



REGULAR BUSINESS MEETING

TUESDAY, JULY 10, 2018

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

AGENDA

(TIMES LISTED ON THE AGENDA ARE APPROXIMATE)

- 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE - 7:00 PM**
- 2. ACCEPTANCE OR MODIFICATION OF AGENDA / CONFLICT OF INTEREST DISCLOSURE**
- 3. PUBLIC COMMENT**
- 4. MAYOR'S REPORT**
- 5. CITY MANAGER'S REPORT**
- 6. PUBLIC HEARING(S)**
 - A. 7:05 PM Ordinance No. 2018-24, Amending Title 2 of the Bainbridge Island Municipal Code to Add Consultations and Zoning Verifications, AB 18-110 - Planning (Pg. 4)**
- 7. UNFINISHED BUSINESS**
 - A. 7:15 PM Resolution No. 2018-20, Amending the Fee Schedule for Preapplication Meetings, and Adding Fees for Consultation and Zoning Verifications, AB 18-115 - Planning (Pg. 9)**
 - B. 7:25 PM Ordinance No. 2018-22 Relating to Ballot Measure for Non-Motorized Transportation Improvements, AB 17-032 - Executive (Pg. 18)**
 - C. 7:55 PM Resolution No. 2018-21 Relating to the Use of Funds Raised by the Non-Motorized Transportation Improvements Ballot Measure, AB 18-087 - Mayor Medina (Pg. 27)**
 - D. 8:10 PM Set Public Hearing on Ordinance No. 2018-25 Relating to Landmark Tree Preservation, AB 18-116 - Planning (Pg. 34)**
 - E. 8:20 PM Addition of New Projects to 2019-2024 CIP, AB 18-x - Public Works (Pg. 42)**
 - F. 8:35 PM 2018 Road Striping Contract Award, AB 18-109 – Public Works (Pg. 46)**
 - G. 8:45 PM Core 40 - Miller and Fletcher Bay Road Shoulder**

Improvements Contract Award, AB 16-145 – Public Works (Pg. 56)

- H. 8:55 PM Authorize Application for FEMA Grant for Police Boat, AB 18-120 - Police (Pg. 63)
- I. 9:05 PM Winslow Way Ravine Outfall Contract Termination and Re-Award, AB 16-006- Public Works (Pg. 81)

8. NEW BUSINESS

- A. 9:15 PM Purchase of Mobile Audio Video Cameras for Police, AB 18-121 - Police (Pg. 86)
- B. 9:25 PM Establishment of Police Corporal Rank, AB 18-123 - Executive (Pg. 116)
- C. 9:35 PM Interlocal Agreement with Kitsap Public Utility District (KPUD) Relating to Rockaway Beach Water System, AB 18-122 – Public Works (Pg. 119)
- D. 9:45 PM Appointment of Deputy Mayor, AB 18-114 - Mayor Medina (Pg. 129)

9. CONSENT AGENDA - 9:55 PM

- A. Agenda Bill for Consent Agenda, AB 18-119 (Pg. 130)
- B. Accounts Payable and Payroll (Pg. 131)
- C. Special City Council Study Session Minutes, June 19, 2018 (Pg. 201)
- D. Amendment No.1 to the Professional Services Agreement with the Latimore Company, LLC, for Development Review Process Improvements, AB 18-113 - Planning (Pg. 206)
- E. Interlocal Agreement with Kitsap Public Utility District (KPUD) Relating to Paving of Beachcrest Drive, AB 18-112 – Public Works (Pg. 228)

10. COMMITTEE REPORTS - 10:00 PM

- A. Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, April 11, 2018 – Councilmember Deets (Pg. 234)
- B. Ethics Board Regular Meeting Minutes, May 21, 2018 – Councilmember Deets (Pg. 237)
- C. Utility Advisory Committee Meeting Regular Meeting Minutes, May 23, 2018 – Councilmember Nassar (Pg. 239)
- D. Utility Advisory Committee Meeting Regular Meeting Minutes, June 13, 2018 – Councilmember Nassar (Pg. 241)
- E. Puget Sound Regional Council Growth Management Policy Board Report, June 7, 2018 - Councilmember Peltier (Pg. 243)
- F. Affordable Housing Task Force Special Meeting Minutes, June 19, 2018 - Deputy Mayor Blossom and Councilmember Schneider (Pg. 253)

11. FOR THE GOOD OF THE ORDER - 10:05 PM

12. ADJOURNMENT - 10:15 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.



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

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:05 PM Ordinance No. 2018-24, Amending Title 2 of the Bainbridge Island Municipal Code to Add Consultations and Zoning Verifications, AB 18-110 - Planning (Pg. 4)	Date: 7/10/2018
Agenda Item: PUBLIC HEARING(S)	Bill No.: 18-110
Proposed By: Planning and Community Development	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The Department of Planning and Community Development provides an open counter five days a week, with limited hours, to answer questions from the general public about land use and building permit processes. Often, questions arise that require more time and research than can be provided from the front counter staff. Currently, the Department offers preapplication meetings where an applicant can receive an hour of time with staff and written correspondence that summarizes the meeting and provides guidance on the next steps.

The Department is proposing to add another option for the public that is more formal than a meeting at the front counter and less formal than a preapplication meeting; a consultation. Consultations will require little information from the applicant and no preparation time for staff. A consultation can be provided by any staff member, but will primarily be attended by a planner and a development engineer. Staff will spend a half hour with the applicant and answer their questions in order to help guide their project early in the process and provide direction based on the current codes and regulations. It is anticipated that the City will offer these meetings at a mutually convenient time for staff and interested parties for a fee that is included in Resolution No. 2018-20, which is associated with this ordinance. Conceptual meetings are intended to provide timely, efficient, and quality development review, which is an identified implementing goal of the Latimore Development Review Assessment report (June 2017).

In addition to requests for meetings, often planning staff receive requests for written information concerning the zoning, allowed uses, development standards, and regulations applicable to a specific site. This type of inquiry is commonly referred to as a zoning verification letter and they are often requested by financial institutions during their due diligence inquiries. Currently, the City does not offer such a service and the Department is proposing to add this as an option for a nominal fee, which is included in Resolution No.

2018-20.

On June 26, 2018, the City Council considered this ordinance amending Title 2 of the Bainbridge Island Municipal Code to provide for additional options in the City's land use process, and approved setting a Public Hearing on the proposed ordinance for July 10, 2018.

RECOMMENDED ACTION/MOTION

I move to approve Ordinance No. 2018-24, related to the addition of processes for a consultation meeting and a zoning verification letter.

ATTACHMENTS:

Description	Type
▢ Ordinance No. 2018-24	Backup Material

ORDINANCE NO. 2018-24

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Title 2 of the Bainbridge Island Municipal Code to provide a consultation option and zoning verification option for the public.

WHEREAS, the Department of Planning and Community Development (“PCD”) seeks to provide an opportunity for the public to receive timely information about projects in their early stages; and

WHEREAS, PCD currently provides an open counter and a preapplication process for early project review; and

WHEREAS, PCD seeks to provide two additional options for the public to receive timely information – a consultation meeting and a zoning verification letter; and

WHEREAS, on June 26, 2018, the City Council considered this ordinance amending Title 2 of the Bainbridge Island Municipal Code to provide for additional options in the city’s land use process, and the Council conducted a public hearing on the ordinance on July 10, 2018; and

WHEREAS on June 26, 2018, the Council also considered a related resolution (Resolution No. 2018-20) to amend the city’s fee schedule to add the fees associated with the activities provided for in this ordinance as well as to amend the PCD administrative manual related to such activities, and the Council further considered that resolution at its July 10, 2018, meeting.

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

Section 1. Section 2.16.020, *General Provisions*, of the Bainbridge Island Municipal Code is amended to read as follows:

G. Zoning Verification Letter. Applicants may request a Zoning Verification Letter. A Zoning Verification Letter is intended to provide to an applicant information related to the subject property, including related to legal land uses, zoning, zoning district standards, development history, and compliance.

H. Consultation. Applicants may request and participate in an informal thirty-minute meeting prior to a formal preapplication meeting or application submittal. The purpose of the consultation is to discuss in general terms project permit application questions. Staff will not prepare for the consultation, nor will they produce any written or electronic documentation of the discussions. It is the applicant’s responsibility to take notes. As no project permit application will have been submitted at the time of such a meeting, the city will not make any binding commitments.

GI. Preapplication Procedure.

4. Except in the case of (a) preliminary short subdivisions and long subdivisions, or (b) shoreline substantial development exemptions or permits for new shoreline armoring (including bulkheads, revetments, and soft shore designs), or (c) where the HDDP process is being used, ~~and~~ or (d) where DRB review is required, a preapplication conference may be waived in writing by the director if the director determines the following:

- a. The application is consistent with applicable codes and ordinances;
- b. The proposed use is clearly listed as a permitted use or a conditional use in the zoning district in which it is located; and
- c. The applicant demonstrates knowledge and understanding of the city's permit processing procedures.

As an additional basis for such a waiver, a preapplication conference may be waived in writing by the director if the director determines that the applicant has attended a consultation meeting within one year of their preapplication meeting, and the director determines that the applicant is in compliance with 4.a. through 4.c. directly above.

JH. Application.

KI. Fees.

LJ. Application Time Frames.

MK. Notice Requirements.

NL. Land Dedication.

OM. Time Limits and Extensions.

PN. Required Notices on Title.

QQ. Approval Binding.

RP. Appeals.

SQ. Housing Design Demonstration Projects.

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

Section 3. 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.

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:	June 26, 2018
PUBLIC HEARING CONDUCTED:	July 10, 2018
PASSED BY THE CITY COUNCIL:	_____, 2018
PUBLISHED:	_____, 2018
EFFECTIVE DATE:	_____, 2018
ORDINANCE NUMBER:	2018-24

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:15 PM Resolution No. 2018-20, Amending the Fee Schedule for Preapplication Meetings, and Adding Fees for Consultation and Zoning Verifications, AB 18-115 - Planning (Pg. 9)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-115
Proposed By: Planning and Community Development	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

This item relates to Ordinance No. 2018-24, which is also on the agenda for this meeting.

The Department of Planning and Community Development ("Department") provides an open counter five days a week, with limited hours, to answer questions from the general public about land use and building permit processes. Often, questions arise that require more time and research than can be provided from the front counter staff. Currently, the Department offers preapplication meetings where an applicant can receive an hour of time with staff and written correspondence that summarizes the meeting and provides guidance on the next steps.

The Department is proposing to add another option for the public that is more formal than a meeting at the front counter and less formal than a preapplication meeting; a consultation. Consultations will require little information from the applicant and no preparation time for staff. A consultation can be provided by any staff member, but will primarily be attended by a planner and a development engineer. Staff will spend a half hour with the applicant and answer their questions in order to help guide their project early in the process and provide direction based on the current codes and regulations.

It is anticipated that the City will offer these meetings at a mutually convenient time for staff and interested parties with a fee of \$180.00. Conceptual meetings are intended to provide timely, efficient, and quality development review, which is an identified implementing goal of the Latimore Development Review Assessment report (June 2017).

In addition to requests for a meeting, often planning staff receive requests for written information concerning

the zoning, allowed uses, development standards, and regulations applicable to a specific site. This type of inquiry is commonly referred to as a zoning verification letter and they are often requested by financial institutions during their due diligence inquiries. Currently, the City does not offer such a service and the Department is proposing to add this as an option for a nominal fee (\$100.00).

In conjunction with the addition of the consultation service and zoning verification letter and associated fees, the fee for a preapplication meeting (currently \$265.00) is proposed to increase to reflect the tiers of preapplication meetings and the actual amount of time spent. Currently, the time spent on a preapplication meeting ranges from 8 to 10 hours of staff time preparing for, attending, and writing a follow-up letter. Some of these meetings also involve a review by the Design Review Board (DRB) and a public participation meeting (PPM).

This item was discussed at the June 26, 2018, City Council meeting. Based on comments from the Council at that meeting regarding fees for preapplication meetings, staff is providing the Council with another fee option to consider.

Staff is proposing an Option A and B for Resolution 2018-20. Option A was the version of the resolution reviewed by the Council at its June 26 meeting, and Option B is a result of comments from the Council at that meeting. The intent of Option A is to provide a fee that closely matches staff time spent, while Option B is proposed to capture staff time by differentiating the fee based on the type of land use application proposed (i.e., minor vs. major).

Under Option A, the fee schedule is proposed with a flat fee for a preapplication meeting (\$1,000), plus an additional \$250 for a committee and/or public participation meeting.

Option B differentiates the preapplication fee based on the proposed project type. Under Option B, the fee for preapplication meetings for minor land use permits (i.e., minor conditional uses, minor variances, minor site plan reviews, short subdivisions, and any project that doesn't require a preapplication meeting) is \$500, and preapplication meetings for all other land use permits (major conditional use, major variance, major site plan review, long subdivisions, and other actions that require a preapplication meeting) are \$1,000, plus an additional \$250 for a committee and/or public participation meeting.

RECOMMENDED ACTION/MOTION

I move to approve Resolution No. 2018-20 (Option A or B), which will adopt and amend the fees for consultations, zoning verifications, and preapplication meetings, and will amend the Administrative Manual of the Department of Planning and Community Development related to such activities.

ATTACHMENTS:

Description	Type
❑ Option A - Resolution No. 2018-20	Backup Material
❑ Option B - Resolution No. 2018-20	Backup Material
❑ Exhibit A to Resolution No. 2018-20	Backup Material

[Option A]

RESOLUTION NO. 2018-20

A RESOLUTION of the City of Bainbridge Island, Washington, amending the Administrative Manual of the Department of Planning and Community Development and Section 9 of the City's fee schedule related to 1) adding new fees to the fee schedule in connection with the addition of a zoning verification letter process and a consultation process enacted through Ordinance No. 2018-24; 2) authorizing the Director to deduct the consultation fee from a subsequent land use permit or preapplication conference request; and 3) reflecting varying fees depending on the type of preapplication conference required.

WHEREAS, the Administrative Manual of the Department of Planning and Community Development, adopted in November 2011 ("Administrative Manual"), is designed to be a user-friendly manual that contains information about submittal requirements, land use applications, and supporting documents for land use permits all in one place; and

WHEREAS, on July 10, 2018, the City Council enacted Ordinance No. 2018-24 which created a new consultation meeting process and a new zoning verification letter application process; and

WHEREAS, explanatory information needs to be added to the Administrative Manual to provide guidance to the public about these two new processes adopted through Ordinance No. 2018-24; and

WHEREAS, the City's Fee Schedule also needs to be updated to reflect fees related to these two new processes; and

WHEREAS, in addition, the City Council recognizes that the existing preapplication fee needs to be increased because that fee does not accurately reflect the varying types of preapplication conferences and the amount of staff time spent related to those conferences; and

WHEREAS, the City desires to authorize the Director of the Department of Planning and Community Development to deduct for an applicant the consultation fee from a subsequent land use permit or preapplication conference request that is applied for by that applicant within one year of a consultation meeting; and

WHEREAS, RCW 82.02.020 authorizes the collection of reasonable fees to cover the costs to the City for such activities.

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

Section 1. The Administrative Manual of the Department of Planning and Community Development is hereby amended as shown in Exhibit A attached hereto and made a part hereof.

Section 2. Section 9, Building and Planning Fees, of the City's Fee Schedule is hereby amended as follows:

<u>ZONING VERIFICATION LETTER</u>	<u>\$100.00</u>
<u>Resolution No. 2018-20</u>	

<u>CONSULTATION*</u>	<u>\$180.00</u>
<u>Resolution No. 2018-20</u>	

*THE DIRECTOR IS AUTHORIZED TO DEDUCT FOR THE APPLICANT THE CONSULTATION FEE FROM THE OFFICIAL LAND USE PERMIT FEE IF A SUBSEQUENT PREAPPLICATION MEETING OR LAND USE PERMIT IS APPLIED FOR BY THAT APPLICANT WITHIN 1 YEAR OF A CONSULTATION MEETING.

<u>PREAPPLICATION CONFERENCE</u>	
<u>(Resolution No. 2006-05 Resolution No. 2018-20</u>	<u>\$265.00</u>
<u>—MEETING ONLY</u>	<u>\$1,000.00</u>
<u>MEETING AND COMMITTEE MEETING</u>	<u>Additional \$250.00</u>
<u>MEETING AND PUBLIC PARTICIPATION MEETING</u>	<u>Additional \$250.00</u>

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.
EFFECTIVE DATE:

June 22, 2018
July ____, 2018
2018-20
_____, 2018

[Option B]

RESOLUTION NO. 2018-20

A RESOLUTION of the City of Bainbridge Island, Washington, amending the Administrative Manual of the Department of Planning and Community Development and Section 9 of the City's fee schedule related to 1) adding new fees to the fee schedule in connection with the addition of a zoning verification letter process and a consultation process enacted through Ordinance No. 2018-24; 2) authorizing the Director to deduct the consultation fee from a subsequent land use permit or preapplication conference request; and 3) reflecting varying fees depending on the type of preapplication conference required.

WHEREAS, the Administrative Manual of the Department of Planning and Community Development, adopted in November 2011 ("Administrative Manual"), is designed to be a user-friendly manual that contains information about submittal requirements, land use applications, and supporting documents for land use permits all in one place; and

WHEREAS, on July 10, 2018, the City Council enacted Ordinance No. 2018-24 which created a new consultation meeting process and a new zoning verification letter application process; and

WHEREAS, explanatory information needs to be added to the Administrative Manual to provide guidance to the public about these two new processes adopted through Ordinance No. 2018-24; and

WHEREAS, the City's Fee Schedule also needs to be updated to reflect fees related to these two new processes; and

WHEREAS, in addition, the City Council recognizes that the existing preapplication fee needs to be increased because that fee does not accurately reflect the varying types of preapplication conferences and the amount of staff time spent related to those conferences; and

WHEREAS, the City desires to authorize the Director of the Department of Planning and Community Development to deduct for an applicant the consultation fee from a subsequent land use permit or preapplication conference request that is applied for by that applicant within one year of a consultation meeting; and

WHEREAS, RCW 82.02.020 authorizes the collection of reasonable fees to cover the costs to the City for such activities.

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

Section 1. The Administrative Manual of the Department of Planning and Community Development is hereby amended as shown in Exhibit A attached hereto and made a part hereof.

Section 2. Section 9, Building and Planning Fees, of the City's Fee Schedule is hereby amended as follows:

<u>ZONING VERIFICATION LETTER</u>	<u>\$100.00</u>
<u>Resolution No. 2018-20</u>	

<u>CONSULTATION*</u>	<u>\$180.00</u>
<u>Resolution No. 2018-20</u>	

*THE DIRECTOR IS AUTHORIZED TO DEDUCT FOR THE APPLICANT THE CONSULTATION FEE FROM THE OFFICIAL LAND USE PERMIT FEE IF A SUBSEQUENT PREAPPLICATION MEETING OR LAND USE PERMIT IS APPLIED FOR BY THAT APPLICANT WITHIN 1 YEAR OF A CONSULTATION MEETING.

<u>PREAPPLICATION CONFERENCE</u>	
<u>(Resolution No. 2006-05 Resolution No. 2018-20)</u>	<u>\$265.00</u>

MEETING ONLY FOR MINOR LAND USE PERMITS (minor conditional use, minor variance, minor site plan review, short subdivision, and any action that doesn't require a preapplication meeting)

\$500.00

MEETING ONLY FOR ALL OTHER LAND USE PERMITS (i.e., major conditional use, major variance, major site plan review, long subdivision, and other actions that require a preapplication meeting)

\$1,000.00

<u>MEETING AND COMMITTEE MEETING</u>	<u>Additional \$250.00</u>
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<u>MEETING AND PUBLIC PARTICIPATION MEETING</u>	<u>Additional \$250.00</u>
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PASSED by the City Council this ____ day of July, 2018.

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.
EFFECTIVE DATE:

July 6, 2018
July ____, 2018
2018-20_____
_____, 2018

Exhibit A

[The General Submittal Requirements section of the Administrative Manual will be amended to add these two processes after the Landscape Plan subsection (pg. 6) and before the Preapplication Conference subsection (pg. 8).]

GENERAL SUBMITTAL REQUIREMENTS

Consultation

- A. Property location – 14-digit parcel number or site address
- B. Basic project information
- C. List of specific questions
- D. Conceptual site plan (optional)

Zoning Verification Letter

- A. Property location – 14-digit parcel number or site address
- B. Any known previously approved land use applications or permits
- C. List of specific questions

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:25 PM Ordinance No. 2018-22 Relating to Ballot Measure for Non-Motorized Transportation Improvements, AB 17-032 - Executive (Pg. 18)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-032
Proposed By: Doug Schulze, City Manager and Ellen Schroer, Finance Director	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Action Item:

This is a second reading of Ordinance 2018-22. This ordinance authorizes the City to place on the November 2018 ballot a proposition to increase property taxes by an amount estimated to generate \$15 million over 7 years to be used for non-motorized transportation projects. The ordinance contains the ballot proposition title and language, which the Council would also be approving with the ordinance.

The highlighted and strike-through text has changed since the last version of the document was reviewed, based on input provided by the Council at the June 19, 2018, Council meeting.

Background:

The City Council convened a citizen task force in 2017 and asked this group to examine options and provide recommendations for funding infrastructure improvements on Bainbridge Island. The task force initially considered both non-motorized transportation projects and a Winslow-area parking garage, but subsequently limited its discussion to the non-motorized transportation improvement projects.

At the June 5, 2018, Council Study Session, the task force presented its programmatic recommendations regarding a set of non-motorized transportation improvements to the Council. The recommendations included a revenue assumption of \$15 million in new revenue to be dedicated to non-motorized transportation. After discussion at the June 5 meeting, the Council identified a property tax lid lift as the preferred method to raise the total of \$15 million over a period of seven years.

At the Council's June 19 Study Session, the Council conducted the first reading of a property tax lid lift ordinance and discussed the option of placing a levy lid lift proposition on the ballot in the fall of 2018.

A property tax lid lift is a voter-approved increase in property taxes above the one percent increase limit set by state law. It is proposed that the City present a ballot proposition on the November 2018 ballot. If approved, the property taxes in 2019 will be increased by the amount shown in the proposition.

Proposed Ordinance:

The proposed ordinance provides for an estimated \$2.2 million in additional property tax revenue in each year for the next seven years. This revenue will be used for non-motorized transportation improvements, as described in the ballot proposition.

The estimated increase to the property tax rate is \$0.28/\$1,000 of assessed value. This equates to roughly \$185 each year for a home of the median home value of \$660,000 for the seven years of the property tax lid lift. Property owners with homes of higher or lower values will pay more or less than \$185 per year based on the value of the particular property.

The ordinance also provides for the proposition to be included in the local voters' pamphlet. It authorizes the City Clerk to publicize and accept nominations for two committees, one which supports the proposition and the other which opposes it. These committees, each comprised of three members, are responsible for writing the pro and con statements and rebuttals which are included in the voters' pamphlet.

The City must notify Kitsap County of its intention to place an item on the ballot by August 7 for inclusion on the November ballot. Therefore, if the Council intends to have the item on the November ballot, the Council must approve the ordinance authorizing the proposition at the July 10 or July 24 meeting, or schedule a special meeting to do so.

The proposition must be approved by a simple majority of voters at the general election in November.

As described above, if the proposition passes, the change will be reflected in the property tax levy approved by the Council in November for collection in 2019.

The City is in the process of obtaining the assistance of a public affairs consultant to help with outreach efforts. It is estimated that these services will cost the City approximately \$30,000 to retain services for a five-month engagement strategy that would likely include development of content and materials, open houses, information booths, and a City-wide mailing.

Next steps/key dates:

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- July 10/July 24 – consider approval of ordinance authorizing ballot proposition.
- August 7 –
 - deadline for notice to Kitsap County of proposition
 - deadline for pro and con committee appointments
- August 13 – deadline for pro and con committees to submit pro/con arguments for Voters' Pamphlet
- August 20 – deadline for committees to submit rebuttal of pro/con arguments
- October 19 – ballots mailed to voters
- November 6 – General Election

RECOMMENDED ACTION/MOTION

I move to approve Ordinance No. 2018-22, relating to regular property taxes and authorizing a ballot proposition to levy regular property taxes in excess of the limitations of Chapter 84.55 RCW, and authorizing the creation of the associated pro and con ballot measure committees.

ATTACHMENTS:

Description	Type
▣ Ordinance No. 2018-22 re Ballot Proposition for Non-Motorized Improvements	Backup Material
▣ Kitsap County Elections Campaign Guideline Page for Local Voters' Pamphlet	Backup Material

ORDINANCE NO. 2018-22

AN ORDINANCE of the City Council of the City of Bainbridge Island, Washington, relating to regular property taxes; providing for the submission to the qualified electors of the city at an election to be held on November 6, 2018, a proposition authorizing the City to levy regular property taxes in excess of the limitations of Chapter 84.55 RCW; and setting forth the text of the ballot proposition.

WHEREAS, the City Council of the City of Bainbridge Island, Washington (“City”), has determined that it is in the interest of the City to increase investment in non-motorized transportation infrastructure including projects such as shoulder widening, trail construction, and sidewalk improvements, by \$15 million over the next seven (7) years; and

WHEREAS, the City desires to build projects including those to widen road shoulders, improve sidewalks, and build new trails; and

WHEREAS, RCW 84.55.050 provides for the levy of regular property taxes in an amount exceeding the limitations specified in chapter 84.55 RCW if such increased levy is authorized by a ballot proposition approved by a majority of the voters at an election held within the taxing district (a “levy lid lift”); and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to submit a levy lid lift proposition under RCW 84.55.050(1) to the voters for their approval or rejection.

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

Section 1. Calling of Election. The City Council finds that it is in the best interests of the City to submit to the qualified voters of the City, at the primary election to be held on November 6, 2018, a proposition authorizing the City to increase its regular property tax levy for collection in 2019 by an amount greater than otherwise permitted under chapter 84.55 RCW for the purposes described in Section 2(a). If this proposition is approved, the City Council will be authorized to adopt, in accordance with its regular budget process, an increased regular property tax as described in Section 2.

Section 2. Purpose and Description of Ballot Proposition (“Proposition”). For the purposes identified below, the City Council seeks voter approval under RCW 84.55.050 for a levy lid lift, as follows:

(a) Purpose. The amounts collected pursuant to the increase authorized by the Proposition shall be used to pay for an array of non-motorized transportation infrastructure and improvements to better connect neighborhoods, parks, and schools. The Council will approve all infrastructure and improvements and it is the Council’s practice to have public input and consider environmental impacts before it approves capital projects. Examples of transportation improvements and infrastructure that may be financed with the funds raised by the levy lid lift

are for pathways such as trails, sidewalks, road shoulders, and crosswalks. These include but are not limited to:

New pathways and improvements or extensions of existing pathways. The improvements may make the pathways multi-use or ADA compliant, add signs and signals and lighting for safety and navigation, or widen road shoulders and smooth ramps to better connect neighborhoods, parks, and schools.

The cost of engineering, inspection, administration, utilities, site acquisition, and other costs incurred in connection with the improvements and infrastructure shall be part of the costs of such improvements. The Council shall determine the application of available money between various improvements and infrastructure.

(b) Increase Authorized in 2019. The Proposition authorizes a maximum increase in the City's total levy rate to the maximum rate otherwise allowed for collection in 2019 under chapter 84.55 RCW, plus not to exceed \$0.28 per \$1,000 of assessed value, for a total authorized rate of not to exceed \$1.36 per \$1,000 of assessed value.

(c) Increase Authorized in Future Years. Pursuant to RCW 84.55.050(4), the dollar amount of the maximum authorized levy under chapter 84.55 RCW for collection in 2019 shall be used for the purpose of computing the limitations for six (6) subsequent levies (through 2025) provided for under chapter 84.55 RCW, and such funds shall be limited to the purposes described in Section 2(a), above.

Section 3. Ballot Proposition. The Auditor of Kitsap County, Washington ("Auditor"), as *ex officio* supervisor of elections, is hereby requested to call and conduct an election in the City in the manner provided by law, to be held on the date identified in Section 1, for the purpose of submitting to the voters of the City, a proposition in substantially the following form:

CITY OF BAINBRIDGE ISLAND
PROPOSITION NO. 1

~~Levy Lid Lift for Non-Motorized Transportation Improvements~~

Connecting Bainbridge: SAFE Mobility Levy

The City Council of the City of Bainbridge Island adopted Ordinance No. 2018-22 concerning regular property tax limits under Chapter 84.55 RCW. To finance non-motorized transportation ~~infrastructure and/or certain transportation~~ **improvements to enhance safety and mobility**, this proposition would increase the City's regular property tax levy to a total authorized rate of not to exceed \$1.36 per \$1,000 (an estimated increase of \$0.28 per \$1,000 over the current levy) of assessed valuation for collection beginning 2019 and to use the 2019 levy amount to recalculate subsequent levy limits for six additional years. Should this proposition be:

___ Approved? ___ Rejected?

Section 4. Notices Relating to Ballot Proposition. For purposes of receiving notice of the exact language of the ballot proposition required by RCW 29A.36.080, the City Council hereby designates (1) the Director of Finance and Administrative Services and (2) special counsel to the City, Foster Pepper PLLC (Nancy Neraas, 206-447-4400, Nancy.neraas@foster.com) as the individuals to whom such notice should be provided. The Director of Finance and Administrative Services and City Attorney/bond counsel are authorized to make such minor adjustments to the wording of such proposition as may be recommended by the Auditor's Office, as long as the intent of the proposition remains clear and consistent with the intent of this ordinance as approved by the City Council.

Section 5. Authorization to Deliver Resolution and Perform Other Necessary Duties. The City Clerk is authorized and directed, no later than August 7, 2018, to certify a copy of this ordinance to the Auditor and to perform such other duties as are necessary or required by law to the end that the Proposition described herein should appear on the ballot at the special election identified in Section 1 of this ordinance.

Section 6. Local Voters' Pamphlet Authorized. The preparation and distribution of a local voters' pamphlet providing information on this ballot proposition is hereby authorized. The pamphlet shall include arguments advocating approval and disapproval of the ballot proposition. In accordance with RCW 29A.32.280 or with rules of the Auditor, committees to prepare arguments advocating approval and disapproval of the measure shall be appointed by ~~motion of the Council or by~~ the Director of Finance and Administrative Services ~~as authorized by the Council~~. Each committee shall be composed of not more than three persons, and the committee advocating approval shall be composed of persons known to favor the ballot proposition and the committee advocating disapproval shall be composed of persons known to oppose the ballot

proposition. The City Clerk is authorized to post publicly and accept nominations for the pro and con committees, and if more than three individuals are nominated for either side, to **the Director of Finance and Administrative Services shall** select the committees by randomly drawing three names from each pool of nominations. Names of committee members so selected shall be forwarded to the appropriate County officials.

Section 7. Severability. The recitals stated above (i.e., the “Whereas” clauses) constitute specific findings by the City Council in support of passage of this ordinance. If any provision of this ordinance is declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be separable from the remaining provisions of this ordinance, and shall in no way affect the validity of the other provisions of this ordinance or of any other ordinance or resolution, or of the levy or collection of the taxes authorized herein.

Section 8. Publication and Effective Date. This ordinance shall take effect and be in force five (5) days after publication as provided by law.

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK	June 15, 2018
PASSED BY THE CITY COUNCIL	July _____, 2018
PUBLISHED:	July _____, 2018
EFFECTIVE DATE:	July _____, 2018
ORDINANCE NO:	2018-22

CERTIFICATION

I, the undersigned, City Clerk of the City of Bainbridge Island, Washington ("City"), hereby certify as follows:

1. The attached copy of Ordinance No. 2018-22 ("Ordinance") is a full, true, and correct copy of an ordinance duly passed at a regular meeting of the City Council of the City held at the regular meeting place thereof on _____, 2018, as that ordinance appears on the minute book of the City; and the Ordinance will be in full force and effect five days after the publication of its summary in the City's official newspaper; and
2. A quorum of the members of the City Council was present throughout the meeting and a majority of those members present voted in the proper manner for the passage of the Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2018.

CITY OF BAINBRIDGE ISLAND,
WASHINGTON

Christine Brown, City Clerk

Local Voters' Pamphlet – Measures

Publishing a Local Voters' Pamphlet

A printed copy of the Local Voters' Pamphlet is mailed to all households within the election 18 days prior to each Primary and General Election. Measure arguments appear in the printed Local Voters' Pamphlet and Online Ballot Access. [RCW 29A.32.210-280](#)

Measure arguments are published online only for Special Elections.

Committee Information

The legislative authority of a district that submits a ballot measure must appoint committees to draft arguments 'for' and 'against' the measure. Committees are limited to three members and shall appoint a chairperson as the primary point of contact.

If the district is unable to appoint a committee, they must notify the Auditor's Office in writing. [RCW 29A.32.280](#)

Argument Word Limit

- 250 words (five paragraphs) including no more than four headings.
- Headings may not exceed 15 words and count towards the word limit.
- Headings are printed in bold type.

Rebuttal Word Limit

- 75 words (one paragraph).
- No headings are permitted.
- Rebuttals may only address issues raised in the opposing argument.

Argument and Rebuttal Specifications

- *Italics* may be used for emphasis.
- Bulleted lists, bold, underline, all-caps text and multiple indentations are not allowed and will be reformatted.
- Hyphenated words count as two words unless listed as one word by [dictionary.com](#).
- Photographs and charts are permitted. Each square inch of chart or photograph will substitute for 50 words.
- Arguments and rebuttals exceeding the word limit are shortened by deleting full sentences from the end until the limit is reached.
- Statements containing obscene, profane, libelous or defamatory language will be rejected.



Voters' Pamphlet deadlines are intended to promote timely publication and may be adjusted.



2018 Submission Deadlines

Election Date	Aug. 7	Nov. 6
Committee Appointment	May 11	Aug. 7
Pro/Con Argument	May 21	Aug. 13
Rebuttal	May 29	Aug. 20

A final proof is provided to committees that must be approved within three business days otherwise it is approved as submitted.

- Contact Kitsap Elections for Special Election deadlines.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 7:55 PM Resolution No. 2018-21 Relating to the Use of Funds Raised by the Non-Motorized Transportation Improvements Ballot Measure, AB 18-087 - Mayor Medina (Pg. 27)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-087
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

Consideration of the attached resolution relating to the use of funds raised by the Non-Motorized Transportation Improvements Ballot Measure authorized by Ordinance No. 2018-22. The resolution addresses how the funds raised by the ballot measure would be used, and how the public would be involved in making decisions related to the use of such funds.

RECOMMENDED ACTION/MOTION

I move to approve Resolution No. 2018-21.

ATTACHMENTS:

Description	Type
□ Resolution No. 2018-21	Backup Material

RESOLUTION NO. 2018-21

A RESOLUTION of the City Council of the City of Bainbridge Island explaining how the funds raised by the ballot measure approved by the City Council via Ordinance No. 2018-22 will be used and how the public will be involved in making decisions on the use of the ballot measure funds.

WHEREAS, the City Council of the City of Bainbridge Island, Washington (“City”), has determined that it is in the interest of the City to increase investment in non-motorized transportation infrastructure including projects such as shoulder widening, trail construction, and sidewalk improvements, by \$15 million over the next seven (7) years; and

WHEREAS, the City desires to build projects including those to widen road shoulders, improve sidewalks, and build new trails; and

WHEREAS, RCW 84.55.050 provides for the levy of regular property taxes in an amount exceeding the limitations specified in chapter 84.55 RCW if such increased levy is authorized by a ballot proposition approved by a majority of the voters at an election held within the taxing district (a “levy lid lift”); and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to submit a levy lid lift proposition under RCW 84.55.050(1) to the voters for their approval or rejection; and

WHEREAS, the City Council adopted Ordinance No. 2018-22 that directs the placement of a proposition on the November, 2018, ballot that, if passed by the voters of the City of Bainbridge Island, will raise \$15 million over seven (7) years to pay for the construction of non-motorized transportation infrastructure and/or certain safety and mobility improvements on Bainbridge Island; and

WHEREAS, the City Council wants to provide the public with greater certainty regarding how the funds raised by the ballot proposition will be used; and

WHEREAS, the City Council wants an unbiased and well-informed group of Islanders representing all Island demographics to select the projects to be built using the ballot proposition funding.

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

Section 1. Use of Funds. The funding produced by the ballot proposition will be used to fund different areas, or “buckets,” of capital improvements, as detailed below. The percentages listed below are targets, not strict requirements. While the City will strive to meet the percentage targets listed below, deviations from the targets will be allowed in order to balance the funding required for different projects once the actual costs of those projects are

known.

- a. Shoulder Improvements. 50% of the funding is targeted for shoulder improvements on major island roads.
- b. Safe Routes to Schools and Trails. 20% of the funding is targeted for safe routes to school projects and other off-road trail/pathway projects, including intra-island trails and connecting pathways.
- c. Winslow Core. 15% of the funding is targeted for pedestrian improvements in the Winslow core, with priority given to projects that leverage existing infrastructure and provide connections to schools.
- d. Sound-to-Olympics Trail. 5% of the funding is targeted as matching funds to pursue external grants requiring a City match for expansion of the Sound to Olympics trail.
- e. Opportunity Fund. 10% of the funding is targeted as a set aside to take advantage of opportunities that arise during the seven-year period to complete important projects on the project list.

Section 2. Environmental Protection. All projects constructed with ballot proposition funding must be designed in a manner that disturbs and alters the Island's natural environment, including flora, fauna, and critical areas, as little as possible while still achieving a functional project. Designing and constructing these projects in a manner that protects the Island's natural environment and natural "look" is a higher priority than completing the projects as cheaply or quickly as possible.

Section 3. Potential Projects. Listed below are projects that have been identified by a citizen advisory group as the highest priority projects in each bucket. These projects are listed here solely for the purpose of providing examples of what projects might be constructed with the ballot proposition funding. The City cannot, and does not, guarantee that the projects listed below will be constructed using the ballot proposition funding.

- a. Shoulder Improvements
 - Fletcher Bay Road from Lynwood Center Road to New Brooklyn, and Miller Road from New Brooklyn to Day Road.
 - "Head of the Harbor" – the section of Eagle Harbor Drive between the west end of Wyatt Way and the base of Bucklin Hill, at the head of Eagle Harbor.
 - Bucklin Hill/Lynwood Center Road from Blakely Avenue to Fletcher Bay Road.

b. Safe Routes to School & Trails

- The “Grow Avenue Greenway” project, listed below.
- A trail running from New Brooklyn and Sportsman’s Club Road behind Woodward and Sakai Schools and connecting with Bucsit Lane/Wardwell.
- A trail within the Day Road right-of-way connecting the north end of Kallgren Road to Wilkes School.
- A trail within the Blakely Avenue right-of-way connecting the recently opened trail running from Old Mill along the north end the Islandwood property with Blakely School.
- The Lost Valley intra-island trail, on existing city-owned land from Carmella Lane to Ridge Lane.
- A trail within the Valley Road right-of-way connecting the south end of Kallgren Road with the Rolling Bay neighborhood service center.

c. Winslow Core

- The “Grow Avenue Greenway” project. This project combines a series of traffic-calming measures with enhanced pedestrian facilities on this road that connects neighborhoods to the central schools’ campus and is currently lacking in pedestrian facilities.
- Sidewalk on Grow Avenue from Winslow Way to Wyatt Way (east side of street). This section of sidewalk would provide a comfortable pedestrian facility for residents along the south end of Grow Ave, connecting with the Shepherd Way trail and working in tandem with the Grow Avenue Greenway project to significantly improve conditions for people walking in this area.

d. Sound-to-Olympics Trail

The percentage of ballot proposition funding targeted for extension of the Sound-to-Olympics Trail, when coupled with potential grant funding, might be sufficient funding to extend the trail as far north as Sportsman Club Road/North Madison.

The Sound to Olympics (“STO”) Trail is envisioned as a shared-use path running along the Highway 305 right-of-way from the Eagle Harbor ferry terminal to Agate Pass bridge. The STO trail would be a unique facility on Bainbridge Island – the only place on the island where residents could enjoy a relatively flat bike ride of approximately 7 miles on a smooth surface completely separated from car traffic. In addition, it would provide a safe facility for people to walk to a destination or for recreation or exercise. The STO can be

expected to serve a wide range of island residents for a variety of purposes, including bike commuters, recreational and family bikers, long-distance touring riders, and people walking for exercise or leisure or to a destination.

Section 4. “Connecting Bainbridge: SAFE Mobility” Project Selection Committee Established. Upon the approval of the ballot proposition, the City will start the process of selecting a group of Island residents to constitute the “SAFE Mobility Project Selection Committee” (“Committee”). The model envisioned here is similar to that of a “citizen’s jury” or “citizen’s council.”

The Committee members must represent a wide range of the public, be they users of non-motorized facilities or not, and must not include any persons who have already been substantially involved in developing the City’s Non-Motorized Transportation Plan or in advocating for or against any particular type of non-motorized improvement. To that end, the Committee will include at least 25 Island residents who are randomly-selected and who represent all adult Island demographics as reasonably as possible in such a small sample size.

It is expected that the work of the Committee will be a substantial commitment for all of the Committee’s members and take many days of intense work, whether those days are back-to-back or spread over a longer time-frame. Accordingly, the members will be paid a sufficient stipend to compensate them for their time on the Committee.

Section 5. The Committee’s Task. The Committee will develop and provide to the City Council a recommendation for exactly which projects to build using the ballot proposition funding. This recommendation will take the form of a package containing all recommended projects. The expectation is that the Council will approve or disapprove the package as a whole.

The package will contain a list of recommended projects ranked in priority order within each bucket. The ranked list in each bucket will include more projects than the ballot proposition funding would be expected to fund so that the City knows which additional projects to build should additional funding, such as grant funding or City general fund revenue, become available.

If the package contains projects that are not included in the City’s current Non-Motorized Transportation Plan or projects that are substantially different from projects identified in the current Non-Motorized Transportation Plan, then the Committee shall provide the City Council with recommendations on how the Non-Motorized Transportation Plan should be amended.

Section 6. Process for Selecting Projects to Build with Ballot Proposition Funding. The Committee must use the following process to complete its task.

- a. The Committee will receive, from City staff and the members of the City’s Multi-Modal Transportation Advisory Committee (“MMTAC”), a full explanation of the City’s current Non-Motorized Transportation Plan.

- b. The Committee will receive education from experts in all fields relevant to completing their task. These experts may include City staff and members of the MMTAC.
- c. The Committee will receive estimates from City staff of the approximate cost of all projects that City staff reasonably believe the Committee might consider for funding with ballot proposition dollars.
- d. The Committee may choose to accept comments from members of the public and/or to request input from specific neighborhood groups or advocacy groups.
- e. The Committee will determine whether the City's Non-Motorized Transportation Plan should be amended in any manner. If the Committee determines that amendments to the Non-Motorized Transportation Plan are needed or desired, it shall provide its recommended Non-Motorized Transportation Plan amendments to the City Council in conjunction with the package of recommended projects that it provides to the Council.
- f. The Committee will then select the package of projects that it recommends the City build using the ballot proposition funding. The package of recommended projects must (1) meet the requirements of Section 1 and Section 2 of this resolution, (2) provide the greatest possible public benefit within each bucket of funding, and (3) either be in the current Non-Motorized Transportation Plan or included in the amendments that the Committee is recommending to the Non-Motorized Transportation Plan.

Section 7. Consultant. The City shall issue an RFP seeking a consultant or consulting firm who/which will be retained by the City to design and implement the project selection process. The Mayor will undertake a process, with City Council input, that will narrow down the RFP responses to three. The City Council will then select which of the three to retain.

The consultants will be asked to provide in their response a detailed description of what process or processes they will use to assemble the Committee and complete the Committee's task. Thus, when the City Council selects the consultant, the Council will also be determining what process or processes will be used to fulfill the requirements of this resolution and complete the Committee's task.

The consultant shall be paid using ballot proposition funds from the Opportunity Fund bucket.

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

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

Kol Medina, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	July 6, 2018
PASSED BY THE CITY COUNCIL:	July ____, 2018
RESOLUTION NUMBER:	2018-21

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:10 PM Set Public Hearing on Ordinance No. 2018-25 Relating to Landmark Tree Preservation, AB 18-116 - Planning (Pg. 34)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-116
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

On June 26, 2018, the City Council adopted Ordinance No. 2018-25 imposing an interim official control related to the preservation, protection, and retention of Landmark Trees. Under state statute, the City Council is required to hold a public hearing within 60 days of the effective date of the ordinance.

This item is for the Council to set the public hearing related to Ordinance No. 2018-25.

RECOMMENDED ACTION/MOTION

I move to set the public hearing for Ordinance No. 2018-25 on July 24, 2018, at the City Council Chambers.

ATTACHMENTS:

Description	Type
□ Ordinance No. 2018-25	Backup Material

ORDINANCE NO. 2018-25

AN ORDINANCE of the City of Bainbridge Island, Washington, adopted pursuant to RCW 36.70A.390; imposing an interim official control in the form of a new chapter to Title 16 of the Bainbridge Island Municipal Code related to the preservation, protection, and retention of Landmark Trees located on Bainbridge Island; specifying criteria for identification of Landmark Trees; stating the effect on vested rights; recognizing that a public hearing will be held within 60 days; authorizing interpretative authority; providing for severability; declaring an emergency; and establishing an immediate effective date.

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 interim official controls 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 unless the City acts immediately to preserve the status quo, there are likely to be adverse impacts on the City and its citizens; and

WHEREAS, land clearing and development activities have resulted in the removal and loss of Landmark Trees on Bainbridge Island; and

WHEREAS, Landmark Trees, because of their age, size, and condition are recognized as having exceptional value in contributing to the character of the community; and

WHEREAS, the City has received numerous public comments expressing concern regarding the loss of Landmark Trees on Bainbridge Island; and

WHEREAS, the Planning Commission, Design Review Board, and the Ad Hoc Tree/LID Committee have expressed concern regarding the loss of trees on Bainbridge Island; and

WHEREAS, the preservation of trees is a community value supported by the policies and goals of 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, the City possesses land use jurisdiction and regulatory authority over the City's incorporated lands; and

WHEREAS, the interim official control imposed herein promotes the public good and is necessary for the protection of public health, property, safety, and welfare. A public emergency exists requiring that the City's interim official control to become effective immediately upon adoption.

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City Council's initial findings of fact in support of the interim official control established by this ordinance. The City Council may, in its discretion, adopt additional findings after the public hearing referenced in Section 4 below.

