual average pre-construction groundwater recharge volume for the site. The primary means to ensure sufficient groundwater recharge shall be through the designation of an Aquifer Recharge Protection Area in accordance with BIMC 16.20.100.E.

E. Development standards – Aquifer Recharge Protection Area (ARPA). ~~Native Vegetation Protection Area (NVPA) requirements. Native vegetation retention is a fundamental method for critical aquifer recharge area protection. Sixty five percent or more of the development site should be protected for the purposes of retaining or enhancing existing native forest and vegetation cover to maximize aquifer recharge opportunities.~~

1. Any proposed development or activity requiring a site assessment review (SAR) pursuant to BIMC 15.19 and 15.20 located within the R-0.4, R-1 or R-2 zoning designations requires designation of an ARPA; except, designation of an ARPA is not required for the following:
 - a. Removal of invasive species;
 - b. Construction of public trails provided the standards set forth in BIMC 16.20.110.G.1.a through e. are met;
 - c. Replacement of hard surfaces; and
 - d. Development and activities located on properties protected in perpetuity by a legal instrument acceptable to the City Attorney wherein at least 65 percent of

the site meets the development standards for aquifer recharge protection areas of this section.

2. NVPA ARPA general requirements
 - a. The location and configuration of the ARPA shall be determined through completion of a Site Assessment Review (SAR) in accordance with BIMC 15.19. The city may require a professional forester, ISA-certified arborist or landscape architect to determine the location and configuration of the ARPA if needed to ensure the ARPA design standards set forth in BIMC 16.20.100.E.3.a. through c. are met;
 - b. The ARPA shall include all existing native vegetation on a site, up to a maximum of 65 percent of the total site area. A lower percentage is allowed if necessary to achieve a development area of at least 12,500 square feet on a parcel;
 - c. The maximum area of the required ARPA may be reduced to 50 percent for public schools and public parks allowed in the underlying zoning district.
 - d. The location and configuration of the ARPA may change over time; however, the total area required pursuant to b., above, shall be retained once established. Any alteration to the location or configuration of the ARPA shall be approved by the director and documented on a site plan included with a notice to title in accordance with BIMC 16.20.070.G. The city may require a ARPA stewardship plan prior to approving a change to the location and configuration of the ARPA.
 - ~~a. Designation of a NVPA is required for any development, use or activity in a critical aquifer recharge area that qualifies as a regulated use or allowed activity pursuant to BIMC 15.20.040 in accordance with the thresholds in BIMC 15.20.060 Table 1.~~
 - ~~b. Designation of a NVPA is not required for the following development, use or activity:
 - a. Removal of invasive species; and
 - b. Construction and use of public trails provided the standards set forth in BIMC 16.20.110.G.6.a through e. are met.~~
 - ~~c. The location and configuration of the NVPA shall be determined through completion of a Site Assessment Review (SAR) in accordance with BIMC 15.19. The city may require a professional forester, ISA-certified arborist or landscape architect to determine the location and configuration of the NVPA if needed to ensure the NVPA design standards set forth in BIMC 16.20.100.E.2.a. through c. are met.~~
 - ~~d. The NVPA shall include all existing native vegetation on a site, up to a maximum of 65 percent of the total site area. A lower percentage is allowed if necessary to achieve a development area of at least 12,500 square feet on a parcel.~~
 - ~~e. The maximum area of the required NVPA may be reduced to 50 percent for public schools and public parks allowed in the underlying zoning district.~~

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- ~~f. If the NVPA area is less than 65 percent of the total site area, no net loss of infiltration as a result of the development or redevelopment shall be demonstrated through the critical area permit review process. Replacement planting located in clusters or contiguous tracts may be required to maximize low impact development and aquifer recharge opportunities.~~
- ~~g. The total area required pursuant to c., above, shall be retained once established, although the location and configuration of the NVPA may change over time. Any alteration to the location or configuration of the NVPA shall be approved by the director and documented on a site plan included with a notice to title in accordance with BIMC 16.20.070.G. The city may require a NVPA stewardship plan prior to approving a change to the location and configuration of the NVPA.~~

32. NVPA ARPA design and use standards

- a. Healthy, existing trees and vegetation should be retained to the maximum extent possible. Healthy significant trees shall be priority trees for retention. Trees shall be retained in **one or more** stands or clusters.
- b. The NVPA ARPA shall be delineated to include:
 - i. A low perimeter-to-area ratio;
 - ii. A minimum width of 12 feet; and
 - iii. The critical root zone of all significant trees.
- c. The NVPA ARPA shall be contiguous with abutting, off-site areas of other NVPA ARPAs, open space or critical areas to the extent feasible.
- d. The NVPA ARPA may include landscaping or open space requirements pursuant to BIMC 18.15.010.D and E and BIMC 17.12, respectively, and other critical areas and their buffers **or setbacks** pursuant to other sections of this chapter **if they contain native vegetation.**
- ~~e. The following uses and activities are allowed within the NVPA provided they do not result in an adverse impact to infiltration capacity or a net loss of critical area functions and values:~~

4. ARPA use standards. The following developments and activities are allowed within a designated ARPA:

- a. **Any structure or activity as long as the new structure or activity is shown to not negatively impact the amount of groundwater recharge on the site. Specifically, any structure or activity is allowed as long as the structure or activity (including mitigation measures, if any are needed) maintains 100 percent of the annual average groundwater recharge volume that existed on the site prior to the structure or activity as demonstrated by the 2012 Western Washington Hydrology Model (WWHM2012) recharge module, as amended, or other methodology acceptable to the City Engineer.**
- b. Tree and vegetation activities specified in BIMC 16.20.090.
- c. Installation of native plants.
- d. Removal of invasive plant species.

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- e. Passive recreation, including pervious trails.
 - f. Potable water wells and well houses.
 - g. Low impact fencing or signs marking the NVPA ARPA boundary.
 - h. On-site sewage drainfield facilities, if the applicant can demonstrate that (a) the proposed facility will not adversely affect the function or characteristics of the NVPA; and (b) construction of the system will not require the use of heavy equipment or removal of vegetation, including significant trees.
 - i. Storm drainage facilities if the applicant can demonstrate that (a) the proposed use will not adversely affect the function or characteristics of the NVPA, (a) the system meets the low impact design (LID) standards of BIMC 15.20, and (b) construction of the system will not require the use of heavy equipment or removal of vegetation, including significant trees.
 - j. Accessory solar panels, small wind energy generators, composting bins, rainwater harvesting barrels, and cisterns, as defined in BIMC 18.36.
 - k. Other structures or hard surfaces with a total footprint of no greater than 200 square feet.
 - l. Driveways may be allowed to pass through the NVPA if (a) siting of the driveway within the NVPA is determined by the director to be necessary to achieve greater native vegetation retention and use of non-structural low impact design practices, (b) site utilities are installed within the footprint of the driveway, (c) siting of the driveway avoids removal of significant trees to the maximum extent feasible and (d) the total area required pursuant to BIMC 16.20.100.E.1 is achieved, which may require replanting of areas comprised of non-native vegetation.
 - m. Removal of any significant tree, other than hazard tree removal, with City review and pre-approval of an Aquifer Recharge Protection Area stewardship plan prepared in accordance with BIMC 16.20.180.H.
5. NVPA ARPA protection.
- a. The NVPA ARPA, including the critical root zone of significant trees, shall be protected during construction as provided in BIMC 18.15.010.C.4 or as specified by an ISA-certified arborist.
 - b. The NVPA ARPA shall be documented on a site plan included with a notice to title in accordance with BIMC 16.20.070.G.

16.20.110 Fish and wildlife habitat conservation areas

A. Applicability. This Section applies to all fish and wildlife habitat conservation areas as classified in BIMC 16.20.110.B except those located within the city's shoreline jurisdiction, which are regulated by the city's shoreline master program (BIMC 16.12).

B. Fish and Wildlife Habitat Conservation Areas include:

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1. Streams. Within the city of Bainbridge Island, streams shall include those areas which meet the definitions in BIMC 16.20.190 (Definitions). Streams shall be classified in accordance with the Washington Department of Natural Resources water typing system (WAC 222-16-030), which is hereby adopted in its entirety by reference and summarized as follows:
 - a. Type F: streams which contain fish habitat pursuant to BIMC 16.20.190 (Definitions);
 - b. Type Np: perennial non-fish habitat streams; and
 - c. Type Ns: seasonal non-fish habitat streams.
2. Habitats recognized by federal or state agencies for federal- and/or state-listed endangered, threatened, sensitive and candidate/monitored species which presence is documented in maps or databases available to City of Bainbridge Island.
3. Areas that contain habitats and species of local importance. Any person may nominate for designation a species or habitat of local importance. Nominations will be processed pursuant to definitions in BIMC 16.20.180 and nomination criteria developed by the director.
4. Biodiversity areas and corridors as defined in the 2008 Washington Department of Fish and Wildlife Priority Habitat and Species List, or as amended.
5. All areas within the city of Bainbridge Island meeting one or more of the preceding criteria in this Section 16.20.110.B, regardless of any formal identification or mapping, are hereby designated critical areas and are subject to the provisions of this chapter and shall be managed consistent with the best available science, such as the Washington Department of Fish and Wildlife's most recent Management Recommendations for Priority Habitat and Species.

C. Mapping

The location and extent of all mapped critical areas shown on the city of Bainbridge Island critical area maps are approximate and shall be used as a general guide only. The type, extent and boundaries shall be determined in the field by a qualified professional according to the requirements of this chapter. The critical area maps (provide hyperlink) are adopted as part of this chapter and are incorporated herein by this reference. Washington Department of Natural Resource (DNR) and Washington Department of Fish and Wildlife maps are not the only source of data. Any request to change the city's existing map shall be accompanied by a report from a qualified professional that includes a description of the critical area and a summary of how it meets the definitions in BIMC 16.20.190. The inventory and cited resources are to be used as a guide for the city, project applicants, and/or property owners and may be continuously updated as new or altered critical areas are identified

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D. Permit and review procedures

1. Any development, use or activity within any fish and wildlife habitat conservation area shall require a critical area permit unless it qualifies as an exempt activity, as provided in BIMC 16.20.040.
2. Critical area permits shall be reviewed pursuant to the criteria in BIMC 16.20.070 and any applicable state or federal management recommendations.
3. Applications for critical area permits for fish and wildlife habitat conservation areas shall include:
 - a. City of Bainbridge Island Master Land Use Application ([hyperlink](#));
 - b. Habitat Management Plan (HMP), prepared in accordance with BIMC 16.20.180, if a fish and wildlife habitat area described in BIMC 16.20.110.B.2 through 4 occurs within or adjacent to the project site; and
 - c. Buffer enhancement plan, prepared in accordance with BIMC 16.20.180, if only stream buffer modification is requested.
4. The city may request technical review of a HMP from other agencies to ensure consistency with state, federal or tribal management recommendations.

E. Development Standards – Streams

1. All designated streams require a buffer pursuant to Table 1. Buffers shall remain as undisturbed or enhanced vegetation areas for the purpose of protecting the integrity, function, and value of stream resources. Any buffer modification proposed shall be through an approved Buffer Enhancement Plan. No uses or activities shall be allowed within the buffer unless allowed by this Section. If the buffer has previously been disturbed, the director may require the disturbed buffer area be enhanced, including revegetation with native plant species, pursuant to an approved Buffer Enhancement Plan meeting the requirements of BIMC 16.20.160.180. No refuse, including but not limited to household trash, yard waste and commercial/industrial refuse, shall be placed in the buffer.
2. The required minimum buffers listed in Table 1 are based on the assumption that the buffer is well vegetated with native species appropriate to the site. If the buffer does not consist of vegetation adequate to provide stream protection and buffer functions, the director may require that the buffer be planted to achieve such protection and function.

Table 1. Stream Buffers

Stream Type	Buffer Width
F	200
Np	100
Ns (connected to F or Np)	75
Ns (not connected to F, Np)	50

3. Buffer distances shall be measured from the ordinary high water mark (OHWM) or from the top of each bank where the OHWM cannot be identified.
4. The buffer width shall be increased to include streamside wetlands which provide overflow storage for stormwater, feed water back to the stream during low flow, or provide shelter and food for fish. In braided channels, the ordinary high water mark or top of bank shall be defined to include the entire stream feature.
5. Streams in Ravines - Buffers. For streams in ravines outside the Mixed Use Town Center with ravine sides 10 feet or greater in height, the buffer width shall be the greater of:
 - a. The buffer width required for the stream type; or
 - b. A buffer width which extends 25 feet beyond the top of the ravine.
6. Increased buffer provisions. The director may increase buffer widths, up to 50 percent greater than the applicable buffer set in this chapter for critical areas with known locations of endangered, threatened, or state monitor or priority species for which a habitat management plan indicates a larger buffer is necessary to protect habitat values for such species. Such determination shall be based on site-specific and project-related conditions.
7. Structure or hard surface setback. A structure or hard surface setback line of fifteen feet is required from the edge of any stream buffer. Minor structural or impervious surface intrusions into the areas of the setback, such as but not limited to fire escapes, open/uncovered porches, landing places, outside walkways, outside stairways, retaining walls, fences and patios, may be permitted if the department determines upon review of an analysis of buffer functions submitted by the applicant, that construction and/or maintenance of such intrusions will not encroach into the stream buffer or adversely impact the stream. The functional analysis shall include a functional methodology supported by best available science. The setback shall be identified on a site plan and filed as an attachment to the notice on title as required by Section 16.20.070 (Notice on Title).
8. Buffer Modification. On each site, only one of the following modifications to buffer widths may be allowed provided the applicant demonstrates the need for modification through mitigation sequencing pursuant to BIMC 16.20.030.

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- a. Buffer Width Averaging. The width of a required buffer may be averaged if the applicant can demonstrate that averaging can provide equal or greater functions and values as would be provided under the required buffer and all of the following conditions are met:
 - ii. The total area of buffer after averaging is equal to the area required without averaging.
 - iii. Averaging cannot result in the any portion of the buffer being reduced more than 25 percent of its required width.
- b. Buffer Width Reduction. The width of a required buffer may be reduced if the applicant can demonstrate that the reduction will provide equal or greater functions and values as would be provided under the required buffer and all of the following conditions are met:
 - i. The buffer may not be reduced more than 25 percent of its required width.
 - ii. Native vegetation on other portions of the site is retained in order to offset habitat loss from buffer reduction.
- c. Any request for buffer modification outlined above shall be reviewed in conjunction with the underlying land use or construction permit. A critical area permit is not required. Requests for buffer averaging or buffer reduction shall include a buffer enhancement plan prepared by a qualified consultant that meets the requirements of BIMC 16.20.180. Buffer enhancement plans shall be reviewed pursuant to the criteria in BIMC 16.20.070.
- d. The city may request technical review of a buffer enhancement plan from other agencies to ensure consistency with state, federal or tribal management recommendations.
- e. Any other buffer modification, other than non-compensatory enhancement, requires a Reasonable Use Exception pursuant to BIMC 16.20.080.

F. Development Standards – Other Fish and Wildlife Habitat Conservation Areas

- 1. All development, uses and activities within known fish and wildlife habitat conservation areas require submittal and approval of a Habitat Management Plan (HMP) as specified in BIMC 16.20.180, Critical area reports. The HMP shall consider measures to retain and protect the fish and wildlife habitat and shall consider the effects of land use intensity, buffers, setbacks, impervious surfaces, erosion control and retention of existing native vegetation.
- 2. In the case of bald eagles, the HMP shall comply with the federal Bald and Golden Eagle Protection Act (16 USC 668) to avoid impacting eagles and their habitat.

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G. Standards for specific development, uses and activities. The following development, uses and activities may be allowed within fish and wildlife habitat conservation areas and their buffers. Any proposal for the following development, uses and activities requires a critical area permit pursuant to BIMC 16.20.070 and shall comply with the standards of this Section and other applicable state, federal and local regulations. The director may waive the requirement for a HMP when project impacts are demonstrated to be de minimis through mitigation sequencing pursuant to BIMC 16.20.030.

1. Stream Crossings. Any private or public road or driveway expansion or construction proposed to cross streams classified within this chapter shall comply with the following minimum development standards. All other state and local regulations regarding water crossing structures shall apply, and the use of the *Water Crossing Design Guidelines* (WDFW, 2013), or as amended, is encouraged.
 - a. Bridges or bottomless culverts shall be required for all Type F streams. Other alternatives may be allowed upon (i) submittal of a Habitat Management Plan which demonstrates that other alternatives would not result in significant impacts to the fish and wildlife conservation area and (ii) as determined through the Hydraulic Project Approval (HPA) process administered by the Washington Department of Fish and Wildlife. The plan must demonstrate that fish habitat will not be reduced in area or function.
 - b. Crossings shall not occur in fish-bearing streams unless no other feasible crossing site exists. For new development proposals, if existing crossings are determined to adversely impact salmon spawning or passage areas, new or upgraded crossings shall be located as determined necessary through coordination with Washington Department of Fish and Wildlife;
 - c. Bridge piers or abutments shall not be placed in either the floodway or between the ordinary high water marks unless no other feasible alternative placement exists;
 - d. Crossings shall not diminish flood carrying capacity;
 - e. Crossings shall serve multiple properties whenever possible;
 - f. Where there is no reasonable alternative to providing a conventional culvert, the culvert shall be the minimum length necessary to accommodate the permitted activity.
2. Stream Relocations. Stream relocations may be allowed only for the purpose of flood protection and/or fisheries restoration and only when consistent with a Washington Department of Fish and Wildlife Hydraulic Project Approval (HPA) process and the following minimum performance standards:
 - a. The channel, bank, and buffer areas are replanted with native or equivalent vegetation that replicates a natural, undisturbed riparian condition;
 - b. For those waters designated as Frequently Flooded Areas pursuant to BIMC 15.16, a professional engineer licensed in the State of Washington provides information demonstrating that the equivalent base flood storage volume and function will be maintained; and

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- c. Relocated stream channels are designed to meet or exceed the functions and values of the stream to be relocated.
3. Pesticides, Fertilizers and Herbicides. No pesticides, herbicides or fertilizers may be used in fish and wildlife conservation area or their buffers, except those approved by the U.S. Environmental Protection Agency (EPA) and approved under a Washington Department of Ecology Water Quality Modification Permit for use in fish and wildlife conservation area environments and applied by a licensed applicator in accordance with the safe application practices on the label.
4. Land Divisions and Land Use Permits. All land divisions and land uses proposed on a site that includes Fish and Wildlife Habitat Conservation Areas shall comply with the following procedures and development standards:
 - a. The open water area of lakes, streams, and tidal lands shall not be permitted for use in calculating minimum lot area.
 - b. Land division approvals shall be conditioned so that all required buffers are designated as an easement or covenant encumbering the buffer. Such easement or covenant shall be recorded together with the land division and represented on the final plat, short plat or binding site plan.
 - c. In order to avoid the creation of non-conforming lots, each new lot shall contain at least one building site that meets the requirements of this chapter, including buffer requirements for fish and wildlife habitat conservation areas. Each lot must also have access and a sewage disposal system location that are suitable for development that do not adversely impact the fish and wildlife conservation area.
 - d. After preliminary approval and prior to final land division approval, the director may require that the common boundary between a required buffer and the adjacent lands be identified using permanent signs. In lieu of signs, alternative methods of buffer identification may be approved when such methods are determined by the director to provide adequate protection to the aquatic buffer.
5. Trails and Trail-Related Facilities. Construction of public and private trails and trail-related facilities, such as benches, interpretive centers, and viewing platforms, may be are allowed in fish and wildlife conservation area or their buffers if there are no reasonable alternatives for meeting trail planning objectives and it is demonstrated through a Habitat Management Plan that the proposal will not result in a net loss of critical area functions and when the following standards are met.
 - a. Trails and related facilities shall be placed on existing road grades, utility corridors, or any other previously disturbed areas if present at the site and consistent with applicant's trail planning objectives.
 - b. Trails and related facilities shall be planned to minimize removal of trees, shrubs, snags and important wildlife habitat and disturbance to soil and existing hydrological characteristics;

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- c. Viewing platforms, interpretive centers, benches and access to them, shall be designed and located to minimize disturbance of wildlife habitat and/or critical characteristics of the affected conservation area. Viewing platforms shall be limited to one hundred (100) square feet in size, unless demonstrated that a larger structure will not result in a net loss of fish and wildlife habitat functions;
 - d. Trail planning shall utilize mitigation sequencing in BIMC 16.20.030 to first avoid siting trail and trail-related facilities within fish and wildlife habitat conservation areas and their required buffers. Trails and trail-related facilities are allowed in fish and wildlife conservation area or their buffers if there are no reasonable alternatives for meeting the applicant's trail planning objectives and it is demonstrated through a Habitat Management Plan that the proposal will not result in a net loss of critical area functions.
 - e. Trails shall be limited to non-motorized use. Trail width shall not exceed six five feet unless there is a demonstrated need, subject to review and approval by the director. Trails shall be constructed with pervious materials unless otherwise approved by the director.
6. Utilities. Placement of utilities within designated fish and wildlife conservation area may be allowed pursuant to the following standards:
- a. Construction of utilities may be permitted in fish and wildlife conservation area or their buffers, only when no practicable or reasonable alternative location is available and the utility meets the requirements for installation, replacement of vegetation and maintenance outlined below.
 - b. Sewer or on-site Sewage Utility. Construction of sewer lines or on-site sewage systems may be permitted in fish and wildlife conservation area or their buffers when the applicant demonstrates it is necessary to meet state and/or local health code requirements; there are no other practicable alternatives available; and construction meets the requirement of this Section. Joint use of the sewer utility may be allowed.
 - c. New utilities shall not be allowed in fish and wildlife conservation area with known locations of federal or state listed endangered, threatened or sensitive species, heron rookeries or nesting sites of raptors which are listed as state candidates except in those circumstances where an approved Habitat Management Plan indicates that the utility will not significantly impact the conservation area;
 - d. New Utility Construction. Utility construction and maintenance shall protect the environment of fish and wildlife conservation area and their buffers.
 - i. New utilities shall be aligned whenever possible to avoid cutting or root damage to trees greater than 12 inches in diameter at breast height (four and one-half feet) measured on the uphill side.
 - ii. Any area of disturbance shall be revegetated with appropriate native or equivalent vegetation at not less than pre-construction vegetation densities or greater, immediately upon completion of construction or as soon thereafter as possible due

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to seasonal growing constraints. The utility or landowner responsible for installation shall ensure that such vegetation survives.

- iii. Any additional access for maintenance shall be provided wherever possible at specific points rather than by parallel roads. If parallel roads are necessary, they shall be of a minimum width but no greater than 15 feet; and shall be contiguous to the location of the utility corridor on the side away from the conservation area.

- e. Utility maintenance shall include the following measures to protect the environment of regulated fish and wildlife habitat conservation areas.
 - i. Utility towers shall not be sandblasted or spray-painted. Lead-based paint is prohibited.
 - ii. Pesticides, fertilizers and herbicides: No pesticides or fertilizers may be used in fish and wildlife habitat conservation areas or their buffers, except those applied by a licensed applicator in accordance with the safe application practices on the label.

7. Bank Stabilization.

- a. A stream channel and bank may be stabilized when naturally occurring earth movement threatens existing structures (defined as requiring a building permit pursuant to the applicable building code), public improvements, unique natural resources, public health, safety or welfare, or the only feasible access to property, and, in the case of streams, when such stabilization results in maintenance of fish and wildlife habitat, flood control, and improved water quality.
- b. Where bank stabilization is determined to be necessary, bioengineering or other non-structural methods should be the first option for protection. Structural methods, or hard stabilization, may only be utilized where it can be demonstrated by a professional engineer licensed in the State of Washington that an existing primary residential structure or essential public facility cannot be safely maintained without such measures, and that the resulting hard stabilization is the minimum length necessary to provide a stable building area for the structure. The director may require that bank stabilization be designed by a professional engineer licensed in the State of Washington with demonstrated expertise in hydraulic actions of shorelines. Bank stabilization projects may also require a City of Bainbridge Island clearing or grading permit and Hydraulic Project Approval from the Washington Department of Fish and Wildlife.
- c. Nonstructural streambank protective techniques are preferred to bulkheads or other types of streambank armoring. Nonstructural techniques include but are not limited to vegetation plantings and bioengineering.

- 9. Fencing and Signs. Prior to approval or issuance of permits for land divisions or other new development, the director may require that the common boundary between a required buffer and the adjacent lands be identified using fencing or permanent signs. In

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lieu of fencing or signs, alternative methods of buffer identification may be approved when such methods are determined by the director to provide adequate protection to for the buffer.

10. Forest Practice, Class IV General and Conversion Option Harvest Plans (COHPs). All timber harvesting and associated development activity, such as construction of roads, shall comply with the provisions of this chapter, and the Stormwater Management standards in Chapters 15.20 and 15.21 BIMC, including the maintenance of buffers, where required.
11. Road/Street Repair and Construction. Any private or public road or street expansion or construction which may be allowed in a Fish and Wildlife Habitat Conservation Area or its buffer shall comply with the following minimum development standards:
 - a. No other reasonable or practicable alternative exists and the road or street crossing serves multiple properties whenever possible;
 - b. Expansion or construction of any private or public road shall only be allowed when adverse impacts can be avoided;
 - c. Public and private roads should provide for other purposes, such as utility crossings, pedestrian or bicycle easements, viewing points, etc.; and
 - d. The road or street construction is the minimum necessary, as required by the Department of Public Works, and shall comply with the Department of Public Works' guidelines to provide public safety and mitigated stormwater impacts.
 - e. Construction time limits shall be determined in consultation with Washington Department of Fish and Wildlife in order to ensure habitat protection.

16.20.120 Frequently flooded areas.

A. Designation and mapping. Frequently flooded areas include all areas of special flood hazard as mapped within the city, and other areas that could be threatened by flooding. The city uses Chapter 15.16, Flood Damage Prevention, adopted herein by reference, which provides the basis for establishing areas of special flood hazard.

B. Development in frequently flooded areas shall be subject to the provisions in Chapter 15.16, Flood Damage Prevention.

16.20.130 Geologically hazardous areas.

A. Applicability.

1. This chapter applies to all geologically hazardous areas classified pursuant to BIMC 16.20.130.B except as specified in subsection (2) of this section.

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B. Classification.

1. Geologically hazardous areas include erosion hazard areas, landslide hazard areas, and seismic hazard areas (including fault and liquefaction hazard areas). Zone of influence areas are not considered geologically hazardous areas.
2. Geologically hazardous areas shall be classified based upon landslide history and the presence of unstable soils, steepness of slopes, erosion potential, and seismic hazards. Areas in this category are a potential threat to public health, safety, and welfare when construction is allowed. While some potential risk due to construction can be reduced through engineering design, construction in these areas should be avoided when the potential risk cannot be reduced to a level comparable to the risk if the site were initially stable prior to construction. Classification and rating shall be based upon the risk to the environment and to development in geologically hazardous areas.

C. Permit and review procedures.

1. Any development, use or activity proposed on a site containing any geologically hazardous area or a landslide hazard area setback shall require a critical area permit unless it qualifies as an exempt activity, as provided in BIMC 16.20.040 or is allowed without review pursuant to BIMC 16.20.090.
2. Critical area permits shall be reviewed pursuant to the criteria in BIMC 16.20.070.
3. Applications for critical area permits for geologically hazardous areas shall include:
 - a. City of Bainbridge Island Master Land Use Application ([hyperlink](#)); and
 - b. Indemnification. An indemnification or hold harmless agreement shall be required for all projects in geologically hazardous areas, except erosion hazard areas and landslide hazard area setbacks. The form of the agreement shall be approved by the city and executed prior to the commencement of construction or any land disturbing activity.
 - c. Notice. A notice of intent to construct on a landslide hazard area or reduce the standard setback in a landslide hazard area shall be given pursuant to BIMC 2.16.085.C.2. The notice of intent shall be issued within 14 days of a complete application pursuant to BIMC 2.16.055. The notice shall include a 21-day comment period and no permits or approval of reduced setbacks shall be issued before the end of the comment period.
 - d. Geological Hazards Assessment. A geological hazards assessment is required for all projects in geologically hazardous areas and landslide hazard area setbacks in accordance with BIMC 16.20.180, Critical area reports. To protect

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public health, safety and welfare, the director may require third party review of any geological hazards assessment or geotechnical report in cases where there may be potential for substantial damage to life, property or the environment should the proposed engineering solution fail. When a third-party review is required, costs incurred for a qualified third party geologist or geotechnical engineer to perform the review shall be borne by the applicant.

D. Development Standards – General. The following development standards apply to all activities within any geologically hazardous area or associated landslide hazard area setback:

1. The proposed activity shall not create a net increase in geological instability, either on- or off-site, which is defined as follows:
 - a. The subject parcel shall not be less stable after the planned development than before; and
 - b. The adjacent parcels shall not have greater risk or be less stable after the planned development than before.
2. The proposed activity shall not increase the risk of life safety due to geological hazards above professionally acceptable levels.
3. The proposed activity shall not increase the risk due to geological hazards above professionally acceptable levels for:
 - a. Property loss of any habitable structures or their necessary supporting infrastructure on-site or;
 - b. Risk to any off-site structures or property of any kind; and
4. Proposed buildings shall be constructed using appropriate engineering methods that respond to the geologic characteristics specific to the site in order to achieve a high standard of safety and meet professional practice standards and codes.
5. The proposed activity shall not further degrade the values and functions of the associated critical areas.
6. Unless allowed pursuant to BIMC 16.20.090 or as part of an approved building permit, removal of vegetation from an erosion or landslide hazard area or setback is prohibited.

E. Development Standards -- Landslide Hazard Areas. The following requirements shall apply to any land disturbing activity or construction within a landslide hazard area or its setback as described herein:

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1. Prohibited activities. Development of habitable structures and critical facilities is prohibited in landslide hazard areas and landslide hazard area setbacks.
2. Allowed activities. The following minor development may be allowed in landslide hazard areas on slopes forty (40) percent or greater and landslide hazard area setbacks if the development standards of this Section are met:
 - a. Surface water management, including outfalls
 - b. Septic facilities, including drainfields
 - c. Trails and stairs
 - d. Cable lifts and trams
 - e. Public or private utilities or streets
 - f. Seismic or other safety upgrades to protect existing habitable structures
 - g. Other non-habitable structures
3. Any land disturbing activity or construction within a landslide hazard area or its setback shall meet the following requirements:
 - a. All development proposals shall be designed to avoid impacts to geologically hazardous areas. The development shall be designed to minimize the footprint of building in other disturbed areas, minimize removal of vegetation, minimize topographic change, and retain open space to the maximum extent practicable;
 - b. Development design shall utilize clustering, under-structure parking, multi-level construction, and tiered foundations to the extent feasible to minimize impervious lot coverage, slope disturbance, and changes to the natural topography;
 - c. Access shall be in the least sensitive part of the site, and common access drives and utility corridors are required to the extent feasible;
 - d. Roads, walkways and parking areas shall be designed to parallel the natural contours to the extent feasible;
 - e. Cut and fill slopes shall be prepared and maintained to control against erosion and instability; and
 - f. Drainage and stormwater designs in zones of influence shall incorporate elements of low impact design, add examples to the extent feasible, and shall be designed in such a manner that stormwater outlet discharges do not create additional impacts.
4. Factors of safety. Factors of safety in accordance with Table 2 are required. Analysis of dynamic conditions shall be based on the minimum horizontal acceleration for the probabilistic maximum considered earthquake as established by the currently adopted version of the International Building Code.

Table 2. Factors of safety and standard setbacks

Structure, use or activity	Static factor of safety	Dynamic (seismic) factor of safety	Standard setback
Habitable structure	1.5	1.0	Top of slope: Height of slope up to maximum of 75 feet Bottom of slope: Height of slope
High-risk non-habitable structure	1.3	As determined by geological hazards assessment.	Top of slope: Height of slope up to maximum of 75 feet Bottom of slope: Height of slope
Lower-risk non-habitable structures	As determined by geological hazards assessment.	As determined by geological hazards assessment.	Height of slope up to 75 feet.
Other structure or use	As determined by geological hazards assessment.	As determined by geological hazards assessment.	Height of slope up to 75 feet.
Tree and vegetation activities in accordance with BIMC 16.20.090	n/a	n/a	25 feet only from top of slope.

5. Setback requirement. Setbacks from landslide hazard areas are required. A setback shall be established from all edges of a landslide hazard area as follows:
 - a. A standard setback in accordance with Table 2; or
 - b. A setback established by the findings of a geological hazards assessment prepared by a licensed geologist or geotechnical engineer that protects and minimizes the risk of property damage, death or injury resulting from a potential landslide impact. The geological hazards assessment shall require a third-party independent review by a qualified geologist or geotechnical engineer at the cost to the applicant;
 - c. A setback less than 20 feet is prohibited for habitable structures;
 - d. The setback for tree and vegetation activities in accordance with BIMC 16.20.090 is 25 feet only from the top of slope.
 - e. No setback is required for slopes forty (40) percent or greater with a vertical elevation change of up to twenty (20) feet, if compliance with development standards in BIMC 16.20.130.(D) and (E) is documented by a geotechnical engineer licensed in the State of Washington;

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- f. The setback may be increased beyond that specified in subsection (a) above if the director determines a larger setback is necessary to prevent risk of damage to proposed adjacent development and the associated critical areas.
- 6. For the purposes of establishing the factors of safety and setback using Table 2, the following categories shall apply:
 - a. Habitable structure: residences, accessory dwelling units, garages;
 - b. High-risk non-habitable structure: decks, patios, pool/hot tub, driveways, trams, cable lifts, carports;
 - c. Lower-risk habitable structure: storage shed, boathouse, stairs, pathways, structures intended for short-term use;
 - d. Other structures or uses: septic facilities including drainfields, drainage outfalls, bulkheads, landscape walls, other utilities; and
 - e. If a proposed structure, use or activity is not included in BIMC 16.20.130.E.6(a) through (d), the category shall be determined by the City Engineer.
- 7. Zone of influence. A zone of influence shall be established 300 feet upslope from slopes greater than 40 percent and 200 feet upslope from slopes greater than 15 percent but less than 40 percent that are determined to be geologically hazardous areas to assess changes in land use and hydrology that may affect the stability of the geologically hazardous area.
 - a. The applicant shall have the stormwater pollution prevention plan (erosion control plan) for the project reviewed by a geotechnical engineer to determine if there are any potentially adverse impacts to the landslide hazardous area. The report shall contain recommendations to avoid adverse impacts to the geologically hazardous area. Concentrated discharge of stormwater shall only be allowed where specifically recommended in the report and authorized by the City Engineer.
 - b. If the geotechnical engineer or the City Engineer determines that there are potential adverse impacts, the applicant shall provide a geotechnical analysis containing information specified by the City Engineer which analyzes the potential impacts to the geological hazard from the proposed development in the zone of influence and meets the standards of this section.
- 8. Field marking requirements. Proposed clearing and work limit lines and landslide hazard setbacks shall be marked in the field for inspection and approval by the city prior to start of any land disturbing activity. Field marking shall remain in place until construction is completed and final inspection is completed by the city.

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16.20.140 Wetlands.

A. Applicability

1. This chapter applies to:
 - a. All wetlands designated pursuant to BIMC 16.20.140.B except as specified in subsection (2) of this Section.
 - b. All wetland buffers as shown in the tables in BIMC 16.20.140.I.

B. Identification and designation.

1. Identification of wetlands and delineation of their boundaries pursuant to this chapter shall be done in accordance with the federal wetland delineation manual and applicable regional supplements (as updated), as required by WAC 173-22-035. All areas within the city meeting the wetland designation criteria, regardless of any formal delineation, are hereby designated as wetlands and are subject to provisions of this chapter unless specified in BIMC 16.20.190.
2. Wetland delineations shall be conducted by a qualified professional, in accordance with BIMC 16.20.070.
3. The wetland boundary shall be marked in the field and surveyed by a licensed surveyor. The surveyed wetlands shall be sized and mapped on a scaled site plan. The director may require the wetland delineation to be verified in the field by the Army Corps of Engineers or the Washington State Department of Ecology when there is uncertainty in the wetland boundary or there was unauthorized wetland disturbance. The requirement for a licensed surveyor to survey the wetland boundaries may be waived in limited circumstances, such as when there is no access to the wetland property or there is no proposed impact to the wetland and wetland buffer, with authorization from the director.
4. Wetland delineations shall be valid for five years from the date of the delineation.
5. A wetland delineation shall be required for any proposed development within 300 feet of a designated wetland. If any portion of the designated wetland is on a different site than the proposed development, the location of the wetland boundary may be determined using best professional judgement.

C. Wetland Categories. Wetlands shall be rated according to the Washington State Wetland Rating System for Western Washington – 2014 Update (Ecology Publication No. 14-06-029, October 2014), as revised. The wetland categories determined by the rating are as follows:

1. Category I wetlands are:

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- a. Relatively undisturbed estuarine wetlands larger than one acre;
 - b. Wetlands that are, or may be in the future, identified by scientists of the Washington Natural Heritage Program/Department of Natural Resources as wetlands of high conservation value;
 - c. Bogs;
 - d. Mature forested wetlands larger than one acre;
 - e. Wetlands in coastal lagoons; and
 - f. Wetlands that perform many functions well and score 23 points or more in the wetland rating. These wetlands are those that represent a unique or rare wetland type, are more sensitive to disturbance than most wetlands, or are relatively undisturbed and contain ecological attributes that are impossible to replace within one human lifetime.
2. Category II wetlands are:
 - a. Wetlands with a moderately high level of functions and score 20 to 22 points in the wetland rating.
 - b. Estuarine wetlands smaller than one acre or disturbed estuarine wetlands larger than one acre.
3. Category III wetlands are:
 - a. Wetlands with a moderate level of functions and score between 16 to 19 points in the wetland rating.
4. Category IV wetlands are:
 - a. Wetlands with a low level of functions, scoring less than 16 points in the wetland rating.
5. Date of Wetland Rating. The wetland rating categories in this Section shall be applied to wetland studies including but not limited to delineations, on or after the date of adoption of the ordinance codified in this chapter. The wetland rating shall be valid for five years unless the state rating system changes or the wetland and/or the wetland buffer have been altered since the rating.
6. A wetland rating pursuant to BIMC 16.20.140.C shall be required for any proposed development within 300 feet of a designated wetland. If any portion of the designated wetland is on a different site than the proposed development, the rating may be determined using best professional judgement.
7. Illegal modifications. Wetland rating categories shall not change due to illegal modifications.

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D. Mapping

The location and extent of all mapped critical areas shown on the City of Bainbridge Island critical area maps are approximate and shall be used as a general guide only. The type, extent and boundaries shall be determined in the field by a qualified professional according to the requirements of this chapter. The critical area maps (provide hyperlink) are adopted as part of this chapter and are incorporated herein by this reference. In addition, the National Wetlands Inventory and Soil Maps produced by the U.S. Department of Agriculture, National Resources Conservation Service may be useful in helping to identify potential wetland areas. The inventory and cited resources are to be used as a guide for the city, project applicants, and property owners, and may be continuously updated as new or altered critical areas are identified.

E. Protection of Wetlands

1. Any action taken pursuant to this chapter shall result in equivalent or greater functions and values of the wetlands and wetland buffers associated with the proposed action, as determined by the best available science. All actions and developments shall be designed and constructed in accordance with mitigation sequencing as described in BIMC 16.20.030 and WAC 197-11-768.
2. Applicants must first demonstrate an inability to avoid or reduce impacts, before compensation of impacts will be allowed. No activity or use shall be allowed that results in a net loss of the functions or values of critical areas.
3. Permanent protection of critical areas that are part of an approved mitigation plan or buffer enhancement plan shall be achieved through a Notice to Title recorded at the Kitsap County Auditor's Office, or similar means of protection in perpetuity.

F. Permit and review procedures

1. Any development, use or activity within any wetland and/or its required buffer shall require a critical area permit unless it qualifies as an exempt activity, as provided in BIMC 16.20.040.
2. Critical area permits shall be reviewed pursuant to the criteria in BIMC 16.20.070.
3. Applications for critical area permits for wetlands shall include:
 - a. City of Bainbridge Island Master Land Use Application (hyperlink); and
 - b. Wetland critical areas report prepared in accordance with BIMC 16.20.180.F if wetland or buffers occur within or adjacent to the project site; and
 - c. Wetland mitigation report, prepared in accordance with BIMC 16.20.180.G, if wetland and buffer impacts are anticipated; or

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- d. Buffer enhancement plan, prepared in accordance with BIMC 16.20.180.D, if only buffer modification is requested.

G. Prohibited activities

1. The following development, uses and activities are prohibited in all wetlands:
 - a. Draining, excavation, placement of fill material and flooding not associated with an exempt or regulated use
 - b. Forest Practices – Class IV General or Conversion Option Harvest Plan
 - c. New or expanded agriculture
 - d. On-site sewage facility
2. The following development, uses and activities are prohibited in Category I and II wetlands:
 - a. Fish hatchery
 - b. Golf course
 - c. Mineral extraction
 - d. Public facility
 - e. Public communications tower
 - f. New public road/street
 - g. New private access road or driveway
 - h. Stormwater retention/detention facility
 - i. Primary utility

H. Standards for specific development, uses and activities. The following development, uses and activities may be allowed within wetlands and their required buffers. Any proposal for the following development, uses and activities requires a critical area permit pursuant to BIMC 16.20.140.F and shall comply with the standards of this Section and other applicable state, federal and local regulations.

1. Road/street repair and construction: Any private or public road or street repair, maintenance, expansion or construction may be allowed within a wetland or its required buffer only when all of the following conditions are met:
 - a. No other reasonable or practicable alternative exists and the road or street crossing serves multiple properties whenever possible;
 - b. Publicly owned or maintained road or street crossings should provide for other purposes, such as utility crossings, pedestrian or bicycle easements, viewing points, etc.; and
 - c. The road or street repair and construction are the minimum necessary to provide safe roads and streets.

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- d. Mitigation shall be performed in accordance with specific project mitigation plan requirements.
2. Land Divisions and Land Use Permits. All land divisions and land uses proposed on a site that includes regulated wetlands shall comply with the procedures and standards listed below. When a parcel contains a wetland, city policy shall always be to primarily protect the functions and values of the wetland, while recognizing the value of the development rights provided to the property by its zoning.
- a. Density Calculation.
 - i. The actual density that will allowed to be built upon a parcel containing a wetland shall ultimately be determined during the site specific review of the parcel's planned development.
 - ii. In determining the actual density of a parcel based on a specific site plan, the site plan shall locate all buildings outside of any wetland and its required buffers;
 - iii. The number of development rights allowed for any residentially-zoned parcel shall be its size in square feet divided by the number of square feet per home that is required by its zoning;
 - iv. If the land can be subdivided such that all setbacks, buffers, and other zoning requirements can be observed, and no zoning variances are requested, the density from the wetland, except the area with permanent open water, can be transferred within the property;
 - v. To the extent that the number of allowable development rights cannot be used on-site, they may be sold, traded, or transferred by the property owner through the transfer of development rights program pursuant to Chapter 18.37 BIMC;
 - vi. Property owners may voluntarily extinguish development rights that are provided by the underlying zoning, but the city shall not extinguish any of these rights outside the aforementioned transactions.
 - b. Land division approvals shall be conditioned to require that wetlands and wetland buffers be designated as an easement or covenant encumbering the wetland and wetland buffer. Such easement or covenant shall be recorded together with the land division and represented on the final plat or binding site plan, and title.
 - c. In order to implement the goals and policies of this chapter, to accommodate innovation, creativity, and design flexibility, and to achieve a level of environmental protection that would not be possible by typical lot-by-lot development, the use of the clustered development or similar innovative site planning is strongly encouraged for projects with regulated wetlands on the site.
3. Surface Water Management. Surface water structures or discharges from stormwater facilities may be allowed within wetlands and their required buffers only when the applicant has an approved Site Assessment Review (SAR) pursuant to the requirements

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of BIMC 15.20 and the proposal meets criteria in Appendix I-D, Guidelines for Wetlands when Managing Stormwater, from Washington State Department of Ecology's 2012 Stormwater Management Manual for Western Washington, as amended in 2014.

4. Trails and Trail-Related Facilities. Construction of public and private trails and trail-related facilities, such as benches and viewing platforms, ~~are may be~~ allowed in wetlands or wetland buffers only when the following standards are met:
 - a. Trails and related facilities shall be placed on existing road grades, utility corridors, or any other previously disturbed areas if present at the site and consistent with trail planning objectives.
 - b. Trails and related facilities shall be planned to minimize removal of trees, soil disturbance, and maintain existing hydrological characteristics, shrubs, snags, and important wildlife habitat.
 - c. Viewing platforms and benches, and access to them, shall be designed and located to minimize disturbance of wildlife habitat and/or critical characteristics of the affected wetland. Viewing platforms shall be limited to one hundred (100) square feet in size, unless demonstrated through a wetland critical areas report and mitigation plan that a larger structure will not result in a net loss of wetland functions.
 - d. Trail planning shall utilize mitigation sequencing in BIMC 16.20.030 to first avoid siting trail and trail-related facilities within wetlands and their required buffers. Trails and trail-related facilities ~~are may be~~ allowed within wetlands or wetland buffers if there are no reasonable alternatives for meeting ~~applicant's~~ trail planning objectives and it is demonstrated through a wetland critical areas report and mitigation plan that the proposal will not result in a net loss of wetland functions.
 - e. Trails shall be limited to non-motorized use. Trail width shall not exceed ~~six five~~ feet unless there is a demonstrated need, subject to review and approval by the director. Trails shall be constructed with pervious materials unless otherwise approved by the director.
5. Utilities. Installation of utilities within wetlands or their required buffers may be allowed when the following standards are met:
 - a. Construction of new utilities outside the road right-of-way or an existing utility corridor may be permitted in wetlands or wetland buffers, only when no reasonable alternative location is available and the utility meets the requirements for installation, replacement of vegetation and maintenance outlined below, and as required in the filing and approval of applicable permits and special reports required by this chapter.
 - b. Sewer or On-site Sewage Utility. Construction of sewer lines or on-site sewage systems may be permitted in wetland buffers only when:
 - i. The applicant demonstrates it is necessary to meet state and/or local health code minimum design standards (not requiring a variance for either horizontal setback or vertical separation); and/or

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- ii. There are no other practicable or reasonable alternatives available and construction meets all other applicable requirements of this Section. Joint use of the sewer utility corridor by other utilities may be allowed.
- c. New utilities shall not be allowed when the wetland or buffer has known locations of federal or state listed endangered, threatened, monitored or sensitive species, heron rookeries or nesting sites of raptors which are listed as species of concern, except in those circumstances where an approved Habitat Management Plan indicates that the utility corridor will not significantly impact the wetland or wetland buffer;
- d. New utility construction and maintenance shall protect the wetland and buffer environment by utilizing the following methods:
 - i. New utilities shall be aligned to avoid tree removal to the greatest extent practicable.
 - ii. Any area of disturbance resulting from installation of a utility shall be revegetated with appropriate native or equivalent vegetation at preconstruction densities or greater, immediately upon completion of construction, or as soon thereafter as possible, if due to seasonal growing constraints. The utility or landowner responsible for installation shall ensure that such vegetation survives.
 - iii. Any access for maintenance shall be provided as much as possible at specific points, rather than by parallel roads. If parallel roads are necessary, they shall be of a minimum width but no greater than 15 feet; and shall be contiguous to the location of the utility corridor on the side away from the wetland. Mitigation will be required for any additional access through restoration of vegetation in disturbed areas.
 - iv. The director may require additional mitigation measures.
 - v. Utility maintenance shall include the following measures to protect the wetland and buffer environment:
 - A. Painting of utility equipment such as power towers shall not be sprayed or sandblasted. Lead-based paints are prohibited.
 - B. No pesticides, herbicides or fertilizers may be used in wetland areas or their buffers except those approved by the U.S. Environmental Protection Agency (EPA) and Washington Department of Ecology and applied by a licensed applicator in accordance with the safe application practices on the label.
- 6. Parks. Development of public park and recreation facilities may be allowed; provided, that no alteration of wetlands or wetland buffers is allowed except as allowed in BIMC 16.20.040 (Exemptions) and BIMC 16.20.140.H (Standards for specific development, uses and activities).

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I. Wetland Buffers

1. Buffers shall remain as undisturbed or enhanced vegetation areas for the purpose of protecting the integrity, function, and value of wetland resources. Any buffer modification proposed shall be through an approved Buffer Enhancement Plan meeting the requirements of BIMC 16.20.180. No uses or activities shall be allowed within the buffer unless allowed by this Section. If a buffer on a site subject to land use review or a building permit application has previously been disturbed, the director may require the disturbed buffer area be enhanced, including revegetation with native plant species, pursuant to an approved Buffer Enhancement Plan meeting the requirements of BIMC 16.20.180. No refuse, including but not limited to household trash, yard waste and commercial/industrial refuse, shall be placed in the buffer.
2. All regulated wetlands shall be surrounded by a buffer, based upon *Appendix 8-C, Section 8C.2.3 of Wetlands in Washington State – Volume 2: Guidance for Protecting and Managing Wetlands* (Ecology Publication #05-06-008), as amended. Standard buffer widths are shown in Tables 1 through 4. If a wetland meets more than one of the criteria listed in each table, the buffer needed to protect the wetland is the widest one.
3. Standard buffer widths are based on impact of land use, which is categorized as follows:
 - a. High impact land use includes commercial development, industrial development, institutional development, residential (all residential zoning classifications other than R-0.4, R-1 and R-2) development, new agriculture (high-intensity such as dairies, nurseries, greenhouses, raising and harvesting crops requiring annual tilling, raising and maintaining animals), forestry activities, and high-intensity recreation such as golf courses and ballfields.
 - b. Moderate impact land use includes residential development (R-0.4, R-1 and R-2 residential zoning classifications), new agriculture (moderate-intensity such as orchard and hay fields), paved trails, and construction of temporary logging roads.
 - c. Low impact land use includes low-intensity open space such as passive recreation, natural resources preservation, and unpaved trails.
4. The required minimum buffers listed in Tables 3 through 6 are based on the assumption that the buffer is well vegetated with native species appropriate to the site. If the buffer does not consist of vegetation adequate to provide wetland protection and buffer functions, the director may require that the buffer be planted to achieve such protection and function.

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Table 3: Category I Wetlands - Buffers

Wetland Characteristics	Impact of Land Use	Buffer Width	Other Protection
Natural Heritage Wetlands	Low Moderate High	125 ft 190 ft 250 ft	No additional discharge of surface water. No septic systems within 300 ft. Restore degraded parts of the buffer
Bogs	Low Moderate High	125 ft 190 ft 250 ft	No additional surface discharges. Restore degraded parts of the buffer.
Forested	Low Moderate High	125 ft 190 ft 250 ft	If forested wetland scores high for habitat, maintain connectivity to other natural areas.
Estuarine	Low Moderate High	100 ft 150 ft 200 ft	N/A
Wetlands in Coastal Lagoon	Low Moderate High	100 ft 150 ft 200 ft	N/A
High level of function for habitat (score for habitat is 8-9 pts.)	Low Moderate High	150 ft 225 ft 300 ft	Maintain connectivity to other natural areas. Restore degraded parts of the buffer.
Moderate level of function for habitat (score for habitat is 5-7pts.)	Low Moderate High	75 ft 110 ft 150 ft	N/A
High level of function for water quality improvement and low for habitat (score for water quality pts.; habitat less than 5 pts.)	Low Moderate High	50 ft 75 ft 100 ft	No additional discharges of untreated runoff.
Not meeting any of the above criteria.	Low Moderate High	50 ft 75 ft 100 ft	N/A

Table 4: Category II Wetlands - Buffers

Wetland Characteristics	Impact of Land Use	Buffer Width	Other Protection
High level of function for habitat (score for habitat is -	Low Moderate	150 ft 225 ft	Maintain connectivity to other natural areas.

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9 pts.)	High	300 ft	
Moderate level of function for habitat (score for habitat is 5-7pts.)	Low Moderate High	75 ft 110 ft 150 ft	N/A
Estuarine	Low Moderate High	75 ft 110 ft 115 ft	N/A
Not meeting any of the above criteria	Low Moderate High	50 ft 75 ft 100 ft	N/A

Table 5: Category III Wetlands - Buffers

Wetland Characteristics	Impact of Land Use	Buffer Width	Other Protection
Moderate level of function for habitat (score for habitat is 5-7pts.)	Low Moderate High	75 ft 110 ft 150 ft	N/A
Not meeting above criterion	Low Moderate High	40 ft 60 ft 80 ft	N/A

Table 6: Category IV Wetlands - Buffers

Wetland Characteristics	Impact of Land Use	Buffer Width	Other Protection
All	Low Moderate High	25 ft 40 ft 50 ft	N/A

5. Buffer Measurement. All buffers shall be measured on a horizontal plane from the delineated wetland edge as marked in the field a qualified professional.
6. Fencing and Signs. This section applies to those wetlands and their buffers that are within 200 feet of regulated development activities.
 - a. Wetland buffers shall be temporarily fenced or otherwise suitably marked between the area where the construction activity occurs and the buffer. Fences shall be made of a durable protective barrier and shall be highly visible. Silt fences and plastic construction fences may be used to prevent encroachment on wetlands or their buffers

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- by construction. Temporary fencing shall be removed after the site work has been completed and the site is fully stabilized per city approval.
- b. The director may require that permanent signs and/or fencing be placed on the common boundary between a wetland buffer and the adjacent land. Such signs will identify the wetland buffer. The director may approve an alternate method of wetland and buffer identification, if it provides adequate protection to the wetland and buffer.
7. Structure or hard surface setback. A structure or hard surface setback line of fifteen feet is required from the edge of any wetland buffer. Minor structural or impervious surface intrusions into the areas of the setback, such as but not limited to fire escapes, open/uncovered porches, landing places, outside walkways, outside stairways, retaining walls, fences and patios, may be permitted if the department determines upon review of an analysis of buffer functions submitted by the applicant, that construction and/or maintenance of such intrusions will not encroach into the wetland buffer or adversely impact the wetland. The functional analysis shall include a functional methodology supported by best available science. The setback shall be identified on a site plan and filed as an attachment to the notice on title as required by Section 16.20.070 (Notice on Title).
8. Buffer Modification. On each site, only one of the following modifications to buffer widths may be allowed provided the applicant demonstrates the need for modification through mitigation sequencing pursuant to BIMC 16.20.030 and the modification that results in the retention of the greatest area of buffer is used.
- a. Buffer Width Averaging. The width of a required buffer may be averaged if the applicant can demonstrate that averaging can provide equal or greater functions and values as would be provided under the required buffer and all of the following conditions are met:
 - i. The total area of buffer after averaging is equal to the area required without averaging.
 - ii. Averaging cannot result in the any portion of the buffer being reduced more than 25 percent of its required width.
 - b. Buffer Width Reduction. The width of a required buffer may be reduced if the applicant can demonstrate that the reduction will provide equal or greater functions and values as would be provided under the required buffer this will improve the protection of wetland functions and all of the following conditions are met:
 - i. The buffer may not be reduced more than 25 percent of its required width.
 - ii. Native vegetation on other portions of the site is retained in order to offset habitat loss from buffer reduction.