Section 2. Interim Official Control Imposed. A new Chapter 16.32 is added to Title 16 of the Bainbridge Island Municipal Code, to read as follows:

Chapter 16.32 Protection of Landmark Trees

16.32.010 Definitions

- A. "City Attorney" means the city attorney of the City of Bainbridge Island, or their designee.
- B. "Diameter Breast Height" means the diameter of a tree measured at 4.5 feet above the ground on the uphill side of the tree.
- C. "Landmark Trees" means trees, located on Bainbridge Island, that are unique because of their age, size, species, historical significance, or aesthetic quality and meet the criteria established by this chapter.
- D. "Planning Director" means the director of the Planning and Community Development Department of the City of Bainbridge Island, or their designee.
- E. "Replacement Tree" means a tree that is of a species native and indigenous to the site where a Landmark Tree was removed and is a minimum size of six feet in height measured from top of the root flare, with a minimum trunk diameter of one inch measured at four inches above the top of the root flare for both evergreen and deciduous trees.
- F. "Size" means the Diameter Breast Height of a tree.

16.32.020 Landmark Tree Criteria.

Landmark Trees are trees that meet the following criteria for their species:

Species	Size (Greater than or equal to)
Birch (<i>Betula papyrifera</i>)	30"
Beech (<i>Fagus grandifolia</i>)	36"
Catalpa (<i>Catalpa speciosa</i>)	36"
American Elm (<i>Ulmus americana</i>)	30"
Douglas Fir (<i>Pseudotsuga menzesii</i>)	40"
Grand Fir (<i>Abies grandis</i>)	40"
Horsechestnut (<i>Aesculus hippocastanum</i>)	40"
Western Hemlock (<i>Tsuga heterophylla</i>)	30"
Black locust (<i>Robinia pseudoacacia</i>)	30"
Lombardy poplar (<i>Populus nigra</i>)	38"
Pacific Madrone (<i>Arbutus menzesii</i>)	24"
Bigleaf Maple (<i>Acer macrophyllum</i>)	36"
Silver maple (<i>Acer saccharinum</i>)	36"
Monkey Puzzle tree (<i>Araucaria araucana</i>)	36"
Monterey pine (<i>Pinus radiata</i>)	30"
Oregon White Oak (<i>Quercus garryana</i>)	30"
Pin Oak (<i>Quercus palustris</i>)	30"
Red Oak (<i>Quercus rubra</i>)	38"
Ponderosa pine (<i>Pinus ponderosa</i>)	30"
Western White pine (<i>Pinus monticola</i>)	30"
Sitka Spruce (<i>Picea sitchensis</i>)	36"
Sycamore (<i>Platanus occidentalis</i>)	36"
English walnut (<i>Juglans regia</i>)	30"
Western Red Cedar (<i>Thuja plicata</i>)	30"

Coast Redwood (<i>Sequoia sempervirens</i>)	30"
Japanese Laceleaf Maple	12"

16.32.030 Landmark Tree Retention.

- A. Except as otherwise allowed under this chapter, no person, corporation, or other legal entity shall remove a Landmark Tree without having obtained approval from the City Council.
- B. Prior to the removal of a Landmark Tree, any person, corporation, or other legal entity seeking to remove a Landmark Tree must submit an Application for Removal of a Landmark Tree to the Planning Director.
- C. Upon receipt of an Application for Removal of a Landmark Tree, the Planning Director will prepare a written recommendation on the removal for the City Council.
- D. Within sixty (60) days following the receipt by the Planning Director of an Application for Removal of a Landmark Tree, the City Council will hold a public hearing on the proposed removal.
- E. Following the public hearing and receipt of the Planning Director's recommendation, the City Council shall approve the removal, deny the removal, or request additional information. The City Council shall only approve the removal of a Landmark Tree upon a finding that at least one of the following criteria is met:
 1. The removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible; or
 2. The removal is necessary to maintain utilities, access, or fulfill the terms of an easement or covenant recorded prior to the adoption of the ordinance codified in this chapter; or
 3. The tree is diseased, dead, or otherwise determined to be a hazardous tree as determined by a qualified professional pursuant to BIMC 18.15.010.C.1.c.
- F. If the City Council grants an application for removal of a Landmark Tree upon a finding that the removal is necessary to enable construction on or reasonable use of the property, and no other alternative is feasible, then the property owner that submitted the application shall be required to provide mitigation through the

planting of Replacement Trees on the property from which the Landmark Tree was removed in accordance with the following:

1. The quantity of Replacement Trees is calculated by multiplying the Diameter Breast Height of the subject Landmark Tree by fifty percent (50%) to establish the number of replacement inches; and
2. The total number of Replacement Trees is determined by the total caliper inches of Replacement Trees equaling or exceeding the required tree replacement inches established in subsection (F)(1) of this section.

G. In lieu of planting the Replacement Trees prescribed in subsection (F) of this section, an applicant may satisfy the tree replacement requirements by:

1. Planting at least three Replacement Trees on the property from which the Landmark Tree was removed; and
2. Contributing to the Bainbridge Island Tree Fund at a rate of \$500.00 per each replacement inch not accounted for in the planting of Replacement Trees; and
3. The sum of the tree replacement inches accounted for by contributing to the Bainbridge Island Tree Fund and the total caliper inches of the Replacement Trees planted shall not be less than the total replacement inches calculated in subsection (F) of this section.

16.32.040 Emergencies.

A. In emergency situations involving immediate danger to life or real property, removal of a Landmark Tree is permitted without first obtaining approval from the City Council; Provided, that the following conditions are satisfied:

1. The person, corporation, or other legal entity that removed the Landmark Tree submits an Application for Removal of a Landmark Tree under this chapter within fourteen (14) days after the emergency situation is stabilized; and
2. The person, corporation, or other legal entity that removed the Landmark Tree provides, within fourteen (14) days after the emergency situation is stabilized, the city with documentation establishing the existence of the emergency situation, with such documentation including at least four high resolution photographs evidencing the existence of the emergency situation; and
3. The City Council subsequently approves the removal pursuant to this chapter.

- B. If the conditions of subsection (A) of this section are not satisfied, the person, corporation, or other legal entity that removed the Landmark Tree without first obtaining approval from the City Council will be in violation of this chapter.

16.32.050 Appeals.

- A. The City Council's decision on an application for removal of a Landmark Tree may be appealed to the Kitsap County Superior Court in accordance with Chapter 36.70C RCW.
- B. All appeals must be filed within twenty-one (21) days following the issuance of the City Council's decision on the application.

16.32.060 Violations and Penalties.

- A. This chapter shall be enforced, and penalties for violations of this chapter will be imposed, pursuant to Chapter 1.26 BIMC, except that no Notice of Infraction may be issued under Chapter 1.26 BIMC for a violation of this chapter. In addition to Notices of Violation issued under BIMC 1.26.050 or BIMC 1.26.060, BIMC 1.26.070 will also govern the review and appeal of any Notice of Violation issued under Chapter 1.26 BIMC for a violation of this chapter.
- B. In addition to the civil penalties imposed under BIMC 1.26.090, an additional civil penalty will be imposed on any person, corporation, or other legal entity that removes a Landmark Tree without prior approval of the City Council. This additional civil penalty will be in the amount of \$25,000 for each Landmark Tree removed. The City Attorney will take appropriate action to collect this additional civil penalty.
- C. In the event of a conflict between the requirements of this chapter and any other requirement of the Bainbridge Island Municipal Code, this chapter will govern and control.

Section 3. Effect on Vested Rights. The interim official control imposed under Section 2 of this ordinance shall apply prospectively only. 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 application before the effective date of this ordinance.

Section 4. Public Hearing. Pursuant to RCW 36.70A.390, the City Council shall hold a public hearing at a City Council meeting within 60 days of adoption of this ordinance in order to take public testimony and to consider adopting further findings of fact.

Section 5. 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.

Section 6. 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 7. Declaration of Emergency; Effective Date; Duration. This ordinance, as a public emergency ordinance necessary for the protection of the public health, public safety, public property, and public peace, shall take effect and be in full force immediately upon its adoption. Pursuant to *Matson v. Clark County Board of Commissioners*, 79 Wn. App. 641 (1995), non-exhaustive underlying facts necessary to support this emergency declaration are included in the "Whereas" clauses above, all of which are adopted by reference as findings of fact as if fully set forth herein. This interim official control shall take effect immediately, and shall remain effective for six (6) months, unless terminated earlier by the City Council. Provided, that the Council may, at its sole discretion, renew the interim official control for one or more six 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.

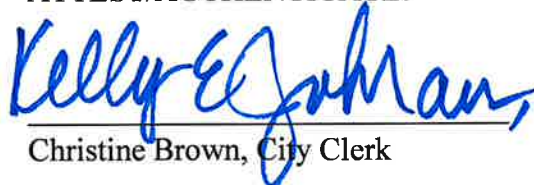
PASSED BY THE CITY COUNCIL this 26th day of June, 2018.

APPROVED BY THE MAYOR this 26th day of June, 2018.



Kol Medina, Mayor

ATTEST/AUTHENTICATE:


Christine Brown, City Clerk

DEPUTY CITY CLERK FOR
CHRISTINE BROWN

FILED WITH THE CITY CLERK:	June 22, 2018
PASSED BY THE CITY COUNCIL:	June 26, 2018
PUBLISHED:	June 29, 2018
EFFECTIVE DATE:	June 26, 2018
ORDINANCE NUMBER:	2018-25

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:20 PM Addition of New Projects to 2019-2024 CIP, AB 18-x - Public Works (Pg. 42)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-107
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: Yes	Finance:

DESCRIPTION/BACKGROUND

During the City Council discussion on June 19, 2018, regarding the updated 6-year Capital Improvement Plan, the Council directed staff to bring back information for discussion and consideration for three additional projects:

- Crosswalk and Pedestrian Safety Improvements at Point White Drive
- Crosswalk and Pedestrian Safety Improvements at High School Road
- New Crosswalk across SR 305 at Vineyard Lane

Attached are project information sheets for these three projects for discussion.

RECOMMENDED ACTION/MOTION

I move that the three projects be added to the 2019-2024 Capital Improvement Plan.

ATTACHMENTS:

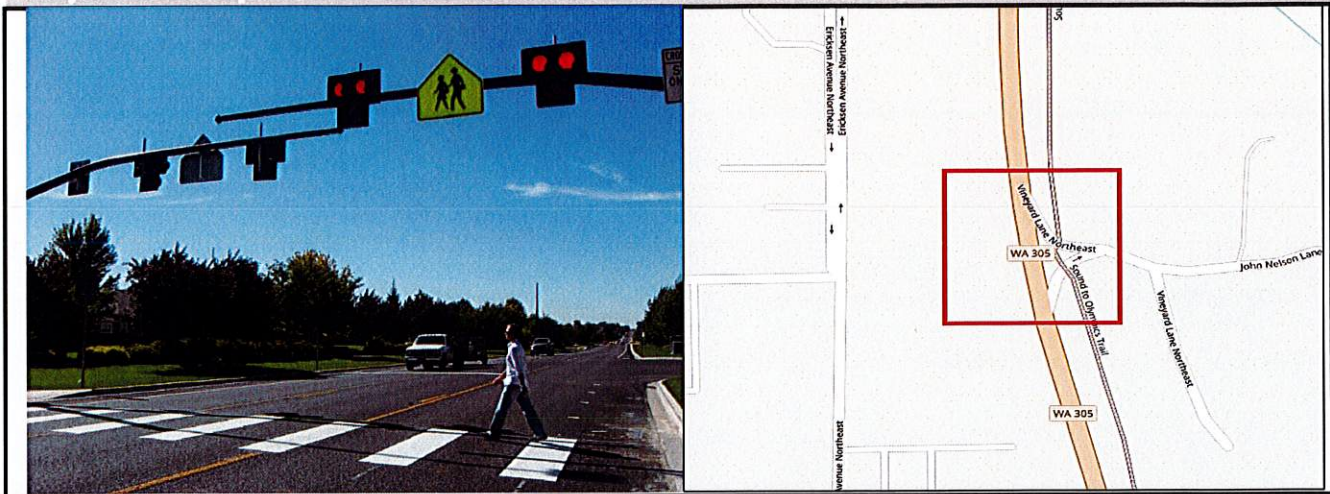
Description	Type
▣ Vineyard/SR305 Crosswalk	Backup Material
▣ HS Road Intersection Improvements	Backup Material
▣ Pt White Crosswalk	Backup Material

Project: Crosswalk Connection to Sound-to-Olympics Trail

Number:

Location: Crossing SR305 at Vineyard Lane

Project Description



Description: Provide a crosswalk across SR305 at Vineyard Lane with push-button activated advanced warning system, street lighting, and approaches.

Benefit: Address 0.8 mile superblock barrier to pedestrian and cyclists in center of Winslow. Provide access to the STO Trail from the west side town.

Schedule: YR1 - DN & Permitting, YR2 - CN

Capital Funding (1000's)

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
FUNDING SOURCES (1000's)									
General Fund	\$0	\$115	\$275	\$0	\$0	\$0	\$0	\$0	\$390
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$0	\$115	\$275	\$0	\$0	\$0	\$0	\$0	\$390
FUNDING USES (1000's)									
Design/permitting		\$115	\$275						
Construction									
Sub-total	\$0	\$115	\$275	\$0	\$0	\$0	\$0	\$0	\$390

Estimated Impact on Future Operating Budget

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
Sub-total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

2% Contribution to Public Art Account

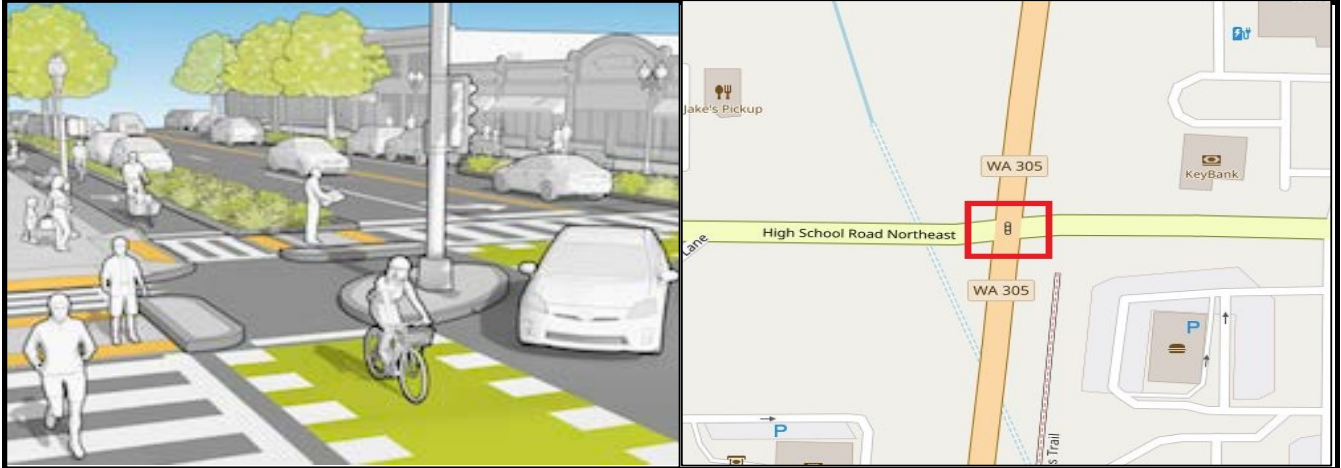
	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-Total	\$0	\$2	\$6	\$0	\$0	\$0	\$0	\$0	\$8

Project: Intersection Non-Motorized Improvements

Number:

Location: SR305 at High School Road

Project Description



Description: Reconstruct sidewalks at corners of intersection, provide separated crossing for cyclists at east and north legs of the intersection, provide buffer at corners for non-motorized users, modify signal to relocate pedestrian push button controls. Note that a Plan for Approval may be required by WSDOT for the intersection alignments. Assumes signal poles do not have to be relocated.

Benefit: Improve connection from shoulder north of the intersection to the STO trail south of the intersection for cyclists. Improve separation of pedestrian and cyclist modes.

Schedule: YR1 - DN, YR2 - WSDOT approvals and permitting, YR3 - CN

Capital Funding (1000's)

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
FUNDING SOURCES (1000's)									
General Fund	\$0	\$100	\$50	\$300	\$0	\$0	\$0	\$0	\$450
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$0	\$100	\$50	\$300	\$0	\$0	\$0	\$0	\$450
FUNDING USES (1000's)									
Design/permitting		\$100	\$50						
Construction				\$300					
Sub-total	\$0	\$100	\$50	\$300	\$0	\$0	\$0	\$0	\$450

Estimated Impact on Future Operating Budget

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
Sub-total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

2% Contribution to Public Art Account

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-Total	\$0	\$2	\$1	\$6	\$0	\$0	\$0	\$0	\$9

Project: Sidewalk Extention and Crosswalk

Number:

Location: Point White Drive from Schell Chelb Park to Lynwood Center

Project Description



Description: Construct sidewalk and parallel parking area on north side of Point White Drive to connect park to new developments in Lynwood Center. Construct crosswalk across Point White for connection from park to beach.

Benefit: Enhance safety for pedestrians, provide safe beach access, and preservation of on-street parking.

Schedule: YR1 - DN & Permitting, YR2 - CN

Capital Funding (1000's)

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
FUNDING SOURCES (1000's)									
General Fund	\$0	\$110	\$170	\$0	\$0	\$0	\$0	\$0	\$280
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$0	\$110	\$170	\$0	\$0	\$0	\$0	\$0	\$280
FUNDING USES (1000's)									
Design/permitting		\$110	\$170						
Construction									
Sub-total	\$0	\$110	\$170	\$0	\$0	\$0	\$0	\$0	\$280

Estimated Impact on Future Operating Budget

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Operating									
Debt Service									
Sub-total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

2% Contribution to Public Art Account

	Prior Yrs.	2019	2020	2021	2022	2023	2024	2025-2038	Total
Sub-Total	\$0	\$2	\$3	\$0	\$0	\$0	\$0	\$0	\$6

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:35 PM 2018 Road Striping Contract Award, AB 18-109 – Public Works (Pg. 46)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-109
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: Repair and Maintenance
Expenditure Req: \$ 175,428.06	Budgeted? Yes Budget Amend. Req? No

REFERRALS/REVIEW

Business Meeting: 6/26/2018	Recommendation: Forward to July 10, 2018 unfinished business agenda
City Manager: Yes	Legal: Yes Finance: Yes

DESCRIPTION/BACKGROUND

As last discussed by the City Council at its June 26, 2018, meeting, the 2018 Road Striping project includes pavement marking on approximately eighty (80) miles of roadway including collectors and urban/rural residential roads as well as traffic controls and environmental protection.

Bids were solicited through area newspapers and the City's bids and awards listserv. The bid opening was held on Friday, June 15, 2018. The apparent low bidder is Stripe Rite, Inc., in the amount of \$175,428.06. See attached bid form for results.

A review of the bids found that the cost per foot of paint line increased \$.03/LF from last year. Cost increases can be attributed to the number of contractors capable of doing this large of a project and the amount of work currently on the market.

Staff has reviewed the bid documentation and contractor's qualifications and recommends that the City Council award this contract to Stripe Rite, Inc.

RECOMMENDED ACTION/MOTION

I move to award the contract for the 2018 Road Striping Project to Stripe Rite, Inc., in the amount of \$175,428.06.

ATTACHMENTS:

Description	Type
▣ Road Striping List	Backup Material
▣ 2018 Road Striping Contract	Backup Material
▣ 2018 Road Striping Bid Form	Backup Material

Appendix A

ROAD NAME	Center Stripe (LF)	Edge Line (LF)	Painted Wide Line (LF)	RPM Type 2 (EA)	Removing RPMs (Type 1 & 2) EA	Removing Paint Line (LF)	Removing Plastic Traffic Marker (EA)	ROAD DESIGNATION	Notes
Agate Pass Road	3,485	0	0	0	0	0	0	Collector	
Agatewood Road	1,600	0	0	0	0	0	0	Collector	
Agate Point Road	3,229	0	0	0	0	0	0	Collector	
Arrow Point Drive	9,504	0	0	18	0	0	0	Secondary Arterial	RPMs (Arrow Point to Miller)
Baker Hill Road	10,666	21,332	0	42	0	0	0	Secondary Arterial	RPMs: (Lynwood to Crystal Springs)
Battle Point Drive	10,930	0	0	16	0	0	0	Collector	RPMs: (Miller to Battlepoint Drive - CURVES ONLY)
Bayhill Road	350	0	0	0	0	0	0	Residential Suburban	
Bergman Road	2,817	0	0	0	0	0	0	Collector	
Bjune Drive	302	1,641	0	0	0	0	0	Collector	
Blakely Avenue	15,840	31,680	0	104	0	0	0	Secondary Arterial	RPMs (Bucklin to Halls Hill)
Blakely Hill Road	4,224	100	0	0	0	0	0	Collector	
Brien Drive	0	988	0	0	0	0	0	Collector	
Bucklin Hill Road	5,333	10,666	3,900	43	0	0	0	Secondary Arterial	
Byron Drive	1,297	0	0	0	0	0	0	Residential Suburban	
Cherry Avenue	0	0	0	0	0	0	0	Residential Urban	
Commodore Lane	324	0	0	0	0	0	0	Residential Urban	
County Park Road	0	0	0	0	0	0	0	Residential Urban	RPMs: (West Port Madison to Grotle)
Country Club Road	8,976	0	0	24	0	0	0	Collector	RPMs: (Blakely to curve section past Toe Jam)
Crystal Springs Drive	9,194	0	0	8	0	0	0	Collector	RPMs: (Baker Hill to Lynwood Center, skip area within road humps, curves only)
Day Road	12,461	24,922	0	100	0	0	0	Collector	RPMs: (SR305 to N Madison)
Dingley Road	774	1,548		0	0	0	0		
Dolphin Drive	2,640	0	0	0	0	0	0	Collector	
Eagle Harbor Drive	12,725	25,450	0	7	0	0	0	Secondary Arterial	RPMs (McDonald to Rockaway Beach)
Ericksen Avenue	2,600	10,750	4,992	0	0	0	0	Collector	

Appendix A

ROAD NAME	Center Stripe (LF)	Edge Line (LF)	Painted Wide Line (LF)	RPM Type 2 (EA)	Removing RPMs (Type 1 & 2) EA	Removing Paint Line (LF)	Removing Plastic Traffic Marker (EA)	ROAD DESIGNATION	Notes
Euclid Avenue E	7,603	0	0	0	0	0	0	Residential Urban	
Falk Road	2,763	0	0	0	0	0	0	Residential Suburban	
Ferncliff Avenue	8,818	9,874	7,300	9	0	0	0	Secondary Arterial	RPMs: (High School to Lofgren)
Fletcher Bay Road	12,091	22,722	1,460	105	0	0	0	Secondary Arterial	
Finch Road	2,640	3,822	1,600	0	0	0	0	Collector	
Fort Ward Hill Road	7,973	4,934	0	35	0	0	0	Collector	
Foster Road	1,954	0	0	0	0	0	0	Collector	
Frey Road	1,320	0	0	0	0	0	0	Collector	
Grand Avenue	4,752	7,104	2,520	0	0	0	0	Collector	
Grow Avenue	4,150	8,300	0	0	0	0	0	Residential Urban	
Halls Hill Road	3,854	0	0	0	0	0	0	Collector	
Harborview Drive	2,587	0	0	0	0	0	0	Unknown	
Henderson Road	4,013	0	0	0	0	0	0	Collector	
Hidden Cove Rd	11,088	22,176	0	180	0	0	0	Collector	RPMs: (SR305 to Phelps)
High School Road	7,260	16,592	9,355	114	0	310	0	Secondary Arterial	RPMs: (Sportsman Club to Miller)
Ihland	0	0	0	0	0	0	0	Residential Urban	
Komedal Road	2,429	0	0	0	0	0	0	Residential Suburban	
Koura Road	7,248	16,684	0	45	0	0	0	Secondary Arterial	
Lafayette Avenue	3,960	7,920	0	0	0	0	0	Collector	
Lofgren Road	1,901	3,802	0	8	0	0	0	Collector	
Lovegren Road	2,563	0	0	0	0	0	0	Collector	
Lovell Avenue	2,640	5,280	0	0	0	0	0	Residential Urban	

Appendix A

ROAD NAME	Center Stripe (LF)	Edge Line (LF)	Painted Wide Line (LF)	RPM Type 2 (EA)	Removing RPMs (Type 1 & 2) EA	Removing Paint Line (LF)	Removing Plastic Traffic Marker (EA)	ROAD DESIGNATION	Notes
Lynnwood Center Road	6,653	10,660	2,646	60	0	0	0	Secondary Arterial	
Madison Avenue	22,326	35,452	15,984	376	0	255	0	Secondary Arterial	RPMs: (SR305 to New Brooklyn and Yaquina & SR305 to Phelps)
Mandus Olson	2,590	0	0		0	0	0	Residential Suburban	
Manitou Beach Road	8,501	17,002	0	20	0	0	0	Collector	RPMs: (near dock street curves only)
Manzanita Avenue	5,280	0	0	0	0	0	0	Collector	
McDonald Avenue	2,323	0	0	0	0	0	0	Collector	
Miller Road	15,101	30,202	0	161	0	0	0	Secondary Arterial	RPMs: (All including section Day Road to SR305)
Moran Road	2,904	5,808	0	18	0	0	0	Collector	
Murden Cove	1,848	0	0	0	0	0	0	Residential Urban	
Nakata Place	0	0	0	0	0	0	0	Residential Urban	
New Brooklyn Road	10,666	19,373	1,959	113	0	0	0	Secondary Arterial	RPMs: (Sportsman Club to Miller)
New Sweden Avenue	3,907	0	0	13	0	0	0	Collector	RPMs: (curves only)
Nicholson Place	0	0	0	0	0	0	0		
North Street	528	0	0	0	0	0	0	Collector	
Oddfellow Road	2,904	5,808	0	0	0	0	0	Collector	
Old Creosote Drive	3,653	0	0	0	0	0	0	Residential Suburban	
Old Mill Road	5,280	0	0	13	0	0	0	Collector	RPMs: (curves only)
Olympic Terrace	2,798	0	0	0	0	0	0	Collector	
Parfitt Way	2,640	0	0	0	0	0	0	Residential Urban	
Park Avenue	1,742	3,484	0	0	0	0	0	Collector	
Peterson Hill Road	1,320	0	0	0	0	0	0	Residential Urban	
Phelps Road	8,026	16,052	6,060	200	0	0	0	Secondary Arterial	
Pleasant Beach Drive	6,970	13,940	920	0	0	0	0	Collector	

Appendix A

ROAD NAME	Center Stripe (LF)	Edge Line (LF)	Painted Wide Line (LF)	RPM Type 2 (EA)	Removing RPMs (Type 1 & 2) EA	Removing Paint Line (LF)	Removing Plastic Traffic Marker (EA)	ROAD DESIGNATION	Notes
Point White Drive	8,026	16,052	0	12	0	0	0	Collector	
Ralston Road	581	0	0	0	0	0	0	Residential Suburban	
Rockaway Beach Road	5,280	0	0	6	0	0	0	Collector	RPMs: (curves only)
Rose Avenue	1,584	0	0	0	0	0	0	Residential Suburban	
Sands Avenue	2,534	0	0	0	0	0	0	Residential Suburban	
Seabold Road	400	0	0	0	0	0	0	Collector	
Seabold Church Road	581	0	0	0	0	0	0	Residential Suburban	
South Beach Road	3,168	0	0	0	0	0	0	Collector	
Sportsman Club Road	8,606	17,212	0	104	0	0	0	Secondary Arterial	RPMs: (SR305 to Wyatt including a mall portion of Finch)
Springridge Road	5,966	0	0	0	0	0	0	Collector	
Sunrise Drive	15,787	31,574	0	202	0	0	0	Secondary Arterial	RPMs: (Valley to Torvanger)
Taylor Avenue	6,791	0	0	0	0	0	0	Collector	RPMs: (curves only)
Toe Jam Hill Road	7,920	0	S	0	0	0	0	Collector	
Tolo Road	326	0	0	0	0	0	0	Collector	
Torvanger Road	1,320	0	0	0	0	0	0	Collector	
Valley Road	2,587	5,174	0	85	0	0	0	Secondary Arterial	
Vincent Road	2,734	0	0	0	0	0	0	Residential Suburban	
Wallace Way	1,320	2,640	0	0	0	0	0	Residential Urban	
Wardwell Road	286	572	0	0	0	0	0	Collector	
Washington Avenue	2,666	0	0	0	0	0	0	Residential Urban	
Weaver Road	3,117	0	0	0	0	0	0	Collector	
West Port Madison Road	5,333	0	0	0	0	0	0	Collector	
Wing Point Way	6,500	4,500	3,240	0	0	450	0	Secondary Arterial	

Appendix A

ROAD NAME	Center Stripe (LF)	Edge Line (LF)	Painted Wide Line (LF)	RPM Type 2 (EA)	Removing RPMs (Type 1 & 2) EA	Removing Paint Line (LF)	Removing Plastic Traffic Marker (EA)	ROAD DESIGNATION	Notes
Wing Point Road	1,145	2,290	0	0	0	0	0	Residential Urban	
Winther Road	1,320	0	0	0	0	0	0	Collector	
Winslow Way	3,676	2,774	1,900	0	0	0	9	Secondary Arterial	Remove Sharow symbol
Wood Avenue	1,742	0	0	0	0	0	0	Residential Urban	
Wyatt Way	5,280	30,768	1,500	40	162	0	0	Secondary Arterial	New RPMs: (Finch to Bucklin Hill), Remove RPMs & New Center Stripe: (Madison to Ericksen)
Yaquina Avenue	2,640	0	0	0	0	0	0	Residential Suburban	
3-T Road	890	0	0	0	0	0	0	Unknown	
Total	450,944	529,624	65,336	2,281	162	1,015	9		Total

Contract

CONTRACT FOR CONSTRUCTION

THIS CONSTRUCTION CONTRACT ("Contract"), made the __, day of _____, 2018, by and between the City of Bainbridge Island ("City" and/or "CONTRACTING AGENCY") and ____ ("CONTRACTOR").

WITNESSETH:

WHEREAS, the CONTRACTING AGENCY has caused the Project Manual, Specifications, Drawings, and other contract documents to be prepared for certain Work as described therein, known as the **2018 ROAD STRIPING PROJECT**, and

WHEREAS, the CONTRACTOR has offered to perform the proposed Work in accordance with the terms of the Contract Documents including but not limited to this Contract, and

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the CONTRACTOR hereby agrees that the foregoing recitals are true and correct and are incorporated into this Contract and to complete the Work at the price and on the terms and conditions herein contained. The CONTRACTING AGENCY agrees to pay the CONTRACTOR the contract price of _____ (\$_____.00) ("Contract Price") for the fulfillment of the Work and the performance of the covenants set forth herein.

The further terms, conditions, and covenants of this Contract are set forth in the following documents, all of which are component parts of this Contract as if set out in full, and if not attached, as if hereto attached collectively referred to as the "Contract Documents":

1. This Contract, including the form "Proposal – Items of Work and Materials to be Provided, Estimated Quantities, Units of Measurement at the Unit Bid Prices"
2. The Standard Specifications for Road, Bridge, and Municipal Construction, 2018 edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter "Standard Specifications")
3. Amendments to the Standard Specifications
4. Indemnity and Insurance Agreement
5. Special Indemnity and Insurance Agreement
6. Prevailing Wage Schedules and Regulations
7. Specifications, Drawings, Details, and all other Documents contained in and made applicable by this Contract and the Project Manual
8. Certification of Compliance with Wage Payment Statutes
9. All Plans, Drawings, Specifications, and Addenda issued prior to the Bid Opening Date.

The CONTRACTING AGENCY and the CONTRACTOR recognize that time is of the essence of this Contract and that the CONTRACTING AGENCY will suffer financial loss if the Work is not completed within the time specified in this Contract. Therefore, the parties agree that the liquidated damages provisions of the Standard Specifications as modified herein shall apply and that those provisions have been mutually negotiated.

CONTRACTOR's Initials: _____

2018 Road Striping Project

The CONTRACTOR hereby warrants and represents it has reviewed, understands, and agrees to the terms and conditions of this Contract, all Addenda, and the Standard Specifications as modified by the Amendments and Special Provisions and all other Documents contained in the Project Manual and incorporated herein by reference. The person executing this Contract warrants and represents that they are fully authorized to execute this Contract.

All parties agree that the State of Washington is hereby named as an express third-party beneficiary of this Contract, with all rights as such.

THE CONTRACTOR AGREES TO RETURN THIS EXECUTED CONTRACT AND OTHER REQUIRED DOCUMENTS TO THE CONTRACTING AGENCY as required by the Standard Specifications as modified herein, and to return the DECLARATION OF OPTION OF MANAGEMENT OF STATUTORY RETAINED PERCENTAGE AT THE SAME TIME.

IN WITNESS WHEREOF, this Contract has been executed on the day and year above written.

CONTRACTOR:

By: _____

Its: _____

Date: _____

CITY OF BAINBRIDGE ISLAND:

By: _____

Douglas Schulze, City Manager

Date: _____



CITY OF
BAINBRIDGE ISLAND

2018 Road Striping Project

Bid Due Date: June 15, 2018 at 9:30 AM/Open 10:00 AM

<i>Note: Bids are Opened in the Order Received.</i> Bids Solicited by: ☒ Advertisement ☐ MRSC Small Works Roster Engineer's Estimate is \$100,000 to \$130,000		Stripe Rite, Inc. Sumner, WA	Apply-A-Line Pacific, WA		
Proposal	✓	✓			
Proposal Signature Page	✓	✓			
Acknowledgement of Addenda	✓	✓			
Non-Collusion Declaration	✓	✓			
Proposal Bond	✓	✓			
Statement of Bidders Qualifications	✓	✓			
Statement of Proposed Sub-Contractors	✓	✓			
Total Amount Base Bid		\$175,28.06	\$247,327.04		
WA State Sales Tax		N/A	N/A		
TOTAL BID AMOUNT		175,428.06	\$247,327.04		

A total of two bids were received for the **2018 Road Striping project**. Project Manager Aaron Claiborne has reviewed the bids and recommends that the City Council award the contract to the apparent low bidder Stripe Rite Inc. in the amount of \$175,428.06.

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:45 PM Core 40 - Miller and Fletcher Bay Road Shoulder Improvements Contract Award, AB 16-145 – Public Works (Pg. 56)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 16-145
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: CIP Non-Motorized	
Expenditure Req: \$TBD	Budgeted? Yes	Budget Amend. Req? Yes

REFERRALS/REVIEW

Business Meeting: 6/26/2018	Recommendation: Forward to July 10, 2018 unfinished business agenda.	
City Manager: Yes	Legal: Yes	Finance: Yes

DESCRIPTION/BACKGROUND

As last discussed by the City Council at its June 26, 2018, meeting, this Core 40 Program work includes installation of six-foot (5'-paved) road shoulder improvements. Work on Miller Road is from Tolo Road to Peterson Hill Road. Work on Fletcher Bay Road is from High School Road to New Brooklyn Road. The City of Bainbridge Island Core 40 Program was developed in 2007 with the intent of creating a 40-mile integrated shoulder network for bicycles island-wide.

Bids were solicited through area newspapers and the City's bids and awards listserv. The bid opening was held on June 22, 2018. The only bidder is Titan Earthwork in the amount of \$1,376,058.78. See attached bid form for results.

Additional funds in the amount of \$47,000.00 are needed for contingency funds and awarding the contract. Upon City Council approval, a proposed budget amendment will be included in the 2nd quarter budget reporting. Staff has reviewed the bid documentation and contractor's qualifications and recommends that the Council award this contract to Titan Earthwork.

For more information, please visit the project webpage at: <https://www.bainbridgewa.gov/216/City-Projects>

RECOMMENDED ACTION/MOTION

I move to award the contract for the Core 40 Miller and Fletcher Bay Shoulder Improvements Project to Titan Earthwork in the amount of \$1,376,058.78, as well as to authorize an associated budget amendment in the amount of \$47,000.00 from the General Fund, thereby increasing the spending authority for this project.

ATTACHMENTS:

Description	Type
▣ CIP Summary Page	Backup Material
▣ Core 40 Miller Fletcher Bay Shoulder Imp Contract	Backup Material
▣ Core 40 Miller Fletcher Bay Shoulder Imp Bid Form	Backup Material
▣ Engineer's Estimate and Bid Tabulations	Backup Material

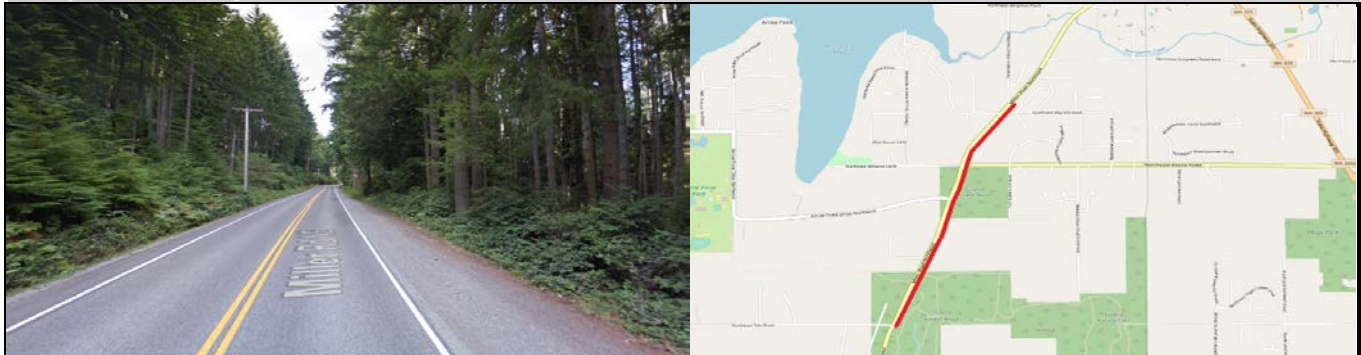
Project: C40 Miller Road

Number:

00800

Location: Tolo Rd. to Peterson Hill Rd.

Project Description



Description: Provide shoulder widening on both sides of Miller Road from Tolo Road to Peterson Hill Road. Assumes that no permanent ROW acquisition is needed.

Benefit: Safety and non-motorized transportation connectivity.

Schedule: YR1/2: design and permit. YR3: construction.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
FUNDING SOURCES (1000's)									
General Fund	\$25	\$0	\$324	\$0	\$0	\$0	\$0	\$0	\$349
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$155	\$0	\$596	\$0	\$0	\$0	\$0	\$0	\$751
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$180	\$0	\$920	\$0	\$0	\$0	\$0	\$0	\$1,100
FUNDING USES (1000's)									
Design/permitting	\$180	\$0							\$180
Construction			\$920						\$920
Sub-total	\$180	\$0	\$920	\$0	\$0	\$0	\$0	\$0	\$1,100

Estimated Impact on Future Operating Budget

	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
Operating									
Debt Service									
Sub-total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

2% Contribution to Public Art Account

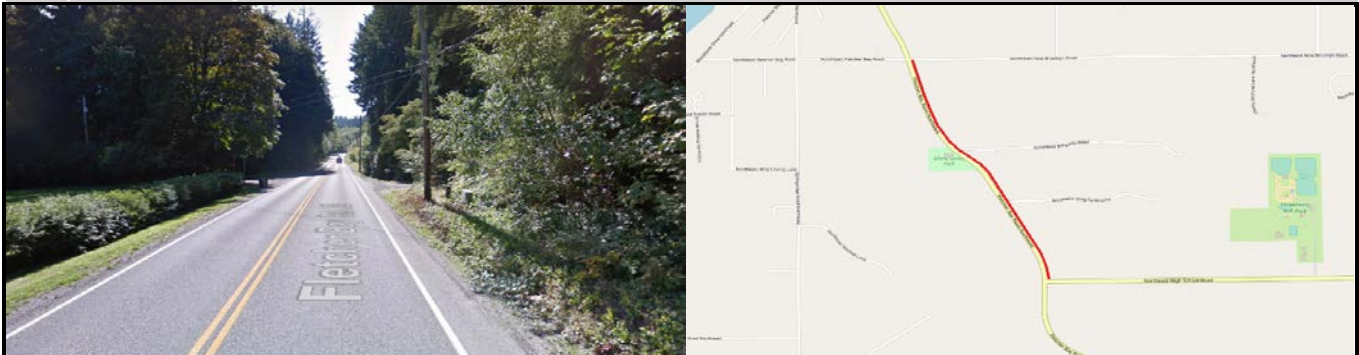
	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
Sub-Total	\$1	\$0	\$6	\$0	\$0	\$0	\$0	\$0	\$7

Project: C40 Fletcher Bay Road

Number: 00780

Location: High School to New Brooklyn

Project Description



Description: Provide shoulder widening on both sides of Fletcher Bay Road from High School Road to New Brooklyn Road. The project is planned to be designed by COBI staff. Assumes that no permanent ROW acquisition is needed.

Benefit: Safety and non-motorized transportation connectivity.

Schedule: YR1: design and permit. YR2: construction.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
FUNDING SOURCES (1000's)									
General Fund	\$0	\$20	\$111	\$0	\$0	\$0	\$0	\$0	\$131
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grant	\$0	\$0	\$389	\$0	\$0	\$0	\$0	\$0	\$389
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$0	\$20	\$500	\$0	\$0	\$0	\$0	\$0	\$520
FUNDING USES (1000's)									
Design/permitting		\$20							\$20
Construction			\$500						\$500
Sub-total	\$0	\$20	\$500	\$0	\$0	\$0	\$0	\$0	\$520

Estimated Impact on Future Operating Budget

	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
Operating									
Debt Service									
Sub-total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

2% Contribution to Public Art Account

	Prior Yrs	2017	2018	2019	2020	2021	2022	2023-2034	Total
Sub-Total	\$0	\$0	\$2	\$0	\$0	\$0	\$0	\$0	\$3

Contract

CONTRACT FOR CONSTRUCTION

THIS CONSTRUCTION CONTRACT ("Contract"), made the __, day of _____, 2018, by and between the City of Bainbridge Island ("City" and/or "CONTRACTING AGENCY") and _____ ("CONTRACTOR").

WITNESSETH:

WHEREAS, the CONTRACTING AGENCY has caused the Project Manual, Specifications, Drawings, and other contract documents to be prepared for certain Work as described therein, known as the **CORE 40 – MILLER ROAD SHOULDER IMPROVEMENTS AND CORE 40 – FLETCHER BAY ROAD SHOULDER IMPROVEMENTS PROJECT**, and

WHEREAS, the CONTRACTOR has offered to perform the proposed Work in accordance with the terms of the Contract Documents including but not limited to this Contract, and

NOW, THEREFORE, in consideration of the mutual covenants and agreements of the parties herein contained and to be performed, the CONTRACTOR hereby agrees that the foregoing recitals are true and correct and are incorporated into this Contract and to complete the Work at the price and on the terms and conditions herein contained. The CONTRACTING AGENCY agrees to pay the CONTRACTOR the contract price of _____ (\$ _____ .00) ("Contract Price") for the fulfillment of the Work and the performance of the covenants set forth herein.

The further terms, conditions, and covenants of this Contract are set forth in the following documents, all of which are component parts of this Contract as if set out in full, and if not attached, as if hereto attached collectively referred to as the "Contract Documents":

1. This Contract, including the form "Proposal – Items of Work and Materials to be Provided, Estimated Quantities, Units of Measurement at the Unit Bid Prices"
2. The Standard Specifications for Road, Bridge, and Municipal Construction, 2018 edition, as issued by the Washington State Department of Transportation (WSDOT) and the American Public Works Association (APWA), Washington State Chapter (hereafter "Standard Specifications")
3. Amendments to the Standard Specifications
4. Indemnity and Insurance Agreement
5. Special Indemnity and Insurance Agreement
6. Prevailing Wage Schedules and Regulations
7. Specifications, Drawings, Details, and all other Documents contained in and made applicable by this Contract and the Project Manual
8. Certification of Compliance with Wage Payment Statutes
9. All Plans, Drawings, Specifications, and Addenda issued prior to the Bid Opening Date.

The CONTRACTING AGENCY and the CONTRACTOR recognize that time is of the essence of this Contract and that the CONTRACTING AGENCY will suffer financial loss if the Work is not completed within the time specified in this Contract. Therefore, the parties agree that the liquidated damages provisions of the Standard Specifications as modified herein shall apply and that those provisions have been mutually negotiated.

CONTRACTOR's Initials: _____

The CONTRACTOR hereby warrants and represents it has reviewed, understands, and agrees to the terms and conditions of this Contract, all Addenda, and the Standard Specifications as modified by the Amendments and Special Provisions and all other Documents contained in the Project Manual and incorporated herein by reference. The person executing this Contract warrants and represents that they are fully authorized to execute this Contract.

All parties agree that the State of Washington is hereby named as an express third-party beneficiary of this Contract, with all rights as such.

THE CONTRACTOR AGREES TO RETURN THIS EXECUTED CONTRACT AND OTHER REQUIRED DOCUMENTS TO THE CONTRACTING AGENCY as required by the Standard Specifications as modified herein, and to return the DECLARATION OF OPTION OF MANAGEMENT OF STATUTORY RETAINED PERCENTAGE AT THE SAME TIME.

IN WITNESS WHEREOF, this Contract has been executed on the day and year above written.

CONTRACTOR:

By: _____

Its: _____

Date: _____

CITY OF BAINBRIDGE ISLAND:

By: _____

Douglas Schulze, City Manager

Date: _____



CITY OF
BAINBRIDGE ISLAND

Miller Rd and Fletcher Bay Rd Shoulder Improvements

Bid Opening Date: June 22, 2018 @ 10:00 a.m.

City Hall Council Conference Room

<i>Note: Bids Are Opened in Order Received.</i> Bids Solicited by: ☒ Advertisement ☐ Small Works Roster The Engineers Estimate is: \$1.1M to \$1.3M		Titan Earthwork, LLC				
Proposal	√					
Signature Page	√					
Non-Collusion Declaration	√					
5 % Bid Deposit / Bond	√					
Statement of Bidder's Qualifications	√					
Subcontractors List	√					
UDBE Utilization Certification	√					
UDBE Written Confirmation Document	√					
GRAND TOTAL BID AMOUNT:		\$1,376,058.78				

A total of 1 bids were received for the Sound to Olympics Trail project. The apparent low bidder is Titan Earthwork, LLC in the base bid amount of \$ \$1,376,058.78.