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- c. The required buffer widths for proposed land uses with high-intensity impacts to wetlands may be reduced to those required for moderate-intensity impacts under the following conditions:
 - i. For wetlands that score moderate or high for habitat (5 points or more for the habitat function), the width of the buffer may be reduced if both of the following criteria are met:
 - ii. A relatively undisturbed, vegetated corridor at least 100-feet wide is provided if the wetland contains any priority habitats as defined by the Washington Department of Fish and Wildlife. “Relatively undisturbed” and “vegetated corridor” are defined in the Western Washington Wetland Rating System. The corridor must be protected for the entire distance between the wetland and the priority habitat by some type of legal protection, such as a Notice to Title.
 - iii. Measures to minimize the impacts of different land uses on wetlands, such as the examples in Table 5, are applied.
 - iv. For wetlands that score less than 5 points for habitat, the buffer width may be reduced to that required for moderate land use impacts by applying measures to minimize the impacts of different land uses on wetlands, such as the examples in Table 5.
- d. Any request for buffer modification outlined above shall be reviewed in conjunction with the underlying land use or construction permit. A critical area permit is not required. Requests for buffer averaging or buffer reduction shall include a Buffer Enhancement Plan prepared by a qualified professional that meets the requirements of BIMC 16.20.180.D. Buffer enhancement plans shall be reviewed pursuant to the criteria in BIMC 16.20.070.
- e. Any other buffer modification resulting in a reduced buffer area, other than non-compensatory enhancement, requires a Reasonable Use Exception pursuant to BIMC 16.20.080.

Table 5: Examples of measures to minimize impacts to wetlands from different types of activities.

Examples of Disturbance	Examples of Measures to Minimize Impacts	Activities that Cause the Disturbance
Lights	• Direct lights away from wetland.	Parking lots, warehouses, manufacturing, residential
Noise	• Locate activity that generates noise away from wetland. • If warranted, enhance existing buffer	Manufacturing, residential

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	with native vegetation plantings adjacent to noise source. • For activities that generate relatively continuous, potentially disruptive noise, such as heavy industry or manufacturing, establish an additional 10-foot heavily vegetated buffer strip immediately adjacent to the outer wetland buffer.	
Toxic runoff*	• Route all new runoff away from wetland. • Establish covenants limiting use of pesticides within 150 feet of wetland. • Apply integrated pest management.	Parking lots, roads, manufacturing, residential areas, application of agricultural pesticides, landscaping
Stormwater runoff	• Retrofit stormwater detention and treatment for roads and existing adjacent development. • Prevent channelized flow from lawns that directly enters the buffer. • Use Low Impact Development techniques consistent with BIMC 15.20.	Parking lots, roads, manufacturing, residential areas, landscaping
Change in water regime	Infiltrate or treat, detain, and disperse new runoff into buffer.	Impermeable surfaces, lawns, tilling
Pets and human disturbance	• Plant buffer with dense, impenetrable native vegetation appropriate for region. • Install low impact fencing at buffer perimeter. • Place wetland and its buffer in separate open space tract or protect with conservation easement.	Residential areas
Dust	Utilize best management practices to control dust.	Tilled fields
* These examples are not necessarily adequate to meet the rules for minimizing toxic runoff if threatened or endangered species are present at the site.		

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J. Wetland mitigation requirements.

1. Mitigation sequencing. All development, uses and activities proposed to impact wetlands shall be mitigated according to this Section and the mitigation sequencing steps outlined in BIMC 16.20.010.030. The applicant shall demonstrate to the satisfaction of the director that each step of mitigation sequencing has been adequately addressed prior to approval of impacts to wetlands.
2. Compensatory mitigation shall be required for development, uses or activities that result in the loss of wetland acreage or in the reduction of wetland functions or values.
3. Mitigation report. Where mitigation is required under the sequencing in subsection (1), a mitigation plan is a required component of a critical areas report meeting the requirements in BIMC 16.20.180, Critical area reports.
4. Wetland replacement.
 - a. The ratios shown in Table 7 shall be used to determine the required amount of wetland mitigation. The first number specifies the amount of wetland area to be restored, rehabilitated, created or enhanced, and the second number specifies the amount of wetland area lost. The director may decrease these ratios when there are findings of special studies coordinated with agencies with expertise which demonstrate that no net loss of wetland function or value is attained under the decreased ratio.
 - b. Mitigation requirements may also be determined using the credit/debit tool described in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report (Ecology Publication #10-06-011, March 2012), or as revised) consistent with Table 7.

Table 7: Replacement Ratios for Wetlands

Category and Type	Re-establishment or Creation	Rehabilitation	1:1 Re-establishment or Creation (R/C) and Enhancement (E)	Enhancement Only
I – Mature Forested	6:1	12:1	1:1 R/C and 10:1 E	24:1
I – Based on functions	4:1	8:1	1:1 R/C and 6:1 E	16:1
I – Bog or	Not considered	6:1	Case by Case	Case by Case

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Natural Heritage Site	possible			
II	3:1	6:1	1:1 R/C and 4:1 E	12:1
III	2:1	4:1	1:1 R/C and 2:1 E	8:1
IV	1.5:1	3:1	1:1 R/C and 2:1 E	6:1

5. Approaches to compensatory mitigation.

- a. Compensatory mitigation may occur at the site of the allowed impacts or at an off-site location. Considerations for determining whether off-site mitigation is preferable include, but are not limited to one or more of the following:
 - i. On-site conditions do not favor mitigation success due to soil conditions, hydrology or adverse impacts of adjacent land uses;
 - ii. On-site conditions are isolated from other aquatic or riparian habitats;
 - iii. An off-site location is beneficial to larger ecosystem or watershed functions;
 - iv. An off-site location has greater likelihood of success or will provide greater functional benefits;
 - v. The proposal for an off-site location uses a watershed approach consistent with Selecting Wetland Mitigation Sites Using a Watershed Approach (Western Washington) (Ecology Publication #09-06-32, December 2009).
 - b. Off-site compensatory mitigation may include the use of a wetland mitigation bank or an in-lieu fee program, if such instruments are available within the city limits.
 - c. Advanced mitigation. Compensatory mitigation in advance of proposed impacts may be allowed on a case-by-case basis for projects with pre-identified impacts consistent with Interagency Regulatory Guide: Advance Permittee-Responsible Mitigation (Ecology Publication #12-06-015, December 2012).
6. Monitoring requirements. The city shall require monitoring reports on an annual basis for a minimum of five years and up to ten years, or until the director determines the mitigation project has met the performance standards specified in the wetland mitigation plan. The wetland mitigation plan shall provide specific performance standards for monitoring the mitigation project. Performance standards shall be project-specific and use best available science to aid the director in evaluating whether or not the project has achieved success.

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16.20.150 The Winslow Ravine – Special Rules in Mixed Use Town Center.

A portion of the “Winslow Ravine” which contains a ravine, a Type F stream, and several wetlands, is located in the Mixed Use Town Center (MUTC) zoning designation. In order to accommodate more dense development within the MUTC, and recognizing the significant distance from the top of the ravine to the stream and its adjacent wetlands, in lieu of the buffer and setback rules provided for streams (BIMC 16.20.100) and wetlands (BIMC 16.20.130), an applicant may select the prescriptive option or the mitigated option with respect to the Winslow Ravine within the MUTC as described below:

A. “Option A” - Prescriptive Standards.

CATEGORIES	BUFFER WIDTH STANDARD	MINIMUM STRUCTURE AND HARD SURFACE SETBACK	OTHER DEVELOPMENT STANDARDS
Streams and wetlands associated with the Winslow Ravine within the MUTC	50 feet measured from the top of the Winslow Ravine	15 feet beyond the buffer	No development, uses or activities are allowed within the buffer. Refuse, including but not limited to household trash, yard waste and commercial/industrial refuse, shall not be located in the buffer and shall be removed if present.

B. “Option B” - Mitigated Standards. The applicant shall demonstrate by submittal of necessary studies and proposed mitigation, that measures can and will be taken to ensure that the functions and values provided by the buffers prescribed under “Option A” are retained or improved.

CATEGORIES	BUFFER WIDTH STANDARD	MINIMUM STRUCTURE AND HARD SURFACE SETBACK	OTHER DEVELOPMENT STANDARDS
Streams and wetlands associated with the Winslow Ravine within the MUTC	25 feet measured from the top of the Winslow Ravine	15 feet beyond the buffer	No development, uses or activities are allowed within the buffer <u>other than public access meeting the standards of BIMC 16.20.110.G.6.a through e</u> . If the

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			buffer has previously been disturbed, the disturbed buffer area shall be revegetated pursuant to an approved Buffer Enhancement Plan meeting the requirements of BIMC 16.20.D. Refuse, including but not limited to household trash, yard waste and commercial/industrial refuse, shall not be located in the buffer and shall be removed if present.
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C. Permit and review procedures

1. Any development, use or activity within the Winslow Ravine shall require a critical area permit unless it qualifies as an exempt activity, as provided in BIMC 16.20.040.
2. Critical area permits shall be reviewed pursuant to the criteria in BIMC 16.20.070.
3. Applications for critical area permits for the Winslow Ravine shall include:
 - a. City of Bainbridge Island Master Land Use Application ([hyperlink](#)); and
 - b. Buffer enhancement plan, prepared in accordance with BIMC 16.20.180.D, if Option B, above is proposed.

16.20.160 Performance and maintenance surety.

A. Performance Surety. The director shall decide when a performance surety is required of an applicant, and the acceptable form of such surety. The amount and the conditions of the surety shall be consistent with the purposes of this chapter; provided, that the minimum amount of the surety, when required, shall be 125% of the estimated cost of performance. A performance surety shall not be required when the actual cost of performance, as documented in a form acceptable to the director, is less than \$1,000. The director shall release the surety upon determining that:

1. All activities, including any required compensatory mitigation, have been completed in compliance with the terms and conditions of the permit and the requirements of this chapter;
2. A maintenance surety has been posted by the applicant, where deemed appropriate by the director.

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3. Until such written release of the surety, the principal or surety cannot be terminated or canceled.

B. Maintenance Surety. When a maintenance surety is required, the holder of a development permit issued pursuant to this chapter shall post a surety for an amount and in a form acceptable to the director, with conditions sufficient to guarantee that maintenance of structures, improvements, and mitigation required by the permit or by this chapter perform satisfactorily for a minimum of two years after they have been completed. The director shall release the maintenance surety upon determining that performance standards established for evaluating the effectiveness and success of the structures, improvements, and/or compensatory mitigation have been satisfactorily met for the required period. For compensation projects, the performance standards shall be those contained in the mitigation plan developed and approved during the review process. The maintenance surety applicable to a compensation project shall not be released until the director determines that performance standards established for evaluating the effect and success of the project have been met.

C. Deposit Instruments. The deposit instrument for the performance or warranty deposit shall be cash, a non-revocable letter of credit, an assignment of funds, bond or other readily accessible source of funds approved by the director. The deposit instruments shall be on a form acceptable to the director. Any issuer of a deposit instrument shall pay invoices presented by the city pursuant to this chapter within 45 days. A bond will be accepted only for amounts over \$1,000.00 or when State Law requires a bond. Interest on deposited funds will accrue to the benefit of the depositor, except that any interest earned on a cash deposit will be retained by the city for account administration.

D. Default on deposit.

1. If the work covered by the deposit is not completed within the time specified in the notice given under this chapter, the city shall obtain the proceeds of the deposit and do the work covered by the deposit. The city may either have its employees or a contractor do the work.
2. If, at any time, the director determines that actions or inactions associated with permit work have created an emergency situation endangering public health, safety, or welfare, creating a potential liability for the city, or such an emergency precludes the notification of applicants as provided in this chapter while still minimizing or avoiding the effects of the emergency, the city may use the deposit to cover costs incurred by the city to correct the emergency situation. The city may either have employees of the city or a contractor do the work. If the city uses the deposit as provided by this Section, the applicant shall be notified in writing within four working days of the commencement of emergency work. The notice must state the work that was completed and the nature or timing of the emergency that necessitated the use of the deposit without prior notification.
3. The permittee is responsible for all costs incurred by the city in doing the work covered by the deposit. The city shall release or refund any proceeds of a deposit remaining after subtracting

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all costs incurred. The permittee shall reimburse the city for any amount expended by the city that exceeds the deposit.

4. If the city uses any of the deposit it shall, within 30 days, provide the owner of the permit an itemized statement of all proceeds and funds used.

16.20.170 Compliance and enforcement.

A. It is a violation of this chapter for any person to fail to comply with a requirement of this chapter. It is further a violation of this chapter for any person to:

1. Initiate or maintain, or cause to be initiated or maintained, the use, construction, placement, alteration, or demolition of any structure, land, or property within the city without first obtaining permits or authorizations required by this chapter, or in a manner that violates the terms or conditions of such permits or authorizations;
2. Misrepresent any material fact in any application, plans or other information submitted to obtain permits or authorizations under this chapter; or
3. Remove or deface any sign, notice, complaint, or order required by or posted in accordance with this chapter.

B. When a critical area or its buffer has been altered in violation of this chapter, all ongoing development work shall stop and the critical area shall be restored. The city shall have the authority to issue a stop work order to cease all ongoing development work, and order restoration, rehabilitation, or replacement measures at the owner's or other responsible party's expense to compensate for violation of provisions of this chapter.

C. Restoration plan required. All development work shall remain stopped until a restoration plan is prepared and approved by the director. Such a plan shall be prepared by a qualified professional using the best available science and shall describe how the actions proposed meet the minimum requirements described in Subsection (D) below. The director shall, at the violator's expense, seek expert advice in determining the adequacy of the plan. Inadequate plans shall be returned to the applicant or violator for revision and resubmittal.

D. Minimum performance standard for restoration.

1. For alterations to frequently flooded areas, wetlands, and habitat conservation areas, the following minimum performance standards shall be met for the restoration of a critical area; provided, that if the violator can demonstrate that greater critical area function or values can be obtained through the application of different standards, these standards may be modified:

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- a. The historic structural and functional values shall be restored, including water quality and habitat functions;
 - b. The historic soil types and configuration shall be replicated;
 - c. The critical area and buffers shall be replanted with native vegetation that replicates the vegetation historically found on the site in species types, sizes, and densities. The historic functions and values should be replicated at the location of the alteration; and
 - d. Information demonstrating compliance with the requirements in Section BIMC 16.20.110 shall be submitted to the director.
 2. For alterations to flood and geological hazard areas, the following minimum performance standards shall be met for the restoration of a critical area; provided, that if the violator can demonstrate that greater safety can be obtained, these standards may be modified:
 - a. The hazard shall be reduced to a level equal to, or less than, the pre-development hazard;
 - b. Any risk of personal injury resulting from the alteration shall be eliminated or minimized; and
 - c. The hazard area and buffers shall be replanted with native vegetation sufficient to minimize the hazard.
 3. All restoration plans shall include a detailed estimate of the cost for implementation of the restoration plan.
- E. Site investigations. The director is authorized to make site inspections and take such actions as are necessary to enforce this chapter. The director shall present proper credentials and make a reasonable effort to contact any property owner before entering onto private property.
- F. Penalties. Any development or activity carried out contrary to the provisions of this chapter shall constitute a public nuisance and may be enjoined as provided by the statutes of the State of Washington. Enforcement of this chapter and the imposition of penalties for violations of this chapter shall be as provided for in Chapter 1.26 BIMC; provided, that in addition to the civil penalties provided for in BIMC 1.26.090, an additional penalty shall be imposed on any person, party, firm, corporation, property owner, or other legal entity who fails to complete a required restoration plan, who conducts any disturbance (including cutting or removing vegetation) of a critical area or its associated buffer in violation of this chapter, or who is otherwise in violation of this chapter, including a violation of BIMC 16.20.090.E. For such violations, the additional penalty shall be in the amount equal to 200% of the cost of restoration as approved under a restoration plan pursuant to Subsections (C) and (D) above for a minor violation and a minimum of \$2,500 for a major violation. The director shall determine whether the disturbance is a minor or major violation. Any person, party, firm, corporation, or other legal entity who knowingly and willfully refuses to complete a required restoration pursuant to Subsections (C) and (D) above shall be guilty of a misdemeanor punishable by not more than 30 days in jail and/or not more than a \$1,000 fine.

16.20.180 Critical area reports.

A. Aquifer recharge areas hydrogeological site assessment.

1. The hydrogeological site assessment shall include:
 - a. A site map drawn to scale which indicates the location of known or geologically representative wells (abandoned and active), springs, and surface water features within 1,000 feet of the project property boundary;
 - b. A description of the site-specific hydrogeological characteristics. At a minimum this will include a description of the lithology, depth and static water level of known underlying aquifer(s) and depiction of groundwater flow direction and patterns on the site map;
 - c. A description of the proposed land use and activities specifically detailing water consumption; an inventory of all chemical use, storage, transportation, production (including process wastewater), and disposal; and any potential pollutant identified by the U.S. EPA as a potential source of drinking water contamination (Appendix A of the Washington State Critical Aquifer Recharge Area Guidance Document) or known to be deleterious to the environment or human health; and
 - d. A general discussion of surface and groundwater quality and quantity in the area and the identification of the potential adverse quality and quantity impacts to groundwater and surface water features within 1,000 feet of the project.
2. In-depth Site Assessment Elements. The required elements of the in-depth site assessment for a given development or re-development will be based on the initial site assessment review by the city, the Kitsap Public Health District, affected Tribes, and affected public water purveyors.

One or more of the elements listed below may be required based upon the proposed project activity, complexity of underlying hydrogeological conditions, and the perceived potential to adversely impact groundwater or surface water quality or quantity. One or more of these elements may also be required if the applicant chooses to demonstrate that mitigation measures are not necessary to protect the quantity or quality of groundwater or surface water or that the project does not pose a risk of detriment to groundwater or surface water.

Additional in-depth site assessment elements may include:

- a. Lithologic characteristics and stratigraphic relationships of the affected aquifer(s) and overlying geologic units and soil types including thickness, horizontal and vertical extent, permeability, and infiltration rates of surface soils.
- b. Delineation of identified structural features such as faults, fractures, and fissures.
- c. Aquifer characteristics including determination of recharge and discharge areas, transmissivity, storage coefficient, hydraulic conductivity, porosity, and estimate of groundwater flow direction, velocity and patterns for the affected aquifer(s).
- d. Estimate of precipitation and evapotranspiration rates for the project area.

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- e. Preparation of appropriate hydrogeological cross sections depicting underlying lithology and stratigraphy, aquifer(s), and potential or probable contaminant pathways to both surface and groundwater from a chemical release.
- f. Determination of background or existing groundwater quality underlying the project area and water quality of surface water bodies.
- g. Contaminant fate and transport including probable migration pathways and travel time of potential contaminant release(s) from the site through the unsaturated zone to the aquifer(s) and through the aquifer(s), and how the contaminant(s) may be attenuated within the unsaturated zone and the aquifer(s) with consideration to advection, dispersion, and diffusion of contaminants in the groundwater.
- h. Delineation of areas potentially affected by contaminant migration on the ground surface and/or through potentially affected aquifer(s).
- i. Determination of the degree of continuity between groundwater and nearby surface water including potential impacts to baseflow in streams from proposed groundwater withdrawals, and potential impacts to surface water quality from site runoff or contaminated groundwater discharge.
- j. Assessment of the potential for pumping-induced seawater intrusion.
- k. Nitrate Loading Assessment. For projects that have the potential to adversely impact groundwater quality by nitrate loading, the applicant shall test existing wells and/or required test wells for nitrate as nitrogen and calculate the current and projected future groundwater nitrate concentrations at full project build-out, at appropriate point(s) of compliance, as determined by project characteristics, and in a methodology approved by the city. If the calculated nitrate loading in the intended water supply equals or exceeds 5 milligrams per liter nitrate as nitrogen, the applicant shall develop a mitigation plan with the point(s) of compliance determined based on project characteristics.
- l. Multiple-stage (or phased) development must consider impacts of the total build-out of the project to allow for an assessment of the cumulative impacts of the entire development on critical aquifer recharge areas.

B. Aquifer Recharge Mitigation Plan.

For proposals requiring aquifer recharge area impact mitigations, the applicant shall develop for approval by the city a mitigation plan for the proposed development. Affected public water purveyors (Group A & B), affected Tribes, and the Kitsap Public Health District will be notified and invited to comment on all mitigation plans. The city will consider all recommendations submitted by these entities when developing appropriate permit conditions.

The city may, based on performance criteria and monitoring results, require additional amendments to the plan. The city reserves the right to submit mitigation plans for a third-party review at the applicant's expense and to reject any proposed land use or activity that poses significant risk to groundwater or surface water quality or quantity that cannot be satisfactorily mitigated.

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1. The mitigation plan shall contain the project's permit conditions and, as applicable:
 - a. A description of the mitigation measures to be taken, how they will be implemented, and performance criteria.
 - b. A groundwater and surface water monitoring program to measure potential impacts of the development to underlying aquifer(s) and surface water. The monitoring plan will describe monitoring, maintenance, and reporting requirements.
 - c. A contingency plan describing spill response and corrective actions to be taken if a release of a pollutant occurs or monitoring results indicate that mitigation measures are not effectively protecting groundwater and surface water resources and human health. The city shall have the authority to impose additional required corrective actions where such measures are necessary to protect groundwater and surface water resources or human health. Where appropriate contingencies are not feasible and result in an activity posing unacceptable risk to groundwater or surface water resources or human health, the city shall deny the proposal.
 - d. Multiple-stage (or phased) development must consider mitigation for each phase of development as well as the total build-out of the project to allow for an assessment of the cumulative impacts of the entire development on critical aquifer recharge areas.
 - e. Conditions that would arise that warrant ceasing the project operation altogether.
 - f. Wellhead Protection Mitigation. Where a wellhead protection plan addressing the project area exists, the city shall use the recommendations contained in the wellhead protection plan as a basis for formulating required mitigation measures. In the absence of such a mitigation plan, the city shall contact the owner of the public water system (Group A and B) impacted by the proposed project and jointly develop mitigation measures, a summary of which shall be signed by the applicant and recorded with the applicant's property title.
 - g. Nitrate Loading Mitigation.
 - i. General Requirements. If a calculated nitrate loading concentration for a project at the designated point(s) of compliance per BIMC 16.20 170.X is equal to or greater than 5 milligrams per liter nitrate as nitrogen, then the applicant shall be required to place a notification on the documents of title for the property affected. A monitoring plan shall be developed to monitor the nitrate level and include a contingency plan to be implemented if the nitrate level exceeds 10 milligrams per liter nitrate as nitrogen.
 - ii. Land Divisions. If the calculated nitrate loading concentration for a land division at the designated point(s) of compliance per BIMC 16.20 170.X is equal to or greater than 5 milligrams per liter nitrate as nitrogen, then the applicant shall:
 - (A) Develop a mitigation plan to minimize the nitrate loading rate; and
 - (B) Develop a contingency plan to be implemented if the nitrate concentration exceeds 10 milligrams per liter nitrate as nitrogen; and
 - (C) Submit the contingency plan with the final plat application. The contingency plan must be approved by the city, and then recorded with the Kitsap County

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Auditor as part of the final plat. Conditions of the contingency plan shall be listed on the face of the plat.

- iii. Mitigation of nitrate in groundwater from on-site septic systems may include decreasing the density of septic system drainfields.

2. Recording of Mitigation Plan Summaries.

- a. General Requirements. The city may require that the applicant record a city-approved summary of the mitigation plan on the property title. A copy of the recorded summary shall be provided to the city in hard copy and electronic format. If a property owner can demonstrate, to the satisfaction of the city, that mitigation measures are no longer necessary, the city shall approve the addition of language on the title for the property nullifying the mitigation requirements.
 - b. Land Divisions. The mitigation plan must be approved by the city, and then recorded with the Kitsap County Auditor as part of the final plat. Conditions of the mitigation plan shall be listed on the face of the plat.
3. Performance Surety. The director may require that the applicant provide a performance surety to ensure conformance with mitigation requirements of the Aquifer Recharge Mitigation Plan pursuant to BIMC 16.20.180.B.

C. Habitat management plan.

1. A habitat management plan (HMP) is a detailed report that outlines and documents the location of fish and wildlife conservation areas, any planned incursions or habitat impacts and a strategy for limiting impacts.
2. HMP review. All HMPs shall be submitted to the Washington State Department of Fish and Wildlife habitat biologist and to the Suquamish Tribe for review and comment within 14 days of a complete application pursuant to BIMC 2.16.055. If the HMP recommends mitigation involving federally listed threatened or endangered species, migratory waterfowl or wetlands, the U.S. Fish and Wildlife Service shall receive a copy of the draft HMP. Within that same time frame, the city's Environmental Technical Advisory Committee shall be asked to review the HMP and provide comments.
3. Map. The HMP shall contain a map prepared at an easily readable scale, showing:
 - a. The location of the proposed development site;
 - b. Property boundaries;
 - c. The relationship of the site to surrounding topographic and aquatic features and any connectivity to other wildlife habitat and corridors;
 - d. Proposed building locations;

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- e. A legend which includes acreage of the parcel, scale, north arrow, and date of map revision.
4. Report. The HMP shall contain a report that includes:
- a. A description of the nature and intensity of the proposed development
 - b. Identification of existing habitat functions and values;
 - c. An analysis of the effect of the proposed development, activity or land use change upon the wildlife species and habitat features and processes identified for protection;
 - d. Any review comments received from a habitat biologist from the Washington State Department of Fish and Wildlife, and the Suquamish Tribe and U.S. Fish and Wildlife Service;
 - e. Demonstration of consistency with current Washington State Department of Fish and Wildlife Habitat Management Recommendations for the applicable habitat or species. If the recommendations are not followed, the HMP report should identify the best available science guidance that is being followed or applied;
 - f. A description of proposed seasonal activity restrictions in accordance with the Washington State Department of Fish and Wildlife Habitat Management Recommendations;
 - g. An analysis of the feasibility to maintain wildlife corridors and connectivity, if applicable;
 - h. A plan identifying proposed measures to mitigate any adverse impacts to wildlife habitats created by the proposed development. Proposed mitigation measures shall be specific to the affected habitat or species; and
 - i. A schedule for periodic monitoring, and a contingency plan with corrective actions if conservation or mitigation actions do not lead to the desired outcome.
5. HMP adequacy. If there is a disagreement between the director and the applicant as to the adequacy of the HMP, the issue of plan adequacy shall be resolved by consulting with the Washington Department of Fish and Wildlife. If the Washington Department of Fish and Wildlife is not available to review the HMP in a timely manner, the applicant may choose to have the city refer the HMP to a third party consultant at the expense of the applicant. After consultation with such State departments or third party consultant, the director shall make a final decision on the adequacy of the HMP.
6. Timing. An HMP must be developed and approved prior to issuance of a building permit or underlying land use application and must be implemented before the city grants a certificate of occupancy, as applicable.
7. Performance Surety. The director may require that the applicant provide a performance surety to ensure conformance with mitigation requirements of the habitat management plan pursuant to BIMC 16.20.G.

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D. Buffer Enhancement Plan

1. As part of a buffer modification request, the applicant shall submit a buffer enhancement plan that assesses the functions and values of the buffer and the effects of the proposed modification on those functions and values.
2. The buffer enhancement plan shall clearly demonstrate that equal or greater protection of the functions and values of critical areas and their buffers can be achieved through the buffer modification than could be achieved through providing the required buffer using an appropriate function assessment methodology.
3. The buffer enhancement plan shall identify how the applicant proposes to mitigate any adverse impacts to the critical area or buffer created by the proposed development.
4. The buffer enhancement plan shall be prepared in accordance with the applicable requirements of BIMC 16.20.170.G, Wetland mitigation plans.

E. Geological Hazards Assessment

1. A geological hazards assessment shall contain the following site- and proposal-related information at a minimum:
 - a. Site and Construction Plans. The report shall include a copy of the site plans for the proposal showing:
 - i. The type and extent of geologic hazard areas, any other critical areas, and buffers on, adjacent to, or within a zone or distance of potential significant influence as determined by a professional engineer/ geologist;
 - ii. Proposed development, including the location of existing and proposed structures, fill, storage of materials, and drainage facilities, with dimensions indicating distances to the floodplain, if available;
 - iii. The topography, as determined by a professional engineer or geologist, of the project area and all hazard areas addressed in the report; and
 - iv. Clearing limits.
 - b. Assessment of Geological Characteristics. The report shall include an assessment of the geologic characteristics of the soils, sediments, and/or rock of the project area and potentially affected adjacent properties, and a review of the site history regarding landslides, erosion, and prior grading. Soils analysis shall be accomplished in accordance with accepted classification systems in use in the region. The assessment shall include, but not be limited to:

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- i. A description of the surface and subsurface geology, including complexes, hydrology, soils, and vegetation found in the project area and in all hazard areas addressed in the report;
 - ii. A detailed overview of the field investigations, published data, and references; data and conclusions from past assessments of the site; and site specific measurements, test, investigations, or studies that support the identification of geologically hazardous areas; and
 - iii. A description of the vulnerability of the site to seismic and other geologic events.
 - c. Analysis of Proposal. The report shall contain a hazards analysis including a detailed description of the project, its relationship to the geologic hazard(s), and its potential impact upon the hazard area, the subject property, and affected adjacent properties.
 - d. Minimum Buffer and Building Setback. The report shall make a recommendation for the minimum no-disturbance buffer and minimum building setback from any geologic hazard based upon the geotechnical analysis. Where the recommended buffers are less than the standard setbacks set forth in BIMC 16.20.130, the rationale and basis for the reduced buffer shall be clearly articulated and demonstrate that the protection standard set forth in that section has been met.
 - e. A review of, and recommendations relating to, the low impact development (LID) infeasibility criteria in the 2014 Stormwater Management Manual for Western Washington, as amended, demonstrating reasonable consideration of all applicable LID practices.
2. Landslide Hazard and Erosion Hazard Areas. In addition to the basic geologic hazards assessment, an assessment for an erosion hazard or landslide hazard area shall include the following information at a minimum:
- a. Erosion Control. An erosion control plan prepared by a civil engineer shall be submitted to the city prior to the issuance of a building permit.
 - b. The applicant shall provide a geotechnical analysis containing the following information:
 - i. Site Plan. The critical area report shall include a copy of the site plan for the proposal showing:
 - A. The height of slope, slope gradient, and cross-section of the project area;
 - B. The location of springs, seeps, or other surface expressions of ground water on or a zone or distance of potential significant influence as determined by a professional engineer/ geologist; and
 - C. The location and description of surface water run-off features.
 - c. Hazards Analysis. The hazards analysis component of the critical areas report shall specifically include:
 - i. A description of the extent and type of vegetative cover;

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- ii. A description of subsurface conditions based on data from site-specific explorations;
 - iii. Descriptions of surface and ground water conditions, public and private sewage disposal systems, fills and excavations, and all structural improvements;
 - iv. An estimate of slope stability and the effect construction and placement of structures will have on the slope over the estimated life of the structure;
 - v. An estimate of the bluff retreat rate that recognizes and reflects potential catastrophic events such as seismic activity or a one hundred-year storm event;
 - vi. Consideration of the run-out hazard of landslide debris and/or the impacts of landslide run-out on down slope properties;
 - vii. A study of slope stability including an analysis of proposed cuts, fills, and other site grading;
 - viii. Recommendations for building siting limitations; and
 - ix. An analysis of proposed surface and subsurface drainage, and the vulnerability of the site to erosion; and
 - x. A description of the potential modes of failure.
3. Geotechnical Engineering Report. The technical information for a project within a landslide hazard area shall include a geotechnical engineering report prepared by a licensed engineer that presents engineering recommendations for the following:
- a. Parameters for design of site improvements including appropriate foundations and retaining structures. These should include allowable load and resistance capacities for bearing and lateral loads, installation considerations, and estimates of settlement performance;
 - b. Recommendations for drainage and subdrainage improvements;
 - c. Earthwork recommendations including clearing and site preparation criteria, fill placement and compaction criteria, temporary and permanent slope inclinations and protection, and temporary excavation support, if necessary; and
 - d. Mitigation of adverse site conditions including slope stabilization measures for seismically unstable soils, surface water management, location and methods of erosion control, a vegetation management and/or replanting plan, and/or other means for maintaining long-term soil stability if appropriate.
4. Seismic Hazards Areas. In addition basic geologic hazards assessment, an assessment for a seismic hazard area shall also meet the following requirements:
- a. Fault Hazard. The applicant shall provide a geologic/geotechnical analysis containing information specified by the City Engineer that documents the presence or absence of any surface deformation on the site in areas mapped by the city. If deformation is located, the applicant shall provide a geotechnical analysis containing information specified by the City Engineer, which concludes that the development proposal as mitigated meets the standards of this section.

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- b. Liquefaction Hazard. The applicant shall provide a geotechnical analysis containing information specified by the City Engineer that meets the standards of this section (as mitigated).
 - c. Seismic Landslide Hazard. The applicant shall provide the same analysis and plan as required for landslide hazard areas.
5. Tsunami Hazards. The city shall provide applicants for development in low lying shoreline areas and other areas where flood elevation is controlled by tide level with information on tsunami hazards.

F. Wetland critical areas report.

A wetland critical areas report shall include, but not necessarily be limited to, the following:

1. A site plan showing the following:

- a. Surveyed wetland boundaries based upon a delineation by a wetland specialist or wetland boundaries recorded using a differential global positioning system, based upon a delineation by a wetland specialist.
- b. Location of required buffers pursuant to BIMC 16.20.130.I or as proposed through buffer modification.
- c. Site boundary property lines and roads;
- d. Internal property lines, rights-of-way and easements;
- e. Existing physical conditions of the site, including buildings, fences and other structures, existing hard surfaces, utilities, etc.
- f. Contours at the smallest readily available intervals;
- g. Hydrologic mapping showing patterns of surface water movement and known subsurface water movement into, through, and out of the site;
- h. Location of all test holes and vegetation sample sites, numbered to correspond with flagging in the field and field data sheets; and
- i. An aerial photograph with overlays displaying the site boundaries and wetland delineation.

2. A report including the following:

- a. Vicinity map
- b. Location information (parcel number and address)
- c. General site conditions including topography, size and surface area of all wetlands identified and water bodies within one-quarter mile of the site
- d. Analysis of functional values of existing wetlands
- e. Summary of proposed development, use or activities and potential impacts to wetlands
- f. Copies of rating forms and maps from the Wetland Rating System for Western Washington – Revised (2014) or as amended.
- g. Required buffers pursuant to BIMC 16.20.130.I.

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- h. Complete U.S. Army Corps of Engineers wetland determination data forms
- i. National Wetland Inventory map
- j. Wetland mitigation plan, if compensatory mitigation is required.

G. Wetland mitigation plan.

1. Compensatory mitigation plans shall be consistent with Wetland Mitigation in Washington State – Part 2: Developing Mitigation Plans – Version 1 (Ecology Publication #06-06-011b, March 2006), as revised, and, if applicable, Selecting Wetland Mitigation Sites Using a Watershed Approach (Western Washington)(Ecology Publication 09-06-032, December 2009) and meet the following standards:
 - a. All critical area restoration, creation and/or enhancement projects required pursuant to this chapter either as a permit condition or as a result of an enforcement action shall follow a mitigation plan prepared by an expert approved by the director. The applicant or violator shall receive written approval of the mitigation plan by the director prior to commencement. Compensatory mitigation is not required for allowed activities which utilize best management practices to protect the functions and values of regulated critical areas.
 - b. Purpose of Mitigation Plan. The mitigation plan shall provide information on land acquisition, construction, maintenance and monitoring of the replaced critical area. The mitigation plan shall recreate as nearly as possible the original critical area in terms of its acreage, function, geographic location and setting.
 - c. Mitigation Plan Submittal Requirements. A complete mitigation plan shall consist of plot plans, a written report, and performance bonds, as required below. The plot plans and written report shall be prepared by qualified professionals approved by the director.
2. Plot Plan Requirements. The following information shall be submitted on one or more plot plans (as determined by the director):
 - a. A legal description and a survey (boundary and topography) prepared by a licensed surveyor of the proposed development site, compensation site, and location of existing critical area(s) on each. This shall include wetland delineation and existing wetland acreage.
 - b. Scaled plot plan(s) indicating:
 - i. Proposed construction;
 - A. Zoning setback and critical area buffer requirements;
 - B. Construction phasing and sequence of construction;
 - C. Site cross-sections, percent slope, existing and finished grade elevations;
 - D. Soil and substrate conditions;
 - E. Grading and excavation plan, including erosion and sediment control plans needed for construction and long-term survival; substrate stockpiling

- locations and techniques, and source controls needed for critical area construction and maintenance;
 - F. Landscape plans indicating species, types, quantities, locations, size, spacing or density of planting; planting season or timing; planting instructions, watering schedule and nutrient requirements; source of plant materials or seeds; and, where appropriate, measures to protect plants from destruction or predation; and
 - G. Water control structures and water-level maintenance practices needed to achieve the necessary hydrocycle/hydroperiod characteristics, etc.
3. Written Report Requirements. A written report shall accompany the plot plan(s) and shall provide the additional information required below. In addition, the report should be used as needed to clarify or explain elements of the plot plan(s).
- a. Baseline Information.
 - i. Wetland delineation and existing wetland acreage;
 - ii. Vegetative, faunal and hydrologic characteristics;
 - iii. Soil and substrate conditions;
 - iv. Relationship within watershed and to existing streams, wetlands, ponds, or saltwater;
 - v. Existing and proposed adjacent site conditions; and
 - vi. Existing and proposed ownership.
 - b. Environmental Goals and Objectives. The report shall contain a description of the environmental goals and objectives to be met by the compensation plan. The goals and objectives shall be related to the functions and values of the original critical area or, if out-of-kind wetland mitigation, the type of wetland to be emulated. This analysis shall include, but is not limited to the following:
 - c. Site selection criteria;
 - i. Identification of compensation goals;
 - ii. Identification of functions and values;
 - iii. Dates for beginning and completion of the project and compensation plan;
 - iv. A complete description of the relationship between and among structures and functions sought;
 - v. Review of available literature and/or known like-projects to date in restoring or creating the type of critical area proposed;
 - vi. Likelihood of success of the proposed compensation project at duplicating the original critical area. This shall be based on experiences of comparable projects identified in the literature review or existing projects, if any; and
 - vii. Likelihood of the ability of the created or restored critical area to provide the functions and values of the original critical area. This shall be based on such factors as surface water and groundwater supply and flow patterns; dynamics of the ecosystem; sediment or pollutant influx and/or erosion, periodic flooding and drought, etc.; presence of invasive flora or fauna; potential human or animal disturbance; and previous comparable projects, if any.

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- d. Performance Standards. Specific criteria shall be provided for evaluating whether or not the goals and objectives of the project are met and for beginning remedial action or contingency measures. Such criteria may include water quality standards, survival rates of planted vegetation, species abundance, and diversity targets, habitat diversity indices, or other ecological, geological or hydrological criteria.
- e. Detailed Specifications. Written specifications and descriptions of compensation techniques shall be provided. These shall include, but not be limited to, items in Subsection C.2 of this Section.
- f. Monitoring Program. A program outlining the approach for monitoring construction of the compensation project and for assessing a completed project shall be provided. Monitoring may include, but is not limited to:
 - i. Establishing vegetation plots to track changes in plant species composition and density over time;
 - ii. Using photo stations to evaluate vegetation community response;
 - iii. Sampling surface and subsurface waters to determine pollutant loading, and changes from the natural variability of background conditions (pH, nutrients, heavy metals);
 - iv. Measuring base flow rates and storm water runoff to model and evaluate water quality predictions, if appropriate;
 - v. Measuring sedimentation rates, if applicable; and
 - vi. Sampling fish and wildlife populations to determine habitat utilization, species abundance and diversity.
 - vii. A protocol shall be included outlining how the monitoring data will be evaluated by agencies that are tracking the progress of the compensation project. A monitoring report shall be submitted annually, at a minimum, documenting milestones, successes, problems, and contingency actions of the compensation project. The compensation project shall be monitored for a period necessary to establish that performance standards have been met, but not for a period less than seven years.
 - viii. Contingency Plan. Identification of potential courses of action, and any corrective measures to be taken when monitoring or evaluation indicates project performance standards are not being met.
- A. Performance and Maintenance Surety and Demonstration of Competence. A demonstration of financial resources, administrative, supervisory, and technical competence and scientific expertise to successfully execute the compensation project shall be provided. A compensation project manager shall be named and the qualifications of each team member involved in preparing the mitigation plan and implementing and supervising the project shall be provided, including educational background and areas of expertise, training and experience with comparable projects. In addition, a surety ensuring fulfillment of the compensation project, monitoring program, and any contingency measure shall be posted pursuant to BIMC 16.20.180.

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4. City Consultation. The city may consult with and solicit comments from any federal, state, regional, or local agency, including tribes, having any special expertise with respect to any environmental impact prior to approving a mitigation proposal which includes critical areas compensation. The compensation project proponents should provide sufficient information on plan design and implementation in order for such agencies to comment on the overall adequacy of the mitigation proposal.
5. Permit Conditions. Any compensation project prepared pursuant to this section and approved by the director shall become part of the application for the permit.

H. Aquifer Recharge Protection Area (ARPA) Native Vegetation Protection Area (NVPA) Stewardship Plan.

1. An ARPA NVPA stewardship plan may be completed by the property owner. The city may request additional information or technical review from qualified professionals or other agencies at the applicant's expense to ensure no net loss in critical area functions and values.
2. The basic components of an ARPA NVPA stewardship plan are a site plan and narrative report:
 - a. The site plan shall include:
 - i. Location and dimensions of proposed development within ARPA NVPA
 - ii. Limits of construction and existing and proposed grade changes
 - iii. Location of trees and critical root zones of all trees within the limits of construction and area of grade changes
 - iv. Location and species of tree(s) proposed for removal and replanting, if required.
 - b. The narrative report shall include:
 - i. Project narrative (Step 2 from the SAR Guidesheet, revised as needed)
 - ii. Description of measures taken to avoid, minimize and reduce adverse impacts to the ARPA NVPA
 - iii. Description of proposed development within ARPA NVPA including any decrease in native vegetative area and increase in hard surfaces
 - iv. Assessment of any potential damage to tree(s) whose critical root zone is within the limits of construction and area of grade changes (e.g., windthrow, root damage)
 - v. Description of tree(s) and vegetation proposed for removal and replanting, if required, including size, species and condition
 - vi. Description of protection measures for trees and vegetation to be retained
 - vii. Description of measures to preserve forest litter and surface topography to most closely mimic natural hydrology
 - viii. Planting plan including location, species and size of trees and vegetation to be replanted, if required.

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- ix. Description of performance standards and monitoring actions (e.g., plant survival count, percent canopy coverage estimate) sufficient to document success of any required replanting.

16.20.180 Definitions.

A. For the purposes of this chapter, the following definitions shall apply:

1. “Accessibility” means the that a building or structure can be independently used by people with a variety of disabilities.
2. “Adverse impact” means a condition that creates, imposes, aggravates, or leads to inadequate, unsafe, or unhealthy conditions on a site.
3. “Agricultural activities” means the normal actions associated with the production of crops such as plowing, cultivating, minor drainage, and harvesting; and/or raising or keeping of livestock, including operation and maintenance, and repair of farm and stock ponds, drainage ditches, irrigation systems, and normal operation, maintenance, and repair of existing serviceable agricultural structures, facilities, or improved areas.
4. “Alteration” means a human-induced action that changes the existing conditions of a critical area or its buffer and results in the modification of the existing topography, stability, vegetation, hydrology, wildlife or wildlife habitat.
4. “Alteration, structure” means a change, modification or adjustment.
5. “Anadromous fish” means fish whose life cycle includes time spent in both salt and fresh water.
6. “Applicant” means a person, corporation, or organization that files an application for a land use or development permit with the city and that is either the owner of the land on which that proposed activity would be located, or the authorized agent of such a person.
7. “Aquifer recharge protection area” means a portion of a development site comprised of native or equivalent vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the aquifer recharge of the total site area.
8. “Arborist” means an individual engaged in the profession of arboriculture who, through experience, education, and related training, possesses the competence to provide for or supervise the management of trees and other woody plants. Must be concurrently an International Society of Arboriculture (ISA) Certified Arborist to perform any role required of a Certified Arborist.
9. “Arborist, ISA Certified” means an arborist holding a current International Society of Arboriculture (ISA) Certified Arborist credential.
10. “Arborist, Tree Risk Assessment Qualified (TRAQ)” means an arborist who has successfully completed the International Society of Arboriculture (ISA) TRAQ training course and assessment and holds a valid ISA TRAQ credential.
11. “Bank stabilization” means modification used for the purpose of preventing erosion, protecting channels, and retaining uplands.
12. “Biodiversity areas and corridors” means areas of habitat that are relatively important to various species of native fish and wildlife.

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- a. Biodiversity areas.
 - i. The area has been identified as biologically diverse through a scientifically based assessment conducted over a landscape scale (e.g., ecoregion, county- or city-wide, watershed, etc.). Examples include but are not limited to WDFW Local Habitat Assessments, Pierce County Biodiversity Network, and Spokane County's Wildlife Corridors and Landscape Linkages; or
 - ii. The area is within a city or an urban growth area (UGA) and contains valuable fish or wildlife habitat and is mostly comprised of native vegetation. Relative to other vegetated areas in the same city or UGA, the mapped area is vertically diverse (e.g., multiple canopy layers, snags, or downed wood), horizontally diverse (e.g., contains a mosaic of native habitats), or supports a diverse community of species as identified by a qualified professional who has a degree in biology or closely related field and professional experience related to the habitats or species occurring in the biodiversity area. These areas may have more limited wildlife functions than other priority habitat areas due to the general nature and constraints of these sites in that they are often isolated or surrounded by highly urbanized lands.
 - b. Corridors. Corridors are areas of relatively undisturbed and unbroken tracts of vegetation that connect fish and wildlife habitat conservation areas, priority habitats, areas identified as biologically diverse, or valuable habitats within the city.
13. "Best available science" (BAS) means scientifically valid information derived in accordance with WAC 365-195-9050 through 925, or as amended, that is used to develop and implement critical areas policies or regulations.
14. "Best management practices" (BMPs) means conservation practices or systems of practices and management measures that:
- a. Control soil loss and protect water quality from degradation caused by nutrients, animal waste, toxins, and sediment;
 - b. Minimize adverse impacts to surface water and groundwater flow, and to the chemical, physical, and biological characteristics of critical areas;
 - c. Protect trees, vegetation and soils designated to be retained during and following site construction and use native plant species appropriate to the site for re-vegetation of disturbed areas; and
 - d. Provide standards for proper use of chemical herbicides within critical areas.
 - e. BMPs are defined by the United States Department of Agriculture, the State of Washington Department of Agriculture, the Washington State Department of Ecology, Washington State Department of Health, Kitsap Conservation District, and other professional organizations.
15. "Bog" means a low-nutrient, acidic wetland with organic soils and characteristic bog plants, as described in Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication #14-06-29, October 2014).
16. "Buffer" means a designated area contiguous to a wetland or stream intended to protect the wetland or stream and be an integral part of the wetland or stream ecosystem.
17. "Coppicing" means managing of strongly-regenerative species of trees and shrubs by an initial heading cut (leaving a stump) and allowing new shoots to grow to maintain live

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- roots. Shoots may be reduced to their point of origin at appropriate intervals of time without disturbing the resulting coppice head (stump).
18. "Critical aquifer recharge area" means areas with a critical recharging affect on aquifers used for potable water, including areas where an aquifer that is a source of drinking water is vulnerable to contamination that would affect the potability of the water, or is susceptible to reduced recharge.
 19. "Critical areas" means aquifer recharge areas, fish and wildlife habitat-conservation areas, frequently flooded areas, geologically hazardous areas, and wetlands.
 20. "Critical facilities" means facilities that are essential to the health and welfare of the community, including services that protect life and property. Such facilities include, but are not limited to, hospitals, emergency clinics, police and fire stations, emergency vehicle and equipment storage facilities, emergency operations centers, aviation control centers, and utility facilities such as sewage treatment plants and electric transmission substations.
 21. "Critical habitat" means a habitat identified by US Fish and Wildlife Service or the National Marine Fisheries Service as habitat necessary for survival of endangered or threatened species.
 22. "Cutting, vegetation" means the removal of the main trunk or stem of a small tree for the purposes of controlling aggressive or weedy species.
 23. "Designated Centers" means those areas of the Island referred to as Winslow, Lynwood Center, Island Center, Rolling Bay, Day Road and Sportsman Triangle and shown on Figure LU-3 in the City's 2017 Comprehensive Plan.
 24. "Development" means any action that would require review land use review or other approval from the city or other local, state or federal jurisdiction. Development includes, but is not limited to: land division; construction, reconstruction, structural alteration, relocation, or enlargement of any structure; clearing or grading; and changes to surface or ground waters.
 25. "Development area" means the area of land disturbing activity on a site.
 26. "Director" means the director of the city's Planning and Community Development Department or his/her designee.
 27. "Educational or scientific activities" means controlled and/or supervised scientific activities or educational activities that are associated with an educational or scientific program that result in no adverse impacts to critical areas or their buffers.
 28. "Engineering geologist" means a practicing engineering geologist who has at least four years of professional employment as an engineering geologist with experience in landslide evaluation, and a Washington State specialty license in engineering geology as specified in Chapter 18.220 RCW.
 29. "Erosion hazard area" means those areas containing soils which, according to the United States Department of Agriculture Natural Resource Conservation Service Soil Survey Program, may experience significant erosion. Erosion hazard areas also include coastal erosion-prone areas and channel migration areas.
 30. "Estuarine, wetland" means a vegetated wetland that is predominantly tidal, as described in Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication #14-06-29, October 2014).

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31. "Existing development" means a development that was lawfully constructed, approved or established prior to the effective date of the ordinance codified in this chapter.
32. "Fish" means species of the vertebrate taxonomic groups *Cephalospidomorphi* and *Osteichthyes*.
33. "Fish and wildlife habitat conservation areas" means areas that serve a critical role in sustaining needed habitats and species for the functional integrity of the ecosystem, and which, if altered, may reduce the likelihood that the species will persist over the long term. These areas may include, but are not limited to, rare or vulnerable ecological systems, communities, and habitat or habitat elements including seasonal ranges, breeding habitat, winter range, and movement corridors; and areas with high relative population density or species richness.
34. "Fish and wildlife habitat conservation areas" does not include such artificial features or constructs as irrigation delivery systems, irrigation infrastructure, irrigation canals, or drainage ditches that lie within the boundaries of, and are maintained by, a port district or an irrigation district or company.
35. "Fish habitat" means habitat which is used by any fish at any life stage at any time of the year, including potential habitat likely to be used by fish which could be recovered by restoration or management and includes off-channel habitat.
36. "Fisheries biologist" means a person with experience and training in fisheries who is able to submit substantially correct reports on fish population surveys, stream surveys and other related data analyses of fisheries resources. "Substantially correct" means that technical or scientific errors, if any, are minor and do not delay or affect the site plan review process. Qualifications of a fisheries biologist include:
 1. Either:
 - a. Certification by the American Fisheries Society, or;
 - b. Bachelor of Science degree in fisheries or the biological sciences from an accredited institution and five years of professional fisheries experience; and
 2. The prior successful completion of at least three habitat management plans.
31. "Frequently flooded areas" means lands subject to at least a one percent or greater chance of flooding in any given year, or within areas subject to flooding due to high ground water. These areas include, but are not limited to, streams, lakes, coastal areas, wetlands and areas where high ground water forms ponds on the ground surface. (See Chapter 15.16 BIMC, Flood Damage Prevention.)
32. "Functions and values" means the natural processes and beneficial roles performed or provided by critical areas including, but not limited to, water quality and quantity protection and enhancement, providing fish and wildlife habitat, supporting terrestrial and aquatic food chains, providing flood storage, conveyance and attenuation, groundwater recharge and discharge, erosion control, wave attenuation, protecting aesthetic value, and providing recreational and educational opportunities. These roles are not listed in order of priority.
33. "Geologically hazardous areas" means areas susceptible to significant erosion, sliding, or other geological events. They pose a threat to the health and safety of citizens when used as sites for incompatible commercial, residential or industrial development. Geologically

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- hazardous areas include erosion hazard areas, landslide hazard areas, and seismic hazard areas.
34. “Geotechnical engineer” means a practicing geotechnical/civil engineer who has a valid Washington engineering license and a valid certificate of registration in civil engineering, at least four years of professional employment as a geotechnical engineer with experience in landslide evaluation, and appropriate training and experience as specified in Chapter 18.43 RCW.
 35. “Habitat Management Plan” (HMP) means a report prepared by a professional wildlife biologist or fisheries biologist which discusses and evaluates critical fish and wildlife habitat functions and identifies and evaluates measures necessary to maintain, enhance and improve terrestrial and/or aquatic habitat on a proposed development site.
 36. “Habitat of local importance” means an area representing either high quality habitat for native terrestrial or aquatic species or habitat which is of limited availability, highly vulnerable to alteration, or provides landscape connectivity which contributes to the integrity of the surrounding landscape and which is not adequately protected by other city, state or federal policies, laws, regulations, or non-regulatory tools that prevent degradation of the habitat or its associated species. These may include areas of high relative density or species richness, breeding habitat, winter range, and movement corridors such as breeding areas or human-made ponds.
 37. “Hazard tree” means a tree that has significant structural defects that are likely to lead to failure and possibly cause injury or damage as identified in a report from an International Society of Arboriculture (ISA) Tree Risk Assessment Qualified (TRAQ) arborist. In the case of steep slopes, a hazard tree can also be a tree that is a hazard to stability of the slope, as determined by a geotechnical engineer.
 38. “Hazardous substances” means any liquid, solid, gas, or sludge, including any material, substance, product, commodity, or waste, regardless of quantity, that exhibits any of the characteristics or criteria of hazardous waste as specified in RCW 70.105.010. (Also see BIMC 18.06.450 through 18.06.510).
 39. “Hedge” means a line of closely-spaced trees and/or shrubs intentionally planted and/or maintained along a property boundary or landscape border for privacy, screening, safety, or similar function, which typically requires ongoing pruning or shearing to maintain its intended function and/or reasonable use of nearby developed areas.
 40. “Hydric soil” means soil which is saturated, flooded, or ponded long enough during the growing season to develop anaerobic conditions in the upper part.
 41. “Hydrogeologist” means a practicing hydrogeologist who has at least four years of professional employment as a hydrogeologist with experience in the specific subject area in which they are providing a report, and a Washington specialty license in hydrogeology as specified in RCW Chapter 18.220.
 42. “Hydrophyte or hydrophytic vegetation” means plant life growing in water or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content.
 43. “Invasive/exotic species” means 1) non-native (or alien) to the ecosystem under consideration and 2) whose introduction causes or is likely to cause economic or

- environmental harm or harm to human health, or as amended by the United States Department of Agriculture National Invasive Species Information Center (NISIC).
44. “Land disturbing activity” means any activity that results in a change in the existing soil cover (both vegetative and nonvegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to, clearing, grading, filling and excavation. Compaction that is associated with stabilization of structures and road construction shall also be considered a land disturbing activity. Vegetation maintenance practices are not considered land disturbing activity. Stormwater facility maintenance is not considered land disturbing activity if conducted according to established standards and procedures.
45. “Land divisions” means any division of land subject to the city’s subdivision design standards (BIMC Chapter 17.12).
46. “Landslide hazard areas” means areas which are at risk of mass movement due to a combination of geologic, topographic, and hydrologic factors. Landslide hazard areas include the following:
- a. Areas characterized by slopes greater than 15 percent having springs or groundwater seepage and having impermeable soils (typically silt and clay) overlain or frequently interbedded with permeable granular soils (predominantly sand and gravel);
 - b. Any area potentially unstable due to rapid stream incision or stream bank erosion;
 - c. Any area located on an alluvial fan, debris flow deposit, or in a debris flowpath, presently or potentially subject to impacts or inundation by debris flows or deposition of stream-transported sediments;
 - d. Any area with a slope of 40 percent or greater and with a vertical relief of 10 or more feet except areas composed of competent consolidated rock;
 - e. Any area designated or mapped as class U, UOS, or URS by the Department of Ecology Coastal Zone Atlas and/or mapped as a landslide or scarp on the USGS Surface Geology Map of Bainbridge Island (Haugerud, 2001).
47. “Landslide hazard area setback” means an area contiguous to a landslide hazard area sufficient in depth to meet the development standards set forth in BIMC 16.20.140 as determined by a geological hazards assessment prepared in accordance with BIMC 16.20.180, Critical area reports.
48. “Liquefaction” means a process in which a water-saturated soil, upon shaking, suddenly loses strength and behaves as a fluid.
49. “Low impact development (LID)” means a stormwater and land use management strategy that strives to mimic predisturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.
50. “Low impact development best management practices (LID BMPs)” mean distributed stormwater management practices, integrated into a project design, that emphasize predisturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to: bioretention, rain gardens, permeable pavements, roof downspout controls, dispersion, soil quality and depth, minimal excavation foundations, vegetated roofs, and water reuse.

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51. “Native or equivalent vegetation” means species which are indigenous to the Puget Sound lowlands ecoregion; or a species that is equivalent in providing the same site-specific functional arrays as would the native species. Functional arrays may include forage, floodwater restraint, hiding habitat, or other physical or biologic roles in the ecosystem, that singly or in combinations correspond to those of the native species. As with natives, the role of an equivalent species may vary depending on the site and its surrounding ecosystem. Invasive/exotic species shall not be considered equivalent species.
52. ~~“Native vegetation protection area (NVPA)” means a portion of a development site comprised of native vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the infiltration capacity and critical area functions and values of the total site area.~~
53. “Natural pruning system” means a pruning system intended to maintain a tree’s characteristic growth pattern and adaptations that may allow for changes in appearance to achieve certain specified objectives per ANSI A300 (Part 1 – 2017).
54. “No net loss” means the maintenance of the aggregate total of the city’s critical areas functions and values over time. The no net loss standard requires that the impacts of a proposed use and/or development, whether permitted or exempt from permit requirements, be identified and mitigated on a project-by project basis, so that as development occurs critical areas functions and values stay the same.
55. “Normal maintenance” means those usual acts to prevent a decline, lapse or cessation from a lawfully established condition. Normal maintenance does *not* include:
- a. Use of fertilizer or pesticide application in wetlands, fish and wildlife habitat conservation areas, or their buffers;
 - b. Re-digging ditches in wetlands or their buffers to expand the depth or width beyond the original ditch dimensions;
 - c. Re-digging existing drainage ditches to drain wetlands on lands not classified as existing and ongoing agriculture under BIMC 16.20.040 (Exemptions).
56. “Normal repair” means activities to restore a structure or use to a state comparable to original condition, including but not limited to size, shape, configuration, location and external appearance, within a reasonable period after decay or partial destruction.
57. “Ordinary high water mark” means the mark on the shores of all waters, which will be found by examining the beds and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland, in respect to vegetation; provided, that in any area where the ordinary high-water mark cannot be found, the ordinary high-water mark adjoining freshwater shall be the line of mean high-water.
58. “Pollarding” means a pruning system that maintains crown size by initial heading of branches on young trees, followed by removal of shoots to their point of origin at appropriate intervals without disturbing the resulting pollarding head.
59. “Pruning” means the selective removal of plant parts to achieve defined objectives.

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60. "Pruning amount" means the quantity of plant parts removed at one pruning, expressed in terms of a number of branches or other parts removed, and/or percentage of the crown or buds removed on an entire tree or specific branches.
61. "Ravine" means a V-shaped landform generally having little to no floodplain and normally containing steep slopes, which is deeper than 10 vertical feet as measured from the centerline of the ravine to the top of the slope. Ravines are typically created by the wearing action of streams. The top of the slope is determined where there is a significant change in the slope to generally less than a 15 percent slope.
62. "Reasonable alternative" means an activity that could feasibly attain or approximate a proposal's objectives, but at a lower environmental cost or decreased level of environmental degradation.
63. "Reasonable use exception (RUE)" is a means of relief that is available for a property that is encumbered to such an extent by critical areas and/or critical area buffers that application of this chapter would deny all reasonable use of the subject property, as further defined by the decision criteria of BIMC 16.20.080.
64. "Redevelopment" means, on a site that is already substantially developed (i.e., has 35 percent or more of existing impervious surface coverage), the creation or addition of impervious surfaces; the expansion of a building footprint or addition or replacement of a structure; construction, installation or expansion of a building or other structure; replacement of impervious surface that is not part of a routine maintenance activity; and land disturbing activities.
65. "Removal, vegetation" means to eliminate the presence or hazard of unwanted vegetation.
66. "Seismic hazard areas" means areas subject to severe risk of damage as a result of earthquake induced ground shaking, slope failure, settlement, soil liquefaction, debris flows, or tsunamis. The following areas are considered seismic hazard areas:
 - a. Seismic Landslide Hazard Areas - Slopes which are stable in non-earthquake periods, but fail and slide during ground shaking;
 - b. Liquefaction Hazard Areas - Areas of cohesionless, loose or soft, saturated soils of low density in association with a shallow groundwater table that are subject to settlement and/or liquefaction from ground shaking, or;
 - c. Fault Hazard Areas - Areas of known surface rupture or significant surface deformation as a result of an active fault movement, including 50 feet on either side.
67. "Shrub" means a woody perennial plant, usually with several stems that may be erect or close to the ground, generally smaller than a tree.
68. "Significant tree" means a deciduous tree greater than 12 inches in diameter at four feet high and an evergreen tree greater than 10 inches in diameter at four feet high.
69. "Site" means the entire lot, series of lots, or parcels on which a development is located or proposed to be located, including all contiguous undeveloped lots or parcels under common ownership.
70. "Species of local importance" means those species that are of local concern due to their population status or their sensitivity to habitat alteration."
71. "Streams" means those areas in the City of Bainbridge Island where the surface water flows are sufficient to produce a defined channel or bed. A defined channel or bed is an

- area which demonstrates clear evidence of the passage of water and includes but is not limited to bedrock channels, gravel beds, sand and silt beds, and defined-channel swales. The channel or bed need not contain water year-round. This definition is not meant to include irrigation ditches, canals, storm or surface water runoff devices, or other artificial watercourses unless they are used by fish or used to convey streams naturally occurring prior to construction.
72. “Stream Types” means a streams classification system based on fish usage and perennial or seasonal water regime as found in WAC 222-16-030 and meeting the standards listed below.
- a. “Type F Stream” means a stream that has fish habitat. Waters having the following characteristics are presumed to meet the physical criteria for fish use: Stream segments having a defined channel of 2 feet or greater within the bankfull width and having a gradient of 16 percent or less. Also, stream segments having a defined channel of 2 feet or greater within the bankfull width and having a gradient greater than 16 percent and less than or equal to 20 percent, and having greater than 50 acres in contributing basin size based on hydrographic boundaries.
- b. “Type Np” means all segments of natural waters within the bankfull width of defined channels that are perennial nonfish habitat streams. Perennial streams are waters that do not go dry any time of a year of normal rainfall. However, for the purpose of water typing, Type Np Waters include the intermittent dry portions of the perennial channel below the uppermost point of perennial flow.
- c. “Type Ns” means all segments of natural waters within the bankfull width of the defined channels that are not Type S, F, or Np Waters. These are seasonal, nonfish habitat streams in which surface flow is not present for at least some portion of a year of normal rainfall and are not located downstream from any stream reach that is a Type Np Water. Ns Waters must be physically connected by an above-ground channel system to marine waters, Type F, or Np Waters.
73. “Tree” means a woody perennial plant with a single or multiple trunks, which typically develop a mature size of over several inches diameter, and ten (10) or more feet in height.
74. “Wetland” means areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include, but are not limited to, swamps, estuaries, marshes, bogs, ponds less than twenty acres, including their submerged aquatic beds and similar areas. Wetlands do not include those artificial wetlands intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, stormwater facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands include those legally established artificial wetlands intentionally created from non-wetland areas to mitigated the conversion of wetlands.
75. “Wetland boundary” means the boundary or outer edge of a wetland as delineated in accordance with the federal wetland delineation manual and applicable regional supplements (as updated), as required by WAC 173-22-035.

CITY COUNCIL REVISED PUBLIC HEARING DRAFT
February 27, 2018

76. “Wetland category” means category as defined in Washington State Wetland Rating System for Western Washington – 2014 Update (Ecology Publication No. 14-06-029, October 2014), or as revised and adopted by the department.
77. “Wetlands specialist” means a person with experience and training in wetland issues who is able to submit substantially correct reports on wetland delineations, classifications, functional assessments and mitigation plans. “Substantially correct” means that errors, if any, are minor and do not delay or affect the site plan review process. Qualifications of a wetlands specialist include:
- a. Either:
 - i. Certification as a Professional Wetland Scientist (PWS) or Wetland Professional in Training (WPIT) through the Society of Wetland Scientists, or;
 - ii. Bachelor of science degree in the biological sciences from an accredited institution and five years of professional field experience; and
 - b. The prior successful completion of at least three wetland reports.
78. “Wildlife biologist” means a person with experience and training in the principles of wildlife management and with practical knowledge in the habits, distribution and environmental management of wildlife. Qualifications include:
- a. Either:
 - ii. Certification as a professional wildlife biologist through The Wildlife Society, or;
 - iii. Bachelor of science or bachelor of arts degree in wildlife management, wildlife biology, ecology, zoology, or a related field, from an accredited institution and five years of professional field experience; and
 - b. The prior successful completion of at least three habitat managements plans.
71. “Wildlife habitat” means a seasonal range or habitat element with which a given species has a primary association, and which, if altered, may reduce the likelihood that the species will maintain and reproduce over the long-term. These include areas of relative density or species richness, breeding habitat, winter range, and movement corridors. These also include habitats of limited availability or high vulnerability to alteration, such as cliffs, streams and wetlands.
72. “Zone of Influence” means an area, usually upslope from a geologically hazardous area, where changes in land use and hydrology can affect the stability of the geologically hazardous area. The zone of influence is defined as 300 feet upslope from slopes greater than 40 percent, and 200 feet upslope from slopes greater than 15 percent but less than 40 percent that are determined to be geologically hazardous areas.

2017/18 CRITICAL AREAS ORDINANCE UPDATE

SUMMARY OF HIGHLIGHTED REVISIONS IN FEBRUARY 27, 2018 DRAFT

The following table provides a summary of the highlighted changes shown in the February 27, 2018 Revised Public Hearing Draft CAO. *Staff comments are provided in italics, as needed.*

	BIMC Citation	Proposed Revision
Yellow highlighted changes (Council requested additional time to consider at January 30, 2018 study session)		
1	16.20.040 Exemptions	Existing and ongoing agricultural activities. For the purpose of this chapter, “existing and ongoing” means the activity has been conducted and/or maintained within the past five years under a farm management plan or other best management practices not resulting in a net loss of critical area functions and values. New or expanded agricultural uses, activities, and accessory structures are not considered “existing and ongoing.” Existing, ongoing agricultural activities shall comply with applicable water quality regulations set forth in BIMC 15.20 and utilize best management practices to protect and enhance water quality. <i>The installation/construction of <u>new</u> composting/manure management was brought up as something that could be allowed as part of existing and ongoing agriculture. Staff from Kitsap Conservation District provided the following input: “...preventing people from building a livestock manure bin may increase the potential of manure laden runoff due to poor manure management. It would need to be properly placed though.”</i>
2	16.20.040 Exemptions	Development, uses or activities within critical aquifer recharge areas that do not have the potential to generate a pollutant identified as a potential source of drinking water contamination pursuant to BIMC 16.20.100.A.1.a and are outside an Aquifer Recharge Protection Area (ARPA) if one has been designated pursuant to BIMC 16.20.100.E. <i>This is a new exemption that was added by staff to provide clarification that the critical areas ordinance does not apply on all properties, even though the entire island is considered a critical aquifer recharge area. The exemption was included in the last draft, but Council requested wording that better stated the intent. (Note: a similar exemption is included in the existing CAO.)</i>
3	16.20.110.G.5 Fish and Wildlife Habitat Conservation Areas	Trails and Trail-Related Facilities. Construction of public and private trails and trail-related facilities, such as benches, interpretive centers, and viewing platforms, may be <u>are</u> allowed in fish and wildlife conservation area or their buffers if there are no reasonable alternatives for meeting trail planning objectives and it is demonstrated through a Habitat Management Plan that the proposal will not result in a net loss of critical area functions and when the following standards are met. a. Trails and related facilities shall be placed on existing road grades, utility corridors, or any other previously disturbed areas if present at the site and consistent with applicant’s trail planning objectives. b. Trails and related facilities shall be planned to minimize removal of trees, shrubs, snags and important wildlife habitat and disturbance to soil and existing hydrological characteristics; c. Viewing platforms, interpretive centers, benches and access to them, shall be designed and located to minimize disturbance of wildlife habitat and/or critical characteristics of the affected conservation area. Viewing platforms shall be limited to one hundred (100) square feet in size, unless demonstrated that a larger structure will not result in a net loss of fish and wildlife habitat functions; d. Trail planning shall utilize mitigation sequencing in BIMC 16.20.030 to first avoid siting trail and trail-related facilities within fish and wildlife habitat conservation areas and their required buffers. <u>Trails and trail-related facilities are allowed in fish and wildlife conservation area or their</u>

	BIMC Citation	Proposed Revision
		<u>buffers if there are no reasonable alternatives for meeting the applicant's trail planning objectives and it is demonstrated through a Habitat Management Plan that the proposal will not result in a net loss of critical area functions.</u> e. Trails shall be limited to non-motorized use. Trail width shall not exceed <u>six five</u> feet unless there is a demonstrated need, subject to review and approval by the director. Trails shall be constructed with pervious materials unless otherwise approved by the director.
4	BIMC 16.20.G.4 Wetlands	Trails and Trail-Related Facilities. Construction of public and private trails and trail-related facilities, such as benches and viewing platforms, <u>are may be</u> allowed in wetlands or wetland buffers only when the following standards are met: a. Trails and related facilities shall be placed on existing road grades, utility corridors, or any other previously disturbed areas if present at the site and consistent with trail planning objectives. b. Trails and related facilities shall be planned to minimize removal of trees, soil disturbance, and maintain existing hydrological characteristics, shrubs, snags, and important wildlife habitat. c. Viewing platforms and benches, and access to them, shall be designed and located to minimize disturbance of wildlife habitat and/or critical characteristics of the affected wetland. Viewing platforms shall be limited to one hundred (100) square feet in size, unless demonstrated through a wetland critical areas report and mitigation plan that a larger structure will not result in a net loss of wetland functions. d. Trail planning shall utilize mitigation sequencing in BIMC 16.20.030 to first avoid siting trail and trail-related facilities within wetlands and their required buffers. Trails and trail-related facilities <u>are may be</u> allowed within wetlands or wetland buffers if there are no reasonable alternatives for meeting <u>applicant's</u> trail planning objectives and it is demonstrated through a wetland critical areas report and mitigation plan that the proposal will not result in a net loss of wetland functions. e. Trails shall be limited to non-motorized use. Trail width shall not exceed <u>six five</u> feet unless there is a demonstrated need, subject to review and approval by the director. Trails shall be constructed with pervious materials unless otherwise approved by the director.
5	BIMC 16.20.150.B Winslow Ravine	No development, uses or activities are allowed within the buffer <u>other than public access meeting the standards of BIMC 16.20.110.G.6.a through e.</u> If the buffer has previously been disturbed, the disturbed buffer area shall be revegetated pursuant to an approved Buffer Enhancement Plan meeting the requirements of BIMC 16.20.D. Refuse, including but not limited to household trash, yard waste and commercial/industrial refuse, shall not be located in the buffer and shall be removed if present.
Blue highlighted changes (New revisions for Council consideration) Note: Items 6-9, 11, and 12 are for clarification/reorganization only. Items 10 and 13-17 (highlighted in gray in left column) include more substantive revisions.		
6	16.20.040.1 Exemptions	After the emergency, the <u>person or agency undertaking the action landowner</u> shall fully fund and conduct necessary restoration and/or mitigation for any impacts to the critical area and buffers resulting from the emergency action in accordance with an approved critical areas report and mitigation plan. Restoration and/or mitigation activities must be initiated within one year of the date of the emergency and completed in a timely manner. <i>This revision is proposed at the request of Bainbridge Island Fire District (BIFD) to clarify that emergency responders, or other agencies, would not be responsible for restoration and/or mitigation on private property.</i>
7	16.20.090.A Trees and Vegetation	This Section applies to any tree and vegetation activity within <u>critical areas and their buffers or setbacks except for exempt activities described in BIMC 16.20.040, geologically hazardous areas and their setbacks and wetlands and fish and wildlife habitat conservation areas and their buffers, and Native Vegetation Protection Areas as described in BIMC 16.20.100.E.</u> <i>Clarification only.</i>

	BIMC Citation	Proposed Revision
8	16.20.090.B.2.b Trees and Vegetation	Within Native Vegetation Protection Areas delineated pursuant to BIMC 16.20.100.E, maintenance pruning of trees is allowed without the restrictions in B.1.a through c. above, provided the structural integrity and long-term health of the trees is preserved and the trees are not located within another type of critical area; <i>Deleted because new section addressing tree and vegetation activities in Aquifer Recharge Protection Area (formerly NVPA) added.</i>
9	16.20.090.B.4 Trees and Vegetation	Hazard tree removal within Native Vegetation Protection Areas delineated pursuant to BIMC 16.20.100.E in accordance with tree removal provisions set forth in BIMC 16.18 provided the tree(s) is not located within another type of critical area. <i>Deleted because new section addressing tree and vegetation activities in Aquifer Recharge Protection Area (formerly NVPA) added.</i>
10	16.20.090.B.4 Trees and Vegetation (new section)	<u>4. Tree and vegetation activities within Aquifer Recharge Protection Areas designated pursuant to BIMC 16.20.100.E, as follows:</u> <u>a. Notwithstanding any other provisions of this Chapter, the tree and vegetation activities listed in i. through iv., below, are allowed without city review and pre-approval provided the proposed activity is not located within (i) a critical area other than an Aquifer Recharge Protection Area or (ii) the buffers or setbacks of a critical area other than an Aquifer Recharge Protection Area;</u> i. <u>Hazard tree removal in accordance with tree removal provisions set forth in BIMC 16.18;</u> ii. <u>Invasive species removal;</u> iii. <u>Maintenance pruning of trees, shrubs, and hedges without the restrictions in B.1.a through c. above, provided the structural integrity and long-term health of the vegetation is preserved;</u> iv. <u>Wildfire mitigation activities, other than tree removal, within a 30-foot defensible space around a primary structure, in accordance with the Bainbridge Island Community Wildfire Protection Plan and as described by Section 603 of the International Wildland Urban Interface Code; and</u> <u>b. Removal of one or more significant trees, as defined in BIMC 16.20.180 and not including hazardous trees, requires City review and pre-approval of an Aquifer Recharge Protection Area stewardship plan prepared in accordance with BIMC 16.20.180.H.</u> <i>This new section is added to list specifically what is allowed without City review and pre-approval in the ARPA and addresses BIFD's concern regarding the allowance of wildfire mitigation activities. The non-highlighted items were allowed within the ARPA (formerly NVPA) in previous drafts.</i>

	BIMC Citation	Proposed Revision
11	16.20.100.A Aquifer recharge areas	Applicability. <u>Aquifer recharge areas are areas that have a critical recharging effect on groundwater used for potable water supplies and/or that demonstrate a high level of susceptibility or vulnerability to groundwater contamination from land use activities. In accordance with WAC 365-190-100, the entirety of Bainbridge Island is classified as an aquifer recharge area to preserve the volume of recharge available to the aquifer system and to protect groundwater from contamination. This section applies to:</u> <u>1. This Section applies to:</u> - Any development, use or activity not associated with permitted principal and accessory residential uses pursuant to BIMC 18.09.020 that has the potential to generate a pollutant identified as a potential source of drinking water contamination (either in Appendix A of the Washington State Critical Aquifer Recharge Area Guidance Document or on the North American Industry Classification System as used by the city's Department of Public Works) or known to be deleterious to the environment or human health; and <u>Any development, use or activity within designated critical aquifer recharge areas, which include all parcels within the R-0.4, R-1 and R-2 zoning districts, that qualifies as a regulated use or allowed activity pursuant to BIMC 15.20.040 in accordance with the thresholds in BIMC 15.20.060—Table 1. Any proposed development or activity requiring a site assessment review (SAR) pursuant to BIMC 15.19 and 15.20 located within the R-0.4, R-1 or R-2 zoning designations unless excluded by subsection BIMC 16.20.100.E.1.</u> <i>Clarification only.</i>
12	16.20.100.B Aquifer recharge areas	Permit review and procedures <u>Proposals described in BIMC 16.20.100.A.2 shall require submittal of a site assessment review application.</u> <i>Clarification only.</i>
13	16.20.100.D Aquifer recharge areas	D. Development standards <u>— general</u> <u>All proposals for new development or redevelopment shall incorporate low impact development techniques or other best management practices into the site design in order to disperse and/or infiltrate stormwater runoff to ensure that there is no net loss of infiltration as a result of the development or redevelopment.</u> - No development, use or activity may exceed water <u>quality</u> standards <u>or sediment quality standards</u> or otherwise violate the anti-degradation requirements specified in WAC Chapters 173-200, <u>173-201A, and 173-204.</u> <u>Any development or activity that is not exempt or excluded by subsection BIMC 16.20.100.E.1 shall ensure sufficient groundwater recharge, defined as maintaining 100 percent of the annual average pre-construction groundwater recharge volume for the site. The primary means to ensure sufficient groundwater recharge shall be through the designation of an Aquifer Recharge Protection Area in accordance with BIMC 16.20.100.E.</u> <i>Largely for clarification to better state that the overall development standard for all development is to maintain groundwater recharge, provide a definition for what that means, and state that the primary means of achieving the standard is through designation of an Aquifer Recharge Protection Area.</i> <i>Native Vegetation Protection Area (NVPA) name changed to Aquifer Recharge Protection Area (ARPA) to better reflect intent of standard.</i>

	BIMC Citation	Proposed Revision
14	16.20.100.E Aquifer recharge areas	E. <u>Development standards – Aquifer Recharge Protection Area (ARPA). Native Vegetation Protection Area (NVPA) requirements. Native vegetation retention is a fundamental method for critical aquifer recharge area protection. Sixty-five percent or more of the development site should be protected for the purposes of retaining or enhancing existing native forest and vegetation cover to maximize aquifer recharge opportunities.</u> 1. <u>Any proposed development or activity requiring a site assessment review (SAR) pursuant to BIMC 15.19 and 15.20 located within the R-0.4, R-1 or R-2 zoning designations requires designation of an ARPA; except, designation of an ARPA is not required for the following:</u> a. <u>Removal of invasive species;</u> b. <u>Construction of public trails provided the standards set forth in BIMC 16.20.110.G.1.a through e. are met;</u> c. <u>Replacement of hard surfaces; and</u> d. <u>Development and activities located on properties protected in perpetuity by a legal instrument acceptable to the City Attorney wherein at least 65 percent of the site meets the development standards for aquifer recharge protection areas of this section.</u> <i>Largely for clarification. Two new exclusions from ARPA requirement: <u>replacement</u> of hard surfaces and development on “already protected” properties. Not requiring an ARPA on already protected properties addresses concerns raised by the Park District and other organizations that own/manage properties within existing protective covenants on which the ARPA would be redundant.</i>
15	16.20.100.E.3.d Aquifer recharge areas	The <u>NVPA ARPA</u> may include landscaping or open space requirements pursuant to BIMC 18.15.010.D and E and BIMC 17.12, respectively, and other critical areas and their buffers <u>or setbacks</u> pursuant to other sections of this chapter <u>if they contain native vegetation.</u> <i>Three revisions are proposed:</i> • <i>Referencing BIMC 18.15.010.D and E that are specific to roadside and perimeter landscaping requirements (not entire subsection, which would include other landscaping requirements like parking lot landscaping)</i> • <i>Including setbacks, which is what the “buffer” is called for geologically hazardous areas. It would also include the building and structure setback for wetlands and streams.</i> • <i>Allowing other critical areas and their buffers or setbacks to be included in the ARPA even if they <u>do not</u> contain native vegetation. It is not uncommon for critical areas and their buffers to not contain native vegetation, but there is still value in protecting them.</i>
16	16.20.100.E.4 Aquifer recharge areas	4. <u>ARPA use standards. The following developments and activities are allowed within a designated ARPA:</u> a. <u>Any structure or activity as long as the new structure or activity is shown to not negatively impact the amount of groundwater recharge on the site. Specifically, any structure or activity is allowed as long as the structure or activity (including mitigation measures, if any are needed) maintains 100 percent of the annual average groundwater recharge volume that existed on the site prior to the structure or activity as demonstrated by the 2012 Western Washington Hydrology Model (WWHM2012) recharge module, as amended, or other methodology acceptable to the City Engineer.</u> b. Tree and vegetation activities specified in BIMC 16.20.090. c. Installation of native plants. d. Removal of invasive plant species. e. Passive recreation, including pervious trails. f. Potable water wells and well houses. g. Low impact fencing or signs marking the <u>NVPA ARPA</u> boundary. h. On-site sewage drainfield facilities, <u>if the applicant can demonstrate that (a) the proposed facility will not adversely affect the function or characteristics of the NVPA;</u>

	BIMC Citation	Proposed Revision
		and (b) construction of the system will not require the use of heavy equipment or removal of vegetation, including significant trees. i. Storm drainage facilities if the applicant can demonstrate that (a) the proposed use will not adversely affect the function or characteristics of the NVPA, (a) the system meets the low impact design (LID) standards of BIMC 15.20, and (b) construction of the system will not require the use of heavy equipment or removal of vegetation, including significant trees. j. Accessory solar panels, small wind energy generators, composting bins, rainwater harvesting barrels, and cisterns, as defined in BIMC 18.36. k. Other structures or hard surfaces with a total footprint of no greater than 200 square feet. l. Driveways may be allowed to pass through the NVPA if (a) siting of the driveway within the NVPA is determined by the director to be necessary to achieve greater native vegetation retention and use of non-structural low impact design practices, (b) site utilities are installed within the footprint of the driveway, (c) siting of the driveway avoids removal of significant trees to the maximum extent feasible and (d) the total area required pursuant to BIMC 16.20.100.E.1 is achieved, which may require replanting of areas comprised of non-native vegetation. m. <u>Removal of any significant tree, other than hazard tree removal, with City review and pre-approval of an Aquifer Recharge Protection Area stewardship plan prepared in accordance with BIMC 16.20.180.H.</u> <i>Slight revisions proposed largely for clarification:</i> • Allowance for any structure or activity with demonstration of maintaining aquifer recharge, and method for doing so, moved to top of list • Sewage and storm drainage facilities language revised to lower burden on applicant; allow for vegetation removal other than significant trees, since not allowing any vegetation removal would likely preclude installation of these facilities • Added allowance for removal of significant trees with a stewardship plan (same language included in 16.20.090.B.4 – trees and vegetation section)
17	16.20.180 Definitions	<u>“Aquifer recharge protection area” means a portion of a development site comprised of native or equivalent vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the aquifer recharge of the total site area.</u> <u>“Native vegetation protection area (NVPA)” means a portion of a development site comprised of native vegetation in which existing vegetation, topography and supporting soils are free of development, uses or activities detrimental to the infiltration capacity and critical area functions and values of the total site area.</u> <i>Definitions changed to reflect change in name. Note “native vegetation” changed to “native or equivalent” vegetation in new definition. “Native or equivalent” is defined in the CAO.</i>

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:15 PM Water and Wastewater Rate Study Professional Services Agreement, AB 18-031 - Public Works (Pg. 153)	Date: 2/27/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-031
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:

DESCRIPTION/BACKGROUND

In January 2018, the City of Bainbridge Island solicited Requests for Proposals from the Municipal Research and Services Center (MRSC) Consultant Roster for a Water and Wastewater Utility Rate Study and an update to the City's system participation fees.

City staff interviewed two firms and recommends award to FCS Group in the amount not to exceed of \$82,960 as the most qualified consultant to prepare the study. For further details, see attached professional services agreement.

RECOMMENDED ACTION/MOTION

I move to forward to the March 13, 2018, Consent Agenda the Water and Wastewater Rate Study Professional Services Agreement with FCS Group.

ATTACHMENTS:

Description	Type
❑ FCS Group PSA - Water and Wastewater Rate Study	Backup Material
❑ FCS Group Proposal	Backup Material

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is entered into between the City of Bainbridge Island, a Washington State municipal corporation ("City"), and Financial Consulting Solutions Group, INC., d/b/a FCS Group, a Washington State corporation ("Consultant").

WHEREAS, the City needs professional services in connection with a Water and Sewer Utility Rate Study; and

WHEREAS, the Consultant has the expertise and experience to provide said services and is willing to do so in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, promises, and agreements set forth herein, it is agreed by and between the City and the Consultant as follows:

1. SERVICES BY CONSULTANT

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

2. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until December 31, 2018, unless sooner terminated by either party as provided below.

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

3. PAYMENT

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

- [X] Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of Eighty-Two Thousand Nine-Hundred and Sixty Dollars (\$82,960);
[] Fixed Sum: a total amount of \$ _____;
[] Other: \$ _____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project and each task within a project shall be the subject of a separate invoice. The Consultant shall maintain time and expense records and provide them to the City upon request.

C. The City shall pay all invoices by mailing a City check within sixty (60) days of receipt of a proper invoice from the Consultant.

D. If the services rendered do not meet the requirements of this Agreement, the Consultant shall correct or modify the work to comply with this Agreement. The City may withhold payment for such work until it meets the requirements of this Agreement.

4. INSPECTION AND AUDIT

The Consultant shall maintain all books, records, documents, and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts, and records if necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

5. INDEPENDENT CONTRACTOR

A. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants, and agrees that the Consultant's status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall the Consultant claim any related employment benefits, social security, and/or retirement benefits.

B. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

C. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

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

6. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

A. The Consultant agrees not to discriminate against any employee or applicant for employment or any other person in the performance of this Agreement because of race, creed, color, national origin, marital status, sex, sexual orientation, age, disability, or other circumstance prohibited by federal, state, or local law or ordinance, except for a bona fide occupational qualification.

B. The Consultant shall comply with all federal, state, and local laws and ordinances applicable to the work to be done under this Agreement.

C. Violation of this Section 6 shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

7. OWNERSHIP OF WORK PRODUCT

All data, materials, reports, memoranda, and other documents developed under this Agreement, whether finished or not, shall become the property of the City and shall be forwarded to the City in hard copy and in digital format that is compatible with the City's computer software programs.

8. GENERAL ADMINISTRATION AND MANAGEMENT

The City Manager of the City, or designee, shall be the City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all invoices, under this Agreement.

9. HOLD HARMLESS AND INDEMNIFICATION

A. The Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of or resulting from the acts, errors, or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend hereunder, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided

herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

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

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

10. INSURANCE

The Consultant shall maintain insurance as follows:

- ☒ Commercial General Liability as described in Attachment B.
- ☒ Professional Liability as described in Attachment B.
- ☒ Automobile Liability as described in Attachment B.
- ☒ Workers' Compensation as described in Attachment B.
- ☐ None.

11. SUBLETTING OR ASSIGNING CONTRACT

This Agreement, or any interest herein or claim hereunder, shall not be assigned or transferred in whole or in part by the Consultant to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of the Consultant as stated herein.

12. EXTENT OF AGREEMENT/MODIFICATION

This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified, or added to only by written instrument properly signed by both parties.

13. SEVERABILITY

A. If a court of competent jurisdiction holds any part, term, or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

B. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

14. FAIR MEANING

The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

15. NONWAIVER

A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay, or failure of either party to insist upon strict performance of any agreement, covenant, or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition, or right.

16. NOTICES

Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To the City: City of Bainbridge Island
 280 Madison Avenue North
 Bainbridge Island, WA 98110
 Attention: City Manager

To the Consultant: FCS Group
 Redmond Town Center
 7525 166th Ave. NE, Ste. D-215
 Redmond, WA 98052

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

17. SURVIVAL

Any provision of this Agreement which imposes an obligation after termination or expiration of this Agreement shall survive the term or expiration of this Agreement and shall be binding on the parties to this Agreement.

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

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

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

FCS GROUP

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Douglas Schulze, City Manager

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

ATTACHMENT A

CITY OF BAINBRIDGE ISLAND TASK PLAN – 2018 WATER/SEWER RATE STUDY & SPF UPDATE

The City of Bainbridge Island has requested a review of rates and system participation fees (SPFs) for its water and sewer utilities. We have developed the following task plan to meet the City's needs:

Task 1: Initial Project Meeting

At the beginning of the project, FCS GROUP will attend an initial "kickoff" meeting with the City's project team to establish a mutual understanding of study goals, issues, and concerns. Ideally, this meeting would include representatives from departments that address financial, engineering, customer service, and administrative issues. It will cover the project scope, objectives, deliverables, schedule, and appropriate lines of communication.

Task 2: Data Collection

FCS GROUP will provide a data request outlining key information required to complete the study, working with City staff to resolve questions and obtain additional records as needed. Task 2 includes reviewing and validating data provided for the study, identifying any potential data anomalies that could impact the integrity of the study's findings or resulting recommendations.

Task 3: Water/Sewer SPF Analysis

Task 3 includes an update of system participation fees (SPFs) for the City's water and sewer utilities based on a pro rata share of the cost of each system. By recovering an equitable share of costs from growth, the City can promote equity between existing and future customers and mitigate the burden of capital investment on existing ratepayers. Consistent with industry standards and the parameters outlined in the Revised Code of Washington (RCW), this analysis will consider:

- The cost of existing assets, as documented in the City's fixed asset schedules
- The cost of future capital projects, presented in the City's Water System Plan and General Sewer Plan
- The applicable customer base, expressed in terms of units appropriate to each utility (e.g. meter equivalents for water SPFs, equivalent residential units for sewer SPFs).

FCS GROUP will develop up to three (3) alternatives based on different assumptions and/or methodologies, each of which will define an equitable share of system costs for growth.

Task 4: Water/Sewer Rate Study

Task 4 involves the core analytical elements of a rate study for the City's water and sewer utilities:

- **Revenue Requirement Analysis:** A multi-year financial plan that meets each utility's projected needs. This analysis defines the level of revenue that each utility needs to meet its annual cash flow obligations (e.g. operation and maintenance expenses, principal and interest payments on outstanding debt, capital funding through rates) and comply with any applicable debt covenants (e.g. debt service coverage). It also includes the development of a capital funding strategy to pay for the projects contemplated in the City's water and sewer capital improvement programs. FCS GROUP will develop up to three (3) scenarios based on changes in economic assumptions, growth rates, capital costs, or other factors of interest to the City.
- **Cost-of-Service Analysis:** A two-tiered allocation of the revenue requirement based on a methodology consistent with industry-standard ratemaking principles. This methodology involves (1) allocating costs to functions of service (e.g. customer service, base/peak capacity, fire protection, wastewater strength) and (2) distributing the costs assigned to each service function to customer classes based on their demands. FCS GROUP will also review the City's customer class structure to verify that it appropriately groups customers with similar service characteristics, considering the pros and cons of any potential modifications to the existing structure.
- **Rate Design Analysis:** Development of rate structures (including both fixed and variable charges) that recover the cost allocated to each customer class. FCS GROUP will develop up to three (3) rate alternatives for each utility and will prepare a bill impact analysis and comparative survey for up to ten (10) jurisdictions of interest to the City.

Task 5: Documentation

Task 5 includes the development of a written report documenting the methodology, key assumptions, results, and recommendations for the rate study and SPF update. This report and its technical appendices will serve as supporting documentation for the recommended rates and charges, also providing the City with a foundation for future updates. FCS GROUP will submit a draft version to the City, and will revise it to incorporate input from City staff.

The City will receive five (5) bound copies, one (1) unbound camera-ready copy, and one (1) electronic copy of the draft and final deliverables. The City has requested to receive the electronic copy of the deliverables in Microsoft Word and Excel formats, as appropriate.

Task 6: Meetings & Public Process

In addition to the kick-off meeting contemplated in Task 1, Task 6 contemplates our attendance and participation in nine (9) onsite meetings:

- Up to three (3) staff review meetings to review draft results

- Up to five (5) public committee/Council meetings to discuss study results and recommendations
- One (1) additional meeting related to the project. This meeting could include an interactive workshop to discuss rate policy objectives in support of the rate-design element of Task 4, or another topic of interest to the City.

We will bill the City for these meetings based on time and materials expended. While we have budgeted these meetings as onsite meetings to be conservative, we could conduct some or all of the staff review meetings as remote conference calls (e.g. RingCentral) to reduce the overall cost. We would propose a similar billing policy for any additional meetings requested by the City, and anticipate that such meetings could cost up to \$2,500 each depending on the number of attendees and level of effort involved (e.g. developing a presentation).

BUDGET

The proposed level of effort to complete the Water/Sewer Rate Study & SPF Update is shown below.

	Estimated Hours				Total	Total Budget
	Principal	Project Manager	Analyst	Admin. Support		
<i>Hourly Billing Rates:</i>	\$260	\$185	\$140	\$85		
PROJECT TASKS						
Task 1: Initial Project Meeting	6	6	6	2	20	\$ 3,680
Task 2: Data Collection	1	4	8		13	2,120
Task 3: Water/Sewer SPF Analysis	8	16	32		56	9,520
Task 4: Water/Sewer Rate Study						
Revenue Requirement Analysis	6	20	40		66	10,860
Cost-of-Service Analysis	6	20	38		64	10,580
Rate Design Analysis	6	16	24		46	7,880
Task 5: Documentation	8	20	40	4	72	11,720
Task 6: Meetings & Public Process	46	58	26		130	26,330
Direct Expenses (Mileage/Ferry, Up to 9 Meetings)						270
TOTAL LEVEL OF EFFORT	87	160	214	6	467	\$ 82,960

ATTACHMENT B

INSURANCE REQUIREMENTS

A. Insurance Term

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

B. No Limitation

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

C. Minimum Scope of Insurance

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

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

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

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

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

E. Other Insurance Provision

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

F. Acceptability of Insurers

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

G. Verification of Coverage

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

H. Notice of Cancellation

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

I. Failure to Maintain Insurance

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

J. City Full Availability of Consultant Limits

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

CITY OF BAINBRIDGE ISLAND

TASK PLAN – 2018 WATER/SEWER RATE STUDY & SPF UPDATE

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Task 3 includes an update of system participation fees (SPFs) for the City’s water and sewer utilities based on a pro rata share of the cost of each system. By recovering an equitable share of costs from growth, the City can promote equity between existing and future customers and mitigate the burden of capital investment on existing ratepayers. Consistent with industry standards and the parameters outlined in the Revised Code of Washington (RCW), this analysis will consider:

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Direct Expenses (Mileage/Ferry, Up to 9 Meetings)						270
TOTAL LEVEL OF EFFORT	87	160	214	6	467	\$ 82,960



WATER AND SEWER UTILITY RATE STUDY/SYSTEM PARTICIPATION FEES UPDATE REQUEST FOR PROPOSALS

City of Bainbridge Island is requesting proposals from qualified consultants for a water and wastewater utility rate study and updating the City's system participation fees.

Proposals should include:

- General statement of the project understanding.
- Project team including proposed subconsultants
- The project team's experience in water and sewer utility rate studies and development of system participation fees
- The experience of the proposed project manager and individuals who will be working on the project.
- A proposed task list and level of effort for each task.
- A schedule for completing the project.
- An approach to managing and completing the project.
- An approach to communicating with the client.

Proposals shall be 25 pages maximum, 8 ½ x 11, double-sided, 12-point font, pages or less including any resumes and/or cover letter. Five (5) copies of the proposal shall be delivered to City of Bainbridge Island, 280 Madison Ave. N., Bainbridge Island, WA 98110, Attn: Barry Loveless. Questions concerning this request should be directed to Barry Loveless at 206-842-2016.

Project Title: Utility Rate Study/System participation fees Update

Proposals Due: 4:00 p.m. February 2, 2018

Any firm failing to submit information in accordance with the procedures set forth in the Request for Proposals may not be considered responsive and may therefore be subject to disqualification by the City.

UTILITY RATE STUDY/SYSTEM PARTICIPATION FEES UPDATE

REQUEST FOR PROPOSALS

I. INTRODUCTION

- A. This Request for Proposals ("RFP") outlines the information necessary to understand the consultant selection process and the required documentation a Proposer must submit. After reviewing this RFP, any firm that determines it has the necessary expertise and experience and could successfully perform the required services may submit its Submittal, addressing the items set forth herein. A general overview of the selection process is as follows:

1. Submittals shall deliver to the City no later than **4:00 p.m. on February 2, 2018**, after which time they will be reviewed and evaluated. The Submittal shall be delivered to:
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110
Attn: Barry Loveless
 2. The City may, at its option, contact a Consultant and ask clarifying questions concerning the Proposer's Submittal.
 3. At the City's option, the City may conduct interviews with Proposers qualifying as finalists.
- B. The purpose of this RFP is to obtain a qualified consultant team to provide professional services to conduct a cost of service rate study for the water and wastewater utility, and update the City's system participation fees. A preliminary scope of services is provided as follows.

II. PROJECT BACKGROUND

A. Project Background

The City of Bainbridge Island provides water and sewer service to separate and limited areas of the full-incorporated island. The City operates three separate sewer collection systems, one sewer treatment plant, and two separate water systems. Over the past two years the City has completed an updated the Water System Plan (www.bainbridgewa.gov/765) and General Sewer Plan (www.bainbridgewa.gov/450).

The most recent utility rate study for the City was completed in 2010 and is available at: www.bainbridgewa.gov/DocumentCenter/View/9633.

III. PROCUREMENT PROCESS

A. General Information

1. Compliance with Legal Requirements.
 - a. The procurement of these consultant services will be in accordance with applicable City, federal, state and local laws, regulations and procedures. The City reserves the right to reject any and all Submittals received. Any Consultant failing to submit information in accordance with the procedures set forth herein may not be considered responsive and may therefore be subject to disqualification by the City.
 - b. In accordance with the provisions of this RFP, The City will evaluate the Submittals. The final selection, if any, will be that Consultant Team which, in the opinion of the City, best meets the requirements set forth in the RFP and is determined to be the most highly qualified for the services requested.
2. Clear & Concise Submittal. Proposers are discouraged from submitting lengthy Submittals. The City requests that Submittals be concise and clearly written containing only essential information.
3. Costs borne by Consultants. All costs incurred in the preparation of a Submittal and participation in this RFP and negotiation process shall be borne by the proposing firms.
4. Public Disclosure. Once in the City's possession, Submittals shall become property of the City and considered public documents under applicable Washington State laws. All documentation that is provided to the City may be subject to disclosure in accordance with Washington State public disclosure laws.

B. Schedule

1. Anticipated Schedule. The selection process is anticipated to proceed as outlined below and is subject to change:

February 2, 2018 Submittals Due (4:00 p.m.)
February 5, 2018 (week of) Select Finalists
February 5-12, 2018 (weeks of) Interview, if necessary
March 6, 2018 City Council approval of selected consultant

2. Notification. The City will notify appropriate firms of changes in the RFP and Notice of Selection.
3. Addenda. In the event it becomes necessary to revise any part of the RFP, addenda will be provided to all firms still under consideration at the time the addendum is issued. If any firm has reason to doubt whether the City is aware of the firm's interest, it is the responsibility of the firm to notify the City to be sure that addenda are received.

C. Negotiations

1. At the completion of the selection process, the selected Consultant will enter into contract negotiations with the City. Negotiation of a contract will be in conformance with applicable federal, state and local laws, regulations and procedures. The negotiated cost and pricing data, once agreed to by the City and the Consultant, shall form the basis for a billing/payment provision.
2. At the beginning of negotiations, the selected Consultant and City shall meet to establish a Negotiation Schedule. Negotiations shall begin with the Scope of Work (SOW) identified in the Qualifications Statement and the Work Plan Level of Effort (LOE) submitted by the selected Proposer. A Project Schedule shall accompany all revisions to the SOW and LOE. The SOW, LOE and Project Schedule should be interrelated and identify tasks and subtasks by the same numbers.
3. If the City and selected Consultant cannot come to terms on LOE and SOW after three (3) revisions to the SOW and LOE, the City may discontinue negotiations and go to next highest ranked Proposer. Failure to reach agreement after three (3) revisions demonstrates an inability to reach agreement within a reasonable timeframe.

D. Cost and Pricing Data

1. The selected consultant shall provide the following information within **five (5) business days** after Notice of Selection has been received. Failure to provide such information in a timely manner may result in the City determining to discontinue negotiations with the selected Consultant and start negotiations with the next highest ranked Consultant.
 - a. **Direct Salaries.** Selected consultant and its subconsultants shall submit the following information:
 - (1) List of employees, in alphabetical order (last name first), with job classification, rate of pay and salary review date.
 - b. **Overhead Rates.** Selected consultant and its subconsultants shall provide the following information:
 - (1) Provide current audited overhead schedule, audit report, and cost detail by general ledger account.
 - (2) Provide a listing of all personnel who will perform work on this Project whose salaries, in full or in part, are included in overhead for the current and previous year. For each person identify his or her title, classification, position in company and salary rate.

- c. **Billing Rates.** Submit only for certain qualifying small firms.
 - (1) Small firms that do not have an accounting system in place, that identifies direct and indirect costs separately, generally use billing rates. Fully burdened billing rates, which include labor, overhead costs and profit are allowed on a case-by-case basis for those firms that typically use this method for billing purposes.
- d. **Other Direct Cost(s).**
 - (1) Identify all Other Direct Cost(s) (ODC) for this project and the rationale used as a basis for this cost.
 - (2) For each ODC, provide the unit prices and/or rates with supporting rationale, historical data and estimating methodology used to validate these rates.
 - (3) Failure to identify ODC results in a presumption that there are no ODC.
- e. **Profit.** Selected consultant and its subconsultants shall provide the following:
 - (1) Proposed profit;
 - (2) Rationale and justification for the proposed profit rate.
- f. **Markup on Subconsultant Costs and ODC.** Selected consultant and its subconsultants shall provide the following:
 - (1) Proposed markup on subconsultant costs and ODC;
 - (2) Rationale and justification for the proposed markups.

IV. INSURANCE REQUIREMENTS

- A. Prior to execution of the Agreement, the Selected Consultant shall file with the City certificates of insurance and endorsements from the insurer(s) certifying to the coverage of all insurance required in accordance with the City's standard agreement.

V. EVALUATION AND SELECTION CRITERIA

- A. All Submittals will be evaluated by a Consultant Selection Panel ("Panel"), which will be responsible for ranking of the Submittals. The criteria outlined below will be used in evaluating the Submittals and determining the most qualified Consultant. A total of **100 points** (excluding a potential interview) has been assigned to the Evaluation Criteria. The maximum points possible will follow each criterion listed. The points indicate relative weight or importance given to each criterion. Evaluators will use the points to score each Submittal. Each evaluator will put the scores in rank order, with the highest scored Consultant first, the second highest scored Consultant second, etc. This ranking will then be totaled. From the ranking, the City intends to recommend the most qualified Proposer to the City Council for approval to begin negotiations.
- B. The City may determine that the ranking is close and an interview with the top ranked firms may be necessary. Interviews will have a maximum of **50 points**. The number of Proposers to participate in interviews, if any, will be determined by the City based on the recommendation of the evaluation. The City may choose to use different criteria for the interview, in which case the finalists will be so notified in writing. The interview process may or may not include a Consultant presentation and the Consultants will not be given questions to prepare for in advance of the interview.

VI. DOCUMENTATION

- A. The prime Consultant shall submit **five (5) bound copies** of the Submittal.
- B. Submittals shall be 25 pages or less, including any resumes and cover letter.
- C. The Submittal shall consist of the following parts:

1. **Letter of Interest.** The Letter of Interest shall contain the following information:
 - RFP Title;
 - Consultant's name, mailing address, contact person, telephone and fax numbers; and
 - Complete list of proposed subconsultants.
2. **Qualifications Statement.** The submittal shall include:
 - General statement of the understanding of the scope of services.
 - An approach to the project.
 - The project team's experience in water and wastewater utility rate studies and system participation fee calculations.
 - The experience of the proposed project manager and individuals who will be working on the project.
 - A proposed task list and level of effort for each task, (refer to proposed scope of work).
 - Approach to managing and completing the project.
 - Approach to communicating with the client.
 - The submittal shall be presented in a clear, comprehensive and concise manner and shall be submitted in a complete package by the prime Consultant.

Scope of Services

This project includes a cost of service rate study, proposed rate design and updated system participation fees for water and wastewater.

The Consultant will provide backup documentation of work products as appropriate to adequately record the Consultant's work, including assumptions made, regulation interpretations, methodology used, calculations, rationale supporting recommendations, and meeting or conversation records.

All draft and final deliverables are to be provided to the City in the following formats:

1. Five bound copies
2. One unbound, camera-ready copy
3. One electronic copy (Microsoft Word and Excel for all financial tables and models)

The City will create and distribute additional copies of the deliverables as required.

Task 100 – Initial project meeting

Obtain an understanding of the studies goals, objectives, issues and concerns of both parties.

Task 200 – Data collection

Accumulate necessary data to conduct the water and sewer rate study and calculate system participation fees.

Task 300 – Prepare Rate Study

Task 310 - Determine revenue requirements

Task 320 - Cost of service

Develop a fair and equitable allocation of costs to the various classes of service for the water and wastewater systems. Provide a summary of the average unit costs (cost based rates) by customer class, for each system.

Task 330 - Rate design analysis

From the cost of service study above develop rate design options for each utility.

Task 340 – Work papers and written report

Provide a draft and final written report and a copy of all workpapers used in the preparation of the study

Task 350- Workshops, meeting and public hearings

Attend up to five (5) public committee/council meetings to:

- Review of revenue requirements/Cost of service
- Review rate design
- Public hearing on proposed rates

Task 400 – Update System Participation Fees**Task 410 – Review and Update Existing Water and Sewer System Participation Fees**

Develop cost-based fees based on existing capacity of the City's infrastructure along with the capital plans of the water and sewer utilities as it relates to growth.

Task 420 – Work papers and written report

Provide a draft and final written report and a copy of all workpapers (in appropriate electronic format) used in the preparation of the study.

Task 430 - Workshops, meeting and public hearings

Attend up to five (5) public committee/council meetings on review of current and proposed system participation fees and methodology for development.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:25 PM Resolution No. 2018-06, Amending the 2018 Fee Schedule Relating to Exempt Wells, AB 18-034 – Finance (Pg. 175)	Date: 2/27/2018
Agenda Item: NEW BUSINESS	Bill No.: AB 18-034
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:	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 to be added to the Fee Schedule to update Section 9, Building and Planning Fees. The new fee relates to a change in state law, ESSB 6091 (effective in January 2018), regarding exempt wells.

ESSB 6091 is attached, along with background information from MRSC.

RECOMMENDED ACTION/MOTION

I move to forward to the March 13, 2018, Consent Agenda for approval Resolution No. 2018-08, adopting an amendment to the 2018 fee schedule related to exempt wells.

ATTACHMENTS:

Description	Type
▣ Resolution No. 2018-06	Backup Material

- | | | |
|---|---|-----------------|
| ▣ | Engrossed Substitute Senate Bill 6091 - Water Availability | Backup Material |
| ▣ | MRSC information regarding January 2018 state legislation related to Hirst decision | Backup Material |

RESOLUTION NO. 2018-06

A RESOLUTION of the City Council of Bainbridge Island, Washington, amending the 2018 Fee Schedule to add a fee relating to Exempt Wells.

WHEREAS, the City of Bainbridge Island 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.

WHEREAS, pursuant to ESSB 6091, which was enacted by the Washington State Legislature and became law in January of 2018, the City is adding a new fee to the Fee Schedule under Section 9, Building and Planning Fees, related to exempt wells.

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

1. A new fee is added to Section 9, Building and Planning Fees, as follows:

WELLS, EXEMPT – BUILDING CONNECTION FEE \$500

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK: February 23, 2018
PASSED BY THE CITY COUNCIL: March ___, 2018
RESOLUTION NO. 2018-06

CERTIFICATION OF ENROLLMENT
ENGROSSED SUBSTITUTE SENATE BILL 6091

Chapter 1, Laws of 2018

65th Legislature
2018 Regular Session

WATER AVAILABILITY

EFFECTIVE DATE: January 19, 2018

Passed by the Senate January 18, 2018
Yeas 35 Nays 14

CYRUS HABIB

President of the Senate

Passed by the House January 18, 2018
Yeas 66 Nays 30

FRANK CHOPP

Speaker of the House of Representatives

Approved January 19, 2018 12:12 PM

JAY INSLEE

Governor of the State of Washington

CERTIFICATE

I, Brad Hendrickson, Secretary of the Senate of the State of Washington, do hereby certify that the attached is **ENGROSSED SUBSTITUTE SENATE BILL 6091** as passed by Senate and the House of Representatives on the dates hereon set forth.

BRAD HENDRICKSON

Secretary

FILED

January 19, 2018

**Secretary of State
State of Washington**

ENGROSSED SUBSTITUTE SENATE BILL 6091

Passed Legislature - 2018 Regular Session

State of Washington 65th Legislature 2018 Regular Session

65th Legislature 2018 Regular Session

2018 Regular Session

By Senate Agriculture, Water, Natural Resources & Parks (originally sponsored by Senators Van De Wege, Rolfes, and Frockt)

READ FIRST TIME 01/12/18.

1 AN ACT Relating to ensuring that water is available to support
2 development; amending RCW 19.27.097, 58.17.110, 90.03.247, and
3 90.03.290; adding a new section to chapter 36.70A RCW; adding a new
4 section to chapter 36.70 RCW; adding a new chapter to Title 90 RCW;
5 creating a new section; providing an expiration date; and declaring
6 an emergency.

7 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

8 **PART 1**

9 **Sec. 101.** RCW 19.27.097 and 2015 c 225 s 17 are each amended to
10 read as follows:

(1)(a) Each applicant for a building permit of a building necessitating potable water shall provide evidence of an adequate water supply for the intended use of the building. Evidence may be in the form of a water right permit from the department of ecology, a letter from an approved water purveyor stating the ability to provide water, or another form sufficient to verify the existence of an adequate water supply. ~~((In addition to other authorities, the county or city may impose conditions on building permits requiring connection to an existing public water system where the existing system is willing and able to provide safe and reliable potable water~~

to the applicant with reasonable economy and efficiency.)) An application for a water right shall not be sufficient proof of an adequate water supply.

(b) In a water resource inventory area with rules adopted by the department of ecology pursuant to section 202 or 203 of this act and the following water resource inventory areas with instream flow rules adopted by the department of ecology under chapters 90.22 and 90.54 RCW that explicitly regulate permit-exempt groundwater withdrawals, evidence of an adequate water supply must be consistent with the specific applicable rule requirements: 5 (Stillaguamish); 17 (Quilcene-Snow); 18 (Elwha-Dungeness); 27 (Lewis); 28 (Salmon-Washougal); 32 (Walla Walla); 45 (Wenatchee); 46 (Entiat); 48 (Methow); and 57 (Middle Spokane).