Bid Tabulations
Miller Rd and Fletcher Bay Rd Shoulder Improvements
 Bid Opening June 22, 10 AM, Council Conf. Room

				Engineer's Estimate		Titan Earthwork, LLC	
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	COST	UNIT PRICE	COST
1	Mobilization	LS	1	\$75,000.00	\$75,000.00	\$88,765.20	\$88,765.20
2	Clearing and Grubbing	AC	1.1	\$6,500.00	\$7,150.00	\$17,000.00	\$18,700.00
3	Tree Removal	LS	1	\$5,000.00	\$5,000.00	\$28,000.00	\$28,000.00
4	Removal of Structures and Obstructions	LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
5	Roadway Excavation Incl. Haul	CY	3500	\$35.00	\$122,500.00	\$43.00	\$150,500.00
6	Select Borrow Incl. Haul	TN	980	\$30.00	\$29,400.00	\$28.00	\$27,440.00
7	Ditch Excavation Incl. Haul	CY	62	\$30.00	\$1,860.00	\$44.00	\$2,728.00
8	Schedule A Culv. Pipe 12 In. Diam.	LF	17	\$60.00	\$1,020.00	\$98.00	\$1,666.00
9	High Density Polyethylene (HDPE) Pipe 18 In. Diam.	LF	87	\$150.00	\$13,050.00	\$79.00	\$6,873.00
10	Catch Basin Type 1	EA	1	\$1,750.00	\$1,750.00	\$2,200.00	\$2,200.00
11	Gravel Base	TN	2150	\$35.00	\$75,250.00	\$26.00	\$55,900.00
12	Crushed Surfacing Base Course	TN	1100	\$40.00	\$44,000.00	\$37.00	\$40,700.00
13	HMA CL. 1/2" PG 64-22	TN	1200	\$130.00	\$156,000.00	\$139.00	\$166,800.00
14	Tree Protection	LS	1	\$4000.00	\$4,000.00	\$5,700.00	\$5,700.00
15	ESC Lead	DAY	10	\$120.00	\$1,200.00	\$254.00	\$2,540.00
16	Top Soil Type C	AC	1.25	\$25,800.00	\$32,250.00	\$47,250.00	\$59,062.50
17	Seeding, Fertilizing, and Mulching	AC	1.25	\$6,500.00	\$8,125.00	\$25,830.00	\$32,287.50
18	Biodegradable Erosion Control Blanket	SY	1500	\$5.00	\$7,500.00	\$4.00	\$6,000.00
19	Check Dam	LF	900	\$15.00	\$13,500.00	\$5.00	\$4,500.00
20	Inlet Protection	EA	2	\$100.00	\$200.00	\$85.00	\$170.00
21	Erosion/Water Pollution Control	DOL	4000	\$1.00	\$4,000.00	\$1.00	\$4,000.00
22	High Visibility Silt Fence	LF	4000	\$5.00	\$20,000.00	\$5.00	\$20,000.00
23	Paint Line	LF	11975	\$0.50	\$5,987.50	\$2.00	\$23,950.00
24	Plastic Stop Line	LF	80	\$25.00	\$2,000.00	\$12.00	\$960.00
25	Permanent Signing	LS	1	\$5,000.00	\$5,000.00	\$10,250.00	\$10,250.00
26	Project Temporary Traffic Control	LS	1	\$40,000.00	\$40,000.00	\$60,000.00	\$60,000.00
27	Resolution of Utility Conflict	DOL	20000	\$1.00	\$20,000.00	\$1.00	\$20,000.00
28	Adjust Valve Box	EA	6	\$500.00	\$3,000.00	\$450.00	\$2,700.00
29	Roadway Surveying	LS	1	\$18,500.00	\$18,500.00	\$18,900.00	\$18,900.00
30	Trimming and Cleanup	LS	1	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00
31	Minor Change	DOL	15000	\$1.00	\$15,000.00	\$1.00	\$15,000.00
32	SPCC Plan	LS	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00
Miller Rd Total				\$746,242.50		\$890,792.20	
33	Mobilization	LS	1	\$30,000	\$30,000.00	\$79,246.58	\$79,246.58
34	Clearing and Grubbing	AC	0.9	\$6,500	\$5,850.00	\$10,300.00	\$9,270.00
35	Roadway Excavation Incl. Haul	CY	2060	\$35	\$72,100.00	\$43.00	\$88,580.00
36	Select Borrow Incl. Haul	TN	2230	\$30.00	\$66,900.00	\$28.00	\$62,440.00
37	Ditch Excavation Incl. Haul	CY	30	\$75.00	\$2,250.00	\$55.00	\$1,650.00
38	Schedule A Culv. Pipe 12 In. Diam.	LF	110	\$60.00	\$6,600.00	\$63.00	\$6,930.00
39	Gravel Base	TN	1100	\$35.00	\$38,500.00	\$26.00	\$28,600.00
40	Crushed Surfacing Base Course	TN	450	\$40	\$18,000.00	\$37.00	\$16,650.00
41	HMA CL. 1/2" PG 64-22	TN	480	\$130	\$62,400.00	\$145.00	\$69,600.00
42	Tree Protection	LS	1	\$1,000	\$1,000.00	\$7,000.00	\$7,000.00
43	ESC Lead	DAY	10	\$120.00	\$1,200.00	\$254.00	\$2,540.00
44	Top Soil Type C	AC	0.6	\$25800.00	\$15,480.00	\$47,500.00	\$28,500.00
45	Seeding Fertilizing and Mulching	AC	0.6	\$6,500	\$3,900.00	\$26,100.00	\$15,660.00
46	Erosion/Water Pollution Control	DOL	2000	\$1	\$2,000.00	\$1.00	\$2,000.00
47	Permanent Signing	LS	1	\$2,500	\$2,500.00	\$3,500.00	\$3,500.00
48	Project Temporary Traffic Control	LS	1	\$20,000	\$20,000.00	\$37,500.00	\$37,500.00
49	Roadway Surveying	LS	1	\$5,000	\$5,000.00	\$6,100.00	\$6,100.00
50	Trimming and Cleanup	LS	1	\$2,000	\$2,000.00	\$4,000.00	\$4,000.00
51	Minor Change	DOL	15000	\$1	\$15,000.00	\$1.00	\$15,000.00
52	SPCC Plan	LS	1	\$1,000	\$1,000.00	\$500.00	\$500.00
Fletcher Bay Rd Total				\$371,680.00		\$485,266.58	
Grand Total				\$1,117,922.50		\$1,376,058.78	

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 8:55 PM Authorize Application for FEMA Grant for Police Boat, AB 18-120 - Police (Pg. 63)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 18-120
Proposed By: Matthew Hamner, Chief of Police	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Funding is available through a FEMA Port Security Grant to address deficiencies and upgrade the police department's primary vessel, a 33' Safeboat referred to as M8. Some of M8's deficiencies (noted by the vessel manufacturer during a recent inspection) come from age and use, and others could be improved as a result of newer processes and technology.

The grant amount we wish to request is \$171,565.46 with a \$57,188.49 (25%) match, for a total of \$228,753.95. With the identified repairs and upgrades, we can expect another 11 years out of the vessel.

RECOMMENDED ACTION/MOTION

I move to authorize the City Manager to apply for a FEMA Port Security Grant in the amount of \$171,565.46, and to expend \$57,188.49 in City funds as the match for this grant.

ATTACHMENTS:

Description	Type
❑ Port Security Grant - Request to Apply	Backup Material
❑ Port Security Grant - M8 Role and Grant Justification	Backup Material
❑ Port Security Grant - M8 Life Extension Program	Backup Material
❑ Port Security Grant - Factory Service Quote	Backup Material

Ben Sias

From: Ben Sias
Sent: Monday, June 11, 2018 2:58 PM
To: Matthew Hamner
Cc: Jeff Horn
Subject: Port Security Grant

Sir,

I have submitted an initial application for federal assistance. This is a FEMA Port Security grant. This grant opening was anticipated to in May, as it turned out it opened May 21 and closes June 20. I have completed the application forms, written the grant, and met with the factory that made Marine 8. They have visited the boat and noted some deficiencies, some of which come from age and use, and others that are a result of there being better ways to build things now- lessons learned in the 11 years since it was built.

Marine 8 is the perfect boat for BIPD, and it has seen hard use since delivery. It is on it's second set of engines, each of which are over 1000 hard hours. We have been dealing with mechanical failures fairly regularly for last few years, and M8 was on a trailer at a shop in Bremerton during the recent plane crash.

The grant would cover the purchase and installation of three new engines. It would address the leak in the hull and the cabin, as well as replace the non-skid, upgrade the lights, bow door, and cuddy door (full scope of work is in the package) Marine 8 is in service and functional, but is falling apart by degrees. I took it through the locks in Ballard in September and someone asked me if it "used to be a police boat." I guess it is looking a bit rough. If we get the grant and complete the work, the hull warranty will be renewed, and we can expect to get another 11 years out of it.

I am requesting \$171,565.46 in federal funds. Our 25% match is \$57,188.49. (for a total of \$228,753.95) We have VRF money we can use. We cannot use Safer Boating grant money for the match. After the initial application is approved (24 to 48 hours from now), I will plan to submit the rest of the package. If we are granted the funds, we will have 90 days to determine if we want to accept them.

I will include a copy of this email in the package in your in-box.



BAINBRIDGE ISLAND POLICE DEPARTMENT

Ben Sias, Sergeant #805

www.bainbridgewa.gov

www.facebook.com/citybainbridgeisland/

206.842.5211 (Office) 206.780.4679 (Desk))

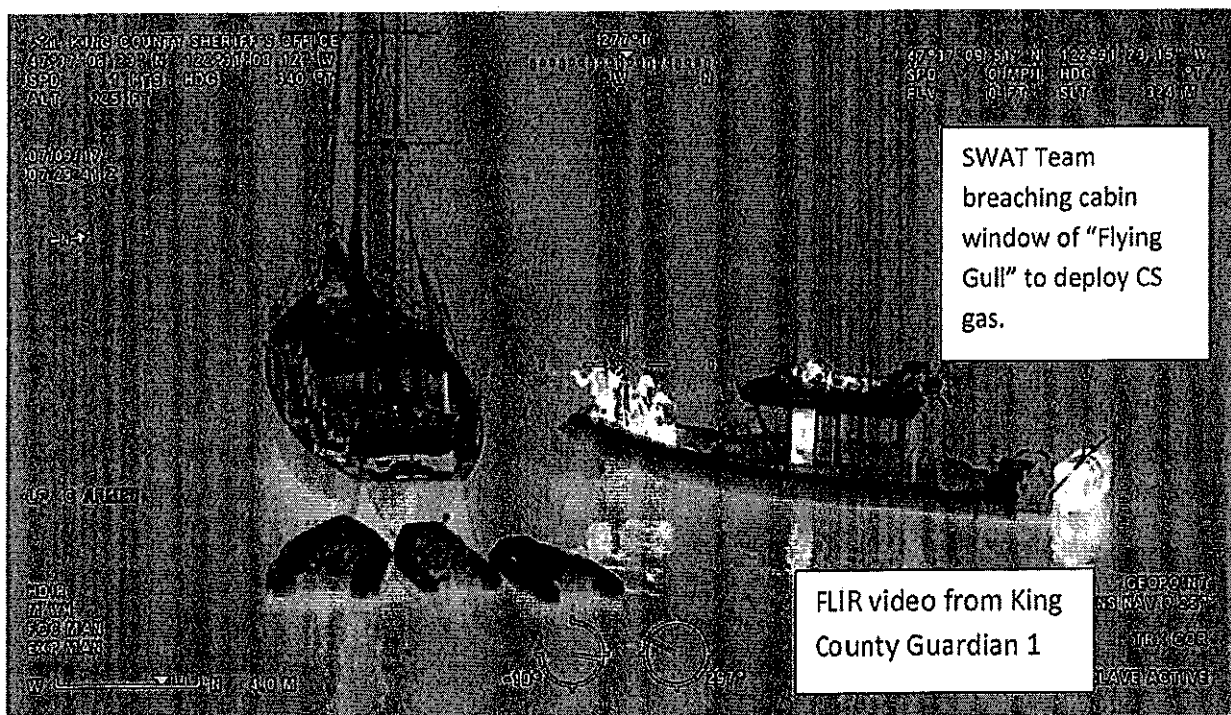
Describe your organization's specific roles, responsibilities and activities in delivering layered protection.

Agency Role in Layered Defense: The BIPD is a Port Security partner with other law enforcement agencies and the United States Coast Guard. As part of this ongoing relationship the BIPD has formed MOUs and MAAs with the USCG, Washington State Patrol, the Kitsap County Sheriff's Office and other agencies to provide both operational and tactical support of the Port Security mission. The main BIPD marine unit vessel, Marine 8, currently serves a multi-function role, being a tactical boarding platform, a C4ISR vessel as well as an everyday police patrol boat.

Since taking delivery of this extremely capable vessel in 2007, the BIPD has worked special marine events; enforced security zones and responded to requests and tasking from the USCG Sector Seattle relating to port security as well as general SAR and law enforcement missions.

Marine 8 has successfully deployed SWAT teams from the FBI, Washington State Patrol, King County Sheriff's Office, and Kitsap County Sheriff's office. This includes static and underway boardings of vessels such as the Super Class Washington State Ferry M/V Hyak, as well as smaller vessels such as the 99 gross ton tour vessel Goodtime II.

While the vast majority of these missions were training exercises, Marine 8 has proven to be a tremendous asset for countless emergency missions, most notably an active shooter incident in Eagle Harbor on July 8, 2017 that shut down the largest route of the nation's largest ferry system.



(Photo courtesy of Washington State Patrol)

The BIPD is also an active participant in the AMSC Law Enforcement Sub-Committee and the DNDO PRND Puget Sound Pilot Project. The latter has seen all of the department's marine officers trained in the use of personal radiation detectors (PRD) and handheld radiation detectors (RIID). Marine 8 now has a state of the art hard mounted radiation detection system from Radiation Solutions Inc. All members of the BIPD are trained in the NIMS Incident Command System and BIPD currently has 14 state-certified boat operators to include 3 USCG licensed Masters with TWIC identification.

Describe any operational issues you deem important to the consideration of your application (e.g interrelationships of your operations with other eligible high-risk ports, Memorandum of Understanding (MOU) or Memorandum of agreement (MOA, etc.) Please list all agencies with whom you have a maritime security MOU or MOA.

Operational Issues:

Ferry and Terminal Security

The largest Port Security concern for the BIPD is ferry and terminal security for the Washington State Ferries. While BIPD is not the lead agency for ferry security, the largest ferry run in the United States, with 6.37 million passengers annually, docks a Jumbo MKII class ferry in our jurisdiction every 40 minutes. These vessels can carry up to 2499 passengers and 202 automobiles. Additionally, the Seattle to Bremerton ferry transits our jurisdiction and carries an additional 2.5 million passengers a year.

The Washington State Patrol VATS (Vessel and Terminal Security) detachment has limited personnel to oversee ferry security, and no waterborne response capability, so the BIPD is often the first organization to arrive on-scene when there is a problem involving the ferries, especially if this problem occurs on the water.

Asset Degradation

During FY 2005, BIPD applied for and was awarded a \$637,646 Homeland Security Grant for the purchase of a state of the art patrol vessel. This vessel, Marine 8, has been a phenomenal asset not only to the benefit of BIPD and our Port Security partners, but also to the residents and guests of the entire Puget Sound. This C4ISR vessel can carry a crew of 18, can achieve 48 knots and operate in all weather in relative comfort. Marine 8 came from the SAFE boat factory with gyro-stabilized FLIR and advanced navigational electronics. These electronics have been upgraded and an encrypted AIS transponder has been added, along with one of only a handful of boat-mounted RSX radiation detection systems in the Puget Sound region.

Time is of the essence in marine incidents, and to minimize response time, Marine 8 has been kept in the saltwater of Puget Sound since delivery. While Marine 8 has bottom paint and numerous sacrificial anodes, this constant exposure to a corrosive medium has taken a toll on the hull, engines, and electronics. The vessel has over 1,000 hard hours logged on it's second set of engines and in September of 2016 the hull failed a pressure test, indicating a small hole above the water line. A gearcase failure on the starboard engine in May of 2018 prevented Marine 8 from responding to a fatality plane crash in Bainbridge Island waters.

#USCG, locals responding to report of plane crash in water near Eagle Harbor w/2 ppl aboard, good Sam rescued one, 2nd missing. #USCG Port Angeles helicopter crew and Station Seattle boat crew en route to search.

5:28 PM - 27 May 2018

As of June 2018 Marine 8 remains in service, repaired, and back in Eagle Harbor, awaiting funding to complete a Service Life Extension Program (SLEP) overhaul at the SAFE Boats International factory in nearby Bremerton, WA.

Summarize the proposed investment justification.

The following must be included:

Describe how this investment addresses the Captain of the Port's Priorities

Explain how this investment will achieve a more secure and resilient port area

Identify assets being requested

Identify similar assets that already exist

This project investment is a follow on to an award that the department received in 2005. That award allowed the Bainbridge Island Police Department, (BIPD), to acquire a state of the art patrol vessel. The vessel enables officers to quickly respond, day or night, in any weather conditions to situations on the water, as well as be a sturdy police patrol boat in everyday operations.

In a June 7th AMSC meeting in Tacoma, Captain of the Port Linda Sturgis asked that all grant requests be "Regional, useful, and effective." We believe that the repair and upgrades to our vessel fit these three priorities. We have deployed our vessel as far north as Discovery Bay in the Strait of Juan De Fuca and as far south as the Tacoma Harbor. Should there be a need, we will be able to respond to assist as needed throughout the Puget Sound Region. Marine 8 has shown its usefulness over the last eleven years whether the need be for speed and power to deliver a SWAT team, or the technology to locate and identify radioactive isotopes on the waterfront. We have been fortunate to have such a capable vessel that does so many things very well.

We want to continue and build on that success, however one ongoing problem that the BIPD has struggled with is maintaining this key piece of hardware with limited funds. Currently, if the boat is out of service for maintenance issues it is potentially out of service for some time. We have identified areas of wear and tear on the vessel and engines and discovered ways these can be mitigated to increase the availability of the boat.

For example, the recent gearcase failure was on a 4.88" diameter gearcase. The repair upgraded one engine to a 5.44" gearcase that is better able to handle the horsepower produced. We would like to re-power the vessel, and upgrade to stouter gearcases for all three engines. We have been able to successfully reduce downtime by sending one of our marine officers to two repair and maintenance classes at Mercury Marine's Service School in Burnaby, BC. This has allowed us to order parts as a Mercury dealer and to keep all but the most major repairs in-house.

We have been working closely with SAFE Boats and their Service Life Extension Program (SLEP) and they have identified areas for improvement on their vessels over the eleven years that have passed since our vessel was built. This includes upgrades to the transom as well as the wings on the hull, cuddy door, bow door, and foam collar. We ask for funds to help us maintain and upgrade our asset as it is one proven piece of equipment that stands ready to serve the region.

The SLEP would renew the hull warranty, upgrade to the latest vessel design, fix the air leak, provide three new engines, and address other age-related issues such as non-skid failure, and antenna and coaxial corrosion. The vessel would return to service, keeping our ports secure and resilient more capably than before, and for less than half the cost of a new vessel.

Identify one national priority this investment most closely supports.

Describe how, and the extent this investment justification meets one or more of the national priorities.

The following must be included:

How this investment addresses vulnerabilities identified within an area maritime security plan, facility security plan, vessel security plan, or other identified plan(s).

The national priority for critical infrastructure security and resilience this project most closely supports is the strengthening the management of cyber and physical risks to critical infrastructure. While our asset is not designed to minimize cyber risks, it excels at mitigating physical risk. The COTP has identified the major risk gap is the threat from waterside attacks on vessels of strategic importance.

One of the largest vulnerabilities in our AOR is the ferry system. This could manifest itself as a threat to a soft target such as a loaded passenger ferry during the morning commute. Our asset may be called to deploy a group of Washington State Patrol VATS troopers to address the concern.

Another identified Critical Infrastructure Vulnerability is the military installations in the area. Our asset is just as likely to respond to maintain a security zone should there be a spill from a JP-5 tank at the Manchester Fuel Depot. Depending on available assets we could also be pulling 1800' of boom from a staged oil spill response trailer with our HAZWOPER certified crew.

The BIPD Marine Unit's core value is to be on the water as much as possible. More time spent on the water equates to more contacts with the boating community by BIPD Marine Officers. These contacts are useful for dynamic detection of Rad/Nuc sources as well as to develop intelligence on potential threats.

The impediment for being on the water is maintenance on the boat itself. The BIPD is always in the water to assure a fast response. Operating a boat in the Puget Sound is a mechanical challenge for two reasons – saltwater and debris in the water. Currently the BIPD boat is out of service between 2 and 10 days a month for maintenance issues. These issues result from marine growth on the hull, corrosion and propeller strikes to semi-submerged debris in the water. The hull growth slows the boat down and raises fuel consumption. The propeller strikes cause the lower units of the outboard motors to be destroyed.

A refurbished and strengthened vessel will dramatically reduce the time that Marine 8 is out of service.

The overarching objective of this project is to build on success that has been realized. The return on investment will be an enhanced resource that will be a key piece of the port security system. This investment will keep the BIPD marine officers safer and make them more effective, not only in the port security mission, but also in the overall marine mission.

In order to have this type of capability the vessel that carries the technology needs to be available and on the water as much as possible. For that to occur the age-related maintenance issues need to be addressed.

Identify one core capability this investment most closely supports: Interdiction and disruption

Provide a high-level timeline of milestones for the implementation of this investment, such as planning, training, exercises, and major acquisitions or purchases. Up to 10 milestones may be submitted.

The following must be included:

Major milestones or relevant information that is critical to the success of the investment

Major tasks that will need to occur (e.g. design and development, contractual agreements, procurements, delivery, installation, and project completion)

1. The timeline for this investment is simpler than most since we are seeking to refurbish and upgrade an asset that already exists in an immediate response posture. Our fourteen operators have differing levels of experience, however they have already been trained in the safe operation and navigation of the vessel, as well as on the electronics such as the GPS, encrypted AIS, radiation detectors, FLIR, etc. We have already met with SAFE and specified the work we would like completed.
2. The award of funds from FEMA and acceptance of the 25% match by the City Council will be critical to the success of this endeavor.
3. We have entered into numerous contractual agreements with SAFE Boats International and have found them to be easy to work with, not to mention local. They have re-powered the vessel, and replaced the flotation collar on it twice, and have been one of our main parts suppliers.
4. Once we are notified of an award, we will be able to get on the production schedule, and this will allow SAFE to order engines for the asset. The project is currently specified utilizing Suzuki powerplants, but may switch to Mercury or Yamaha engines depending on availability, as costs are comparable. The entire process is estimated to be completed by the end of 2018.

Bainbridge Island PD Vessel Marine 8 Service Life Extension Program

A. Personnel.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
0	N/A	0
TOTAL	0	

B. Fringe Benefits.

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
0	N/A	0
TOTAL	0	
Total Personnel & Fringe Benefits	0	

C. Travel.

<u>Purpose of Travel</u>	<u>Location</u>	<u>Item</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	N/A	0	
TOTAL	0			

D. Equipment.

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
Re-Power w/ new engines	vendor quote	\$89,457.60
Install engine rigging	vendor quote	\$10,547.18
Replace bucket (transom)	vendor quote	\$16,358.56
Replace non-skid decking	vendor quote	\$7,566.51
Replace flotation collar skins	vendor quote	\$14,576.36
Upgrade searchlights	vendor quote	\$4,860.00
Replace Nav lights	vendor quote	\$996.00
Repair visor dent	vendor quote	\$775.00
Remove and reseal all windows	vendor quote	\$2,588.53
New drop bow hydraulics	vendor quote	\$13,740.00
New front hatch door	vendor quote	\$3,344.33
New rail wrap	vendor quote	\$1,726.80
New decals	vendor quote	\$1,500.00
New collar decals	vendor quote	\$1,000.00

Replace and re-locate antennas	vendor quote	\$2,500.00
Repair roof leak	vendor quote	\$375.00
Replace tow spool	vendor quote	\$6250.00
Replace hatch springs with struts	vendor quote	\$526.80
Replace aft tank vents	vendor quote	\$513.92
Install new batteries	vendor quote	\$2,561.40
Install new battery charger	vendor quote	\$1,144.48
Repair charging issue	vendor quote	\$750.00
Replace shore power kit	vendor quote	\$8657.04
Replace fuel lines	vendor quote	\$2,050.00
Diagnose hull leaks	vendor quote	\$2,500
Sea Trials	vendor quote	\$1,000.00
Unidentified work allotment	vendor quote	\$12,000.00
Sales Tax (Bremerton, WA)	vendor quote	\$18,887.94

Budget Narrative: All equipment items will be acquired through Safe Boats International (SBI). The narrative for each item is as follows:

New Engines with rigging: With over 1,000 hours of hard use and at 8 years old, the current engines need to be replaced for reliability and maintenance reasons. The likely switch from Mercury to Suzuki engines will require different hardware (throttles, cables, etc.)

Replace Bucket: The 2007 transom design has been found to be problematic. This will upgrade the vessel to the latest hull design.

Replace all non-skid: This critical safety item has worn out over the last eleven years.

Replace collar skins: These areas wear from contact with docks and other vessels, as well as from water pressure during acceleration and deceleration.

Replace searchlights: These lights are obsolete and located in an obstructed position

Replace navigation lights. These lights are essential for safe and lawful operation and are failing due to salt and moisture.

Repair dent in visor: The visor above the navigator windshield was damaged while the vessel was conducting a boarding exercise on an underway ferry.

Remove and reseal all windows: The rubber seals are failing and the windows are difficult to open.

Install hydraulic system in drop bow: The previous linear actuator system is problematic and obsolete.

Install new front hatch door: The present door leaks, as do most of this design. Upgrade to newer system.

Install new rail wrap: Being able to hold onto the handrails is essential for crew safety.

Install new cabin decals: Current decals are faded and an old design.

Install new weld on collar letters: These letters and numbers identify the vessel to all by agency name and vessel number.

Replace and relocate antennas and cable: The current antennas are corroded and worn from salt exposure, decreasing the efficiency of the AIS, VHF, UHF and other radio and navigation systems.

Repair roof leak: When it rains, the rear of the cabin gets wet, as a cable clam has failed.

Replace tow spool: During stern tow operations, it is difficult for the crew to pull in hundreds of feet of wet towing hawser.

Replace hatch springs with struts: This is an upgrade of a failure-prone way to secure lockers to a better option.

Replace aft tank vents: Fuel tanks must be vented, but over time, these have become corroded from salt and the interaction between aluminum and stainless steel.

Install new batteries: The current starting and house batteries are not holding a charge which disrupts the sensitive electronics.

Install new battery charger: The present system is obsolete.

Diagnose and repair charge system: Something is wrong with the vessel's onboard charging system.

Replace shore power kit: On vessels without auxiliary generators, shore power can be critical, and the present kit is obsolete.

Replace fuel lines: Rubber fuel lines age and can crack or become brittle over time. This is a critical safety and reliability issue.

Diagnose Hull Leaks: These boats are sealed, and can be tested for leaks by pressurizing the hull. A minute drop in pressure during a check for a marine survey in 2016 led the manufacturer to believe there was a small hole above the waterline, on the interior.

Sea Trials: Before accepting the vessel, we need the manufacturer to test newly installed and repaired systems.

Unidentified work allotment: It is possible that when removing components that some that were previously thought to be adequate will be determined to be defective or unserviceable.

Tax: We are required to pay 9% sales tax.

TOTAL _\$228,753.95

E. Supplies.

<u>Supply Items</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	0
TOTAL: N/A		

F. Consultants/Contracts.**Consultant Fees:**

<u>Name of Consultant</u>	<u>Service Provided</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	N/A	0

Budget Narrative: N/A

Subtotal 0**Consultant Expenses:**

<u>Item</u>	<u>Location</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	N/A	0

Budget Narrative: N/A

Subtotal 0**Contracts:**

<u>Item</u>	<u>Cost</u>
N/A	0

Budget Narrative: N/A

Subtotal 0TOTAL 0**G. Other Costs.**

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	0

Budget Narrative: N/A

TOTAL 0

H. Indirect Costs.

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
N/A	N/A	0
TOTAL <u>0</u>		

Budget Summary - When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project. *Under Section G list any cost not captured or categorized in Sections A-H.*

<u>Budget Category</u>	<u>Federal Amount</u>	<u>Non-Federal Amount</u>
A. Personnel	_____	_____
B. Fringe Benefits	_____	_____
C. Travel	_____	_____
D. Equipment	\$171,565.46	\$57,188.49
E. Supplies	_____	_____
F. Consultants/Contracts	_____	_____
G. Other	_____	_____
Total Direct Costs	_____	_____
H. Indirect Costs	_____	_____
* TOTAL PROJECT COSTS	_\$228,753.95	_____
 Federal Request	 _\$171,565.46	
Non-Federal Amount	_\$57,188.49	

SAFE Boats International, LLC

8800 Barney White Road
Bremerton, WA 98312
Phone: 360-674-7161 Fax: 360-674-7149
www.safeboats.com

**Factory Service Quote**

11-Jun-18

QUOTE # S-BJ-180611-206

Option :

Revision: 0

CUSTOMER Customer: Bainbridge Island PD P.O.C. Name: Ben Sias P.O.C. Phone: 206-730-8990 Email: bsias@bainbridgewa.gov Hull #: <u>966</u> Quote Date: 6/11/2018		SHIPPING ADDRESS Customer: Bainbridge Island PD Address 1: 625 Winslow Way E Address 2: City/State/Zip: Bainbridge Island, WA 98110 POC: Ben Sias Phone Number: 206-730-8990																						
Work Description Services & Parts as listed in Price Breakdown Sheet																								
LABOR																								
<table border="1"><thead><tr><th>Labor Item</th><th>Hours</th><th>Rate</th><th>Extended Price</th><th>Comments</th></tr></thead><tbody><tr><td colspan="5" style="text-align: right;">TOTAL LABOR</td></tr></tbody></table>				Labor Item	Hours	Rate	Extended Price	Comments	TOTAL LABOR															
Labor Item	Hours	Rate	Extended Price	Comments																				
TOTAL LABOR																								
PARTS AND SERVICES																								
<table border="1"><thead><tr><th>Part/Material Description</th><th>Part Number</th><th>UOM</th><th>Qty</th><th>Price</th><th>Total</th><th>Comments</th></tr></thead><tbody><tr><td>Services & Parts as listed in Price Breakdown</td><td></td><td></td><td>1</td><td>\$209,866.01</td><td>\$209,866.01</td><td></td></tr><tr><td colspan="5" style="text-align: right;">TOTAL PARTS AND SERVICES</td><td>\$209,866.01</td><td></td></tr></tbody></table>				Part/Material Description	Part Number	UOM	Qty	Price	Total	Comments	Services & Parts as listed in Price Breakdown			1	\$209,866.01	\$209,866.01		TOTAL PARTS AND SERVICES					\$209,866.01	
Part/Material Description	Part Number	UOM	Qty	Price	Total	Comments																		
Services & Parts as listed in Price Breakdown			1	\$209,866.01	\$209,866.01																			
TOTAL PARTS AND SERVICES					\$209,866.01																			
SUBTOTAL				\$209,866.01																				
				Shipping																				
				9% Sales Tax		\$18,887.94																		
TOTAL						\$228,753.95																		
NOTE: Once a Purchase Order is received from customer work will be scheduled and agreed upon by both parties. Quote is valid for 45 days.																								
POC: Bryan Johnson Cell: (360) 277-6135 Desk: (360) 674-7161 x1017 Email: bjohnson@safeboats.com																								



Bainbridge Island PD 966 Refurb 350

TASK		LABOR HOURS	LABOR COST	PART #	DESCRIPTION	QTY	UOM	PRICE	PARTS PRICE EXTENDED	TOTAL LABOR + PARTS
1	Repower Existing Triple Outboard Setup with Triple Suzuki 350hp Outboard Setup	150	\$18,750.00	DF350AT	Triple DF350AT Series Engines with Fly by Wire Controls & Dual Prop Lower Unit	1	LOT	\$70,707.60	\$70,707.60	\$89,457.60
2	Initial Rigging Package for Suzuki 300		\$0.00	BOM# 1054	Triple Engine-Single Station Rigging Package for Suzuki 350	1		\$10,547.18	\$10,547.18	\$10,547.18
3	Replace Bucket Structure with New	80	\$10,000.00	DKHW0096	Outboard Bracket Upgrade	1	KIT	\$8,358.36	\$16,358.36	\$16,358.36
4	Replace All Non Skid Decking	50	\$6,250.00	XDR13310/	KIT Non Skid 33FC, black (966)	1	KIT	\$13,161.51	\$13,161.51	\$17,566.51
5	Replace Collar Skins, Bow Cover & Expansion Foam	48	\$6,000.00	HDWR0978	Collar Set (P & S), 33" x 10" XDR1 Fabric & Comp Foam, Bow Cover, 33 Complete (BR) with foam	1	SET	\$8,576.36	\$8,576.36	\$14,576.36
6	Upgrade & Reposition FWD Searchlights	12	\$1,500.00	LGHT0689	Search Light Remote Control LED 1224V 220K Cd	2	EA	\$1,680.00	\$3,360.00	\$4,860.00
7	Replace all 3 Navigation Lights	6	\$750.00	LGHT0689/ LGHT0696/ LGHT0696	Navigation Light Port, Navigation Light Stbd, Anchor Light, White All Round w/Custom Base 12-24V	1	LOT	\$246.40	\$246.40	\$996.40
8	Repair Dent in PORT FWD of vessel	3	\$375.00	ROM	Aluminum Plate & Sundries for Fabrication	1	LOT	\$400.00	\$400.00	\$775.00
9	Remove & Reseal All windows	20	\$2,500.00	FNSH0040	Trim Lock - D-bulb gasket	189	FT	\$0.47	\$88.83	\$2,588.83
10	Install new Hydraulic System for drop bow	65	\$8,125.00	NSQ-MYL25-8	BOM for Custom Drop Bow	1	KIT	\$5,615.00	\$5,615.00	\$13,740.00
11	Install new Front Hatch Door	4	\$500.00	OBHW0418	Front Cuddy Door for WP10 Cabin 200 Series, Trim Lock - D-bulb gasket	1	EA	\$2,844.33	\$2,844.33	\$3,344.33
12	Install New Rail Wrap Grip Tape	12	\$1,500.00	SFTY0150/ SFTY0010	Grab rail wrap tape BLACK 6" 60Roll, Grabrail wrap tape BLACK 6" 60 Roll	1	SET	\$228.80	\$228.80	\$1,728.80
13	Install New Cabin Decals		\$0.00		Install New Cabin Decals	1		\$1,500.00	\$1,500.00	\$1,500.00
14	Install New Weld-On Collar Decals		\$0.00		Install New Weld-On Collar Decals	1		\$1,000.00	\$1,000.00	\$1,000.00
15	Replace and Relocate Antennas & Cables	3	\$1,000.00	ROM	Antennas & Cables	1	LOT	\$1,500.00	\$1,500.00	\$2,500.00
16	Diagnose & Repair Rooftop Leak (Port Aft)	3	\$375.00	ROM	Retractable Tow Spool	1		\$5,000.00	\$5,000.00	\$375.00
17	Replace Tow Spool with Electro-Mechanical Feeding Spool	10	\$1,250.00	HDWR0220	20"x20" gas filled lift strut	2	EA	\$13.40	\$26.80	\$6,250.00
18	Replace Hatch Spring Hold-Opens with Sintu Type	4	\$500.00	PLMB0206	5/8" Anodized Thru-Hull Vent	3	EA	\$4.64	\$13.92	\$513.92
19	Replace All Tank Vents	8	\$1,000.00	POWR0230/ POWR0303	(X4) Battery, Optima SG34M (Start/Crank), (X2) Battery, Optima Blue Top 34DM (Deep Cycle)	1	SET	\$1,561.40	\$1,561.40	\$2,561.40
20	Install New Batteries	6	\$750.00	POWR2184	Charger, Prontauric 1230P 30A 3 Bank Battery	1	EA	\$394.48	\$394.48	\$1,144.48
21	Install New Battery Charger	6	\$750.00	SPK 4-P-2018	Shore Power Kit	1	LOT	\$2,407.04	\$2,407.04	\$8,657.04
22	Diagnose Charging Discrepancies and Repair	50	\$6,250.00	ROM	Fuel lines and fittings	1	SET	\$800.00	\$800.00	\$2,050.00
23	Replace Shore Power Kit	10	\$1,250.00		Sea Trials and Customer Acceptance			\$0.00	\$0.00	\$2,500.00
24	Replace Fuel Lines with New	20	\$2,500.00		Contingency amount in case of unforeseen discrepancies	1		\$12,000.00	\$12,000.00	\$12,000.00
25	Diagnose hull leaks	8	\$1,000.00							
26	Sea Trials and Customer Acceptance		\$0.00							
27	Unidentified Work Allocation		\$0.00							
LABOR HOURS TOTAL		587								
TOTAL PARTS										\$136,491.01
TOTAL LABOR (@ 125\$/hr)										\$73,375.00
TOTAL PARTS & LABOR										\$209,866.01
SHIPPING + Wrap Roundtrip										
GRAND TOTAL										\$209,866.01

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 9:05 PM Winslow Way Ravine Outfall Contract Termination and Re-Award, AB 16-006- Public Works (Pg. 81)	Date: 7/10/2018
Agenda Item: UNFINISHED BUSINESS	Bill No.: 16-006
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: CIP SSWM	
Expenditure Req: \$193,466.42	Budgeted? Yes	Budget Amend. Req? Yes

REFERRALS/REVIEW

Study Session: 3/27/2018	Recommendation: Forward to future unfinished business agenda	
City Manager: Yes	Legal: Yes	Finance: Yes

DESCRIPTION/BACKGROUND

The Winslow Way Ravine Outfall Project consists of replacing approximately 100 LF of storm piping near Waypoint Park (SR305/Winslow Way) and installing energy dissipation gabion basket structures and other miscellaneous work.

Bids were solicited through the Municipal Research and Services Center ("MRSC") Roster and four bids were received. The City Council awarded the construction contract to the apparent low bidder, Harbor Point Excavating, in the amount of \$159,975.00 at the April 10, 2018, Council meeting.

On June 26, 2018, staff received a letter from Harbor Point Excavating stating they are unable to perform the work due to financial difficulties. Pursuant to the contract documents and incorporated WSDOT Specifications, *Section 1-03.5 Failure to Execute Contract*, Harbor Point must forfeit its proposal bond in the amount of \$7,998.75 and the contract may be awarded to the next lowest responsible bidder.

City staff recommends terminating the contract with Harbor Point Excavating and instead awarding the contract to the second low bidder, SeaLevel Bulkhead Builders, in the amount of \$193,463.42. Additional funds in the amount of \$34,000.00 are needed for contingency funds and awarding the contract. Upon City Council authorization, a budget amendment will be included in the 2nd quarter budget reporting.

RECOMMENDED ACTION/MOTION

I move to terminate the contract with Harbor Point Excavating for the Winslow Way Ravine Outfall Project, and to authorize the City Manager to award the contract to the second low bidder, SeaLevel Bulkhead Builders, in the amount of \$193,463.42, and to authorize an associated budget amendment in the amount of \$34,000.00, thereby increasing the spending authority for this project.

ATTACHMENTS:

Description	Type
❑ Letter from Contractor	Backup Material
❑ Bid Form	Backup Material
❑ Winslow Way Ravine Outfall - Summary from CIP	Backup Material



June 26, 2018

Nick Fitzgerald
280 Madison Ave. N.
Bainbridge Island, WA 98110
nfitzgerald@bainbridgewa.gov

Re: Winslow Way Ravine Outfall Project

Dear Mr. Fitzgerald,

This letter serves as Harbor Point Excavating, LLC's ("Harbor Point") formal notice of its inability to perform the work it bid for the Winslow Way Ravine Outfall Project. Due to recently exacerbated financial problems, caused primarily by an inability to timely collect accounts receivables and corresponding cashflow issues, Harbor Point has been forced to make the difficult decision to close its doors. Harbor Point is in the process of winding down its business and pursuing the likely prospect of bankruptcy.

Due to the current financial difficulties Harbor Point is unable to perform the work on the Winslow Way Ravine Outfall Project for which it submitted its bid. Pursuant to the contract documents sent to Harbor Point and the incorporated WSDOT Specifications (section 1-035 Failure to Execute Contract) Harbor Point understands that it must forfeit its bid bond in the amount of \$7,998.75 and the contract may be awarded to the next lowest responsible bidder.

It is with great regret that circumstances have reached the level at which they currently stand and Harbor Point is unable to perform its work as bid. Harbor Point will work cooperatively to assist you and Bainbridge Island with anything you may need.

We can be reached if needed at (253) 312-3535 or harborpointx@yahoo.com.

Respectfully,

Anthony Dulas
Harbor Point Excavating, LLC



Winslow Way Ravine Outfall Project

Bid Opening Date: March 21, 2018 @ 10:00 a.m.

Map Room

<i>Note: Bids Are Opened in Order Received.</i> Bids Solicited by: ☐ Advertisement ☒ Small Works Roster The Engineers Estimate is: \$140,000 to \$160,000				
	Liden Land Development	Harbor Point Excavating	SeaLevel Bulkhead Builders	Boettcher & Sons
Proposal	√	√	√	√
Signature Page	√	√	√	√
Addenda Acknowledged, 1, 2	√	√	√	√
Non-Collusion Declaration	√	√	√	√
5 % Bid Deposit / Bond	√	√	√	√
Statement of Bidder's Qualifications	√	√	√	√
Subcontractors List	√	√	√	√
Certification of Compliance with Wage Payment Statutes	√	√	√	√
GRAND TOTAL BID AMOUNT:	\$392,400.00	\$159,975.00	\$193,463.42	\$202,495.00

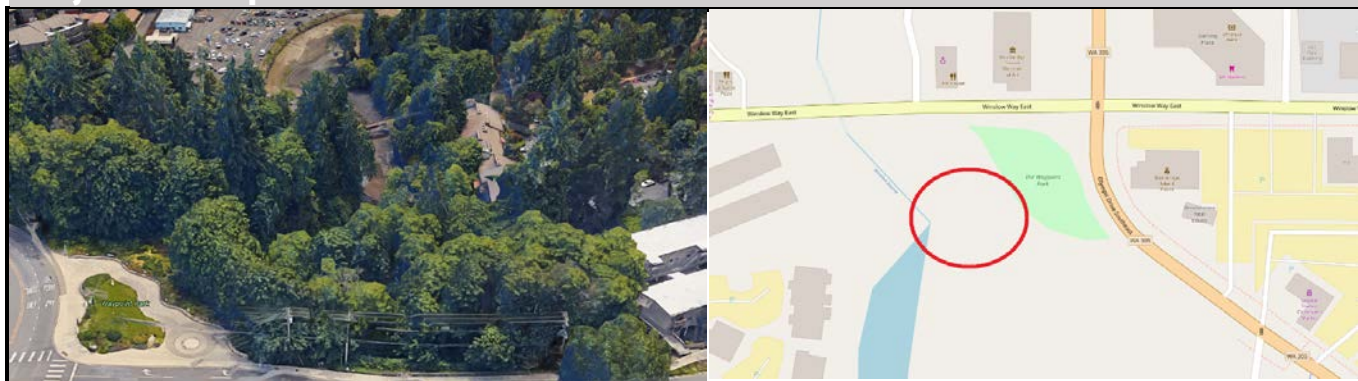
A total of four bids were received and the apparent low bidder is Harbor Point Excavating.

Project: Ravine Creek Outfall Replacement

Number: 00776

Location: Ravine Creek

Project Description



Description: The existing stormwater outfall at Ravine Creek is currently undersized and does not extend to the high water mark of the creek. The outfall needs to be replaced in order to accommodate the projected flows from the basin.

Benefit: Expand the capacity of the current stormwater system and meet DOE criteria for direct-discharge outfall to tidal waters.

Schedule: Construction in 2017.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
FUNDING SOURCES (1000's)									
General Fund	\$56	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56
Water Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sewer Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SSWM Fund	\$0	\$170	\$0	\$0	\$0	\$0	\$0	\$0	\$170
Federal Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$56	\$170	\$0	\$0	\$0	\$0	\$0	\$0	\$226
FUNDING USES (1000's)									
Design/permitting	\$56								\$56
Construction		\$170							\$170
Sub-total	\$56	\$170	\$0	\$0	\$0	\$0	\$0	\$0	\$226

Estimated Impact on Future Operating Budget

	Prior Yrs.	2017	2018	2019	2020	2021	2022	2023-2034	Total
Operating									
Debt Service									
Sub-total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

2% Contribution to Public Art Account

	Prior Yrs	2017	2018	2019	2020	2021	2022	2023-2034	Total
Sub-Total	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 9:15 PM Purchase of Mobile Audio Video Cameras for Police, AB 18-121 - Police (Pg. 86)	Date: 7/10/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-121
Proposed By: Matthew Hamner	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

The City of Bainbridge Island desires that the City's law enforcement officers operating within its jurisdiction utilize existing video technology and capture electronic evidence through the use of body cameras and dash cameras during the course of their duties. Axon International offers these camera systems, as well as the installation, training, support, and storage of subsequent video. This agreement proposes that the City would purchase body cameras and dash camera systems over a five year period for a total price of \$325,491.06.

RECOMMENDED ACTION/MOTION

I move to forward for approval with the July 24, 2018, Consent Agenda the Axon Police Camera services and purchasing agreement in the amount of \$325,491.06

ATTACHMENTS:

Description	Type
☐ Axon Agreement	Backup Material
☐ Quote - Evidence.com	Backup Material
☐ Quote - Fleet Package	Backup Material



Master Services and Purchasing Agreement

This Master Services and Purchasing Agreement (the **Agreement**) by and between Axon Enterprise, Inc., (**Axon or Party**) a Delaware corporation having its principal place of business at 17800 N 85th Street, Scottsdale, Arizona, 85255, and Bainbridge Island Police Dept. - WA (**Agency, Party** or collectively **Parties**), is entered into the later of (a) the last signature date on this Agreement, or (b) the signature date on the quote (**the Effective Date**).

This Agreement sets forth the terms and conditions for the purchase, delivery, use, and support of Axon Products and Services as detailed in the Quote Appendix (the **Quote**), which is hereby incorporated by reference. In consideration of this Agreement, the Parties agree as follows:

1 **Term.** This Agreement will commence on the Effective Date and will remain in full force and effect until terminated by either Party. The Agency may renew the terms and conditions of this Agreement for an additional 5 years upon the execution of a new pricing Quote. New products and services may require additional terms and conditions. Axon services will not be authorized until a signed Quote or Purchase Order is accepted by Axon, whichever is first.

2 **Definitions.**

"Confidential Information" means all nonpublic information disclosed by Axon, Axon affiliates, business partners of Axon or their respective employees, contractors or agents that is designated as confidential or that, given the nature of the information or circumstances surrounding its disclosure, reasonably should be understood to be confidential.

"Evidence.com Service" means Axon web services for Evidence.com, the Evidence.com site, Evidence Sync software, Axon Capture App, Axon View App, other software, maintenance, storage, and any product or service provided by Axon under this Agreement for use with Evidence.com. This does not include any third-party applications, hardware warranties, or my.evidence.com services.

"Products" means all hardware, software, cloud based services, and software maintenance releases and updates provided by Axon under this Agreement.

"Quote" is an offer to sell, and is valid only for products and services listed on the quote at prices on the quote. Any terms and conditions contained within the Agency's purchase order in response to the Quote will be null and void and shall have no force or effect. Axon is not responsible for pricing, typographical, or other errors in any offer by Axon and Axon reserves the right to cancel any orders resulting from such errors.

"Services" means all services provided by Axon pursuant to this Agreement.

3 **Payment Terms.** Axon invoices upon shipment, unless otherwise specified in the Quote. Invoices are due to be paid within 30 days of the date of invoice, unless otherwise specified by Axon. All orders are subject to prior credit approval. Payment obligations are non-cancelable, fees paid are non-refundable, and all amounts payable will be made without setoff, deduction, or withholding. If a delinquent account is sent to collections, the Agency is responsible for all collection and attorneys' fees. In the event the Agency chooses a phased deployment for the Products in the Quote, the Quote pricing is subject to change if the phased deployment changes.

4 **Taxes.** Unless Axon is provided with a valid and correct tax exemption certificate applicable to the purchase and ship-to location, the Agency is responsible for sales and other taxes associated with the order.

5 **Shipping; Title; Risk of Loss; Rejection.** Axon reserves the right to make partial shipments and Products may ship from multiple locations. All shipments are FOB Shipping Point via common carrier and title and risk of loss pass to the Agency upon delivery to the common carrier by Axon. The Agency is responsible for any shipping charges on the Quote. Shipping dates are estimates only. The Agency may reject Products that do not match the Products listed in the Quote, are damaged, or non-functional upon receipt

(**Nonconforming Product**) by providing Axon written notice of rejection within 10 days of shipment. In the event the Agency receives a Nonconforming Product, the Agency's sole remedy is to return the Product to Axon for repair or replacement as further described in the Warranties Section. Failure to notify Axon within the 10-day rejection period will be deemed as acceptance of Product.

- 6 **Returns.** All sales are final and no refunds or exchanges are allowed, except for warranty returns or as provided by state or federal law.

7 **Warranties.**

7.1 **Hardware Limited Warranty.** Axon warrants that its law enforcement hardware Products are free from defects in workmanship and materials for a period of ONE (1) YEAR from the date of receipt. Extended warranties run from the date of purchase of the extended warranty through the balance of the 1-year limited warranty term plus the term of the extended warranty measured from the date of expiration of the 1-year limited warranty. CEW cartridges and Smart cartridges that are expended are deemed to have operated properly. Axon-manufactured accessories are covered under a limited 90-DAY warranty from the date of receipt. Non-Axon manufactured accessories, including all Apple and Android devices, are covered under the manufacturer's warranty. In the event of a warranty claim for an Apple or Android device, the Agency should contact the manufacturer. If Axon determines that a valid warranty claim is received within the warranty period, as further described in the Warranty Limitations section, Axon agrees to repair or replace the Product. Axon's sole responsibility under this warranty is to either repair or replace with the same or like Product, at Axon's option.

7.2 **Warranty Limitations.**

7.2.1 The warranties do not apply to and Axon will not be responsible for any loss, data loss, damage, or other liabilities arising from damage: (a) from failure to follow instructions relating to the Product's use; (b) caused by use with non-Axon products or from the use of cartridges, batteries or other components that are not manufactured or recommended by Axon; (c) caused by abuse, misuse, intentional or deliberate damage to the Product, or force majeure; (d) to a Product or part that has been repaired or modified by persons other than Axon authorized personnel or without the written permission of Axon; or (e) to any Axon Product whose serial number has been removed or defaced.

7.2.2 **To the extent permitted by law, the warranties and the remedies set forth above are exclusive and Axon disclaims all other warranties, remedies, and conditions, whether oral or written, statutory, or implied, as permitted by applicable law. If statutory or implied warranties cannot be lawfully disclaimed, then all such warranties are limited to the duration of the express warranty described above and limited by the other provisions contained in this Agreement.**

7.2.3 **Axon's cumulative liability to any Party for any loss or damage resulting from any claims, demands, or actions arising out of or relating to any Axon Product will not exceed the purchase price paid to Axon for the Product or if for Services, the amount paid for such Services over the prior 12 months preceding the claim. In no event will either Party be liable for any direct, special, indirect, incidental, exemplary, punitive or consequential damages, however caused, whether for breach of warranty, breach of contract, negligence, strict liability, tort or under any other legal theory.**

7.3 **Warranty Returns.** If a valid warranty claim is received by Axon within the warranty period, Axon agrees to repair or replace the Product that Axon determines in its sole discretion to be defective under normal use, as defined in the Product instructions. Axon's sole responsibility under this warranty is to either repair or replace with the same or like Product, at Axon's option.

7.3.1 For warranty return and repair procedures, including troubleshooting guides, please go to Axon's websites www.axon.com/support or www.evidence.com, as indicated in the appropriate Product user manual or quick start guide.

7.3.2 Before delivering Product for warranty service, it is the Agency's responsibility to upload the data contained in the Product to the Evidence.com Service or download the Product

data and keep a separate backup copy of the contents. Axon is not responsible for any loss of software programs, data, or other information contained on the storage media or any other part of the Product.

- 7.3.3** A replacement Product will be new or like new and have the remaining warranty period of the original Product or 90 days from the date of replacement or repair, whichever period is longer. When a Product or part is exchanged, any replacement item becomes Agency's property and the replaced item becomes Axon's property.

- 8** **Product Warnings.** See Axon's website at www.axon.com/legal for the most current Axon product warnings.
- 9** **Design Changes.** Axon reserves the right to make changes in the design of any of Axon's products and services without incurring any obligation to notify the Agency or to make the same change to products and services previously purchased.
- 10** **Insurance.** Axon will maintain, at Axon's own expense and in effect during the Term, Commercial General Liability Insurance, and Workers' Compensation Insurance and Commercial Automobile Insurance, and will furnish certificates of insurance or self-insurance upon request.
- 11** **Indemnification.** Axon will indemnify and defend the Agency's officers, directors, and employees (**Agency Indemnitees**) from and against all claims, demands, losses, liabilities, reasonable costs and expenses arising out of a claim by a third party against an Agency Indemnitee resulting from any negligent act, error or omission, or willful misconduct of Axon under or related to this Agreement, except in the case of negligent acts, omissions or willful misconduct of the Agency or claims that fall under Workers Compensation coverage.
- 12** **IP Rights.** Axon owns and reserves all right, title, and interest in the Axon Products and Services, and related software, as well as any suggestions made to Axon.
- 13** **IP Indemnification.** Axon will defend, indemnify, and hold the Agency Indemnitees harmless from and against any claims, damages, losses, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or relating to any third-party claim alleging that use of Axon Products or Services as permitted under this Agreement infringes or misappropriates the intellectual property rights of a third party. The Agency must provide Axon with prompt written notice of such a claim, tender to Axon the defense or settlement of such a claim at Axon's expense, and cooperate fully with Axon in the defense or settlement of such a claim.

Axon has no liability to the Agency or any third party if any alleged infringement or claim of infringement is to any extent based upon: (a) any modification of the Evidence.com Service by the Agency or any third party not approved by Axon; (b) use of the Evidence.com Service in connection or in combination with equipment, devices, or services not approved or recommended by Axon; (c) the use of Evidence.com Service other than as permitted under this Agreement or in a manner for which it was not intended; or (d) the use of other than the most current release or version of any software provided by Axon as part of or in connection with the Evidence.com Service. Nothing in this Section will affect any warranties in favor of the Agency that are otherwise provided in or arise out of this Agreement.

- 14** **Agency Responsibilities.** The Agency is responsible for (i) use of Axon Products (including any activities under the Agency Evidence.com account and use by Agency employees and agents), (ii) breach of this Agreement or violation of applicable law by the Agency or any of the Agency's end users, (iii) Agency Content or the combination of Agency Content with other applications, content or processes, including any claim involving alleged infringement or misappropriation of third party rights by Agency Content or by the use of Agency Content, (iv) a dispute between the Agency and any third party over Agency use of Axon Products or the collection or use of Agency Content, (v) any hardware or networks that the Agency connects to the Evidence.com Service, and (vi) any security settings the Agency establishes to interact with or on the Evidence.com Service.

15 Termination.

15.1 By Either Party. Either Party may terminate for cause upon 30 days advance notice to the other Party if there is any material default or breach of this Agreement by the other Party, unless the defaulting Party has cured the material default or breach within the 30-day notice period. In the event that the Agency terminates this Agreement due to Axon's failure to cure the material breach or default, Axon will issue a refund of any prepaid amounts on a prorated basis from the date of notice of termination.

15.2 By Agency. The Agency is obligated to pay the fees under this Agreement as may lawfully be made from funds budgeted and appropriated for that purpose during the Agency's then current fiscal year. In the event that sufficient funds will not be appropriated or are not otherwise legally available to pay the fees required under this Agreement, this Agreement may be terminated by the Agency. The Agency agrees to deliver notice of termination under this Section at least 90 days prior to the end of the Agency's then current fiscal year, or as soon as reasonably practicable under the circumstances.

15.3 Effect of Termination. Upon any termination of this Agreement: (a) all Agency rights under this Agreement immediately terminate; (b) the Agency remains responsible for all fees and charges incurred through the date of termination; and (c) Payment Terms, Warranty, Product Warnings, Indemnification, and Agency Responsibilities Sections, as well as the Evidence.com Terms of Use Appendix Sections on Agency Owns Agency Content, Data Storage, Fees and Payment, Software Services Warranty, IP Rights and License Restrictions will continue to apply in accordance with their terms. If the Agency purchases Products for a value less than the Manufacturer's Suggested Retail Price (**MSRP**) and this Agreement is terminated before the end of the term then (a) the Agency will be invoiced for the remainder of the MSRP for the Products received and not already paid for; or (b) only in the case of termination for non-appropriations, return the Products to Axon within 30 days of the date of termination. For bundled Products, the MSRP is the value of all standalone components of the bundle.

16 General.

16.1 Confidentiality. Both Parties will take all reasonable measures to avoid disclosure, dissemination or unauthorized use of either Party's Confidential Information. Except as required by applicable law, neither Party will disclose either Party's Confidential Information during the Term or at any time during the 5-year period following the end of the Term. Unless the Agency is legally required to disclose Axon's pricing, all Axon pricing is considered confidential and competition sensitive. To the extent allowable by law, Agency will provide notice to Axon prior to any such disclosure. Notwithstanding the above, Axon retains the right to publicly announce information pertaining to this Agreement. As a publicly traded company, Axon has a duty to provide shareholders with information on material agreements.

16.2 Excusable delays. Axon will use commercially reasonable efforts to deliver all Products and Services ordered as soon as reasonably practicable. In the event of interruption of any delivery due to causes beyond Axon's reasonable control, Axon has the right to delay or terminate the delivery with reasonable notice.

16.3 Force Majeure. Neither Party will be liable for any delay or failure to perform any obligation under this Agreement where the delay or failure results from any cause beyond the Parties' reasonable control, including acts of God, labor disputes or other industrial disturbances, systemic electrical, telecommunications, or other utility failures, earthquake, storms or other elements of nature, blockages, embargoes, riots, acts or orders of government, acts of terrorism, or war.

16.4 Proprietary Information. The Agency agrees that Axon has and claims various proprietary rights in the hardware, firmware, software, and the integration of ancillary materials, knowledge, and designs that constitute Axon products and services, and that the Agency will not directly or indirectly

cause any proprietary rights to be violated.

- 16.5 Independent Contractors.** The Parties are independent contractors. Neither Party, nor any of their respective affiliates, has the authority to bind the other. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary, or employment relationship between the Parties.
- 16.6 No Third-Party Beneficiaries.** This Agreement does not create any third-party beneficiary rights in any individual or entity that is not a party to this Agreement.
- 16.7 Non-discrimination and Equal Opportunity.** During the performance of this Agreement, neither the Parties nor the Party's employees will discriminate against any person, whether employed by a Party or otherwise, on the basis of race, color, religion, gender, age, national origin, handicap, marital status, or political affiliation or belief. In all solicitations or advertisements for employees, agents, subcontractors or others to be engaged by a Party or placed by or on behalf of a Party, the solicitation or advertisement shall state all qualified applicants shall receive consideration for employment without regard to race, color, religion, gender, age, national origin, handicap, marital status, or political affiliation or belief.
- 16.8 U.S. Government Rights.** Any Evidence.com Service provided to the U.S. Government as "commercial items," "commercial computer software," "commercial computer software documentation," and "technical data" will have the same rights and restrictions generally applicable to the Evidence.com Service. If the Agency is using the Evidence.com Services on behalf of the U.S. Government and these terms fail to meet the U.S. Government's needs or are inconsistent in any respect with federal law, the Agency will immediately discontinue use of the Evidence.com Service. The terms "commercial item," "commercial computer software," "commercial computer software documentation," and "technical data" are defined in the Federal Acquisition Regulation and the Defense Federal Acquisition Regulation Supplement.
- 16.9 Import and Export Compliance.** In connection with this Agreement, each Party will comply with all applicable import, re-import, export, and re-export control laws and regulations.
- 16.10 Assignment.** Neither Party may assign or otherwise transfer this Agreement without the prior written approval of the other Party. Axon may assign or otherwise transfer this Agreement or any of its rights or obligations under this Agreement without consent (a) for financing purposes, (b) in connection with a merger, acquisition or sale of all or substantially all of its assets, (c) as part of a corporate reorganization, or (d) to an affiliate or subsidiary corporation. Subject to the foregoing, this Agreement will be binding upon the Parties and their respective successors and assigns.
- 16.11 No Waivers.** The failure by either Party to enforce any provision of this Agreement will not constitute a present or future waiver of the provision nor limit the Party's right to enforce the provision at a later time.
- 16.12 Severability.** This Agreement is contractual and not a mere recital. If any portion of this Agreement is held to be invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect.
- 16.13 Governing Law; Venue.** The laws of the state where the Agency is physically located, without reference to conflict of law rules, govern this Agreement and any dispute of any sort that might arise between the Parties. The United Nations Convention for the International Sale of Goods does not apply to this Agreement.
- 16.14 Notices.** All communications and notices to be made or given pursuant to this Agreement must be in the English language. Notices provided by posting on the Agency's Evidence.com site will be



effective upon posting and notices provided by email will be effective when the email was sent. Notices provided by personal delivery will be effective immediately. Contact information for notices:

Axon: Axon Enterprise, Inc.
Attn: Contracts
17800 N. 85th Street
Scottsdale, Arizona 85255
contracts@axon.com

Agency: Bainbridge Island Police Department
Attn: Chief Matthew Hamner
625 Winslow Way East
Bainbridge Island, WA 98110
policedept@bainbridgewa.gov

16.15 Entire Agreement. This Agreement, including the Appendices attached hereto, and the Quote provided by Axon, represents the entire agreement between the Parties. This Agreement supersedes all prior or contemporaneous representations, understandings, agreements, or communications between the Parties, whether written or verbal, regarding the subject matter of this Agreement. No modification or amendment of any portion of this Agreement will be effective unless in writing and signed by the Parties to this Agreement. If Axon provides a translation of the English language version of this Agreement, the English language version of the Agreement will control if there is any conflict.

16.16 Counterparts. If this Agreement form requires the signatures of the Parties, then this Agreement may be executed by electronic signature in multiple counterparts, each of which is considered an original.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed. Each Party warrants and represents that its respective signatories, whose signatures appear below, have been and are, on the date of signature, duly authorized to execute this Agreement.

Axon Enterprise, Inc.

City of Bainbridge Island - WA

Signature: _____
Name: _____
Title: _____
Date: _____

Signature: _____
Name: Douglas Schulze
Title: City Manager
Date: _____

Evidence.com Terms of Use Appendix

- 1 **Evidence.com Subscription Term.** The Evidence.com Subscription Term will begin after shipment of the Axon body worn cameras. If shipped in 1st half of the month, the start date is on the 1st of the following month. If shipped in the last half of the month, the start date is on the 15th of the following month. For phased deployments, the Evidence.com Subscription begins upon the shipment of the first phase. For purchases that consist solely of Evidence.com licenses, the Subscription will begin upon the Effective Date.

- 2 **Access Rights. "Agency Content"** means software, data, text, audio, video, images or other Agency content or any of the Agency's end users (a) run on the Evidence.com Service, (b) cause to interface with the Evidence.com Service, or (c) upload to the Evidence.com Service under the Agency account or otherwise transfer, process, use or store in connection with the Agency account. Upon the purchase or granting of a subscription from Axon and the opening of an Evidence.com account, the Agency will have access and use of the Evidence.com Service for the storage and management of Agency Content during the Evidence.com Subscription Term.

The Evidence.com Service and data storage are subject to usage limits. The Evidence.com Service may not be accessed by more than the number of end users specified in the Quote. If Agency becomes aware of any violation of this Agreement by an end user, the Agency will immediately terminate that end user's access to Agency Content and the Evidence.com Services. For Evidence.com Lite licenses, the Agency will have access and use of Evidence.com Lite for only the storage and management of data from TASER CEWs and the TASER CAM during the subscription Term. The Evidence.com Lite Service may not be accessed to upload any non-TASER CAM video or any other files.

- 3 **Agency Owns Agency Content.** The Agency controls and owns all right, title, and interest in and to Agency Content and except as otherwise outlined herein, Axon obtains no interest in the Agency Content, and the Agency Content are not business records of Axon. The Agency is solely responsible for the uploading, sharing, withdrawal, management and deletion of Agency Content. Axon will have limited access to Agency Content solely for providing and supporting the Evidence.com Service to the Agency and Agency end users. The Agency represents that the Agency owns Agency Content; and that none of Agency Content or Agency end users' use of Agency Content or the Evidence.com Service will violate this Agreement or applicable laws.

- 4 **Evidence.com Data Security.**

4.1. **Generally.** Axon will implement commercially reasonable and appropriate measures designed to secure Agency Content against accidental or unlawful loss, access or disclosure. Axon will maintain a comprehensive Information Security Program (ISP) that includes logical and physical access management, vulnerability management, configuration management, incident monitoring and response, encryption of digital evidence uploaded, security education, risk management, and data protection. The Agency is responsible for maintaining the security of end user names and passwords and taking steps to maintain appropriate security and access by end users to Agency Content. Login credentials are for Agency internal use only and Agency may not sell, transfer, or sublicense them to any other entity or person. The Agency agrees to be responsible for all activities undertaken by the Agency, Agency employees, Agency contractors or agents, and Agency end users that result in unauthorized access to the Agency account or Agency Content. Audit log tracking for the video data is an automatic feature of the Services that provides details as to who accesses the video data and may be downloaded by the Agency at any time. The Agency shall contact Axon immediately if an unauthorized third party may be using the Agency account or Agency Content or if account information is lost or stolen.

4.2. **FBI CJIS Security Addendum.** Axon agrees to the terms and requirements set forth in

- 5 **Axon's Support.** Axon will make available updates as released by Axon to the Evidence.com Services. The Agency is responsible for maintaining the computer equipment and Internet connections necessary for use of the Evidence.com Services.
- 5.1. **Support of Android Applications.** For Android applications, including Axon View, Axon Device Manager, and Axon Capture, Axon will use reasonable efforts to continue supporting previous version of such applications for 45 days after the change. In the event Agency does not update their Android application to the most current version within 45 days of release, Axon may disable the application or force updates to the non-supported application.
- 6 **Data Privacy.** Axon will not disclose Agency Content or any information about the Agency except as compelled by a court or administrative body or required by any law or regulation. Axon will give notice if any disclosure request is received for Agency Content so the Agency may file an objection with the court or administrative body. The Agency agrees to allow Axon access to certain information from the Agency in order to: (a) perform troubleshooting services upon request or as part of Axon's regular diagnostic screenings; (b) enforce this agreement or policies governing use of Evidence.com Services; or (c) perform analytic and diagnostic evaluations of the systems.
- 7 **Data Storage.** Axon will determine the locations of the data centers in which Agency Content will be stored and accessible by Agency end users. For United States customers, Axon will ensure that all Agency Content stored in the Evidence.com Services remains within the United States, including any backup data, replication sites, and disaster recovery sites. Axon may transfer Agency Content to third parties for the purpose of storage of Agency Content. Third party subcontractors responsible for storage of Agency Content are contracted by Axon for data storage services. Ownership of Agency Content remains with the Agency.
- For use of an Unlimited Evidence.com License, unlimited data may be stored in the Agency's Evidence.com account only if the data originates from an Axon Body Worn Camera or Axon Capture device. Axon reserves the right to charge additional fees for exceeding purchased storage amounts or for Axon's assistance in the downloading or exporting of Agency Content. Axon may place into archival storage any data stored in the Agency's Evidence.com accounts that has not been viewed or accessed for 6 months. Data stored in archival storage will not have immediate availability, and may take up to 24 hours to access.
- 8 **Suspension of Evidence.com Services.** Axon may suspend Agency access or any end user's right to access or use any portion or all of the Evidence.com Services immediately upon notice, in accordance with the following:
- 8.1. The Termination provisions of the Master Service Agreement apply;
- 8.2. The Agency or an end user's use of or registration for the Evidence.com Services (i) poses a security risk to the Evidence.com Services or any third party, (ii) may adversely impact the Evidence.com Services or the systems or content of any other customer, (iii) may subject Axon, Axon's affiliates, or any third party to liability, or (iv) may be fraudulent;
- 8.3. If Axon suspends the right to access or use any portion or all of the Evidence.com Services, the Agency remains responsible for all fees and charges incurred through the date of suspension without any credits for any period of suspension. Axon will not delete any of Agency Content on Evidence.com as a result of a suspension, except as specified elsewhere in this Agreement.
- 9 **Software Services Warranty.** Axon warrants that the Evidence.com Services will not infringe or misappropriate any patent, copyright, trademark, or trade secret rights of any third party. Axon disclaims any warranties or responsibility for data corruption or errors before the data is uploaded to the Evidence.com Services.

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- 10 **License Restrictions.** Neither the Agency nor any Agency end users (including, without limitation, employees, contractors, agents, officers, volunteers, and directors), may, or may attempt to: (a) permit any third party to access the Evidence.com Services, except as permitted in this Agreement; (b) modify, alter, tamper with, repair, or otherwise create derivative works of any of the Evidence.com Services; (c) reverse engineer, disassemble, or decompile the Evidence.com Services or apply any other process or procedure to derive the source code of any software included in the Evidence.com Services, or allow any others to do the same; (d) access or use the Evidence.com Services with the intent to gain unauthorized access, avoid incurring fees or exceeding usage limits or quotas; (e) copy the Evidence.com Services in whole or part, except as expressly permitted in this Agreement; (f) use trade secret information contained in the Evidence.com Services, except as expressly permitted in this Agreement; (g) resell, rent, loan, or sublicense the Evidence.com Services; (h) access the Evidence.com Services in order to build a competitive product or service or copy any features, functions, or graphics of the Evidence.com Services; (i) remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon's or Axon's licensors on or within the Evidence.com Services or any copies of the Evidence.com Services; or (j) use the Evidence.com Services to store or transmit infringing, libelous, or otherwise unlawful or tortious material, to store or transmit material in violation of third party privacy rights, or to store or transmit malicious code. All licenses granted in this Agreement are conditional on continued compliance this Agreement, and will immediately and automatically terminate if the Agency does not comply with any term or condition of this Agreement. The Agency may only use Axon's trademarks in accordance with the Axon Trademark Use Guidelines (located at www.axon.com).
- 11 **After Termination.** Axon will not delete any Agency Content as a result of a termination during a period of 90 days following termination. During this 90-day period the Agency may retrieve Agency Content only if all amounts due have been paid (there will be no application functionality of the Evidence.com Services during this 90-day period other than the ability to retrieve Agency Content). The Agency will not incur any additional fees if Agency Content is downloaded from Evidence.com during this 90-day period. Axon has no obligation to maintain or provide any Agency Content after this 90-day period and will thereafter, unless legally prohibited delete all of Agency Content stored in the Evidence.com Services. Upon request, Axon will provide written proof that all Agency Content has been successfully deleted and fully removed from the Evidence.com Services.
- 12 **Post-Termination Assistance.** Axon will provide Agency with the same post-termination data retrieval assistance that Axon generally makes available to all customers. Requests for Axon to provide additional assistance in downloading or transferring Agency Content, including requests for Axon's Data Egress Services, will result in additional fees and Axon will not warrant or guarantee data integrity or readability in the external system.

Axon Integration Services Appendix

If CAD/RMS Service is included on the Quote, this Axon Integration Services Appendix applies.

- 1 **Term.** The term of this Appendix commences on the Effective Date. The actual work to be performed by Axon is not authorized to begin until Axon receives the signed Quote or a purchase order for the services described in this Appendix (**Integration Services**), whichever is first.
- 2 **Scope of Integration Services.** The project scope will consist of the development of an integration module that allows the Evidence.com Service to interact with the Agency's Computer-Aided Dispatch (**CAD**) or Records Management Systems (**RMS**), so that Agency's licensees may use the integration module to automatically tag the Axon recorded videos with a case ID, category, and location. The integration module will allow the Integration Module License holders to auto populate the Axon video meta-data saved to the Evidence.com Service based on data already maintained in the Agency's CAD or RMS. Axon is responsible to perform only the Integration Services described in this Appendix and any additional services discussed or implied that are not defined explicitly by this Appendix will be considered outside the scope of this Agreement and may result in additional fees.
- 3 **Pricing.** All Integration Services performed by Axon will be rendered in accordance with the fees and payment terms set forth in the Quote. The Agency must purchase Axon Integration licenses for every Evidence.com user in the Agency, even if the user does not have an Axon body camera.
- 4 **Delivery of Integration Services.**
 - 4.1. **Support After Completion of the Integration Services.** After completion of the Integration Services and acceptance by the Agency, Axon will provide up to 5 hours of remote (phone or Web-based) support services at no additional charge to the Agency. Axon will also provide support services that result because of a change or modification in the Evidence.com Service at no additional charge as long as the Agency maintains Evidence.com subscription licenses and Integration Module Licenses, and as long as the change is not required because the Agency changes its CAD or RMS. Thereafter, any additional support services provided to the Agency will be charged at Axon's then current standard professional services rate.
 - 4.2. **Changes to Services.** Changes to the scope of the Integration Services must be documented and agreed upon by the Parties in a change order. If the changes cause an increase or decrease in any charges or cause a scheduling change from that originally agreed upon, an equitable adjustment in the charges or schedule will be agreed upon by the Parties and included in the change order, signed by both Parties.
 - 4.3. **Warranty.** Axon warrants that it will perform the Integration Services in a good and workmanlike manner.
- 5 **Agency's Responsibilities.** Axon's successful performance of the Integration Services depends upon the Agency's:
 - 5.1. Making available its relevant systems, including its current CAD or RMS, for assessment by Axon (including making these systems available to Axon via remote access if possible);
 - 5.2. Making any required modifications, upgrades or alterations to Agency's hardware, facilities, systems and networks related to Axon's performance of the Integration Services;
 - 5.3. Providing access to the building facilities and where Axon is to perform the Integration Services, subject to safety and security restrictions imposed by the Agency (including providing security passes or other necessary documentation to Axon representatives performing the Integration Services permitting them to enter and exit Agency premises with laptop personal computers and any other materials needed to perform the Integration Services);
 - 5.4. Providing all necessary infrastructure and software information (TCP/IP addresses, node names, and network configuration) necessary for Axon to provide the Integration Services;
 - 5.5. Promptly installing and implementing any and all software updates provided by Axon;

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- 5.6. Ensuring that all appropriate data backups are performed;
 - 5.7. Providing to Axon the assistance, participation, review and approvals and participating in testing of the Integration Services as requested by Axon;
 - 5.8. Providing Axon with remote access to the Agency's Evidence.com account when required for Axon to perform the Integration Services;
 - 5.9. Notifying Axon of any network or machine maintenance that may impact the performance of the integration module at the Agency; and
 - 5.10. Ensuring the reasonable availability by phone or email of knowledgeable staff and personnel, system administrators, and operators to provide timely, accurate, complete, and up-to-date documentation and information to Axon (these contacts are to provide background information and clarification of information required to perform the Integration Services).

6. **Authorization to Access Computer Systems to Perform Services.** Agency authorizes Axon to access Agency's relevant computers, network systems, and CAD or RMS solely for performing the Integration Services. Axon will work diligently to identify as soon as reasonably practicable the resources and information Axon expects to use, and will provide an initial itemized list to Agency. Agency is responsible for, and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by Agency.

Axon Fleet Appendix

If Axon Fleet is included on the Quote, this Axon Fleet Appendix applies.

- 1 **Axon Fleet Evidence.com Subscription Term.** The Evidence.com Subscription for Axon Fleet will begin after the first shipment of the Axon Fleet hardware (**Axon Fleet Subscription**) if shipped in 1st half of the month, the start date is on the 1st of the following month. If shipped in the last half of the month, the start date is on the 15th of the following month. For phased deployments, the Axon Fleet Subscription begins upon the shipment of the first phase, and subsequent phases will begin upon shipment of that phase.
- 2 **Agency Responsibilities.** The Agency is responsible for ensuring its infrastructure and vehicles adhere to the minimum requirements needed to effectively operate Axon Fleet as established by Axon during the on-site assessment at the Agency's facility and/or in Axon's technical qualifying questions. The Quote is based upon the Agency's accurate representation of its infrastructure. Any inaccuracies the Agency provides to Axon regarding the Agency's infrastructure and vehicles may subject the Quote to change.
- 3 **CradlePoint.** If the Agency purchases CradlePoint Enterprise Cloud Manager, the Agency is responsible for complying with the CradlePoint end user license agreement. The Agency acknowledges that the term of the CradlePoint license may differ from the term of the Evidence.com license. The Agency further acknowledges that CradlePoint installation services are not within the scope of this Agreement. All CradlePoint hardware is warrantied under CradlePoint's manufacturer's warranty. In the event that the Agency requires support for its CradlePoint hardware, the Agency will contact CradlePoint directly.
- 4 **Statement of Work.** If the Agency has purchased installation services for Axon Fleet, the Statement of Work (**Fleet SOW**) attached to this Appendix will detail Axon's deliverables to the Agency with respect to the installation of Axon Fleet and any related hardware. Axon is responsible to perform only the services described in this Fleet SOW. Any additional services discussed or implied that are not defined explicitly by the Fleet SOW will be considered out of the scope. Axon may subcontract any part of the Fleet SOW to a qualified subcontractor.
- 5 **Warranty Coverage.** Axon's standard Hardware Warranty applies to Axon Fleet when installed by Axon trained personnel.
 - 5.1. If the Agency chooses (i) to install the Axon Fleet cameras and related hardware on its own without "train the trainer" services provided by Axon nor does not follow instructions provided by Axon during "train the trainer services", or (ii) a third party to install the hardware (collectively, **Third Party Installer**), Axon will not be responsible for Third Party Installer's failure to follow instructions relating to the implementation and use of Axon Fleet hardware, including (a) any degradation in performance that does not meet Axon's specifications or (b) any damage to the Axon Fleet hardware that occurs from such Third Party Install.
 - 5.2. Additional charges for Axon services may apply in the event Axon is required to (a) replace hardware that is damaged because of a Third Party Installer; (b) provide extensive remote support; or (c) send Axon personnel to the Agency's site to replace hardware damaged by a Third Party Installer.
 - 5.3. If Agency utilizes a Third Party Installer or their own IT infrastructure, Axon is not responsible for any system failure, including but not limited to, the failure of the Axon Fleet hardware to operate in accordance with Axon's specifications.
- 6 **Fleet Wireless Offload Service.**
 - 6.1. **License Grant.** Axon grants a non-exclusive, royalty-free, worldwide perpetual right and license to use Fleet Wireless Offload Software (**Fleet WOS**), where "use" and "using" in

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- this Agreement mean storing, loading, installing, or executing Fleet WOS exclusively for data communication with Axon Products for the number of server licenses purchased.
- 6.2. License Start Date.** The Fleet WOS term will begin upon the start of the Axon Fleet Evidence.com Subscription.
- 6.3. License Restrictions.** The Agency may not use Fleet WOS in any manner or for any purpose other than as expressly permitted by this Agreement. The Agency may not: (a) modify, alter, tamper with, repair, or otherwise create derivative works of Fleet WOS; (b) reverse engineer, disassemble, or decompile Fleet WOS or apply any other process or procedure to derive the source code of Fleet WOS, or allow any others to do the same; (c) access or use Fleet WOS in a way intended to avoid incurring fees or exceeding usage limits or quotas; (d) copy Fleet WOS in whole or part, except as expressly permitted in this Agreement; (e) use trade secret information contained in Fleet WOS, except as expressly permitted in this Agreement; (f) resell, rent, loan or sublicense Fleet WOS; (g) access Fleet WOS in order to build a competitive product or service or copy any features, functions or graphics of Fleet WOS; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Axon or Axon's licensors on or within Fleet WOS or any copies of Fleet WOS. All licenses granted in this Agreement are conditional on continued compliance with this Agreement, and will immediately terminate if the Agency does not comply with any term or condition of this Agreement.
- 6.4. Updates.** If the Agency purchases maintenance for Fleet WOS, Axon will make available updates and error corrections (**WOS Updates**) to Fleet WOS. WOS Updates may be provided electronically via the Internet or via media as determined solely by Axon. It is the Agency's responsibility to establish and maintain adequate access to the Internet in order to receive the updates. The Agency is responsible for maintaining the computer equipment necessary for use of Fleet WOS. The maintenance term will be detailed in the Quote.
- 6.5. Fleet WOS Support.** If the Agency has purchased Fleet WiFi Services, upon request by Axon, the Agency will provide Axon with access to the Agency's store and forward servers for the sole purpose of troubleshooting and maintenance.
- 7. Axon Fleet Unlimited Storage.** For use of an Axon Fleet Unlimited Evidence.com License, unlimited data may be stored as part of the Axon Fleet unlimited storage only if the data originates from Axon Fleet hardware.
- 8. Axon Fleet Unlimited.** Axon Fleet Unlimited is a 5-year term. If the Agency purchases Axon Fleet Unlimited, the Axon Fleet camera hardware is covered by a 4-year extended warranty. Axon will also provide the Agency with a new front Axon Fleet camera and a new rear Axon Fleet camera that is the same Product or a like Product, at Axon's sole option (**Axon Fleet Upgrade Model**) 5 years after the start of the Axon Fleet Subscription. The Agency may elect to receive the Axon Fleet Upgrade Model anytime in the 5th year of the Axon Fleet Subscription Term so long as the final Axon Fleet Unlimited payment has been made.
- If the Agency would like to change product models for the Axon Fleet Upgrade Model, then the Agency must pay the price difference in effect at the time of the upgrade between the MSRP for the offered Axon Fleet Upgrade Model and the MSRP for the model desired. The Agency will be responsible for the installation of any Axon Fleet Upgrade Models received from Axon.
- 9. Fleet Unlimited Termination.** If an invoice for Axon Fleet Unlimited is more than 30 days past due or the Agency defaults on its payments for the Evidence.com Services then Axon may terminate Axon Fleet Unlimited and all outstanding Product related to Axon Fleet Unlimited. Axon will provide notification that Axon Fleet Unlimited coverage is terminated. Once Axon Fleet Unlimited coverage is terminated for any reason, then:
- 9.1.** Axon Fleet Unlimited coverage will terminate as of the date of termination and no refunds will be given.
- 9.2.** Axon will not and has no obligation to provide the free Axon Fleet Upgrade Models.
- 9.3.** The Agency will be invoiced for, and is obligated to pay to Axon, the MSRP then in effect for all Spare Products provided under Axon Fleet Unlimited. If the Spare Products are
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returned within 30 days of the Spare Product invoice date, credit will be issued and applied against the Spare Product invoice.

- 9.4.** The Agency will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future Axon Fleet Unlimited.

The "Delta Logo," the "Axon + Delta Logo," Axon, Axon Commander, Axon Convert, Axon Detect, Axon Dock, Axon Five, Axon Forensic Suite, Axon Interview, Axon Mobile, Axon Signal Sidearm, Evidence.com, Evidence Sync, TASER, and TASER CAM are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries. For more information visit www.axon.com/legal. All rights reserved. © 2018 Axon Enterprise, Inc.



Axon Enterprise, Inc.
Protect Life.
17800 N 85th St.
Scottsdale, Arizona, 85255
United States
Phone: (800) 978-2737

QUOTE: Q-125561-43203.567KP

Issue Date: 04/12/2018

Quote Expiration: 04/30/2018

Account Number: 108560

Start Date: 07/15/2017

Payment Terms: Net 30

Delivery Method: Fedex - Ground

Sales Representative:

Kyle Panasewicz
Phone: (480) 905-2071
Email: kylep@axon.com
Fax: (480) 658-0673

Primary Contact:

Matt Hamner
(206) 842-5211
mhamner@bainbridgewa.gov

BILL TO:

Bainbridge Island Police Dept. - WA
625 Winslow Way E.
Bainbridge Island, WA 98110
US

SHIP TO:

Matt Hamner
Bainbridge Island Police Dept. - WA
625 Winslow Way E.
Bainbridge Island, WA 98110
US

Year 1

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	4	336.00	336.00	1,344.00
80012	BASIC EVIDENCE.COM LICENSE: YEAR 1 PAYMENT	21	180.00	180.00	3,780.00
85110	EVIDENCE.COM INCLUDED STORAGE	210	0.00	0.00	0.00
80022	PRO EVIDENCE.COM LICENSE: YEAR 1 PAYMENT	2	468.00	468.00	936.00
85110	EVIDENCE.COM INCLUDED STORAGE	60	0.00	0.00	0.00
85035	EVIDENCE.COM STORAGE	2,760	0.75	0.75	2,070.00
85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	23	240.00	240.00	5,520.00
80052	CAD/RMS SERVICE ADD-ON: YEAR 1 PAYMENT	23	180.00	180.00	4,140.00
Hardware					
74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK	23	499.00	0.00	0.00
74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	23	0.00	0.00	0.00
74021	MAGNET MOUNT, THICK OUTERWEAR, AXON RAPIDLOCK	23	0.00	0.00	0.00
11507	MOLLE MOUNT, SINGLE, AXON RAPIDLOCK	23	0.00	0.00	0.00
11509	BELT CLIP, RAPIDLOCK	23	0.00	0.00	0.00
11553	SYNC CABLE, USB A TO 2.5MM	23	0.00	0.00	0.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	4	42.00	42.00	168.00
74008	AXON DOCK, 6 BAY + CORE, AXON BODY 2	4	1,495.00	373.75	1,495.00

Year 1 (Continued)

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware (Continued)					
70116	PPM, SIGNAL	23	96.00	96.00	2,208.00
				Subtotal	21,661.00
				Estimated Shipping	0.00
				Estimated Tax	1,392.48
				Total	23,053.48

TAP Spares

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware					
74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK	2	0.00	0.00	0.00
74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	2	0.00	0.00	0.00
74021	MAGNET MOUNT, THICK OUTERWEAR, AXON RAPIDLOCK	2	0.00	0.00	0.00
11507	MOLLE MOUNT, SINGLE, AXON RAPIDLOCK	2	0.00	0.00	0.00
11509	BELT CLIP, RAPIDLOCK	2	0.00	0.00	0.00
11553	SYNC CABLE, USB A TO 2.5MM	2	0.00	0.00	0.00
				Subtotal	0.00
				Estimated Tax	0.00
				Total	0.00

Year 2

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	4	336.00	336.00	1,344.00
80013	BASIC EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	21	180.00	180.00	3,780.00
85110	EVIDENCE.COM INCLUDED STORAGE	210	0.00	0.00	0.00
80023	PRO EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	2	468.00	468.00	936.00
85110	EVIDENCE.COM INCLUDED STORAGE	60	0.00	0.00	0.00
85035	EVIDENCE.COM STORAGE	2,760	0.75	0.75	2,070.00
85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	23	240.00	240.00	5,520.00
80053	CAD/RMS SERVICE ADD-ON: YEAR 2 PAYMENT	23	180.00	180.00	4,140.00
				Subtotal	17,790.00
				Estimated Tax	1,110.78
				Total	18,900.78

Year 3

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	4	336.00	336.00	1,344.00
80014	BASIC EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	21	180.00	180.00	3,780.00
85110	EVIDENCE.COM INCLUDED STORAGE	210	0.00	0.00	0.00
80024	PRO EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	2	468.00	468.00	936.00
85110	EVIDENCE.COM INCLUDED STORAGE	60	0.00	0.00	0.00
85035	EVIDENCE.COM STORAGE	2,760	0.75	0.75	2,070.00
85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	23	240.00	240.00	5,520.00
80054	CAD/RMS SERVICE ADD-ON: YEAR 3 PAYMENT	23	180.00	180.00	4,140.00
				Subtotal	17,790.00
				Estimated Tax	1,110.78
				Total	18,900.78

Year 4

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	4	336.00	336.00	1,344.00
80015	BASIC EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	21	180.00	180.00	3,780.00
85110	EVIDENCE.COM INCLUDED STORAGE	210	0.00	0.00	0.00
80025	PRO EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	2	468.00	468.00	936.00
85110	EVIDENCE.COM INCLUDED STORAGE	60	0.00	0.00	0.00
85035	EVIDENCE.COM STORAGE	2,760	0.75	0.75	2,070.00
85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	23	240.00	240.00	5,520.00
80055	CAD/RMS SERVICE ADD-ON: YEAR 4 PAYMENT	23	180.00	180.00	4,140.00
				Subtotal	17,790.00
				Estimated Tax	1,110.78
				Total	18,900.78

Year 5

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	4	336.00	336.00	1,344.00
80016	BASIC EVIDENCE.COM LICENSE: YEAR 5 PAYMENT	21	180.00	180.00	3,780.00
85110	EVIDENCE.COM INCLUDED STORAGE	210	0.00	0.00	0.00
80026	PRO EVIDENCE.COM LICENSE: YEAR 5 PAYMENT	2	468.00	468.00	936.00
85110	EVIDENCE.COM INCLUDED STORAGE	60	0.00	0.00	0.00
85035	EVIDENCE.COM STORAGE	2,760	0.75	0.75	2,070.00
85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	23	240.00	240.00	5,520.00
80056	CAD/RMS SERVICE ADD-ON: YEAR 5 PAYMENT	23	180.00	180.00	4,140.00
				Subtotal	17,790.00
				Estimated Tax	1,110.78
				Total	18,900.78
Grand Total					98,656.60



Discounts (USD)

Quote Expiration: 04/30/2018

List Amount	108,783.00
Discounts	15,962.00
Total	92,821.00

**Total excludes applicable taxes and shipping*

Summary of Payments

Payment	Amount (USD)
Year 1	23,053.48
TAP Spares	0.00
Year 2	18,900.78
Year 3	18,900.78
Year 4	18,900.78
Year 5	18,900.78
Grand Total	98,656.60

Notes

Hardware being discounted to assist with transition to 5 year Tiered + TAP agreement.

Typically, hardware shipment occurs between 4 – 6 weeks after purchase date. Product availability for new or high demand products may impact delivery time.

Axon's Sales Terms and Conditions

By signing this document, you certify that you have read and agree to the provisions set forth in this document and Axon's Master Services and Purchasing Agreement (MSPA), posted at <https://www.axon.com/legal/sales-terms-and-conditions>, as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. You represent that you are legally authorized to sign this Agreement on behalf of your entity. If you do not have this authority, please do not sign this document.