(c) In the following water resource inventory areas with instream flow rules adopted by the department of ecology under chapters 90.22 and 90.54 RCW that do not explicitly regulate permit-exempt groundwater withdrawals, evidence of an adequate water supply must be consistent with section 202 of this act, unless the applicant provides other evidence of an adequate water supply that complies with chapters 90.03 and 90.44 RCW: 1 (Nooksack); 11 (Nisqually); 22 (Lower Chehalis); 23 (Upper Chehalis); 49 (Okanogan); 55 (Little Spokane); and 59 (Colville).

(d) In the following water resource inventory areas with instream flow rules adopted by the department of ecology under chapters 90.22 and 90.54 RCW that do not explicitly regulate permit-exempt groundwater withdrawals, evidence of an adequate water supply must be consistent with section 203 of this act, unless the applicant provides other evidence of an adequate water supply that complies with chapters 90.03 and 90.44 RCW: 7 (Snohomish); 8 (Cedar-Sammamish); 9 (Duwamish-Green); 10 (Puyallup-White); 12 (Chambers-Clover); 13 (Deschutes); 14 (Kennedy-Goldsborough); and 15 (Kitsap).

(e) In water resource inventory areas 37 (Lower Yakima), 38 (Naches), and 39 (Upper Yakima), the department of ecology may impose requirements to satisfy adjudicated water rights.

(f) Additional requirements apply in areas within water resource inventory area 3 (Lower Skagit-Samish) and 4 (Upper Skagit) regulated by chapter 173-503 WAC, as a result of *Swinomish Indian Tribal Community v. Department of Ecology*, 178 Wn.2d 571, 311 P.3d 6 (2013).

(g) In other areas of the state, physical and legal evidence of an adequate water supply may be demonstrated by the submission of a

1 water well report consistent with the requirements of chapter 18.104
2 RCW.

3 (h) For the purposes of this subsection (1), "water resource
4 inventory areas" means those areas described in chapter 173-500 WAC
5 as of the effective date of this section.

6 (2) In addition to other authorities, the county or city may
7 impose additional requirements, including conditions on building
8 permits requiring connection to an existing public water system where
9 the existing system is willing and able to provide safe and reliable
10 potable water to the applicant with reasonable economy and
11 efficiency.

12 (3) Within counties not required or not choosing to plan pursuant
13 to RCW 36.70A.040, the county and the state may mutually determine
14 those areas in the county in which the requirements of subsection (1)
15 of this section shall not apply. The departments of health and
16 ecology shall coordinate on the implementation of this section.
17 Should the county and the state fail to mutually determine those
18 areas to be designated pursuant to this subsection, the county may
19 petition the department of enterprise services to mediate or, if
20 necessary, make the determination.

21 ((3)) (4) Buildings that do not need potable water facilities
22 are exempt from the provisions of this section. The department of
23 ecology, after consultation with local governments, may adopt rules
24 to implement this section, which may recognize differences between
25 high-growth and low-growth counties.

26 (5) Any permit-exempt groundwater withdrawal authorized under RCW
27 90.44.050 associated with a water well constructed in accordance with
28 the provisions of chapter 18.104 RCW before the effective date of
29 this section is deemed to be evidence of adequate water supply under
30 this section.

31 **NEW SECTION. Sec. 102.** A new section is added to chapter 36.70A
32 RCW to read as follows:

33 For the purposes of complying with the requirements of this
34 chapter relating to surface and groundwater resources, a county or
35 city may rely on or refer to applicable minimum instream flow rules
36 adopted by the department of ecology under chapters 90.22 and 90.54
37 RCW. Development regulations must ensure that proposed water uses are
38 consistent with RCW 90.44.050 and with applicable rules adopted

pursuant to chapters 90.22 and 90.54 RCW when making decisions under RCW 19.27.097 and 58.17.110.

NEW SECTION. Sec. 103. A new section is added to chapter 36.70 RCW to read as follows:

For the purposes of complying with the requirements of this chapter, county development regulations must ensure that proposed water uses are consistent with RCW 90.44.050 and with applicable rules adopted pursuant to chapters 90.22 and 90.54 RCW when making decisions under RCW 19.27.097 and 58.17.110.

Sec. 104. RCW 58.17.110 and 1995 c 32 s 3 are each amended to read as follows:

(1) The city, town, or county legislative body shall inquire into the public use and interest proposed to be served by the establishment of the subdivision and dedication. It shall determine: (a) If appropriate provisions are made for, but not limited to, the public health, safety, and general welfare, for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) whether the public interest will be served by the subdivision and dedication.

(2) A proposed subdivision and dedication shall not be approved unless the city, town, or county legislative body makes written findings that: (a) Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) the public use and interest will be served by the platting of such subdivision and dedication. If it finds that the proposed subdivision and dedication make such appropriate provisions and that the public use and interest will be served, then the legislative body shall approve the proposed subdivision and dedication. Dedication of land to any public body, provision of public improvements to serve

1 the subdivision, and/or impact fees imposed under RCW 82.02.050
2 through 82.02.090 may be required as a condition of subdivision
3 approval. Dedications shall be clearly shown on the final plat. No
4 dedication, provision of public improvements, or impact fees imposed
5 under RCW 82.02.050 through 82.02.090 shall be allowed that
6 constitutes an unconstitutional taking of private property. The
7 legislative body shall not as a condition to the approval of any
8 subdivision require a release from damages to be procured from other
9 property owners.

10 (3) If the preliminary plat includes a dedication of a public
11 park with an area of less than two acres and the donor has designated
12 that the park be named in honor of a deceased individual of good
13 character, the city, town, or county legislative body must adopt the
14 designated name.

15 (4) If water supply is to be provided by a groundwater withdrawal
16 exempt from permitting under RCW 90.44.050, the applicant's
17 compliance with RCW 90.44.050 and with applicable rules adopted
18 pursuant to chapters 90.22 and 90.54 RCW is sufficient in determining
19 appropriate provisions for water supply for a subdivision,
20 dedication, or short subdivision under this chapter.

21 PART 2

22 NEW SECTION. **Sec. 201.** The definitions in this section apply
23 throughout this chapter unless the context clearly requires
24 otherwise.

25 (1) "Department" means the department of ecology.

26 (2) "Lead agency" has the same meaning as defined in RCW
27 90.82.060.

28 (3) "Water resource inventory area" or "WRIA" means a water
29 resource inventory area established in chapter 173-500 WAC as it
30 existed on the effective date of this section.

31 NEW SECTION. **Sec. 202.** (1) Unless requirements are otherwise
32 specified in the applicable rules adopted under this chapter or under
33 chapter 90.22 or 90.54 RCW, potential impacts on a closed water body
34 and potential impairment to an instream flow are authorized for new
35 domestic groundwater withdrawals exempt from permitting under RCW
36 90.44.050 through compliance with the requirements established in
37 this section.

(2) In the following water resource inventory areas with instream flow rules adopted by the department under chapters 90.22 and 90.54 RCW that do not explicitly regulate permit-exempt groundwater withdrawals and that have completed a watershed plan adopted under chapter 90.82 RCW, the department shall work with the initiating governments and the planning units described in chapter 90.82 RCW to review existing watershed plans to identify the potential impacts of exempt well use, identify evidence-based conservation measures, and identify projects to improve watershed health: 1 (Nooksack); 11 (Nisqually); 22 (Lower Chehalis); 23 (Upper Chehalis); 49 (Okanogan); 55 (Little Spokane); and 59 (Colville).

(3) In the water resource inventory areas listed in subsection (2) of this section, the lead agency shall invite a representative from each federally recognized Indian tribe that has a usual and accustomed harvest area within the water resource inventory area to participate as part of the planning unit.

(4)(a) In collaboration with the planning unit, the initiating governments must update the watershed plan to include recommendations for projects and actions that will measure, protect, and enhance instream resources and improve watershed functions that support the recovery of threatened and endangered salmonids. Watershed plan recommendations may include, but are not limited to, acquiring senior water rights, water conservation, water reuse, stream gaging, groundwater monitoring, and developing natural and constructed infrastructure, which includes, but is not limited to, such projects as floodplain restoration, off-channel storage, and aquifer recharge. Qualifying projects must be specifically designed to enhance streamflows and not result in negative impacts to ecological functions or critical habitat.

(b) At a minimum, the watershed plan must include those actions that the planning units determine to be necessary to offset potential impacts to instream flows associated with permit-exempt domestic water use. The highest priority recommendations must include replacing the quantity of consumptive water use during the same time as the impact and in the same basin or tributary. Lower priority projects include projects not in the same basin or tributary and projects that replace consumptive water supply impacts only during critical flow periods. The watershed plan may include projects that protect or improve instream resources without replacing the consumptive quantity of water where such projects are in addition to

1 those actions that the planning unit determines to be necessary to
2 offset potential consumptive impacts to instream flows associated
3 with permit-exempt domestic water use.

4 (c) Prior to adoption of the updated watershed plan, the
5 department must determine that actions identified in the watershed
6 plan, after accounting for new projected uses of water over the
7 subsequent twenty years, will result in a net ecological benefit to
8 instream resources within the water resource inventory area.

9 (d) The watershed plan may include:

10 (i) Recommendations for modification to fees established under
11 this subsection;

12 (ii) Standards for water use quantities that are less than
13 authorized under RCW 90.44.050 or more or less than authorized under
14 subsection (5) of this section for withdrawals exempt from
15 permitting;

16 (iii) Specific conservation requirements for new water users to
17 be adopted by local or state permitting authorities; or

18 (iv) Other approaches to manage water resources for a water
19 resource inventory area or a portion thereof.

20 (e) Any modification to fees collected under subsection (5) of
21 this section or standards for water use quantities that are less than
22 authorized under RCW 90.44.050 or more or less than authorized under
23 subsection (5) of this section for withdrawals exempt from permitting
24 may not be applied unless authorized by rules adopted under this
25 chapter or under chapter 90.54 RCW.

26 (5) Until an updated watershed plan is approved and rules are
27 adopted under this chapter or chapter 90.54 RCW, a city or county
28 issuing a building permit under RCW 19.27.097(1)(c), or approving a
29 subdivision under chapter 58.17 RCW in a watershed listed in
30 subsection (2) of this section must:

31 (a) Record relevant restrictions or limitations associated with
32 water supply with the property title;

33 (b) Collect applicable fees, as described under this section;

34 (c) Record the number of building permits issued under chapter
35 19.27 RCW or subdivision approvals issued under chapter 58.17 RCW
36 subject to the provisions of this section;

37 (d) Annually transmit to the department three hundred fifty
38 dollars of each fee collected under this subsection;

(e) Annually transmit an accounting of building permits and subdivision approvals subject to the provisions of this section to the department;

(f) Until rules have been adopted that specify otherwise, require the following measures for each new domestic use that relies on a withdrawal exempt from permitting under RCW 90.44.050:

(i) An applicant shall pay a fee of five hundred dollars to the permitting authority;

(ii) An applicant may obtain approval for a withdrawal exempt from permitting under RCW 90.44.050 for domestic use only, with a maximum annual average withdrawal of three thousand gallons per day per connection.

(6) Rules adopted under this chapter or under chapter 90.54 RCW may:

(a) Rely on watershed plan recommendations and procedures established in this section to authorize new withdrawals exempt from permitting under RCW 90.44.050 that would potentially impact a closed waterbody or a minimum flow or level;

(b) Rely on projects identified in the watershed plan to offset consumptive water use; and

(c) Include updates to fees based on the planning unit's determination of the costs for offsetting consumptive water use.

(7)(a) If a watershed plan that meets the requirements of this section is not adopted in water resource inventory area 1 (Nooksack) by February 1, 2019, the department must adopt rules for that water resource inventory area that meet the requirements of this section by August 1, 2020.

(b) If a watershed plan that meets the requirements of this section is not adopted in water resource inventory area 11 (Nisqually) by February 1, 2019, the department must adopt rules for that water resource inventory area that meet the requirements of this section by August 1, 2020.

(c) The department must adopt rules that meet the requirements of this section for any of the following water resource inventory areas that do not adopt a watershed plan that meets the requirements of this section by February 1, 2021: 22 (Lower Chehalis); 23 (Upper Chehalis); 49 (Okanogan); 55 (Little Spokane); and 59 (Colville).

(8) This section only applies to new domestic groundwater withdrawals exempt from permitting under RCW 90.44.050 in the following water resource inventory areas with instream flow rules

adopted under chapters 90.22 and 90.54 RCW that do not explicitly regulate permit-exempt groundwater withdrawals: 1 (Nooksack); 11 (Nisqually); 22 (Lower Chehalis); 23 (Upper Chehalis); 49 (Okanogan); 55 (Little Spokane); and 59 (Colville) and does not restrict the withdrawal of groundwater for other uses that are exempt from permitting under RCW 90.44.050.

NEW SECTION. **Sec. 203.** (1) Unless requirements are otherwise specified in the applicable rules adopted under this chapter or chapter 90.22 or 90.54 RCW, potential impacts on a closed water body and potential impairment to an instream flow are authorized for new domestic groundwater withdrawals exempt from permitting under RCW 90.44.050 through compliance with the requirements established in this section.

(2)(a) In the following water resource inventory areas with instream flow rules adopted by the department under chapters 90.22 and 90.54 RCW that do not explicitly regulate permit-exempt groundwater withdrawals and that have either not adopted a watershed plan, or adopted a partial watershed plan, under chapter 90.82 RCW, the department shall establish watershed restoration and enhancement committees in the following water resource inventory areas: 7 (Snohomish); 8 (Cedar-Sammamish); 9 (Duwamish-Green); 10 (Puyallup-White); 12 (Chambers-Clover); 13 (Deschutes); 14 (Kennedy-Goldsborough); and 15 (Kitsap).

(b) The department shall chair the watershed restoration and enhancement committee and invite the following entities to participate:

(i) A representative from each federally recognized Indian tribe that has reservation land within the water resource inventory area;

(ii) A representative from each federally recognized Indian tribe that has a usual and accustomed harvest area within the water resource inventory area;

(iii) A representative from the department of fish and wildlife, appointed by the director of the department of fish and wildlife;

(iv) A representative designated by each county within the water resource inventory area;

(v) A representative designated by each city within the water resource inventory area;

(vi) A representative designated by the largest irrigation district within the water resource inventory area;

(vii) A representative designated by the largest publicly owned water purveyor providing water within the water resource inventory area that is not a municipality;

(viii) A representative designated by a local organization representing the residential construction industry within the water resource inventory area;

(ix) A representative designated by a local organization representing environmental interests within the water resource inventory area; and

(x) A representative designated by a local organization representing agricultural interests within the water resource inventory area.

(3) By June 30, 2021, the department shall prepare and adopt a watershed restoration and enhancement plan for each watershed listed under subsection (2)(a) of this section, in collaboration with the watershed restoration and enhancement committee. Except as described in (h) of this subsection, all members of a watershed restoration and enhancement committee must approve the plan prior to adoption.

(a) The watershed restoration and enhancement plan should include recommendations for projects and actions that will measure, protect, and enhance instream resources and improve watershed functions that support the recovery of threatened and endangered salmonids. Plan recommendations may include, but are not limited to, acquiring senior water rights, water conservation, water reuse, stream gaging, groundwater monitoring, and developing natural and constructed infrastructure, which includes but is not limited to such projects as floodplain restoration, off-channel storage, and aquifer recharge. Qualifying projects must be specifically designed to enhance stream flows and not result in negative impacts to ecological functions or critical habitat.

(b) At a minimum, the plan must include those actions that the committee determines to be necessary to offset potential impacts to instream flows associated with permit-exempt domestic water use. The highest priority recommendations must include replacing the quantity of consumptive water use during the same time as the impact and in the same basin or tributary. Lower priority projects include projects not in the same basin or tributary and projects that replace consumptive water supply impacts only during critical flow periods. The plan may include projects that protect or improve instream resources without replacing the consumptive quantity of water where

1 such projects are in addition to those actions that the committee
2 determines to be necessary to offset potential consumptive impacts to
3 instream flows associated with permit-exempt domestic water use.

4 (c) Prior to adoption of the watershed restoration and
5 enhancement plan, the department must determine that actions
6 identified in the plan, after accounting for new projected uses of
7 water over the subsequent twenty years, will result in a net
8 ecological benefit to instream resources within the water resource
9 inventory area.

10 (d) The watershed restoration and enhancement plan must include
11 an evaluation or estimation of the cost of offsetting new domestic
12 water uses over the subsequent twenty years, including withdrawals
13 exempt from permitting under RCW 90.44.050.

14 (e) The watershed restoration and enhancement plan must include
15 estimates of the cumulative consumptive water use impacts over the
16 subsequent twenty years, including withdrawals exempt from permitting
17 under RCW 90.44.050.

18 (f) The watershed restoration and enhancement plan may include:

19 (i) Recommendations for modification to fees established under
20 this subsection;

21 (ii) Standards for water use quantities that are less than
22 authorized under RCW 90.44.050 or more or less than authorized under
23 subsection (4) of this section for withdrawals exempt from
24 permitting;

25 (iii) Specific conservation requirements for new water users to
26 be adopted by local or state permitting authorities; or

27 (iv) Other approaches to manage water resources for a water
28 resource inventory area or a portion thereof.

29 (g) After adoption of a watershed restoration and enhancement
30 plan, the department shall evaluate the plan recommendations and
31 initiate rule making, if necessary, to incorporate recommendations
32 into rules adopted under this chapter or under chapter 90.22 or 90.54
33 RCW. Any modification to fees collected under subsection (4) of this
34 section or standards for water use quantities that are less than
35 authorized under RCW 90.44.050 or more or less than authorized under
36 subsection (4) of this section for withdrawals exempt from permitting
37 may not be applied unless authorized by rules adopted under this
38 chapter or under chapter 90.54 RCW.

39 (h) If the watershed restoration and enhancement committee fails
40 to approve a plan by June 30, 2021, the director of the department

1 shall submit the final draft plan to the salmon recovery funding
2 board established under RCW 77.85.110 and request that the salmon
3 recovery funding board provide a technical review and provide
4 recommendations to the director to amend the final draft plan, if
5 necessary, so that actions identified in the plan, after accounting
6 for new projected uses of water over the subsequent twenty years,
7 will result in a net ecological benefit to instream resources within
8 the water resource inventory area. The director of the department
9 shall consider the recommendations and may amend the plan without
10 committee approval prior to adoption. After plan adoption, the
11 director of the department shall initiate rule making within six
12 months to incorporate recommendations into rules adopted under this
13 chapter or under chapter 90.22 or 90.54 RCW, and shall adopt amended
14 rules within two years of initiation of rule making.

15 (4)(a) Until a watershed restoration and enhancement plan is
16 approved and rules are adopted under subsection (3) of this section,
17 a city or county issuing a building permit under RCW 19.27.097(1)(d),
18 or approving a subdivision under chapter 58.17 RCW in a watershed
19 listed in subsection (2)(a) of this section must:

20 (i) Record relevant restrictions or limitations associated with
21 water supply with the property title;

22 (ii) Collect applicable fees, as described under this section;

23 (iii) Record the number of building permits issued under chapter
24 19.27 RCW or subdivision approvals issued under chapter 58.17 RCW
25 subject to the provisions of this section;

26 (iv) Annually transmit to the department three hundred fifty
27 dollars of each fee collected under this subsection;

28 (v) Annually transmit an accounting of building permits and
29 subdivision approvals subject to the provisions of this section to
30 the department;

31 (vi) Until rules have been adopted that specify otherwise,
32 require the following measures for each new domestic use that relies
33 on a withdrawal exempt from permitting under RCW 90.44.050:

34 (A) An applicant shall pay a fee of five hundred dollars to the
35 permitting authority;

36 (B) Except as provided in (b) of this subsection, an applicant
37 may obtain approval for a withdrawal exempt from permitting under RCW
38 90.44.050 for domestic use only, with a maximum annual average
39 withdrawal of nine hundred fifty gallons per day per connection; and

(C) An applicant shall manage stormwater runoff on-site to the extent practicable by maximizing infiltration, including using low-impact development techniques, or pursuant to stormwater management requirements adopted by the local permitting authority, if locally adopted requirements are more stringent.

(b) Upon the issuance of a drought emergency order under RCW 43.83B.405, the department may curtail withdrawal of groundwater exempt from permitting under RCW 90.44.050 and approved under this subsection (4) to no more than three hundred fifty gallons per day per connection for indoor use only. Notwithstanding the limitation to no more than three hundred fifty gallons per day per connection for indoor use only, an applicant may use groundwater exempt from permitting to maintain a fire control buffer during a drought emergency order.

(5) Rules adopted under this chapter or chapter 90.54 RCW may:

(a) Rely on watershed restoration and enhancement plan recommendations and procedures established in this section to authorize new withdrawals exempt from permitting under RCW 90.44.050 that would potentially impact a closed waterbody or a minimum flow or level;

(b) Rely on projects identified in the watershed restoration and enhancement plan to offset consumptive water use; and

(c) Include updates to fees based on the watershed restoration and enhancement committee's determination of the costs for offsetting consumptive water use.

(6) This section only applies to new domestic groundwater withdrawals exempt from permitting under RCW 90.44.050 in the following water resource inventory areas with instream flow rules adopted under chapters 90.22 and 90.54 RCW that do not explicitly regulate permit-exempt groundwater withdrawals: 7 (Snohomish); 8 (Cedar-Sammamish); 9 (Duwamish-Green); 10 (Puyallup-White); 12 (Chambers-Clover); 13 (Deschutes); 14 (Kennedy-Goldsborough); and 15 (Kitsap) and does not restrict the withdrawal of groundwater for other uses that are exempt from permitting under RCW 90.44.050.

NEW SECTION. **Sec. 204.** (1) The department shall initiate two pilot projects to measure water use from all new groundwater withdrawals for domestic purposes exempt from permitting under RCW 90.44.050 in the areas described in this section. The pilot projects must be conducted to determine the overall feasibility of measuring

1 water use for all new groundwater withdrawals. The department must
2 purchase and provide meters to be used in the pilot projects. The
3 pilot projects must be conducted in the area under the Dungeness
4 water rule, chapter 173-518 WAC, within water resource inventory area
5 18 and the area in which the Kittitas county water bank program
6 operates within water resource inventory area 39.

7 (2) At a minimum, the pilot project must address the following:

8 (a) Initial and on-going costs, including costs to local
9 government and the department;

10 (b) Technical, practical, and legal considerations that must be
11 addressed;

12 (c) The costs and benefits of a water use measurement program
13 relying on individual meters versus a water management program that
14 estimates permit-exempt groundwater withdrawals; and

15 (d) Measures to protect the privacy of individual property owners
16 and ensure accurate data collection.

17 (3) The department shall report on the pilot project results in
18 the report to the legislature submitted under section 205 of this
19 act. The department shall include recommendations to the legislature,
20 including estimated program costs for expanding the pilot projects to
21 other basins.

22 NEW SECTION. **Sec. 205.** The department shall submit a report to
23 the legislature by December 31, 2020, and December 31, 2027, in
24 compliance with RCW 43.01.036, that includes the following elements:

25 (1) Progress in completing and adopting watershed plans under
26 section 202 of this act and watershed restoration and enhancement
27 plans under section 203 of this act;

28 (2) A description of program projects and expenditures;

29 (3) An assessment of the streamflow restoration and enhancement
30 benefits from program projects;

31 (4) A listing of other efforts or actions taken associated with
32 streamflow restoration and enhancement, projects to benefit instream
33 resources, and other directly related watershed improvements
34 conducted in coordination with the restoration and enhancement
35 planning process;

36 (5) The total number of new withdrawals exempt from permitting
37 under RCW 90.44.050 authorized in each water resource inventory area
38 under provisions of sections 202 and 203 of this act, and estimates

1 of consumptive water use impacts associated with the new withdrawals;
2 and

3 (6) A description of potential or planned projects, including
4 projected costs and anticipated streamflow, water supply, and
5 watershed health benefits.

6 NEW SECTION. **Sec. 206.** (1) The watershed restoration and
7 enhancement account is created in the custody of the state treasurer.
8 All receipts from fees paid pursuant to sections 202 and 203 of this
9 act must be deposited into the account. The account may also receive
10 those moneys as may be appropriated by the legislature for the
11 purpose of funding restoration and enhancement projects as identified
12 in sections 202 and 203 of this act. Expenditures from the account
13 may be used only for the costs of administering this act, including
14 implementing watershed planning projects under section 202 of this
15 act and watershed restoration and enhancement projects under section
16 203 of this act, and collecting data and completing studies necessary
17 to develop, implement, and evaluate watershed restoration and
18 enhancement projects under this act. Only the director or the
19 director's designee may authorize expenditures from the account. The
20 account is subject to allotment procedures under chapter 43.88 RCW,
21 but an appropriation is not required for expenditures.

22 (2) Fee revenues collected under sections 202 and 203 of this act
23 must be used exclusively within the water resource inventory area in
24 which the fee originated. The restriction in this subsection does not
25 apply to moneys in the watershed restoration and enhancement account
26 that do not originate from fees collected under sections 202 and 203
27 of this act.

28 NEW SECTION. **Sec. 207.** (1) The watershed restoration and
29 enhancement taxable bond account is created in the custody of the
30 state treasurer. All receipts from direct appropriations from the
31 legislature or moneys directed to the account from any other source
32 must be deposited in the account. The account is intended to fund
33 projects using taxable bonds. Expenditures from the account may be
34 used only as provided for in this section. Only the director or the
35 director's designee may authorize expenditures from the account. The
36 account is subject to allotment procedures under chapter 43.88 RCW,
37 but an appropriation is not required for expenditures.

(2) Expenditures from the watershed restoration and enhancement taxable bond account may be used to assess, plan, and develop projects that include acquiring senior water rights, water conservation, water reuse, stream gaging, groundwater monitoring, and developing natural and constructed infrastructure, which includes, but is not limited to, projects such as floodplain restoration, off-channel storage, and aquifer recharge, or other actions designed to provide access to new water supplies with priority given to projects in watersheds developing plans as directed by sections 202 and 203 of this act and watersheds participating in the pilot project in section 204 of this act.

12 NEW SECTION. **Sec. 208.** (1) The watershed restoration and
13 enhancement bond account is created in the custody of the state
14 treasurer. All receipts from direct appropriations from the
15 legislature or moneys directed to the account from any other source
16 must be deposited in the account. The account is intended to fund
17 projects using tax exempt bonds. Expenditures from the account may be
18 used only as provided for in this section. Only the director or the
19 director's designee may authorize expenditures from the account. The
20 account is subject to allotment procedures under chapter 43.88 RCW,
21 but an appropriation is not required for expenditures.

(2) Expenditures from the watershed restoration and enhancement bond account may be used to assess, plan, and develop projects that include acquiring senior water rights, water conservation, water reuse, stream gaging, groundwater monitoring, and developing natural and constructed infrastructure, which includes, but is not limited to, projects such as floodplain restoration, off-channel storage, and aquifer recharge, or other actions designed to provide access to new water supplies with priority given to projects in watersheds developing plans as directed by sections 202 and 203 of this act and watersheds participating in the pilot project in section 204 of this act.

33 **PART 3**

34 NEW SECTION. **Sec. 301.** (1) A joint legislative task force on
35 water resource mitigation is established to review the treatment of
36 surface water and groundwater appropriations as they relate to
37 instream flows and fish habitat, to develop and recommend a

1 mitigation sequencing process and scoring system to address such
2 appropriations, and to review the Washington supreme court decision
3 in *Foster v. Department of Ecology*, 184 Wn.2d 465, 362 P.3d 959
4 (2015).

5 (2) The task force must consist of the following members:

6 (a) Two members from each of the two largest caucuses of the
7 senate, appointed by the president of the senate;

8 (b) Two members from each of the two largest caucuses of the
9 house of representatives, appointed by the speaker of the house of
10 representatives;

11 (c) A representative from the department, appointed by the
12 director of the department;

13 (d) A representative from the department of fish and wildlife,
14 appointed by the director of the department of fish and wildlife;

15 (e) A representative from the department of agriculture,
16 appointed by the director of the department of agriculture;

17 (f) One representative from each of the following groups,
18 appointed by the consensus of the cochair of the task force:

19 (i) An organization representing the farming industry in
20 Washington;

21 (ii) An organization representing Washington cities;

22 (iii) Two representatives from an environmental advocacy
23 organization or organizations;

24 (iv) An organization representing municipal water purveyors;

25 (v) An organization representing business interests;

26 (vi) Representatives of two federally recognized Indian tribes,
27 one invited by recommendation of the Northwest Indian fisheries
28 commission, and one invited by recommendation of the Columbia river
29 intertribal fish commission.

30 (3) One cochair of the task force must be a member of the
31 majority caucus of one chamber of the legislature, and one cochair
32 must be a member of the minority caucus of the other chamber of the
33 legislature, as those caucuses existed as of the effective date of
34 this section.

35 (4) The first meeting of the task force must occur by June 30,
36 2018.

37 (5) Staff support for the task force must be provided by the
38 office of program research and senate committee services. The
39 department and the department of fish and wildlife shall cooperate

1 with the task force and provide information as the cochairs
2 reasonably request.

3 (6) Within existing appropriations, the expenses of the
4 operations of the task force, including the expenses associated with
5 the task force's meetings, must be paid jointly and in equal amounts
6 by the senate and the house of representatives. Task force
7 expenditures are subject to approval by the house executive rules
8 committee and the senate facility and operations committee.
9 Legislative members of the task force are reimbursed for travel
10 expenses in accordance with RCW 44.04.120. Nonlegislative members are
11 not entitled to be reimbursed for travel expenses if they are elected
12 officials or are participating on behalf of an employer, governmental
13 entity, or other organization. Any reimbursement for other
14 nonlegislative members is subject to chapter 43.03 RCW.

15 (7)(a) By November 15, 2019, the joint legislative task force
16 must make recommendations to the legislature in compliance with RCW
17 43.01.036.

18 (b) Recommendations of the joint legislative task force must be
19 made by a sixty percent majority of the members of the task force.
20 The representatives of the departments of fish and wildlife, ecology,
21 and agriculture are not eligible to vote on the recommendations.
22 Minority recommendations that achieve the support of at least five of
23 the named voting members of the task force may also be submitted to
24 the legislature.

25 (8) The department shall issue permit decisions for up to five
26 water resource mitigation pilot projects. It is the intent of the
27 legislature to use the pilot projects to inform the legislative task
28 force process while also enabling the processing of water right
29 applications that address water supply needs. The department is
30 authorized to issue permits in reliance upon water resource
31 mitigation of impacts to instream flows and closed surface water
32 bodies under the following mitigation sequence:

33 (a) Avoiding impacts by: (i) Complying with mitigation required
34 by adopted rules that set forth minimum flows, levels, or closures;
35 or (ii) making the water diversion or withdrawal subject to the
36 applicable minimum flows or levels; or

37 (b) Where avoidance of impacts is not reasonably attainable,
38 minimizing impacts by providing permanent new or existing trust water
39 rights or through other types of replacement water supply resulting
40 in no net annual increase in the quantity of water diverted or

1 withdrawn from the stream or surface water body and no net
2 detrimental impacts to fish and related aquatic resources; or

3 (c) Where avoidance and minimization are not reasonably
4 attainable, compensating for impacts by providing net ecological
5 benefits to fish and related aquatic resources in the water resource
6 inventory area through in-kind or out-of-kind mitigation or a
7 combination thereof, that improves the function and productivity of
8 affected fish populations and related aquatic habitat. Out-of-kind
9 mitigation may include instream or out-of-stream measures that
10 improve or enhance existing water quality, riparian habitat, or other
11 instream functions and values for which minimum instream flows or
12 closures were established in that watershed.

13 (9) The department must monitor the implementation of the pilot
14 projects, including all mitigation associated with each pilot
15 project, approved under this section at least annually through
16 December 31, 2028.

17 (10) The pilot projects eligible for processing under this
18 section, based on criteria as of the effective date of this section,
19 include:

20 (a) A city operating a group A water system in Kitsap county and
21 water resource inventory area 15, with a population between 13,000
22 and 14,000;

23 (b) A city operating a group A water system in Pierce county and
24 water resource inventory area 10, with a population between 9,500 and
25 10,500;

26 (c) A city operating a group A water system in Thurston county
27 and water resource inventory area 11, with a population between 8,500
28 and 9,500;

29 (d) A nonprofit mutual water system operating a group A water
30 system in Pierce county and water resource inventory area 12, with
31 between 10,500 and 11,500 service connections; and

32 (e) An irrigation district located in Whatcom county and water
33 resource inventory area 1, solely for the purpose of processing
34 changes of water rights from surface water to groundwater, and
35 implementing flow augmentation to benefit instream flows.

36 (11) Water right applicants eligible to be processed under this
37 pilot project authority must elect to be included in the pilot
38 project review by notifying the department by July 1, 2018. Once an
39 applicant notifies the department of its intent to be processed under
40 this pilot project authority, subsection (8) of this section applies

1 to final decisions issued by the department, even if such a final
2 decision is issued after the expiration of this section.

3 (12) By November 15, 2018, the department must furnish the task
4 force with information on conceptual mitigation plans for each water
5 resource mitigation pilot project application.

6 (13) To ensure that the processing of pilot project applications
7 can inform the task force process in a timely manner, the department
8 must expedite processing of applications for water resource
9 mitigation pilot projects. The applicant for each pilot project must
10 reimburse the department for the department's costs of processing the
11 applicant's application.

12 (14) The water resource mitigation pilot project authority
13 granted to the department does not affect or modify any other
14 procedural requirements of chapter 90.03, 90.44, or 90.54 RCW that
15 apply to the processing of such applications.

16 (15) The joint legislative task force expires December 31, 2019.

17 (16) This section expires January 1, 2029.

18 **Sec. 302.** RCW 90.03.247 and 2003 c 39 s 48 are each amended to
19 read as follows:

20 (1) Whenever an application for a permit to make beneficial use
21 of public waters is approved relating to a stream or other water body
22 for which minimum flows or levels have been adopted and are in effect
23 at the time of approval, the permit shall be conditioned to: (a)
24 Protect the levels or flows; or (b) require water resource mitigation
25 of impacts to instream flows and closed surface water bodies for
26 water resource mitigation pilot projects authorized under section 301
27 of this act.

28 (2) No agency may establish minimum flows and levels or similar
29 water flow or level restrictions for any stream or lake of the state
30 other than the department of ecology whose authority to establish is
31 exclusive, as provided in chapter 90.03 RCW and RCW 90.22.010 and
32 90.54.040. The provisions of other statutes, including but not
33 limited to ~~((RCW 77.55.100 and))~~ chapter 43.21C RCW, may not be
34 interpreted in a manner that is inconsistent with this section. In
35 establishing such minimum flows, levels, or similar restrictions, the
36 department shall, during all stages of development by the department
37 of ecology of minimum flow proposals, consult with, and carefully
38 consider the recommendations of, the department of fish and wildlife,
39 the department of ~~((community, trade, and economic development))~~

1 commerce, the department of agriculture, and representatives of the
2 affected Indian tribes. Nothing herein shall preclude the department
3 of fish and wildlife, the department of (~~community, trade, and~~
4 ~~economic development~~) commerce, or the department of agriculture
5 from presenting its views on minimum flow needs at any public hearing
6 or to any person or agency, and the department of fish and wildlife,
7 the department of (~~community, trade, and economic development~~)
8 commerce, and the department of agriculture are each empowered to
9 participate in proceedings of the federal energy regulatory
10 commission and other agencies to present its views on minimum flow
11 needs.

12 **Sec. 303.** RCW 90.03.290 and 2001 c 239 s 1 are each amended to
13 read as follows:

14 (1) When an application complying with the provisions of this
15 chapter and with the rules of the department has been filed, the same
16 shall be placed on record with the department, and it shall be its
17 duty to investigate the application, and determine what water, if
18 any, is available for appropriation, and find and determine to what
19 beneficial use or uses it can be applied. If it is proposed to
20 appropriate water for irrigation purposes, the department shall
21 investigate, determine and find what lands are capable of irrigation
22 by means of water found available for appropriation. If it is
23 proposed to appropriate water for the purpose of power development,
24 the department shall investigate, determine and find whether the
25 proposed development is likely to prove detrimental to the public
26 interest, having in mind the highest feasible use of the waters
27 belonging to the public.

28 (2)(a) If the application does not contain, and the applicant
29 does not promptly furnish sufficient information on which to base
30 such findings, the department may issue a preliminary permit, for a
31 period of not to exceed three years, requiring the applicant to make
32 such surveys, investigations, studies, and progress reports, as in
33 the opinion of the department may be necessary. If the applicant
34 fails to comply with the conditions of the preliminary permit, it and
35 the application or applications on which it is based shall be
36 automatically canceled and the applicant so notified. If the holder
37 of a preliminary permit shall, before its expiration, file with the
38 department a verified report of expenditures made and work done under
39 the preliminary permit, which, in the opinion of the department,

1 establishes the good faith, intent, and ability of the applicant to
2 carry on the proposed development, the preliminary permit may, with
3 the approval of the governor, be extended, but not to exceed a
4 maximum period of five years from the date of the issuance of the
5 preliminary permit.

6 (b) For any application for which a preliminary permit was issued
7 and for which the availability of water was directly affected by a
8 moratorium on further diversions from the Columbia river during the
9 years from 1990 to 1998, the preliminary permit is extended through
10 June 30, 2002. If such an application and preliminary permit were
11 canceled during the moratorium, the application and preliminary
12 permit shall be reinstated until June 30, 2002, if the application
13 and permit: (i) Are for providing regional water supplies in more
14 than one urban growth area designated under chapter 36.70A RCW and in
15 one or more areas near such urban growth areas, or the application
16 and permit are modified for providing such supplies, and (ii) provide
17 or are modified to provide such regional supplies through the use of
18 existing intake or diversion structures. The authority to modify such
19 a canceled application and permit to accomplish the objectives of
20 (b)(i) and (ii) of this subsection is hereby granted.

21 (3) The department shall make and file as part of the record in
22 the matter, written findings of fact concerning all things
23 investigated, and if it shall find that there is water available for
24 appropriation for a beneficial use, and the appropriation thereof as
25 proposed in the application will not impair existing rights or be
26 detrimental to the public welfare, it shall issue a permit stating
27 the amount of water to which the applicant shall be entitled and the
28 beneficial use or uses to which it may be applied: PROVIDED, That
29 where the water applied for is to be used for irrigation purposes, it
30 shall become appurtenant only to such land as may be reclaimed
31 thereby to the full extent of the soil for agricultural purposes. But
32 where there is no unappropriated water in the proposed source of
33 supply, or where the proposed use conflicts with existing rights, or
34 threatens to prove detrimental to the public interest, having due
35 regard to the highest feasible development of the use of the waters
36 belonging to the public, it shall be duty of the department to reject
37 such application and to refuse to issue the permit asked for.

38 (4) If the permit is refused because of conflict with existing
39 rights and such applicant shall acquire same by purchase or
40 condemnation under RCW 90.03.040, the department may thereupon grant

1 such permit. Any application may be approved for a less amount of
2 water than that applied for, if there exists substantial reason
3 therefor, and in any event shall not be approved for more water than
4 can be applied to beneficial use for the purposes named in the
5 application. In determining whether or not a permit shall issue upon
6 any application, it shall be the duty of the department to
7 investigate all facts relevant and material to the application. After
8 the department approves said application in whole or in part and
9 before any permit shall be issued thereon to the applicant, such
10 applicant shall pay the fee provided in RCW 90.03.470: PROVIDED
11 FURTHER, That in the event a permit is issued by the department upon
12 any application, it shall be its duty to notify the director of fish
13 and wildlife of such issuance.

14 (5) The requirements of subsections (1) and (3) of this section
15 do not apply to water resource mitigation pilot projects for which
16 permits are issued in reliance upon water resource mitigation of
17 impacts to instream flows and closed surface water bodies under
18 section 301 of this act.

19 NEW SECTION. Sec. 304. The legislature intends to appropriate
20 three hundred million dollars for projects to achieve the goals of
21 this act until June 30, 2033. The department of ecology is directed
22 to implement a program to restore and enhance stream flows by
23 fulfilling obligations under this act to develop and implement plans
24 to restore stream flows to levels necessary to support robust,
25 healthy, and sustainable salmon populations.

26 NEW SECTION. Sec. 305. Sections 201 through 208 and 301 of this
27 act constitute a new chapter in Title 90 RCW.

28 NEW SECTION. Sec. 306. If any provision of this act or its
29 application to any person or circumstance is held invalid, the
30 remainder of the act or the application of the provision to other
31 persons or circumstances is not affected.

32 NEW SECTION. Sec. 307. This act is necessary for the immediate
33 preservation of the public peace, health, or safety, or support of
34 the state government and its existing public institutions, and takes
35 effect immediately.

Passed by the Senate January 18, 2018.
Passed by the House January 18, 2018.
Approved by the Governor January 19, 2018.
Filed in Office of Secretary of State January 19, 2018.

--- END ---



Legislature Addresses Whatcom County v. Hirst

January 24, 2018 by [Jill Dvorkin](#)

Category: [Water Resources](#), [Court Decisions](#), [AGO Opinions and Regulations](#)



Last week, the Washington State legislature passed a bill to address the *Whatcom County v. Hirst* decision, which was issued by the state supreme court in October 2016. In *Hirst*, the court held that local jurisdictions planning under the Growth Management Act (GMA) have a duty to determine legal and physical water availability for development and cannot simply defer to Department of Ecology adopted rules (see this [series of blog posts](#) for more background

on Hirst).

The *Hirst* decision left many local governments wondering how or whether they could continue to issue development permits that rely on permit-exempt wells in areas subject to instream flow rules or other stream closures. Despite it being a legislative priority, the legislature was unable to reach an agreement on a *Hirst* “fix” last year. However, 2018 is a different story. On January 18, the legislature passed [ESSB 6091](#), and the next day, Governor Inslee signed this bill into law. The new law goes into effect immediately.

For jurisdictions affected by this decision, the legislation provides some clarity and a path forward for permitting development in rural areas. This blog post will summarize the contents of the bill, with a focus on how the legislation affects local governments.

An Overview of the New Legislation

If the provisions of the new law are followed, local governments can rely on Department of Ecology rules to satisfy their obligations under the GMA for demonstrating water availability. The new law creates categories based on Water Resource Inventory Areas (WRIAs), or geographic areas used to establish instream flow and other water resource-related rules.

The legislation establishes a new permitting and watershed planning scheme for WRIAs subject to instream flow rules adopted before 2001 (highlighted in light green in the table below). The remaining WRIAs (highlighted in light gray in the table below) may continue to rely on existing Ecology rules to satisfy GMA requirements related to surface and groundwater resources.

The WRIAs with the pre-2001 instream flow rules are the focus of the legislation because these rules are generally silent as to permit-exempt wells. In these areas, local jurisdictions continued to issue permits for developments relying on permit-exempt wells even when their issuance might have affected instream flows. The Nooksack Rule in Whatcom County, which was the subject of the *Hirst* decision, was one such rule.

Type of WRIA	Affected WRIAs (WRIA Numbers)	Summary of Legislation
WRIA with pre-2001 instream flow rule with watershed plan adopted pursuant to RCW 90.82	Nooksack (1); Nisqually (11); Lower Chehalis (22); Upper Chehalis (23); Okanogan (49); Little Spokane (55); Colville (59)	May issue permits relying on exempt wells for \$500 fee and 3000 gpd* limitation on withdrawal; Must amend watershed plan to offset impacts
WRIA with pre-2001 instream flow rule with no watershed plan	Snohomish (7); Cedar Sammamish (8); Duwamish Green (9); Puyallup White (10); Chamber Clover (12); Deschutes (13); Kennedy Goldsborough (14); Kitsap (15)	May issue permits relying on exempt wells for \$500 fee and 950 gpd* limitation on withdrawal; Committee established to create plan to offset impacts
WRIA with post-2001 instream flow rule that regulates permit-exempt well withdrawals	Stillaguamish (5); Quilcene Snow (17); Elwah Dungeness (18); Lewis (27); Salmon Washougal (28); Walla Walla (32); Wenatchee (45); Entiat (46); Methow (48); Middle Spokane (57)	Comply with GMA and subdivision statute if follow existing instream flow rule
WRIA subject to the Swinomish v. Skagit County decision	Lower Skagit Samish (3); Upper Skagit (4)	Exempt from legislation
WRIA with existing water rights adjudications	Lower Yakima (37); Naches (38); Upper Yakima (39)	Exempt from legislation; Adjudications govern
WRIA with no instream flow rules	All others	May continue to issue permits consistent with RCW 90.44.050 (permit exempt well provision)

*gpd = gallons per day

With passage of this legislation, jurisdictions affected by *Hirst* will now be able to issue permits for developments relying on permit-exempt wells even if they potentially impact instream flows, provided certain limitations and requirements are met.

New Permitting Requirements

In WRIAs with pre-2001 instream flow rules with adopted watershed plans pursuant to RCW 90.82, a local government must:

- Collect a \$500 fee from applicant for development relying on permit-exempt well (and remit \$350 of this to Ecology);
- Limit withdrawal to **3000 gpd** (max average usage; no metering; indoor/outdoor use allowed);
- Record water limitations on title; and
- Track all building permit and subdivision approvals and provide to Ecology annually.

In WRIAs with pre-2001 instream flow rules with *no* watershed plan, a local government must:

- Collect a \$500 fee from applicant for development relying on permit-exempt well (and remit \$350 of this to Ecology);
- Limit withdrawal to **950 gpd** (max average usage; no metering; indoor/outdoor use allowed);
- Record water limitations on title;
- Track all building permit and subdivision approvals and provide this information to Ecology annually; and

- Ensure that new development manages its stormwater onsite to the extent practicable by maximizing infiltration, including using LID techniques. If local regulations are more stringent as to stormwater management, those must be followed.

New Watershed Planning Requirements

In addition, local governments located in WRIAs with a pre-2001 instream flow rule must work with Ecology and other stakeholders to develop a plan that will offset any potential impacts resulting from the new, permit-exempt well withdrawals.

The plans may include recommendations related to the purchase of senior water rights, water conservation, groundwater monitoring, and the development of natural and constructed infrastructure, among other things. Plans may also include recommendations to modify the fee and gallon limits set forth in the legislation (both increase and decrease). To approve a plan, Ecology must determine that actions will result in a net ecological benefit to instream resources within the WRIA (accounting for new projected uses over 20 years).

In WRIAs with pre-2001 instream flow rules with adopted watershed plans, planning units established under [Chapter 90.82 RCW](#) will be utilized to develop an amended watershed plan that conforms to the requirements of the new law. Most WRIAs in this category must adopt their plans by February 2021, otherwise Ecology will step in to complete the plan. The Nooksack and Nisqually WRIAs must complete a plan by February 2019, otherwise Ecology must adopt a plan by August 2020.

In WRIAs with pre-2001 instream flow rules with *no* adopted watershed plan, watershed restoration and enhancement committees will be established, chaired by Ecology, and with representatives from specified stakeholder groups. The WRIAs in this category must have a completed plan by June 2021. If the committee cannot approve the plan, it will be referred to the salmon recovery funding board for technical review and Ecology can then make changes to it without committee approval.

This downloadable [map](#) shows which WRIAs with pre-2001 rules do and do not have watershed plans.

Other Provisions

The legislation also includes the following provisions:

- Two metering pilot programs in the Dungeness (18) and Kittitas (39) WRIAs, paid for by Ecology.
- Creation of a legislative task force to address the *Foster v. Dept. of Ecology* decision, with five pilot projects identified to be implemented to inform the task force's recommendations.
- Establishment of a \$300 million fund over 15 years for watershed enhancement projects.

Finally, the bill recognizes the validity of existing wells established in accordance with [RCW 18.104](#) with respect to showing adequacy of water supply under the building permit and subdivision statutes.

Questions? Comments?

If you have any questions about how this new law affects your jurisdiction, please contact me at jdvorkin@mrsc.org or (206) 625-1300. The [Washington State Association of Counties](#) (WSAC) will also be providing guidance on the legislation.

If you have questions about other local government issues, please use our [Ask MRSC form](#) or call us at (206) 625-1300 or (800) 933-6772.



About Jill Dvorkin

Jill joined MRSC as a legal consultant in June 2016 after working for nine years as a civil deputy prosecuting attorney for Skagit County. At Skagit County, Jill advised the planning department on a wide variety of issues including permit processing and appeals, Growth Management Act (GMA) compliance, code enforcement, SEPA, legislative process, and public records. Jill was born and raised in Fargo, ND, then moved to Bellingham to attend college and experience a new part of the country (and mountains!). She earned a B.A. in Environmental Policy and Planning from Western Washington University and graduated with a J.D. from the University of Washington School of Law in 2003.

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Comments

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City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:35 PM City Dock Improvements Professional Services Agreement Amendment No. 4 with PND Engineers, AB 15-072 – Public Works (Pg. 207)	Date: 2/27/2018
Agenda Item: NEW BUSINESS	Bill No.: 15-072
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: City Dock CIP
Expenditure Req: \$40,800.00	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:
City Manager:	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

At its April 28, 2015, meeting, the City Council approved a design Agreement with PND Engineers in the amount of \$113,856.00 for the City Dock Improvements project. Since that time, three amendments have been processed for items not included in the original scope of work such as minor design and permitting changes, design of a security gate, upland utility design, sewer grant support, and revisions to the kayak storage floats.

Amendment No. 4 is needed for additional construction inspections, field reports, load test for one piling, and general project close-out in the amount of \$40,800.00. With this latest proposed amendment, the total amount exceeds the City Manager's signature authority; therefore we are seeking Council approval.

RECOMMENDED ACTION/MOTION

I move to forward to the March 13, 2018, Consent Agenda for approval the City Dock Improvements Professional Services Agreement Amendment No. 4 in the amount of \$40,800.00 with PND Engineers.

ATTACHMENTS:

Description	Type
□ PSA Amendment No. 4	Backup Material
□ Exhibit A	Backup Material

**AMENDMENT NO. 4 TO
AGREEMENT FOR PROFESSIONAL SERVICES**

This Amendment No. 4 to the Agreement for Professional Services (“Amendment”) amends the Agreement for Professional Services (“Agreement”) entered into on April 30, 2015, by the City of Bainbridge Island (“City”), and PND Engineers, Inc. (“Consultant”).

WHEREAS, the City and the Consultant entered into the Agreement to provide design and permitting assistance services for improvements to the City Dock in Waterfront Park on Bainbridge for a contract amount of \$113,856; and

WHEREAS, on May 16, 2016, the City and the Consultant executed Amendment No. 1 to the Agreement to increase the services provided, adjust the term of the Agreement, and increase the amount payable under the Agreement to \$125,626; and

WHEREAS, on July 17, 2017, the City and the Consultant executed Amendment No. 2 to the Agreement to further increase the services provided, adjust the term of the Agreement, and increase the amount payable under the Agreement to \$143,726; and

WHEREAS, on October 19, 2017, the City and the Consultant executed Amendment No. 3 to the Agreement to further increase the services provided, and increase the amount payable under the Agreement to \$163,726; and

WHEREAS, the City desires to further increase the services provided under the Agreement and increase the maximum amount payable under the Agreement by \$40,800, thereby increasing the maximum amount payable from \$163,726 to \$204,546.

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2.A. is hereby amended to read as follows:

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

[X] Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of ~~\$163,726~~ **\$204,526**;

[] Fixed Sum: a total amount of \$_____;

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

2. Attachment A, Scope of Services, is hereby amended as set forth on Exhibit A, attached hereto and incorporated into this Amendment by this reference.

3. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

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

PND ENGINEERS, INC.

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Douglas Schulze, City Manager

Title _____

Tax I.D. # _____ 92-0072829

City Bus. Lic. # _____ 40628

EXHIBIT A



Design and Environmental Permitting for Bainbridge Island City Dock Improvements City of Bainbridge Island



Amendment 4 January 21, 2018

The purpose of this document is to amend the original agreement between PND Engineers, Inc. (PND) and the City of Bainbridge Island (City) signed April 30, 2015.

The project is in construction by Redside Construction, LLC. As of 1/2/18 PND had expended all budget in the construction support contract. With previously scoped construction record drawings and project closeout tasks yet to be completed.

Amendments to the previous scope are summarized below.

(A) SCOPE OF SERVICES:

Task 4. –Bidding Assistance, Contract Administration Assistance, and Construction Observation

Task 4 is in progress. Amendment 4 adds the following scope items:

- Client phone calls, office support to the field, weekly meetings, punch list tracking, submittal reviews and RFI's for nine additional weeks.
- Additional full weeks of onsite pile driving inspection is required due to hard driving and hammer malfunctions on site. It is critical that PND be present to log blow counts and verify embedment depths.
- The City elected for a lateral pull test at pile 10 after discussing options with PND. To accomplish this PND will draft a written procedure allow for comment by the City and
- (8) Additional weekly inspections onsite. This will allow a PND inspector to visit the site once per week until the end of February as recommended by PND and approved by the City.
- PND recommends a separate site visit by the utility engineer to inspect all components, piping, accessories and demand points related to the utility system prior to the dock going into service.
- Delete "Construction record drawings" scope item from the original agreement.
- Reallocate "Project close out" budget expended in 2017 for field support.

Amendment 4 makes no changes to Tasks 1, 2, 3, 5, 6, 7, or 8.

(B) SUBCONSULTANTS

Amendment 4 adds additional office support hours for Harbor Power as described in the attachments.

(C) DELIVERABLES

The following additional deliverables are added to the Scope of Work (SOW):

Task	Description	Deliverable
4	Additional RFIs and office support for 9 weeks	(1) 8.5"X11" PDF Copy
4	Field reports for each inspection (nine additional)	(1) 8.5"X11" PDF Copy

(D) SCHEDULE

Amendment 4 revises the project schedule. PND will support the City through 2/28/2018.

(E) FEE ESTIMATE

PND will provide these services on a time and materials basis up to a maximum of fee stated below:

Task 4	Bidding Assistance, Contract Administration Assistance, and Construction Observation	\$40,800
--------	---	----------

Work will be billed on a Time & Materials basis. Should additional work or funds be necessary to complete outlined tasks the City will be notified and approval received prior to additional expenditures. A breakdown of these fees is provided in the attached spreadsheet.