Signature:	_____	Date:	_____
Name (Print):	_____	Title:	_____
PO# (Or write N/A):	_____		

Please sign and email to Kyle Panasewicz at kylep@axon.com or fax to (480) 658-0673

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

Quote: Q-125561-43203.567KP

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Axon Enterprise, Inc.
Protect Life.
17800 N 85th St.
Scottsdale, Arizona, 85255
United States
Phone: (800) 978-2737

QUOTE: Q-156315-43203.565KP

Issue Date: 04/13/2018

Quote Expiration: 04/30/2018

Account Number: 108560

Start Date: 07/01/2018
Payment Terms: Net 30
Delivery Method: Fedex - Ground

Sales Representative:

Kyle Panasewicz
Phone: (480) 905-2071
Email: kylep@axon.com
Fax: (480) 658-0673

Primary Contact:

Matt Hamner
(206) 842-5211
mhamner@bainbridgewa.gov

BILL TO:

Bainbridge Island Police Dept. - WA
625 Winslow Way E.
Bainbridge Island, WA 98110
US

SHIP TO:

Matt Hamner
Bainbridge Island Police Dept. - WA
625 Winslow Way E.
Bainbridge Island, WA 98110
US

Year 1

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
80156	FLEET 2 UNLIMITED PACKAGE: YEAR 1 PAYMENT	25	1,548.00	232.20	5,805.00
Hardware					
71079	CAMERA SYSTEM, FRONT, FLEET 2	25	0.00	0.00	0.00
71080	CAMERA MOUNT, FRONT, FLEET 2	25	0.00	0.00	0.00
71081	CAMERA SYSTEM, REAR, WITH MOUNT, FLEET 2	25	0.00	0.00	0.00
71082	CAMERA CONTROLLER, REAR, FLEET 2	25	0.00	0.00	0.00
71083	CONTROLLER MOUNT, REAR CAMERA, FLEET 2	25	0.00	0.00	0.00
70112	AXON SIGNAL UNIT	25	0.00	0.00	0.00
71084	JUNCTION BOX, FLEET 2	25	0.00	0.00	0.00
71085	CABLE ASSEMBLY, BATTERY BOX TO JUNCTION BOX, FLEET 2	25	0.00	0.00	0.00
74024	BATTERY SYSTEM, AXON FLEET	50	0.00	0.00	0.00
71022	FLEET CABLE ASSEMBLY, POWER	50	0.00	0.00	0.00
74027	Axon Fleet Dongle	25	0.00	0.00	0.00
80186	5 YEAR TAP, FLEET 2 FRONT CAMERA SYSTEM	25	0.00	0.00	0.00
80187	5 YEAR TAP, FLEET 2 REAR CAMERA SYSTEM	25	0.00	0.00	0.00
80188	5 YEAR TAP, FLEET 2 REAR CAMERA CONTROLLER	25	0.00	0.00	0.00
80189	5 YEAR TAP, FLEET 2 JUNCTION BOX	25	0.00	0.00	0.00
11605	CRADLEPOINT ROUTER - IBR900LP6	25	880.00	880.00	22,000.00
74110	CABLE, CAT6 ETHERNET 25 FT, FLEET	25	0.00	0.00	0.00
11511	ROUTER ANTENNA, FLEET	25	270.00	270.00	6,750.00

Year 1 (Continued)

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware (Continued)					
11521	CRADLEPOINT - NETCLOUD + CRADLECARE - 5 YEARS	25	550.00	550.00	13,750.00
71023	FLEET CABLE ASSEMBLY, BATTERY BOX TO CAMERA	25	0.00	0.00	0.00
Services					
80131	TRAIN INSTALLER OR INSTALLATION FACILITY, PER DAY, PER SITE	2	2,500.00	2,500.00	5,000.00
Subtotal					53,305.00
Estimated Shipping					0.00
Estimated Tax					4,797.46
Total					58,102.46

Year 2

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
80157	FLEET 2 UNLIMITED PACKAGE: YEAR 2 PAYMENT	25	1,548.00	1,548.00	38,700.00
Subtotal					38,700.00
Estimated Tax					3,483.00
Total					42,183.00

Year 3

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
80158	FLEET 2 UNLIMITED PACKAGE: YEAR 3 PAYMENT	25	1,548.00	1,548.00	38,700.00
Subtotal					38,700.00
Estimated Tax					3,483.00
Total					42,183.00

Year 4

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
80159	FLEET 2 UNLIMITED PACKAGE: YEAR 4 PAYMENT	25	1,548.00	1,548.00	38,700.00
Subtotal					38,700.00
Estimated Tax					3,483.00
Total					42,183.00

Year 5

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
80160	FLEET 2 UNLIMITED PACKAGE: YEAR 5 PAYMENT	25	1,548.00	1,548.00	38,700.00
				Subtotal	38,700.00
				Estimated Tax	3,483.00
				Total	42,183.00
Grand Total					226,834.46



Discounts (USD)

Quote Expiration: 04/30/2018

List Amount	241,000.00
Discounts	32,895.00
Total	208,105.00

**Total excludes applicable taxes and shipping*

Summary of Payments

Payment	Amount (USD)
Year 1	58,102.46
Year 2	42,183.00
Year 3	42,183.00
Year 4	42,183.00
Year 5	42,183.00
Grand Total	226,834.46

STATEMENT OF WORK & CONFIGURATION DOCUMENT

Axon Fleet In-Car Recording Platform

This document details a proposed system design

Agency Created For: Bainbridge Island Police Dept. - WA

Quote: Q-156315-43203.565KP

Sold By:	Kyle Panasewicz
Designed By:	
Installed By:	Axon
Target Install Date:	

VEHICLE OVERVIEW

SITE NAME	CUSTOMER NAME
Headquarters	Bainbridge Island Police Dept. - WA
Total Configured Vehicles 25 Total Vehicles with this Configuration Video Capture Sources 50 Total Cameras Deployed 1 Axon Signal Unit(s) Per Vehicle Mobile Data Terminal Per Vehicle 1 Located In Each Vehicle Mobile Router Per Vehicle 1 Cradlepoint IBR900 Series Offload Mechanism 4G LTE Cellular Evidence Management System - Evidence.com  Axon Camera  Signal Unit  In-Car Router  Battery Box	

SYSTEM CONFIGURATION DETAILS

The following sections detail the configuration of the Axon Fleet In-Car System

Vehicle Hardware

Vehicle Hardware	2	Axon Fleet Cameras will be installed in each vehicle
	2	Axon Fleet Battery Boxes will be installed in each vehicle
	1	Axon Signal Units will be installed in each vehicle
	1	Cradlepoint IBR900 Series router will be installed in each vehicle
	When triggered, the Axon Signal Unit (ASU) will activate the recording mechanism of all Axon cameras within 30 feet of the vehicle.	
Axon Battery Boxes	Each battery box will provide power to its connected camera for up to 4 hours, to allow for video offload while the vehicle is in an off state.	
Signal Activation Methods	A recording trigger will occur when the Axon Signal Unit detects a change in voltage on a terminal. All Axon cameras within 30 feet of the triggered Axon signal unit will begin recording.	
Mobile Data Terminal	Each vehicle will be equipped with a Mobile Data Terminal	
Mobile Data Terminal Requirements	Operating System: Windows 7 or Windows 10 - x32 or x64 Hard Drive: Must have 25GB+ of free disk space RAM/Memory: Windows 7 - 4GB or greater Windows 10 - 8GB or greater Ethernet Port: The system requires the MDT to have one dedicated and available Ethernet port reserved for an Ethernet cable from router. The Ethernet port can be located on an electronic and stationary mobile docking station. If a docking station is used, it is the preferred location for the Ethernet port. Wi-Fi Card: The system requires an 802.11n compatible Wi-Fi card using 5Ghz band. USB Ports: If the computer is assigned to the officer and does not remain with the vehicle, then the number dongles ordered should equal the number of officers or the number of computers assigned. At least one dedicated and available USB 2.0 port for the Fleet USB dongle USB Port on MDT or Dock.	

Additional Considerations	If the customer has a MiFi hotspot, embedded cellular, or USB 4G, then the customer must purchase a Cradlepoint router with an external antenna and Cradlecare. For agencies that use NetMotion Mobility, Axon traffic must be passed through; such that it does not use the Mobility VPN tunnel.	
	Axon to provide Fleet Cameras, Axon Signal Units and Battery Boxes	
Hardware Provisioning	Axon will provide the following router for all vehicles:	Cradlepoint IBR900 Series
	The customer will provide an MDT for each vehicle	

In-Car Network Considerations

Network Requirements	Cradlepoint IBR900 Series will create a dedicated 5Ghz WiFi network within each vehicle. This network will join the Axon Fleet cameras and Mobile Data Terminal together.			
Network Addressing	IP Addressing		Total IPs Required	
	Axon Fleet Cameras	50	100	
	Mobile Data Terminal	25		
	Cradlepoint IBR900 Series	25		
Hardware Provisioning	Customer to provide all IP addressing and applicable network information			

Network Consideration Agreement

Network Consideration Agreement	Customer acknowledges the minimum requirements for the network to support this Statement of Work.
	All Axon employees performing services under this SOW are CJIS certified.
	If the network provided by Customer does not meet the minimum requirement, or in the event of a requested change in scope of the project, a Change Order will be required and additional fees may apply.

Professional Services & Training

Project Management	Axon will assign a Project Manager that will provide the expertise to execute a successful Fleet camera deployment and implementation. The Project Manager will have significant knowledge and experience with all phases of the project management lifecycle and with all application modules being implemented. He/she will work closely with the customer's project manager and project team members and will be responsible for completing the tasks required to meet all contract deliverables on time and on budget.
Vehicle Installation	Axon will be performing the installation of all Axon Fleet vehicle hardware. Installation services purchased from Axon include a "clip" and removal of existing in-car system hardware. This does not include "full removal" of existing wiring. A "full removal" of all existing hardware and wiring are subject to additional costs.
Custom Trigger Installation	Axon Signal Units have multiple trigger configuration options. Any trigger configurations that include a door or magnetic door switch are considered "custom" and may be subject to additional costs.
Training	Axon will provide on-site training to lead the AXON Fleet deployment. End-user go-live training and support: This training provides individual device set up and configuration assistance, training on device use, Evidence.com and AXON View XL.

4G / Cellular Offload Considerations

Network Considerations	The Cradlepoint IBR900 Series will be the connection which allows 4G upload of recorded video
	The customer will ensure that their cellular contract does not allow for data throttling, or service denial, once a set data threshold is met. Throttling or denial of service will negatively affect Fleet upload capabilities.
	The MDT's 4G connection will facilitate the upload of recorded video content.
Hardware Provisioning	The customer will provide all 4G sim cards as required by their mobile provider.

This device has not been authorized as required by the rules of the Federal Communications Commission. The sale of this device is therefore subject and conditional to the approval of the Federal Communications Commission. The device will comply with the appropriate rules upon sale and before delivery or distribution of the device.

Axon's Sales Terms and Conditions

By signing this document, you certify that you have read and agree to the provisions set forth in this document and Axon's Master Services and Purchasing Agreement (MSPA), posted at <https://www.axon.com/legal/sales-terms-and-conditions>, as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. You represent that you are legally authorized to sign this Agreement on behalf of your entity. If you do not have this authority, please do not sign this document.

Signature:	_____	Date:	_____
Name (Print):	_____	Title:	_____
PO# (Or write N/A):	_____		

Please sign and email to Kyle Panasewicz at kylep@axon.com or fax to (480) 658-0673

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

Quote: Q-156315-43203.565KP

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City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 9:25 PM Establishment of Police Corporal Rank, AB 18-123 - Executive (Pg. 116)	Date: 7/10/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-123
Proposed By: City Manager Doug Schulze	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The City and the Bainbridge Island Police Guild have reached agreement on the establishment of the rank of Police Corporal. The attached Memorandum of Understanding provides details regarding this new rank. Once established, there will be four positions created within this classification. No new positions are being created within the Police Department; candidates for the new positions are current Police Officers.

RECOMMENDED ACTION/MOTION

I move to ratify Memorandum of Understanding 2018-01 between the City of Bainbridge Island and the Bainbridge Island Police Guild, establishing the rank of Police Corporal.

ATTACHMENTS:

Description	Type
□ MOU 2018-01	Backup Material

MEMORANDUM OF UNDERSTANDING **2018-01**

This Memorandum of Understanding ("MOU") is entered into by and between the City of Bainbridge Island ("Employer") and the Bainbridge Island Police Guild ("Guild").

WHEREAS, the Employer and the Guild are parties to a collective bargaining agreement in effect from January 1, 2016 through December 31, 2018 ("CBA"); and

WHEREAS, the parties have bargained regarding the impacts of creating the new job classification of Corporal; it is therefore

AGREED BY AND BETWEEN THE PARTIES HERETO, in consideration of the mutual promises contained herein and other good and valuable consideration, that:

1. A new subsection is hereby added to Appendix A of the CBA regarding Corporals as follows:

The Corporal classification has two pay steps:

- Step A: 5% higher than Officer Step E
- Step B: 10% higher than Officer Step E

Corporals will be placed into Step A upon promotion and shall remain in Step A for no less than 12 months. Step advancement shall be based on satisfactory performance. The City reserves the right to decide when to promote into the Corporal rank.

2. The Corporal position is included in the Guild's bargaining unit.
3. The Corporal classification is a Civil Service position and will be filled in accordance with Civil Service rules.
4. The following articles of the CBA are hereby amended to read as follows:

7.1.3 Employees assigned to patrol holding the rank of officer or corporal will be assigned to two (2) squads. Each squad may have three (3) officers and one (1) corporal assigned to day shift hours (0600 to 1800) and three (3) officers and one (1) corporal assigned to night shift hours (1800 to 0600). In order to provide twenty-four (24) hour per day/seven (7) day per week coverage, each squad will be scheduled to cover the other squad's days off. The squads will rotate shifts every four (4) months.

13.4 Layoffs and Reclassification — Layoffs or reclassification of Sergeants shall be determined strictly by the order of seniority within the Sergeant classification with the Employee with the least seniority within the Sergeant classification affected first. Layoffs or reclassification of Corporals shall be determined strictly by the order of seniority within the Corporal classification with the Employee with the least seniority within the Corporal classification affected first. Layoffs or reclassification of Patrol Officers shall be determined

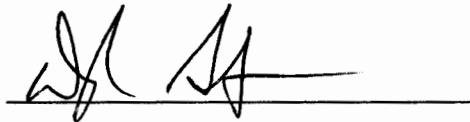
strictly by the order of Police Department seniority with the Employee with the least Department seniority affected first. Employees who have previously held other classifications within the bargaining unit shall have the right to return to such classifications if their seniority is greater than other Employees in such classification. Employees shall not accrue seniority while on layoff. Seniority lists shall be adjusted accordingly.

24.1 Specialty Assignments — Employees assigned the following special duties (Administrative Sergeant, ~~Relief Supervisor~~, Detective, Canine Officer or Field Training Officer) shall receive additional premium pay of one-hundred fifty dollars (\$150.00) per month for each month they are assigned the special duties. If an Employee is assigned more than one of the above special duties, then they shall receive additional premium pay of eighty dollars (\$80.00) per month for a concurrent second special duty assignment.

5. This MOU is effective when signed by the parties. This MOU will be incorporated into the next collective bargaining agreement between the parties.

IN WITNESS WHEREOF, we have set our hands on the dates indicated.

CITY OF BAINBRIDGE ISLAND



Name: Douglas Schulze

Date: 6/5/18

BAINBRIDGE ISLAND POLICE GUILD

WILLIAM SHIELDS

Name: 

Date: 6/5/2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 9:35 PM Interlocal Agreement with Kitsap Public Utility District (KPUD) Relating to Rockaway Beach Water System, AB 18-122 – Public Works (Pg. 119)	Date: 7/10/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-122
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: Water	
Expenditure Req: \$TBD	Budgeted? Yes	Budget Amend. Req? No

REFERRALS/REVIEW

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

DESCRIPTION/BACKGROUND

The City operates a water system serving the Rockaway Beach area that is supplied by the Taylor Avenue Well. The Taylor Avenue Well has limited production capacity to meet peak water demands. Therefore, the City desires to secure a water system intertie with the Kitsap Public Utility District (KPUD) No. 1 to purchase domestic water in the event of an emergency.

All water delivered pursuant to this Agreement shall be metered and measured by the KPUD using a metering station, to be constructed by the City, on Halls Hill Road. KPUD will be responsible for measuring flows at the points of delivery and shall bill the City based on services rendered. The parties agree that the wholesale rate established for water supplies to the City shall initially be set at KPUD's Tier 1 commodity charge, which is \$1.20 per 100 cu ft.

The term of this Agreement shall run from the effective date for a period of twenty years.

RECOMMENDED ACTION/MOTION

I move to forward for approval with the July 24, 2018, Consent Agenda the Interlocal Agreement with Kitsap Public Utility District (KPUD) relating to the Rockaway Beach Water System.

ATTACHMENTS:

Description	Type
 Interlocal Agreement with Kitsap Public Utility District (KPUD) Relating to Rockaway Beach Water System	Backup Material

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE CITY OF BAINBRIDGE ISLAND
AND
PUBLIC UTILITY DISTRICT NO. 1 OF KITSAP COUNTY
FOR AN EMERGENCY WATER SYSTEM INTERTIE**

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into by and between Public Utility District No. 1 of Kitsap County (“KPUD”), a municipal corporation organized and existing under the laws of the State of Washington, and the City of Bainbridge Island (“City”), a municipal corporation organized and existing under the laws of the State of Washington. This Agreement is entered into pursuant to and in conformity with Chapter 39.34 RCW (Interlocal Cooperation Act).

WHEREAS, KPUD has developed a regional supply of water and has the authority to sell and distribute the same to other municipal corporations within or without its limits; and

WHEREAS, the City operates a water system that serves the Rockaway Beach area of Bainbridge Island and is supplied by the City’s Taylor Avenue well; and

WHEREAS, the U.S. Environmental Protection Agency (EPA) operates a well on City property that serves the EPA Wykoff site located near the Taylor Avenue well; and

WHEREAS, the Taylor Avenue well has limited production capacity to meet the peak water demands of the City’s service area; and

WHEREAS, KPUD operates a water system for the former Island Utility Company area of the island and is supplied by the KPUD Island Utility well; and

WHEREAS, the City and KPUD water distribution systems are in close proximity on Halls Hill Road; and

WHEREAS, the City has a desire to secure an emergency water system intertie with KPUD in order to purchase domestic water supplies from KPUD to meet the needs of the City’s customers; and

NOW, THEREFORE, in consideration of the mutual commitments set forth in this Agreement, KPUD and the City (the “Parties”) agree as follows:

1. **SCOPE:** Subject to the terms and conditions of this Agreement, the Parties agree to the construction and maintenance of a water system intertie for the purpose of supplying water to the City on an as-needed basis to allow the City to meet the needs of the community. The City may use the water supplied under this Agreement for any public purpose, but KPUD makes no representations or warranties to the City that the water furnished will be sufficient to meet the capacity, fire protection, or other service needs of the City and their associated costs, said matters being within the sole judgment and responsibility of the City.

2. **TERM:** The term of this agreement shall run from the effective date of this Agreement for a period of twenty (20) years and shall automatically be extended for an additional ten (10) year term unless written notice of termination is provided by either party in accordance with paragraph 17 of this Agreement. Upon renewal, all terms and conditions of this Agreement shall remain the same unless KPUD and the City execute a written amendment to this Agreement.
3. **INTERTIE FACILITIES:** All water delivered pursuant to this Agreement shall be metered and measured by KPUD using a metering station to be installed by the City on Halls Hill Road where the intertie will be constructed by the City. As part of the construction, the City shall provide isolation valves and related facilities on the respective water mains at the point of connection. All proposed construction plans will be approved by both of the Parties and the Washington State Department of Health (“WSDOH”) prior to construction. All intertie construction costs will be the responsibility of the City.
4. **FACILITIES OWNERSHIP AND OPERATION RESPONSIBILITIES:** With the execution of this Agreement, KPUD and the City acknowledge that ownership of those facilities lying within KPUD's service area and upstream of the isolation valve shall remain the property of KPUD and those facilities lying within the City's service area and downstream of the KPUD isolation valve shall be the property of City. Neither party assumes the responsibility for operating, maintaining, or replacing the other's facilities except as set forth in this Agreement. For the benefit of KPUD, the City shall notify KPUD in advance of any significant system improvements.
5. **REGULATORY COMPLIANCE:** The Parties agree to comply with the provisions of all federal, state, and local rules and regulations governing water systems. The Parties further agree to ensure that the customers of the respective systems comply with all applicable federal, state, and local rules and regulations regarding water system construction. In the case of discrepancies between rules or regulations, the most restrictive shall apply.
6. **SUPPLY:** KPUD shall sell to the City, and the City shall purchase from KPUD, such potable water supply as is determined to be required in the event of an emergency. For the purposes of this Agreement, an emergency is defined as the loss of the ability of the City's Taylor Avenue well to meet the water demands of the City's service area. The quantity of water provided through the intertie will not exceed the Washington State Department of Ecology (“DOE”) water right for the City's Taylor Avenue well, which is 80 gpm on a continuous basis. Provision of water on a non-emergency, short-term basis (e.g., to accomplish maintenance) is permitted under this agreement by written notice and written approval by the Parties.

Supply may be limited by conditions and circumstances beyond the control of KPUD, which may impact the available water supply. These include, but are not limited to equipment failure, transmission line failure, earthquakes and other natural disasters and acts of God, total or partial system failure beyond the reasonable control of KPUD, aquifer failure, and restrictions placed upon KPUD for any reason by the county, state, or federal government. In these types of circumstances, KPUD shall be entitled to interrupt its supply to the City, and the City agrees that in such event, it shall be the City's responsibility to obtain alternative sources of supply.

The Parties further recognize that drought conditions of great severity may require restrictions on the delivery of water. If such restrictions are necessary, KPUD will reduce the quantity of water available to the City on the same basis as it restricts water to its other retail and wholesale customers.

7. **TREATMENT DISCLOSURE:** The City agrees that KPUD has made full disclosure of the fact that its water to be supplied at present is not fluoridated. Should the City desire the water to be fluoridated, the City shall undertake the responsibility to do so once water has been supplied to the City.
8. **SERVICE CHARGES:** The Parties agree that the wholesale rate established for water supplies to the City shall initially be set at KPUD's Tier 1 commodity charge, which is \$1.20 per 100 cu ft.
 - a. **Adjustments to Rates.** The above rate will be adjusted upwards or downwards based on the rate set by KPUD for its existing customers.
 - b. **Extraordinary Expenditures.** If KPUD must incur extraordinary costs to respond to regulatory requirements, an emergency, or to meet immediate health and safety concerns regarding supply and transmission, KPUD may impose an emergency surcharge on wholesale water sales to the City, provided that the surcharge is not greater than that imposed on all KPUD wholesale customers. Following the emergency period, KPUD will provide a full accounting of the revenues and expenses related to the event and make any necessary adjustment to reconcile the City's share of costs to reflect final project costs.
9. **PAYMENT AND SUPPLY WARRANTIES:** The City hereby covenants and agrees that it shall pay its full cost of the water as identified herein. The City hereby obligates and binds itself to pay water costs out of the gross revenues of its water system and shall establish, maintain, and collect charges and fees for water service in connection which will, at all times, be sufficient to pay its water costs herein..
10. **METERING, BILLING, AND PAYMENT:** KPUD will be responsible for measuring flows at the points of delivery identified. KPUD shall operate and maintain the required metering equipment.

KPUD shall submit billings for water provided to the City based on the charges specified in paragraph 8 of this Agreement.

The City shall pay KPUD for services rendered on or before the 25th day of the succeeding month for the preceding month's water use. Interest at the rate of one-percent (1%) per month will be charged on any invoice not paid within the specified time limit. A minimum of one month's interest will be charged for all late payments.

11. **ADDITIONAL SERVICES:** If requested, each party may, at its discretion, provide additional services to the other party on a time-and-materials basis. Other services may include, but are not limited to the operation, maintenance, or repair of facilities owned and operated by the other, surveys, comprehensive planning, and utility billing. Any such additional services shall be specified in a written agreement approved by the Parties.
12. **NOTICES:** All notices to be given by either of the Parties to the other party shall be in writing and may either be delivered personally or may be mailed, postage prepaid, as either certified or regular mail addressed as specified below, unless a different address has been designated in writing by either of the Parties. The date of giving such notice shall be deemed to be the date of mailing thereof. Billings for and payments of water costs may be made by regular mail.

KPUD: Public Utility District No. 1 of Kitsap County
Attn: Bob Hunter
PO Box 1989
Poulsbo, WA 98370

City of Bainbridge Island
Attn: Finance Department
280 Madison Avenue N.
Bainbridge Island, WA 98110

13. **TAXES:** In addition to the above stated costs, the City agrees to reimburse KPUD in an amount equal to KPUD's share of any taxes that are imposed on KPUD by any governmental entity as a result of implementing this Agreement.
14. **DISCLAIMER OF WARRANTIES IN LIMITATION OF LIABILITY:** CITY AGREES THAT IT SHALL LIMIT ITS DAMAGES TO THE COSTS PAID FOR THE WATER SOLD AND SPECIFICALLY AGREES TO WAIVE ANY CLAIMS IT MIGHT HAVE FOR INCIDENTAL AND CONSEQUENTIAL DAMAGES FOR ANY BREACH TO THIS AGREEMENT. KPUD OBLIGATIONS UNDER THIS AGREEMENT SHALL BE LIMITED BY CONDITIONS AND CIRCUMSTANCES BEYOND THE CONTROL OF KPUD, WHICH MAY IMPACT THE AVAILABLE WATER SUPPLY.

These include but are not limited to equipment failure, transmission line failure, temporary emergency demand by another customer, earthquakes and other natural disasters and acts of God, damage by others, system failure beyond the reasonable control of KPUD, aquifer failure, and restrictions placed upon KPUD for any reason by the county, state, or federal government. In these types of circumstances, it shall be City's responsibility to obtain alternate sources of supply. The Parties further recognize that drought conditions of great severity may require restrictions on the delivery of water. If such restrictions are necessary, KPUD will reduce the quantity of water available to the City on the same basis as it restricts water to its other retail and wholesale customers. KPUD shall be responsible to restore typical supply quantities upon termination of the drought conditions.

15. **INSURANCE:** The City agrees that it will insure for any claims by third persons that may arise from its customers about claims regarding the quantity and quality of the water purchased from the City. The City agrees to indemnify and hold harmless KPUD from any and all claims by third parties arising out of this agreement, including but not limited to any liability for any damages which may arise from KPUD's inability to provide fire flow in the event of a fire.
16. **ARBITRATION:** In the event of a dispute, the matter shall be subject to arbitration under the mandatory arbitration rules of the Kitsap Superior Court except there shall be no right to a de novo appeal. Each party shall appoint one qualified arbitrator within thirty (30) days of the written request for arbitration. The two arbitrators so appointed shall appoint a third arbitrator within an additional thirty (30) days. The three arbitrators shall conduct a hearing within 90 days of the appointment of the third arbitrator and shall produce a decision within 120 days of the appointment of the third arbitrator. The results of any arbitration shall be final and conclusive and may be revised or vacated only as presently allowed by Chapter 7.04 RCW. Prehearing discovery shall be limited to document production and depositions only and the burden of proof shall be with the party requesting arbitration. The cost of arbitration shall be shared equally by the Parties and each party shall pay its own costs and attorney's fees unless the arbitration panel rules that the matter was brought frivolously, in which case the party frivolously

bringing the matter to arbitration shall pay all costs of arbitration and the attorney's fees and costs of the other party.

17. **TERMINATION:** Either party may terminate this Agreement upon three (3) months written notice to the other party. If notice of termination is given by either party, the Parties will continue to perform their respective obligations under this Agreement until the effective date of termination. If both of the Parties consent, the Agreement may be terminated within a mutually agreed upon time, rather than after three (3) months written notice has been given.
18. **EXECUTION OF DOCUMENTS:** This agreement shall be executed in two counterparts, either of which shall be regarded for all purposes as one original. The Parties agree that they will execute any and all deeds, instruments, documents, resolutions, or ordinances necessary to give effect to the terms of this agreement.
19. **INTEGRATION:** This Agreement merges and supersedes all prior negotiations, representations and agreements between the Parties relating to the subject matter hereof and constitutes the entire contract between the Parties.
20. **TIME OF THE ESSENCE:** It is hereby agreed by the Parties that time is of the essence in -all matters relating to the performance of each and every term of this agreement.
21. **FILING WITH COUNTY AUDITOR.** The City shall file and record a copy of this Agreement with the Kitsap County Auditor's Office immediately following the mutual execution of this Agreement.
22. **INTERLOCAL AGREEMENT.** This is an interlocal agreement entered into pursuant to the authorization of Chapter 39.34 RCW. Accordingly, the following provisions are set forth in accordance with the provisions of RCW 39.34.030:
 - a. No separate legal or administrative entity is created by this Agreement.
 - b. The cooperative undertakings of the Parties shall be financed as provided herein. Each party shall separately establish and maintain a budget for its own functions.
 - c. No administrator or joint board shall be responsible for administering the undertakings.
 - d. No joint property shall be acquired, held, or disposed of. Any real or personal property used in the joint or cooperative undertaking shall be considered to be and remain the property of the party who purchased such real or personal property.
23. **GENERAL CONDITIONS:** The failure of either party to insist upon strict performance of any of the covenants and agreements contained in this Agreement, or to exercise any option herein contained in one or more instances, shall not be construed to be a waiver or relinquishment of said covenants, agreements, or options, and the same shall be in full force and effect.

The Parties expressly reserve the right to renegotiate the provisions of this Agreement from time to time as may be necessary and to amend this Agreement; provided that no alteration or modification of the provisions of this Agreement shall be valid and binding unless made in writing and signed by the authorized representatives of the Parties.

This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. The venue of any action brought hereunder shall be the Superior Court of Kitsap County, Washington.

This Agreement shall be binding upon the successors and assigns of each of the Parties. However, neither party will assign this Agreement without the written consent of the other. This written consent will not be unreasonably withheld.

It is understood that the relationship of the City to KPUD is independent. None of the employees or agents of the respective Parties shall be considered employees of the other.

Each party warrants and represents that it has authority to enter into this Agreement.

In the event that any provision herein is declared illegal or invalid, no other provisions of this Agreement shall be affected, and this Agreement shall then continue in full force and effect as though such illegal provisions had not been contained herein.

24. **Authorization.** The governing bodies of the Parties have authorized their respective designated officials to execute this Agreement on their behalf.

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

CITY OF BAINBRIDGE ISLAND

Douglas Schulze, City Manager

Date: _____

PUBLIC UTILITY DISTRICT NO. 1 OF KITSAP COUNTY



Bob Hunter, General Manager

Date: June 26, 2018

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: 9:45 PM Appointment of Deputy Mayor, AB 18-114 - Mayor Medina (Pg. 129)	Date: 7/10/2018
Agenda Item: NEW BUSINESS	Bill No.: 18-114
Proposed By: Mayor Medina	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

Council will appoint a Deputy Mayor for the second half of 2018.

RECOMMENDED ACTION/MOTION

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Agenda Bill for Consent Agenda, AB 18-119 (Pg. 130)	Date: 7/10/2018
Agenda Item: CONSENT AGENDA - 9:55 PM	Bill No.: 18-118
Proposed By:	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

- B. Accounts Payable and Payroll
- C. Special City Council Study Session Minutes, June 19, 2018
- D. Amendment No. 1 to Professional Services Agreement with Latimore for Development Review Process Improvements, AB 18-133 – Planning
- E. Interlocal Agreement with Kitsap Public Utility District Relating to Paving of Beachcrest, AB 18-112

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. 131)	Date: 7/10/2018
Agenda Item: CONSENT AGENDA - 9:55 PM	Bill No.: 18-118
Proposed By: Finance	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

Approve with Consent Agenda.

ATTACHMENTS:

Description	Type
☐ Accounts Payable	Backup Material
☐ Payroll	Backup Material

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

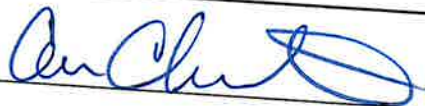
CHECK RUN: June 25, 2018 - July 9, 2018
CITY COUNCIL: June 26, 2018 - July 10, 2018

Last check from previous run: 347867 dated 06/27/2018 issued to South Park Marina LLC in the amount of \$1,958.72

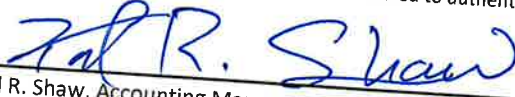
Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
EFT	6/25/18	302	WA State DOR/Excise taxes - May 2018	
ACH	6/25/18	303	COBI/Utility billing - June 2018	15,349.77
ACH	6/25/18	304	WA State DOL/Concealed weapon permits - June 2018	9,762.02
VOID	12/27/17	346252	EX/Filipino American Community of BI/Deposit check - never cashed	39.00
VOID	5/9/18	347404	SS/WA State Ferries/Damage deposit return: incorrect payee	N/A
Manual	6/25/18	347868	ENG/COBI/Retainage for 2018 asphalt repair	N/A
Manual	6/25/18	347869	ENG/Granite Construction/2018 asphalt repair	34,559.23
Manual	6/25/18	347870	PCD/Kelley Imaging/Copier lease	656,625.41
Manual	6/25/18	347871	PCD/Toshiba Financial/Copier lease	239.26
Manual	6/25/18	347872	CRT/Toshiba Financial/Copier lease	842.53
Manual	6/25/18	347873	FIN/PRR(WA St Ferries)/Replacement check: damage deposit return	188.58
Manual	6/29/18	347874	COBI/Retainage: Village Pump Station	150.00
Manual	6/29/18	347875	PW/Henden Electric/Winslow power improvements	3,254.02
Manual	6/29/18	347876	PW/Island Hands/Janitorial services - June 2018	6,530.19
Manual	6/29/18	347877	LEGAL/Thomas Alpaugh/Public Defender services - June 2018	11,116.13
Manual	6/29/18	347878	ENG/Liden Land Development/Village Pump station replacement	4,375.00
Manual	7/3/18	347879	PW/Bud Clary Chevrolet/2018 Chevrolet Colorado	67,683.62
Manual Checks and Electronic Disbursements				845,469.42

Regular Run	7/11/18	347880-347981	Regular Check Run	300,642.26
				1,146,111.68

Retainage Release	N/A	N/A		N/A
Travel Advance	N/A	N/A		N/A

Prepared and Reviewed by  Carrie Christianson, Senior Accounting Technician

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

7-6-2018
Date

EFT - May 18 Excise

06/27/18

06/27/2018 10:47
cchristianson

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635
CHECK NO CHK DATE TYPE VENDOR NAME

111100

CASH

VOUCHER INVOICE

INV DATE PO

CHECK RUN

P 1
apcshdsb

NET

302 06/25/2018 MANL
Invoice: 2018-05

124 WA ST DEPT OF REVENUE 223429 2018-05

INVOICE DTL DESC

05/31/2018

EFT0625

15,349.77

65.48 91411341 553000
2,047.29 91421351 553000
5,307.05 91421351 553000
23.23 91421351 553000
6.01 91411341 553000
3.08 91411341 553000
3,098.49 91431383 553000
4,024.29 91411341 553000
634.71 91421351 553000
1.39 11011116 531100
1.39 31011131 531100
2.70 21011125 531100
3.86 53011212 520000
2.96 53011212 531100
9.10 72311475 63110000732
1.17 72311475 63110000732
6.90 72011325 531100
85.41 73011189 531100
25.26 91029179 531100

MAY18 EXCISE TAXES
FINANCE - WATER EXTRNL TAXES
FINANCE - SEWER - EXTRNL TAXES
FINANCE - SEWER - EXTRNL TAXES
FINANCE - SEWER - EXTRNL TAXES
FINANCE - WATER EXTRNL TAXES
FINANCE - WATER EXTRNL TAXES
FINANCE - SSWM - EXTRNL TAXES
FINANCE - WATER EXTRNL TAXES
FINANCE - SEWER - EXTRNL TAXES
COUNCIL - SUPPLIES
EXEC - C/E SUPPLIES
COURT - SUPPLIES
POLICE - C/E PATROL BENEFITS
PD-C/E-PATROL SUPPLIES
WF PARK DOCK IMPRV-SUPPLIES
WF PARK DOCK IMPRV-SUPPLIES
ENG - C/E FACIL SUPPLIES
O&M - C/E FACIL OFC SUPPLIES
GG-SELF INS-WELLNESS-SUPPLIES

CHECK 302 TOTAL: 15,349.77

NUMBER OF CHECKS 1

*** CASH ACCOUNT TOTAL *** 15,349.77

TOTAL MANUAL CHECKS

COUNT AMOUNT
1 15,349.77

*** GRAND TOTAL *** 15,349.77

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	6	299								
APP	401-213000						ACCOUNTS PAYABLE		4,098.86	
	06/27/2018	EFT0625	EFTDOR				AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100						CASH			15,349.77
	06/27/2018	EFT0625	EFTDOR				AP CASH DISBURSEMENTS JOURNAL			
APP	402-213000						ACCOUNTS PAYABLE		8,012.28	
	06/27/2018	EFT0625	EFTDOR				AP CASH DISBURSEMENTS JOURNAL			
APP	403-213000						ACCOUNTS PAYABLE		3,098.49	
	06/27/2018	EFT0625	EFTDOR				AP CASH DISBURSEMENTS JOURNAL			
APP	001-213000						GENERAL - ACCOUNTS PAYABLE		129.87	
	06/27/2018	EFT0625	EFTDOR				AP CASH DISBURSEMENTS JOURNAL			
APP	301-213000						ACCOUNTS PAYABLE		10.27	
	06/27/2018	EFT0625	EFTDOR				AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL									15,349.77	15,349.77
APP	631-130000						DUE TO/FROM CLEARING		15,349.77	
	06/27/2018	EFT0625	EFTDOR							
APP	401-130000						DUE TO/FROM CLEARING			4,098.86
	06/27/2018	EFT0625	EFTDOR							
APP	402-130000						DUE TO/FROM CLEARING			8,012.28
	06/27/2018	EFT0625	EFTDOR							
APP	403-130000						DUE TO/FROM CLEARING			3,098.49
	06/27/2018	EFT0625	EFTDOR							
APP	001-130000						GENERAL - DUE TO/FROM CLEARING			129.87
	06/27/2018	EFT0625	EFTDOR							
APP	301-130000						DUE TO/FROM CLEARING			10.27
	06/27/2018	EFT0625	EFTDOR							
SYSTEM GENERATED ENTRIES TOTAL									15,349.77	15,349.77
JOURNAL 2018/06/299 TOTAL									30,699.54	30,699.54

06/27/2018 10:47
cchristianson

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

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	6	299	06/27/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		129.87
001-213000				GENERAL - ACCOUNTS PAYABLE	129.87	
				FUND TOTAL	129.87	129.87
301 CAPITAL CONSTRUCTION FUND	2018	6	299	06/27/2018		
301-130000				DUE TO/FROM CLEARING		10.27
301-213000				ACCOUNTS PAYABLE	10.27	
				FUND TOTAL	10.27	10.27
401 WATER OPERATING FUND	2018	6	299	06/27/2018		
401-130000				DUE TO/FROM CLEARING		4,098.86
401-213000				ACCOUNTS PAYABLE	4,098.86	
				FUND TOTAL	4,098.86	4,098.86
402 SEWER OPERATING FUND	2018	6	299	06/27/2018		
402-130000				DUE TO/FROM CLEARING		8,012.28
402-213000				ACCOUNTS PAYABLE	8,012.28	
				FUND TOTAL	8,012.28	8,012.28
403 STORM & SURFACE WATER FUND	2018	6	299	06/27/2018		
403-130000				DUE TO/FROM CLEARING		3,098.49
403-213000				ACCOUNTS PAYABLE	3,098.49	
				FUND TOTAL	3,098.49	3,098.49
631 CLEARING FUND	2018	6	299	06/27/2018		
631-130000				DUE TO/FROM CLEARING	15,349.77	
635-111100				CASH		15,349.77
				FUND TOTAL	15,349.77	15,349.77

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		129.87
301	CAPITAL CONSTRUCTION FUND		10.27
401	WATER OPERATING FUND		4,098.86
402	SEWER OPERATING FUND		8,012.28
403	STORM & SURFACE WATER FUND		3,098.49
631	CLEARING FUND	15,349.77	
TOTAL		15,349.77	15,349.77

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

6/27/18

06/27/2018 10:48 |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									
303	06/25/2018	MANL	103 CITY OF BAINBRIDGE I	223430	10717JUN18	06/01/2018		ACHUB06	25.02
Invoice: 10717JUN18				25.02	91011722 547500	1270 MADISON			
						GG-C/E-LIBRARY-COBI WTR/SWR			
				223431	10727JUN18	06/01/2018		ACHUB06	745.14
Invoice: 10727JUN18				745.14	91011722 547500	1270 MADISON			
						GG-C/E-LIBRARY-COBI WTR/SWR			
				223432	11015JUN18	06/01/2018		ACHUB06	7,563.98
Invoice: 11015JUN18				7,563.98	91425358 547500	1220 DONALD PLACE			
						GG-WWTP-WATER/SEWER			
				223433	11122JUN18	06/01/2018		ACHUB06	393.51
Invoice: 11122JUN18				393.51	91011215 547500	625 WINSLOW WAY			
						GG-C/E-PD-COBI WTR/SWR			
				223434	11762JUN18	06/01/2018		ACHUB06	22.63
Invoice: 11762JUN18				22.63	91011768 547500	WINSLOW WAY-DRINKING FNTN			
						GG-C/E-PARKS-WTR/SWR			
				223435	11805JUN18	06/01/2018		ACHUB06	12.44
Invoice: 11805JUN18				12.44	91011768 547500	HIGH SCHOOL & MADISON			
						GG-C/E-PARKS-WTR/SWR			
				223436	11806JUN18	06/01/2018		ACHUB06	9.46
Invoice: 11806JUN18				9.46	91011768 547500	MADISON & HIGH SCHOOL			
						GG-C/E-PARKS-WTR/SWR			
				223437	11982JUN18	06/01/2018		ACHUB06	745.14
Invoice: 11982JUN18				745.14	91011189 547500	280 MADISON AVE N			
						GG-C/E-CITY HALL-COBI WTR/SWR			
				223438	11983JUN18	06/01/2018		ACHUB06	188.56
Invoice: 11983JUN18				188.56	91011189 547500	280 MADISON AVE N			
						GG-C/E-CITY HALL-COBI WTR/SWR			
				223439	12754JUN18	06/01/2018		ACHUB06	56.14
Invoice: 12754JUN18				56.14	91011768 547500	WINSLOW WAY R			
						GG-C/E-PARKS-WTR/SWR			
CHECK								303 TOTAL:	9,762.02

06/27/2018 10:48 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 9,762.02

	COUNT	AMOUNT
TOTAL MANUAL CHECKS	1	9,762.02

*** GRAND TOTAL *** 9,762.02

06/27/2018 10:48 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 3
 |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 6 300										
APP 001-213000						GENERAL - ACCOUNTS PAYABLE			2,198.04	
	06/25/2018	ACHUB06	ACHUB			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				9,762.02
	06/25/2018	ACHUB06	ACHUB			AP CASH DISBURSEMENTS JOURNAL				
APP 402-213000						ACCOUNTS PAYABLE			7,563.98	
	06/25/2018	ACHUB06	ACHUB			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									9,762.02	9,762.02
APP 631-130000						DUE TO/FROM CLEARING			9,762.02	
	06/25/2018	ACHUB06	ACHUB							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING				2,198.04
	06/25/2018	ACHUB06	ACHUB							
APP 402-130000						DUE TO/FROM CLEARING				7,563.98
	06/25/2018	ACHUB06	ACHUB							
SYSTEM GENERATED ENTRIES TOTAL									9,762.02	9,762.02
JOURNAL 2018/06/300 TOTAL									19,524.04	19,524.04

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018 6	300	06/25/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		2,198.04
001-213000			GENERAL - ACCOUNTS PAYABLE	2,198.04	
			FUND TOTAL	2,198.04	2,198.04
402 SEWER OPERATING FUND	2018 6	300	06/25/2018		
402-130000			DUE TO/FROM CLEARING		7,563.98
402-213000			ACCOUNTS PAYABLE	7,563.98	
			FUND TOTAL	7,563.98	7,563.98
631 CLEARING FUND	2018 6	300	06/25/2018		
631-130000			DUE TO/FROM CLEARING	9,762.02	
635-111100			CASH		9,762.02
			FUND TOTAL	9,762.02	9,762.02

FUND		DUE TO	DUE FROM
001	GENERAL FUND		2,198.04
402	SEWER OPERATING FUND		7,563.98
631	CLEARING FUND	9,762.02	
TOTAL		9,762.02	9,762.02

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

cc 6/27/18

06/27/2018 10:48 |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											
304	06/25/2018	MANL	969	WA	ST DEPT OF LICENS	223463	JUN18CPL	06/21/2018	ACHFA06	39.00	
Invoice: JUN18CPL							CPL JUN18 CPL TRANSMITTAL				
							39.00	41654860	586000	GUN PERMIT OUT	
									CHECK	304 TOTAL:	39.00
							NUMBER OF CHECKS	1	*** CASH ACCOUNT TOTAL ***		39.00
							COUNT	AMOUNT			
TOTAL MANUAL CHECKS							1	39.00			
										*** GRAND TOTAL ***	39.00

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	6	301								
APP	650-213000							ACCOUNTS PAYABLE	39.00	
	06/25/2018	ACHFA06	ACHUB					AP CASH DISBURSEMENTS JOURNAL		
APP	635-111100							CASH		39.00
	06/25/2018	ACHFA06	ACHUB					AP CASH DISBURSEMENTS JOURNAL		
GENERAL LEDGER TOTAL									39.00	39.00
APP	631-130000							DUE TO/FROM CLEARING	39.00	
	06/25/2018	ACHFA06	ACHUB							
APP	650-130000							DUE TO/FROM CLEARING		39.00
	06/25/2018	ACHFA06	ACHUB							
SYSTEM GENERATED ENTRIES TOTAL									39.00	39.00
							JOURNAL 2018/06/301	TOTAL	78.00	78.00

06/27/2018 10:48
cchristianson

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

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
631 CLEARING FUND	2018	6	301	06/25/2018		
631-130000				DUE TO/FROM CLEARING	39.00	
635-111100				CASH		39.00
FUND TOTAL					39.00	39.00
650 AGENCY FUND	2018	6	301	06/25/2018		
650-130000				DUE TO/FROM CLEARING		39.00
650-213000				ACCOUNTS PAYABLE	39.00	
FUND TOTAL					39.00	39.00

06/27/2018 10:48
cchristianson

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

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
631	CLEARING FUND	39.00	
650	AGENCY FUND		39.00
	TOTAL	39.00	39.00

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

VOID - CHECK

cc 6/29/18

K123
6-29-18

06/29/2018 13:43 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

1
aacshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

346252 12/27/2017 VOID 8842 FILIPINO AMERICAN CO 218519 12/14/17 12/14/2017 -150.00
Invoice: 12/14/17 EX/FAC DEPOSIT-FILIPINO AMERICAN HALL
-150.00 31011572 542450 EXEC-C/E-OUTREACH-ADV

CHECK 346252 TOTAL: -150.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -150.00

	COUNT	AMOUNT
TOTAL VOIDED CHECKS	1	150.00

*** GRAND TOTAL *** -150.00

Check was held as deposit for event and never presented to bank for payment. Per email, check was destroyed. Invoice has been voided as of 6/29/18.

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 6 401										
APP 001-213000						GENERAL - ACCOUNTS PAYABLE				150.00
	06/29/2018	346252	VOID			AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH		150.00		
	06/29/2018	346252	VOID			AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									150.00	150.00
APP 631-130000						DUE TO/FROM CLEARING				150.00
	06/29/2018	12/24/17	VOID							
APP 001-130000						GENERAL - DUE TO/FROM CLEARING		150.00		
	06/29/2018	12/24/17	VOID							
SYSTEM GENERATED ENTRIES TOTAL									150.00	150.00
JOURNAL 2018/06/401 TOTAL									300.00	300.00

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE		DEBIT	CREDIT
ACCOUNT					ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018	6	401	06/29/2018			
001-130000					GENERAL - DUE TO/FROM CLEARING	150.00	
001-213000					GENERAL - ACCOUNTS PAYABLE		150.00
					FUND TOTAL	150.00	150.00
631 CLEARING FUND	2018	6	401	06/29/2018			
631-130000					DUE TO/FROM CLEARING		150.00
635-111100					CASH	150.00	
					FUND TOTAL	150.00	150.00

06/29/2018 13:43
cchristianson

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

|P 4
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			150.00
631 CLEARING FUND		150.00	
	TOTAL	150.00	150.00

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

VOID - invoice
(cc) 6/29/18

06/29/2018 13:44 | CITY OF BAINBRIDGE ISLAND
cchristianson | MODIFY INVOICES

| P 1
| apinvmnt

CLERK: cchristianson

INVOICE HEADER CHANGED

VENDOR DOCUMENT	CHECK RUNVOUCHER	DEPT	YR/PER	CASH ACCOUNT	TYPE	INV DATE	DISCOUNT AMOUNT	ERROR
					STAT	DUE DATE	INVOICE NET	
008842 65730		218519	410012017	12 635	111100 INV	12/14/2017	.00	
FILIPINO AMERICAN CO	RMT: 0 EX/FAC	DEPOSIT-FILIPINO AMERICAN HALL				12/27/2017	150.00	
INVOICE: 12/14/17								
31011572 542450	OUTREACH			N 1		150.00		

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

06/29/2018 13:44 |CITY OF BAINBRIDGE ISLAND
cchristianson |MODIFY INVOICES

|P 2
|apinvmnt

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	6	402							
APM	31011572-542450					EXEC-C/E-OUTREACH-ADV			150.00
	06/29/2018 VOID INV			008842		65730 EX/FAC DEPOSIT-FILIPINO AM			
						1 GENERAL LEDGER TOTAL		.00	150.00
APM	001-213000					GENERAL - ACCOUNTS PAYABLE		150.00	
	06/29/2018 VOID INV			008842					
						1 TOTAL		150.00	.00
						SYSTEM GENERATED ENTRIES TOTAL		150.00	.00
						JOURNAL 2018/06/402 TOTAL		150.00	150.00
2018	6	402							
APM	001-292200					EXPENDITURE CONTROL			150.00
	06/29/2018 VOID INV			008842					

06/29/2018 13:44 |CITY OF BAINBRIDGE ISLAND
cchristianson |MODIFY INVOICES

|P 3
|apinvmnt

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001	GENERAL FUND	2018	6	402	06/29/2018			
	001-213000					GENERAL - ACCOUNTS PAYABLE	150.00	
	001-292200					EXPENDITURE CONTROL		150.00
						FUND TOTAL	150.00	150.00

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

Carrie Christianson

From: Marisa Acuna <MAcuna@propaneez.com>
Sent: Friday, June 29, 2018 10:05 AM
To: Carrie Christianson
Subject: RE: Outstanding Check(s)

I have confirmed that the check was destroyed.

Thank you for your continued business.

Marisa Acuña
Kitsap Propane
360-638-1313

From: Carrie Christianson [mailto:cchristianson@bainbridgewa.gov]
Sent: Thursday, June 28, 2018 10:11 AM
To: Marisa Acuna
Cc: ttabafunda@comcast.net
Subject: RE: Outstanding Check(s)

The check was not returned to the city. Can you confirm that it was destroyed?

From: Marisa Acuna <MAcuna@propaneez.com>
Sent: Thursday, June 28, 2018 9:54 AM
To: Carrie Christianson <cchristianson@bainbridgewa.gov>
Cc: ttabafunda@comcast.net
Subject: RE: Outstanding Check(s)

Check #346252 should have been returned to you or destroyed. It would be appropriate to VOID the check. There is absolutely 0 chance that we would try to present the check at this point.

Thank you for your continued business.

Marisa Acuña
Kitsap Propane
360-638-1313

From: Carrie Christianson [mailto:cchristianson@bainbridgewa.gov]
Sent: Thursday, June 28, 2018 8:37 AM
To: Accounts Payable Kitsap Propane; Marisa Acuna
Subject: RE: Outstanding Check(s)

Marisa, it appears I may have written your email address down incorrectly.

We spoke on the phone back in May regarding an outstanding deposit check:

As of today, the \$150 remains outstanding and is now beyond the 180 day point and is considered stale.

CARRIE CHRISTIANSON

Senior Accounting Technician – Accounts Payable



www.bainbridgewa.gov

facebook.com/citybainbridgeisland/

206.780.8602 (office)

From: Carrie Christianson

Sent: Wednesday, May 02, 2018 9:37 AM

To: 'ap@propaneex.com' <ap@propaneex.com>

Subject: Outstanding Check(s)

Marisa,

It appears that the \$200 check (#346253) which was issued on the same day as the \$150 was deposited. It cleared our bank on February 1, 2018.

As you are aware, check #346252 for \$150 remains undeposited.

Thank you,

CARRIE CHRISTIANSON

Senior Accounting Technician – Accounts Payable



www.bainbridgewa.gov

facebook.com/citybainbridgeisland/

206.780.8602 (office)

06/25/2018 15:23 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

VOID
6/25/18
KRS
6-25-18

P 1
apcshdsb

CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

347404 05/09/2018 VOID 8797 WA ST FERRIES 221828 04/17/18 04/17/2018 -150.00
Invoice: 04/17/18

FIN/HONEY HALL DAMAGE DEP REFUND
SC/COMMONS ROOM DEP-DISBURSEME

-150.00 41625860 586000

CHECK 347404 TOTAL: -150.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** -150.00

COUNT AMOUNT

TOTAL VOIDED CHECKS 1 150.00

*** GRAND TOTAL *** -150.00

Room rental deposit return instructions were not clear on original rental form. Per ~~xxx~~ additional instructions, original check was returned for reissue to correct payee.

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 6 282									
APP 622-213000						ACCOUNTS PAYABLE			150.00
06/25/2018	347404 VOID					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH		150.00	
06/25/2018	347404 VOID					AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								150.00	150.00
APP 631-130000						DUE TO/FROM CLEARING			150.00
06/25/2018	05/06/18 VOID								
APP 622-130000						DUE TO/FROM CLEARING		150.00	
06/25/2018	05/06/18 VOID								
SYSTEM GENERATED ENTRIES TOTAL								150.00	150.00
JOURNAL 2018/06/282 TOTAL								300.00	300.00

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF	DATE	DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION						
622 EXPENDABLE TRUST FUND	2018	6	282	06/25/2018			
622-130000					DUE TO/FROM CLEARING	150.00	
622-213000					ACCOUNTS PAYABLE		150.00
					FUND TOTAL	150.00	150.00
631 CLEARING FUND	2018	6	282	06/25/2018			
631-130000					DUE TO/FROM CLEARING		150.00
635-111100					CASH	150.00	
					FUND TOTAL	150.00	150.00

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM

622	EXPENDABLE TRUST FUND		150.00
631	CLEARING FUND	150.00	
		-----	-----
TOTAL		150.00	150.00

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

Manual
ec 6/25/18

06/25/2018 14:55 | 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
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INVOICE DTL DESC

347868	06/25/2018	PRTD	102 CITY OF BAINBRIDGE I	223428	RETREQ2-917	05/31/2018	21800061	M062118	34,559.23
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Invoice: RETREQ2-917

2018 ASPHALT REPAIR-RET

34,559.23 72111423 54810000917 2018 ASPHALT REPAIRS

CHECK 347868 TOTAL: 34,559.23

347869	06/25/2018	PRTD	7570 GRANITE CONSTRUCTION	223426	PAYREQ2-917	05/31/2018	21800060	M062118	656,625.41
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Invoice: PAYREQ2-917

2018 ASPHALT REPAIR

656,625.41 72111423 54810000917 2018 ASPHALT REPAIRS

CHECK 347869 TOTAL: 656,625.41

347870	06/25/2018	PRTD	1971 KELLEY IMAGING SYSTE	223462	22813594	06/11/2018	M062118	239.26
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Invoice: 22813594

PCD/E-STUDIO4555C COPIER LEASE

239.26 61470581 545000 PCD - DEV ADMIN RENTS & LEASES

CHECK 347870 TOTAL: 239.26

347871	06/25/2018	PRTD	6714 TOSHIBA FINANCIAL SE	223440	22649747	05/14/2018	M062118	489.37
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Invoice: 22649747

PCD/E-STUDIO6560C COPIER LEASE

489.37 61470581 545000 PCD - DEV ADMIN RENTS & LEASES

223441	22813593	06/11/2018	M062118	353.16
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PCD/E-STUDIO6560C COPIER LEASE

353.16 61470581 545000 PCD - DEV ADMIN RENTS & LEASES

CHECK 347871 TOTAL: 842.53

347872	06/25/2018	PRTD	6714 TOSHIBA FINANCIAL SE	223442	22876760	06/21/2018	M062118	188.58
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Invoice: 22876760

CRT/E-STUDIO3005AC COPIER LEASE

188.58 21011125 545000 COURT - RENTS & LEASES - OPER

CHECK 347872 TOTAL: 188.58

NUMBER OF CHECKS	5	*** CASH ACCOUNT TOTAL ***	692,455.01
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	5	692,455.01

*** GRAND TOTAL *** 692,455.01

06/25/2018 14:55 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

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|apcshdsb

JOURNAL ENTRIES TO BE CREATED

CLERK: cchristianson

YEAR	PER	JNL				ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC	ACCOUNT					LINE DESC			
EFF	DATE	JNL	DESC	REF 1	REF 2	REF 3			
2018	6	281							
APP	101-213000					STREETS - ACCOUNTS PAYABLE		691,184.64	
	06/25/2018	M062118		M0621		AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100					CASH			692,455.01
	06/25/2018	M062118		M0621		AP CASH DISBURSEMENTS JOURNAL			
APP	407-213000					ACCOUNTS PAYABLE		1,081.79	
	06/25/2018	M062118		M0621		AP CASH DISBURSEMENTS JOURNAL			
APP	001-213000					GENERAL - ACCOUNTS PAYABLE		188.58	
	06/25/2018	M062118		M0621		AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								692,455.01	692,455.01
APP	631-130000					DUE TO/FROM CLEARING		692,455.01	
	06/25/2018	M062118		M0621					
APP	101-130000					STREETS - DUE TO/FROM CLEARING			691,184.64
	06/25/2018	M062118		M0621					
APP	407-130000					DUE TO/FROM CLEARING			1,081.79
	06/25/2018	M062118		M0621					
APP	001-130000					GENERAL - DUE TO/FROM CLEARING			188.58
	06/25/2018	M062118		M0621					
SYSTEM GENERATED ENTRIES TOTAL								692,455.01	692,455.01
JOURNAL 2018/06/281 TOTAL								1,384,910.02	1,384,910.02

06/25/2018 14:55
cchristianson

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

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2018 6	281	06/25/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		188.58
001-213000			GENERAL - ACCOUNTS PAYABLE	188.58	
			FUND TOTAL	188.58	188.58
101 STREET FUND	2018 6	281	06/25/2018		
101-130000			STREETS - DUE TO/FROM CLEARING		691,184.64
101-213000			STREETS - ACCOUNTS PAYABLE	691,184.64	
			FUND TOTAL	691,184.64	691,184.64
407 BUILDING & DEVELOPMENT FUND	2018 6	281	06/25/2018		
407-130000			DUE TO/FROM CLEARING		1,081.79
407-213000			ACCOUNTS PAYABLE	1,081.79	
			FUND TOTAL	1,081.79	1,081.79
631 CLEARING FUND	2018 6	281	06/25/2018		
631-130000			DUE TO/FROM CLEARING	692,455.01	
635-111100			CASH		692,455.01
			FUND TOTAL	692,455.01	692,455.01

06/25/2018 14:55
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|CITY OF BAINBRIDGE ISLAND
|A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

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FUND		DUE TO	DUE FROM
001	GENERAL FUND		188.58
101	STREET FUND		691,184.64
407	BUILDING & DEVELOPMENT FUND		1,081.79
631	CLEARING FUND	692,455.01	
	TOTAL	692,455.01	692,455.01

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

Manual
cc 6/27/18

06/27/2018 11:14 |CITY OF BAINBRIDGE ISLAND |P 1
cchristianson |A/P CASH DISBURSEMENTS JOURNAL |apcshdsb

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

INVOICE DTL DESC

347873 06/25/2018 PRD 8797 PRR 221828 04/17/18 04/17/2018 062518 150.00
Invoice: 04/17/18
150.00 41625860 586000 FIN/HONEY HALL DAMAGE DEP REFUND
SC/COMMONS ROOM DEP-DISBURSEME

CHECK 347873 TOTAL: 150.00

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 150.00

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	1	150.00

*** GRAND TOTAL *** 150.00

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 6 302										
APP 622-213000						ACCOUNTS PAYABLE		150.00		
06/25/2018 062518		RPRNT				AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100						CASH				150.00
06/25/2018 062518		RPRNT				AP CASH DISBURSEMENTS JOURNAL				
GENERAL LEDGER TOTAL									150.00	150.00
APP 631-130000						DUE TO/FROM CLEARING		150.00		
06/25/2018 062518		RPRNT								
APP 622-130000						DUE TO/FROM CLEARING				150.00
06/25/2018 062518		RPRNT								
SYSTEM GENERATED ENTRIES TOTAL									150.00	150.00
JOURNAL 2018/06/302 TOTAL									300.00	300.00

06/27/2018 11:14
cchristianson

CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

P 3
apcsbdb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
622 EXPENDABLE TRUST FUND	2018 6	302	06/25/2018		
622-130000			DUE TO/FROM CLEARING		150.00
622-213000			ACCOUNTS PAYABLE	150.00	
			FUND TOTAL	150.00	150.00
631 CLEARING FUND	2018 6	302	06/25/2018		
631-130000			DUE TO/FROM CLEARING	150.00	
635-111100			CASH		150.00
			FUND TOTAL	150.00	150.00

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
622	EXPENDABLE TRUST FUND		150.00
631	CLEARING FUND	150.00	
TOTAL		150.00	150.00

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

Manual
 (cc) 6/29/18

06/29/2018 11:04 |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
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INVOICE DTL DESC

347874	06/29/2018	PRTD	102 CITY OF BAINBRIDGE I	223538	RETREQ1-782	06/27/2018	21800077	M062818		
Invoice: RETREQ1-782						RET- VILLAGE PUMP STATION		3,254.02		
3,254.02 72423434 66300000782						VILLAGE PUMP STATION-CONSTR				
								CHECK	347874 TOTAL:	
									3,254.02	
347875	06/29/2018	PRTD	8903 HENDEN ELECTRIC, INC	223522	18-111	06/18/2018	21800071	M062818		
Invoice: 18-111						PW/POWER IMPROVEMENTS AT WINSLOW		6,530.19		
6,530.19 73011739 54810000805						WINSLOW WAY POWER IMPR-REPAIRS				
								CHECK	347875 TOTAL:	
									6,530.19	
347876	06/29/2018	PRTD	8646 ISLAND HANDS	223523	17432-17433	06/26/2018	21800026	M062818		
Invoice: 17432-17433						JUNE 2018 JANITORIAL SERVICE		11,116.13		
10,771.53 73011183 54110000269						JANITORIAL CONTRACT-PRO SVCS				
344.60 73425358 54110000269						JANITORIAL CONTRACT-PRO SVCS				
								CHECK	347876 TOTAL:	
									11,116.13	
347877	06/29/2018	PRTD	7849 LAW OFFICE OF THOMAS	223524	JUN18	06/21/2018		M062818		
Invoice: JUN18						LEGAL/JUNE PUB DEF SVCS		4,375.00		
4,375.00 32011281 541113						LGL-PUBLIC DEFENDER				
								CHECK	347877 TOTAL:	
									4,375.00	
347878	06/29/2018	PRTD	5262 LIDEN LAND DEV & EXC	223537	PAYREQ1-782	06/27/2018	21800076	M062818		
Invoice: PAYREQ1-782						VILLAGE PUMP STATION REPLACE		67,683.62		
67,683.62 72423434 66300000782						VILLAGE PUMP STATION-CONSTR				
								CHECK	347878 TOTAL:	
									67,683.62	

NUMBER OF CHECKS	5	*** CASH ACCOUNT TOTAL ***	92,958.96
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	5	92,958.96

*** GRAND TOTAL *** 92,958.96

06/29/2018 11:04 |CITY OF BAINBRIDGE ISLAND
 cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
 |apcshdsb

CLERK: cchristianson

JOURNAL ENTRIES TO BE CREATED

YEAR PER	JNL				ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC		
2018 6 398								
APP 402-213000						ACCOUNTS PAYABLE	71,282.24	
06/29/2018 M062818		M0629				AP CASH DISBURSEMENTS JOURNAL		
APP 635-111100						CASH		92,958.96
06/29/2018 M062818		M0629				AP CASH DISBURSEMENTS JOURNAL		
APP 001-213000						GENERAL - ACCOUNTS PAYABLE	21,676.72	
06/29/2018 M062818		M0629				AP CASH DISBURSEMENTS JOURNAL		
GENERAL LEDGER TOTAL							92,958.96	92,958.96
APP 631-130000						DUE TO/FROM CLEARING	92,958.96	
06/29/2018 M062818		M0629						
APP 402-130000						DUE TO/FROM CLEARING		71,282.24
06/29/2018 M062818		M0629						
APP 001-130000						GENERAL - DUE TO/FROM CLEARING		21,676.72
06/29/2018 M062818		M0629						
SYSTEM GENERATED ENTRIES TOTAL							92,958.96	92,958.96
JOURNAL 2018/06/398 TOTAL							185,917.92	185,917.92

06/29/2018 11:04
cchristianson

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

|P 3
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT	ACCOUNT DESCRIPTION					
001 GENERAL FUND	2018	6	398	06/29/2018		
001-130000				GENERAL - DUE TO/FROM CLEARING		21,676.72
001-213000				GENERAL - ACCOUNTS PAYABLE	21,676.72	
				FUND TOTAL	21,676.72	21,676.72
402 SEWER OPERATING FUND	2018	6	398	06/29/2018		
402-130000				DUE TO/FROM CLEARING		71,282.24
402-213000				ACCOUNTS PAYABLE	71,282.24	
				FUND TOTAL	71,282.24	71,282.24
631 CLEARING FUND	2018	6	398	06/29/2018		
631-130000				DUE TO/FROM CLEARING	92,958.96	
635-111100				CASH		92,958.96
				FUND TOTAL	92,958.96	92,958.96

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001	GENERAL FUND		21,676.72
402	SEWER OPERATING FUND		71,282.24
631	CLEARING FUND	92,958.96	
TOTAL		92,958.96	92,958.96

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

Manual
7/3/18

07/03/2018 09:26
cchristianson

|CITY OF BAINBRIDGE ISLAND
|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										
347879	07/03/2018	PRTD	1350	BUD CLARY CHEVROLET	223593	8011	06/18/2018	21800058	M070218	34,754.66
Invoice: 8011							2018 CHEVROLET COLORADO 4WD EX			
							34,754.66	73638594	66400000907	2018-LIGHT DUTY P/U-WTR/SWR
								CHECK	347879 TOTAL:	34,754.66
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***			34,754.66
							COUNT	AMOUNT		
TOTAL PRINTED CHECKS							1	34,754.66		
								*** GRAND TOTAL ***		34,754.66

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 7 11									
APP 631-213000						ACCOUNTS PAYABLE		34,754.66	
07/03/2018 M070218		070318				AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			34,754.66
07/03/2018 M070218		070318				AP CASH DISBURSEMENTS JOURNAL			
JOURNAL 2018/07/11							TOTAL	34,754.66	34,754.66

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE		DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
631 CLEARING FUND	2018 7	11	07/03/2018			
631-213000				ACCOUNTS PAYABLE	34,754.66	
635-111100				CASH		34,754.66
				FUND TOTAL	34,754.66	34,754.66

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

KEG
 (cc) 7/5/18

07/05/2018 09:52 | 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								
-----										-----								
347880	07/11/2018	PRTD	5 ACE HARDWARE	223500	40908/1	06/06/2018		07/08/18	35.83									
Invoice: 40908/1						PW/RULE TAPE, LUMBER CRAYON												
				35.83	73111264 531100	O&M-STREET-TRAF CONTROL-SUPPLY												
				223501	41039/1	06/22/2018		07/08/18	19.61									
Invoice: 41039/1						PW/TARP												
				19.61	73111427 531100	OFFICE SUPPLIES												
				223539	40922/1	06/07/2018		07/08/18	8.16									
Invoice: 40922/1						POL/BRAKE FLUID												
				8.16	53011212 531100	PD-C/E-PATROL SUPPLIES												
				223540	41065/1	06/26/2018		07/08/18	41.40									
Invoice: 41065/1						POL/TOTES X2												
				41.40	51011191 531100	PD-C/E-PROP RM-SUPPLIES												
				223572	40664/1	05/10/2018		07/08/18	38.14									
Invoice: 40664/1						ENG/GRASS SEED												
				38.14	72111423 54810000917	2018 ASPHALT REPAIRS												
				223573	40506/1	04/25/2018		07/08/18	17.42									
Invoice: 40506/1						ENG/ORANGE SPRAY PAINT												
				17.42	72111423 54810000917	2018 ASPHALT REPAIRS												
				223594	41050/1	06/22/2018		07/08/18	68.57									
Invoice: 41050/1						PW/PAINT SUPPLIES												
				68.57	73011255 531100	O&M-C/E-COURT FAC-SUPPLIES												
				223595	41014/1	06/20/2018		07/08/18	85.54									
Invoice: 41014/1						PW/9 & 12GAL TUBS												
				85.54	73011183 531100	O&M-C/E-CH FAC-SUPPLIES												
				223596	41034/1	06/21/2018		07/08/18	95.63									
Invoice: 41034/1						PW/NYLON FLAGS, PLUMBING SUPPLIES												
				95.63	73011189 531100	O&M - C/E FACIL OFC SUPPLIES												
								CHECK	347880 TOTAL:	410.30								
347881	07/11/2018	PRTD	2201 ACTION COMMUNICATION	223532	1805217-NASPO	05/31/2018		07/08/18	1,939.71									
Invoice: 1805217-NASPO						PW/MOBILE RADIOS, EXTERNAL SPEAKERS												
				387.94	73638594 66400000900	O&M ADMIN SUV-VEHICLE												
				387.94	73638594 66400000901	NEW ENG LIGHT DUTY P/U-VEH												
				387.94	73638594 66400000905	2018-MED. DUTY ONCALL PICKUP												
				387.94	73638594 66400000907	2018-LIGHT DUTY P/U-WTR/SWR												
				387.95	73424435 66400000906	2018-MED. DUTY SWR P/U												
								CHECK	347881 TOTAL:	1,939.71								

07/05/2018 09:52 |CITY OF BAINBRIDGE ISLAND
cchristianson |A/P CASH DISBURSEMENTS JOURNAL

|P 2
|apcshdsb

CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
347882	07/11/2018	PRTD	7726 AIR MANAGEMENT SOLUT	223535	0001124992	05/22/2018		07/08/18	1,064.71
Invoice: 0001124992						PW/VAULT FIRE DAMPER ACTUATOR			
1,064.71 73011183 54810000707						CH HVAC-REPAIRS			
CHECK								347882 TOTAL:	1,064.71
347883	07/11/2018	PRTD	863 INTERSTATE BATTERIES	223464	22053170	06/14/2018		07/08/18	292.01
Invoice: 22053170						PW/BATTERIES			
245.19 73411345 531100						OFFICE SUPPLIES			
46.82 73011483 531100						O&M-C/E-MECH SHOP-SUPPLIES			
CHECK								347883 TOTAL:	292.01
347884	07/11/2018	PRTD	8395 ALL TRAFFIC SOLUTION	223574	SIN020118	04/20/2018		07/08/18	3,270.00
Invoice: SIN020118						POL/TRAFFIC SUITE MGMT SUPPORT			
3,270.00 51011217 548500						PD-C/E-PARKING ENF-COMP SUPPOR			
CHECK								347884 TOTAL:	3,270.00
347885	07/11/2018	PRTD	8672 ALLSTREAM	223575	15419481	07/01/2018		07/08/18	945.14
Invoice: 15419481						JUL18 - CITYWIDE PHN SVCS			
945.14 41637891 542100						FIN - ALLOC TELEPHONE			
CHECK								347885 TOTAL:	945.14
347886	07/11/2018	PRTD	7603 AMERICAN FLEET MAINT	223648	5193AU	07/02/2018		07/08/18	5,206.92
Invoice: 5193AU						PW/2018 FORD ESCAPE UPFITTING			
5,206.92 73638594 66400000900						O&M ADMIN SUV-VEHICLE			
223649 5194AU						07/02/2018 07/08/18			
Invoice: 5194AU						PW/2018 COLORADO UPFITTING			
3,337.57 73638594 66400000901						NEW ENG LIGHT DUTY P/U-VEH			
CHECK								347886 TOTAL:	8,544.49
347887	07/11/2018	PRTD	4739 COLIN HYDE POST #172	223502	0009	06/25/2018		07/08/18	90.00
Invoice: 0009						EX/AM RADIO SPACE RENTAL			
90.00 31011256 54500000830						EMERG AM RADIO STATION-RENTS			
CHECK								347887 TOTAL:	90.00
347888	07/11/2018	PRTD	4710 ASSOCIATED PETROLEU	223598	1268217-IN	06/21/2018		07/08/18	487.63
Invoice: 1268217-IN						PW/427.9 GAL PROPANE			
487.63 91011897 547200						GG-C/E-O&M YARD FAC-PROPANE			

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

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Invoice: 1266206-IN	223599	1266206-IN	06/19/2018	07/08/18	1,581.97
	1,581.97	73638932 532000	PW/573GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS		
Invoice: 1266205-IN	223600	1266205-IN	06/19/2018	07/08/18	604.28
	604.28	73638893 532000	PW/173GAL DIESEL O&M-FUEL USE-ALLOCATION		
Invoice: 1264400-IN	223601	1264400-IN	06/14/2018	07/08/18	1,130.07
	1,130.07	73638932 532000	PW/400 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS		
Invoice: 1264399-IN	223602	1264399-IN	06/14/2018	07/08/18	235.04
	235.04	73638893 532000	PW/50 GAL DIESEL O&M-FUEL USE-ALLOCATION		
Invoice: 1263563-IN	223603	1263563-IN	06/12/2018	07/08/18	1,983.29
	1,983.29	73638932 532000	PW/700 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS		
Invoice: 1263562-IN	223604	1263562-IN	06/12/2018	07/08/18	569.96
	569.96	73638893 532000	PW/160 GAL DIESEL O&M-FUEL USE-ALLOCATION		
Invoice: 1260040-IN	223605	1260040-IN	06/07/2018	07/08/18	1,436.87
	1,436.87	73638932 532000	PW/511 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS		
Invoice: 1260039-IN	223606	1260039-IN	06/07/2018	07/08/18	689.07
	689.07	73638893 532000	PW/200 GAL DIESEL O&M-FUEL USE-ALLOCATION		
Invoice: 1243330-IN	223607	1243330-IN	06/05/2018	07/08/18	1,132.04
	1,132.04	73638932 532000	PW/393 GAL UNLEADED O&M-FUEL ALLOC TO OTH DEPTS		
Invoice: 1259639-IN	223608	1259639-IN	06/05/2018	07/08/18	1,145.98
	1,145.98	73638893 532000	PW/350 GAL DIESEL O&M-FUEL USE-ALLOCATION		
			CHECK	347888 TOTAL:	10,996.20
347889 07/11/2018 PRD 7821 AUS WEST LOCKBOX	223609	1990767430	06/21/2018	07/08/18	55.75
Invoice: 1990767430	55.75	73638893 589310	PW/LAUNDRY SERVICE LAUNDRY SERVICES		
			CHECK	347889 TOTAL:	55.75

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CASH ACCOUNT: 635 111100 CASH

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

INVOICE DTL DESC

347890 07/11/2018 PRD 2138 ASPECT CONSULTING LL 223534 30021 06/18/2018 21800023 07/08/18 1,105.50
Invoice: 30021 VINCENT LANDFILL 5 YEAR REPORT
1,105.50 73435838 54110000261 VINCENT RD DUMP-GRND WTR MONIT

CHECK 347890 TOTAL: 1,105.50

347891 07/11/2018 PRD 4365 AUTOMATIC FUNDS TRAN 223466 101733 06/11/2018 07/08/18 46.21
Invoice: 101733 FIN/BUS LIC CERTIFICATES
29.14 41011148 542500 FIN-C/E-BUS LIC-POSTAGE
17.07 41011148 541100 FIN-C/E-BUS LIC-PROF SVCS

CHECK 347891 TOTAL: 46.21

347892 07/11/2018 PRD 4365 AUTOMATIC FUNDS TRAN 223503 101669 06/07/2018 07/08/18 10.18
Invoice: 101669 FIN/FINAL BILL: PRINT & MAIL
2.03 43411341 541100 FIN - WATER ADMIN PROF SERVICE
2.04 43421351 541100 FIN - SEWER ADMIN PROF SERVICE
3.05 91411891 542500 GG-WTR-FAC-POSTAGE
3.06 91421891 542500 GG-SWR-FAC-POSTAGE

Invoice: 101929

223611 101929 06/25/2018 07/08/18 57.15
PW/ROCKAWAY CCR INSERT
27.07 73415345 541100 PROFESSIONAL SERVICES
30.08 91415345 542500 GG-ROCKAWAY BCH-POSTAGE

Invoice: 101930

223612 101930 06/25/2018 07/08/18 1,533.76
PW/WINSLOW CCR INSERT
1,002.85 73411345 541100 PROFESSIONAL SERVICES
530.91 91411891 542500 GG-WTR-FAC-POSTAGE

CHECK 347892 TOTAL: 1,601.09

347893 07/11/2018 PRD 4365 AAA MAILING SERVICES 223446 101571 06/05/2018 07/08/18 949.39
Invoice: 101571 PCD/ENVISION ISLAND CENTER MAILING
949.39 61011586 54245000930 COMP PLAN IMPL-COMMUNITY OUTR

CHECK 347893 TOTAL: 949.39

347894 07/11/2018 PRD 8242 BACKGROUND INVESTIGA 223504 TCOBI0618-1 06/14/2018 07/08/18 25.00
Invoice: TCOBI0618-1 HR/BACKGROUND CHECKS
25.00 33011161 541100 HR-C/E-PROF SVCS

CHECK 347894 TOTAL: 25.00

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

347895	07/11/2018	PRTD	54 BAINBRIDGE RENTAL IN	223505	CON#36358	06/22/2018		07/08/18	1,275.21			
Invoice: CON#36358						PW/STORM POND MAINT SUPPLIES						
			1,275.21	73431835	531100	OFFICE SUPPLIES						
						CHECK	347895	TOTAL:	1,275.21			
347896	07/11/2018	PRTD	55 SOUND PUBLISHING, IN	223506	7845613-2130882	05/31/2018		07/08/18	281.50			
Invoice: 7845613-2130882						HR/CFPP: LEOFF1 DISABILITY BOARD						
			281.50	33011161	544000	HR-C/E-ADVERTISING						
			223577	7845613-2129345		05/31/2018		07/08/18	252.25			
Invoice: 7845613-2129345						ENG/ADV FOR WFP DOCK OPENING						
			252.25	72311475	64400000732	WF PARK DOCK IMPRV-ADV						
						CHECK	347896	TOTAL:	533.75			
347897	07/11/2018	PRTD	55 SOUND PUBLISHING, IN	223447	BIR812055	06/15/2018		07/08/18	40.14			
Invoice: BIR812055						CC/SUMM OF ORD 2018-13						
			40.14	11011113	544000	COUNCIL - LEGAL NOTICES						
			223448	BIR812053		06/15/2018		07/08/18	37.78			
Invoice: BIR812053						CC/SUMM OF ORD 2018-16						
			37.78	11011113	544000	COUNCIL - LEGAL NOTICES						
			223449	BIR812057		06/15/2018		07/08/18	70.83			
Invoice: BIR812057						CC/NPH ORD 2018-23						
			70.83	11011113	544000	COUNCIL - LEGAL NOTICES						
			223450	BIR812183		06/15/2018		07/08/18	93.26			
Invoice: BIR812183						PCD/NPH PLN50504 CUP						
			93.26	63470586	544000	CUR - DEV ZONING ADVERTISING						
			223507	BIR813225		06/22/2018		07/08/18	123.96			
Invoice: BIR813225						PCD/DNS CITY SMP						
			123.96	61011581	544000	PCD - C/E ADMIN ADVERTISING						
			223508	BIR813208		06/22/2018		07/08/18	123.96			
Invoice: BIR813208						PCD/NOA PLN51184 SSDP						
			123.96	63470586	544000	CUR - DEV ZONING ADVERTISING						
			223509	BIR813209		06/22/2018		07/08/18	120.42			
Invoice: BIR813209						PCD/NOA PLN51174 SSDE						
			120.42	63470586	544000	CUR - DEV ZONING ADVERTISING						
			223510	BIR813222		06/22/2018		07/08/18	376.60			
Invoice: BIR813222						PCD/MDNS WIGGINS LOT B						
			376.60	61011581	544000	PCD - C/E ADMIN ADVERTISING						
			223651	BIR814194		06/29/2018		07/08/18	66.11			

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

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Invoice: BIR814194

66.11 11011113 544000

CC/PH ORD 2018-24
COUNCIL - LEGAL NOTICES

223652 BIR814198

06/29/2018

07/08/18

42.50

Invoice: BIR814198

42.50 11011113 544000

CC/SUMM OF PRD 2018-23
COUNCIL - LEGAL NOTICES

223653 BIR814200

06/29/2018

07/08/18

42.50

Invoice: BIR814200

42.50 11011113 544000

CC/SUMM OF ORD 2018-21
COUNCIL - LEGAL NOTICES

223654 BIR814201

06/29/2018

07/08/18

59.03

Invoice: BIR814201

59.03 11011113 544000

CC/SUMM OF ORD 2018-25
COUNCIL - LEGAL NOTICES

223674 BIR814386

06/29/2018

07/08/18

87.36

Invoice: BIR814386

87.36 63470586 544000

PCD/NOI BLD23305 R-SFR
CUR - DEV ZONING ADVERTISING

223675 BIR814397

06/29/2018

07/08/18

121.60

Invoice: BIR814397

121.60 63470586 544000

PCD/NOA PLN51161 SPR
CUR - DEV ZONING ADVERTISING

223676 BIR814384

06/29/2018

07/08/18

141.67

Invoice: BIR814384

141.67 63470586 544000

PCD/NOA PLN51070 SSDP
CUR - DEV ZONING ADVERTISING

223677 BIR814390

06/29/2018

07/08/18

121.60

Invoice: BIR814390

121.60 63470586 544000

PCD/PC PH 7/12/18
CUR - DEV ZONING ADVERTISING

CHECK 347897 TOTAL: 1,669.32

347898 07/11/2018 PRD 5412 BENEFIT ADMINISTRATI 223578 1806513

Invoice: 1806513

30.23 21011125 520000

35.27 31011131 520000

42.82 41011141 520000

17.63 51011211 520000

25.19 61011581 520000

83.13 71011321 520000

17.63 81011881 520000

06/27/2018 07/08/18
JUN 2018 HSA/FSA BENEFIT SERVICES

COURT - BENEFITS
EXEC - C/E BENEFITS
FIN - C/E ADMIN BENEFITS
PD-C/E ADMIN-BENEFITS
PCD - C/E ADMIN BENEFITS
PW - C/E BENEFITS
IT - C/E ADMIN BENEFITS

CHECK 347898 TOTAL: 251.90

347899 07/11/2018 PRD 4882 BLAZE CONE COMPANY, 223512 29819

Invoice: 29819

1,137.00 73111264 531100

06/19/2018 07/08/18
PW/50 CONES
O&M-STREET-TRAF CONTROL-SUPPLY

1,137.00

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

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CHECK 347899 TOTAL: 1,137.00

347900 07/11/2018 PRD 2133 CALPORTLAND CO 223536 93764676 06/12/2018 07/08/18 359.70
 Invoice: 93764676 PW/LINE PUMP MIX

359.70 73011739 54810000805 WINSLOW WAY POWER IMPR-REPAIRS

CHECK 347900 TOTAL: 359.70

347901 07/11/2018 PRD 853 KATHRYN M CARRUTHERS 223452 06/19/18 06/19/2018 07/08/18 240.00
 Invoice: 06/19/18 CRT/4 HRS PRO TEMP SVCS

240.00 21011125 541210 COURT - JUDGE PRO TEMPORE SVCS

223453 06/19/18-A 06/19/2018 07/08/18 60.00

Invoice: 06/19/18-A

CRT/1 HR PRO TEMP SVCS

60.00 21011125 541210 COURT - JUDGE PRO TEMPORE SVCS

CHECK 347901 TOTAL: 300.00

347902 07/11/2018 PRD 551 CENTURYLINK 223467 6124JUN18 06/16/2018 07/08/18 58.32
 Invoice: 6124JUN18 WEAVER PRV WATER TELEMETRY SVC

58.32 91411891 542100 GG-WTR-FAC-PHONE

223613 0399JUN18 06/23/2018 07/08/18 2,815.22

Invoice: 0399JUN18

CITYWIDE TELEMETRY & FAX SERVICE

1,589.58 91425358 542100 GG-WWTP-TELEPHONE/FAX

719.89 91411891 542100 GG-WTR-FAC-PHONE

66.62 91011755 542100 GG-C/E-COMMONS-PHONE

133.59 91011189 542100 GG-C/E-CITY HALL-PHONE

191.19 91011897 542100 GG-C/E-O&M YARD FAC-PHONE

64.29 91011255 542100 GG-C/E-COURT BLDG-PHONE

50.06 91011215 542100 GG-C/E-PD-PHONE

CHECK 347902 TOTAL: 2,873.54

347903 07/11/2018 PRD 8977 CHILDERS, JONATHAN 223497 70305 06/28/2018 07/08/18 33.32
 Invoice: 70305 UB 11713 9418 TIDAL COURT NE

33.32 411 122100 WATER ACCOUNTS RECEIVABLE

CHECK 347903 TOTAL: 33.32

347904 07/11/2018 PRD 8491 CHUCKALS, INC. 223454 953161-0 06/18/2018 07/08/18 153.67
 Invoice: 953161-0 CRT/OFFICE SUPPLIES

153.67 21011125 531100 COURT - SUPPLIES

CHECK 347904 TOTAL: 153.67

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

VOUCHER INVOICE

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347905	07/11/2018	PRTD	103 CITY OF BAINBRIDGE I	223659	21800118	07/02/2018	07/08/18	91.25
Invoice: 21800118								
				40.15	73111290 547500	PW/JUNE 2018 WELL WATER		
				51.10	73431835 547500	O&M-STREET-ADM OH-CITY WTR/SWR		
						O&M-SSWM MAINT-CITY WTR/SWR		
				223660	21800124	07/03/2018	07/08/18	680.00
Invoice: 21800124								
				680.00	41141 34345800510	BACKFLOW BILLING		
						BACKFLOW TEST-CUST FEES		
						CHECK	347905 TOTAL:	771.25
347906	07/11/2018	PRTD	104 CITY OF BREMERTON	223542	BPD0002260	06/14/2018	07/08/18	100.00
Invoice: BPD0002260								
				100.00	53011212 545000	POL/RANGE RENTAL		
						POLICE - C/E PATROL RENTS		
						CHECK	347906 TOTAL:	100.00
347907	07/11/2018	PRTD	518 WA ST CRIMINAL JUSTI	223569	201130530	06/25/2018	07/08/18	100.00
Invoice: 201130530								
				50.00	51011191 443410	POL/CRIME SCENE PHOTO X2		
				50.00	52011212 443410	PD-C/E-PROP RM-TRAINING		
						POLICE - C/E INVEST TRAINING		
				223570	201130562	06/25/2018	07/08/18	250.00
Invoice: 201130562								
				250.00	53011212 443410	POL/DT MASTER RECERT: BENKERT		
						POLICE - C/E PATROL TRAINING		
						CHECK	347907 TOTAL:	350.00
347908	07/11/2018	PRTD	7870 CLASSIC CYCLE, INC	223543	052918161618420	05/29/2018	07/08/18	152.59
Invoice: 052918161618420								
				152.59	53011212 520000	POL/BIKE GEAR: NORTON		
						POLICE - C/E PATROL BENEFITS		
				223544	061818102749914	06/18/2018	07/08/18	1,273.08
Invoice: 061818102749914								
				1,273.08	53011212 531100	POL/BICYCLE: BUONVINO		
						PD-C/E-PATROL SUPPLIES		
				223545	060218144054546	06/02/2018	07/08/18	131.87
Invoice: 060218144054546								
				131.87	53011212 520000	POL/NIKE GEAR: MCCARTY		
						POLICE - C/E PATROL BENEFITS		
				223546	061518153117298	06/15/2018	07/08/18	126.40
Invoice: 061518153117298								
				126.40	55011757 541100	POL/TUNE-UP ON HARBORMASTER BIKE		
						PD-HARBORMASTER-PROF SVCS		
						CHECK	347908 TOTAL:	1,683.94

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CASH ACCOUNT: 635			111100	CASH											NET										
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN																	
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347909	07/11/2018	PRTD	8636 CONTRACT LAND STAFF,	223580	3888.16.12-0101780	06/22/2018	21400146	07/08/18							4,379.46										
Invoice: 3888.16.12-0101780										RIGHT OF WAY ACQUISITION NEEDS															
					4,379.46	72111442	54110000709	ROW ACQ W/TBD FUNDS-PROF SVCS																	
					223617	3888.16.12-0097461A	01/08/2018	21400146	07/08/18						1,998.00										
Invoice: 3888.16.12-0097461A										RIGHT OF WAY ACQUISITION NEEDS															
					1,998.00	72111442	54110000709	ROW ACQ W/TBD FUNDS-PROF SVCS																	
					223623	3888.16.12-0100271	04/30/2018	21400146	07/08/18						3,660.26										
Invoice: 3888.16.12-0100271										RIGHT OF WAY ACQUISITION NEEDS															
					3,660.26	72111442	54110000709	ROW ACQ W/TBD FUNDS-PROF SVCS																	
					223626	3888.16.12-0101051	05/29/2018	21400146	07/08/18						5,996.25										
Invoice: 3888.16.12-0101051										RIGHT OF WAY ACQUISITION NEEDS															
					5,996.25	72111442	54110000709	ROW ACQ W/TBD FUNDS-PROF SVCS																	
										CHECK	347909	TOTAL:				16,033.97									
347910	07/11/2018	PRTD	142 COPIERS NORTHWEST IN	223513	INV1781051	06/22/2018		07/08/18							725.97										
Invoice: INV1781051										FIN&EX/IRC7565I LEASE & OVERAGES															
					362.99	31011131	545000	EXEC - C/E RENTS & LEASES																	
					362.98	41011141	545000	FIN - C/E ADMIN RENTS & LEASES																	
										CHECK	347910	TOTAL:				725.97									
347911	07/11/2018	PRTD	4950 CORRECT EQUIPMENT IN	223656	37092	03/23/2018	21800027	07/08/18							2,972.98										
Invoice: 37092										2018 GRINDER PUM INSP & MX															
					2,972.98	73426355	54810000562	GRINDER PUMP MAINT CONTRACT																	
					223657	37096	03/20/2018	21800027	07/08/18						1,220.80										
Invoice: 37096										2018 GRINDER PUM INSP & MX															
					1,220.80	73426355	54810000562	GRINDER PUMP MAINT CONTRACT																	
					223658	37095	03/20/2018	21800027	07/08/18						460.53										
Invoice: 37095										2018 GRINDER PUM INSP & MX															
					460.53	73426355	54810000562	GRINDER PUMP MAINT CONTRACT																	
					223661	37041	02/28/2018	21800027	07/08/18						381.50										
Invoice: 37041										2018 GRINDER PUM INSP & MX															
					381.50	73426355	54810000562	GRINDER PUMP MAINT CONTRACT																	
					223662	36977	03/08/2018	21800027	07/08/18						1,632.28										
Invoice: 36977										2018 GRINDER PUM INSP & MX															
					1,632.28	73426355	54810000562	GRINDER PUMP MAINT CONTRACT																	
										CHECK	347911	TOTAL:				6,668.09									

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CASH ACCOUNT: 635	111100	CASH							
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
347912	07/11/2018	PRTD	7016 CUSTOM PRINTING	223663	7846	07/02/2018		07/08/18	67.85
			Invoice: 7846			ENG/BUS CARDS: NYLUND			
				67.85	72470321 531100	ENG - DEV ADM SUPPLIES			
								CHECK	347912 TOTAL:
									67.85
347913	07/11/2018	PRTD	152 DAILY JOURNAL OF COM	223581	3337849	06/13/2018		07/08/18	360.00
			Invoice: 3337849			ENG/NTC: CORE 40 MILLER & FLETCHER RDS			
				360.00	72334562 64400000800	C40-MILLER RD-ADV			
								CHECK	347913 TOTAL:
									360.00
347914	07/11/2018	PRTD	7144 DTMICRO, INC	223667	3916	06/15/2018		07/08/18	136.25
			Invoice: 3916			POL NETWORK CONNECT W/ KC			
				136.25	91011215 542100	GG-C/E-PD-PHONE			
								CHECK	347914 TOTAL:
									136.25
347915	07/11/2018	PRTD	4503 ENVIRONMENTAL SYSTEM	223668	93482977	06/28/2018		07/08/18	14,061.00
			Invoice: 93482977			IT/ESRI GIS SOFTWARE MAINT			
				14,061.00	81011881 548500	IT - C/E COMPUTER SUPPORT			
								CHECK	347915 TOTAL:
									14,061.00
347916	07/11/2018	PRTD	5781 EXTERMINATION SERVIC	223627	29845	06/15/2018		07/08/18	90.47
			Invoice: 29845			PW/PREVENTATIVE SVCS, POL STATION			
				90.47	73011215 548100	O&M-C/E-POLICE FAC-REPAIRS			
								CHECK	347916 TOTAL:
									90.47
347917	07/11/2018	PRTD	216 FEDERAL EXPRESS CORP	223664	6-221-56004	06/22/2018		07/08/18	99.86
			Invoice: 6-221-56004			PW/SHIPPING			
				99.86	91011189 542500	GG-C/E-CITY HALL-POSTAGE			
								CHECK	347917 TOTAL:
									99.86
347918	07/11/2018	PRTD	1953 FERGUSON ENTERPRISES	223468	0664577	06/08/2018		07/08/18	3,682.38
			Invoice: 0664577			PW/CAVE PRV WATER METER			
				3,682.38	73411345 53110000884	O&M-BAIN LANDING/CAVE PRV-SUPL			
								CHECK	347918 TOTAL:
									3,682.38

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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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347919	07/11/2018	PRTD	705 FCS GROUP	223547	2873-21806003	06/15/2018	21800065	07/08/18									4,531.25	
			Invoice: 2873-21806003															
					WATER SEWER RATE STUDY													
					2,265.62	72411342	54110000923	WATER RATE STUDY-PROF SVCS										
					2,265.63	72421352	54110000923	SEWER RATE STUDY-PROF SVCS										
								CHECK	347919 TOTAL:								4,531.25	
347920	07/11/2018	PRTD	8520 FRANCISCAN MEDICAL G	223514	OMF6 MAY18	06/15/2018		07/08/18									75.00	
			Invoice: OMF6 MAY18															
					75.00	33011161	541100	POL/OCCUPATIONAL HEALTH SVCS										
					HR-C/E-PROF SVCS													
								CHECK	347920 TOTAL:								75.00	
347921	07/11/2018	PRTD	8580 FREESTONE FOX LLC	223494	70303	06/28/2018		07/08/18									271.44	
			Invoice: 70303															
					13.76	411	122100	UB 13031 627 LANDMARK COURT NE										
					162.32	411	122100	WATER ACCOUNTS RECEIVABLE										
					95.36	411	122100	WATER ACCOUNTS RECEIVABLE										
								CHECK	347921 TOTAL:								271.44	
347922	07/11/2018	PRTD	6940 FREMONT ANALYTICAL	223665	1806037	06/26/2018	21800036	07/08/18									3,272.50	
			Invoice: 1806037															
					CHEM & BIO ASSAY SVCS													
					3,272.50	72637319	54110000809	WATER QUAL FLOW MONIT-PRO SVCS										
								CHECK	347922 TOTAL:								3,272.50	
347923	07/11/2018	PRTD	8095 GUNARAMA WHOLESALE,	223548	954039	06/20/2018		07/08/18									2,033.94	
			Invoice: 954039															
					2,033.94	53011212	531100	POL/GLOCK SIM PISTOLS X4										
					PD-C/E-PATROL SUPPLIES													
								CHECK	347923 TOTAL:								2,033.94	
347924	07/11/2018	PRTD	7851 GEOTECH ENVIROMENTAL	223628	556358	06/20/2018		07/08/18									399.35	
			Invoice: 556358															
					PW/EQUIP RENTALS													
					399.35	73435838	54500000261	VINCENT RD DUMP-GRND WTR MONIT										
								CHECK	347924 TOTAL:								399.35	
347925	07/11/2018	PRTD	8846 H.W. LOCHNER, INC.	223457	2	05/29/2018	21800064	07/08/18									1,307.89	
			Invoice: 2															
					ENG/FOCUSTED TRAFFIC STUDY													
					1,307.89	72111444	54110000922	FOCUSED TRAFFIC STUDY-PROF SVC										