PROJECT TITLE: Bainbridge Island City Dock Improvements
CLIENT: City of Bainbridge Island
Amendment 4 - Fee Proposal

Revised: 1/17/2018

LABOR:

Task No.	Item Task (Scope of Services)	Senior Eng VII \$190	Senior Eng VI \$175	Senior Eng V \$160	Senior Eng IV \$150	Senior Eng III \$140	Senior Eng II \$130	Senior Eng I \$120	Staff Eng III \$95	Env. Scientist III \$120	CAD Designer V \$110	Tech IV \$90	Total Hours	Labor Cost
4	Bidding Assistance, Contract Administration Assistance, and Construction Observation													
	Client phone calls and weekly meetings and submittals for 9 weeks	9			72								81	\$12,510.00
	Pile driving inspection 1 additional week							32						\$4,160.00
	Pile 10 pull test procedure and inspection	4			8			24						\$5,080.00
	Eight additional construction inspections and field reports					60							60	\$8,400.00
	Final utility inspection and documentation	2		16										\$2,940.00
	Project Close-Out	4			8			8			8		28	\$3,880.00
	TOTAL PND LABOR	19	0	16	88	60	64	0	0	0	8	0	169	\$36,970.00

Expenses:

	Expense Unit	Expense amount	Subcon. Cost
Harbor Power	\$3,480	1.1	\$3,828.00
TOTAL SUBCONSULTANTS			\$3,828.00

Total - Labor	\$36,970.00
Total - Sub consultants	\$3,828.00
TOTAL -	\$40,800.00

**PND ENGINEERS, INC.
STANDARD RATE SCHEDULE
EFFECTIVE MAY 2017**

		<i>Hourly Rate</i>
<u>Professional:</u>	Senior Engineer VII	\$190.00
	Senior Engineer VI	\$175.00
	Senior Engineer V	\$160.00
	Senior Engineer IV	\$150.00
	Senior Engineer III	\$140.00
	Senior Engineer II	\$130.00
	Senior Engineer I	\$120.00
	Staff Engineer V	\$115.00
	Staff Engineer IV	\$110.00
	Staff Engineer III	\$105.00
	Staff Engineer II	\$95.00
	Staff Engineer I	\$90.00
	Environmental Scientist VI	\$170.00
<u>Surveyors:</u>	Environmental Scientist V	\$155.00
	Environmental Scientist IV	\$140.00
	Environmental Scientist III	\$125.00
	Environmental Scientist II	\$110.00
	Environmental Scientist I	\$95.00
	GIS Specialist	\$95.00
	Senior Land Surveyor III	\$125.00
	Senior Land Surveyor II	\$115.00
	Senior Land Surveyor I	\$105.00
<u>Technicians:</u>	Technician VI	\$130.00
	Technician V	\$115.00
	Technician IV	\$95.00
	Technician III	\$85.00
	Technician II	\$75.00
	Technician I	\$50.00
	CAD Designer VI	\$115.00
	CAD Designer V	\$105.00
	CAD Designer IV	\$90.00
	CAD Designer III	\$75.00

Steve Robert

To: Ed David
Subject: RE: Bainbridge proposal

From: Ed David [<mailto:Eddavid@harborpower.net>]
Sent: Monday, January 15, 2018 8:44 AM
To: Steve Robert
Subject: RE: Bainbridge proposal

I've spent a day on the contractor requested alternatives to conduit on the landing floats. That plus another couple days should do it for questions I'd think. I'd request 24-hours @ \$120/hr, or, \$2,880.

If they want us to conduct a punch-list, please add another 5-hours, or \$600.

Thanks Steve.

Ed David P.E. | Principal
Harbor Power Engineers, Inc.
cell 206.890.6557

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:45 PM Ordinance No. 2018-06, Amending Bainbridge Island Municipal Code Chapter 2.37, Increasing Size of Climate Change Advisory Committee, AB 18-026 - Executive (Pg. 215)	Date: 2/27/2018
Agenda Item: NEW BUSINESS	Bill No.: AB 18-026
Proposed By: Executive	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

On May 9, 2017, the City Council adopted Ordinance No. 2017-13, establishing a Climate Change Advisory Committee for the City consisting of seven members.

Over the course of the next month, the Mayor and Deputy Mayor solicited and interviewed candidates to serve on the committee.

On June 20, 2017, the Mayor nominated nine candidates to be appointed to the committee. At the same meeting, the City Council approved a motion to expand the number of members serving on the committee from seven to nine, confirmed the appointment of the nine members nominated by the Mayor, and authorized the Mayor and the Deputy Mayor to determine the positions and initial terms of the members of the committee.

If enacted, Ordinance 2018-06, would formally increase the size of the committee from seven to nine members. The June 20, 2017 motion did not accomplish this goal because an ordinance is required to amend an ordinance.

RECOMMENDED ACTION/MOTION

I move that the City Council forward Ordinance 2018-06, increasing the size of the Climate Change

ATTACHMENTS:

Description	Type
▣ Ordinance No. 2018-06	Backup Material

ORDINANCE NO. 2018-06

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to the number of members serving on the City's Climate Change Advisory Committee and amending Section 2.37.010 of the Bainbridge Island Municipal Code (BIMC).

WHEREAS, on May 9, 2017, the City Council adopted Ordinance No. 2017-13, establishing a new Chapter 2.37 BIMC and a Climate Change Advisory Committee for the City consisting of seven members; and

WHEREAS, on June 20, 2017, the Mayor nominated and the City Council confirmed the appointment of nine initial members to the Climate Change Advisory Committee; and

WHEREAS, the City Council now desires to amend Chapter 2.37 BIMC to formally expand the number of members that can serve on the Climate Change Advisory Committee from seven to nine members.

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

Section 1. Section 2.37.010.A of the Bainbridge Island Municipal Code is hereby amended to read as follows:

A. There is created a climate change advisory committee for the city, hereinafter referred to as the committee. The committee shall consist of ~~seven~~ nine members who shall be appointed by the mayor and confirmed by a vote of the city council.

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

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

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

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:55 PM Climate Change Advisory Committee Appointments, Position Numbers, and Terms, AB 18-040 - Mayor Medina (Pg. 219)	Date: 2/27/2018
Agenda Item: NEW BUSINESS	Bill No.: AB 18-040
Proposed By: Mayor Medina	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

On May 9, 2017, the City Council adopted Ordinance No. 2017-13, establishing a Climate Change Advisory Committee for the City consisting of seven members.

On June 20, 2017, the Mayor nominated nine candidates to be appointed to the committee and the City Council approved their appointments and authorized the Mayor and Deputy Mayor to determine the position and initial term of each appointee.

BIMC 2.37.010.D states that members to the Climate Change Advisory Committee "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."

Currently, the terms of four positions appear to expire on June 30, 2020. If the City Council takes the recommended action proposed by this agenda bill, the current members of the Climate Change Advisory Committee will be removed and then reappointed to specific position numbers on the committee with appropriately staggered terms. A new member, Angela Adams, will also be appointed to a specific position with an appropriately staggered term. For reference, attached is Ms. Adam's Citizen Advisory Group Application.

Ordinance 2018-06, if enacted, will formally increase the size of the committee from seven to nine members and, if approved as part of the March 13, 2018, consent agenda, will be effective five days after its passage, approval, and publication as required by law. For this reason, the City Council actions proposed by this agenda bill are recommended to have an effective date corresponding with the effective date of Ordinance 2018-06.

RECOMMENDED ACTION/MOTION

Step 1: I move that the City Council forward to the March 13, 2018, consent agenda, the removal, pursuant to BIMC 2.37.020, of all members of the Climate Change Advisory Committee, with the removal to have the same effective date as Ordinance 2018-06, increasing the size of the Climate Change Advisory Committee from seven to nine members.

Step 2: Mayor Medina moves to forward to the March 13, 2018, consent agenda, the City Council's confirmation of his appointment to the Climate Change Advisory Committee of nine members to the following positions and associated terms, with the confirmation to have the same effective date as Ordinance 2018-06, increasing the size of the Climate Change Advisory Committee from seven to nine members:

Position 1: Angela Adams, whose term will expire on June 30, 2018

Position 2: Lara Hansen, whose term will expire on June 30, 2020

Position 3: Derik Broekhoff, whose term will expire on June 30, 2018

Position 4: Gary Lagerloef, whose term will expire on June 30, 2018

Position 5: James Rufo-Hill, whose term will expire on June 30, 2019

Position 6: Jane Rein, whose term will expire on June 30, 2019

Position 7: Deborah Rudnick, whose term will expire on June 30, 2019

Position 8: David McCaughey, whose term will expire on June 30, 2020

Position 9: Nora Ferm Nickum, whose term will expire on June 30, 2020

ATTACHMENTS:

Description	Type
▣ A. Adams Application	Backup Material

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Monday, January 15, 2018 8:54:32 AM

Citizen Advisory Group Application

Step 1

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

Applicant Name	Angela Adams
Email	
Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	U.S. Environmental Protection Agency
Current Position	Team Lead, Puget Sound National Estuary Program
I am interested in serving on one of the following advisory groups (select all that apply):	Climate Change Advisory Committee (not recruiting at this time)
Experience & Qualifications	
Have you served on any city advisory groups in the past?	Yes
If so, please indicate which groups:	ETAC
Please share your qualifications for this appointment (skills,	B.S. Biochemistry, M.S. Chemistry, PhD(C) Oceanography, MPA, Teaching Credential (CA and WA) Over 20 year experience as academic researcher, government scientist,

activities, training, education) if any:	educator, and policy advisor in the field of climate change. Currently the EPA Puget Sound National Estuary Program Team Lead working to integrate climate change analysis and considerations into the program.
Please share your community interests (groups, committees, organizations) if any:	I was a very active volunteer at Ordway when my daughter attended there, and chaired the Ordway Carnival three years in a row. I served as a member of ETAC for one term. Between working at EPA and raising my daughter, I am very selective as to groups, committees, organizations that I dedicate my very limited time towards.
Feel free to attach your resume (optional):	<i>Field not completed.</i>
Type the Year	2018
How did you hear about the volunteer opportunity?	Other - See below
Other	Mike Cox (with whom I worked closely at EPA)

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

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 9:05 PM Appointment to Kitsap Transit Board Composition Review Committee, AB 18-032 - Mayor Medina (Pg. 223)	Date: 2/27/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-032
Proposed By: Mayor Medina	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The City Council will appoint a representative to the Kitsap Transit Board Composition Review Committee.

RECOMMENDED ACTION/MOTION

I move to appoint _____ to the Kitsap Transit Board Composition Review Committee.

ATTACHMENTS:

Description	Type
□ Kitsap Transit Letter	Backup Material



February 8, 2018

City of Bainbridge Island
280 Madison Avenue N.
Bainbridge Island, WA 98110

Re: *Kitsap Transit Board Composition Review*

Dear Mayor Medina & Council members:

Every four years an elected representative designated by the Kitsap County Board of Commissioners and an elected representative of each of the component cities within the boundaries of Kitsap Transit (i.e., all of Kitsap County) must review the composition of Kitsap Transit's Board of Commissioners.¹

Hereafter, I will refer to those designated representatives as the "Review Committee." I respectfully request that Kitsap County and each City designate and supply me with the name of an elected representative to serve on this Review Committee.

I am attaching a revised Memo from Kitsap Transit's General Counsel, which summarizes Kitsap Transit's existing Board composition and the procedural steps necessary to conclude the review. Subject to your respective approvals, I have scheduled the following date and time for a Review Committee meeting date:

Date

March 8, 2018

Meeting Place

Kitsap Transit Harborside Conference Room

Staff will work with representatives to find an agreeable time, to be determined once the members have been designated.

If you have questions, please do not hesitate to call me or Mr. Templeton. In advance, I thank you for your courtesies and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "John W. Clauson".

John W. Clauson, Executive Director

cc: Mark Fuller

REVISED AND CORRECTED
MEMO RE: BOARD COMPOSITION REVIEW

FROM: Ronald C. Templeton, General Counsel
RE: Periodic Review of Board Composition

I.
Summary of Review Statute

Kitsap Transit is a Public Transportation Benefit Area ("PTBA") governed by Chapter 36.57A RCW. RCW 36.57A.055 obligates "*members of the County legislative authority and the elected representative of each [component] city within the boundaries [of the PTBA] to review the governing body of the [PTBA] and change the composition of the governing body if the change is deemed appropriate.*"¹

Composition review must occur every four years. The review must occur at a "*meeting of the designated representatives of the component county and cities*". 20 days notice of the meeting must be given by Kitsap Transit's Executive Director. A majority of the designated representatives present at the meeting constitute a quorum. Hereafter, I will refer to the Review representatives as the "Review Committee".

KT's last review occurred in 2014.

II.
Kitsap Transit's Current Board Composition

Under Kitsap Transit's current By-Laws, Kitsap Transit's Board of Commissioners consist of nine (9) voting members and one (1) non-voting member. The voting members consist of the following:

The 3 County Commissioners;
The Mayor of Bremerton;
A Member of the Bremerton City Council, chosen by the Council;
The Mayor of Poulsbo or a Member of the Poulsbo City Council, chosen by the Council;
The Mayor of Port Orchard or a Member of the Port Orchard City Council, chosen by the Council;
The Mayor of Bainbridge Island or a Member of the Bainbridge Island City Council, chosen by the Council;

¹ In my initial memo, I read "members of the County Legislative authority to mean all members of the legislative authority of the County. I now believe the sentence was intended to mean the designated members of the County and cities.

An at-large member from one of the component Cities, other than City of Bremerton, chosen by the Board Chair for a two year period. This position rotates between the Cities every two years. The current At Large Member is a City of Poulsbo Council member chosen to fill the vacant position held by the City of Bainbridge Island in 2016. He is currently fulfilling the second year of the two year (2017-2018) cycle;

The non-voting member is elected by a majority vote of the three labor organizations which represent the classified employees of Kitsap Transit.

III. Procedural Recommendations

In order to comply with the Review Statute, I suggest the following:

1. Select a proposed date and time for a Review Meeting well in advance of the proposed date.
2. KT's Executive Director, Board Chair, Clerk or General Counsel should send a letter to the County and each component city advising each city and the County that they must designate an elected representative to attend the Review Meeting. Presumably, that designation should be made by each City Council at a regular or special meeting and by the County's Board of Commissioners at a regular or special meeting. The elected representative could be a City's current representative that sits on KT's Board. But keep in mind even though the Cities of Bremerton and Poulsbo currently have two elected representatives who serve on KT's Board, only one elected official from each City can participate in the Review.
3. Each City and the County need to transmit the name and contact information for their respective designated representative to Kitsap Transit's Executive Director.
4. Twenty (20) days before the proposed Meeting, Kitsap Transit's Executive Director must transmit written notice of the Meeting to the County and the designated representatives of the County and the four (4) Cities within Kitsap County.
5. Out of caution, the Meeting should be treated as a public meeting and published as if it were a special meeting of Kitsap Transit's Board or of the legislative authorities of the component jurisdictions.

6. At the time the Meeting is convened, the members of the Review Committee should elect a chair to preside over the Meeting and designate the Clerk of Kitsap Transit's Board to serve as the Clerk/Recording Secretary to record and keep minutes of the Meeting.
7. The Review Statute makes no provision for the participation in the review process by the labor organization(s) that represent the employees of a PTBA. Out of courtesy, KT should give notice of the Meeting to each labor organization and encourage the representatives of each labor organization to provide written input for the consideration of the Review Committee.

IV. Composition Parameters

RCW 36.57A.050 sets forth the following rules regarding the composition of the Board.

1. The Board may not include more than 9 voting members.
2. All voting Members be elected officials.
3. At least one Board Member must be appointed by the City Councils of each of Kitsap County's four Cities.
4. At least one Board Member must be appointed by the County Commissioners.
5. The Review Committee is free to (i) reduce the City of Bremerton's representative to one person appointed by the City Council; (ii) reduce the County's representative to one or two of the County's Commissioners; and (iii) reduce the number of voting Board Members to five or more. If reductions occur in the number of County Representatives and/or the City of Bremerton's Representatives, the Review Committee may create more at large positions.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Agenda Bill for Consent Agenda, AB 18-035 (Pg. 228)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
Proposed By:	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, February 6, 2018
- D. Study Session City Council Minutes, February 6, 2018
- E. Special City Council Meeting Minutes, February 13, 2018
- F. Regular City Council Business Meeting Minutes, February 13, 2018
- G. Special City Council Meeting Minutes, February 15, 2018
- H. Environmental Technical Advisory Committee Annual Report and 2018 Workplan, AB 18-029
- I. Historic Preservation Commission 2017 Annual Report and 2018 Workplan, AB 18-030
- J. Affordable Housing Task Force Appointments

RECOMMENDED ACTION/MOTION

I move to approve the Consent Agenda, as presented.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Accounts Payable and Payroll (Pg. 229)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
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

ATTACHMENTS:

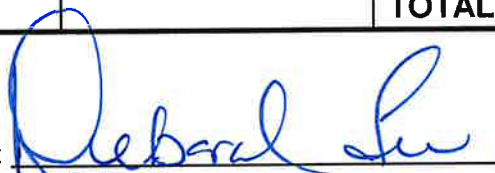
Description	Type
☐ Payroll	Backup Material
☐ Report to Council of Cash Disbursements 02-28-18	Backup Material

PAYROLL

PAYROLL CHECK RUN: 2 - 20 - 2018

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	2/20/2018	040943 - 041066	P/R check run - direct deposit	304,505.84
Normal	2/20/2018	108432 - 108434	P/R check run - regular	5,412.94
Vendor	2/20/2018	108435 - 108446	P/R vendor check run	124,048.34
EFTPS	2/20/2018		Federal Tax Electronic Transfer	118,650.21
			TOTAL:	552,617.33

Prepared and Reviewed by:


Deborah Lee

Date

2/16/18

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.



Date

2/16/18

Kimberly M. Dunscombe, Budget Manager

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: February 12, 2018 - February 26, 2018
CITY COUNCIL: February 13, 2018 - February 27, 2018

Last check from previous run: 346736 dated 2/14/2018 issued to Tim & Beth Ziemba in the amount of \$2,884.50

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
EFT	2/27/18	286	WA State DOR/Excise taxes - January 2018	9,025.03
ACH	2/27/18	287	COBI/Utility billing - February 2018	8,899.65
ACH	2/27/18	288	WA State DOL/Concealed weapon permits - February 2018	327.00
VOID	12/28/16	343275	PW/Tilz/Unclaimed check, per vendor, amount not owing	N/A
VOID	2/15/18	346742	Sound Repro/Check printed in error	N/A
VOID	2/28/18	346847	Roland Resources/Paid to wrong vendor	N/A
Manual	2/13/18	346737	US Bank/Credit card purchases January 2018	40,332.35
Manual	2/15/18	346738	Centurylink/Citywide phone services February 2018	922.38
Manual	2/15/18	346739	Kitsap Humane Society/Animal control fees January 2018	5,596.83
Manual	2/15/18	346740	Puget Sound Energy/Citywide electricity January 2018	30,080.55
Manual	2/15/18	346741	Legal/Sound Law Center/Hearing Examiner Services January 2018	10,622.50
Manual	2/15/18	346743	Verizon Wireless/Citywide cell phone services January 2018	5,476.31
Manual	2/21/18	346744	POL/Kelley Imaging/Copier Lease	279.04
Manual Checks and Electronic Disbursements				102,536.61

Regular Run	2/28/18	346745-346849	Regular Check Run	454,577.87
Total Disbursements				557,114.48

Retainage Release	N/A	N/A	No retainage releases	-
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.



Karl R. Shaw, Accounting Manager

2-23-2018

Date

EFT-DOR

ca 2/23/18

02/23/2018 09:54 | 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

286 02/27/2018 MANL 124 WA ST DEPT OF REVENU 220102 JAN18 02/20/2018 EFT01-18 9,025.03
Invoice: JAN18

JAN18 EXCISE TAXES
112.64 91411341 553000 FINANCE - WATER EXTRNL TAXES
921.79 91421351 553000 FINANCE - SEWER - EXTRNL TAXES
4,941.53 91421351 553000 FINANCE - SEWER - EXTRNL TAXES
29.47 91421351 553000 FINANCE - SEWER - EXTRNL TAXES
5.82 91411341 553000 FINANCE - WATER EXTRNL TAXES
3.68 91411341 553000 FINANCE - WATER EXTRNL TAXES
90.29 91431383 553000 FINANCE - SSWM - EXTRNL TAXES
1,330.05 91411341 553000 FINANCE - WATER EXTRNL TAXES
591.00 91421351 553000 FINANCE - SEWER - EXTRNL TAXES
5.07 11011116 531100 COUNCIL - SUPPLIES
1.27 41011141 531100 FIN - C/E ADMIN SUPPLIES
1.27 21011125 531100 COURT - SUPPLIES
2.50 31011131 531100 EXEC - C/E SUPPLIES
8.33 53011212 531100 PD-C/E-PATROL SUPPLIES
54.81 54025212 520000 MARINE - BENEFITS
6.59 54025212 548100 MARINE - REPAIRS
41.72 54025212 531100 MARINE - SUPPLIES
877.20 73020769 531100 O&M-ROAD ENDS-SUPPLIES

CHECK 286 TOTAL: 9,025.03

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 9,025.03

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	9,025.03

*** GRAND TOTAL *** 9,025.03

02/23/2018 09:54 |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 2 201									
APP 401-213000						ACCOUNTS PAYABLE		1,452.19	
02/23/2018	EFT01-18	DOR-01				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			9,025.03
02/23/2018	EFT01-18	DOR-01				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		6,483.79	
02/23/2018	EFT01-18	DOR-01				AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		90.29	
02/23/2018	EFT01-18	DOR-01				AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		998.76	
02/23/2018	EFT01-18	DOR-01				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								9,025.03	9,025.03
APP 631-130000						DUE TO/FROM CLEARING		9,025.03	
02/23/2018	EFT01-18	DOR-01							
APP 401-130000						DUE TO/FROM CLEARING			1,452.19
02/23/2018	EFT01-18	DOR-01							
APP 402-130000						DUE TO/FROM CLEARING			6,483.79
02/23/2018	EFT01-18	DOR-01							
APP 403-130000						DUE TO/FROM CLEARING			90.29
02/23/2018	EFT01-18	DOR-01							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			998.76
02/23/2018	EFT01-18	DOR-01							
SYSTEM GENERATED ENTRIES TOTAL								9,025.03	9,025.03
JOURNAL 2018/02/201 TOTAL								18,050.06	18,050.06

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

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	2	201	02/23/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		998.76
001-213000				GENERAL - ACCOUNTS PAYABLE	998.76	
				FUND TOTAL	998.76	998.76
401 WATER OPERATING FUND	2018	2	201	02/23/2018		
401-130000				DUE TO/FROM CLEARING		1,452.19
401-213000				ACCOUNTS PAYABLE	1,452.19	
				FUND TOTAL	1,452.19	1,452.19
402 SEWER OPERATING FUND	2018	2	201	02/23/2018		
402-130000				DUE TO/FROM CLEARING		6,483.79
402-213000				ACCOUNTS PAYABLE	6,483.79	
				FUND TOTAL	6,483.79	6,483.79
403 STORM & SURFACE WATER FUND	2018	2	201	02/23/2018		
403-130000				DUE TO/FROM CLEARING		90.29
403-213000				ACCOUNTS PAYABLE	90.29	
				FUND TOTAL	90.29	90.29
631 CLEARING FUND	2018	2	201	02/23/2018		
631-130000				DUE TO/FROM CLEARING	9,025.03	
635-111100				CASH		9,025.03
				FUND TOTAL	9,025.03	9,025.03

FUND		DUE TO	DUE FROM
001	GENERAL FUND		998.76
401	WATER OPERATING FUND		1,452.19
402	SEWER OPERATING FUND		6,483.79
403	STORM & SURFACE WATER FUND		90.29
631	CLEARING FUND	9,025.03	
	TOTAL	9,025.03	9,025.03

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cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 1
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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
INVOICE DTL DESC										
287	02/27/2018	MANL	103 CITY OF BAINBRIDGE I	220103	10717FEB18	02/01/2018		ACH02UB	48.36	
Invoice: 10717FEB18				48.36	91011722 547500	1270 MADISON				
						GG-C/E-LIBRARY-COBI WTR/SWR				
Invoice: 10727FEB18				220104	10727FEB18	02/01/2018		ACH02UB	536.10	
				536.10	91011722 547500	1270 MADISON				
						GG-C/E-LIBRARY-COBI WTR/SWR				
Invoice: 11015FEB18				220105	11015FEB18	02/01/2018		ACH02UB	7,215.58	
				7,215.58	91425358 547500	1220 DONALD PLACE				
						GG-WWTF-WATER/SEWER				
Invoice: 11122FEB18				220106	11122FEB18	02/01/2018		ACH02UB	349.96	
				349.96	91011215 547500	625 WINSLOW WAY				
						GG-C/E-PD-COBI WTR/SWR				
Invoice: 11762FEB18				220107	11762FEB18	02/01/2018		ACH02UB	21.54	
				21.54	91011768 547500	WINSLOW WAY-DRINKING FTN				
						GG-C/E-PARKS-WTR/SWR				
Invoice: 11805FEB18				220108	11805FEB18	02/01/2018		ACH02UB	12.44	
				12.44	91011768 547500	HIGH SCHOOL & MADISON				
						GG-C/E-PARKS-WTR/SWR				
Invoice: 11806FEB18				220109	11806FEB18	02/01/2018		ACH02UB	9.46	
				9.46	91011768 547500	MADISON & HIGH SCHOOL				
						GG-C/E-PARKS-WTR/SWR				
Invoice: 11982FEB18				220110	11982FEB18	02/01/2018		ACH02UB	675.46	
				675.46	91011189 547500	280 MADISON AVE N				
						GG-C/E-CITY HALL-COBI WTR/SWR				
Invoice: 11983FEB18				220111	11983FEB18	02/01/2018		ACH02UB	21.29	
				21.29	91011189 547500	280 MADISON AVE N				
						GG-C/E-CITY HALL-COBI WTR/SWR				
Invoice: 12754FEB18				220112	12754FEB18	02/01/2018		ACH02UB	9.46	
				9.46	91011768 547500	WINSLOW WAY E				
						GG-C/E-PARKS-WTR/SWR				
								CHECK	287 TOTAL:	8,899.65

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NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 8,899.65

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	8,899.65

*** GRAND TOTAL *** 8,899.65

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cchristianson	A/P CASH DISBURSEMENTS JOURNAL	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	2	202								
APP 001-213000						GENERAL - ACCOUNTS PAYABLE			1,684.07	
	02/23/2018	ACH02UB	ACHUB			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				8,899.65
	02/23/2018	ACH02UB	ACHUB			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000						ACCOUNTS PAYABLE			7,215.58	
	02/23/2018	ACH02UB	ACHUB			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									8,899.65	8,899.65
APP 631-130000						DUE TO/FROM CLEARING			8,899.65	
	02/23/2018	ACH02UB	ACHUB							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING				1,684.07
	02/23/2018	ACH02UB	ACHUB							
APP 402-130000						DUE TO/FROM CLEARING				7,215.58
	02/23/2018	ACH02UB	ACHUB							
SYSTEM GENERATED ENTRIES TOTAL									8,899.65	8,899.65
JOURNAL 2018/02/202 TOTAL									17,799.30	17,799.30

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2018 2	202	02/23/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		1,684.07
001-213000				GENERAL - ACCOUNTS PAYABLE	1,684.07	
				FUND TOTAL	1,684.07	1,684.07
402 SEWER OPERATING FUND	2018 2	202	02/23/2018			
402-130000				DUE TO/FROM CLEARING		7,215.58
402-213000				ACCOUNTS PAYABLE	7,215.58	
				FUND TOTAL	7,215.58	7,215.58
631 CLEARING FUND	2018 2	202	02/23/2018			
631-130000				DUE TO/FROM CLEARING	8,899.65	
635-111100				CASH		8,899.65
				FUND TOTAL	8,899.65	8,899.65

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		1,684.07
402	SEWER OPERATING FUND		7,215.58
631	CLEARING FUND	8,899.65	
	TOTAL	8,899.65	8,899.65

** 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										
288	02/27/2018	MANL	969 WA ST DEPT OF LICENS	220113	FEB18	02/20/2018		ACH-FA02	327.00	
Invoice: FEB18						FEB18 CPL TRANSMITTAL				
				327.00	41654860 586000	GUN PERMIT OUT				
								CHECK	288 TOTAL:	327.00
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***		327.00	
						COUNT	AMOUNT			
TOTAL MANUAL CHECKS						1	327.00			
*** GRAND TOTAL ***									327.00	

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 2 203										
APP 650-213000						ACCOUNTS PAYABLE			327.00	
	02/23/2018	ACH-FA02	ACHFA			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				327.00
	02/23/2018	ACH-FA02	ACHFA			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									327.00	327.00
APP 631-130000						DUE TO/FROM CLEARING			327.00	
	02/23/2018	ACH-FA02	ACHFA							
APP 650-130000						DUE TO/FROM CLEARING				327.00
	02/23/2018	ACH-FA02	ACHFA							
SYSTEM GENERATED ENTRIES TOTAL									327.00	327.00
JOURNAL 2018/02/203 TOTAL									654.00	654.00

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE		DEBIT	CREDIT
ACCOUNT					ACCOUNT DESCRIPTION		
631 CLEARING FUND	2018	2	203	02/23/2018			
631-130000					DUE TO/FROM CLEARING	327.00	
635-111100					CASH		327.00
					FUND TOTAL	327.00	327.00
650 AGENCY FUND	2018	2	203	02/23/2018			
650-130000					DUE TO/FROM CLEARING		327.00
650-213000					ACCOUNTS PAYABLE	327.00	
					FUND TOTAL	327.00	327.00

FUND		DUE TO	DUE FROM
631	CLEARING FUND	327.00	
650	AGENCY FUND		327.00
TOTAL		327.00	327.00

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VOID

2/9/18

KRS

2-12-18

02/09/2018 15:27 |CITY OF BAINBRIDGE ISLAND
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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

343275	12/28/2016	VOID	8243 CRANE & CRANE HOLDIN	210414	12/15/16	12/15/2016	-12.00
Invoice: 12/15/16						YARD WASTE DISPOSAL-1.2 YARDS	
						GG-STREET-ROADSIDE-GARBAGE	
						CHECK 343275 TOTAL:	-12.00
						NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL ***	-12.00
						COUNT AMOUNT	

TOTAL VOIDED CHECKS						1 12.00	
						*** GRAND TOTAL ***	-12.00

Spoke w/ vendor, they do not have the
check and ~~the~~ our account is current
so this money is not owed. Voided check
and associated invoice.

02/09/2018 15:27 |CITY OF BAINBRIDGE ISLAND
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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 2 98										
APP 101-213000						STREETS - ACCOUNTS PAYABLE				12.00
	02/09/2018	343275	VOID			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH		12.00		
	02/09/2018	343275	VOID			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									12.00	12.00
APP 631-130000						DUE TO/FROM CLEARING				12.00
	02/09/2018	12/18/16	VOID							
APP 101-130000						STREETS - DUE TO/FROM CLEARING		12.00		
	02/09/2018	12/18/16	VOID							
SYSTEM GENERATED ENTRIES TOTAL									12.00	12.00
JOURNAL 2018/02/98 TOTAL									24.00	24.00

FUND	YEAR PER	JNL	EFF DATE		DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
101 STREET FUND	2018 2	98	02/09/2018			
101-130000				STREETS - DUE TO/FROM CLEARING	12.00	
101-213000				STREETS - ACCOUNTS PAYABLE		12.00
				FUND TOTAL	12.00	12.00
631 CLEARING FUND	2018 2	98	02/09/2018			
631-130000				DUE TO/FROM CLEARING		12.00
635-111100				CASH	12.00	
				FUND TOTAL	12.00	12.00

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

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
101 STREET FUND			12.00
631 CLEARING FUND		12.00	
	TOTAL	12.00	12.00

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

US Bank - Jan

cc 2/13/18

02/13/2018 08:52 |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

346737	02/13/2018	PRTD	7314 US BANK	219667	01/18/18-CB	01/25/2018	USBANK01	200.00
Invoice: 01/18/18-CB								
				200.00	36011143 549100	CC/IAMC/2018 DUES		
						CLERK-DUES/SUBSCR/MEMBRSHPS		
				219668	01/11/18-CB	01/25/2018	USBANK01	35.00
Invoice: 01/11/18-CB								
				35.00	36011143 443410	CC/MRSC/PRA CASE LAW SEMINAR		
						CLERK-C/E-TRAINING		
				219669	12/27/17-CB	01/25/2018	USBANK01	25.00
Invoice: 12/27/17-CB								
				25.00	36011143 549100	CC/WAPRO/2018 MEMBERSHIP DUES		
						CLERK-DUES/SUBSCR/MEMBRSHPS		
				219670	01/09/18-BB	01/25/2018	USBANK01	148.75
Invoice: 01/09/18-BB								
				148.75	91011215 542500	POL/USPS/POSTAGE STAMPS		
						GG-C/E-PD-POSTAGE		
				219671	01/11/18-BB	01/25/2018	USBANK01	184.78
Invoice: 01/11/18-BB								
				184.78	51011191 531100	POL/AMAZON/CAMERA FOR EVIDENCE ROOM		
						PD-C/E-PROP RM-SUPPLIES		
				219672	01/12/18-BB	01/25/2018	USBANK01	4.03
Invoice: 01/12/18-BB								
				4.03	51011191 531100	POL/AMAZON/WIRELESS CABLE		
						PD-C/E-PROP RM-SUPPLIES		
				219673	01/20/18-BB	01/25/2018	USBANK01	104.63
Invoice: 01/20/18-BB								
				104.63	51011217 520000	POL/QUARTERMASTER/BOOTS FOR KL		
						PD-C/E-PARKING ENF-BEN		
				219674	01/20/18-BB-A	01/25/2018	USBANK01	92.56
Invoice: 01/20/18-BB-A								
				92.56	53011212 531100	POL/MAXPEDITION/MUTITIONS POUCH		
						PD-C/E-PATROL SUPPLIES		
				219675	01/20/18-BB-B	01/25/2018	USBANK01	45.77
Invoice: 01/20/18-BB-B								
				45.77	53011212 520000	POL/AMZON/DIGITAL CAMO TOP-FASTAIA		
						POLICE - C/E PATROL BENEFITS		
				219676	01/22/18-BB	01/25/2018	USBANK01	32.68
Invoice: 01/22/18-BB								
				32.68	53011212 520000	POL/AMAZON/DIGITAL CAMO PANT-FASTAIA		
						POLICE - C/E PATROL BENEFITS		
				219677	01/24/18	01/25/2018	USBANK01	64.26
Invoice: 01/24/18								
				64.26	53011212 520000	POL/AMAZON/PISTOL, HANDCUFF POUCH		
						POLICE - C/E PATROL BENEFITS		
				219678	01/22/18-KD	01/25/2018	USBANK01	85.00
Invoice: 01/22/18-KD								
				85.00	41011144 443410	FIN/GFOA/WEBINAR		
						FIN - C/E TRAINING		
				219679	01/22/18-JH	01/25/2018	USBANK01	33.87
Invoice: 01/22/18-JH								
				33.87	51011214 443410	POL/COSTCO/FUEL		
						PD-C/E-ADMIN-TRAINING		

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CASH ACCOUNT: 635 111100 CASH

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 01/21/18-JH				219680	01/21/18-JH	01/25/2018		USBANK01	30.00
				30.00	51011214 443410	POL/COURTYARD/DINNER PD-C/E-ADMIN-TRAINING			
Invoice: 01/22/18-JH-A				219681	01/22/18-JH-A	01/25/2018		USBANK01	15.08
				15.08	51011214 443410	POL/CHICK-FIL-A/LUNCH PD-C/E-ADMIN-TRAINING			
Invoice: 01/22/18-JH-B				219682	01/22/18-JH-B	01/25/2018		USBANK01	32.00
				32.00	51011214 443410	POL/OLDSPAGHFACT/DINNER PD-C/E-ADMIN-TRAINING			
Invoice: 01/22/18-JH-C				219683	01/22/18-JH-C	01/25/2018		USBANK01	21.50
				21.50	51011214 443410	POL/COURTYARD/BREAKFAST PD-C/E-ADMIN-TRAINING			
Invoice: 01/23/18-JH				219684	01/23/18-JH	01/25/2018		USBANK01	13.30
				13.30	51011214 443410	POL/CHICK-FIL-A/BREAKFAST PD-C/E-ADMIN-TRAINING			
Invoice: 01/24/18-JH				219685	01/24/18-JH	01/25/2018		USBANK01	19.17
				19.17	51011214 443410	POL/PIEOLOGY/DINNER PD-C/E-ADMIN-TRAINING			
Invoice: 01/23/18-JH-A				219686	01/23/18-JH-A	01/25/2018		USBANK01	23.76
				23.76	51011214 443410	POL/RED ROBIN/LUNCH PD-C/E-ADMIN-TRAINING			
Invoice: 01/03/18-RL				219687	01/03/18-RL	01/25/2018		USBANK01	84.44
				56.28	11011116 531100	CC&FIN&CRT/NAMETAGCOUNTRY/MAGNETIC NAME TAGS COUNCIL - SUPPLIES			
				14.08	41011141 531100	FIN - C/E ADMIN SUPPLIES			
				14.08	21011125 531100	COURT - SUPPLIES			
Invoice: 01/09/18-RL				219688	01/09/18-RL	01/25/2018		USBANK01	59.40
				59.40	32011152 531100	LEGAL/AMAZON/ROBERT'S RULES OF ORDER (BOOK) LEGAL - C/E SUPPLIES			
Invoice: 01/09/18-RL-A				219689	01/09/18-RL-A	01/25/2018		USBANK01	105.48
				52.74	11011116 443410	CC&EXEC/BROWNPAPER/DECISION MAKERS-TIRMAN, SCHULZE COUNCIL - TRAINING			
				52.74	31011134 443410	EXEC - C/E TRAINING			
Invoice: 01/09/18-RL-B				219690	01/09/18-RL-B	01/25/2018		USBANK01	52.74
				52.74	11011116 443410	CC/BROWNPAPER/DECISION MAKERS-SCOTT COUNCIL - TRAINING			
Invoice: 01/20/18-RL				219691	01/20/18-RL	01/25/2018		USBANK01	83.59
				83.59	41011141 531100	FIN/PAPER DIRECT/BUS LIC CERTIFICATES FIN - C/E ADMIN SUPPLIES			
				219692	01/20/18-JL	01/25/2018		USBANK01	476.50

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC									
Invoice: 01/20/18-JL				476.50	32011152 549150	LEGAL/WSAMA/LICENSE LGL-CERTIFICATIONS/LICENSES			
Invoice: 01/20/18-JL-A				219693	01/20/18-JL-A	01/25/2018	USBANK01		11.91
				11.91	32011152 549150	LEGAL/WSAMA/LICENSE TRANS FEE LGL-CERTIFICATIONS/LICENSES			
Invoice: 01/09/18-EP				219694	01/09/18-EP	01/25/2018	USBANK01		22.32
				22.32	54025212 543100	POL/EL SERAPE IV/LUNCH MARINE-TRAVEL			
Invoice: 01/09/18-EP-A				219695	01/09/18-EP-A	01/25/2018	USBANK01		44.88
				44.88	54025212 543100	POL/SHELL/FUEL MARINE-TRAVEL			
Invoice: 01/10/18				219696	01/10/18	01/25/2018	USBANK01		6.00
				6.00	54025212 543100	POL/WSDOT/NARROWS TOLL MARINE-TRAVEL			
Invoice: 01/11/18-EP				219697	01/11/18-EP	01/25/2018	USBANK01		6.00
				6.00	54025212 543100	POL/WSDOT/NARROWS TOLL MARINE-TRAVEL			
Invoice: 01/12/18-EP				219698	01/12/18-EP	01/25/2018	USBANK01		41.22
				41.22	54025212 543100	POL/ARCO/FUEL MARINE-TRAVEL			
Invoice: 01/19/18-EP				219699	01/19/18-EP	01/25/2018	USBANK01		14.34
				14.34	54025212 543100	POL/MOBIL/FUEL MARINE-TRAVEL			
Invoice: 12/28/17-JR				219700	12/28/17-JR	01/25/2018	USBANK01		76.29
				76.29	63470588 531100	PCD/AMAZON/NOISE CANCELLING HEADSET-JH CUR - DEV DEV PLAN OFC SUPPLY			
Invoice: 01/03/18-JR				219701	01/03/18-JR	01/25/2018	USBANK01		24.80
				24.80	61011581 531100	PCD/AMAZON/DESK ACCESSORIES PCD - C/E ADMIN SUPPLIES			
Invoice: 01/03/18-JR-A				219702	01/03/18-JR-A	01/25/2018	USBANK01		407.18
				407.18	65470597 531100	PCD/AMAZON/DANNER BOOTS GV CODE - DEV OFFICE SUPPLIES			
Invoice: 01/04/18-JR				219703	01/04/18-JR	01/25/2018	USBANK01		12.34
				12.34	61011581 531100	PCD/AMAZON/CALENDAR-CONF RM PCD - C/E ADMIN SUPPLIES			
Invoice: 01/08/18-JR				219704	01/08/18-JR	01/25/2018	USBANK01		173.39
				173.39	63470588 531100	PCD/AMAZON/DESK CHAIR-DG CUR - DEV DEV PLAN OFC SUPPLY			
				219706	01/09/18-JR	01/25/2018	USBANK01		76.25

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CASH ACCOUNT: 635 111100 CASH								
CHECK NO	CHK DATE	TYPE VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC								
Invoice: 01/09/18-JR			76.25	62471591 531100	PCD/AMAZON/NOISE CANCELLING HEADSET-JL BLDG - BLDG OFFICE SUPPLIES			
Invoice: 01/09/18-JR-A			219707	01/09/18-JR-A	01/25/2018	USBANK01		375.00
			375.00	62471594 443410	PCD/WABO/CBO CERT EXAM-BH BLDG - BLDG TRAINING TRAVEL			
Invoice: 01/10/18-JR			219708	01/10/18-JR	01/25/2018	USBANK01		375.00
			375.00	62471594 443410	PCD/WABO/CBO CERT EXAM-JL BLDG - BLDG TRAINING TRAVEL			
Invoice: 01/17/18-JR			219709	01/17/18-JR	01/25/2018	USBANK01		1,750.00
			1,750.00	62471594 443410	PCD/WABO/TRAINING: JW, CW, DE, GH, JH BLDG - BLDG TRAINING TRAVEL			
Invoice: 01/17/18-JR-A			219710	01/17/18-JR-A	01/25/2018	USBANK01		250.00
			250.00	65011597 443410	PCD/WABO/TRAINING:VAUSE CODE - C/E TRAINING EXPENSE			
Invoice: 01/11/18-JR			219711	01/11/18-JR	01/25/2018	USBANK01		145.59
			145.59	62471591 531100	PCD/AMAZON/BOOTS: WEAVER BLDG - BLDG OFFICE SUPPLIES			
Invoice: 01/17/18-JR-B			219712	01/17/18-JR-B	01/25/2018	USBANK01		983.37
			983.37	63470588 531100	PCD/SOUND REPRO/LAND USE ACTION SIGNS CUR - DEV DEV PLAN OFC SUPPLY			
Invoice: 01/18/18-JR			219713	01/18/18-JR	01/25/2018	USBANK01		-76.25
			-76.25	62471591 531100	PCD/AMAZON/RETURNED HEADPHONES BLDG - BLDG OFFICE SUPPLIES			
Invoice: 01/17/18-JR-C			219714	01/17/18-JR-C	01/25/2018	USBANK01		68.13
			68.13	63470588 531100	PCD/AMAZON/FILE FOLDERS CUR - DEV DEV PLAN OFC SUPPLY			
Invoice: 12/26/17-BS			219716	12/26/17-BS	01/25/2018	USBANK01		73.27
			73.27	54025212 548100	POL/MERCURY MARINE/M8 PARTS MARINE - REPAIRS			
Invoice: 01/02/18-BS			219717	01/02/18-BS	01/25/2018	USBANK01		729.95
			729.95	54025212 531100	POL/AMAZON/PARTS FOR M11 MARINE - SUPPLIES			
Invoice: 01/02/18-BS-A			219718	01/02/18-BS-A	01/25/2018	USBANK01		27.36
			27.36	54025212 548100	POL/AMAZON/M11 CONNECTORS MARINE - REPAIRS			
Invoice: 01/03/18-BS			219719	01/03/18-BS	01/25/2018	USBANK01		544.63
			544.63	54025212 548100	POL/AMAZON/PARTS FOR M11 MARINE - REPAIRS			
			219720	01/08/18-BS	01/25/2018	USBANK01		463.60

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CASH ACCOUNT: 635 111100 CASH

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Invoice: 01/08/18-BS				463.60	54025212 531100	POL/EXTREME TACTICAL/EM LIGHT FOR M11 MARINE - SUPPLIES			
Invoice: 01/24/18-BS				219721	01/24/18-BS	01/25/2018	USBANK01		1,536.75
				1,536.75	54025212 531100	POL/GO2MARINE/NEW SEATS FOR M11 MARINE - SUPPLIES			
Invoice: 01/08/18-CS				219722	01/08/18-CS	01/25/2018	USBANK01		50.00
				50.00	51011211 544000	POL/BI METRO PARKS/CITIZEN ACADEMY SIGNS PD-C/E-ADMIN ADVERTISING			
Invoice: 01/18/18-CS-A				219723	01/18/18-CS-A	01/25/2018	USBANK01		50.00
				50.00	51011211 54400000649	POL/BI METRO PARKS/NNO SIGNS NAT'L NIGHT OUT-ADVERTISING			
Invoice: 01/25/18-CS				219724	01/25/18-CS	01/25/2018	USBANK01		133.14
				133.14	51011211 53110000589	POL/AMAZON/SPEAKERS & KEY FOR PROJECTOR PD-COMM OUTREACH-SUPPLIES			
Invoice: 01/10/18-SW				219725	01/10/18-SW	01/25/2018	USBANK01		41.79
				41.79	53011212 443410	POL/THATSA SOME PIZZA/FOR ALL HANDS POLICE - C/E PATROL TRAINING			
Invoice: 01/21/18-SW				219726	01/21/18-SW	01/25/2018	USBANK01		20.00
				20.00	52011212 443410	POL/EXXON/FUEL POLICE - C/E INVEST TRAINING			
Invoice: 01/03/18-TD				219727	01/03/18-TD	01/25/2018	USBANK01		49.90
				49.90	21011125 531100	CRT/FACTORY OUTLET/PLANTRONIC HEADBANDS COURT - SUPPLIES			
Invoice: 01/18/18-TD				219728	01/18/18-TD	01/25/2018	USBANK01		166.60
				166.60	21011125 443410	CRT/ALASKA AIR/FLIGHT FOR NACM CONF: TD COURT - TRAINING			
Invoice: 01/22/18-KB				219729	01/22/18-KB	01/25/2018	USBANK01		90.00
				90.00	33011161 544000	HR/CRAIGSLIST/MAINT TECH AD HR-C/E-ADVERTISING			
Invoice: 01/22/18-KB-A				219730	01/22/18-KB-A	01/25/2018	USBANK01		45.00
				45.00	33011161 544000	HR/CRAIGSLIST/WATER RES INTERN AD HR-C/E-ADVERTISING			
Invoice: 01/23/18-KB				219731	01/23/18-KB	01/25/2018	USBANK01		10.00
				10.00	33011161 544000	HR/SYMPPLICITY/WATER RES INTERN AD HR-C/E-ADVERTISING			
Invoice: 01/23/18-KB-A				219732	01/23/18-KB-A	01/25/2018	USBANK01		329.00
				329.00	33011161 549100	HR/SGR/ANNUAL JOB BOARD MEMBERSHIP HR-C/E-DUES & SUBSCRIPTIONS			
				219733	01/24/18-KB	01/25/2018	USBANK01		90.00

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC									
Invoice: 01/24/18-KB				90.00	33011161 544000	HR/CRAIGSLIST/COMM COORD AD HR-C/E-ADVERTISING			
Invoice: 12/29/17-SM				219734	12/29/17-SM	01/25/2018	USBANK01		3,557.79
				3,557.79	81011881 535500	IT/AMAZON/LAPTOPS(3) IT - C/E COMPUTER PARTS & EQ			
Invoice: 12/29/17-SM-A				219735	12/29/17-SM-A	01/25/2018	USBANK01		540.21
				540.21	81011881 535500	IT/AMAZON/LAPTOP ACCIDENT PROTECTION(3) IT - C/E COMPUTER PARTS & EQ			
Invoice: 01/04/18-SM				219736	01/04/18-SM	01/25/2018	USBANK01		105.27
				105.27	81011881 535500	IT/AMAZON/LAPTOP BAGS(3) IT - C/E COMPUTER PARTS & EQ			
Invoice: 01/04/18-SM-A				219737	01/04/18-SM-A	01/25/2018	USBANK01		206.60
				206.60	81011881 535500	IT/AMAZON/HDMI WIRELESS KIT IT - C/E COMPUTER PARTS & EQ			
Invoice: 01/05/18-SM				219738	01/05/18-SM	01/25/2018	USBANK01		59.91
				59.91	81011881 535500	IT/AMAZON/BATTERY TESTERS, CELL PH CASES IT - C/E COMPUTER PARTS & EQ			
Invoice: 01/05/18-SM-A				219739	01/05/18-SM-A	01/25/2018	USBANK01		436.00
				436.00	81011881 548500	IT/TABLEAU/ANNUAL MAINT IT - C/E COMPUTER SUPPORT			
Invoice: 01/11/18-SM				219740	01/11/18-SM	01/25/2018	USBANK01		51.19
				51.19	81011881 535500	IT/AMAZON/CABLES, HDMI & DISPLAYPORT IT - C/E COMPUTER PARTS & EQ			
Invoice: 01/15/18-SM				219741	01/15/18-SM	01/25/2018	USBANK01		196.59
				196.59	81011881 535500	IT/AMAZON/HDMI WIRELESS KIT IT - C/E COMPUTER PARTS & EQ			
Invoice: 01/18/18-SM				219742	01/18/18-SM	01/25/2018	USBANK01		19.00
				19.00	81011881 548500	IT/ACUITY/WEBSITE CALENDAR SCH IT - C/E COMPUTER SUPPORT			
Invoice: 01/19/18-SM				219743	01/19/18-SM	01/25/2018	USBANK01		1,301.46
				1,301.46	81031881 53550000567	IT/AMAZON/WIRELESS BODYPACK TRANSMITTER PEG CAP FUNDING-NON CAP ITEMS			
Invoice: 01/19/18-SM-A				219744	01/19/18-SM-A	01/25/2018	USBANK01		706.32
				706.32	81031881 53550000567	IT/AMAZON/WIRELESS LAVALIER MIC PEG CAP FUNDING-NON CAP ITEMS			
Invoice: 12/29/17-SM-B				219745	12/29/17-SM-B	01/25/2018	USBANK01		1,130.00
				1,130.00	81011881 443410	IT/ESRI/TRAINING: GB IT - C/E TRAINING			
				219746	01/08/18-KJ	01/25/2018	USBANK01		121.68

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CASH ACCOUNT: 635 111100 CASH

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INVOICE DTL DESC									
Invoice: 01/08/18-KJ				121.68	31011131 531100	EX/AMAZON/CHAMBER CATTERIES, NOTARY BOOKS EXEC - C/E SUPPLIES			
Invoice: 01/11/18-KJ				219747	01/11/18-KJ	01/25/2018	USBANK01		27.75
				27.75	31011131 531100	EX/DINN BROS/METAL PLATES FOR FRAME EXEC - C/E SUPPLIES			
Invoice: 01/08/18-ES				219748	01/08/18-ES	01/25/2018	USBANK01		50.00
				50.00	41011141 549100	FIN/WFOA/MEMBERSHIP FIN-C/E-DUES, SUBS, MEMBERSHIPS			
Invoice: 01/12/18-KS				219749	01/12/18-KS	01/25/2018	USBANK01		230.00
				230.00	41011141 549100	FIN/WBOA/CPA RENEWAL FIN-C/E-DUES, SUBS, MEMBERSHIPS			
Invoice: 01/08/18-DS				219750	01/08/18-DS	01/25/2018	USBANK01		49.06
				49.06	31011131 549100	EX/CONSTANT CONTACT/MONTHLY SUBX EXEC-C/E-DUES/SUBCR/MEMBERSH			
Invoice: 01/09/18-DS				219751	01/09/18-DS	01/25/2018	USBANK01		315.00
				315.00	31011131 549100	EX/WCMA/MEMBERSHIP EXEC-C/E-DUES/SUBCR/MEMBERSH			
Invoice: 01/16/18-DS				219752	01/16/18-DS	01/25/2018	USBANK01		300.00
				300.00	31011131 549100	EX/ELGI/RENEWAL FEE EXEC-C/E-DUES/SUBCR/MEMBERSH			
Invoice: 01/16/18-DS-A				219753	01/16/18-DS-A	01/25/2018	USBANK01		225.00
				225.00	31011131 549100	EX/BIRC/MEMBERSHIP EXEC-C/E-DUES/SUBCR/MEMBERSH			
Invoice: 01/09/18-KG				219754	01/09/18-KG	01/25/2018	USBANK01		139.41
				139.41	71011321 549100	ENG/APWA/MEMBERSHIP: BL PWADM-C/E-DUES/SUBSCR/MEMBERSHP			
Invoice: 01/10/18-KG				219755	01/10/18-KG	01/25/2018	USBANK01		123.00
				123.00	71011321 531100	ENG/APWA/MGMT PRACTICES MANUAL PW - C/E SUPPLIES			
Invoice: 01/15/18-KG				219756	01/15/18-KG	01/25/2018	USBANK01		704.19
				70.42	21011125 531100	VARIOUS/EZ OFFICE PRODUCTS/APPROVAL STAMPS COURT - SUPPLIES			
				70.42	31011131 531100	EXEC - C/E SUPPLIES			
				70.43	32011152 531100	LEGAL - C/E SUPPLIES			
				70.43	51011211 531100	PD-C/E-ADM-SUPPLIES			
				140.83	72011321 531100	ENG - C/E ADMIN SUPPLIES			
				140.83	61011581 531100	PCD - C/E ADMIN SUPPLIES			
				140.83	71637891 531100	PW - ALLOC SUPPLIES			
Invoice: 01/15/18-KG-A				219757	01/15/18-KG-A	01/25/2018	USBANK01		153.43
				153.43	72433438 63110000662	ENG/WOODBROOK/WARDWELL PLANTS WARDWELL RECONSTR-SUPPLIES			

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CASH ACCOUNT: 635 111100 CASH

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Invoice: 01/19/18-KG	219758	01/19/18-KG	01/25/2018	USBANK01	190.00				
	190.00	72011321 549100	ENG/NIGP/NATL GOV PROCUREMENT SUBX						
			ENG - C/E ADMIN MISCELLENEOUS						
Invoice: 01/25/18-KG	219759	01/25/18-KG	01/25/2018	USBANK01	90.89				
	90.89	31011572 54110000668	EX/SIGNSONTHECHEAP/STO GRAND OPENING						
			STO PH 2-OUTREACH						
Invoice: 01/25/18-KG-A	219760	01/25/18-KG-A	01/25/2018	USBANK01	54.10				
	54.10	31011572 54110000668	EX/VISTAPRINT/GRAND OPENING BANNER						
			STO PH 2-OUTREACH						
Invoice: 12/26/17-CK	219761	12/26/17-CK	01/25/2018	USBANK01	9,746.70				
	9,746.70	73020769 53110000842	O&M/BARCO/ROADEND BENCHES						
			ROAD END BENCHES						
Invoice: 01/03/18-CK	219762	01/03/18-CK	01/25/2018	USBANK01	1,895.00				
	1,895.00	73011189 443410	O&M/NEEC/BOC I TRAINING: SP						
			O&M-C/E-FAC-TRAINING						
Invoice: 01/05/18-CK	219763	01/05/18-CK	01/25/2018	USBANK01	180.00				
	180.00	73637892 443410	O&M/GRCC/WWTP TRAINING: AC						
			O&M-ALLOC-WTR-TRAINING						
Invoice: 01/06/18-CK	219764	01/06/18-CK	01/25/2018	USBANK01	650.00				
	650.00	73011189 443410	O&M/GRAVITEC/FALL PROT AUTH PERSON: SPMB						
			O&M-C/E-FAC-TRAINING						
Invoice: 01/06/18-CK-A	219765	01/06/18-CK-A	01/25/2018	USBANK01	3,910.00				
	3,910.00	73111290 443410	O&M/GRAVITEC/FALL PLOT EVAC TRAINING: 17						
			O&M-STREET-MAINT O/H-TRAINING						
Invoice: 01/09/18-CK	219766	01/09/18-CK	01/25/2018	USBANK01	368.42				
	368.42	73011215 531100	O&M/AED/PD AED BATTERIES						
			O&M-C/E-POLICE FAC-SUPPLIES						
Invoice: 01/14/18-CK	219767	01/14/18-CK	01/25/2018	USBANK01	16.34				
	16.34	73411345 549100	O&M/ADOBE/PRO SUBX						
			DUES/SUBSCRIPTIONS						
Invoice: 01/12/18-CK	219768	01/12/18-CK	01/25/2018	USBANK01	65.00				
	65.00	73011189 443410	O&M/NEEC/BOC EXAM I: SP						
			O&M-C/E-FAC-TRAINING						
Invoice: 01/19/18-CK	219769	01/19/18-CK	01/25/2018	USBANK01	475.00				
	475.00	73637892 443410	O&M/GRCC/CCC TRAINING: LE						
			O&M-ALLOC-WTR-TRAINING						
Invoice: 01/20/18-CK	219770	01/20/18-CK	01/25/2018	USBANK01	315.00				
	315.00	73637892 443410	O&M/GRCC/CCC TRAINING: AC						
			O&M-ALLOC-WTR-TRAINING						

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INVOICE DTL DESC

Invoice: 01/20/18-CK-A

219771 01/20/18-CK-A 01/25/2018 USBANK01 315.00
O&M/GRCC/CCC SURVEYS TRAINING:AC
315.00 73637892 443410 O&M-ALLOC-WTR-TRAINING

CHECK 346737 TOTAL: 40,332.35

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 40,332.35

COUNT AMOUNT

TOTAL PRINTED CHECKS 1 40,332.35

*** GRAND TOTAL *** 40,332.35

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JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL	SRC ACCOUNT	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
EFF DATE											
2018	2	128									
APP 001-213000								GENERAL - ACCOUNTS PAYABLE		30,472.80	
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100								CASH			40,332.35
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000								ACCOUNTS PAYABLE		4,353.95	
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000								ACCOUNTS PAYABLE		1,425.83	
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000								ACCOUNTS PAYABLE		153.43	
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000								STREETS - ACCOUNTS PAYABLE		3,910.00	
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000								ACCOUNTS PAYABLE		16.34	
	02/13/2018	USBANK01	USBANK					AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL										40,332.35	40,332.35
APP 631-130000								DUE TO/FROM CLEARING		38,906.52	
	02/13/2018	USBANK01	USBANK								
APP 001-130000								GENERAL - DUE TO/FROM CLEARING			30,472.80
	02/13/2018	USBANK01	USBANK								
APP 407-130000								DUE TO/FROM CLEARING			4,353.95
	02/13/2018	USBANK01	USBANK								
APP 403-130000								DUE TO/FROM CLEARING			153.43
	02/13/2018	USBANK01	USBANK								
APP 101-130000								STREETS - DUE TO/FROM CLEARING			3,910.00
	02/13/2018	USBANK01	USBANK								
APP 401-130000								DUE TO/FROM CLEARING			16.34
	02/13/2018	USBANK01	USBANK								
SYSTEM GENERATED ENTRIES TOTAL										38,906.52	38,906.52
JOURNAL 2018/02/128 TOTAL										79,238.87	79,238.87

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	2	128	02/13/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		30,472.80
001-213000				GENERAL - ACCOUNTS PAYABLE	30,472.80	
				FUND TOTAL	30,472.80	30,472.80
101 STREET FUND	2018	2	128	02/13/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		3,910.00
101-213000				STREETS - ACCOUNTS PAYABLE	3,910.00	
				FUND TOTAL	3,910.00	3,910.00
401 WATER OPERATING FUND	2018	2	128	02/13/2018		
401-130000				DUE TO/FROM CLEARING		16.34
401-213000				ACCOUNTS PAYABLE	16.34	
				FUND TOTAL	16.34	16.34
403 STORM & SURFACE WATER FUND	2018	2	128	02/13/2018		
403-130000				DUE TO/FROM CLEARING		153.43
403-213000				ACCOUNTS PAYABLE	153.43	
				FUND TOTAL	153.43	153.43
407 BUILDING & DEVELOPMENT FUND	2018	2	128	02/13/2018		
407-130000				DUE TO/FROM CLEARING		4,353.95
407-213000				ACCOUNTS PAYABLE	4,353.95	
				FUND TOTAL	4,353.95	4,353.95
631 CLEARING FUND	2018	2	128	02/13/2018		
631-130000				DUE TO/FROM CLEARING	38,906.52	
631-213000				ACCOUNTS PAYABLE	1,425.83	
635-111100				CASH		40,332.35
				FUND TOTAL	40,332.35	40,332.35

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		30,472.80
101	STREET FUND		3,910.00
401	WATER OPERATING FUND		16.34
403	STORM & SURFACE WATER FUND		153.43
407	BUILDING & DEVELOPMENT FUND		4,353.95
631	CLEARING FUND	38,906.52	
TOTAL		38,906.52	38,906.52

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

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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					
346738	02/15/2018	PRTD 551 CENTURYLINK	219775	9840FEB18	02/02/2018		M021418	50.35
		Invoice: 9840FEB18			HEAD OF BAY WELL TELE			
			50.35	91411891 542100	GG-WTR-FAC-PHONE			
			219776	3736FEB18	02/02/2018		M021418	96.04
		Invoice: 3736FEB18			C.H. FIRE ALARM MONIT			
			96.04	91011189 542100	GG-C/E-CITY HALL-PHONE			
			219777	5211FEB18	02/02/2018		M021418	183.89
		Invoice: 5211FEB18			POL PHN SVCS			
			183.89	91011215 542100	GG-C/E-PD-PHONE			
			219778	9858FEB18	02/02/2018		M021418	50.35
		Invoice: 9858FEB18			SANDS AVE WELL TEL			
			50.35	91411891 542100	GG-WTR-FAC-PHONE			
			219779	9791FEB18	02/02/2018		M021418	137.80
		Invoice: 9791FEB18			POL TI MANDUS TELCOM			
			137.80	91011215 542100	GG-C/E-PD-PHONE			
			219780	1745FEB18	02/02/2018		M021418	46.65
		Invoice: 1745FEB18			C.H. ELEVATOR SERVICE LINE			
			46.65	91011189 542100	GG-C/E-CITY HALL-PHONE			
			219781	0225FEB18	02/02/2018		M021418	96.04
		Invoice: 0225FEB18			O&M FIRE ALARM MONIT			
			96.04	91011897 542100	GG-C/E-O&M YARD FAC-PHONE			
			219782	8731FEB18	02/02/2018		M021418	50.59
		Invoice: 8731FEB18			COMMONS FIRE ALARM MONIT			
			50.59	91011755 542100	GG-C/E-COMMONS-PHONE			
			219783	0754FEB18	02/02/2018		M021418	72.94
		Invoice: 0754FEB18			FLETCHER BAY WELL TELE			
			72.94	91411891 542100	GG-WTR-FAC-PHONE			
			219784	9136FEB18	02/02/2018		M021418	137.73
		Invoice: 9136FEB18			C.H. SECURITY ALARM MONIT			
			137.73	91011189 542100	GG-C/E-CITY HALL-PHONE			
CHECK 346738 TOTAL:								922.38
346739	02/15/2018	PRTD 315 KITSAP HUMANE SOCIET	219773	1483	01/01/2018		M021418	5,596.83
		Invoice: 1483			JAN 18 KITSAP HUMANE SOCIETY			
			5,596.83	91011393 541100	FIN - C/E ANIMAL CONTROL FEES			
CHECK 346739 TOTAL:								5,596.83

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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									

346740	02/15/2018	PRTD	1205 PUGET SOUND ENERGY	219785	0631JAN18	02/07/2018		M021418	13.21
	Invoice: 0631JAN18					965 WEAVER RD NW			
				13.21	91411345 547100	GG-WTR-ELECTRIC			
				219786	1450JAN18	02/07/2018		M021418	10.75
	Invoice: 1450JAN18					278 WW EAST KIOSK			
				10.75	91011739 547100	COMM EVENTS-ELECTRICITY			
				219787	4376JAN18	02/07/2018		M021418	1,806.86
	Invoice: 4376JAN18					JAN18 GREEN POWER CONTRACT			
				1,806.86	91011189 547101	ELECTRIC-GREEN POWER			
				219788	9100JAN18	02/07/2018		M021418	11.18
	Invoice: 9100JAN18					BJUNE-WTF BOOTH PANEL#1			
				11.18	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				219789	9167JAN18	02/07/2018		M021418	11.93
	Invoice: 9167JAN18					BJUNE-WTF BOOTH PANEL#2			
				11.93	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				219790	9126JAN18	02/07/2018		M021418	10.75
	Invoice: 9126JAN18					BJUNE-WTF BOOTH PANEL#3			
				10.75	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				219791	8393JAN18	02/07/2018		M021418	10.75
	Invoice: 8393JAN18					BJUNE-WTF BOOTH PANEL#4			
				10.75	91011768 547100	GG-C/E-PARKS-ELECTRIC			
				219792	828JAN18	02/02/2018		M021418	192.81
	Invoice: 828JAN18					TAYLOR WELLS LID17 PH1			
				192.81	91415345 547100	GG-ROCKAWAY BCH-UTILITIES			
				219793	IL3JAN18	02/02/2018		M021418	36.27
	Invoice: IL3JAN18					ROUNDABOUT HS/MADISON IMPR			
				36.27	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				219794	647JAN18	02/02/2018		M021418	45.64
	Invoice: 647JAN18					STREET LIGHTS/TRAFFIC CONTROL			
				45.64	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				219795	IL9JAN18	02/02/2018		M021418	125.75
	Invoice: IL9JAN18					MADISON AVE S			
				125.75	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
				219796	285JAN18	02/02/2018		M021418	297.88
	Invoice: 285JAN18					SPS NORTHTOWN/SPORTSMAN			
				297.88	91421355 547100	GG-SWR-ELECTRIC			
				219797	735JAN18	02/02/2018		M021418	69.99
	Invoice: 735JAN18					SHANNON DR/WFP DOCK			
				69.99	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
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INVOICE DTL DESC

Invoice: 182JAN18	219798	182JAN18	02/02/2018	M021418	59.06				
	59.06	91011255 547100	MUNI CRT-METER E6						
			GG-C/E-COURT BLDG-ELECTRIC						
Invoice: 058JAN18	219799	058JAN18	02/02/2018	M021418	73.65				
	73.65	91011897 547100	NW HIDDEN COVE-SHOP						
			GG-C/E-O&M YARD FAC-ELECTRIC						
Invoice: 973JAN18	219800	973JAN18	02/02/2018	M021418	85.27				
	85.27	91415345 547100	OC RESERVOIR LID17 PH2						
			GG-ROCKAWAY BCH-UTILITIES						
Invoice: 558JAN18	219801	558JAN18	02/02/2018	M021418	2,499.37				
	2,499.37	91011897 547100	7315 NE HIDDEN COVE RE						
			GG-C/E-O&M YARD FAC-ELECTRIC						
Invoice: 336JAN18	219802	336JAN18	02/02/2018	M021418	148.35				
	148.35	91421355 547100	SLS-9 ISLAND TERRACE						
			GG-SWR-ELECTRIC						
Invoice: IL11JAN18	219803	IL11JAN18	02/02/2018	M021418	22.71				
	22.71	91111263 547100	STREET LIGHTS WW MAD TO 305						
			GG-STRT-STREET LIGHTING-UTIL						
Invoice: 520-330JAN18	219804	520-330JAN18	02/02/2018	M021418	56.95				
	56.95	91011768 547100	210 WINSLOW WAY E IRRIGATION						
			GG-C/E-PARKS-ELECTRIC						
Invoice: 823JAN18	219805	823JAN18	02/02/2018	M021418	10.78				
	10.78	91011768 547100	BRIAN DR N/BOOTH EL PANEL						
			GG-C/E-PARKS-ELECTRIC						
Invoice: 682-B-JAN18	219806	682-B-JAN18	02/02/2018	M021418	29.14				
	29.14	91111263 547100	MUNIC PARKING LOT-MADISON/MADRONA						
			GG-STRT-STREET LIGHTING-UTIL						
Invoice: 736JAN18	219808	736JAN18	02/02/2018	M021418	64.68				
	64.68	91011768 547100	SHANNON DR/WFP RESTRM						
			GG-C/E-PARKS-ELECTRIC						
Invoice: 040-581JAN18	219809	040-581JAN18	02/02/2018	M021418	173.95				
	173.95	91421355 547100	3900 HALLS HILL RD PUMP						
			GG-SWR-ELECTRIC						
Invoice: 884JAN18	219811	884JAN18	02/02/2018	M021418	136.14				
	136.14	91421355 547100	SLS FERRY TERM-392 KLICKITAT						
			GG-SWR-ELECTRIC						
Invoice: 111JAN18	219813	111JAN18	02/02/2018	M021418	550.26				
	550.26	91011215 547100	POL STATION METER 2						
			GG-C/E-PD-ELECTRIC						

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

VOUCHER INVOICE

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INVOICE DTL DESC

Invoice: 717JAN18	219814	717JAN18	02/02/2018	M021418	354.21
	354.21	91011215 547100	POL STATION METER 1		
			GG-C/E-PD-ELECTRIC		
Invoice: 520-374JAN18	219815	520-374JAN18	02/02/2018	M021418	73.38
	73.38	91111264 547100	SIGNAL AT 108 OLYMPIC DR		
			GG-STREET-TRAF CONTROL-UTILITY		
Invoice: 520-136JAN18	219816	520-136JAN18	02/02/2018	M021418	1,713.90
	1,713.90	91411345 547100	HOB BOOSTER PUMP/WELL 7290 WYATT		
			GG-WTR-ELECTRIC		
Invoice: IL5JAN18	219817	IL5JAN18	02/02/2018	M021418	102.51
	102.51	91111263 547100	COMMODORE OFF HS		
			GG-STRT-STREET LIGHTING-UTIL		
Invoice: 021JAN18	219818	021JAN18	02/02/2018	M021418	104.85
	104.85	91421355 547100	SLS-3 TREATMENT PLANT		
			GG-SWR-ELECTRIC		
Invoice: 291JAN18	219819	291JAN18	02/02/2018	M021418	14.68
	14.68	91411345 547100	HEAD OF BAY WELL FIELD		
			GG-WTR-ELECTRIC		
Invoice: 031JAN18	219820	031JAN18	02/02/2018	M021418	133.49
	133.49	91421355 547100	SLS-6 LOVELL LOWER		
			GG-SWR-ELECTRIC		
Invoice: IL12JAN18	219821	IL12JAN18	02/02/2018	M021418	86.76
	86.76	91111263 547100	STREET LIGHTS WW 305 FERNCLIFF		
			GG-STRT-STREET LIGHTING-UTIL		
Invoice: 573JAN18	219822	573JAN18	02/02/2018	M021418	15.02
	15.02	91411345 547100	COMMODORE/HS RESEVOIR		
			GG-WTR-ELECTRIC		
Invoice: 040-714JAN18	219823	040-714JAN18	02/02/2018	M021418	10.76
	10.76	91021182 547100	7095 NE TWIN PONDS RD		
			GG-OS-PROP MNGT-ELECTRIC		
Invoice: 206JAN18	219824	206JAN18	02/02/2018	M021418	458.20
	458.20	91421355 547100	4586 POINT WHITE DR NE		
			GG-SWR-ELECTRIC		
Invoice: 256JAN18	219825	256JAN18	02/02/2018	M021418	438.04
	438.04	91421355 547100	SLS-8 HWY 305/HARBORVIEW		
			GG-SWR-ELECTRIC		
Invoice: 636JAN18	219826	636JAN18	02/02/2018	M021418	92.12
	92.12	91421355 547100	SLS-7 WING POINT WAY		
			GG-SWR-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: 888JAN18				219827	888JAN18	02/02/2018		M021418	300.10
						NE HIGH SCHOOL RD PUMP			
				300.10	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 658JAN18				219828	658JAN18	02/02/2018		M021418	66.95
						SLS-4 IRENE/LOWER HAWLEY			
				66.95	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 520-298JAN18				219829	520-298JAN18	02/02/2018		M021418	347.85
						SLS-5 WW/SUNDAY COVE			
				347.85	91421355 547100	GG-SWR-ELECTRIC			
Invoice: 640JAN18				219830	640JAN18	02/02/2018		M021418	77.32
						BRIAN DR S/BOOTH EL PANEL			
				77.32	91011768 547100	GG-C/E-PARKS-ELECTRIC			
Invoice: 983JAN18				219831	983JAN18	02/02/2018		M021418	11.74
						MILLER RD NE BEACON-8800			
				11.74	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 067JAN18				219832	067JAN18	02/02/2018		M021418	10.78
						MADISON PARKING LOT			
				10.78	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: IL7JAN18				219833	IL7JAN18	02/02/2018		M021418	86.52
						MADISON PRJ HS TO WINSLOW II			
				86.52	91111263 547100	GG-STRT-STREET LIGHTING-UTIL			
Invoice: 466JAN18				219834	466JAN18	02/02/2018		M021418	10.78
						MADISON/HS RAINBRINGER			
				10.78	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 093JAN18				219835	093JAN18	02/02/2018		M021418	2,492.12
						FLETCHER BAY WELL FIELD			
				2,492.12	91411345 547100	GG-WTR-ELECTRIC			
Invoice: 444JAN18				219836	444JAN18	02/02/2018		M021418	978.55
						BI COMMONS - 402 BJUNE			
				978.55	91011755 547100	GG-C/E-COMMONS-ELECTRIC			
Invoice: 461JAN18				219837	461JAN18	02/02/2018		M021418	6,499.47
						WWTP-1220 DONALD PLACE			
				6,499.47	91425358 547100	GG-WWTP-ELECTRIC			
Invoice: WW&305JAN18				219838	WW&305JAN18	02/02/2018		M021418	566.82
						WINSLOW WAY & 305			
				566.82	91111264 547100	GG-STREET-TRAF CONTROL-UTILITY			
Invoice: 831JAN18				219839	831JAN18	02/02/2018		M021418	3,294.29
						SANDS AVE NE WELL FIELD			
				3,294.29	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: 797JAN18	219840	797JAN18	02/02/2018	M021418	252.83
	252.83	91011255 547100	MUNI COURT METER E3 GG-C/E-COURT BLDG-ELECTRIC		
Invoice: 247JAN18	219841	247JAN18	02/02/2018	M021418	45.19
	45.19	91435838 547100	SSWM/DECANT FACILITY GG-DECANT-ELECTRIC		
Invoice: 143JAN18	219842	143JAN18	02/02/2018	M021418	12.06
	12.06	91111264 547100	REITAN ROAD/WELCOME TO BI GG-STREET-TRAF CONTROL-UTILITY		
Invoice: IL1JAN18	219843	IL1JAN18	02/02/2018	M021418	257.36
	257.36	91111263 547100	ERCKSN/MADSN/WNSLW/KNTCHL GG-STRT-STREET LIGHTING-UTIL		
Invoice: 710JAN18	219844	710JAN18	02/02/2018	M021418	289.91
	289.91	91421355 547100	SLS-2 WILLAGE CENTER GG-SWR-ELECTRIC		
Invoice: 893JAN18	219845	893JAN18	02/02/2018	M021418	726.80
	726.80	91111263 547100	MUNI STREET LIGHTING GG-STRT-STREET LIGHTING-UTIL		
Invoice: 040-751JAN18	219846	040-751JAN18	02/02/2018	M021418	11.30
	11.30	91411345 547100	520 ERICKSEN AVE PRV WATER SYS GG-WTR-ELECTRIC		
Invoice: SPRINGJAN18	219847	SPRINGJAN18	02/02/2018	M021418	59.60
	59.60	91111263 547100	SPRINGRIDGE RD/HANSEN HILL GG-STRT-STREET LIGHTING-UTIL		
Invoice: LYNCTRJAN18	219848	LYNCTRJAN18	02/02/2018	M021418	96.37
	96.37	91111263 547100	4238 LYNWOOD CTR RD, BLOSSOM HILL GG-STRT-STREET LIGHTING-UTIL		
Invoice: BKLYN&MADJAN18	219849	BKLYN&MADJAN18	02/02/2018	M021418	15.14
	15.14	91111263 547100	NEW BROOKLYN & MAD STREET LIGHT GG-STRT-STREET LIGHTING-UTIL		
Invoice: 2360-MADJAN18	219850	2360-MADJAN18	02/02/2018	M021418	15.14
	15.14	91111263 547100	2360 MAD AVE N-E ENTRANCE ST LT GG-STRT-STREET LIGHTING-UTIL		
Invoice: MAD&ORDJAN18	219851	MAD&ORDJAN18	02/02/2018	M021418	15.14
	15.14	91111263 547100	MAD AVE N-ORDWAY CROSS ST LT GG-STRT-STREET LIGHTING-UTIL		
Invoice: BKLYN&NTOWNJAN18	219852	BKLYN&NTOWNJAN18	02/02/2018	M021418	15.14
	15.14	91111263 547100	NEW BROOKLYN & N.TOWN ST LT 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: WING&AZALEAJAN18

219853 WING&AZALEAJAN18 02/02/2018 M021418 12.43
 12.43 91111263 547100 WING PT & AZALEA AVE NE
 GG-STRT-STREET LIGHTING-UTIL

Invoice: W.OFMAD-PH1JAN18

219854 W.OFMAD-PH1JAN18 02/02/2018 M021418 1,113.36
 1,113.36 91111263 547100 W OF MADISON-BAINBRIDGE CO PH1
 GG-STRT-STREET LIGHTING-UTIL

Invoice: E.OFMAD-PH2JAN18

219855 E.OFMAD-PH2JAN18 02/02/2018 M021418 2,199.23
 2,199.23 91111263 547100 E/ OF MADISON-BAINBRIDGE CO PH2
 GG-STRT-STREET LIGHTING-UTIL

Invoice: MAD&H.S.JAN18

219856 MAD&H.S.JAN18 02/02/2018 M021418 48.26
 48.26 91111263 547100 MADISON AVE/HS AVE ST LT
 GG-STRT-STREET LIGHTING-UTIL

CHECK 346740 TOTAL: 30,080.55

346741 02/15/2018 PRD 8855 SOUND LAW CENTER
 Invoice: 2049

219774 2049 02/02/2018 M021418 10,622.50
 4,952.50 32011152 541110 LEGAL/HEX SERVICES JAN 18
 3,710.00 32470152 54111400802 LGL-C/E-CIVIL-GEN'L OUTSIDE AT
 1,960.00 32470152 54111400775 HEX-GERIACH SSDP/MDNS APPEAL
 HEX-RICH PERMITTING

CHECK 346741 TOTAL: 10,622.50

346742 02/15/2018 VOID 601 SOUND REPROGRAPHICS
 Invoice:

CHECK 346742 TOTAL: .00

346743 02/15/2018 PRD 1485 VERIZON WIRELESS
 Invoice: 9800925060

219857 9800925060 02/01/2018 M021418 5,476.31
 5,476.31 91011189 542100 JAN18 CITYWIDE CELL PH SVC
 GG-C/E-CITY HALL-PHONE

CHECK 346743 TOTAL: 5,476.31

NUMBER OF CHECKS6

*** CASH ACCOUNT TOTAL ***

52,698.57

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	5	52,698.57
TOTAL VOIDED CHECKS	1	.00

*** GRAND TOTAL ***

52,698.57

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 2 158										
APP 401-213000						ACCOUNTS PAYABLE			8,306.34	
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				52,698.57
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000						GENERAL - ACCOUNTS PAYABLE			23,695.01	
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
APP 101-213000						STREETS - ACCOUNTS PAYABLE			5,794.83	
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000						ACCOUNTS PAYABLE			9,187.20	
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
APP 403-213000						ACCOUNTS PAYABLE			45.19	
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
APP 407-213000						ACCOUNTS PAYABLE			5,670.00	
	02/15/2018	M021418	M0215			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									52,698.57	52,698.57
APP 631-130000						DUE TO/FROM CLEARING			52,698.57	
	02/15/2018	M021418	M0215							
APP 401-130000						DUE TO/FROM CLEARING				8,306.34
	02/15/2018	M021418	M0215							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING				23,695.01
	02/15/2018	M021418	M0215							
APP 101-130000						STREETS - DUE TO/FROM CLEARING				5,794.83
	02/15/2018	M021418	M0215							
APP 402-130000						DUE TO/FROM CLEARING				9,187.20
	02/15/2018	M021418	M0215							
APP 403-130000						DUE TO/FROM CLEARING				45.19
	02/15/2018	M021418	M0215							
APP 407-130000						DUE TO/FROM CLEARING				5,670.00
	02/15/2018	M021418	M0215							
SYSTEM GENERATED ENTRIES TOTAL									52,698.57	52,698.57
JOURNAL 2018/02/158 TOTAL									105,397.14	105,397.14

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	2	158	02/15/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		23,695.01
001-213000				GENERAL - ACCOUNTS PAYABLE	23,695.01	
				FUND TOTAL	23,695.01	23,695.01
101 STREET FUND	2018	2	158	02/15/2018		
101-130000				STREETS - DUE TO/FROM CLEARING		5,794.83
101-213000				STREETS - ACCOUNTS PAYABLE	5,794.83	
				FUND TOTAL	5,794.83	5,794.83
401 WATER OPERATING FUND	2018	2	158	02/15/2018		
401-130000				DUE TO/FROM CLEARING		8,306.34
401-213000				ACCOUNTS PAYABLE	8,306.34	
				FUND TOTAL	8,306.34	8,306.34
402 SEWER OPERATING FUND	2018	2	158	02/15/2018		
402-130000				DUE TO/FROM CLEARING		9,187.20
402-213000				ACCOUNTS PAYABLE	9,187.20	
				FUND TOTAL	9,187.20	9,187.20
403 STORM & SURFACE WATER FUND	2018	2	158	02/15/2018		
403-130000				DUE TO/FROM CLEARING		45.19
403-213000				ACCOUNTS PAYABLE	45.19	
				FUND TOTAL	45.19	45.19
407 BUILDING & DEVELOPMENT FUND	2018	2	158	02/15/2018		
407-130000				DUE TO/FROM CLEARING		5,670.00
407-213000				ACCOUNTS PAYABLE	5,670.00	
				FUND TOTAL	5,670.00	5,670.00
631 CLEARING FUND	2018	2	158	02/15/2018		
631-130000				DUE TO/FROM CLEARING	52,698.57	
635-111100				CASH		52,698.57
				FUND TOTAL	52,698.57	52,698.57

FUND	DUE TO	DUE FROM
001 GENERAL FUND		23,695.01
101 STREET FUND		5,794.83
401 WATER OPERATING FUND		8,306.34
402 SEWER OPERATING FUND		9,187.20
403 STORM & SURFACE WATER FUND		45.19
407 BUILDING & DEVELOPMENT FUND		5,670.00
631 CLEARING FUND	52,698.57	
TOTAL	52,698.57	52,698.57

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Manual

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2/21/18

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

INVOICE DTL DESC

346744 02/21/2018 PRD 1971 KELLEY IMAGING SYSTE 220017 22099824 02/05/2018 21800009 M021618 279.04
Invoice: 22099824 POL/4555C COPIER LEASE
279.04 51011211 545000 PD-C/E-ADMIN RENTS/LEASE

CHECK 346744 TOTAL: 279.04

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 279.04

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	279.04

*** GRAND TOTAL *** 279.04

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JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2018	2	191	APP 001-213000	02/21/2018	M021618	022118			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		279.04	
			APP 635-111100	02/21/2018	M021618	022118			CASH AP CASH DISBURSEMENTS JOURNAL			279.04
GENERAL LEDGER TOTAL											279.04	279.04
APP 631-130000	02/21/2018	M021618	022118						DUE TO/FROM CLEARING		279.04	
APP 001-130000	02/21/2018	M021618	022118						GENERAL - DUE TO/FROM CLEARING			279.04
SYSTEM GENERATED ENTRIES TOTAL											279.04	279.04
JOURNAL 2018/02/191 TOTAL											558.08	558.08

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|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
001 GENERAL FUND	2018 2	191	02/21/2018			
001-130000				GENERAL - DUE TO/FROM CLEARING		279.04
001-213000				GENERAL - ACCOUNTS PAYABLE	279.04	
				FUND TOTAL	279.04	279.04
631 CLEARING FUND	2018 2	191	02/21/2018			
631-130000				DUE TO/FROM CLEARING	279.04	
635-111100				CASH		279.04
				FUND TOTAL	279.04	279.04

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JOURNAL ENTRIES TO BE CREATED

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FUND		DUE TO	DUE FROM
001 GENERAL FUND			279.04
631 CLEARING FUND		279.04	
	TOTAL	279.04	279.04

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Regular

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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					
346745	02/28/2018	PRTD 5 ACE HARDWARE	219858	39830/1	01/31/2018		02/25/18	13.06
Invoice: 39830/1					PW/HOSE PARTS, ADAPTER			
			13.06	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
			219859	39875/1	02/05/2018		02/25/18	9.80
Invoice: 39875/1					PW/PLUNGER			
			9.80	73011768 531100	O&M-C/E-PARKS-SUPPLIES			
			219860	39887/1	02/06/2018		02/25/18	21.76
Invoice: 39887/1					PW/BATTERIES			
			21.76	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
			219861	39890/1	02/07/2018		02/25/18	16.61
Invoice: 39890/1					PW/FASTENERS			
			16.61	73011215 531100	O&M-C/E-POLICE FAC-SUPPLIES			
			219862	39892/1	02/07/2018		02/25/18	59.90
Invoice: 39892/1					PW/BATTERY PHOTO 3V			
			59.90	73011215 531100	O&M-C/E-POLICE FAC-SUPPLIES			
			219863	39910/1	02/09/2018		02/25/18	21.24
Invoice: 39910/1					PW/AUTO STRIPPER, CRIMPER, FASTENERS			
			21.24	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
			219865	39919/1	02/12/2018		02/25/18	32.65
Invoice: 39919/1					PW/PLUMBING SUPPLIES			
			32.65	73426355 531100	O&M-SIS-SUPPLIES			
			219866	39922/1	02/12/2018		02/25/18	15.24
Invoice: 39922/1					PW/FREE & CLEAR LIQUID CLEANSER			
			15.24	73011255 531100	O&M-C/E-COURT FAC-SUPPLIES			
			220019	39871/1	02/03/2018		02/25/18	11.58
Invoice: 39871/1					POL/FASTENERSX38			
			11.58	54025212 531100	MARINE - SUPPLIES			
			220020	39872/1	02/03/2018		02/25/18	35.95
Invoice: 39872/1					POL/HOLE SAW, BIT SET			
			35.95	54025212 531100	MARINE - SUPPLIES			
			220021	39882/1	02/05/2018		02/25/18	13.07
Invoice: 39882/1					POL/TAIL LIGHT ASSY FOR RADAR SIGN			
			13.07	51011217 531100	PD-C/E-PARKING ENF-SUPPLIES			
			220115	39939/1	02/13/2018		02/25/18	21.68
Invoice: 39939/1					PW/LIGHT BULBS			
			21.68	73011215 531100	O&M-C/E-POLICE FAC-SUPPLIES			
			220116	39937/1	02/13/2018		02/25/18	16.34
Invoice: 39937/1					PW/SWIVEL LIGHT CONTROL			
			16.34	73011755 531100	O&M-COMMONS 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: 39945/1				220117	39945/1	02/14/2018		02/25/18	5.44
						PW/FASTENERS, HARDWARE			
				5.44	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
Invoice: 39918/1				220118	39918/1	02/12/2018		02/25/18	45.73
						PW/PALMOLIVE, CLAMPS, TRASH BAGS			
				45.73	73425358 531100	O&M-WWTP-SUPPLIES			
Invoice: 39934/1				220119	39934/1	02/13/2018		02/25/18	34.86
						PW/SCREWDRIVERS			
				34.86	73411345 531100	OFFICE SUPPLIES			
Invoice: 39974/1				220120	39974/1	02/19/2018		02/25/18	21.76
						PW/LIGHT BULBS			
				21.76	73411345 531100	OFFICE SUPPLIES			
Invoice: 39959/1				220121	39959/1	02/16/2018		02/25/18	33.45
						PW/CLAMPS			
				33.45	73421355 531100	WIN COLL-SUPPLIES			
						CHECK	346745	TOTAL:	430.12
346746	02/28/2018	PRTD	7994 PENINSULA SERVICES	219867	83850	01/31/2018		02/25/18	32.00
Invoice: 83850						CRT/MOBILE SHREDDING SERVICE			
				32.00	21011125 541100	COURT - PROFESSIONAL SERVICES			
Invoice: 83851				220023	83851	01/31/2018	21800008	02/25/18	64.00
						POL/MOBILE SHREDDING			
				64.00	51011211 541100	PD-C/E-ADM-PROF SVCS			
						CHECK	346746	TOTAL:	96.00
346747	02/28/2018	PRTD	8872 ALPHACARD	219868	SI-327151	02/02/2018		02/25/18	240.92
Invoice: SI-327151						HR/RIBBON AND CLEANING KIT FOR CARD PRINTER			
				240.92	33011161 531100	HR-C/E-SUPPLIES			
Invoice: CM-7236				219869	CM-7236	02/12/2018		02/25/18	-200.00
						HR/REBATE FOR OLD CARD PRINTER			
				-200.00	33011161 531100	HR-C/E-SUPPLIES			
						CHECK	346747	TOTAL:	40.92
346748	02/28/2018	PRTD	7166 AMERICAN MESSAGING	219872	W4104492SB	02/01/2018		02/25/18	114.34
Invoice: W4104492SB						PW/MESSAGING SERVICE			
				114.34	73637891 542100	O&M - ALLOC FACIL TELEPHONE			
						CHECK	346748	TOTAL:	114.34

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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												
346749	02/28/2018	PRTD	8874 ANYTIME LOCK & SAFE	220064	038022	02/05/2018		02/25/18			119.90	
Invoice: 038022						PW/LOCKED FILE CABINET @C.H.						
				119.90	73011183 548100	O&M-C/E-CH FAC-REPAIRS						
				220122	038028	02/12/2018		02/25/18			163.50	
Invoice: 038028						PW/CABINET KEYS						
				163.50	73011183 531100	O&M-C/E-CH FAC-SUPPLIES						
								CHECK	346749 TOTAL:	283.40		
346750	02/28/2018	PRTD	4710 ASSOCIATED PETROLEU	219873	1187116-IN	01/30/2018		02/25/18			130.19	
Invoice: 1187116-IN						PW/18.2 GAL DIESEL						
				130.19	73638893 532000	O&M-FUEL USE-ALLOCATION						
				219874	1199752-IN	02/01/2018		02/25/18			212.75	
Invoice: 1199752-IN						PW/50 GAL DIESEL						
				212.75	73638893 532000	O&M-FUEL USE-ALLOCATION						
				219875	1202853-IN	02/06/2018		02/25/18			675.12	
Invoice: 1202853-IN						PW/232.3 GAL DIESEL						
				675.12	73638893 532000	O&M-FUEL USE-ALLOCATION						
				219876	1187112-IN	01/30/2018		02/25/18			897.75	
Invoice: 1187112-IN						PW/351 GAL UNLEADED						
				897.75	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS						
				219878	1199753-IN	02/01/2018		02/25/18			1,018.04	
Invoice: 1199753-IN						PW/400 GAL UNLEADED						
				1,018.04	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS						
				219879	1202854-IN	02/06/2018		02/25/18			1,011.98	
Invoice: 1202854-IN						PW/400 GAL UNLEADED						
				1,011.98	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS						
				219880	1200326-IN	01/30/2018		02/25/18			711.64	
Invoice: 1200326-IN						PW/522.6 GAL PROPANE						
				711.64	91011897 547200	GG-C/E-O&M YARD FAC-PROPANE						
								CHECK	346750 TOTAL:	4,657.47		
346751	02/28/2018	PRTD	7821 AUS WEST LOCKBOX	219888	1990570349	02/08/2018		02/25/18			54.71	
Invoice: 1990570349						PW/LAUNDRY SERVICES						
				54.71	73638893 589310	LAUNDRY SERVICES						
								CHECK	346751 TOTAL:	54.71		

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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												

346752	02/28/2018	PRTD 1235 AT&T ONENET SERVICE	219882	1267561897	02/01/2018		02/25/18	25.50				
Invoice: 1267561897			25.50	91011189 542100	FIN/FAX LONG DIST FEB 18							
			219883	1267570675	02/01/2018		02/25/18	.62				
Invoice: 1267570675			.62	91011189 542100	PCD/FAX LONG DIST FEB18							
					GG-C/E-CITY HALL-PHONE							
							CHECK	346752 TOTAL:	26.12			
346753	02/28/2018	PRTD 4365 AUTOMATIC FUNDS TRAN	219884	BAIN1801983	01/31/2018		02/25/18	237.00				
Invoice: BAIN1801983			118.50	43411341 541100	FIN/ELECTRONIC PAYMENT PROCESSING							
			118.50	43421351 541100	FIN - WATER ADMIN PROF SERVICE							
			219885	98611	01/08/2018		02/25/18	2,270.75				
Invoice: 98611			1,321.41	41011148 542500	FIN/BUS LIC RENEWAL NOTICE MAILING							
			949.34	41011148 541100	FIN-C/E-BUS LIC-POSTAGE							
					FIN-C/E-BUS LIC-PROF SVCS							
Invoice: 99202			219886	99202	02/06/2018		02/25/18	403.12				
			237.14	41011148 542500	FIN/BUS LIC CERTIFICATE MAILING							
			165.98	41011148 541100	FIN-C/E-BUS LIC-POSTAGE							
					FIN-C/E-BUS LIC-PROF SVCS							
Invoice: 99131			219887	99131	02/01/2018		02/25/18	733.11				
			156.40	43411341 541100	FIN/UB STATEMENT MAILING							
			156.41	43421351 541100	FIN - WATER ADMIN PROF SERVICE							
			210.15	91411891 542500	FIN - SEWER ADMIN PROF SERVICE							
			210.15	91421891 542500	GG-WTR-FAC-POSTAGE							
					GG-SWR-FAC-POSTAGE							
							CHECK	346753 TOTAL:	3,643.98			
346754	02/28/2018	PRTD 37 ASSOCIATION OF WASHI	219881	59288	02/08/2018		02/25/18	300.00				
Invoice: 59288			300.00	33011164 443415	HR/DRUG&ALCOHOL TRAINING 1/29 C.H.							
					HR-C/E-CITY WIDE TRAINING							
							CHECK	346754 TOTAL:	300.00			
346755	02/28/2018	PRTD 55 SOUND PUBLISHING, IN	220024	789880	01/31/2018		02/25/18	88.75				
Invoice: 789880			88.75	51011191 544000	POL/CLASSIFIEDS, PROP ROOMX4							
					PD-C/E-PROP RM-ADVERTISING							
							CHECK	346755 TOTAL:	88.75			

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CASH ACCOUNT: 635			111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET	
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346756	02/28/2018	PRTD	55 SOUND PUBLISHING, IN	219890	BIR791764	01/12/2018		02/25/18	151.11	
			Invoice: BIR791764			PW/2018 SMALL WKS ROSTER				
				151.11	71011321 544000	PW - C/E ADVERTISING				
				220026	BIR774029	08/25/2017		02/25/18	118.06	
			Invoice: BIR774029			POL/LEGAL-NOI "BETTY SUE"				
				118.06	55011757 54400000159	PD-DERELICT VES-ADVERTISING				
				220027	BIR795517	02/09/2018		02/25/18	118.06	
			Invoice: BIR795517			POL/LEGAL-NOI "SAILBOAT"				
				118.06	55011757 54400000159	PD-DERELICT VES-ADVERTISING				
				220092	BIR795515	02/09/2018		02/25/18	75.56	
			Invoice: BIR795515			PCD/NOA PLN51027 SPT				
				75.56	63470586 544000	CUR - DEV ZONING ADVERTISING				
				220093	BIR795514	02/09/2018		02/25/18	80.28	
			Invoice: BIR795514			PCD/NOA PLN50977 SPT				
				80.28	63470586 544000	CUR - DEV ZONING ADVERTISING				
				220094	BIR795512	02/09/2018		02/25/18	76.74	
			Invoice: BIR795512			PCD/NOA PLN50960 VAR				
				76.74	63470586 544000	CUR - DEV ZONING ADVERTISING				
				220095	BIR795511	02/09/2018		02/25/18	80.28	
			Invoice: BIR795511			PCD/NOA PLN50955 SPR				
				80.28	63470586 544000	CUR - DEV ZONING ADVERTISING				
								CHECK	346756 TOTAL:	700.09
346757	02/28/2018	PRTD	55 SOUND PUBLISHING, IN	218364	7802009a	11/30/2017		02/25/18	-40.49	
			Invoice: 7802009a			OVERPAYMENT				
				-20.25	33011161 544161	HR-ADV-EE RECRUIT-PCD				
				-20.24	33011161 544131	HR-ADV-EE RECRUIT-EXEC				
				219889	7820139	01/31/2018		02/25/18	128.76	
			Invoice: 7820139			HR/MAINT TECH, WR INTERN, COMM COORD				
				128.76	33011161 544000	HR-C/E-ADVERTISING				
								CHECK	346757 TOTAL:	88.27
346758	02/28/2018	PRTD	50 BAINBRIDGE ISLAND EL	220123	20170168	02/09/2018		02/25/18	429.79	
			Invoice: 20170168			PW/PUMP HOUSE HEATER INSTALL				
				429.79	73411345 548100	REPAIRS & MAINTENANCE				
								CHECK	346758 TOTAL:	429.79

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CASH ACCOUNT: 635			111100	CASH						
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INVOICE DTL DESC										
346759	02/28/2018	PRTD	69 GALLS, LLC	220066	008996306	12/21/2017		02/25/18	27.47	
			Invoice: 008996306			POL/NAMETAGSX2				
				27.47	53011212 520000	POLICE - C/E PATROL BENEFITS				
						CHECK	346759	TOTAL:	27.47	
346760	02/28/2018	PRTD	853 KATHRYN M CARRUTHERS	220124	02/16/18	02/16/2018		02/25/18	60.00	
			Invoice: 02/16/18			CRT/1HR PRO TEMP SVCS				
				60.00	21011125 541210	COURT - JUDGE PRO TEMPORE SVCS				
						CHECK	346760	TOTAL:	60.00	
346761	02/28/2018	PRTD	460 CITY OF BI - PETTY C	220031	JAN18	01/31/2018		02/25/18	141.51	
			Invoice: JAN18			CITYHALL/PETTY CASH JAN18				
				23.75	91011189 542500	GG-C/E-CITY HALL-POSTAGE				
				15.30	31011131 531100	EXEC - C/E SUPPLIES				
				6.65	91011189 542500	GG-C/E-CITY HALL-POSTAGE				
				.37	91011189 542500	GG-C/E-CITY HALL-POSTAGE				
				6.65	91011189 542500	GG-C/E-CITY HALL-POSTAGE				
				7.79	36011143 443410	CLERK-C/E-TRAINING				
				81.00	73011215 549100	O&M-C/E-POLICE FAC-LIC/MEMBERS				
						CHECK	346761	TOTAL:	141.51	
346762	02/28/2018	PRTD	460 CITY OF BI - PETTY C	220028	POL-2018-01	01/31/2018		02/25/18	13.18	
			Invoice: POL-2018-01			POL/PETTY CASH JAN18				
				13.18	91011215 542500	GG-C/E-PD-POSTAGE				
						CHECK	346762	TOTAL:	13.18	
346763	02/28/2018	PRTD	7016 CUSTOM PRINTING	219892	7384	01/15/2018		02/25/18	782.90	
			Invoice: 7384			PCD,LEGAL,PW,CC,FIN,EX/BIZ CARDS				
				224.81	63470588 549500	CUR-DEV PLAN-COPIES/PRINTING				
				52.29	32011152 531100	LEGAL - C/E SUPPLIES				
				149.06	73637891 531100	OFFICE SUPPLIES				
				203.80	72011321 531100	ENG - C/E ADMIN SUPPLIES				
				101.97	11011116 531100	COUNCIL - SUPPLIES				
				25.49	41011141 531100	FIN - C/E ADMIN SUPPLIES				
				25.48	31011131 531100	EXEC - C/E SUPPLIES				
						CHECK	346763	TOTAL:	782.90	
346764	02/28/2018	PRTD	8702 KODY SNODGRASS MEMOR	220067	02022018	02/14/2018		02/25/18	300.00	
			Invoice: 02022018			POL/K-9 TRAINING:ENGET				
				300.00	53011212 443410	POLICE - C/E PATROL TRAINING				

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CHECK NO	CHK DATE	TYPE	VENDOR	NAME
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INV	DATE	PO
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CHECK RUN

NET

INVOICE DTL DESC

CHECK	346764	TOTAL:	300.00
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220034 CD1810002127

92.88 52011212 549100

01/26/2018 21800001 02/25/18
POL/INFORMATION SERVICES
PD-C/E-INV-DUES/SUBSCR/MEMBRSH

92.88

CHECK	346765	TOTAL:	92.88
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220035      JAN18

      27.54 51011211 520000
170.80 52011212 520000
110.23 53011212 520000

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02/02/2018 02/25/18
POL/LAUNDRY SERVICES
PD-C/E ADMIN-BENEFITS
POLICE - C/E INVEST BENEFITS
POLICE - C/E PATROL BENEFITS

308.57

CHECK 346766 TOTAL: 308.57

220088 29912566

70.00 51011214 443410

02/07/2018 02/25/18
POL/SPRING CONFERENCE:HAMNER
PD-C/E-ADMIN-TRAINING

70.00

CHECK 346767 TOTAL: 70.00

220125 0585906

111.40 411 141100

02/08/2018 02/25/18
PW/VALVUE BOX COVERS
WATER - INVENTORY

111.40

CHECK 346768 TOTAL: 111.40

299.00 51011217 443410

01/02/2018 02/25/18
POL/TRAINING RENEWAL: LUNDGREN
PD-C/E-PARKING ENF-TRAINING

299.00

CHECK 346769 TOTAL: 299.00

220126 9679833377

388.97 73011897 53110

01/25/2018 02/25/18
PW/DEHUMIDIFIER
O&M-C/E-PWY FAC-SUPPLIES

388.97

220127 9704500629
-388.97 73011897 53110

02/19/2018 02/25/18
PW/DAMAGED DEHUMIDIFIER RETURN
Q&M-C/E-PWY FAC-SUPPLIES

-388.97

220128 9693197395

388.97 73011897 53110

02/07/2018 02/25/18
PW/DEHUMIDIFIER
O&M-C/E-PWY FAC-SUPPLIES

388.97

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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			
Invoice: 9701262496			220129	9701262496	02/15/2018		02/25/18	98.40
					PW/5 FUNCTION PUMP VALVE			
			98.40	73411345 531100	OFFICE SUPPLIES			
					CHECK	346770	TOTAL:	487.37
346771	02/28/2018	PRTD 2096 GRAY & OSBORNE INC	220069	17614.00-4	02/06/2018	21700158	02/25/18	16,233.55
		Invoice: 17614.00-4			WATER SYSTEM DESIGN IMPRVMENTS			
			16,233.55	72413434 64110000819	WATER IMPR PROJECTS 2017-ENG			
					CHECK	346771	TOTAL:	16,233.55
346772	02/28/2018	PRTD 8482 WILLIAM D. TUFTS	220039	02/03/18	02/03/2018		02/25/18	225.00
		Invoice: 02/03/18			POL/APPLICANT POLYGRAPH			
			225.00	52011212 541100	POLICE - C/E INVEST PROF SVCS			
					CHECK	346772	TOTAL:	225.00
346773	02/28/2018	PRTD 1517 GUARDIAN SECURITY SY	220040	792191	02/01/2018	21800002	02/25/18	44.00
		Invoice: 792191			POL/ALARM MONITORING			
			44.00	51011215 541100	POLICE - C/E FACIL PROF SVCS			
					CHECK	346773	TOTAL:	44.00
346774	02/28/2018	PRTD 253 HACH COMPANY	220131	10831784	02/09/2018		02/25/18	69.53
		Invoice: 10831784			PW/DPD FREE BULK DISPENSER			
			69.53	73411345 531100	OFFICE SUPPLIES			
					CHECK	346774	TOTAL:	69.53
346775	02/28/2018	PRTD 4850 HOME DEPOT CREDIT SE	220041	1050878	11/18/2017		02/25/18	61.47
		Invoice: 1050878			PW/RATCHETING MULTIBIT DRIVER			
			61.47	73011189 531100	O&M - C/E FACIL OFC SUPPLIES			
					CHECK	346775	TOTAL:	61.47
346776	02/28/2018	PRTD 7961 KATY BIGELOW, ARBORI	220132	4951	02/14/2018		02/25/18	187.50
		Invoice: 4951			PW/TREE ASSESSMENT @ WOODBANK/NISQUALLY			
			187.50	73111427 54110000354	TREE PRES/REMOVAL-RD-PROF SVCS			
					CHECK	346776	TOTAL:	187.50
346777	02/28/2018	PRTD 318 KC ALCOHOLISM SPECIA	220042	0417	02/07/2018		02/25/18	1,688.91
		Invoice: 0417			Q4 2017 ALCOHOLISM SERVICES			
			1,688.91	91011660 553000	EXEC - C/E DETOX			

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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	346777 TOTAL:	1,688.91	
346778	02/28/2018	PRTD	4354 KITSAP COUNTY TREASU	219987	042502-1-108-2000-18	01/16/2018		02/25/18	10,858.90
Invoice: 042502-1-108-2000-18				O&M FACILITY-7305 HIDDEN COVE					
				10,858.90	91011897 547400	GG-C/E-O&M YARD FAC-SSWM FEE			
				219988	042502-1-109-2009-18	01/16/2018		02/25/18	370.10
Invoice: 042502-1-109-2009-18				PUBLIC WORKS YARD					
				370.10	91011897 547400	GG-C/E-O&M YARD FAC-SSWM FEE			
				219989	092502-4-002-2006-18	01/16/2018		02/25/18	187.16
Invoice: 092502-4-002-2006-18				LOVGREEN PIT					
				187.16	91021182 547400	GG-OS-PROP MNGT-SSWM FEES			
				219990	102502-1-052-2008-18	01/16/2018		02/25/18	1,843.10
Invoice: 102502-1-052-2008-18				SUYEMATSU FARM-9229 NE DAY RD					
				1,843.10	91021182 547400	GG-OS-PROP MNGT-SSWM FEES			
				219991	102502-1-062-2006-18	01/16/2018		02/25/18	738.26
Invoice: 102502-1-062-2006-18				MORALES FARM-8862 NE LOVGREEN RD					
				738.26	91021182 547400	GG-OS-PROP MNGT-SSWM FEES			
				219992	202502-1-049-2002-18	01/16/2018		02/25/18	186.24
Invoice: 202502-1-049-2002-18				OLD COUNTRY ROAD SITE-8964 MILLER RD					
				186.24	91021182 547400	GG-OS-PROP MNGT-SSWM FEES			
				219993	202502-3-010-2003-18	01/16/2018		02/25/18	186.04
Invoice: 202502-3-010-2003-18				FLETCHER BAY WELL SITE					
				186.04	91411345 547400	GG-WTR-COBI SSWM FEE			
				219994	262502-2-007-2004-18	01/16/2018		02/25/18	186.00
Invoice: 262502-2-007-2004-18				SLS-HILDEBRAND/305					
				186.00	91421355 547400	GG-SWR-COBI SSWM FEE			
				219995	262502-2-016-2003-18	01/16/2018		02/25/18	186.00
Invoice: 262502-2-016-2003-18				PARKING LOT OFF KNETCHEL					
				186.00	91011768 547400	GG-C/E-PARKS-COBI SSWM FEE			
				219996	262502-3-046-2005-18	01/16/2018		02/25/18	1,106.00
Invoice: 262502-3-046-2005-18				HISTORICAL SOCIETY-215 ERICKSON AVE					
				1,106.00	91011753 547400	GG-C/E-HIST SOC-COBE SSWM FEE			
				219997	262502-3-057-2001-18	01/16/2018		02/25/18	370.00
Invoice: 262502-3-057-2001-18				CITY GRAVEL PARKING LOT					
				370.00	91011189 547400	GG-C/E-CITY HALL-SSWM FEE			
				219998	262502-3-064-2002-18	01/16/2018		02/25/18	1,658.00
Invoice: 262502-3-064-2002-18				CITY HALL-280 MADISON AVE					
				1,658.00	91011189 547400	GG-C/E-CITY HALL-SSWM FEE			

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

VOUCHER INVOICE INV DATE PO CHECK RUN NET

INVOICE DTL DESC

Invoice: 262502-3-095-2005-18	219999	262502-3-095-2005-18	01/16/2018	02/25/18	186.00
		MADISON AVE SSWM OUTFALL			
	186.00	91431835 547400	GG-SSWM-COBI SSWM FEE		
Invoice: 262502-3-100-2008-18	220000	262502-3-100-2008-18	01/16/2018	02/25/18	2,026.00
		POLICE FACILITY-625 WINSLOW WAY E			
	2,026.00	91011215 547400	GG-C/E-PD-COBI SSWM FEE		
Invoice: 262502-3-129-2005-18	220001	262502-3-129-2005-18	01/16/2018	02/25/18	186.00
		SLS-FOLS BAT NE GOVT G3			
	186.00	91421355 547400	GG-SWR-COBI SSWM FEE		
Invoice: 262502-3-133-2009-18	220002	262502-3-133-2009-18	01/16/2018	02/25/18	554.00
		CITY GRAVEL PARKING LOT			
	554.00	91011189 547400	GG-C/E-CITY HALL-SSWM FEE		
Invoice: 262502-3-140-2000-18	220003	262502-3-140-2000-18	01/16/2018	02/25/18	186.00
		CITY HALL EASREMENT			
	186.00	91011189 547400	GG-C/E-CITY HALL-SSWM FEE		
Invoice: 262502-3-143-2007-18	220004	262502-3-143-2007-18	01/16/2018	02/25/18	3,682.10
		BAINBRIDGE PERFORMING ARTS-200 MADISON AVE N			
	3,682.10	91011189 547400	GG-C/E-CITY HALL-SSWM FEE		
Invoice: 272502-2-036-2008-18	220005	272502-2-036-2008-18	01/16/2018	02/25/18	186.10
		NE EAGLE HARBOR DR			
	186.10	91411345 547400	GG-WTR-COBI SSWM FEE		
Invoice: 272502-3-028-2006-18	220006	272502-3-028-2006-18	01/16/2018	02/25/18	186.00
		WEAVER AVE HOUSING-473 WEAVER AVE NW			
	186.00	91011515 547400	EXEC-C/E-HELPLINE HSE-SSWM FEE		
Invoice: 272502-4-006-2000-18	220007	272502-4-006-2000-18	01/16/2018	02/25/18	738.22
		STRAWBERRY PLANT			
	738.22	91021182 547400	GG-OS-PROP MNGT-SSWM FEES		
Invoice: 272502-4-035-2005-18	220008	272502-4-035-2005-18	01/16/2018	02/25/18	186.00
		PART OF STRAWBERRY PLANT PK			
	186.00	91021182 547400	GG-OS-PROP MNGT-SSWM FEES		
Invoice: 282502-2-064-2002-18	220009	282502-2-064-2002-18	01/16/2018	02/25/18	555.04
		JOHNSON FARM			
	555.04	91021182 547400	GG-OS-PROP MNGT-SSWM FEES		
Invoice: 332502-2-019-2001-18	220010	332502-2-019-2001-18	01/16/2018	02/25/18	2,764.64
		DECANT-6400 DON PARLMER AVE NE			
	2,764.64	91435838 547400	GG-DECANT-SSWM FEES		
Invoice: 352502-1-034-2002-18	220011	352502-1-034-2002-18	01/16/2018	02/25/18	4,235.78
		PRITCHARD PARK-5350 CREOSOTE PL NE			
	4,235.78	91011768 547400	GG-C/E-PARKS-COBI SSWM FEE		