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CASH ACCOUNT: 635			111100	CASH														
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												INVOICE DTL DESC						
												CHECK	347925	TOTAL:	1,307.89			
347926	07/11/2018	PRTD	7042 HOWE, SHIRLEY A	223496	70304	06/28/2018		07/08/18			212.32							
			Invoice: 70304			UB 10954 381 FERNCLIFF AVENUE NE												
				212.32	411	122100	WATER ACCOUNTS RECEIVABLE											
												CHECK	347926	TOTAL:	212.32			
347927	07/11/2018	PRTD	8935 HULTZ BHU ENGINEERS,	223550	18/088-1	05/25/2018		07/08/18			1,512.50							
			Invoice: 18/088-1			PSA O&M FUEL TANK UPGRADE												
				1,512.50	73311448	64110000811	O&M FUEL SYS CAPACITY IMPR-PS											
												CHECK	347927	TOTAL:	1,512.50			
347928	07/11/2018	PRTD	1079 INT'L MUNICIPAL SIGN	223515	06/25/18-JR	06/25/2018		07/08/18			10.00							
			Invoice: 06/25/18-JR			PW/DUES: JASON ROGER												
				10.00	73111264	549100	O&M-STREET-TRAF CONTROL-MISC											
				223516	06/25/18-MB	06/25/2018		07/08/18			10.00							
			Invoice: 06/25/18-MB			PW/DUES												
				10.00	73111264	549100	O&M-STREET-TRAF CONTROL-MISC											
												CHECK	347928	TOTAL:	20.00			
347929	07/11/2018	PRTD	8027 INFORMATION STATION	223551	1121709-J	06/19/2018		07/08/18			350.00							
			Invoice: 1121709-J			EX/MONTHLY RENTAL: JUN-JUL 2018												
				350.00	31011256	54500000830	EMERG AM RADIO STATION-RENTS											
												CHECK	347929	TOTAL:	350.00			
347930	07/11/2018	PRTD	7983 POLICE ON BIKES, INC	223552	IPMBA 2018	06/25/2018		07/08/18			300.00							
			Invoice: IPMBA 2018			POL/MEMBERSHIPS X4												
				300.00	53011212	549100	PD-C/E-PATROL-DUES/SUBCR/MEMBR											
												CHECK	347930	TOTAL:	300.00			
347931	07/11/2018	PRTD	7528 DEERE & COMPANY	223582	PO#05581418	06/01/2018	21800047	07/08/18			13,798.93							
			Invoice: PO#05581418			PW/JOHN DEERE MOWER												
				13,798.93	73011151	53110000916	COMMERCIAL LAWN MOWER REPL.											
												CHECK	347931	TOTAL:	13,798.93			
347932	07/11/2018	PRTD	333 KITSAP COUNTY AUDITO	223587	405000	06/14/2018		07/08/18			108.00							
			Invoice: 405000			PCD/TEMP ESMT 201806140242												
				108.00	36111143	551000	CLERK-STRT-RECORD @ CO AUDITOR											

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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

					CHECK	347932 TOTAL:	108.00
347933	07/11/2018	PRTD	2306 KITSAP COUNTY PROSEC	223556 JUN18	06/01/2018	07/08/18	9,247.00
Invoice: JUN18					LEGAL/PROSECUTION SVCS JUNE 2018		
9,247.00 32011521 541112					LGL-OUTSIDE PROSECUTOR		
					CHECK	347933 TOTAL:	9,247.00
347934	07/11/2018	PRTD	1496 KITSAP COUNTY SEWER	223517 KCSD7-COBI-2018-JUL	06/20/2018	07/08/18	18,186.42
Invoice: KCSD7-COBI-2018-JUL					PW/309.3 ERUS		
18,186.42 73426356 551000					SIS-SD#7 PROCESSING CHGS		
					CHECK	347934 TOTAL:	18,186.42
347935	07/11/2018	PRTD	1505 KITSAP COUNTY TREASU	223456 MAY18	05/31/2018	07/08/18	96.08
Invoice: MAY18					KC OUT COURT REMIT MAY 2018		
82.08 41612860 586000					CRIME VICTIMS-OUT		
14.00 41613860 586000					COUNTY LAW LIB - DISB OUT		
					CHECK	347935 TOTAL:	96.08
347936	07/11/2018	PRTD	1971 KELLEY IMAGING SYSTE	223584 IN405006	06/26/2018	07/08/18	3,188.66
Invoice: IN405006					PCD/TOS6560CT LEASE AND OVERAGES		
3,188.66 61470581 545000					PCD - DEV ADMIN RENTS & LEASES		
223586 IN405007					06/26/2018	07/08/18	1,921.66
Invoice: IN405007					PCD/TOS4555C LEASE & OVERAGES		
1,921.66 61470581 545000					PCD - DEV ADMIN RENTS & LEASES		
					CHECK	347936 TOTAL:	5,110.32
347937	07/11/2018	PRTD	1971 KELLEY IMAGING SYSTE	223455 22876761	06/21/2018	07/08/18	283.78
Invoice: 22876761					ENG/E-STUDIO4505AC COPIER LEASE		
283.78 72011321 545000					ENG - C/E ADMIN RENTS & LEASES		
					CHECK	347937 TOTAL:	283.78
347938	07/11/2018	PRTD	8135 MIDWEST MOTOR SUPPLY	223629 6431687	06/21/2018	07/08/18	425.20
Invoice: 6431687					PW/FITTINGS, FUSES		
425.20 73638935 531100					O&M-STD ALLOCATION-SUPPLIES		
					CHECK	347938 TOTAL:	425.20

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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								

347939	07/11/2018	PRTD	8546 KITSAP 911 PUBLIC AU	223554	BIPD2018-07	06/15/2018	21800003	07/08/18	9,563.04									
					Invoice: BIPD2018-07													
					2,868.91	52011286	551000	POL/CALL CENTER SERVICES										
					6,694.13	53011286	551000	POLICE - C/E - INVEST CENCOM										
															CHECK	347939 TOTAL:	9,563.04	
347940	07/11/2018	PRTD	315 KITSAP HUMANE SOCIET	223558	1561	06/01/2018		07/08/18	5,596.83									
					Invoice: 1561													
					5,596.83	91011393	541100	KITSAP HUMANE SOCIETY ANNUAL C										
															FIN - C/E ANIMAL CONTROL FEES			
															CHECK	347940 TOTAL:	5,596.83	
347941	07/11/2018	PRTD	309 KITSAP TIRE CENTER I	223469	215003	06/12/2018		07/08/18	945.93									
					Invoice: 215003													
					945.93	73431835	531100	PW/VEH #204 TIRES										
															OFFICE SUPPLIES			
					223470	215100	06/18/2018										07/08/18	19.62
					Invoice: 215100													
					19.62	91011897	547900	PW/TIRE DISPOSAL										
															GG-C/E-O&M YARD FAC-GARBAGE			
															CHECK	347941 TOTAL:	965.55	
347942	07/11/2018	PRTD	8727 KNOWBE4, INC.	223669	INV37034	06/29/2018		07/08/18	900.00									
					Invoice: INV37034													
					900.00	81011881	443410	IT/SECURITY AWARENESS TRAINING										
															IT - C/E TRAINING			
															CHECK	347942 TOTAL:	900.00	
347943	07/11/2018	PRTD	8978 KRUSH KULESZA	223559	609087	06/27/2018		07/08/18	25.00									
					Invoice: 609087													
					25.00	01132	321300	POL/EVENT FEE REFUND: STRAWBERRY JAM										
															GF-FIREWORKS/SPEC EVENT PERMIT			
															CHECK	347943 TOTAL:	25.00	
347944	07/11/2018	PRTD	7970 LUNT, JOHN	223630	053018-003	05/30/2018		07/08/18	400.00									
					Invoice: 053018-003													
					260.00	72311475	64400000732	ENG/WFP DOCK, CONSTRUCTION MAP										
					140.00	72111421	54400000222	WF PARK DOCK IMPRV-ADV										
															STREET-ROADS PRES-ADVERTISING			
															CHECK	347944 TOTAL:	400.00	
347945	07/11/2018	PRTD	163 DENNIS MARTIN	223518	MAY18	05/29/2018		07/08/18	340.00									
					Invoice: MAY18													
					340.00	91029211	521500	LEOFF1 REIMBURSEMENT										
															POLICE - INS ADD MEDICAL COSTS			

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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	347945	TOTAL:	340.00		
347946	07/11/2018	PRTD	6333 MASCO PETROLEUM	223631	0238161-IN	06/07/2018		07/08/18	356.64						
Invoice: 0238161-IN					PW/FAILS (3)										
			356.64	73637958	531100	ROADSIDE MOWER ALLOC-SUPPLIES									
										CHECK	347946	TOTAL:	356.64		
347947	07/11/2018	PRTD	8976 MATHEWS, SCOTT L	223492	70301	06/28/2018		07/08/18	8.01						
Invoice: 70301					UB 11445 6332 MITCHELL LANE NE										
			8.01	411	122100	WATER ACCOUNTS RECEIVABLE									
										CHECK	347947	TOTAL:	8.01		
347948	07/11/2018	PRTD	6279 MENG ANALYSIS	223560	18903-102	05/31/2018		07/08/18	29,202.17						
Invoice: 18903-102					FACILITY CONDITION ASSESSMENT										
			19,612.80	73011183	54110000909	FAC BLDG ASSESSMENTS-PROF SVCS									
			5,114.33	73411345	54110000909	FAC BLDG ASSESSMENTS-PROF SVCS									
			3,835.75	73425358	54110000909	FAC BLDG ASSESSMENTS-PROF SVCS									
			639.29	73431835	54110000909	FAC BLDG ASSESSMENTS-PROF SVCS									
										CHECK	347948	TOTAL:	29,202.17		
347949	07/11/2018	PRTD	6208 MSDS ONLINE INC	223670	182492	06/07/2018		07/08/18	2,505.92						
Invoice: 182492					IT/MSDS ANNUAL SUBX RENEWAL										
			2,505.92	81011881	548500	IT - C/E COMPUTER SUPPORT									
										CHECK	347949	TOTAL:	2,505.92		
347950	07/11/2018	PRTD	2275 NATIONAL BAND & TAG	223561	486121	06/19/2018		07/08/18	47.98						
Invoice: 486121					POL/ANIMAL LICENSING TAGS										
			47.98	51011211	531100	PD-C/E-ADM-SUPPLIES									
										CHECK	347950	TOTAL:	47.98		
347951	07/11/2018	PRTD	2430 OGDEN MURPHY WALLACE	223562	813375	06/21/2018		07/08/18	9,660.90						
Invoice: 813375					LEGAL/LEGAL SERVICES MAY 2018										
			3,510.90	32470152	54111100844	LIT-CLARK ADMIN APPEAL									
			60.00	32470152	54111100775	LIT-RICH PERMITTING									
			2,190.00	32011152	54111100926	LIT-KC REALTORS-SUP CT									
			270.00	32470152	54111400949	HANSON DOCK REPL-HEX									
			2,100.00	32011152	541110	LGL-C/E-CIVIL-GEN'L OUTSIDE AT									
			1,110.00	91011211	541110	GG-C/E-CIVIL SVC-LEGAL ADVICE									
			420.00	32470152	54111100897	LIT-PRESERVE RESP SHORELINE									

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

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

						CHECK	347951 TOTAL:	9,660.90
347952	07/11/2018	PRTD	8954 ONE WAY BACKFLOW TES	223471	PAYREQ4-510	06/25/2018	21800075 07/08/18	2,720.00
Invoice: PAYREQ4-510						2018 BACKFLOW TESTING		
2,720.00 73411349 54110000510						BACKFLOW TEST-PRO SVCS		
						CHECK	347952 TOTAL:	2,720.00
347953	07/11/2018	PRTD	8286 SUPERINTENDENT OF P	223563	14102	06/11/2018	07/08/18	86.00
Invoice: 14102						POL/FINGERPRINTING		
86.00 65438 386110						AGENCY-FINGERPRINT REV TO SPI		
223564 14119						06/21/2018	07/08/18	215.00
Invoice: 14119						POL/FINGERPRINTING		
215.00 65438 386110						AGENCY-FINGERPRINT REV TO SPI		
						CHECK	347953 TOTAL:	301.00
347954	07/11/2018	PRTD	1754 OTIS ELEVATOR COMPAN	223519	ST05151G718	06/20/2018	07/08/18	2,224.56
Invoice: ST05151G718						O&M/3Q 2018 ELEVATOR SERVICE		
2,224.56 73011183 548100						O&M-C/E-CH FAC-REPAIRS		
						CHECK	347954 TOTAL:	2,224.56
347955	07/11/2018	PRTD	4766 DALE PANTELEEFF	223472	06/24/18	06/24/2018	07/08/18	150.00
Invoice: 06/24/18						RENTAL DEPOSIT RETURN		
150.00 41625860 586000						SC/COMMONS ROOM DEP-DISBURSEME		
						CHECK	347955 TOTAL:	150.00
347956	07/11/2018	PRTD	8229 PIPER THORNBURGH	223565	05/29/18	05/29/2018	07/08/18	60.00
Invoice: 05/29/18						CRT/1HR PRO TEMPE SVCS		
60.00 21011125 541210						COURT - JUDGE PRO TEMPORE SVCS		
						CHECK	347956 TOTAL:	60.00
347957	07/11/2018	PRTD	5168 PORTLAND PRECISION I	223671	INV357137	06/25/2018	07/08/18	648.00
Invoice: INV357137						IT/GPS SOFTWARE SUBX MX		
648.00 81011881 548500						IT - C/E COMPUTER SUPPORT		
						CHECK	347957 TOTAL:	648.00
347958	07/11/2018	PRTD	360 PROBUILD COMPANY LLC	223525	1709628	06/22/2018	07/08/18	75.54
Invoice: 1709628						PW/60LB CONCRETE MIX		
75.54 73111427 531100						OFFICE 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: 1709651				223526	1709651	06/22/2018		07/08/18	9.04			
				9.04	73111427 531100	PW/REBAR						
						OFFICE SUPPLIES						
Invoice: 1709705				223527	1709705	06/22/2018		07/08/18	33.57			
				33.57	73111427 531100	PW/60LB CONCRETE MIX						
						OFFICE SUPPLIES						
Invoice: 1709627				223528	1709627	06/22/2018		07/08/18	27.72			
				27.72	73111427 531100	PW/LUMBER						
						OFFICE SUPPLIES						
Invoice: 1708627				223632	1708627	06/15/2018		07/08/18	85.01			
				85.01	73011183 53110000910	PW/PUMP						
						FIRE SPRINKLER R&M-SUPPLIES						
Invoice: 1708102				223634	1708102	06/12/2018		07/08/18	53.92			
				53.92	73425358 531100	PW/CEMENT MIX						
						O&M-WWTP-SUPPLIES						
									CHECK	347958 TOTAL:	284.80	
347959	07/11/2018	PRTD	1205 PUGET SOUND ENERGY	223458	4376JUN18	06/18/2018		07/08/18	903.43			
Invoice: 4376JUN18				903.43	91011189 547101	JUNE 18 GREEN POWER CONTRACT						
						ELECTRIC-GREEN POWER						
									CHECK	347959 TOTAL:	903.43	
347960	07/11/2018	PRTD	6685 REGIONAL DISPOSAL CO	223530	0000153456	06/15/2018	21800022	07/08/18	2,918.80			
Invoice: 0000153456				2,918.80	73425358 54790100551	BIOSOLIDS DISPOSAL						
						BIOSOLIDS WASTE DISPOSAL						
Invoice: 0000153366				223531	0000153366	05/31/2018	21800022	07/08/18	6,392.55			
				6,392.55	73425358 54790100551	BIOSOLIDS DISPOSAL						
						BIOSOLIDS WASTE DISPOSAL						
									CHECK	347960 TOTAL:	9,311.35	
347961	07/11/2018	PRTD	8317 REID MIDDLETON, INC.	223589	1806075	06/20/2018	21700114	07/08/18	6,357.72			
Invoice: 1806075				6,357.72	72433438 64110000823	PRF SVC-MCDONALD CREEK CULVERT						
						EH @ MCDONALD CR CULVERT-DES						
									CHECK	347961 TOTAL:	6,357.72	
347962	07/11/2018	PRTD	408 ROLLING BAY COMMERCIAL	223635	53458	07/01/2018		07/08/18	3,955.00			
Invoice: 53458				3,955.00	91011255 545000	CRT/AUG RENT						
						GG-C/E-COURT BLDG-RENT						

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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	347962 TOTAL:	3,955.00		
347963	07/11/2018	PRTD	8930 RTCB LLC	223499	70306	06/28/2018		07/08/18	147.99			
Invoice: 70306				147.99	421	122100	UB 13058 4878 DOTSON LOOP SEWER ACCOUNTS RECEIVABLE					
								CHECK	347963 TOTAL:	147.99		
347964	07/11/2018	PRTD	1670 SEATTLE PUMP & EQUIP	223638	18-2701	05/18/2018		07/08/18	830.35			
Invoice: 18-2701				830.35	73011897	531100	PW/HYDRO BIODIGESTER 6 GAL O&M-C/E-PWY FAC-SUPPLIES					
								CHECK	347964 TOTAL:	830.35		
347965	07/11/2018	PRTD	7385 CHARLES P. SHANE	223566	001903	06/25/2018		07/08/18	137.25			
Invoice: 001903				137.25	32011281	541113	LEGAL/APR-JUN LEGAL SVCS LGL-PUBLIC DEFENDER					
Invoice: 001902				156.00	32011281	541113	LEGAL/APR-JUN LEGAL SVCS LGL-PUBLIC DEFENDER					
								CHECK	347965 TOTAL:	293.25		
347966	07/11/2018	PRTD	233 GATEWAY TOWING	223549	40427	06/20/2018		07/08/18	190.75			
Invoice: 40427				190.75	53011212	549900	POL/IMPOUND I18000739 PD-C/E-PATROL-MISC					
								CHECK	347966 TOTAL:	190.75		
347967	07/11/2018	PRTD	8132 SPECTRA LABORATORIES	223473	18-04378	06/14/2018		07/08/18	57.96			
Invoice: 18-04378				57.96	73411345	54110000391	PW/WINWTR ECOLI TESTING LAB SVCS-WATER					
Invoice: 18-04444				62.10	73411345	54110000391	PW/FLOURIDE TESTING LAB SVCS-WATER					
Invoice: 18-04445				60.50	73415345	54110000391	PW/ROCKAWAY TESTING LAB SVCS-WATER ROCKAWAY					
Invoice: 18-04608				57.96	73411345	54110000391	PW/WINWTR ECOLI TESTING LAB SVCS-WATER					

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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	347967 TOTAL:				238.52		
347968	07/11/2018	PRTD	8244 SUPPLYWORKS	223642	444014195	06/19/2018		07/08/18							1,698.50		
Invoice: 444014195						PW/CLEANING SUPPLIES											
			1,698.50	73637948	531100	O&M ALLOC-CITY WIDE SUPPLIES											
										CHECK	347968 TOTAL:				1,698.50		
347969	07/11/2018	PRTD	8385 TAWRESEY, ALICE & JO	223493	70302	06/28/2018		07/08/18							116.92		
Invoice: 70302						UB 12913 611 TWITCHITAW COURT NE											
			116.92	411	122100	WATER ACCOUNTS RECEIVABLE											
										CHECK	347969 TOTAL:				116.92		
347970	07/11/2018	PRTD	4929 TYLER TECHNOLOGIES I	223672	045-229960	06/27/2018		07/08/18							1,280.00		
Invoice: 045-229960						IT/EXECUTIME IMPLEMENTATION											
			1,280.00	81011881	541100	IT - C/E PROF SERVICES											
			223673	045-229637													
Invoice: 045-229637						07/01/2018									26,850.86		
			26,850.86	81011881	548500	IT/MUNIS QTRLY S/W MX & ANNUAL SYST & CALL SUPPORT											
						IT - C/E COMPUTER SUPPORT											
										CHECK	347970 TOTAL:				28,130.86		
347971	07/11/2018	PRTD	6088 ULINE SHIPPING SUPPL	223644	98317195	06/08/2018		07/08/18							207.59		
Invoice: 98317195						PW/RESTROOM SIGNS											
			207.59	73011189	531100	O&M - C/E FACIL OFC SUPPLIES											
										CHECK	347971 TOTAL:				207.59		
347972	07/11/2018	PRTD	2190 UNITED PARCEL SERVIC	223568	000028Y3Y1258	06/23/2018		07/08/18							54.94		
Invoice: 000028Y3Y1258						POL/SHIPPING											
			54.94	91011215	542500	GG-C/E-PD-POSTAGE											
										CHECK	347972 TOTAL:				54.94		
347973	07/11/2018	PRTD	1152 USA BLUE BOOK	223645	599371	06/14/2018		07/08/18							291.77		
Invoice: 599371						PW/FILTER, NUTRIENT BUFFER											
			291.77	73425358	531100	O&M-WWTP-SUPPLIES											
										CHECK	347973 TOTAL:				291.77		
347974	07/11/2018	PRTD	4520 WA ST DEPT OF NATURA	223529	06/26/18	06/26/2018		07/08/18							28,800.00		
Invoice: 06/26/18						PAYBACK TO DNR											
			28,800.00	0113313	33402300159	ST DNR VESSEL REMOVAL GRANT											

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CASH ACCOUNT: 635 111100 CASH

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

CHECK 347974 TOTAL: 28,800.00

347975	07/11/2018	PRTD	2251 WA ST TREASURER	223459	MAY18	05/31/2018		07/08/18	6,114.05
Invoice: MAY18						OUT COURT REMIT MAY 2018			

2,434.44	41611860	586000	PSEA 60% OUT
1,258.16	41610860	586000	PSEA 30% OUT
80.73	41619860	586000	PSEA 3 - STATE DISB OUT
462.53	41616860	586000	THEFT PRV&TR BRAIN INJ-OUT
91.37	41616860	586000	THEFT PRV&TR BRAIN INJ-OUT
1,109.56	41614860	586000	JUDICIAL INFO SYST.-OUT
.06	41615860	586000	BREATH TEST-CUSTODIAL
.35	41615860	586000	BREATH TEST-CUSTODIAL
117.59	41617860	586000	SCHOOL SAFETY ZONE-OUT
230.70	41618860	586000	TRAUMA CARE-OUT
76.48	41618860	586000	TRAUMA CARE-OUT
20.48	41618860	586000	TRAUMA CARE-OUT
116.30	41618860	586000	TRAUMA CARE-OUT
115.30	41615860	586961	STATE CRIME LAB

Invoice: MAY18-SBCC						223460	MAY18-SBCC	05/31/2018	07/08/18	57.00
						COURT OUT REMIT SBCC MAY 2018				
						57.00	65238	386000	SBCC - SBCC FEE	

CHECK 347975 TOTAL: 6,171.05

347976	07/11/2018	PRTD	5271 WASHINGTON WATER SER	223475	0131710-JUN18	06/19/2018		07/08/18	130.49
Invoice: 0131710-JUN18						JUN18-DECANT FACILITY WATER			

130.49	91435838	547500	GG-DECANT-WATER/SEWER
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CHECK 347976 TOTAL: 130.49

347977	07/11/2018	PRTD	7551 WASHINGTON TRACTOR I	223476	1593052	06/14/2018		07/08/18	54.44
Invoice: 1593052						PW/STATOR PARTS			

54.44	73011483	531100	O&M-C/E-MECH SHOP-SUPPLIES
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CHECK 347977 TOTAL: 54.44

347978	07/11/2018	PRTD	499 WESTBAY AUTO PARTS I	223477	368246	06/13/2018		07/08/18	12.31
Invoice: 368246						PW/OIL FILTERS			

12.31	990	141100	MERCHANDISE
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CHECK 347978 TOTAL: 12.31

347979	07/11/2018	PRTD	522 WA ST DEPT OF TRANSP	223592	RE-313-ATB80618126	06/18/2018		07/08/18	130.03
Invoice: RE-313-ATB80618126						ENG/CORE 40-MILLER RD SHOULD IMPRV			

130.03	72334562	64110000800	C40-MILLER RD-ENG/DESIGN
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CASH ACCOUNT: 635 111100 CASH

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

CHECK 347979 TOTAL: 130.03

347980 07/11/2018 PRD 6920 COMCAST
Invoice: JUL18

223571 JUL18
11.36 51011211 545000

06/20/2018 21800005 07/08/18
POL/HD CONVERTER BOX
PD-C/E-ADMIN RENTS/LEASE

11.36

CHECK 347980 TOTAL: 11.36

347981 07/11/2018 PRD 2607 ZEE MEDICAL SERVICE
Invoice: 68356354

223461 68356354
72.05 41011189 531100

06/22/2018 07/08/18
FIN/C.H. FIRST AID SUPPLY RESTOCK
FIN - C/E CNTL SV SUPPLIES

72.05

223646 68356351
275.33 73637891 531100

06/22/2018 07/08/18
PW/FIRST AID SUPPLY RESTOCK
OFFICE SUPPLIES

275.33

CHECK 347981 TOTAL: 347.38

NUMBER OF CHECKS 102 *** CASH ACCOUNT TOTAL *** 300,642.26

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	102	300,642.26

*** GRAND TOTAL *** 300,642.26

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 7 18									
APP 101-213000						STREETS - ACCOUNTS PAYABLE		19,043.88	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 635-111100						CASH			300,642.26
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 001-213000						GENERAL - ACCOUNTS PAYABLE		162,859.95	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 631-213000						ACCOUNTS PAYABLE		27,633.88	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 402-213000						ACCOUNTS PAYABLE		42,743.55	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 401-213000						ACCOUNTS PAYABLE		17,962.25	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 403-213000						ACCOUNTS PAYABLE		10,904.59	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 301-213000						ACCOUNTS PAYABLE		2,514.78	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 407-213000						ACCOUNTS PAYABLE		10,248.94	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 650-213000						ACCOUNTS PAYABLE		6,568.13	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 622-213000						ACCOUNTS PAYABLE		150.00	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
APP 901-213000						ACCOUNTS PAYABLE		12.31	
07/11/2018 07/08/18	071118					AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								300,642.26	300,642.26
APP 631-130000						DUE TO/FROM CLEARING		273,008.38	
07/11/2018 07/08/18	071118								
APP 101-130000						STREETS - DUE TO/FROM CLEARING			19,043.88
07/11/2018 07/08/18	071118								
APP 001-130000						GENERAL - DUE TO/FROM CLEARING			162,859.95
07/11/2018 07/08/18	071118								
APP 402-130000						DUE TO/FROM CLEARING			42,743.55
07/11/2018 07/08/18	071118								
APP 401-130000						DUE TO/FROM CLEARING			17,962.25
07/11/2018 07/08/18	071118								
APP 403-130000						DUE TO/FROM CLEARING			10,904.59
07/11/2018 07/08/18	071118								
APP 301-130000						DUE TO/FROM CLEARING			2,514.78
07/11/2018 07/08/18	071118								
APP 407-130000						DUE TO/FROM CLEARING			10,248.94
07/11/2018 07/08/18	071118								
APP 650-130000						DUE TO/FROM CLEARING			6,568.13
07/11/2018 07/08/18	071118								
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				
07/11/2018	07/08/18	071118							
APP 901-130000					DUE TO/FROM CLEARING			12.31	
07/11/2018	07/08/18	071118							
SYSTEM GENERATED ENTRIES TOTAL							273,008.38	273,008.38	
JOURNAL 2018/07/18						TOTAL	573,650.64	573,650.64	

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		

001 GENERAL FUND	2018 7	18	07/11/2018		
001-130000			GENERAL - DUE TO/FROM CLEARING		162,859.95
001-213000			GENERAL - ACCOUNTS PAYABLE	162,859.95	
				-----	-----
			FUND TOTAL	162,859.95	162,859.95
101 STREET FUND	2018 7	18	07/11/2018		
101-130000			STREETS - DUE TO/FROM CLEARING		19,043.88
101-213000			STREETS - ACCOUNTS PAYABLE	19,043.88	
				-----	-----
			FUND TOTAL	19,043.88	19,043.88
301 CAPITAL CONSTRUCTION FUND	2018 7	18	07/11/2018		
301-130000			DUE TO/FROM CLEARING		2,514.78
301-213000			ACCOUNTS PAYABLE	2,514.78	
				-----	-----
			FUND TOTAL	2,514.78	2,514.78
401 WATER OPERATING FUND	2018 7	18	07/11/2018		
401-130000			DUE TO/FROM CLEARING		17,962.25
401-213000			ACCOUNTS PAYABLE	17,962.25	
				-----	-----
			FUND TOTAL	17,962.25	17,962.25
402 SEWER OPERATING FUND	2018 7	18	07/11/2018		
402-130000			DUE TO/FROM CLEARING		42,743.55
402-213000			ACCOUNTS PAYABLE	42,743.55	
				-----	-----
			FUND TOTAL	42,743.55	42,743.55
403 STORM & SURFACE WATER FUND	2018 7	18	07/11/2018		
403-130000			DUE TO/FROM CLEARING		10,904.59
403-213000			ACCOUNTS PAYABLE	10,904.59	
				-----	-----
			FUND TOTAL	10,904.59	10,904.59
407 BUILDING & DEVELOPMENT FUND	2018 7	18	07/11/2018		
407-130000			DUE TO/FROM CLEARING		10,248.94
407-213000			ACCOUNTS PAYABLE	10,248.94	
				-----	-----
			FUND TOTAL	10,248.94	10,248.94
622 EXPENDABLE TRUST FUND	2018 7	18	07/11/2018		
622-130000			DUE TO/FROM CLEARING		150.00
622-213000			ACCOUNTS PAYABLE	150.00	
				-----	-----
			FUND TOTAL	150.00	150.00
631 CLEARING FUND	2018 7	18	07/11/2018		

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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	273,008.38	
631-213000				ACCOUNTS PAYABLE	27,633.88	
635-111100				CASH		300,642.26
				FUND TOTAL	300,642.26	300,642.26
650 AGENCY FUND	2018 7	18	07/11/2018			
650-130000				DUE TO/FROM CLEARING		6,568.13
650-213000				ACCOUNTS PAYABLE	6,568.13	
				FUND TOTAL	6,568.13	6,568.13
901 CITY-WIDE REPORTING FUND	2018 7	18	07/11/2018			
901-130000				DUE TO/FROM CLEARING		12.31
901-213000				ACCOUNTS PAYABLE	12.31	
				FUND TOTAL	12.31	12.31

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JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FROM
001 GENERAL FUND			162,859.95
101 STREET FUND			19,043.88
301 CAPITAL CONSTRUCTION FUND			2,514.78
401 WATER OPERATING FUND			17,962.25
402 SEWER OPERATING FUND			42,743.55
403 STORM & SURFACE WATER FUND			10,904.59
407 BUILDING & DEVELOPMENT FUND			10,248.94
622 EXPENDABLE TRUST FUND			150.00
631 CLEARING FUND		273,008.38	
650 AGENCY FUND			6,568.13
901 CITY-WIDE REPORTING FUND			12.31
	TOTAL	273,008.38	273,008.38

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

PAYROLL

PAYROLL CHECK RUN: 7 - 5 - 2018

Run Type	Run Date	Check # Sequence	Comments	Amount
Normal	7/5/2018	042096 - 042231	P/R check run - direct deposit	303,639.95
Normal	7/5/2018	108587 - 108590	P/R check run - regular	5,704.23
Vendor	7/5/2018	108591 - 108605	P/R vendor check run	312,798.52
EFTPS	7/5/2018		Federal Tax Electronic Transfer	119,550.32
			TOTAL:	741,693.02

Prepared and Reviewed by: Deborah Lee Date 7-3-18
Deborah Lee

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

Kimberly M. Dunscombe Date 7/3/18
Kimberly M. Dunscombe, Budget Manager

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Special City Council Study Session Minutes, June 19, 2018 (Pg. 201)	Date: 7/10/2018
Agenda Item: CONSENT AGENDA - 9:55 PM	Bill No.: 18-118
Proposed By: Deputy 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 061918 SPECIAL STUDY SESSION	Backup Material



SPECIAL CITY COUNCIL STUDY SESSION
TUESDAY, JUNE 19, 2018

MEETING MINUTES

1. CALL TO ORDER/ROLL CALL

Mayor Medina called the City Council meeting to order at 6:04 p.m. in Council Chambers.

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

2. AGENDA APPROVAL OR MODIFICATION/CONFLICT OF INTEREST DISCLOSURE -
6:05 PM

Councilmember Peltier moved and Councilmember Nassar seconded to approve the agenda as presented. The motion passed by unanimous consent. There were no conflict of interest disclosures.

3. MAYOR'S REPORT - 6:06 PM

Mayor Medina mentioned Councilmembers' office hours.

4. PRESENTATION

**A. Inclusionary Zoning and Purchase/Transfer of Development Rights Project, AB 17-189 –
Planning 6:08 PM**

Senior Planner Sutton introduced Nick Bratton of Forterra and Morgan Shook of ECONorthwest. They presented an overview of the methodology regarding a new inclusionary zoning program.

5. UNFINISHED BUSINESS

**A. Ordinance No. 2018-22 Relating to Ballot Measure for Non-Motorized Transportation
Improvements, AB 17-032 – Executive 6:49 PM**

Finance Director Schroer and Bond Counsel Nancy Neraas of Foster Pepper explained the process relating to the ballot measure.

Public Comment 7:05 PM

Edwin Rymarz commented on the ballot measure.

Ross Hathaway spoke in support of the ballot measure.

Herb Hethcote spoke in support of the ballot measure.

John Grinter commented on the non-motorized transportation workplan.

Kevin Dwyer, Sustainable Bainbridge, spoke in support of the ballot measure.

Richard Potter commented on the ballot measure.

Doug Rauh commented on the ballot measure.

Brian Wilkinson commented on the ballot measure.

Brandon Fouts spoke against the ballot measure.

MOTION: I move to forward to the July 10, 2018, Council business meeting for consideration of approval Ordinance No. 2018-22, relating to regular property taxes and authorizing a ballot proposition to levy regular property taxes in excess of the limitations of Chapter 84.55 RCW, and authorizing the creation of pro and con ballot measure committees.

Tirman/Deets: The motion carried 6-1 with Deputy Mayor Blossom voting against.

B. Introduction to 2019-2024 Proposed Capital Improvements Plan, AB 18-107 – Public Works 8:00 PM

Public Works Director Loveless provided a presentation on the planned update to the Capital Improvements Plan. Council discussed the topic with Public Works Director Loveless and Deputy City Manager Smith and agreed to discuss potential additions to the plan at the July 10, 2018 meeting.

Deputy City Manager Smith presented options on the Open Water Marina, and Council discussed the options.

MOTION: I would like to move that we proceed with Option 3 and have staff work on that and bring it back to us.

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

Mayor Medina adjourned the meeting for a break at 8:53 p.m. and re-convened the meeting at 9:01 p.m.

C. Update on Work Plan Progress and Discuss Moratorium 9:01 p.m.

Planning Director Christensen provided an update on the moratorium work plan progress. Council discussed the work program status report and draft design guidelines and development standards.

D. Ordinance No. 2018-23 Relating to Extension of Moratorium for Certain Developments, AB 18-021 – Planning 9:25 PM

Council discussed extending the moratorium.

6. NEW BUSINESS

A. Citizen Advisory Group Appointments, AB 18-105 – Mayor Medina 9:50 PM

Mayor Medina introduced the agenda item. Council discussed the Environmental Technical Advisory Committee.

MOTION: I move to forward the recommended appointments as listed on the spreadsheet in the agenda packet to the June 26, 2018 consent agenda.

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

7. COUNCIL DISCUSSION

A. Regional Committee Reports, AB 18-106 – Mayor Medina 10:00 PM

Councilmembers reported on activity within their respective regional committee assignments.

8. REVIEW UPCOMING COUNCIL MEETING AGENDAS

A. Council Calendar 10:14 PM

Council discussed the upcoming Council calendar. Council agreed to cancel the July 3, 2018 meeting.

9. FOR THE GOOD OF THE ORDER - 10:18 PM

City Manager Schulze reported on the resignation of Emergency Management Coordinator Amber Richards.

Councilmember Schneider inquired about the possibility of having a photographer display his pieces on homelessness in the Council Chambers.

Councilmember Tirman inquired about the 180-day effective date for Ordinance No. 2018-07 relating to gender inclusive restrooms.

Councilmember Peltier asked Public Works to consider saving more trees on Miller Road.

Councilmember Peltier asked that the next Deputy Mayor serve as chair for some Council meetings.

Mayor Medina reminded Council that the City would pay for them to attend certain events.

Council discussed the layout for Study Sessions.

10. ADJOURNMENT

Mayor Medina adjourned the meeting at 10:31 p.m.

Kol Medina, Mayor

Kelly Jahraus, Deputy City Clerk

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Amendment No.1 to the Professional Services Agreement with the Latimore Company, LLC, for Development Review Process Improvements, AB 18-113 - Planning (Pg. 206)	Date: 7/10/2018
Agenda Item: CONSENT AGENDA - 9:55 PM	Bill No.: 18-113
Proposed By: Planning and Community Development	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

Special Meeting: 6/26/2018	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

In 2016, the City hired the Latimore Company, LLC ("Consultant"), to assess the development review process and permit review performance of the Department and to make findings and provide recommendations for improvements that advance development review and project workflow predictability, efficiency, and collaboration of City services.

In June 2017, the Consultant issued a report "*The City of Bainbridge Island Development Review Assessment Findings and Recommendations*" which included a discussion on the current development review workflow process; public feedback on the development review process; baseline permit review timelines; identification of development review process strengths and constraints; and recommendations for development review process and project workflow improvements. The report was presented during a joint meeting of the City Council, Planning Commission, and Design Review Board in June 2017.

In the fall of 2017, Department staff met with the Consultant to discuss implementation steps and draft a project scope of work. In November 2017, a professional services agreement (attached) was agreed to with a scope of work including detailed task objectives, descriptions, assumptions, deliverables, staff/consultant responsibilities, schedule, and budget (\$45,000). The scope of work has 5 defined Tasks:

1. Establish Development Review LOS Standards
2. Establish a Format, Standard, and Procedures for the Development Review Committee (DRC), Daily SmartGov Use, and Process Improvements
3. Integrate Electronic Development Review
4. SAR and Parcel Report Efficiencies

5. Implementation Support

In January and April 2018, the City Council was briefed on the status of the project.

The scope of work for Amendment No. 1 to the Professional Services Agreement (attached) adds a new, sixth, defined task for the Consultant: Ongoing Implementation Support.

Under this new task, the Consultant will produce three quarterly reports (July 2018, October 2018, and January 2019) assessing development review process metrics and provide, on a as-needed basis, consultant assistance with Department improvement processes during the remainder of 2018. In consideration of this additional work, Amendment No. 1 to the Professional Services Agreement will increase the maximum amount payable to the Consultant from \$45,000 to \$55,000.

At its June 26, 2018, meeting, the Council considered this item and forwarded it to the Consent Agenda for this meeting.

RECOMMENDED ACTION/MOTION

Approve with consent agenda.

ATTACHMENTS:

Description	Type
❑ Amendment No. 1 to the Latimore PSA	Backup Material
❑ Latimore PSA 112017	Backup Material

**AMENDMENT NO. 1 TO
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 1 TO THE AGREEMENT FOR PROFESSIONAL SERVICES (“Amendment”) amends the Agreement for Professional Services (“Agreement”) entered into on November 21, 2017, by the City of Bainbridge Island (“City”), a Washington State municipal corporation, and the Latimore Company, LLC (“Consultant”), a Washington State limited liability company.

WHEREAS, the City and the Consultant entered into the Agreement to provide professional services in connection with implementation of the Latimore Report findings within the Department of Planning and Community Development; and

WHEREAS, the City desires to increase the services provided under the Agreement, extend the term of the Agreement, and to amend the maximum amount payable under the Agreement.

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. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until ~~December 31, 2018~~ March 1, 2019, unless sooner terminated by either party as provided below.

2. Section 3.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 ~~forty-five~~ fifty-five thousand dollars (~~\$45,000.00~~\$55,000.00);

[] Fixed Sum: a total amount of \$ _____;

[] Other: \$ _____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

3. Attachment A, Scope of Services, is hereby amended to include the following task:

Task 6 – Ongoing Implementation Support

Serve the Director and the Development Review Committee on an as-needed, retained time and materials basis.

Deliverables

1. Produce quarterly updates in July and October 2018, and January 2019.
Document the process improvement activities undertaken under this effort in the prior quarter and characterize their effect on the goals of the effort.
 2. Best practices recommendations, assistance with tasks assigned by the Development Review Committee, and ongoing optimization of Department workflow methods.
4. 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.

THE LATIMORE COMPANY, LLC

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Douglas Schulze, City Manager

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

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 The Latimore Company, LLC ("Consultant").

WHEREAS, the City needs professional services in connection with implementation of The Latimore Report findings within the Department of Planning and Community Development.

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)

☒ Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of forty-five thousand dollars (\$45,000.00);

☐ Fixed Sum: a total amount of \$_____;

☐ Other: \$_____, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

B. The Consultant shall submit, 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 and 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: The Latimore Company, LLC
 11805 Ingraham Road
 Snohomish, WA 98290
 Attention: Kurt Latimore

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.

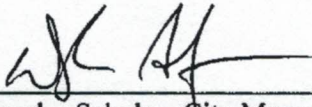
The Latimore Company, LLC

CITY OF BAINBRIDGE ISLAND

Date: November 21, 2017

Date: November 20, 2017

By: Kurt R. Latimore

By: 
Douglas Schulze, City Manager

Name: Kurt Latimore

Title: MEMBER

Tax I.D. # 20-0298088

City Bus. Lic. # 45214

ATTACHMENT A
Scope of Work

1. Establish Development Review LOS Standards.

Objective: Propose and establish a set of initial Level of Service review-cycle (iLOS) standards for the roughly 60 development review application types the City of Bainbridge Island Department of Planning & Community Development (Department) currently processes.

Task	Description, Assumptions, and Deliverables	
1. iLOS a. Propose and Establish iLOS Standards b. Design a simple procedure to implement this through step assignment due dates.	1. Derive proposed iLOS standards from a sample of Department SmartGov® (SG) case records decided in 2017, inferring average current-performance cycle times from these records based on timelines from first intake to approval, attached comment memos, and applicant rework records/estimates; along with insights from the Assessment. 2. Account for the current backlog of applications in review. Provision the iLOS to burndown in-work review cycles by March 30, 2018 (or other date chosen by the Director) on top of new submittals (assumed to be equal to 2017 rate and distribution). Further, assume incoming Department personnel are fully proficient by this chosen date and less so prior to then. 3. Present this initial set of standards to the Development Review Committee (DRC) for review, confirm these timelines align with staff experience, and comment. 4. Incorporate any revisions decided upon by the DRC. 5. Present the DRC iLOS standards to the City Manager for concurrence. 6. Establish a simple procedure to assign iLOS-based due dates in SG step assignments at intake and resubmittal. 7. Use of iLOS standards for 2018 development reviews.	

Staff	1. Provides online remote access to City SG records for case queries by November 20, 2017. 2. Leaders promote fast learning curves of incoming personnel. 3. Clear the legacy review-cycle backlog by chosen target date. 4. Participate in up to two DRC sessions dedicated to selection of iLOS standards between December 12 and December 19, 2017. a. Choose best-estimate iLOS standards for any case types not exercised in 2017. 5. Work to iLOS-based step assignment due-dates once implemented. 6. Monitor an overdue report in DRC sessions. Adjust priorities accordingly.	
Consultant	1. Start task on November 20, 2017. 2. Derive proposed iLOS standards from a sample of Department SG case records decided in 2017, inferring average current-performance cycle times from these records based on timelines from first intake to approval, attached comment memos, and applicant rework records/estimates; along with insights from the Assessment. 3. Account for the current backlog of applications in review, 2018 forecast, and incoming personnel learning curves. Separate out long idle (longer than 180 days) cases awaiting applicant response to information requests. 4. Present this initial set of standards to the DRC. 5. Incorporate any revisions decided upon by the DRC. 6. Present revised iLOS standards to the DRC for approval. 7. Present these DRC iLOS standards to the City Manager for concurrence on approximately December 21, 2017.	
Deliverables	1. iLOS review-cycle standards for current Department application types. a. Target completion: December 31, 2017. 2. Simple procedure to implement iLOS through step-assignment due dates. a. Target completion: January 2, 2018.	

2. Establish a Format, Standard, and Procedures for the DRC, Daily SmartGov® Use, and Process Improvement.

Objective: Create efficiencies by establishing standard work for development review. This standard work captures the essential steps of a given application review. It also provides a template to communicate staff findings in a structured, fully developed, and repeatable manner to the DRC, decision body, the applicant, and the public. Further, it serves as a learning aid that eases barriers to those new to an application type or to the Department. These first three procedures establish the structure and format of new-generation Department procedures, spell out the function of these three key Department activities, and reinforce DRC function.

Task	Description, Assumptions, and Deliverables
2. Procedures Define a procedure for the DRC. Define a procedure for Daily SmartGov® (SG) Rigor. Define a procedure for advancement of Process Improvements. Through these three pioneer procedures, establish a format, structure, and a revision control method for Department procedures to come.	- Develop a DRC procedure. Present a draft to the Current Planning Manager for review and collaborative optimization of the layout and content. Jointly present the result to the Department leaders and the Public Works Development Engineering manager for joint review and response on the procedure design and DRC content. Incorporate feedback. Re-present for adoption. - This first procedure also launches the DRC and models how process improvements are implemented. - Develop a procedure for Daily SG Rigor. This procedure spells out required inputs and timeliness for all staff participating in development review. Use the DRC-adopted procedure format from above. Example content: - Required input and attachments at counter intake and resubmittal. - How to choose as a reviewer what to work on next. - Reviewer status. - Certain flags such as whether the application was received and processed electronically. - Reviewer findings, comments, and conditions. - Required Department input and attachments at application approval. Present draft to the DRC for joint review and response. Incorporate any feedback. - Develop a procedure for process improvement within the Department and Development Engineering. This procedure spells out how the team mutually keeps track of improvement efforts, vets drafts, avoids sub optimization, adopts into widespread practice, and retires superseded methods.