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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								
Invoice: 352502-1-035-2001-18			220012	352502-1-035-2001-18	01/16/2018		02/25/18	186.26
							PART OF PRITCHARD PARK	
			186.26	91011768 547400			GG-C/E-PARKS-COBI SSWM FEE	
Invoice: 4114-002-001-0000-18			220013	4114-002-001-0000-18	01/16/2018		02/25/18	2,394.36
							WATERFRONT PARK-309 SHANNON DR SE	
			2,394.36	91011768 547400			GG-C/E-PARKS-COBI SSWM FEE	
Invoice: 4114-002-007-0004-18			220014	4114-002-007-0004-18	01/16/2018		02/25/18	370.00
							COMMONS-402 BRIEN DR	
			370.00	91011755 547400			GG-C/E-COMMONS-COBI SSWM FEE	
Invoice: 4114-002-008-0003-18			220015	4114-002-008-0003-18	01/16/2018		02/25/18	370.00
							SENIOR CENTER-370 BRIEN DR	
			370.00	91011755 547400			GG-C/E-COMMONS-COBI SSWM FEE	
Invoice: 4115-004-007-0009-18			220016	4115-004-007-0009-18	01/16/2018		02/25/18	3,130.08
							WWTP-1220 DONALD PL NE	
			3,130.08	91425358 547400			GG-WWTP-SSWM FEES	
						CHECK	346778 TOTAL:	39,998.38
346779 02/28/2018 PRTD	579 KITSAP SUN		220091	1902132/1902162	01/31/2018		02/25/18	136.16
Invoice: 1902132/1902162							PCD/SUBAREA PLANNING: ISLAND CENTER	
			136.16	61011581 544000			PCD - C/E ADMIN ADVERTISING	
						CHECK	346779 TOTAL:	136.16
346780 02/28/2018 PRTD	1884 KITSAP SUN		220071	KS2193901-2018	01/29/2018		02/25/18	37.08
Invoice: KS2193901-2018							ENG/2018-2019 SUBX REMAINING AMT	
			37.08	72011321 549100			ENG - C/E ADMIN MISCELLEANEOUS	
Invoice: KS2011435-2018			220096	KS2011435-2018	01/29/2018		02/25/18	270.90
							PCD/ANNUAL SUBX	
			270.90	61470581 549100			PCD - DEV ADMIN DUES/SUBSCR	
						CHECK	346780 TOTAL:	307.98
346781 02/28/2018 PRTD	5384 KITSAP TRANSIT		220133	3337	01/15/2018		02/25/18	14,344.00
Invoice: 3337							ENG/INTERLOCAL AGREEMENT, 305 NEEDS & OPS STUDY	
			14,344.00	72111444 54110000831			JOINT SR305 STUDY-PS	
						CHECK	346781 TOTAL:	14,344.00
346782 02/28/2018 PRTD	5011 LEXISNEXIS RISK SOLU	220044 1272084-20171231			12/31/2017	21800010	02/25/18	54.50
Invoice: 1272084-20171231							POL/INFORMATION SERVICES	
			54.50	52011212 549100			PD-C/E-INV-DUES/SUBSCR/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
INVOICE DTL DESC									
Invoice: 1272084-20180131				220045	1272084-20180131	01/31/2018	21800010	02/25/18	54.50
						POL/INFORMATION SERVICES			
				54.50	52011212 549100	PD-C/E-INV-DUES/SUBSCR/MEMBRSH			
								CHECK 346782 TOTAL:	109.00
346783 02/28/2018 PRTD 8876 MILLETT, LONNIE & KR				220098	PLN50590 SPT	02/14/2018		02/25/18	5,323.00
Invoice: PLN50590 SPT						PCD/PLN50590 APPLICATION WITHDRAWN			
				5,323.00	47047 345810	ZONING & SUBDIVISION FE			
								CHECK 346783 TOTAL:	5,323.00
346784 02/28/2018 PRTD 8581 NEOGOV				219934	INV23058-A	12/22/2017		02/25/18	553.59
Invoice: INV23058-A						EX/SALES TAX ON INV23058			
				553.59	31011131 535100	EXEC-C/E-SOFTWARE			
								CHECK 346784 TOTAL:	553.59
346785 02/28/2018 PRTD 677 NORTH COAST ELECTRIC				219935	S8400241.001	02/01/2018		02/25/18	108.06
Invoice: S8400241.001						PW/LIGHT BULBS			
				108.06	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
				219936	S8338976.002	02/05/2018		02/25/18	-36.70
Invoice: S8338976.002						PW/RETURN LIGHT BULBS			
				-36.70	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
								CHECK 346785 TOTAL:	71.36
346786 02/28/2018 PRTD 8320 NUMERICA CORPORATION				220046	3	02/09/2018		02/25/18	3,852.20
Invoice: 3						POL/ANNUAL LUMEN SUBX			
				3,852.20	52011212 535100	PD-C/E-INV-SOFTWARE			
								CHECK 346786 TOTAL:	3,852.20
346787 02/28/2018 PRTD 4111 OLYMPIC SPRINGS INC				220047	304241	01/31/2018	21800012	02/25/18	201.48
Invoice: 304241						POL/PURIFIED WATER			
				201.48	51011215 531100	POLICE - C/E FACIL SUPPLIES			
				220048	303664	12/31/2017	21800012	02/25/18	45.51
Invoice: 303664						POL/PURIFIED WATER			
				45.51	51011215 531100	POLICE - C/E FACIL SUPPLIES			
								CHECK 346787 TOTAL:	246.99

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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											
346788	02/28/2018	PRTD	7925 OMNIPARK, INC	220050	110237			02/01/2018	21800006	02/25/18	379.32
			Invoice: 110237					POL/PARKING SYSTEM SUPPORT			
				379.32	51011215	548500		POLICE - C/E FACIL COMP MAINT			
								CHECK	346788	TOTAL:	379.32
346789	02/28/2018	PRTD	8286 SUPERINTENDENT OF P	220051	13714			01/29/2018		02/25/18	129.00
			Invoice: 13714					POL/FINGERPRINTING			
				129.00	65438	386110		AGENCY-FINGERPRINT REV TO SPI			
				220052	13726			01/29/2018		02/25/18	43.00
			Invoice: 13726					POL/FINGERPRINTING			
				43.00	65438	386110		AGENCY-FINGERPRINT REV TO SPI			
				220053	13748			02/08/2018		02/25/18	172.00
			Invoice: 13748					POL/FINGERPRINTING			
				172.00	65438	386110		AGENCY-FINGERPRINT REV TO SPI			
				220054	13755			02/08/2018		02/25/18	86.00
			Invoice: 13755					POL/FINGERPRINTING			
				86.00	65438	386110		AGENCY-FINGERPRINT REV TO SPI			
				220055	13760			02/08/2018		02/25/18	172.00
			Invoice: 13760					POL/FINGERPRINTING			
				172.00	65438	386110		AGENCY-FINGERPRINT REV TO SPI			
								CHECK	346789	TOTAL:	602.00
346790	02/28/2018	PRTD	448 PARAMETRIX INC	220057	04-22271			01/24/2018		02/25/18	1,016.07
			Invoice: 04-22271					HPA - INTERTIDAL FORAGE FISH U			
				1,016.07	72011475	64110000732		WF PARK DOCK IMPRV-PROF SVCS			
								CHECK	346790	TOTAL:	1,016.07
346791	02/28/2018	PRTD	458 PENINSULA FIRE INC	219939	01312018BR9			01/31/2018		02/25/18	435.46
			Invoice: 01312018BR9					PW/EXIT SIGNS (10)			
				435.46	73011897	531100		O&M-C/E-PWY FAC-SUPPLIES			
								CHECK	346791	TOTAL:	435.46
346792	02/28/2018	PRTD	6865 RYAN WALSH	220114	1680			01/20/2018	21800030	02/25/18	2,725.00
			Invoice: 1680					RMV DEAD PINE-ROBINWOOD			
				2,725.00	73111427	54810000354		TREE PRES & REMOVAL-ROADS			
								CHECK	346792	TOTAL:	2,725.00

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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			
346793	02/28/2018	PRTD 5726 POLLARD WATER	219940	0099383-1	01/29/2018		02/25/18	27.38
		Invoice: 0099383-1			PW/MAGNET W/ EYE HOOK			
			27.38	73431835 531100	OFFICE SUPPLIES			
					CHECK	346793	TOTAL:	27.38
346794	02/28/2018	PRTD 360 PROBUILD COMPANY LLC	219941	1691590	02/05/2018		02/25/18	21.58
		Invoice: 1691590			PW/WOOD STAKES (20)			
			21.58	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
			219942	1691501	02/05/2018		02/25/18	32.68
		Invoice: 1691501			PW/QUICK SET CEMENT			
			32.68	73421355 531100	WIN COLL-SUPPLIES			
			219943	1691500	02/05/2018		02/25/18	22.87
		Invoice: 1691500			PW/MUD MIXER, PAINT MIXER			
			22.87	73421355 531100	WIN COLL-SUPPLIES			
			220134	1691776	02/06/2018		02/25/18	223.93
		Invoice: 1691776			PW/CABLE TIES, WOOD STAKES, SAFETY FENCE			
			223.93	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
					CHECK	346794	TOTAL:	301.06
346795	02/28/2018	PRTD 7187 RANDOLPH BAUER	219944	18-02-073	02/01/2018		02/25/18	90.00
		Invoice: 18-02-073			PW/JAN-FEB18 CESOTE PARK			
			90.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
			219945	18-02-074	02/01/2018		02/25/18	90.00
		Invoice: 18-02-074			PW/FEB18 RENTAL DECANT FAC			
			90.00	73435838 545000	O&M-DECANT-RENTS			
			219946	18-02-076	02/01/2018		02/25/18	90.00
		Invoice: 18-02-076			PW/FEB18 RENTAL SHOP			
			90.00	73011897 545000	O&M-C/E-PWYD FAC-RENTS			
			219947	18-02-075	02/01/2018		02/25/18	180.00
		Invoice: 18-02-075			PW/FEB18 RENTAL JOEL PRITCHARD PARK			
			180.00	73011768 545000	O&M-C/E-PARKS-OP LEASES			
					CHECK	346795	TOTAL:	450.00
346796	02/28/2018	PRTD 7801 REDSIDE CONSTRUCTION	220058	PAYREQ5-732	02/09/2018	21700112	02/25/18	281,544.20
		Invoice: PAYREQ5-732			CITY DOCK IMPROVEMENTS			
			281,544.20	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 346796 TOTAL:									281,544.20
346797	02/28/2018	PRTD	6685 REGIONAL DISPOSAL CO	219948	0000152255	12/31/2017	21800022	02/25/18	4,738.68
Invoice: 0000152255					BIOSOLIDS DISPOSAL				
					4,738.68	73425358	54790100551	BIOSOLIDS WASTE DISPOSAL	
CHECK 346797 TOTAL:									4,738.68
346798	02/28/2018	PRTD	8878 RESOURCE INTERNATION	220135	02/17/18	02/17/2018		02/25/18	150.00
Invoice: 02/17/18					COMM CTR/02-17 DAMAGE DEPOSIT REFUND				
					150.00	41625860	586000	SC/COMMONS ROOM DEP-DISBURSEME	
CHECK 346798 TOTAL:									150.00
346799	02/28/2018	PRTD	408 ROLLING BAY COMMERCIAL	219949	378338	02/01/2018		02/25/18	3,955.00
Invoice: 378338					CRT/MARCH 18 RENT				
					3,955.00	91011255	545000	GG-C/E-COURT BLDG-RENT	
CHECK 346799 TOTAL:									3,955.00
346800	02/28/2018	PRTD	639 EDWARD ROSENBAUM, PH	220061	314070	02/08/2018		02/25/18	375.00
Invoice: 314070					POL/PRE-HIRE EVALUATION				
					375.00	53011212	541100	POLICE - C/E PATROL PROF SVCS	
CHECK 346800 TOTAL:									375.00
346801	02/28/2018	PRTD	8343 SAFARILAND, LLC - LE	220072	I18-009709	01/30/2018		02/25/18	80.65
Invoice: I18-009709					POL/TRAINING AMMUNITION				
					80.65	53011212	531100	PD-C/E-PATROL SUPPLIES	
CHECK 346801 TOTAL:									80.65
346802	02/28/2018	PRTD	6180 SCE INC		220074 1692	02/05/2018	21800017	02/25/18	9,300.25
Invoice: 1692					WOODWARD / SAKAI TRAIL PSA				
					9,300.25	72111262	54110000898	WOODWARD/SAKAI TRAIL-PROF SVCS	
CHECK 346802 TOTAL:									9,300.25
346803	02/28/2018	PRTD	1670 SEATTLE PUMP & EQUIP	219950	18-0387	01/29/2018		02/25/18	247.69
Invoice: 18-0387					PW/HOSES				
					247.69	73637941	531100	VACTOR R&M-SUPPLIES	
CHECK 346803 TOTAL:									247.69

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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					
346804	02/28/2018	PRTD 2035 SIX ROBBLEES INC	219951	2-675874	02/06/2018		02/25/18	29.71
		Invoice: 2-675874			PW/SHOP SUPPLIES			
			29.71	73638935 531100	OFFICE SUPPLIES			
					CHECK	346804	TOTAL:	29.71
346805	02/28/2018	PRTD 601 SOUND REPROGRAPHICS	219450	60042	01/11/2018		02/25/18	16.84
		Invoice: 60042			PW/LAMINATE 36" DUANE LANE			
			16.84	72011321 531100	ENG - C/E ADMIN SUPPLIES			
			220075	59918	01/05/2018		02/25/18	17.44
		Invoice: 59918			EX/MEDINA NAME PLATE			
			17.44	36011143 531100	CLERK-C/E SUPPLIES			
					CHECK	346805	TOTAL:	34.28
346806	02/28/2018	PRTD 8738 SPEAKWRITE, LLC	220076	F554F18D	02/01/2018		02/25/18	54.00
		Invoice: F554F18D			POL/TRANSCRIPTION SERVICE			
			54.00	52011212 541100	POLICE - C/E INVEST PROF SVCS			
					CHECK	346806	TOTAL:	54.00
346807	02/28/2018	PRTD 8132 SPECTRA LABORATORIES	219952	18-00750	02/02/2018		02/25/18	57.00
		Invoice: 18-00750			PW/WWTP BOD TESTING			
			57.00	73425358 54110000391	LAB & TESTING SVCS-WWTP			
			219953	18-00815	02/07/2018		02/25/18	57.96
		Invoice: 18-00815			PW/WINWTR ECOLI TESTING			
			57.96	73411345 54110000391	LAB SVCS-WATER			
			219954	18-00805	02/07/2018		02/25/18	102.58
		Invoice: 18-00805			PW/WINTWTR ECOLI TESTING			
			102.58	73416345 54110000890	CASEY WTR ACQ-PROF SVCS			
			220136	18-00979	02/13/2018		02/25/18	62.10
		Invoice: 18-00979			PW/WINWTR FLOURIDE TESTING			
			62.10	73411345 54110000391	LAB SVCS-WATER			
			220137	18-00908	02/09/2018		02/25/18	19.32
		Invoice: 18-00908			PW/310 MADISON ECOLI TESTING			
			19.32	73411345 54110000391	LAB SVCS-WATER			
			220138	18-00967	02/13/2018		02/25/18	57.00
		Invoice: 18-00967			PW/WWTP BOD TESTING			
			57.00	73425358 54110000391	LAB & TESTING SVCS-WWTP			
			220139	18-00909	02/09/2018		02/25/18	19.32
		Invoice: 18-00909			PW/PW FAC ECOLI TESTING			

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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					
			19.32	73011897 54110000391	LAB SVCS-PWY FAC			
Invoice: 18-00980			220140	18-00980	02/13/2018	02/25/18	60.50	
					PW/ROCKAWAY TESTING			
			60.50	73415345 54110000391	LAB SVCS-WATER ROCKAWAY			
Invoice: 18-00910			220141	18-00910	02/09/2018	02/25/18	19.32	
					PW/ROCKAWAY ECOLI TESTING			
			19.32	73415345 54110000391	LAB SVCS-WATER ROCKAWAY			
					CHECK	346807 TOTAL:	455.10	
346808 02/28/2018 PRTD	2467 STAPLES ADVANTAGE		220077	3368032661	02/03/2018	02/25/18	115.65	
Invoice: 3368032661					PW/KLEENEX, INK, STAPLER, BATTERIES			
			115.65	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 3368032662			220078	3368032662	02/03/2018	02/25/18	80.03	
					PW/FILE JACKETS			
			80.03	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 3368032663			220080	3368032663	02/03/2018	02/25/18	87.66	
					PW/HIGHLIGHTERS, POST-ITS, NOTEBOOKS			
			87.66	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 3368032664			220081	3368032664	02/03/2018	02/25/18	152.01	
					PW/SHARPIES, PAPER, PENS			
			152.01	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 3368032665			220082	3368032665	02/03/2018	02/25/18	82.19	
					PW/MATXS4			
			82.19	72011321 531100	ENG - C/E ADMIN SUPPLIES			
Invoice: 3368032722			220142	3368032722	02/03/2018	02/25/18	377.89	
					PW/OFFICE SUPPLIES			
			377.89	73637891 531100	OFFICE SUPPLIES			
Invoice: 3368032721			220143	3368032721	02/03/2018	02/25/18	222.01	
					PW/OFFICE SUPPLIES			
			222.01	73637891 531100	OFFICE SUPPLIES			
					CHECK	346808 TOTAL:	1,117.44	
346809 02/28/2018 PRTD	2122 STERICYCLE INC		220083	3004145967	01/31/2018 21800007	02/25/18	23.06	
Invoice: 3004145967					POL/BIOHAZARD DISPOSAL			
			23.06	51011211 541100	PD-C/E-ADM-PROF SVCS			
					CHECK	346809 TOTAL:	23.06	

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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									

346810	02/28/2018	PRTD	7095 SUPERIOR SAW & SUPPL	219955	114726	02/06/2018		02/25/18	31.07
Invoice: 114726				31.07	73111427 548100	PWCHAINSAB BLADE SHARPEN			
						O&M-ACCESS RDSIDE R&M			
				220144	114955	02/13/2018		02/25/18	68.23
Invoice: 114955				68.23	73111427 548100	PW/BLADE SHARPENING			
						O&M-ACCESS RDSIDE R&M			
						CHECK	346810 TOTAL:		99.30
346811	02/28/2018	PRTD	8244 SUPPLYWORKS	219956	427733118	02/01/2018		02/25/18	237.14
Invoice: 427733118				237.14	73637948 531100	PW/INDUSTRIAL HAND SOAP (8)			
						O&M ALLOC-CITY WIDE SUPPLIES			
						CHECK	346811 TOTAL:		237.14
346812	02/28/2018	PRTD	5044 SVR DESIGN COMPANY	220084	0052218	02/07/2018	21400138	02/25/18	1,650.00
Invoice: 0052218				1,650.00	72334951 64110000596	OLYMPIC DRIVE NM IMP/ DESIGN			
						SR305-OLYMPIC NM-ENG/DESIGN			
						CHECK	346812 TOTAL:		1,650.00
346813	02/28/2018	PRTD	8243 CRANE & CRANE HOLDIN	219959	02/08/18	02/08/2018		02/25/18	5.00
Invoice: 02/08/18				5.00	91111427 547900	PW/.5Y WOOD WASTE			
						GG-STREET-ROADSIDE-GARBAGE			
				220145	02/13/18	02/13/2018		02/25/18	100.00
Invoice: 02/13/18				100.00	91111427 547900	PW/10Y WOOD WASTE			
						GG-STREET-ROADSIDE-GARBAGE			
				220146	02/15/18	02/15/2018		02/25/18	40.00
Invoice: 02/15/18				40.00	91111427 547900	PW/4Y WOOD WASTE			
						GG-STREET-ROADSIDE-GARBAGE			
						CHECK	346813 TOTAL:		145.00
346814	02/28/2018	PRTD	6714 TOSHIBA FINANCIAL SE	220148	22180166	02/19/2018		02/25/18	210.58
Invoice: 22180166				210.58	21011125 545000	CRT/E-STUDIO3005AC COPIER LEASE			
						COURT - RENTS & LEASES - OPER			
						CHECK	346814 TOTAL:		210.58
346815	02/28/2018	PRTD	2190 UNITED PARCEL SERVIC	220085	000028Y3Y1048	01/27/2018		02/25/18	45.44
Invoice: 000028Y3Y1048				45.44	91011215 542500	POL/SHIPPING			
						GG-C/E-PD-POSTAGE			

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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					

CHECK 346815 TOTAL:								45.44
346816	02/28/2018	PRTD 2425 THE UPS STORE #1265	220149	12/04/17	12/04/2017		02/25/18	10.71
Invoice: 12/04/17			10.71	91425358 542500	PW/SHIPPING EXPENSE			
					GG-WWTP-POSTAGE/SHIPPING			
Invoice: 12/12/17			220150	12/12/17	12/12/2017		02/25/18	7.62
			7.62	73431835 531100	PW/SHIPPING EXPENSE			
					OFFICE SUPPLIES			
Invoice: 12/20/17			220151	12/20/17	12/20/2017		02/25/18	9.28
			9.28	91011897 547900	PW/SHIPPING EXPENSE			
					GG-C/E-O&M YARD FAC-GARBAGE			
Invoice: 12/28/17			220152	12/28/17	12/28/2017		02/25/18	12.71
			12.71	91011897 542500	PW/SHIPPING EXPENSE			
					GG-C/E-O&M YARD FAC-POSTAGE			
Invoice: 02/13/18			220153	02/13/18	02/13/2018		02/25/18	8.55
			8.55	91425358 542500	PW/SHIPPING EXPENSE			
					GG-WWTP-POSTAGE/SHIPPING			
CHECK 346816 TOTAL:								48.87
346817	02/28/2018	PRTD 1152 USA BLUE BOOK	219960	479268	01/30/2018		02/25/18	155.67
Invoice: 479268			155.67	73425358 531100	PW/BOD SOLUTION, MAGNESIUM CHLORIDE			
					O&M-WWTP-SUPPLIES			
CHECK 346817 TOTAL:								155.67
346818	02/28/2018	PRTD 1162 WASHINGTON AUDIOLOGY	219966	52746	01/31/2018		02/25/18	20.00
Invoice: 52746			20.00	53011212 541100	POL/HEARING TEST GK			
					POLICE - C/E PATROL PROF SVCS			
Invoice: 52747			219968	52747	01/31/2018		02/25/18	60.00
			60.00	73637891 541100	PW/HEARING TESTS: LE, JK, SP			
					PROFESSIONAL SERVICES			
CHECK 346818 TOTAL:								80.00
346819	02/28/2018	PRTD 4104 WA ST FERRIES	220086	RK303152	01/31/2018		02/25/18	241.75
Invoice: RK303152			30.00	21011125 543100	JANUARY WAVE2GO USAGE			
			76.70	51011211 543100	COURT - TRAVEL EXPENSE			
			38.35	72011321 543100	PD-C/E-ADM-TRAVEL/MEALS/LODGIN			
			46.70	73011189 543100	ENG - C/E ADMIN TRAVEL EXPENSE			
			50.00	41011141 543100	O&M-FAC-TRAVEL/MEALS/LODGING			
					FIN - C/E ADMIN TRAVEL EXPENSE			

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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	346819	TOTAL:	241.75	
346820	02/28/2018	PRTD	2251 WA ST TREASURER	219962	JAN18-SBCC	01/31/2018		02/25/18	261.00	
Invoice: JAN18-SBCC				261.00	41652860 586000	WA ST SBCC OUT-COURT REMIT JAN18				
						SBCC BLDG.-OUT				
				219963	JAN18	01/31/2018		02/25/18	5,356.69	
Invoice: JAN18						WA ST OUT-COURT REMIT JAN18				
				2,165.86	41611860 586000	PSEA 60% OUT				
				1,192.25	41610860 586000	PSEA 30% OUT				
				64.79	41619860 586000	PSEA 3 - STATE DISB OUT				
				426.95	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT				
				82.21	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT				
				2.23	41616860 586000	THEFT PRV&TR BRAIN INJ-OUT				
				1,062.24	41614860 586000	JUDICIAL INFO SYST.-OUT				
				.47	41615860 586000	BREATH TEST-CUSTODIAL				
				2.63	41615860 586000	BREATH TEST-CUSTODIAL				
				212.91	41618860 586000	TRAUMA CARE-OUT				
				5.59	41612860 586311	DOM VIOLENCE PROT ORD VIOLATIO				
				20.11	41618860 586000	TRAUMA CARE-OUT				
				12.67	41618860 586000	TRAUMA CARE-OUT				
				72.03	41618860 586000	TRAUMA CARE-OUT				
				33.75	41615860 586961	STATE CRIME LAB				
						CHECK	346820	TOTAL:	5,617.69	
346821	02/28/2018	PRTD	5709 WEBCHECK INC	219969	5899	02/02/2018		02/25/18	114.45	
Invoice: 5899				57.23	43411341 541100	FIN/WEBCHECK SERVICES JAN18				
				57.22	43421351 541100	FIN - WATER ADMIN PROF SERVICE				
						FIN - SEWER ADMIN PROF SERVICE				
						CHECK	346821	TOTAL:	114.45	
346822	02/28/2018	PRTD	4819 THOMSON REUTERS - WE	219958	837671657	01/31/2018		02/25/18	516.13	
Invoice: 837671657				516.13	32011152 549100	LEGAL/JAN18 INFO CHARGES				
						LEGAL-C/E-DUES & SUBSCR SVCS				
						CHECK	346822	TOTAL:	516.13	
346823	02/28/2018	PRTD	499 WESTBAY AUTO PARTS I	219971	330979	01/26/2018		02/25/18	52.58	
Invoice: 330979				52.58	73638935 531100	PW/AQUAPELL(6)				
						OFFICE SUPPLIES				
				219972	332379	02/01/2018		02/25/18	8.64	
Invoice: 332379				8.64	73638935 531100	PW/TIRE VALVE STEM PULLER				
						OFFICE SUPPLIES				
				219973	332418	02/01/2018		02/25/18	56.68	

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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 2 193									
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		58,199.74	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			417,341.98
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		9,296.03	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		18,235.49	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		5,499.60	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		6,131.57	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		26,801.05	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		3,075.64	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		6,219.69	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		283,194.20	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000						ACCOUNTS PAYABLE		150.00	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		538.97	
02/21/2018	02/25/18	022818				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								417,341.98	417,341.98
APP 631-130000						DUE TO/FROM CLEARING		411,842.38	
02/21/2018	02/25/18	022818							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			58,199.74
02/21/2018	02/25/18	022818							
APP 402-130000						DUE TO/FROM CLEARING			9,296.03
02/21/2018	02/25/18	022818							
APP 401-130000						DUE TO/FROM CLEARING			18,235.49
02/21/2018	02/25/18	022818							
APP 407-130000						DUE TO/FROM CLEARING			6,131.57
02/21/2018	02/25/18	022818							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			26,801.05
02/21/2018	02/25/18	022818							
APP 403-130000						DUE TO/FROM CLEARING			3,075.64
02/21/2018	02/25/18	022818							
APP 650-130000						DUE TO/FROM CLEARING			6,219.69
02/21/2018	02/25/18	022818							
APP 301-130000						DUE TO/FROM CLEARING			283,194.20
02/21/2018	02/25/18	022818							
APP 622-130000						DUE TO/FROM CLEARING			150.00

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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			
02/21/2018	02/25/18	022818							
APP 901-130000						DUE TO/FROM CLEARING			538.97
02/21/2018	02/25/18	022818							
SYSTEM GENERATED ENTRIES TOTAL								411,842.38	411,842.38
JOURNAL 2018/02/193 TOTAL								829,184.36	829,184.36

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018 2	193	02/21/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		58,199.74
001-213000			GENERAL - ACCOUNTS PAYABLE	58,199.74	
			FUND TOTAL	58,199.74	58,199.74
101 STREET FUND	2018 2	193	02/21/2018		
101-130000			STREETS - DUE TO/FROM CLEARING		26,801.05
101-213000			STREETS - ACCOUNTS PAYABLE	26,801.05	
			FUND TOTAL	26,801.05	26,801.05
301 CAPITAL CONSTRUCTION FUND	2018 2	193	02/21/2018		
301-130000			DUE TO/FROM CLEARING		283,194.20
301-213000			ACCOUNTS PAYABLE	283,194.20	
			FUND TOTAL	283,194.20	283,194.20
401 WATER OPERATING FUND	2018 2	193	02/21/2018		
401-130000			DUE TO/FROM CLEARING		18,235.49
401-213000			ACCOUNTS PAYABLE	18,235.49	
			FUND TOTAL	18,235.49	18,235.49
402 SEWER OPERATING FUND	2018 2	193	02/21/2018		
402-130000			DUE TO/FROM CLEARING		9,296.03
402-213000			ACCOUNTS PAYABLE	9,296.03	
			FUND TOTAL	9,296.03	9,296.03
403 STORM & SURFACE WATER FUND	2018 2	193	02/21/2018		
403-130000			DUE TO/FROM CLEARING		3,075.64
403-213000			ACCOUNTS PAYABLE	3,075.64	
			FUND TOTAL	3,075.64	3,075.64
407 BUILDING & DEVELOPMENT FUND	2018 2	193	02/21/2018		
407-130000			DUE TO/FROM CLEARING		6,131.57
407-213000			ACCOUNTS PAYABLE	6,131.57	
			FUND TOTAL	6,131.57	6,131.57
622 EXPENDABLE TRUST FUND	2018 2	193	02/21/2018		
622-130000			DUE TO/FROM CLEARING		150.00
622-213000			ACCOUNTS PAYABLE	150.00	
			FUND TOTAL	150.00	150.00
631 CLEARING FUND	2018 2	193	02/21/2018		

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
631-130000				DUE TO/FROM CLEARING	411,842.38	
631-213000				ACCOUNTS PAYABLE	5,499.60	
635-111100				CASH		417,341.98
				FUND TOTAL	417,341.98	417,341.98
650 AGENCY FUND	2018 2	193	02/21/2018			
650-130000				DUE TO/FROM CLEARING		6,219.69
650-213000				ACCOUNTS PAYABLE	6,219.69	
				FUND TOTAL	6,219.69	6,219.69
901 CITY-WIDE REPORTING FUND	2018 2	193	02/21/2018			
901-130000				DUE TO/FROM CLEARING		538.97
901-213000				ACCOUNTS PAYABLE	538.97	
				FUND TOTAL	538.97	538.97

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		58,199.74
101	STREET FUND		26,801.05
301	CAPITAL CONSTRUCTION FUND		283,194.20
401	WATER OPERATING FUND		18,235.49
402	SEWER OPERATING FUND		9,296.03
403	STORM & SURFACE WATER FUND		3,075.64
407	BUILDING & DEVELOPMENT FUND		6,131.57
622	EXPENDABLE TRUST FUND		150.00
631	CLEARING FUND	411,842.38	6,219.69
650	AGENCY FUND		538.97
901	CITY-WIDE REPORTING FUND		
	TOTAL	411,842.38	411,842.38

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

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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									
346825	02/28/2018	PRTD	863 INTERSTATE BATTERIES	219920	22051414	02/01/2018		2/25/18	265.33
Invoice: 22051414						PW&POL/BATTERIES			
						20.71 73638935 531100 OFFICE SUPPLIES			
						244.62 51011211 531100 PD-C/E-ADM-SUPPLIES			
CHECK 346825 TOTAL:									265.33
346826	02/28/2018	PRTD	54 BAINBRIDGE RENTAL IN	219897	CON#30152	02/05/2018		2/25/18	32.70
Invoice: CON#30152						PW/LAWN ROLLER RENTAL			
						32.70 73011183 545000 O&M-C/E-CH FAC-RENTS			
Invoice: CON#30265						219899 CON#30265 02/09/2018 2/25/18 43.59			
						PW/MANURE FORK OFFICE SUPPLIES			
CHECK 346826 TOTAL:									76.29
346827	02/28/2018	PRTD	55 SOUND PUBLISHING, IN	219893	BIR794544	02/02/2018		2/25/18	106.25
Invoice: BIR794544						PCD/NOA PLN51027 VEG			
						106.25 63470586 544000 CUR - DEV ZONING ADVERTISING			
Invoice: BIR794543						219894 BIR794543 02/02/2018 2/25/18 112.15			
						PCD/NOA PLN50879 SPR CUR - DEV ZONING ADVERTISING			
CHECK 346827 TOTAL:									218.40
346828	02/28/2018	PRTD	7769 BERK & ASSOCIATES, I	219900	10239-01-18F	02/06/2018		2/25/18	5,565.22
Invoice: 10239-01-18F						HR/MISSION, VISION, VALUES PROJECT MGMT			
						5,565.22 33011161 541100 HR-C/E-PROF SVCS			
CHECK 346828 TOTAL:									5,565.22
346829	02/28/2018	PRTD	50 BAINBRIDGE ISLAND EL	219896	20170167	02/09/2018		2/25/18	152.60
Invoice: 20170167						PW/TROUBLESHOOT DRY WELL VENT			
						152.60 73421355 548100 WIN COLL-R&M			
CHECK 346829 TOTAL:									152.60
346830	02/28/2018	PRTD	1 BAINBRIDGE ISLAND SC	219895	EST16-0115	02/16/2018		2/25/18	11.25
Invoice: EST16-0115						PCD/EST16-0115/PLN5076 TRAFFIC STUDY REMAINING AMT			
						11.25 65538 38600000197 TRAFFIC ANALYSIS-3PARTY-RECEIP			
CHECK 346830 TOTAL:									11.25

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

346831	02/28/2018	PRTD	8595 BRUCE TITUS FORD, IN	219901	67067497/3	02/06/2018		2/25/18				47.83				
			Invoice: 67067497/3						POL/OIL CHANGE VEH 222							
				47.83	53011212 548100				POLICE - C/E PATROL MAINTENANC							
				219902	67065426/1	02/09/2018		2/25/18				421.79				
			Invoice: 67065426/1						POL/VEH 214 ELECTRICAL REPAIRS							
				421.79	53011212 548100				POLICE - C/E PATROL MAINTENANC							
							CHECK	346831	TOTAL:			469.62				
346832	02/28/2018	PRTD	8491 CHUCKALS, INC.	219904	938789-0	02/02/2018		2/25/18				229.84				
			Invoice: 938789-0						CRT/OFFICE SUPPLIES							
				229.84	21011125 531100				COURT - SUPPLIES							
							CHECK	346832	TOTAL:			229.84				
346833	02/28/2018	PRTD	103 CITY OF BAINBRIDGE I	219905	21800019	02/07/2018		2/25/18				163.21				
			Invoice: 21800019						PW/SANDS WELL H2O USAGE JAN18							
				34.94	73111290 547500				O&M-STREET-ADM OH-CITY WTR/SWR							
				128.27	73421355 547500				O&M-SWR-CITY WATER/SEWER BILL							
							CHECK	346833	TOTAL:			163.21				
346834	02/28/2018	PRTD	8816 ECOANALYSTS, INC.	219911	01275	02/07/2018		2/25/18				1,200.00				
			Invoice: 01275						PW/1Q WWTP NPDES TESTING							
				1,200.00	73425358 54110000391				LAB & TESTING SVCS-WWTP							
							CHECK	346834	TOTAL:			1,200.00				
346835	02/28/2018	PRTD	216 FEDERAL EXPRESS CORP	219912	6-069-15737	01/26/2018		2/25/18				75.35				
			Invoice: 6-069-15737						PW/FEDEX SHIPPING							
				75.35	91421891 542500				GG-SWR-FAC-POSTAGE							
							CHECK	346835	TOTAL:			75.35				
346836	02/28/2018	PRTD	53 NICK FELKEY	219913	081751	01/11/2018		2/25/18				564.08				
			Invoice: 081751						CC/COUNCIL MEMBER PORTRAITS FOR LOBBY							
				564.08	11011116 531100				COUNCIL - SUPPLIES							
							CHECK	346836	TOTAL:			564.08				
346837	02/28/2018	PRTD	513 GRAINGER	219914	9683956222	01/30/2018		2/25/18				85.13				
			Invoice: 9683956222						PW/SELECTOR SWITCH KNOBS (10)							
				85.13	73637941 531100				VACTOR R&M-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: 9683222401				219915	9683222401	01/29/2018		2/25/18	145.60		
				145.60	73421355 531100	PW/INLINE DUCT FAN					
						WIN COLL-SUPPLIES					
						CHECK	346837	TOTAL:	230.73		
346838	02/28/2018	PRTD	8374 HEARING ADVANTAGE, I	219917	3944	01/31/2018		2/25/18	140.00		
Invoice: 3944						PW&POL/HEARING SCREENINGS: SP, GK, LE, JK					
				105.00	73637891 541100	PROFESSIONAL SERVICES					
				35.00	53011212 541100	POLICE - C/E PATROL PROF SVCS					
						CHECK	346838	TOTAL:	140.00		
346839	02/28/2018	PRTD	268 HOUSING RESOURCES BO	219919	02/06/18	02/06/2018		2/25/18	150.00		
Invoice: 02/06/18						FIN/COMM CTR DEPOSIT REFUND					
				150.00	41625860 586000	SC/COMMONS ROOM DEP-DISBURSEME					
						CHECK	346839	TOTAL:	150.00		
346840	02/28/2018	PRTD	2306 KITSAP COUNTY PROSEC	219923	JAN18	01/18/2018		2/25/18	9,247.00		
Invoice: JAN18						LEGAL/JAN 2018 PROSECUTION SERVICES					
				9,247.00	32011521 541112	LGL-CRIMINA-OUTSIDE PROSECUTOR					
						CHECK	346840	TOTAL:	9,247.00		
346841	02/28/2018	PRTD	1505 KITSAP COUNTY TREASU	219924	JAN18	01/31/2018		2/25/18	79.64		
Invoice: JAN18						KC-OUT COURT REMIT JAN18					
				72.64	41612860 586000	CRIME VICTIMS-OUT					
				7.00	41613860 586000	COUNTY LAW LIB - DISB OUT					
						CHECK	346841	TOTAL:	79.64		
346842	02/28/2018	PRTD	579 KITSAP SUN	219926	1895962	01/26/2018		2/25/18	72.00		
Invoice: 1895962						HR/JOB AD MAINT TECH I/II					
				72.00	33011161 544000	HR-C/E-ADVERTISING					
				219927	1910140	01/31/2018		2/25/18	145.00		
Invoice: 1910140						HR/JOB AD: MAINT TECH					
				145.00	33011161 544000	HR-C/E-ADVERTISING					
						CHECK	346842	TOTAL:	217.00		
346843	02/28/2018	PRTD	8566 KURT R. LATIMORE	219929	18-2	01/18/2018	21800033	2/25/18	9,900.00		
Invoice: 18-2						IMPLEMENTATION OF LATIMORE REP					
				9,900.00	61011585 541100	PROFESSIONAL SERVICES					

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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	346843	TOTAL:	9,900.00	
346844	02/28/2018	PRTD	8871 DANIEL MARTIN	219930	02/25/18	02/13/2018	2/25/18		410.00	
Invoice: 02/25/18				150.00	41625860	586000	REFUND OF COMM CTR RENTAL FEES			
				260.00	01136	362430	SC/COMMONS ROOM DEP-DISBURSEME			
				SC/COMMONS ROOM RENTALS						
						CHECK	346844	TOTAL:	410.00	
346845	02/28/2018	PRTD	8642 MULTICARE HEALTH SYS	219931	01/24/18	01/24/2018	2/25/18		100.00	
Invoice: 01/24/18				100.00	73011189	541100	PW/OCC HEALTH TESTING			
				O&M - C/E FACIL PROF SERVICES						
						CHECK	346845	TOTAL:	100.00	
346846	02/28/2018	PRTD	2574 NATIONAL BARRICADE C	219932	274270	01/29/2018	2/25/18		3,399.23	
Invoice: 274270				3,399.23	990	141100	PW/SIGNS			
				MERCHANDISE						
						CHECK	346846	TOTAL:	3,399.23	
346847	02/28/2018	VOID	8064 ROLAND RESOURCES, IN						.00	
Invoice:										
						CHECK	346847	TOTAL:	.00	
346848	02/28/2018	PRTD	938 WA ST DEPT OF HEALTH	219910	2018-PERMIT	02/08/2018	2/25/18		3,969.10	
Invoice: 2018-PERMIT				3,969.10	73411345	549800	PW/2018 OPERATING PERMIT FEE			
				PERMITS-COBI OR OUTSIDE AGENCY						
						CHECK	346848	TOTAL:	3,969.10	
346849	02/28/2018	PRTD	8564 WILLIAM E COOPER	219909	201805	02/08/2018	2/25/18		402.00	
Invoice: 201805				402.00	91029211	521500	LEOFF 1 REIMBURSEMENT 3/1-5/31/2018 PREM			
				POLICE - INS ADD MEDICAL COSTS						
						CHECK	346849	TOTAL:	402.00	

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NUMBER OF CHECKS 25 *** CASH ACCOUNT TOTAL *** 37,235.89

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	24	37,235.89
TOTAL VOIDED CHECKS	1	.00

*** GRAND TOTAL *** 37,235.89

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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 2 194									
APP 631-213000						ACCOUNTS PAYABLE		210.84	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			37,235.89
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		27,267.08	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 101-213000						STREETS - ACCOUNTS PAYABLE		78.53	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		218.40	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		1,701.82	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		90.89	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000						ACCOUNTS PAYABLE		300.00	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		3,399.23	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		3,969.10	
02/21/2018 2/25/18		022818				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								37,235.89	37,235.89
APP 631-130000						DUE TO/FROM CLEARING		37,025.05	
02/21/2018 2/25/18		022818							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			27,267.08
02/21/2018 2/25/18		022818							
APP 101-130000						STREETS - DUE TO/FROM CLEARING			78.53
02/21/2018 2/25/18		022818							
APP 407-130000						DUE TO/FROM CLEARING			218.40
02/21/2018 2/25/18		022818							
APP 402-130000						DUE TO/FROM CLEARING			1,701.82
02/21/2018 2/25/18		022818							
APP 650-130000						DUE TO/FROM CLEARING			90.89
02/21/2018 2/25/18		022818							
APP 622-130000						DUE TO/FROM CLEARING			300.00
02/21/2018 2/25/18		022818							
APP 901-130000						DUE TO/FROM CLEARING			3,399.23
02/21/2018 2/25/18		022818							
APP 401-130000						DUE TO/FROM CLEARING			3,969.10
02/21/2018 2/25/18		022818							
SYSTEM GENERATED ENTRIES TOTAL								37,025.05	37,025.05
JOURNAL 2018/02/194 TOTAL								74,260.94	74,260.94

02/21/2018 15:26
cchristianson

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 7
apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018 2	194	02/21/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		27,267.08
001-213000			GENERAL - ACCOUNTS PAYABLE	27,267.08	
			FUND TOTAL	27,267.08	27,267.08
101 STREET FUND	2018 2	194	02/21/2018		
101-130000			STREETS - DUE TO/FROM CLEARING		78.53
101-213000			STREETS - ACCOUNTS PAYABLE	78.53	
			FUND TOTAL	78.53	78.53
401 WATER OPERATING FUND	2018 2	194	02/21/2018		
401-130000			DUE TO/FROM CLEARING		3,969.10
401-213000			ACCOUNTS PAYABLE	3,969.10	
			FUND TOTAL	3,969.10	3,969.10
402 SEWER OPERATING FUND	2018 2	194	02/21/2018		
402-130000			DUE TO/FROM CLEARING		1,701.82
402-213000			ACCOUNTS PAYABLE	1,701.82	
			FUND TOTAL	1,701.82	1,701.82
407 BUILDING & DEVELOPMENT FUND	2018 2	194	02/21/2018		
407-130000			DUE TO/FROM CLEARING		218.40
407-213000			ACCOUNTS PAYABLE	218.40	
			FUND TOTAL	218.40	218.40
622 EXPENDABLE TRUST FUND	2018 2	194	02/21/2018		
622-130000			DUE TO/FROM CLEARING		300.00
622-213000			ACCOUNTS PAYABLE	300.00	
			FUND TOTAL	300.00	300.00
631 CLEARING FUND	2018 2	194	02/21/2018		
631-130000			DUE TO/FROM CLEARING	37,025.05	
631-213000			ACCOUNTS PAYABLE	210.84	
635-111100			CASH		37,235.89
			FUND TOTAL	37,235.89	37,235.89
650 AGENCY FUND	2018 2	194	02/21/2018		
650-130000			DUE TO/FROM CLEARING		90.89
650-213000			ACCOUNTS PAYABLE	90.89	
			FUND TOTAL	90.89	90.89

02/21/2018 15:26
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT						
901 CITY-WIDE REPORTING FUND	2018 2	194	02/21/2018			
901-130000				DUE TO/FROM CLEARING		3,399.23
901-213000				ACCOUNTS PAYABLE	3,399.23	
				FUND TOTAL	3,399.23	3,399.23

02/21/2018 15:26 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		27,267.08
101	STREET FUND		78.53
401	WATER OPERATING FUND		3,969.10
402	SEWER OPERATING FUND		1,701.82
407	BUILDING & DEVELOPMENT FUND		218.40
622	EXPENDABLE TRUST FUND		300.00
631	CLEARING FUND	37,025.05	
650	AGENCY FUND		90.89
901	CITY-WIDE REPORTING FUND		3,399.23
	TOTAL	37,025.05	37,025.05

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

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Special City Council Meeting Minutes, February 6, 2018 (Pg. 311)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
Proposed By: City Clerk	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

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
CCMIN 020618 SPECIAL	Backup Material



SPECIAL CITY COUNCIL MEETING
TUESDAY, FEBRUARY 6, 2018

MEETING MINUTES

1. CALL TO ORDER

Deputy Mayor Blossom called the special City Council meeting to order at 6:00 p.m. in Council Chambers.

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

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 7:01 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: Study Session City Council Minutes, February 6, 2018 (Pg. 313)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
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 020618 STUDY SESSION	Backup Material



CITY COUNCIL STUDY SESSION
TUESDAY, FEBRUARY 6, 2018

MEETING MINUTES

1. CALL TO ORDER/ROLL CALL

Deputy Mayor Blossom called the meeting to order at 7:02 p.m. in Council Chambers.

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

2. AGENDA APPROVAL OR MODIFICATION/CONFLICT OF INTEREST DISCLOSURE

Councilmember Peltier moved and Councilmember Medina seconded to approve the agenda as presented. The motion carried unanimously, 7-0. Deputy Mayor Blossom recused herself from the moratorium discussion.

3. PRESENTATION(S)

A. Presentation by Puget Sound Regional Council (PSRC) on PSRC'S Work in Regional Planning and Funding, AB 18-018 – City Council 7:04 PM

Josh Brown, Executive Director of the Puget Sound Regional Council, provided a presentation on PSRC's work in regional planning and funding and addressed Council's questions.

4. PUBLIC HEARING

A. Public Hearing on Duane Lane Road Vacation and Consideration of Ordinance No. 2018-04, AB 17-201 – Public Works 7:32 PM

Public Works Director Loveless introduced the agenda item.

Deputy Mayor Blossom opened the public hearing at 7:34 p.m.

Public Comment

Chris Van Dyke spoke in favor of the road vacation.

Ricardo Fleishfresser spoke against retaining easements.

Tom Cole spoke against retaining easements.

Steve Matthews spoke about access for Wallace Cottages.

Rachel Hofer spoke about impacts to Wallace Way.

Lee Cross, Bainbridge Island Metropolitan Park & Recreation District Commissioner, spoke in favor of the road vacation.

Andy Maron spoke about trail opportunities.

Stephen Crampton encouraged Council to focus neighborhood impacts.

Randall Olson, legal counsel for the Ohrts, spoke in favor of the road vacation and provided background on the project.

Todd McKittrick provided background on Wallace Cottages access.

Deputy Mayor Blossom closed the public hearing at 8:00 p.m.

MOTION: I move to forward to the February 13, 2018, Council meeting Ordinance No. 2018-04 for further consideration.

Scott/Medina: The motion carried 6-1 with Deputy Mayor Blossom voting against.

5. UNFINISHED BUSINESS

A. Ordinance No. 2018-05, Amending and Restating Ordinance No. 2018-02, as Amended by Ordinance No. 2018-03, Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development Applications, AB 18-021 – Planning 8:25 PM

Deputy Mayor Blossom left Council Chambers. Mayor Medina introduced the ordinance.

MOTION: There is one small clarification that I would propose to the ordinance in our packet. It is in the final “whereas” clause on page 2. Just to make it consistent it needs to say “Whereas, generally the moratorium is intended to apply to new subdivision developments as well as to other types of development land use activities that result in significant loss of native vegetation.” With that change, I move that we approve the proposed ordinance that is in our packet, Ordinance No. 2018-05 amending and restating Ordinance No. 2018-02, as amended by Ordinance No. 2018-03.

Scott: The motion failed for lack of a second.

MOTION: I propose now that for discussion purposes, we amend the proposed ordinance in our packet as I stated earlier.

Scott/Tirman: The motion failed 1-5 with Councilmember Scott voting in favor.

MOTION: I move to amend subsection 3.B of Ordinance No. 2018-05, which addresses types of land use applications effected by the moratorium to read:

“Structures, buildings, and land use permits and approvals in the R-1, R-2 and R-0.4 zones likely to result in less than 65% of the subject property being retained as native vegetation,

or if that percentage is already below 65% and is likely to be further reduced, except that a minimum development area of 12,500 square feet for any given lot or parcel located in those zones will be allowed conversion of three-quarters of an acre, or more, of vegetation to hard surfaces (excluding driveways and site access), lawn, or landscape areas, or would convert 2.5 acres, or more, of native vegetation to pasture on the subject property. This does not apply to complete land use applications (see BIMC Table 2.16.010-1) that were submitted prior to the effective date of the moratorium, and to the resultant site work and associated approvals related to such complete land use applications.”

Peltier/Nassar: The motion carried 5-1 with Councilmember Scott voting against.

MOTION: I move to add a new subsection 3.C to Ordinance No. 2018-05 that reads:

C. Major Site Plan and Design Reviews, and Major Conditional Use Permits that did not submit complete applications by the effective date of moratorium Ordinance No. 2018-02. 8:50 p.m.

Peltier/Nassar: The motion failed 3-3 with Councilmembers Peltier, Nassar, and Medina voting in favor.

Councilmember Peltier also proposed to add an exemption for Major Site Plans and Design Reviews, and Major Conditional Use Permits that have received a recommendation for approval by the Design Review Board.

MOTION: I move to forward Ordinance 2018-05, as amended, to February 13th Business Meeting for further discussion.

Peltier/Tirman: The motion carried 5-1 with Councilmember Scott voting against.

Council requested an analysis of the difference in Site Plan Review between the previous and current draft, and staff's recommendation on the impact of Councilmember Peltier's suggested language relating to Major Conditional Use Permits and Site Plan Review.

Council adjourned for a recess at 9:04 p.m. and re-convened at 9:09 p.m.

B. Island Center Subarea Planning Public Participation Plan, AB 17-164 – Planning 9:09 PM

Planning Director Christensen introduced the agenda item.

MOTION: I move to place the Island Center Subarea Planning Public Participation Plan to the February 13, 2018 City Council Business Consent Agenda.

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

6. NEW BUSINESS

A. Miller Road Shoulder Improvements (Core 40 Program), AB 16-145 – Public Works 9:16 PM

Public Works Director Loveless provided information on the project and addressed Council's questions. Council's consensus was to look at the impact of reducing the shoulder to five feet.

B. Review of City's 2017 Workplan Results and 2018 City-Wide Workplan Priorities, AB 18-019 – Executive 9:54 PM

Deputy City Manager Smith presented highlights of the 2017 workplan results and 2018 City-wide workplan priorities.

MOTION: I move to forward the 2017 Year End Report and the 2018 Citywide Workplan Priorities for adoption on the consent agenda on February 13, 2018.

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

7. COUNCIL DISCUSSION

A. Report on the City Council Advance, AB 18-020 – Mayor Medina 9:58 PM

Mayor Medina provided a report on the City Council Advance. He updated Council on a green building presentation and community engagement plans.

8. FOR THE GOOD OF THE ORDER - 10:06 PM

9. ADJOURNMENT

Deputy Mayor Blossom adjourned the meeting at 10:07 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, February 13, 2018 (Pg. 318)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
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 021318 SPECIAL	Backup Material



SPECIAL CITY COUNCIL MEETING
TUESDAY, FEBRUARY 13, 2018

MEETING MINUTES

1. CALL TO ORDER

Mayor Medina called the special City Council meeting to order at 6:02 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Blossom, and Councilmembers Deets, Nassar, Peltier, and Tirman were present. Councilmember Scott participated by telephone.

2. EXECUTIVE SESSION

Council adjourned to the Planning Conference Room pursuant to (1) RCW 42.30.110(1)(g) to review the performance of a public employee, and (2) 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 7:03 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, February 13, 2018 (Pg. 320)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
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 021318 BUSINESS	Backup Material



REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, FEBRUARY 13, 2018

MEETING MINUTES

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

Mayor Medina called the meeting to order at 7:04 p.m. in Council Chambers.

Mayor Medina, Deputy Mayor Blossom, and Councilmembers Deets, Nassar, Peltier and Tirman were present. Councilmember Scott participated by telephone.

2. AGENDA APPROVAL OR MODIFICATION/CONFLICT OF INTEREST DISCLOSURE

Mayor Medina asked to add the Rich Property Settlement Agreement to New Business. The agenda was approved, as amended. Deputy Mayor Blossom recused herself from the moratorium discussion.

3. MAYOR'S REPORT – 7:05 PM

Mayor Medina mentioned the addition of the Guiding Principles from the Comprehensive Plan to the agendas, the grand opening of the STO Trail on March 3, 2018, and upcoming Ward Meetings.

4. PUBLIC COMMENT - 7:08 PM

Marcus Hoffman spoke about water management and recycling.

David Mueller spoke about his damage claim.

5. CITY MANAGER'S REPORT - 7:16 PM

City Manager Schulze reported on last week's active shooter drill, the police-involved shooting, the Critical Areas Ordinance Public Information Meeting on February 12, 2018, his walk along the Miller Road Non-Motorized Improvement Project area, and closure for President's Day.

6. PRESENTATION(S)

A. Proclamation Declaring the Month of February 2018 as "Black History Month," AB 18-022 – Mayor Medina 7:22 PM

Mayor Medina read the proclamation.

MOTION: I move to authorize the Mayor to sign the proclamation declaring the month of February 2018, as "Black History Month" in the City of Bainbridge Island and to add this proclamation to the list of annual proclamations that do not require Council approval.

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

7. PUBLIC HEARING

A. Ordinance No. 2018-05, Amending and Restating Ordinance No. 2018-02, as Amended by Ordinance No. 2018-03, Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development Applications, AB 18-021 – Planning 7:27 PM

Planning Director Christensen introduced the moratorium on certain development applications.

Mayor Medina opened the public hearing at 7:27 p.m.

John Bierly spoke about the effect of the moratorium on affordable housing.

Dennis Reynolds spoke against the moratorium.

Mary Clare Kersten spoke in favor of the moratorium.

Terry McGuire spoke about business/industrial property and the impact of the moratorium.

Shelley Long, Executive Director of Bainbridge Island Child Care Centers, spoke about the impact on their project.

Paul Svornich spoke in favor of the moratorium.

Steve Holman spoke against the process of the moratorium.

Julie Smith spoke in favor of the moratorium.

Peter Perry, Design Review Board, spoke in favor of the moratorium.

Jeff Krueger spoke against the moratorium.

Bruce Weiland spoke about the basis for the moratorium and said the new version is preferable. He spoke against adding Site Plan Reviews.