	○ Joint DRC review and response to adopt this procedure, as above.	
Staff	1. Jointly review and jointly respond to draft procedures. Jointly adopt procedures thereafter. 2. Designate a repository for procedures. 3. Disciplined, widespread, use of the new procedures. 4. Participate in up to six DRC segments for joint review, joint response, and adoption of these three pioneering procedures between December 19, 2017 and January 24, 2018. a. Three segments to review, provide any feedback on draft procedures, and adopt into practice. b. Up to three segments to re-review and adopt final drafts. 5. Apply these standards to any procedures the team develops.	
Consultant	1. Start task on November 20, 2017. 2. Develop DRC draft procedure. Serves as a model for procedures and defines DRC functions. Collaborate with and incorporate Current Planning Manager feedback. Jointly present to the leadership team. Incorporate team feedback. Re-present for adoption. 3. Develop SG rigor procedure in the above format. Present to the DRC. Incorporate any feedback. Re-present if needed. Use this second procedure to reinforce DRC function. 4. Develop Process Improvement procedure in the above format. Present to the DRC, incorporate any feedback, re-present if needed.	
Deliverables	1. DRC procedure that also establishes a standard for procedures and establishes the DRC itself. a. Target completion: December 29, 2017. 2. Daily SG Rigor procedure. a. Target completion: January 2, 2018. 3. Process Improvement procedure. a. Target completion: January 24, 2018.	

3. Integrate Electronic Development Review.

Objective: Establish essential quality controls for electronic submittal and mesh this into department practice. This avoids the waste of releasing deficient materials into departmental review. Also, vet the mechanics of public, agency, DRB, PC, and Hearing Examiner interactions with wholly electronic submittal and review. This resolves potential gaps in the new electronic process.

Task	Description, Assumptions, and Deliverables
3. Electronic Review a. Establish quality steps at intake and resubmittal. b. Think through electronic Public, DRB, PC, Agency, and Hearings Examiner interactions.	1. Establish an intake screening process analogous to counter completeness for electronically submitted applications. Establish a counterpart for resubmittals. - o Actively validate uploaded materials satisfy intake checklist requirements in a timely fashion prior to release for department review. - o Actively validate uploaded materials respond to all comment letter items prior to release for department review. 2. Think through how the Design Review Board (DRB), Planning Commission (PC), the Hearing Examiner (HEX), Agencies, and the Public conduct reviews of electronically submitted applications. For example: - o Is paper generated? - o How is the current version identified? - o Do the means of public and agency comment change?
Staff	1. Choose the toolset for electronic submittal (SG, Bluebeam®, etc.) by December 31, 2017. 2. The DRC collaborates on the design of intake and resubmittal steps. 3. The Current Planning Manager collaborates on the design of the public, agency, DRB, PC, and HEX processes. 4. Personnel familiar with traditional department intake screening practices collaborates on the design of electronic intake and resubmittal processes. 5. Disciplined, widespread, use of the new procedures. 6. Participate in up to two DRC segments to review and adopt intake, resubmittal, and public/agency/DRB/PC/HEX methods between March 9, 2018 and March 30, 2018. 7. Apply these methods.
Consultant	1. Start task on January 29, 2018. 2. Develop intake and resubmittal steps. Collaborate with and incorporate DRC feedback.

	Jointly present to the Leadership Team. Incorporate Team feedback. Re-present for adoption. 3. Resolve any gaps in the new Electronic Development Review process pertaining to Public, Agency, DRB, PC, or Hearing Examiner interactions. Collaborate with and incorporate Current Planning Manager feedback. Jointly present to the Leadership Team. Incorporate team feedback. Re-present for adoption.	
Deliverables	1. Electronic Development Review intake and resubmittal quality controls. a. Target completion: March 30, 2018. 2. Public, Agency, DRB, PC, and Hearing Examiner interaction methods for electronic development review. a. Target completion: March 30, 2018.	

4. SAR and Parcel Report Efficiencies.

Objective: Establish the parcel report as the initiation point of department/applicant interactions. This standardizes initial contact and provides a structure and medium for inquiries, consultations, and intake. Specify improvements to the first-edition parcel report that would strengthen this use and utility. Recommend improvements to the newly implemented SAR process to increase efficiency.

Task	Description, Assumptions, and Deliverables	
4. SAR and Parcel Report a. Establish parcel reports as the starting point of department interactions. b. Spec parcel report enhancements to strengthen utility and use. c. Recommend SAR process efficiencies.	1. Establish the parcel report as the initiation point of department/applicant interactions. - o Counter inquiries. - o Consultations (if implemented) - o Intake. 2. Specify improvements in content, presentation, or functionality that strengthen the use and utility of parcel reports for the interactions above. 3. Observe and evaluate the newly deployed SAR process. Recommend process changes/enhancements to increase efficiency.	

Staff	1. Deploy the first-edition parcel report by November 20, 2017. 2. Generate and use the first-edition parcel reports to orient and guide inquiry, consult (if implemented), and intake interactions. 3. First-edition parcel report developer explains existing logic, assumptions, and functionality, and collaborates on enhancement options and means. 4. A representative from GIS (the first-edition developer), Planning, Building, DE, and the upcoming Customer Service team meet to discuss first-edition parcel report experience, strengths, and needs by January 25, 2018. 5. Participate in a DRC segment to review and adopt recommendations between March 15, 2018 and March 30, 2018. 6. Implement DRC decisions into widespread use.	
Consultant	1. Start task on November 20, 2017. 2. Reinforce usage of the parcel report for these interactions. 3. Confer with first-edition parcel report developer to explore current functionality and potential improvements. 4. Specify improvements to strengthen utility and use, and respond to team input above. 5. Observe, evaluate and recommend SAR process improvements to boost the efficiency of this new step. 6. Present recommendations to DRC.	
Deliverables	1. Recommendations to strengthen parcel report utility and use, and respond to team input above. a. Target completion: March 30, 2018. 2. Recommendations to boost the efficiency of the new SAR process. a. Target completion: March 30, 2018. 3. Presentation to the DRC. a. Target completion: March 30, 2018.	

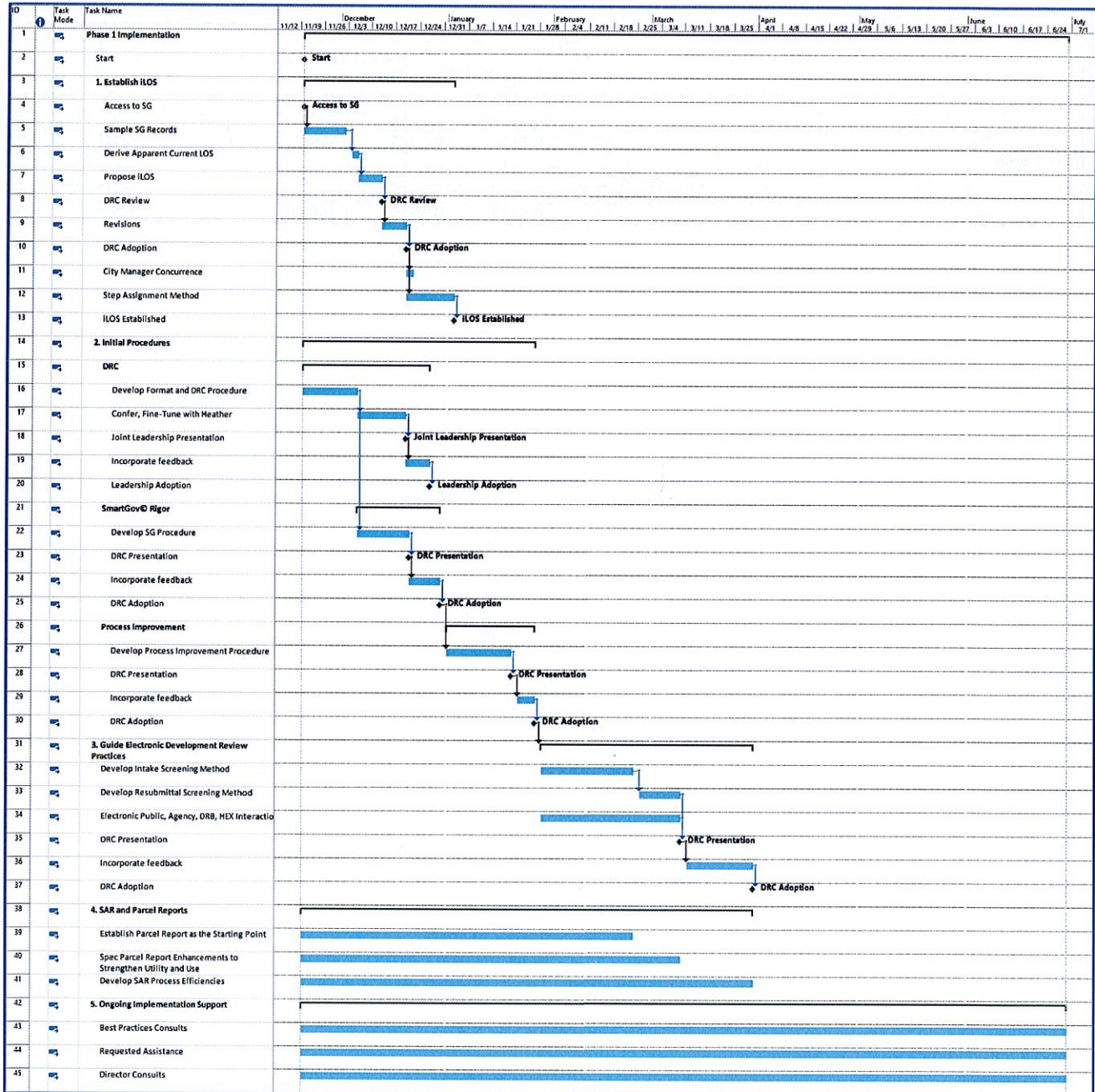
5. Implementation Support.

Objective: Serve as an ongoing resource to the Director and Department Managers for implementation success. Provide best practice alternatives, consults, and requested assistance.

Task	Description, Assumptions, and Deliverables	
5. Implementation Support a. Best Practices guidance. b. Consults. c. Requested assistance.	1. Start task on November 20, 2017. 2. Serve as an ongoing resource to the Director and Department Managers. 3. Provide best practice guidance and consults. 4. Provide requested assistance. ○ Develop materials or handouts. ○ Participate in meetings. ○ Council retreat package. ○ Facilitate. ○ Briefings. ○ Outreach. ○ Project management.	
Staff	1. Director or Department Manager request for guidance, assistance, help, etc.	
Consultant	1. Start task on November 20, 2017. 2. Provide timely response.	
Deliverables	1. Timely response as requested. 2. Level of effort through June 30, 2018.	

Schedule

Assumes this effort contracts and begins November 20, 2017, and runs through midyear 2018 as indicated below. Minor delay authorizing the start of the effort creates an approximate day-for-day offset in deliverable dates.



The following effort and costs are estimated to complete the scope of work. A budget allocation of \$45,000 is requested.

		Task 1	Task 2	Task 3	Task 4	Task 5	Total
		Establish ILOS	Initial Procedures	Electronic Review Considerations	SAR and Parcel Report Recom	Implementation Support	
Cost Summary							
	Labor	\$ 11,925	\$ 11,925	\$ 8,100	\$ 8,100	\$ 4,950	\$ 45,000
	Total	\$ 11,925	\$ 11,925	\$ 8,100	\$ 8,100	\$ 4,950	\$ 45,000
Cost Itemization							
		Rate/Hour					
Labor	Kurt Latimore	\$ 225.00	\$ 11,925	\$ 8,100	\$ 8,100	\$ 4,950	\$ 45,000
	Total		\$ 11,925	\$ 8,100	\$ 8,100	\$ 4,950	\$ 45,000

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 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

City Council Agenda Bill



PROCESS INFORMATION

Subject: Interlocal Agreement with Kitsap Public Utility District (KPUD) Relating to Paving of Beachcrest Drive, AB 18-112 – Public Works (Pg. 228)	Date: 7/10/2018
Agenda Item: CONSENT AGENDA - 9:55 PM	Bill No.: 18-112
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION

Department: Public Works	Fund: Annual Roads Preservation Program
Expenditure Req: Estimate \$45-\$50k / 2 = \$25,000	Budgeted? Budget Amend. Req?

REFERRALS/REVIEW

Special Meeting: 6/26/2018	Recommendation:
City Manager:	Legal: Yes Finance:

DESCRIPTION/BACKGROUND

The City contracted with Granite Construction in March, 2018, for the 2018 Asphalt Repair project and Beachcrest Drive is included as one of the various roads to be repaired.

Beachcrest Drive is located within the KPUD water service area and KPUD has a desire to replace its existing watermain under Beachcrest Drive due to its deteriorating condition.

In coordination with KPUD, the City will repave Beachcrest Drive following the installation of a new water main installed by KPUD, and KPUD will pay fifty percent of the paving costs. It is estimated that the paving work will occur after August 1, 2018.

By advertising early in the construction season, the City received a very favorable price for paving this year, so the City is able to add work after the contract award and still be well within the authorized budget for the project. Significant additional work included:

- Addition of full width reconstruction of Virginia Court;
- Changing Beachcrest Drive from patches to full width repaving; and
- Adding Wardwell speed humps and chevrons as directed by the City Council.

These changes will be completed within budget authority but will exceed the 10% change order authority delegated to the City Manager. Therefore, we are requesting authority be granted to the City Manager to sign change orders up to 25% of the contract amount for this contract.

At its June 26, 2018, meeting, the Council considered this item and forwarded it to the Consent Agenda for

this meeting.

RECOMMENDED ACTION/MOTION

Approve with consent agenda.

ATTACHMENTS:

Description	Type
□ Interlocal Agreement with KPUD	Backup Material

May 22, 2018

K. Chris Hammer, PE, PMP
Engineering Manager
Public Works Department
280 Madison Ave N
Bainbridge Island, WA 98110

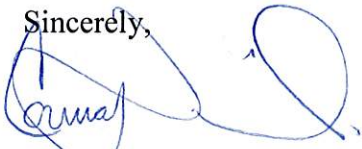
RE: Interlocal Agreement between the City of Bainbridge Island and Kitsap PUD No. 1

Dear Mr. Hammer,

Please find enclosed one signed original Interlocal Agreement between the City of Bainbridge Island and Kitsap PUD 1. Please return a fully executed ILA at your earliest convenience to my attention.

Please feel free to contact me if I can be of further assistance.

Sincerely,



Corine Vichi
Executive Administrative Assistant

Encl

INTERLOCAL AGREEMENT BETWEEN THE PUBLIC UTILITY DISTRICT NO. 1 OF KITSAP COUNTY AND THE CITY OF BAINBRIDGE ISLAND

1. **Parties.** This interlocal agreement (“Agreement”) is made and entered into by and between the City of Bainbridge Island (“COBI”) and Public Utility District No. 1 of Kitsap County (“PUD”)(collectively the “Parties”). The Parties are municipal corporations organized under the laws of the State of Washington and make this Agreement pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW.
2. **Purpose of Agreement.** This Agreement provides for assistance and cooperation between COBI and PUD related to the pavement repair of Beachcrest Drive, a city road on Bainbridge Island, Washington.
3. **Description of the Project.** COBI desires to undertake a public works project that will provide for pavement repairs to Beachcrest Drive. The scope of work for this project will include the work necessary for repair and restoration of the roadway after water main replacement utility work is completed by PUD.
4. **COBI Responsibilities.** COBI has an existing contract with Granite Construction (“Granite”) for pavement repairs to certain roads and streets within the corporate limits of COBI, including Beachcrest Drive. COBI shall be responsible for all construction administration, inspection, and testing of materials attributable to the work necessary to complete the pavement repairs to Beachcrest Drive. COBI shall provide PUD with a schedule of construction meetings and shall notify PUD of any meetings that relate to PUD’s portion of the work. PUD shall be permitted to have personnel onsite at any time. Upon completion of the pavement repair to Beachcrest Drive, COBI will submit a bill to the PUD for 50% of the direct costs of the pavement repair to Beachcrest Drive. To the extent required by state law, COBI will maintain records for the project necessary to document all funding received from PUD. COBI shall maintain such records in accordance with generally accepted accounting practices and government accounting requirements, and COBI shall retain such records in accordance with the applicable records retention schedules promulgated by the Washington State Archives.
- **PUD Responsibilities.** PUD agrees that it will replace a water main under Beachcrest Drive prior to start of the paving work by Granite. PUD shall pay COBI for the paving impacted by the waterline water transmission and replacement utility work which the Parties have agreed is 50% of the direct costs of the pavement repair to Beachcrest Drive. Granite will begin the paving work after August 1, 2018. PUD agrees that it will replace the water main under Beachcrest Drive prior to this date. PUD shall pay COBI its 50% of the direct costs within two months of completion of the work by Granite.
5. **Contractor Compliance.** COBI will ensure Granite complies with all public works statutes during the performance of the work including providing affidavits of prevailing

wages and any and all other public works construction requirements in accordance with Washington law.

6. **Indemnification.** COBI agrees to defend, indemnify, and hold harmless PUD, its officers, officials, employees, and volunteers from any and all claims which may be made by the contractor, suppliers, or others for the paving repair work to Beachcrest Drive. PUD agrees to defend, indemnify, and hold harmless COBI, its officers, officials, employees, and volunteers from any and all claims which may be made by the contractor, suppliers, or others for the water main replacement utility work on Beachcrest Drive.
7. **Change Orders.** Any change orders requested by Granite for the pavement repair work to Beachcrest Drive shall be first reviewed by COBI and shall then be forwarded to PUD for review.
8. **Insurance.** COBI agrees to have in full force and effect any and all insurance policies (or other forms of casualty and liability coverage) as necessary and required during the course of the pavement repair work which are not covered by the contractor's insurance.
9. **Term.** This Agreement shall be in effect until the pavement repair work to Beachcrest Drive has been completed and accepted and all bills have been paid and in no event longer than one year; provided that termination or expiration of this Agreement shall not relieve either party of its liability hereunder for any breach or default of this Agreement.
10. **Jurisdiction and Venue.** This Agreement is governed by the laws of the State of Washington. Venue for any legal action arising from a dispute under this contract is in the Superior Court for Kitsap County, Washington.
11. **Non-Discrimination.** Parties shall not discriminate in any manner related to this Agreement on the basis of race, color, national origin, sex, sexual orientation, religion, age, marital status, or disability.
12. **Severability.** If any provision of the Agreement shall be held invalid, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to serve the purposes and objectives of the Parties.
13. **Entire Agreement.** This Agreement constitutes the entire agreement between the Parties. Any modifications or amendments to this Agreement shall be in writing and shall be signed by each party.
14. **Compliance with RCW 39.34.040.** This Agreement shall be filed with the Kitsap County Auditor or, alternatively, listed by subject on the public website of each of the Parties hereto or on another electronically retrievable public source.

15. **Property.** It is not contemplated that any property, real or personal, will be acquired by either party to this Agreement separately or jointly as a result of this Agreement.

16. **Financing and Budget.** No separate fund shall be established and each party to this Agreement shall be responsible for its own budgeting.

17. **Administration.** No separate legal or administrative entity is created by this Agreement. Neither party to this Agreement is authorized to bind the other to any contract or obligation.

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

KITSAP COUNTY PUBLIC UTILITY
DISTRICT #1

CITY OF BAINBRIDGE ISLAND

Date: May 22, 2018

Date: _____

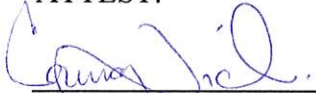
By: 

By: _____

Bob Hunter, General Manager

Douglas Schulze, City Manager

ATTEST:


Clerk for the Board of Commissioners



City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, April 11, 2018 – Councilmember Deets (Pg. 234)	Date: 7/10/2018
Agenda Item: COMMITTEE REPORTS - 10:00 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
☐ Multi-Modal Transportation Advisory Committee Regular Meeting Minutes, April 11, 2018	Backup Material



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, APRIL 11, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

MINUTES

Attendees: Committee members Lief Horwitz, Demi Allen, Robert Shulock, Don Willott, and Shannon Glass, and Marsha Cutting as well as Ken DeWitt (Parks District Liaison), Councilmember Joe Deets (City Council Liaison), and Chris Hammer (City Staff).

Members of the public in attendance: Charles Schmid and Kent Scott.

The Committee opened by approving the minutes of the March 2018 meeting.

Call to Order -- *Lief Horwitz*

Acceptance of Agenda -- *MTAC Members*

Approval of March 14 Meeting Minutes -- *MTAC Members*

Public Comment:

The public comment period focused on the suggestion that COBI bond funds should go to developed ROWs, Core 40 projects, safe routes to schools, developments for pedestrians and bicyclists in city ROWs where there is pavement and not to trails that are in the purview of the Parks District or to the STO. The committee engaged in discussions of ways to balance funding over numerous priorities and the continuing cooperation between COBI and the Parks District.

Reports:

Engineer Report & Updates:

- Chris Hammer reported the asphalt repair project on the Miller Rd shoulder.
- Chris Hammer explained that after evaluating several options for the Miller Avenue shoulder project, the City decided on one six ft. shoulder with 5 five ft. paved.
- Chris Hammer reported on the status of grant applications, including Madison sidewalks Wyatt to HS Road, Safe Routes to Schools, and the intersection of Sportsman Drive to New Brooklyn Rd.

Committee Updates:

- Shannon Glass reported on seven development review requests: East side of Sunrise Dr. north of Torvanger; Quitslund property between Madison and Torvanger fronting on Madison; Bay Hay and Feed on the west side of Sunrise Drive south the existing facility; Falk Rd SE of Bay Hay; Joan's House project on the east side of Ericson; Fortney Short Plat, east side of Fletcher Bay Rd north of Bucklin Hill Rd; and Miller Rd north of Koura Rd near Olympic Terrace. The focus was conditions on the development, the functionality of such conditions for ped/bike, and retaining access to City ROW.
- Update on the Soutter Rd vacation. They are asking for the current easement to be exchanged.



CITY OF
BAINBRIDGE ISLAND

MULTI-MODAL TRANSPORTATION
ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, APRIL 11, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

- Demi Allen reported and led a discussion on the results of the recent Bainbridge Mobility Alliance Walking & Biking Citizens Survey. Nearly 1600 Islanders who reflected a representative subset of Islanders participated in the survey. (Ref: Press Release, April 10, 2018, "Islanders Want Safer Options for Walking and Biking".
- Demi Allen and Don Willott reported on both the March 19th public meeting on the Infrastructure Ballot Measure and the April 3rd COBI Council STO Study Session.
 - There was a desire to focus near-term investment in Winslow on the Grow Ave Greenway (extension of sidewalk along Main St to Grow Ave).
 - The top 4 infrastructure priorities in order of funding high to low were: shoulder improvements, Safe Routes to Schools; trail connections; STO
 - Report out to Council is set for April 17. The Ballot Measure needs Council approval by June to place the measure on the November ballot.

Liaison Report Outs

- Joe Deets expressed the wish to define the visual impact of the buildout of the STO from High School Rd northward; that the City Council needs to review the visual impact of the STO ROW from SR 305 immediately north of HS Rd. Suggestions included "walking it", preparing computer model renderings, and engaging a community task force.
- Ken DeWitt reported that the Hidden Cove Dock Park will be dedicated on April 14


Lief Horwitz, Chair 6/13/18
06/13/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Ethics Board Regular Meeting Minutes, May 21, 2018 – Councilmember Deets (Pg. 237)	Date: 7/10/2018
Agenda Item: COMMITTEE REPORTS - 10:00 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
□ Ethics Board Regular Meeting Minutes, May 21, 2018 Backup Material	



CITY OF
BAINBRIDGE ISLAND

ETHICS BOARD
REGULAR MEETING
MONDAY, MAY 21, 2018
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

1. Call to order. Meeting was called to order at 6:33 PM Present were Scott Wilder, Dennis Willerford, Maradel Gale, Ingrid Billies, Joe Deets, Council representative, and Charlotte Rovelstad member of the community.
2. Changes or Additions to Agenda. Report on presentation to the Council added to item 9.
3. Disclosure of conflicts of interest. None.
4. Minutes of the April 16, 2018 meeting were accepted.
5. Communications. Scott had communications with Christina from BCB, she sent him an outline for the interview.
6. Public Comment. None.
7. Update on Board Vacancies. The City has gotten an applicant for the Ethics Board. The Board may fill the position soon.
8. Update on BCB Podcast. Scott met with Christina Hulet. Christina has prepared an outline for the broadcast. Scott and Dennis will participate in the podcast. Dennis will email Scott 3 or 4 possible time slots that he is available to participate in the podcast. Scott will email the podcast outline to the Board members.
9. Updates on Education and Public Outreach. Booth at the Farmers Market. Scott will reach out to Kristen Drew regarding potential dates for the Farmers Market. Outreach to advertise Ethics Board meetings, an announcement could be put in the Bainbridge Islander. Tri-fold brochure should be printed out and have ready to hand out at the Farmer's Market outreach booth. Scott will try to get the Ethics Training Module onto the agendas for committees and commissions. Report to Council: the presentation was received well by the Council.
10. Items for Next Meeting Agenda. Update on the BCB. Choose a date for the Farmer's Market. Review the Education materials, i.e., the power point presentation – possibly put it up on the tv screen.
11. Next meeting date. June 25, 2018.
12. Adjournment. 7:11 p.m.



Scott Wilder, Chair 06/25/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Utility Advisory Committee Meeting Regular Meeting Minutes, May 23, 2018 – Councilmember Nassar (Pg. 239)	Date: 7/10/2018
Agenda Item: COMMITTEE REPORTS - 10:00 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
☐ Utility Advisory Committee Meeting Regular Meeting Minutes, May 23, 2018	Backup Material



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, MAY 23, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Committee members present:

Members: Andy Maron, Jeff Kanter, Co-chairs
Ted Jones, Nancy Nolan, Emily Sato, Steve Johnson, and Jim Thrash
Council Liaison: Rasham Nassar
Also present: Barry Loveless, COBI Director of Public Works, Don Breiner, citizen, and
Doug Schulze, City Manager

1. The meeting was called to order at 5:00 PM by Jeff Kanter, Co-chair.
2. The meeting minutes of May 9, 2018 were approved (Steve Johnson moved, Ted Jones seconded).
3. There was no public comment.
4. Barry updated the UAC on developments in the Public Works department. He stated that work is progressing on the rate study, but that there will nothing to report until late June or July. The draft sewer CIP for 2019-2024 is scheduled to be presented to city council on June 19th. Barry then gave a quick overview of the current draft CIPs for the City's sewer, water and SSWM utilities.
5. City Manager Doug Schulze arrived at 6:15 and proceeded to brief the Committee on his research into broadband internet service. Doug has been meeting with concerned community members and exploring options for improving internet service on the island. KPUD's new ability to sell services to retail customers was discussed, but he thought that KPUD is more focused on rural areas of Kitsap County with underserved users (<25mbps) and said that they are using an active ethernet model, which is very expensive. Doug posited the possibility of using the existing institutional network to provide service branching off from it, or by entering into a public/private partnership. It was decided that Doug will return to the next UAC meeting to discuss how the UAC can work with him during his investigatory work.
6. Ted Jones facilitated the continued discussion of the proposed "Heightened Utility Review Process" of the City's three utilities, and "Periodic Review Process" of non-City owned utilities. Goal U9 of the COBI Comprehensive Plan was discussed, as was the distinction between City-owned and non-City owned utilities.
7. Andy Maron reported that four people have applied to the open seats on the UAC, including Nancy, who applied for her current seat.
8. The meeting was adjourned at 6:52 pm.


Co-Chair 6/27/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Utility Advisory Committee Meeting Regular Meeting Minutes, June 13, 2018 – Councilmember Nassar (Pg. 241)	Date: 7/10/2018
Agenda Item: COMMITTEE REPORTS - 10:00 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
□ UAC MIN 061318	Backup Material



CITY OF
BAINBRIDGE ISLAND

UTILITY ADVISORY COMMITTEE
REGULAR MEETING
WEDNESDAY, JUNE 27, 2018
CITY HALL
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

Minutes

Committee members present:

Andy Maron, Jeff Kanter; Co-Chairs

Members: Ted Jones, Emily Sato, Jim Thrash

Council Liaison: Rasham Nassar

Also present: Barry Loveless, COBI Director of Public Works, Doug Schulze, City Manager,
Steve Hellriegel, Net253, Dave Ledoux, Citizen, John Grinter, Citizen

1. The meeting was called to order by Co-Chair Andy Maron at 5:10 pm.
2. The meeting minutes of May 23, 2018, were approved as edited (Jeff Kanter moved, Ted Jones seconded).
3. Public Comment - none.
4. Public Works Update: Rate Study and CIP Update - Barry Loveless noted the consultants doing the Rate Study had questions on data. Update on the CIP will go to the City Council on June 19 for a first look as part of the 2019-2020 budget, which will be adopted in November. Olympic Way will be in for bid this year. Wyatt Way water line replacement from Madison to Lovell is next year. The Sportsman Club Road/New Brooklyn Road roundabout will be in 2020.
5. Broadband Expansion Presentation - City Manager Doug Schulze introduced Steve Hellriegel who presented background on his organization, Net253, an ISP that is serving internet customers in Lynwood Center and other areas. Doug has formed a task force including Steve Hellriegel and Dave Ledoux, who is underserved for internet, to determine how to better serve neighborhoods. Doug also showed the presentation he had previously given to the City Council, which described various municipal models - City Network, Conduit/Dark Fiber, Open Access, and I-Net 'N' More. The UAC may form a subcommittee to assist Doug and his task force to develop recommendations.
6. Discuss Template for UAC Utility Review - Ted Jones facilitated edits of the updated presentation - "UAC Recommendation to COBI Council for a 'Periodic Utility Review' Process". A calendar for utilities' key dates, and a draft forwarding letter, will be developed.
7. Comments for The Good of The Order - Jim Thrash noted a conversation with Karen Brubeck of PSE regarding future PSE activities and will convey an invitation to her for a future UAC meeting.
8. Meeting was adjourned at 7:03 pm.


Jeff Kanter Co-Chair

6/27/18

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Puget Sound Regional Council Growth Management Policy Board Report, June 7, 2018 - Councilmember Peltier (Pg. 243)	Date: 7/10/2018
Agenda Item: COMMITTEE REPORTS - 10:00 PM	Bill No.:
Proposed By: Councilmember Peltier	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
☐ PSRC Growth Management Policy Board Report, June 7, 2018	Backup Material

PSRC Growth Management Policy Board 6/7/18 Meeting Report Ron Peltier

BACKGROUND

The Puget Sound Regional Council is a four county planning body created by Governor Booth Gardner in 1991. PSRC creates policies and makes decisions regarding transportation, economic development and growth management for King, Snohomish, Pierce and Kitsap counties.

I was recently appointed by the Bainbridge Island City Council to take Michael Scott's place on PSRC's Growth Management Policy Board. Michael was the primary representative for the Kitsap Regional Coordinating Council. I will be an alternate, however, with Rob Pataansuu, Mayor of Port Orchard, assuming the position of primary representative for KRCC. I sat with Rob and Greg Wheeler, Mayor of Bremerton at the June 7th meeting. As an alternate I only vote if Rob is not present. I do, however, get to participate in Board discussions. June 7th was my first meeting.

Vision 2040 to Vision 2050

The primary task of the PSRC Growth Policy Board over the next two years is an update of its regional plan, Vision 2040. The new plan, now in the early stages of development, is Vision 2050. Vision 2040 is a regional plan for how the Puget Sound Region should accommodate an increase in population from 3.6 million in 2007 to 5 million people by 2040. The forecast for 2050 planning is that we should expect an increase of 1.8 million people from the present.

Environmental stewardship

Vision 2040 places a strong emphasis on "restoring and sustaining the natural environment". This theme runs throughout Vision 2040 as part of a narrative that characterizes Puget Sound's population growth, and associated development, as integral to the restoration and protection of the natural environment. I have to tell you, I'm very skeptical as to how realistic that narrative is. How is it working so far? Our salmon runs are in decline, along with herring, sea birds and other indicator species. As we get to work on Vision 2050 I intend to ask for scientific analysis to support its narrative as to how growth, housing, economic development and transportation will be reconciled with stewardship of the natural

environment. I'll do my best to report what happens at PSRC Growth Management Policy Board meetings and look forward to hearing your thoughts and hopefully some Council discussion.

This is important to Bainbridge Island

The work being done on Vision 2050 is extremely important to the future of Bainbridge Island. Will we see increased pressure to add density and growth to the Island, or will we be part of a new approach as to how the Region balances growth and economic development with responsible stewardship of the natural environment? I believe we can influence that narrative and help make Vision 2050 an improvement over Vision 2040.

Vision 2040 is the starting point for Vision 2050

As work gets started on Vision 2050, Vision 2040 is the default starting point. The following is from the introduction to Vision 2040 and provides a very general overview of how PSRC has approached the challenge of balancing growth and development with environmental stewardship:

people • prosperity • planet

The concept of people, prosperity and planet provides a central theme for VISION 2040. It describes what is referred to as the triple bottom line approach of capturing an expanded spectrum of values when planning for the future and in measuring results. It signals that the region uses an approach to public decision-making that produces social, cultural, economic, and environmental benefits.

The phrase conveys that the people of the region, our economic prosperity, and our relationship to the planet are tied together in a mutually supportive and interdependent way. Social and environmental goals cannot be achieved without economic prosperity — and achieving prosperity is highly related to social well-being and environmental quality

The Vision

Our vision for the future advances the ideals of our people, our prosperity, and our planet. As we work toward achieving the region's vision, we must protect the environment, support and create vibrant,

livable, and healthy communities, offer economic opportunities for all, provide safe and efficient mobility, and use our resources wisely and efficiently. Land use, economic, and transportation decisions will be integrated in a manner that supports a healthy environment, addresses global climate change, achieves social equity, and is attentive to the needs of future generations.

Regional Goals

The following overarching goals provide the framework for each of the six major policy sections of VISION 2040 that appear in Part III.

Environment. The region will care for the natural environment by protecting and restoring natural systems, conserving habitat, improving water quality, reducing greenhouse gas emissions and air pollutants, and addressing potential climate change impacts. The region acknowledges that the health of all residents is connected to the health of the environment. Planning at all levels should consider the impacts of land use, development patterns, and transportation on the ecosystem.

Development Patterns. The region will focus growth within already urbanized areas to create walkable, compact, and transit-oriented communities that maintain unique local character. Centers will continue to be a focus of development. Rural and natural resource lands will continue to be permanent and vital parts of the region.

Housing. The region will preserve, improve, and expand its housing stock to provide a range of affordable, healthy, and safe housing choices to every resident. The region will continue to promote fair and equal access to housing for all people.

Economy. The region will have a prospering and sustainable regional economy by supporting businesses and job creation, investing in all people, sustaining environmental quality, and creating great central places, diverse communities, and high quality of life.

Transportation. The region will have a safe, cleaner, integrated, sustainable, and highly efficient multimodal transportation system that supports the regional growth strategy, promotes economic and

environmental vitality, and contributes to better public health.

Public Services. The region will support development with adequate public facilities and services

Vision 2040 addresses the key question:

“How can the region accommodate the anticipated growth that will bring it to 5 million people and 3 million jobs by 2040 while enhancing the environment and our overall quality of life?”

NOTES from the June 7th meeting

Paul Inghram Vision 2050 Scoping Report (summarized)

VISION 2040 is the long-term strategy for sustainable growth in the central Puget Sound region and includes goals, multicounty planning policies (MPPs), and implementation actions. It also sets forth the Regional Growth Strategy that provides numeric guidance for planning for population, housing, and employment growth that is reflected in countywide targets and local comprehensive plans.

PSRC is currently in the early work stage of preparing to update VISION 2040. Adoption of the scoping report will mark the formal launch of the VISION 2050 project (the scoping report was adopted at the June 7th meeting). The board began the scoping process at its January 2018 meeting. At its April meeting, the Growth Management Policy Board held an extended discussion about priorities for the update. The board also listened to comments on the VISION 2050 scope and the results of a public opinion survey. At its May meeting, the board asked to continue to review the scoping report and to clarify how VISION 2050 relates to VISION 2040.

The scoping report documents the scoping process, reflects comments heard, and establishes the scope of review of the Supplemental Environmental Impact Statement. The report documents issues that may be discussed in the plan and environmental analysis and establishes a broad framework for the plan. The scoping report is very similar to the report prepared at the beginning of the VISION 2040 planning process. The board is asked to adopt the report to finalize the scoping process, which initiates the environmental review process and development of the broader project work plan.

At the May meeting, board members asked several questions about the scoping report. To respond to those comments, the draft report has been updated to:

- Include a more complete description of VISION 2040
- Clarify that the project will include review of social equity and the suburbanization of poverty
- Emphasize that the scope includes potential changes to the Regional Growth Strategy
- Recognize that, while it may be impossible to review all 1,300 individual scope comments in board meetings, it is valuable for the board to have the comments available to consider throughout the update to inform decision making.

Work Plan

Board meetings throughout the next two years will focus almost entirely on VISION 2050, including extending the Regional Growth Strategy to 2050, review of the multicounty planning policies, and establishing an updated set of regional actions to implement the plan. Based on board discussion and review of scoping comments, the two most significant regional issues for the update are review of the Regional Growth Strategy and addressing housing affordability. Other priorities identified by the board included climate change and resilience, social equity and displacement, integration of policy topics, and plan implementation. The board discussed focusing on a limited set of topic areas that address challenges, gaps in the current plan, and areas that would benefit from additional regional planning.

The draft work plan provides for several extended board work sessions to focus on specific issues and to look at options for modifying the Regional Growth Strategy. It also includes time to address overall adjustments to the plan.

This work plan assumes release of a draft plan for public comment in the summer of 2019, a recommendation by the Growth Management Policy Board by the end of 2019, and adoption by the General Assembly in 2020.

From the Scoping Report adopted at the June 7th meeting:

Environmental Review

PSRC has proposed to update and revise the long-range growth, economic, and transportation strategy for King, Pierce, Snohomish and Kitsap counties.

PSRC, as lead agency for environmental review, has determined that the regional plan for 2050 may have significant impact on the environment, and in February 2018 issued a Determination of Significance (DS), pursuant to the State Environmental Policy Act (SEPA — RCW 43.21C.030(2)(c)). In response to the DS, PSRC will analyze impacts to the built and natural environments in a supplemental environmental impact statement (SEIS). PSRC will explore different strategies to mitigate negative impacts of growth. The SEPA process will follow procedures identified in Chapter 197-11 of the Washington Administrative Code, the SEPA Handbook (2017), PSRC procedures and policies for implementing SEPA adopted in Executive Board Resolution EB-2016-01, and PSRC's Public Participation Plan (2017). PSRC will use the environmental review process to analyze the effects of continued growth in the region, and alternative ways of responding to and accommodating that growth.

What is Scoping?

Scoping is the first step in the environmental review to determine the scope and significant issues to be analyzed in depth in the SEIS. The scoping process is also intended to eliminate from detailed study those issues that are not significant, and those that have been covered by prior environmental review. The scoping process for VISION 2050 was held between February 2, 2018, and March 19, 2018. It included events and meetings at which issues were identified and explored. PSRC reviewed selected policy areas of the existing VISION 2040 plan, conducted a public opinion survey, held workshops in each of the four counties, and made presentations to countywide and regional boards and committees. Public involvement and written comments were actively encouraged and solicited throughout the scoping period.

Vision 2050 Work Plan Schedule

- Analysis of issues, development of the plan, and consideration of changes to the growth strategy will occur through 2018 and in early 2019.
- A draft VISION 2050 plan is scheduled to be released for public review in the summer of 2019.
- Adoption of VISION 2050 by the General Assembly is scheduled to occur at the General Assembly meeting in the spring of 2020.

REGIONAL GROWTH STRATEGY DISCUSSION at June 7th meeting

I'm going to condense this down considerably to just say the discussion was about how to distribute growth in the coming years and the factors that

should be taken into consideration. To start this out we broke into two groups just before lunch. The following was part of the materials provided to the breakout groups to guide our discussions:

DISCUSSION

VISION 2040 is the long-term strategy for sustainable growth in the central Puget Sound region. VISION 2040 includes goals, multicounty planning policies (MPPs), and implementation actions. It also sets forth the Regional Growth Strategy that provides numeric guidance for planning for population, housing, and employment growth that is reflected in countywide targets and local comprehensive plans. PSRC has launched an update of the plan to extend the planning horizon to 2050.

VISION 2040 describes the following objectives for the Regional Growth Strategy:

- The overall natural environment is restored, protected, and sustained.
- Population and employment growth is focused within the designated urban growth area.
- Within the urban growth area, growth is focused in cities.
- Within cities, centers serve as concentrations of jobs, housing, and other activities.
- A better balance of job locations and housing is achieved, facilitated, and supported by incentives and investments.
- Rural development is minimized.
- Resource lands are permanently protected, supporting the continued viability of resource-based industries, such as forestry and agriculture.
- Existing infrastructure and new investments are used more efficiently and effectively, and are prioritized for areas that are planning for and accommodating growth.
- Meaningful steps are taken to reduce carbon emissions and minimize the region's contribution to climate change.

Our breakout discussion at the June 7th meeting

I was really glad to see environmental restoration and protection at the top of the tentative list of priorities and was prepared to contribute the group discussion. There were about 15 of us that chose to meet in a small conference room, while the rest of the board of about 30 stayed in the main conference room. At the beginning of our breakout session Paul Inghram, senior PSRC staff member, looked at me expectantly and asked if I had

anything to start us out with.

I started us out by reflecting on 2040's commitment to environmental stewardship and the lack of scientific data and studies to support a narrative that strongly suggests we can continue growth and development while at the same time "restoring and sustaining the natural environment". I went on to express that as an elected official potentially supporting the development of a plan for the future of Puget Sound I would like to see that plan based on facts and analysis. Paul said there were studies to support that narrative of simultaneous growth and environmental stewardship. I will be following up with Paul on that. In the meantime, my impression from what I've seen and read is that the current level of population and development in the Puget Sound Region is having a significant adverse impact on Puget Sound, with declines in all the major indicator species.

I didn't hear much from other Board members regarding concerns about the natural environment but one person did comment that gains in reducing per capita greenhouse gas emissions is being cancelled out by population growth. Others were concerned about such issues as impacts to freight corridors, the incorporation of urban growth centers, affordable housing and equitable distribution of growth throughout the region.

Main Group Discussion on Regional Growth Strategy

The main thing I took away from the full group discussion on the regional growth strategy was the need to allow for flexibility in how growth is accommodated in supposedly similar types of cities, urban growth areas and centers, with an emphasis on directing growth to the existing infrastructure needed to support it.

Bainbridge Island is classified as a "larger city", along with Edmonds, Woodinville, Sammamish, Issaquah, Arlington, and twelve others. Bainbridge has a transportation hub in the form of a ferry terminal, which according to the current growth strategy means it should accommodate more growth. As those of us who live on Bainbridge know, the transportation infrastructure needed to accommodate significant growth doesn't exist on most of the Island.

July 5th meeting agenda

The next meeting of the PSRC Growth Management Policy Board will be at the PSRC office in downtown Seattle on the 5th of July. The topic will be

housing. Meeting agendas, minutes and schedule can be found on the PSRC Growth Management Policy Board web page:

<https://www.psrc.org/board/growth-management-policy-board>

City of Bainbridge Island

City Council Agenda Bill



PROCESS INFORMATION

Subject: Affordable Housing Task Force Special Meeting Minutes, June 19, 2018 - Deputy Mayor Blossom and Councilmember Schneider (Pg. 253)	Date: 7/10/2018
Agenda Item: COMMITTEE REPORTS - 10:00 PM	Bill No.:
Proposed By: Deputy Mayor Blossom and Councilmember Schneider	Referrals(s):

BUDGET INFORMATION

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

REFERRALS/REVIEW

:	Recommendation:	
City Manager:	Legal:	Finance:

DESCRIPTION/BACKGROUND

RECOMMENDED ACTION/MOTION

For information only.

ATTACHMENTS:

Description	Type
☐ Affordable Housing Task Force Special Meeting Minutes, June 19, 2018	Backup Material



AFFORDABLE HOUSING TASK FORCE
SPECIAL MEETING
TUESDAY, JUNE 19, 2018
4:30 PM – 6:00 PM
MAP ROOM- CITY HALL
280 MADISON AVE. N
BAINBRIDGE ISLAND, WA 98110

MINUTES

TASK FORCE MEMBERS PRESENT:

Althea Paulson, Chair
Corey Christopherson
Stephen Deines
Sharon Gilpin
Stuart Grogan
Ed Kushner

Ann Lovejoy
Bill Luria
Pegeen Mulhern
David Shorett
Charlie Wenzlau

LIAISONS PRESENT: Councilmember Leslie Schneider, Planning Commissioner Bill Chester

COBI STAFF PRESENT: Jennifer Sutton, Senior City Planner

MEMBERS OF THE PUBLIC PRESENT: Marci Burkel, Charlotte & Andy Rovelstad, Don Breiner, Elise Wright

CALL TO ORDER: Chair Althea Paulson called the meeting to order at 4:30 pm.

ADDITIONS & CORRECTIONS TO AGENDA: Motion to approve the agenda passed unanimously.

CONFLICTS OF INTEREST: There were no changes to previously disclosed conflicts.

APPROVAL OF MINUTES: The minutes of the May 23 meeting were unanimously Approved without any changes.

PUBLIC COMMENT: None.

REVIEW DRAFT FINAL REPORT: Discussion focused on which topics need to be addressed in final report and what information needs to be collected.

- Add appendix describing levels of affordability by income
- Integrate charts into final report.
- Add information on HRB waiting list.
- Any edits or comments should be sent to Jennifer Sutton for coordination.

Motion: Modify last sentence on page 16 to replace “HRB” with “Housing Trust Fund” and delete remainder of sentence. Motion unanimously approved.

INCLUSIONARY ZONING ECONOMIC ANALYSIS WORK: Morgan Shook of ECONorthwest and Nick Bratton of Forterra gave an overview presentation of the economic analysis work that they will perform to produce information related to Inclusionary Zoning and improving the City's Transfer of Development Rights program. After the AHTF meeting, they were going to give the same presentation to the City Council.

PUBLIC COMMENT: Don Breiner wanted to give a presentation to the AHTF, but there was not enough time.

ADJOURN: Motion to adjourn at 6:00 p.m. approved by a unanimous vote.