Heidi Herendeen spoke in favor of the moratorium.

Jeb Thornburg encouraged Council to review the basis for the moratorium.

Steve Kersten spoke in favor of the moratorium.

Joseph Lacko spoke against the moratorium.

Cihan Anisoglu spoke against including the downtown mixed used zone in the moratorium and asked Council to rescind it.

Jim Halbrook spoke in favor of the moratorium.

Molly Storrs spoke against the moratorium.

Jonathan Davis spoke against the moratorium.

Charlie Wenzlau spoke against the broadness of the moratorium and the impact on affordable housing.

Kelsey Laughlin spoke against the moratorium.

David Smith spoke about the adequacy of the City's water supply and against the moratorium.

Peter Brachvogel spoke against the Native Vegetation Protection Area.

Ron Herbs spoke in favor of the moratorium.

Craig Clark spoke against the moratorium.

Corey Christopherson spoke against the moratorium.

Marshall Tappan spoke in favor of the moratorium.

Olaf Ribeiro spoke in favor of the moratorium.

Bonnie McBryan spoke about the divisiveness of the moratorium.

Adam Brenneman spoke against the moratorium.

Rebecca Blake spoke about the impact on affordable housing and against the moratorium.

Rod Stevens spoke in favor of the moratorium.

Steve Rabago spoke about the impact on the business/industrial zone and against the moratorium.

Brian Lindgren spoke about the impact on his house plans.

Michelle Hecker spoke against the moratorium and the process.

Councilmember Scott ended his participation by telephone at 8:45 p.m.

Mayor Medina adjourned the meeting for a break at 8:59 p.m. and re-convened the meeting at 9:10 p.m. Mayor Medina proposed re-ordering the agenda, and Council agreed to defer several items given the late hour.

MOTION: In part to incorporate wording recommended by the staff memo, I move to further amend previously amended subsection 3.B of Ordinance No. 2018-05, which addresses types of land use applications effected by the moratorium to read:

B. Structures, buildings, and land use permits and approvals in the R-1, R-2 and R-0.4 zones:

- (i) That will result in less than 65% of the subject property being retained as native vegetation; or
- (ii) That will result in reducing the native vegetation on the subject property by any amount if that property had native vegetation existing on less than 65% of the property as of the effective date of the moratorium.
- (iii) Provided, that subsections (i) and (ii) do not prohibit structures, buildings, and land use permits and approvals in the R-1, R-2, and R-0.4 zones that will result in land disturbance of 12,500 square feet on the subject property.
- (iv) Provided further, that this Section B does not apply to complete land use applications (see BIMC Table 2.16.010-1) that were submitted prior to the effective date of the moratorium, and to the resultant site work and associated approvals related to such complete land use applications.

Peltier/Nassar: The motion carried unanimously, 5-0.

MOTION: I move to add a new subsection 3.C to Ordinance No. 2018-05 that reads:

C. Major Site Plan and Design Review and Major Conditional Use Permit applications that did not receive recommendations for approval from the Design Review Board prior to the effective date of the moratorium.

Peltier/Tirman: The motion failed 4-1, with Councilmember Peltier voting in favor.

MOTION: We could amend that Section B so it reads “in the R-1, R-2, R-0.4, and Business/Industrial zones.”

Peltier/Tirman: The motion carried unanimously, 5-0.

Council discussed whether to include the Mixed Use Town Center in the moratorium.

MOTION: I move to add Mixed Use Town Center to subsection 3.B for inclusion.

Tirman/Peltier: The motion carried 3-2 with Councilmembers Peltier and Nassar voting against.

Council discussed expanding the exclusions to include private and public education facilities as long as they meet native vegetation requirements.

MOTION: I make a motion to add private to public schools.

Deets/Tirman: The motion failed 5-0.

MOTION: Councilmember Tirman moved to rescind his previous motion regarding inclusion of the Mixed Use Town Center.

Tirman/Peltier: The motion carried unanimously, 5-0. 10:33 PM

MOTION: I move to approve Ordinance No. 2018-05, as amended. 10:37 PM

Tirman/Deets: The motion failed 4-1 with Councilmember Peltier voting against.

Mayor Medina closed the public hearing at 10:37 p.m.

8. NEW BUSINESS [MOVED]

A. Request for Installation of Speed Humps on Wardwell Road, AB 18-024 – Public Works 10:40 PM

Public Works Director Loveless introduced the agenda item.

Public Comment

Erin Hill spoke about speeding on Wardwell.

Jerry Brader spoke in favor of speed humps.

Bill McClain spoke in favor of speed humps.

Tom Supplee spoke against speed humps.

Ed Kushner spoke in favor of speed humps.

Jeremy Fish spoke against speed humps.

MOTION: I move that we approve the installation of speed humps on Wardwell Road.

Peltier/Deets: The motion was withdrawn.

MOTION: I move that we instruct Public Works Director Loveless to come back with a recommendation for traffic calming measures that likely involve speed humps or speed tables. 11:05 PM

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

9. UNFINISHED BUSINESS

A. Ordinance No. 2018-04 Relating to the Duane Lane Road Vacation, AB 17-201 – Public Works 11:05 PM

Public Works Director Loveless introduced the road vacation.

Public Comment

Todd McKittrick spoke about the road vacation.

Randall Olsen spoke about the dispute and the proposed road vacation.

David Stockman commented on the easement and access issues.

MOTION: I move to direct the City Attorney to draft language for council consideration with further condition approval of the Duane Lane vacation by requiring the Ohrts to offer additional road right of way, the developers of Wallace Cottages, for purpose of creating a two-lane extension of Wallace Way from

Madison Avenue to Wallace Cottages. This language should include options for Council consideration related to the basis on which such additional road right of way would be made available by the Ohrts.

Peltier/Blossom: The motion failed 3-3 with Councilmembers Peltier and Nassar and Deputy Mayor Blossom voting in favor.

MOTION: I move to approve Ordinance No. 2018-04 relating to the Duane Lane street vacation.

Tirman/Deets: The motion failed 3-3 with Mayor Medina and Councilmembers Tirman and Deets voting in favor.

10. CLOSED RECORD PROCEEDING [MOVED]

A. Resolution No. 2018-02 Approving the Rolling Sunrise Plat (PLN18840 FSUB), AB 18-007 – Planning 11:45 PM

City Attorney Levan reviewed the Appearance of Fairness doctrine and closed record proceeding procedures. There were no disclosures from Council or Appearance of Fairness challenges. Planning Manager Wright provided information on the Rolling Sunrise plat.

MOTION: I move to refer the proposal for Rolling Sunrise plat back to the Hearing Examiner due to inconsistencies between the Hearing Examiner's findings and a determination of compliance with BIMC 2.16.15.H.1.F.4 pertaining to adequacy of streets and pedestrian ways serving the proposed development.

Peltier/Nassar: The motion carried 5-1 with Deputy Mayor Blossom voting against.

B. Ordinance No. 2018-07 Establishing a Gender Inclusive Bathroom Requirement as Part of a New Title 7, Human Rights, of the Bainbridge Island Municipal Code, AB 18-027 – Councilmembers Tirman and Scott

This item was deferred due to the late hour.

C. Resolution No. 2018-05, Grant Acceptance for Fletcher Bay Road Core 40 Project, Sportsman Club/New Brooklyn Intersection Improvements, and Olympic Drive Non-Motorized Improvements, AB 18-028 – Public Works

This item was deferred due to the late hour.

D. 2018 Police Vehicle Procurement, AB 18-023 – Public Works

This item was deferred due to the late hour.

E. Settlement Agreement Relating to the Rich Property 12:18 AM

Mayor Medina asked for a motion regarding the agreement.

MOTION: I move to authorize the City Manager to pursue the possible settlement agreement related to a legal dispute regarding the Rich property and a vegetation management permit and do thereby authorize the City Manager to execute all documents necessary to effectuate that settlement agreement consistent with the legal discussion Council had with the City Attorney in executive session regarding this matter.

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

11. CONSENT AGENDA - 12:19 AM

A. Agenda Bill for Consent Agenda, AB 18-025

B. Accounts Payable and Payroll

Accounts Payable: check number 346571 from previous run for \$11,475; manual check run check sequence 346572 – 346588 for \$1,001,028.62; regular check run sequence 346589 – 346736 for \$516,662.05; ACH check numbers 284 – 285 for \$1,805.83; EFT check number 283 for \$7,467.33. Total disbursement = \$1,519,496.50.

Payroll: normal direct deposit check sequence 040819 – 040942 for \$287,285.32; normal check run sequence 108413 – 108416 for \$7,264.49; vendor run check sequence 108417 – 108431 for \$306,066.19; Federal Tax Electronic Transfer for \$112,373.70. Total disbursement = \$712,989.70.

C. City Council Study Session Minutes, January 16, 2018

D. Regular City Council Business Meeting Minutes, January 23, 2018

E. Special City Council Meeting Minutes, January 24, 2018

F. Special City Council Meeting Minutes, January 30, 2018

G. City's 2017 Workplan Results and Ongoing 2018 City-Wide Workplan Priorities, AB 18-020

H. Island Center Subarea Planning Public Participation Plan, AB 17-164

MOTION: I move to approve the Consent Agenda, as presented.

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

12. COMMITTEE REPORTS - 12:19 AM

A. Ethics Board Regular Meeting Minutes, November 20, 2017

B. Environmental Technical Advisory Committee Regular Meeting Minutes, December 21, 2017

C. Affordable Housing Task Force Regular Meeting Minutes, January 10, 2018

D. Utility Advisory Committee Meeting Regular Meeting Minutes, January 10, 2018

E. Tree and Low Impact Development Ad Hoc Committee Meeting Notes, January 17, 2018

13. REVIEW UPCOMING AGENDAS - 12:20 AM

A. Council Calendar

The ordinance relating to all gender restrooms was deferred until March.

14. FOR THE GOOD OF THE ORDER - 12:21 AM

Mayor Medina requested authorization to sign a letter to the Washington Utilities and Transportation Commission regarding Puget Sound Energy's 2017 Integrated Resource Plan, and Council concurred. Deputy Mayor Blossom commented on the moratorium discussion.

15. ADJOURNMENT

Mayor Medina adjourned the meeting at 12:26 a.m.

Kol Medina, Mayor

Christine Brown, City Clerk

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Special City Council Meeting Minutes, February 15, 2018 (Pg. 329)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
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 021518 SPECIAL	Backup Material



SPECIAL CITY COUNCIL MEETING
TUESDAY, FEBRUARY 15, 2018

MEETING MINUTES

1. CALL TO ORDER/ROLL CALL

Mayor Medina called the meeting to order at 6:33 p.m. in Council Chambers.

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

2. UNFINISHED BUSINESS

A. Ordinance No. 2018-05, Amending and Restating Ordinance No. 2018-02, as Amended by Ordinance No. 2018-03, Imposing a Temporary Six-Month Moratorium on the Acceptance of Certain Development Applications, AB 18-021 – Planning

Mayor Medina asked for a motion, and Councilmember Tirman moved and Councilmember Deets seconded to approve Ordinance No. 2018-05, as revised.

Mayor Medina asked if there was any discussion prior to the vote on the motion, and Councilmember Peltier offered the following motions.

MOTION: To clarify how the moratorium effects Major Site Plan and Major Conditional Use permit applications, I move to add subsection 3.C to Ordinance No. 2018-05 that it reads:

C. Major Site Plan and Design Review and Major Conditional Use Permit proposals that are not otherwise subject to this moratorium and that did not, before the effective date of the moratorium, have a pre-application conference on the Planning Department's calendar.

Peltier/Nassar: The motion passed 4-1 with Councilmember Deets voting against.

MOTION: I move to limit the processing of new Housing Demonstration Design Project applications by adding a new subsection 3.D. that reads

D. All Housing Design Demonstration Project applications, other than Tier 3, for which a complete application has not been accepted prior to the effective date of the moratorium.

Peltier/Nassar: The motion was withdrawn following discussion.

MOTION: I move to strike the 13th Whereas of ordinance 2018-05, which reads,

***WHEREAS**, generally, the moratorium is intended to apply to new residential development that involves more than development of a single-family home, as well as to other types of development and land use activities that would result in significant loss of native vegetation; and*

Peltier/Nassar: The motion carried unanimously, 5-0.

MOTION: I move to amend the 8th and 10th Whereas clauses by adding the word “partly” after the word “based” so that the first part of each Whereas reads:

***WHEREAS**, the City Council and City staff received feedback and comment from individuals related to the moratorium and, based partly on that feedback and comment,*

***[Not read] WHEREAS**, the Council and City staff have received additional feedback and comment from individuals related to the moratorium and, based partly on that feedback, the Council has determined that further amendment is necessary to clarify which types of activities are subject to the moratorium, and which activities are excluded from the moratorium; and*

Peltier/Nassar: The motion carried unanimously, 5-0.

Mayor Medina asked Council if there are any additional issues that Council would like staff to address.

MOTION: Mayor Medina asked staff to bring back a proposal to exclude educational facilities in any zone that do not result in less than 65% of the subject property being retained as native vegetation or that does not result in reducing the native vegetation on the subject property by any amount that it has now.

Nassar/Deets: The motion carried 4-1 with Councilmember Tirman voting against.

MOTION: I move to approve Ordinance No. 2018-05, as revised.

Tirman/Deets: The motion carried unanimously, 5-0.

Mayor Medina asked Planning Director Christensen for information on next steps. Planning Director Christensen described a work program, and Mayor Medina asked if the draft work plan could be provided by February 27, 2018. Mayor Medina also asked staff to determine if there are any unintended consequences to the new Section 3.C.

3. ADJOURNMENT

Mayor Medina adjourned the meeting at 7:43 p.m.

Kol Medina, Mayor

Christine Brown, City Clerk

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Environmental Technical Advisory Committee 2017 Annual Report and 2018 Work Plan, AB 18-029 (Pg. 332)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-029
Proposed By: Council	Referrals(s):

BUDGET INFORMATION

Department: City Clerk	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

A representative from the Environmental Technical Advisory Committee attended the City Council meeting on February 20, 2018 and presented the committee's 2017 report and 2018 work plan (see attached).

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
ETAC report	Backup Material

Environmental Technical Advisory Committee
Key Activities 2017

1. Reviewed and commented on the Samilson habitat management plan
2. Reviewed the Wyckoff east harbor cap enhancement project
3. Reviewed Suzuki property ecological assessment draft report
4. Discussion the processes followed to develop a climate action plan using the ICLEI clear path protocols and if this was an appropriate effort for ETAC
5. Reviewed Critical Areas Ordinance – with specific reference to the wetlands, fish and wildlife conservation areas and frequently flooded areas sections
6. Reviewed the Planning Commission’s recommended draft CAO
7. Reviewed and commented on the Blakely School’s HMP
8. Toured Waste water treatment plant and discussed water reclamation
9. Reviewed and commented on the Robbins HMP was discussed
10. Reviewed the ground water studies conducted on Bainbridge Island
11. Reviewed the Groundwater Production Test conducted by Aspect Consulting
12. Conducted a general discussion of the feasibility of developing a ground water management program for Bainbridge Island
13. Had a consultant who specializes in the development of Ground Water Management Plans present to ETAC what it entails and the current regulatory requirements effecting the development.
14. Discussion of available groundwater management plans for:
 - Vashon
 - South King County
 - Redmond
 - Issaquah
 - East King County

Environmental Technical Advisory Committee
Work Plan 2018

- Investigation of the benefits and disadvantages of developing a Groundwater Management Plan
- Provide input on the SMP monitoring plan as requested (ongoing)
- Provide input on the SMP restoration plan as requested (ongoing)
- Review 2nd Edition *State of the Island's Waters*
- Review WQFMP to determine its appropriate scope
- Review Wyckoff-Eagle Harbor Superfund Site project
- Review of Habitat Management Plans as needed

Notes:

SMP – Shoreline Management Plan

WQFMP – Water Quality Flow Management Plan

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Historic Preservation Commission 2017 Annual Report and 2018 Proposed Work Plan, AB 18-030 (Pg. 335)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-030
Proposed By: Council	Referrals(s):

BUDGET INFORMATION

Department: City Clerk	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

A representative from the Historic Presentation Commission attended the February 20, 2018 City Council meeting and presented the commission's 2017 report and 2018 work plan (see attached).

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
2017 Annual Report and 2018 Work Plan	Backup Material

To: Bainbridge Island City Council

From: Historic Preservation Commission

Date: February 20, 2018

Re: 2017 Summary of Activities and 2018 Proposed Work Plan

2017 SUMMARY OF ACTIVITIES

In calendar year 2017, the Historic Preservation Commission undertook the following activities:

- I. In accordance with the revised Historic Preservation Code (18.24) the Commission proceeded to begin a review of the City's Historic Inventory:
 - Created a process to Identify "Register Eligible" properties
 - Reviewed over 150 inventory properties including Winslow Way properties, and Japanese/Filipino historic farms
 - Identified over 57 properties as Register Eligible
 - Sent letters to 57 Register Eligible property owners explaining the status
- II. Designed signage for properties listed on the Register
- III. Performed other statutory duties including:
 - Issued a Certificate of Appropriateness for a new roof on 1632 Parkview Drive and for a new garage for the Captain Lovell House.
 - Reviewed and approved the nomination of 568 Ericksen to the Local Register.
 - Reviewed demo permits for buildings over 50 years old and issued comments where appropriate.
 - Insisted on mitigation for the Moran School demolition, including a web-based history of the school and historic signage at the site.
- IV. Served in an advisory capacity to property owners and the City including:
 - Worked with the City, Friends of the Farms, Bainbridge Island History Museum and KO Consulting in developing a long-term restoration plan for the Suyematsu Farm.
 - Consulted with the new owner of the Moritani property (Fletcher Bay Foundation) in salvaging historic artifacts as well as asking for, and receiving, a commitment that historic signage would be placed on the property.
 - Continued to monitor progress at the YAMA site including having a commissioner (Marcia Montgomery) on the YAMA steering committee.
 - Provided input to design team for the proposed 305 Bridge.

2018 PROPOSED WORK PLAN

- I. Continue to review remaining inventory properties and identify Register Eligible properties with follow up notification to property owners.
- II. Hold a spring reception and workshop for Register and Register Eligible property owners to 1) thank Register Property owners for their commitment to historic preservation and 2) explain Register status to Register Eligible property owners and encourage nominations.
- III. Identify Historic Island Farms (18.24.130), encourage nominations, design and produce signage.
- IV. Explore the feasibility of establishing a web-based database, accessible by the public, of Historic Inventory and status of each property. Ideally, we would include photos and historic documentation.
- V. Work with representatives of the Fort Ward Bakery to issue a Certificate of Appropriateness so the building permit can be issued.
- VI. Continue to consult on the Suyematsu Restoration project.
- VII. Assure that signage is produced and installed at the Moran School site (with the Bainbridge Island History Museum).
- VIII. Continue to review and comment on demo permit requests for inventory properties.
- IX. Perform other routine statutory duties including:
 - Review and act upon nominations of Heritage Trees.
 - Consult with property owners, as needed, regarding improvements to historic properties and issues regarding nomination to the Local Historic Register.
 - Serve as a consultant to the City on historic preservation issues.

Adopted Unanimously on February 8, 2018 by Historic Preservation Commissioners:

Sandy Burke
Frank Jacobson
Carol Oas
Will Shopes
David C. Williams-Chair
Adrienne Wolfe

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Affordable Housing Task Force Appointments (Pg. 338)	Date: 2/27/2018
Agenda Item: CONSENT AGENDA - 9:10 PM	Bill No.: 18-035
Proposed By: Mayor Medina	Referrals(s):

BUDGET INFORMATION

Department: City Clerk	Fund:	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

The Affordable Housing Task Force has recommended that Corey Christopherson and Jonathan Davis be appointed to the task force, and Mayor Medina approved the recommendations.

RECOMMENDED ACTION/MOTION

Approve appointments with the Consent Agenda.

ATTACHMENTS:

Description	Type
❑ J. Davis Application	Backup Material
❑ C. Christopherson Application	Backup Material

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Monday, February 19, 2018 2:30:15 PM

Citizen Advisory Group Application

Step 1

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

Applicant Name	Jonathan Davis
Email	jd@davisstudioAD.com
Phone	
Address	
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	Self
Current Position	Owner/Architect
I am interested in serving on one of the following advisory groups (select all that apply):	Affordable Housing Task Force (not recruiting at this time)

Experience & Qualifications

Have you served on any city advisory groups in the past?	No
If so, please indicate which groups:	Field not completed.
Please share your qualifications for this appointment (skills,	Architect with experience in market and affordable rate housing projects

activities, training,
education) if any:

Please share your community interests (groups, committees, organizations) if any:	Creating a better community, through insightful planning and design.
--	---

Feel free to attach your resume (optional):	<i>Field not completed.</i>
--	-----------------------------

Type the Year	2018
---------------	------

How did you hear about the volunteer opportunity?	Other - See below
---	-------------------

Other	Task Force Members
-------	--------------------

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

From: noreply@civicplus.com
To: [Roz Lassoff](#)
Subject: Online Form Submittal: Citizen Advisory Group Application
Date: Sunday, February 18, 2018 8:04:33 PM

Citizen Advisory Group Application

Step 1

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

Applicant Name	Corey Christopherson
Email	[REDACTED]
Phone	[REDACTED]
Address	[REDACTED]
City	Bainbridge Island
State	WA
Zip	98110
Current Employer	Verizon Wireless
Current Position	Principal System Performance Engineer
I am interested in serving on one of the following advisory groups (select all that apply):	Affordable Housing Task Force (not recruiting at this time)
Experience & Qualifications	
Have you served on any city advisory groups in the past?	No
If so, please indicate which groups:	<i>Field not completed.</i>
Please share your qualifications for this appointment (skills,	Bainbridge Island native Advanced skills in statistical analysis and interpretation of large data sets Extensive knowledge of real estate trends

activities, training,
education) if any:

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

American Legion

Feel free to attach your
resume (optional):

Field not completed.

Type the Year

2018

How did you hear
about the volunteer
opportunity?

Other - See below

Other

City Council meeting public comment period

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

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Marine Access Committee Regular Meeting Minutes, January 8, 2018 - Councilmember Peltier (Pg. 343)	Date: 2/27/2018
Agenda Item: COMMITTEE REPORTS - 9:15 PM	Bill No.:
Proposed By: Councilmember Peltier	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
☐ Marine Access Committee Regular Meeting Minutes, January 8, 2018	Backup Material



MARINE ACCESS COMMITTEE
REGULAR MEETING MINUTES
MONDAY, JANUARY 8, 2018

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 Mark Leese and Council Liaison Ron Peltier were also present.

No **AGENDA MODIFICATIONS** were made.

No **CONFLICTS** were reported.

A **motion** was made (Spils) and seconded (Hill) to approve the **MINUTES** of the Regular Marine Access Committee Meeting on December 11, 2017. The minutes were approved without modifications or objections.

The Committee welcomed Councilmember Ron Peltier as the new liaison to the Marine Access Committee and provided a brief oral history of the committee's work.

REPORTS

City: Councilmember Peltier did not provide an update. He will monitor City business moving forward for issues of interest to the MAC.

Harbor Stewards: Chief Hamner reported to Mark Leese that he is reviewing the BIPD's staffing and operational capacity in response to the harbor stewards' requests for additional patrols in Eagle Harbor. The City Dock is progressing well with an estimated completion at the end of February 2018.

The Eagle Harbor linear moorage for liveaboard residents was determined to be at the end of its useful life during a dive inspection. It will not be replaced or repaired, and all current liveaboards tied to the linear moorage will move to a buoy in the Open Water Marina.

A proposal for a deep-water dock (200-feet) in Fletcher Bay was submitted to the City. Mark Leese is aware of concerns by residents of Fletcher Bay and other boaters that the length of the dock will impede safe navigation in the bay. Elise Wright will follow-up with the appropriate contact at the City to understand where the dock is currently in the permitting process and the Committee will discuss at its regular February meeting.

Harbormaster: Nine tenants are slated for the Open Water Marina in 2018 as of December 2017.

The BETTY SUE (WN0324MF) remains a nuisance in Eagle Harbor with two calls for grounding (January 2, 2018) and Hawley Cove (January 4, 2018). The City prevailed in a removal action and the Harbormaster reports that the vessel left Eagle Harbor on January 4, 2018. A number of other vessels in Eagle Harbor, Manzanita, and Port Madison are scheduled for or pending review of removal action by the City.

Boat trailer placards are now available for the 2018 boating season. The ramp, pump out, dinghy dock, and overnight dock are still unavailable through the end of the construction on the new City dock.

ACTION ITEMS

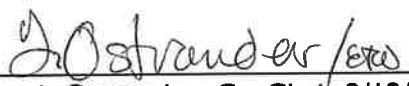
Annual Report to Council: The Committee reviewed and finalized its Annual Report to Council at the December Regular Meeting. The report will be presented on Tuesday, January 16, 2018 by Frank Ostrander and Greg Spils.

2018/2019 Work Plan: The 2018/2019 Work Plan was finalized following the November Regular Marine Access Committee Meeting. The work plan will be presented to the City Council on Tuesday, January 16, 2018 by Frank Ostrander and Greg Spils.

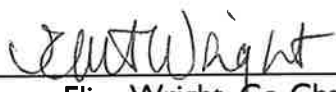
Capital Improvement Projects: No projects were recommended at this time. The Committee will continue to develop a list of suggestions throughout 2018.

NEXT MEETING: Monday, February 12, 2018.

The meeting was **ADJOURNED** at 6:36 PM.



Frank Ostrander, Co-Chair 2/12/18



Elise Wright, Co-Chair 2/12/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Climate Change Advisory Committee Regular Meeting Minutes, January 22, 2018 - Councilmember Deets (Pg. 346)	Date: 2/27/2018
Agenda Item: COMMITTEE REPORTS - 9:15 PM	Bill No.:
Proposed By: Councilmember Deets	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
☐ Climate Change Advisory Committee Regular Meeting Minutes, January 22, 2018	Backup Material



CITY OF
BAINBRIDGE ISLAND

CLIMATE CHANGE
ADVISORY COMMITTEE
MONDAY, JANUARY 22, 2018
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

Present: Committee members Gary Lagerloef, David McCaughey, Nora Ferm Nickum, James Rufo-Hill, Council liaison Joe Deets. On the phone: Lara Hansen

Absent: Committee members Derik Broekhoff, Jane Rein, Deborah Rudnick

Public: Heidi Madden

1. Call to order
 - The meeting was called to order at 6:38 pm.
2. New co-chair
 - James Rufo-Hill was approved as the Committee's new co-chair.
3. Approval of minutes
 - Minutes from the previous meeting (December 11, 2017) were approved.
4. Public comment
 - Heidi Madden introduced herself.
5. Greenhouse gas inventory recommendations
 - The Committee's recommendations have been presented to Council. We understand that it was put on the consent agenda for January 23 Council meeting.
6. Committee size
 - Committee members present indicated that they strongly prefer to remain a nine-person committee, with an additional Committee member appointed to replace Michael Cox.
7. Subcommittee updates
 - Electrical generation subcommittee: PSE has a [Carbon Balance Program](#) that allows individuals to offset their emissions from electricity. The funds are handled by ClimateActionReserve.org and don't go to PSE. The subcommittee will look into it further. In the future, we might want to gather and provide more information about offsets and think about the advantages and disadvantages.
 - Adaptation subcommittee: Adaptation subcommittee members will focus on the Comprehensive Plan and will consider doing a charrette about how to tie adaptation to long-term planning on the island. They will also look at lessons from the City of Seattle.
 - Transportation subcommittee: No updates. *Written update attached.*
 - Waste subcommittee: No updates.



CITY OF
BAINBRIDGE ISLAND

CLIMATE CHANGE
ADVISORY COMMITTEE
MONDAY, JANUARY 22, 2018
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

8. VW settlement comment

- We understand that the City of Bainbridge Island has submitted a letter to the Washington State Department of Ecology supporting the use of VW settlement funds to help electrify the two largest ferries in the Washington State Ferry system, which serve Bainbridge Island. The Committee had recommended that the City submit such a letter of support.

9. New business: Community education and outreach on climate change (2.37.030.C.7)

- We discussed the idea of having a climate change dialogue event. We could do it at City Hall on April 21, the day before Earth Day and the same day as the Farmers' Market.
- The Committee could be the official convener.
- We could have tabling by all groups on Bainbridge Island that are interested and involved in things related to climate change.
- Gary, David, James, and Lara will follow up.

10. February meeting

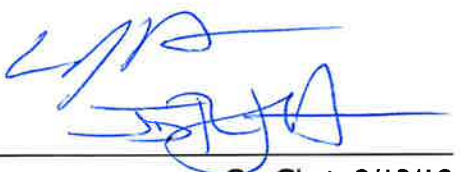
- Agenda
 - i. Make a plan for getting the Request for Proposals (RFP) for the GHG inventory completed and issued.
 - ii. Outreach and education: Plan for the spring event and follow up about graphics/posters.
 - iii. Report out on subcommittee meeting with PSE.
- Date
 - i. The co-chairs will do a new Doodle poll to set the date for the February meeting. Starting in March, we'll be back to meeting on third Wednesdays.

11. Information from the Committee's Council liaison

- The Committee's Council liaison, Joe Deets, reported that he has requested that the money that Bainbridge Islanders put into the Green Power Program (about \$125,000 per year) stay on the island for local renewable energy or energy efficiency projects.
- Joe is also interested in introducing a resolution to Council that shows support for state legislation with regard to a carbon tax, a renewable portfolio standard, UTC rules amendments, and green building codes.

12. Meeting adjourned

- The meeting was adjourned at 7:35 pm.


Co-Chair 2/13/18

Transportation Subcommittee of the COBI Climate Change Advisory Committee Meeting

January 9, 2018

Present: Deb Rudnick, Jane Silberstein Rein

RESPONDING TO THE COMP PLAN MATRIX

Our last meeting indicated that we were willing to wait and see how the City staff responded to the matrix showing climate change-relevant comp plan goal and policy statements, the implementation measures for each and the status and timeline for action on each.

The matrix states that there are 3 major items within the Transportation Element: Ferries, 305 and Environment. The first two have not yet been acted upon. The third, Environment, was listed as completed based on SEPA and the Island Wide Transportation Plan work, but we are not yet clear that these efforts are fully inclusive of climate change-related goals.

Suggested actions our committee could take on these Transportation items include:

Goal: TR-3 Ferries

Attend PSRC meetings, especially transportation policy Committee and Board of PSRC (Don Wulott represents Bainbridge Island on this committee) and Kitsap Regional Coordinating Council (Tirman and Medina currently represent BI). Ferry service would surely be part of both body's planning efforts.

Goal: TR-5 Route 305

Regularly attend North Kitsap Trails Association Meetings; regularly attend meetings relating to STO project (305 Working Group: Ron Peltier currently represents COBI)

Goal: TR-12 Environment

TR 12.1: City states it has completed action on these matters via SEPA review, which, to our knowledge contains no reference to climate change. More work needs to be done in response to this policy.

TR 12.2: Obtain and review Island Wide Transportation Plan and determine to what extent it addresses climate change-related actions.

ADDITIONAL ACTIONS

1) Most importantly, research existing plans and planning efforts relating to transportation systems on Bainbridge Island. This means finding documents as well as determining meeting schedules of regional and state transportation planning bodies and monitor their work and/or attend meetings.

2) Research cities similar to BI (climate, population, etc.) that have notable Climate Action plans or recognition to see what's been done relative to transportation. Visit? Bring back ideas from other places and test the waters.

3) Insure CCAC liaison to these COBI committees: Multi-modal; Utility; Design Review Board; Affordable Housing; ETAC; Historic Preservation; Island Center Planning; Marine Access

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Utility Advisory Committee Meeting Regular Meeting Minutes, January 24, 2018 - Councilmember Nassar (Pg. 350)	Date: 2/27/2018
Agenda Item: COMMITTEE REPORTS - 9:15 PM	Bill No.:
Proposed By: Councilmember Nassar	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
☐ Utility Advisory Committee Meeting Regular Meeting Minutes, January 24, 2018	Backup Material



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, JANUARY 24, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Committee Members Present: Andy Maron (Co-Chair), Jeff Kanter (Co-Chair), Ted Jones, Nancy Nolan, Emily Sato, Jim Thrash

Absent: Steve Johnson, member

Also Present: Council Liaison Rasham Nassar, Public Works Director Barry Loveless

1. The meeting was called to order by Co-Chair Jeff Kanter at 5:04 p.m.
2. The Minutes of the January 10, 2018 meeting were unanimously approved.
3. Public Comment: None.
4. 2018 Work Plan: Andy and Jeff presented the proposed work plan to City Council. It was approved by the City Council and the Council made several comments about Internet and Cell Phone service review.
5. Small Water System Cooperation and Impact of Fire Code on Water Systems: UAC subcommittees involved with these two issues are in progress. A draft memo related to the Fire Code has been presented by the UAC subcommittee to BIFD Fire Marshall Luke Carpenter for his review and input. The Cooperation and Consolidation subcommittee is presently working on a draft memorandum outlining the existing small water systems on the island and who manages them. The memo will also identify problems with these Small water systems and what the subcommittee recommends assisting in further cooperation and assistance to these systems.
6. Water/Sewer Rate Structure: Proposals by consulting firms are due the 1st week of February. Interviews of candidates will begin later that month. Co-Chair Jeff Kanter and member Emily Sato will represent the UAC on the interviewing team.
7. Sewer System Review: The UAC hopes to create a template for UAC "heightened review" of City owned utilities. The template could possibly include a checklist of items to review for all City owned utilities. Member Ted Jones will lead the discussion about this review at a future UAC meeting. He will also consider how such a review might look for non-City owned utilities as described in item g. of the UAC 2018 work plan.

Suggestions for the first review of the sewer system include:

- Review of citizen complaints about performance; potentially devise a public process for making complaints; possibly a survey including citizens who are not currently served by the utility but would like to be.
- Review of any new regulations which may affect the operation of the utility.
- Review of the capital improvement plan for the utility (with particular attention to the current Lower Lovell outfall issue.)
- Review possibility of tertiary treatment.
- Review what is involved in meeting goal of providing sewer to Island Center.



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8. 2019-20 Capital Improvement Program and Budget: Barry Loveless will bring the budget calendar to the next meeting for further discussion.
9. Lower Lovell: Barry is expecting a final consultant report on this issue at the end of this month and will present the report at a future meeting of the UAC.
10. Internet and Cell Phone Service: City Manager Doug Shultz is discussing Internet Service with KPUD and perhaps others. Barry will update the UAC about Doug's progress with this.
11. Good of the Order: Discussed the Federal grant that was obtained to widen the shoulders on Miller Road from Tolo to Peterson. PSE may use this City improvement project to bury electric lines. Co-Chair Jeff Kanter mentioned that the Environmental Technical Advisory Committee (ETAC) is reviewing ground water management plans.

Co-Chair Andy Maron again discussed the possibility of arranging a tour of City Sewer and Water facilities for new UAC members and new City Council members.
12. Meeting Time: The next meeting time has been changed to Tuesday February 13th from 5 to 7.
13. Adjournment: The meeting was Adjourned at 6:25.


Co Chair 02/13/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Environmental Technical Advisory Committee Regular Meeting Minutes, January 25, 2018 - Councilmember Nassar (Pg. 353)	Date: 2/27/2018
Agenda Item: COMMITTEE REPORTS - 9:15 PM	Bill No.:
Proposed By: Councilmember Nassar	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, January 25, 2018	Backup Material



CITY OF
BAINBRIDGE ISLAND

ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE
REGULAR MEETING
THURSDAY, JANUARY 25, 2018
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

I. CALL TO ORDER / ROLL CALL / ACCEPT OR MODIFY AGENDA/ CONFLICT OF INTEREST DISCLOSURE 3:07 PM

CHAIR: FRANK GREMSE

MEMBERS: JASON FLOWERS CHARLIE KRATZER
DYLAN FRAZER KARL SHEARER

COUNCIL LIAISON: RASHAM NASSAR

CITY OF BAINBRIDGE ISLAND: CAMI APFELBECK CHRISTIAN BERG
PUBLIC:

NAME	TITLE/PROFESSION	AGENCY
JAY REGENSTREIF	PLANNING ENGINEER	SAMMAMISH PLATEAU WATER
ERIC FERGUSON	HYDROGEOLOGIST	KING COUNTY GROUNDWATER PROTECTION PROGRAM
JOEL PURDY	HYDROGEOLOGIST	KITSAP PUBLIC UTILITY DISTRICT #1
MARK MORGAN	WATER QUALITY MANAGER	KITSAP PUBLIC UTILITY DISTRICT #1
DOUG KELLY	HYDROGEOLOGIST	ISLAND COUNTY ENVIRONMENTAL HEALTH
BOB ANDERSON	SENIOR PRINCIPAL HYDROGEOLOGIST	GEOSYNTEC CONSULTANTS
DEBRA LESTER	KPUD COMMISSIONER	KITSAP PUBLIC UTILITY DISTRICT #1
JEFF KANTER	COMMITTEE MEMBER	BI UTILITY ADVISORY COMMITTEE
SANDRA O'CONNER	CITIZEN	BAINBRIDGE ISLAND
GREG GEEHAN	CITIZEN	BAINBRIDGE ISLAND

2. WELCOME COUNCILMEMBER LIAISON RASHAM NASSAR

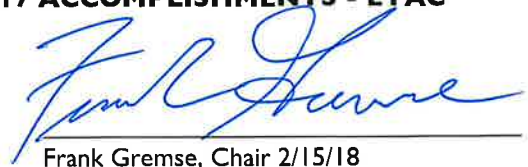
3. APPROVAL OF MINUTES – DECEMBER 12, 2017

4. DISCUSSION OF THE ADVANTAGES AND DISADVANTAGES OF DEVELOPING A GROUND WATER MANAGEMENT PLAN – ALL

5. PUBLIC COMMENT
PROVIDED BY DEBRA LESTER, JEFF KANTER AND GREG GEEHAN

6. ANTICIPATED ETAC ACTIVITIES FOR 2018 AND 2017 ACCOMPLISHMENTS - ETAC

7. ADJOURNMENT 4:50 PM



Frank Gremse, Chair 2/15/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Tree & Low Impact Development Ad Hoc Committee Special Meeting Notes, January 31, 2018 (Pg. 355)	Date: 2/27/2018
Agenda Item: COMMITTEE REPORTS - 9:15 PM	Bill No.:
Proposed By: Deputy Mayor Blossom and Councilmembers Peltier and Nassar	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 SPECIAL 013118	Backup Material



TREE & LOW IMPACT DEVELOPMENT
AD HOC COMMITTEE
SPECIAL MEETING NOTES
WEDNESDAY, JANUARY 31, 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 and BIFD: Jennifer Sutton, Luke Carpenter

Public: Mike Juneau, Charles Schmid

Agenda Items 1, 2, & 3: Committee members reviewed and approved Notes from the January 17 meeting, and the Agenda was approved without change. There was no public comment.

Agenda Item 4, Ongoing Business: Work on BIMC 16.18 continued, with reference to another DRAFT of the chapter reflecting work by Jon and Jennifer, and alternative language proposed by Ron for two of the measures in section .030, dealing with farming and tree removal for solar panels.

Jennifer asked if there should be a minimum requirement for tree retention in the denser zones, and we discussed whether tree units (already required in BIMC 18.15.010 for new development and redevelopment) would suffice. The question may have to be addressed when subdivision design standards are revised.

Recognizing Luke Carpenter, Assistant Chief of the Fire Department, we took note of the reference in 16.18.025.D to the *Community Wildfire Protection Plan*. Ron observed that if the *Plan* has not been formally adopted by the Council, that might limit the effectiveness of its goals and policies. Jon said that the *Plan* does not propose specific regulations, but does describe prudent steps that homeowners should take to protect against damage to homes in the event of a fire. Luke referred to 'FireWise' standards and the *International Wildland-Urban Interface Code*, which is pertinent to some parts of Bainbridge Island. In light of these, we may want to make some changes to language in 16.18.

Rasham raised a question relating to the granting of "special exemptions," such as for fire protection. This led to a general discussion, prompted by Ron, pertaining to the criteria for granting a permit in "exceptional circumstances," or to get around the expectation that canopy cover of 50% of lot area will be preserved. There was general agreement that criteria should be specific, not subjective. Since we can't anticipate all the circumstances, how specific can they be? Subsequently, Mike suggested that administrative criteria should be developed to provide guidance to arborists. Mack commented that we're almost done with 16.18, and criteria are what's missing.

We discussed details in several parts of the current DRAFT, including the alternative language submitted by Ron. He urged all members of the committee to study the DRAFT, and Jon said that he would send several revisions to Jennifer for distribution before the next meeting.

Our next meeting will be on Wednesday, February 7th, and that will get us back on a 1st and 3rd Wednesday schedule.

Notes Approved: February 7, 2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Affordable Housing Task Force Regular Meeting Minutes, January 24, 2018 - Deputy Mayor Blossom (Pg. 357)	Date: 2/27/2018
Agenda Item: COMMITTEE REPORTS - 9:15 PM	Bill No.:
Proposed By: Deputy Mayor 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
▣ AHTF REGULAR 012418	Backup Material



AFFORDABLE HOUSING TASK FORCE
REGULAR MEETING
WEDNESDAY, JANUARY 24, 2018
6:00 PM – 8:00 PM
COUNCIL CHAMBER
280 MADISON AVE. N
BAINBRIDGE ISLAND, WA 98110

MINUTES

TASK FORCE MEMBERS PRESENT:

Althea Paulson, Chair
Stephen Deines
Sharon Gilpin
Stuart Grogan

Edward Kushner
Bill Luria
Charlie Wenzlau

LIAISONS PRESENT: Deputy Mayor Sarah Blossom & Planning Commissioner Bill Chester

MEMBERS OF THE PUBLIC PRESENT: Marci Burkel, Corey Christopherson, Jonathan Davis,

CALL TO ORDER: Chair Althea Paulson called the meeting to order at 6:01 pm.

CONFLICT OF INTEREST DISCLOSURE –Stuart Grogan disclosed that his organization (Housing Kitsap) are involved in the Suzuki project.

APPROVAL OF MINUTES: Motion to approve the minutes made by Bill Luria. Seconded by Sharon Gilpin. The motion passed unanimously.

PUBLIC COMMENT: Marcy Burkel said that she had been following the AHTF discussions and the Suzuki project and that she had been attending the meetings. She was glad to see that Suzuki was moving forward and was 100% in support.

Jonathan Davis, who is the architect for the Suzuki project, thanked the AHTF for its support of the project noting it was a small step forward but an important one.

Corey Christofferson indicated that there may be some impacts to affordable housing from the soon-to-be adopted Critical Areas Ordinance (CAO). He had been assured that there were none, but he was not confident that was correct and felt like the AHTF should discuss. The site assessment review process, according to Sarah Blossom, was supposed to be very simple and not require additional consultants. In fact, it appears that the application process involves significant steps and may need to be looked at further.

UPDATE ON COUNCIL SUZUKI PROPERTY DISCUSSION: Althea provided an update on the Suzuki discussion at the City Council meeting on the 23rd of January noting that a resolution was adopted

authorizing the City Manager to negotiate an agreement based on development and affordable housing guidelines consistent with the AHTF recommendations.

Charlie Wenzlau noted that the City Council discussed the inclusionary housing ordinance and that the AHTF should discuss. Althea noted that the topic was later on the agenda.

SMALL/MIDSIZE HOUSING WORK GROUP REPORT: The AHTF reviewed the report from the Small/Mid-size/Micro/ADU group. It had been sent out previously. AHTF really liked the format and encouraged the other groups to use that format. All reports need to clearly state the recommendations of the group; theirs was at the end. AHTF focused on ADUs including:

- Need to be able to insure affordability;
- Permits and documents that are required could be made more simple;
- Must be sure there is a system to manage compliance if affordability required/approved;
- Density is limited by Health Department rules that use bedrooms and additional units to determine the number of septic systems, distribution lines and reserve areas that are required. That makes it prohibitive for many lots. COBI could look at working with the State to change those;
- To increase the number of units, need to create some incentives and improve permitting;
- Anything that lowers the cost is good, i.e. first 20 each year could get a reduction of a few thousand dollars;
- Waive permit fees for the first 20;
- City could create a pre-approved plan, so citizens could go through the process faster;
- Concern that Critical Areas Ordinance may make ADUs cost prohibitive; could there be an exemption from the vegetation area for an ADU since an ADU's size is already controlled;
- Could waive water and sewer hookup fees;
- Concern that need a system to prevent use as an Airbnb. COBI to have strict rules about short-term rentals that can be put in the code or in a contract agreement attached to the title. Seattle has effective rules around Airbnb's to prevent large users;
- Supported idea of a pre-approved plan set in order to get a permit;
- City could support with streamlined financing or even a tax exemption;
- Maybe ADU would not count towards lot coverage;
- Public starts to push back on ADUs when density seems to be going up and impacts. Is there some overall acceptable density?
- Could put in an agreement that the ADU cannot be sold separately;
- Not want to allow for short-term rental which would be easy to enforce by checking VRBO websites monthly; and
- Could put in process incentives like a fast track for approvals that allow an ADU application jump to the head of the line.

In general, report looks great. AHTF would like to propose a few of these ideas to go to City Council. The subcommittee should narrow the focus a little bit and be specific so that the AHTF can suggest action items for the City Council. Maybe take ADUs out of the mix and do more with in the next cycle; should be further study. AHTF to review revisions at the next meeting; which will be in three weeks, not the usual two weeks so can get it reformatted for everyone to review and give comments.

AHTF also discussed idea that City could put a policy in place to incentivize small units such as, small units small get approved faster. Concern was expressed that this might not help affordable housing; for example, some "tiny houses" can be very expensive with high end finishes as opposed to more simple ones. However, still might get some relatively affordable units.

Multifamily Tax Exemption (MFTE) could be recommended and Inclusionary Housing (IH) is already supported at City Council. AHTF could look at MFTE and how these programs work together. City Council looking at number of issues including:

1. Is MFTE a good idea?
2. If IH is voluntary or obligatory, how would MFTE work?
3. Where should MFTE be applied? AHTF generally agreed higher zones and areas with sewer. Should it be applied to all properties from 1 to 100 units? Or, some subset like only projects with x number of units?

MFTE could be implemented faster than an IH program; rules already laid out in state law and in other jurisdictions. MFTE and IH don't do the same thing so could have both in place. MFTE would apply in MF zones though the size of those zones and the number of units is pretty small.

CONFIRM NEW WORK GROUPS: Not sure of the Work Groups that will start soon; Jennifer Sutton and Althea Paulson to review groups and assignments and what work still needs to be done to final a recommendation. Conservation Villages was one. ADU could be a second. Community Assets is a third and might include financing issues like the MFTE, Public Outreach and Education is another. Conservations Villages is mostly done but the committee could go over it for the next time to see if there are any carry-forward discussions or recommendations.

Corey Christopherson introduced the "incremental development" concept from a website called Strong Towns. The site has a number of case studies. Results suggested incremental development, i.e., in small bites instead of in large increments of zoning changes. That strategy increases the total density with less disruption over time. Design, construction and operations all happen at about the same pace so from the perspective of the community, much less worrisome and disruptive. Corey encouraged all AHTF members to review the materials.

Vacant and under used property could be another Work Group or added to the Community Assets Group. Jennifer noted that the COBI's GIS Department could get that data easily. It would be easier to do in residential zones and harder in other zones.

Jennifer Sutton handed out a map for discussion. The Task Force then discussed Bethany Lutheran Church the church's "Property Utilization Task Force" that is working to expand and use its excess property, and considering affordable housing for such use.

City to start work on IH. Consultants will be retained to do the analysis for a program including:

1. Where should it apply
2. Should it be mandatory or voluntary?
3. What kind? State law 36.7 0.540 establishes affordability for both ownership and rental; could be either or both.

4. What is the level of the fee and how should it be applied? Should fee in lieu be included? Discussion was mixed about whether it should be supported or not. All agreed amount should be set at the right level
5. How would inclusionary housing apply to small project conversions of existing houses? Only to expansions of the number of existing units on a property?
6. How would it apply to small projects? Should small groups be required to meet or just pay a fee?

Those questions should be further discussed by the AHTF. MSRC notes that IH has been used in the number of places but nowhere yet in Kitsap County. Althea noted that a standing recommendation from the AHTF was that the City create a housing staff person and establish a housing advisory committee to present issues to the city council, manage programs, and sustain the ongoing consideration of these issues.

Althea advised the AHTF that the Climate Action Group had requested a joint meeting with the AHTF. Althea also advised the AHTF that the Friends of the Farm group had requested a joint meeting.

Inclusionary housing is currently under discussion by the City Council. The City is working with a consultant to do the math to determine if and under what conditions this program might work. Althea noted that Pat had spoken to City Council saying that additional density is necessary to make an IH program work.

There was general agreement by the AHTF to change the next meeting to February 15th to avoid a conflict with Valentine's Day.

PUBLIC COMMENT: Jonathan Davis noted that he did not think ADUs will have a big impact on affordable housing. Up zoning, however, will be critical in order to be able to increase the supply of affordable housing; more than anything else. He would like the AHTF to embrace this issue and discuss an increase, mostly in the Winslow area, where there is sewer.

FOR THE GOOD OF THE ORDER: General agreement that the AHTF should discuss this idea more; maybe increase density in a ring around the Winslow core and in the center consistent with the "incremental growth" idea of earlier. Might be easier for the public to accept the changes in the community. Jennifer Sutton noted that she had presented a map of this idea to Planning Commission during the 2016 Comprehensive Plan Update Process and that there was a lot of additional density possible in the growth area, but the Planning Board did not endorse it as part of the comprehensive plan process.

City Council agreed that the AHTF could recruit new members directly and does not need prior City Council action or review. General discussion followed regarding the process and members agreed that they don't want to advertise but would rather just choose from the people who have been showing up. The Chair will add an action item to the next meeting for the AHTF to consider and approve members.

Stuart noted Sources of Income Discrimination legislation is on the horizon. A copy of an early version of the bill was sent out. It does not appear that the City needs to do anything since it will be added to State Landlord Tenant Law, but he will get more information.

ADJOURN: Motion to adjourn at 8:05 p.m. approved by a unanimous vote.

NOTES APPROVED: February 15, 2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Council Calendar (Pg. 362)	Date: 2/27/2018
Agenda Item: REVIEW UPCOMING COUNCIL MEETING AGENDAS - 9:20 PM	Bill No.:
Proposed By:	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

Absences	Agenda	Department	Timing (min)	Study Session 7 pm	Absences	Agenda	Department	Timing (min)	Business Meeting 7 pm
			15	3/6/2018 (Executive Session - 1 hour)				25	13-Mar
	UB	EXEC	60	Police/Municipal Court Facility		UB	CC	10	Ordinance Relating to All Gender Restrooms (Consider Forwarding to 3/27 Unfinished Business)
	UB	CC	20	Affordable Housing Task Force Report		NB	PW	10	Contract Award for Village Pump Station Replacement Project (Consider Forwarding to 3/27 Unfinished Business)
	NB	FIN	10	Resolution Updating and Adopting Financial Policies (Introduction and Discussion; Consider Forwarding to 3/27 Unfinished Business)		NB	FIN	10	2017 Budget Carryforward Ordinance (Consider Forwarding to 3/27 Consent Agenda)
	NB	EXEC	15	Broadband Utility Discussion		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)
			120			NB	PCD	10	Resolution Updating Administrative Manual to Address Critical Area Reviews (Consider Forwarding to 3/27 Consent Agenda)
						NB	PCD	10	Resolution Amending the Fee Schedule Relating to Critical Areas Ordinance (Consider Forwarding to 3/27 Consent Agenda)
						P	CC	10	Proclamation Declaring the Month of March, 2018 as "Brain Injury Awareness Month"
						CA	PW	CA	Professional Services Agreement for Water and Wastewater Rate Study (Consider Approval)
						CA	PCD	CA	Resolution Amending the Fee Schedule Relating to Exempt Wells (Consider Approval)
						CA	PW	CA	City Dock Professional Services Agreement Amendment No. 4 (Consider Approval)

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
D.S.			15	20-Mar	D.S.			25	27-Mar
	UB	FIN	10	Priority Based Budgeting - Overview for 2019-2020 Biennial Budget		UB	FIN	10	Resolution Updating and Adopting Financial Policies (Consider Approval)
	UB	EXEC	30	Police/Municipal Court Facility - Discuss Site Selection		UB	PW	10	Contract Award for Village Pump Station Replacement Project (Consider Approval)
	CD	CC	10	Quarterly Council Reports on Regional Committees		UB	CC	10	Ordinance Relating to All Gender Restrooms (Consider Approval)
			65			P	CC	10	Proclamation Declaring April 3, 2018 as National Service Recognition Day (Consider Approval)
						PH	PCD	10	Ordinance Amending BIMC 2.16 Relating to Land Use Review Procedures to Address Critical Area Reviews (Consider Approval)
						P	CC	10	Proclamation Declaring the Month of April, 2018 as Heritage Tree Month
						P	CC	10	Proclamation Declaring April 3, 2018 as National Service Recognition Day (Consider Approval)
						P	CC	10	Proclamation Declaring March 27, 2018 as "Henry R. Helm Day" (Consider Approval)
						NB	PW	10	Contract Award for 2018 Islandwide Asphalt Repair Project (Consider Forwarding to 4/10 Consent Agenda)
						NB	PW	10	Contract Award for Winslow Way Ravine Outfall Project (Consider Forwarding to 4/10 Consent Agenda)
						NB	PW	10	Professional Services Agreement for Design of Sportsmans Club/New Brooklyn Intersection Improvements (Consider Forwarding to 4/10 Consent Agenda)
						CA	FIN	CA	2017 Budget Carryforward Ordinance (Consider Approval)

2018 PROPOSED COUNCIL CALENDAR ITEMS

						CA	PCD	CA	Resolution Updating Administrative Manual to Address Critical Area Reviews (Consider Approval)
						CA	EXEC	CA	Governance Manual, AB 18-011 (Consider Approval)
								135	

2018 PROPOSED COUNCIL CALENDAR ITEMS

Absences	Agenda	Department	Timing (min)	Study Session 7 pm	Absences	Agenda	Department	Timing (min)	Business Meeting 7 pm
			15	3-Apr				25	10-Apr
	UB	PW	15	STO History and Future Planning		NB	FIN	10	Resolution Updating the Fee Schedule (Consider Forwarding to 4/24 Unfinished Business)
	NB	FIN	10	Cost Allocation Methodology Overview		NB	FIN	10	Ordinance Amending BIMC 5.20.090 (Consider Forwarding to 4/24 Consent Agenda)
	NB	PCD	15	Form-Based Design		NB	FIN	10	Amendment to Interlocal Agreement with Kitsap Sewer District No. 7 (Consider Forwarding to 4/24 Unfinished Business)
	NB	EXEC	10	Emergency Management ILA		P	EXEC	15	Friends of the Farms Annual Report
	NB	PW	10	Fletcher Bay/Island Center Water Quality Update		P	CC	10	Proclamation Declaring April 22, 2018 as Earth Day
						P	CC	10	Proclamation Declaring April 27, 2018 as Arbor Day
						CA	PW	CA	Contract Award for 2018 Islandwide Asphalt Repair Project (Consider Approval)
						CA	PW	CA	Professional Services Agreement for Design of Sportsmans Club/New Brooklyn Intersection Improvements (Consider Approval)
						CA	PW	CA	Winslow Way Ravine Outfall Project Contract Award (Consider Approval)
			75					90	

2018 PROPOSED COUNCIL CALENDAR ITEMS

[illegible]