



**CITY OF
BAINBRIDGE ISLAND**

**CITY COUNCIL REGULAR BUSINESS MEETING
TUESDAY, MAY 28, 2024**

**COUNCIL CHAMBERS
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA**

AND

**REMOTE MEETING ON ZOOM
PLEASE CLICK THE LINK BELOW TO JOIN THE WEBINAR:
[HTTPS://BAINBRIDGEWA.ZOOM.US/J/92947338351](https://bainbridgewa.zoom.us/j/92947338351)
OR TELEPHONE: US: +1 253 215 8782
WEBINAR ID: 929 4733 8351**

AGENDA

- 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE - 6:00 PM**
Deputy Mayor Quitslund will be absent.
- 2. APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE - 6:05 PM**
- 3. PRESENTATION(S)**
 - 3.A (6:10 PM) Announce the Bainbridge Island Reads Book for Summer and Fall 2024 - Executive, 5 Minutes**
- 4. PUBLIC COMMENT - 6:15 PM**

In person public comment is accepted at this time on any topic of public interest. Each commenter will have three minutes, or such amount as the meeting chair determines, to speak. Public comment is not taken on individual agenda items during the meeting. For items scheduled for a public hearing, comment is accepted from an individual only one time, either during public comment or during the hearing. Public comment is simply received by the Council, with no response, and Council cannot deliberate on items that are not on the agenda. The lack of comment is not an endorsement or a denial of the comment. Please refer to guidelines and instructions for public comment, including orderly behavior and civility in remarks, attached below. Remote public comment is allowed with advance notice by noon on the date of the meeting to the City Clerk, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

- 4.A Instructions for Providing Public Comment** 15 Minutes
[Instructions for Providing Public Comment March 2024.pdf](#)

5. CONSENT AGENDA - 6:30 PM

All items listed under this section are considered to be routine and will be acted upon with one motion and one vote. There will be no separate discussion of these items unless a member of the City Council, or City Manager so requests, in which event, the item will be considered separately in its normal sequence.

- 5.A Agenda Bill for Consent Agenda,** 5 Minutes
- 5.B Approve Accounts Payable and Payroll**
[Council PR Report 5-20-24.pdf](#)
[AP Report to Council of Cash Disbursements 5-29-24.pdf](#)
- 5.C Approve City Council Meeting Minutes**
[Community Meeting - Special City Council Meeting Minutes, May 7, 2024.pdf](#)
[Special City Council Meeting - Executive Session Minutes, May 14, 2024.pdf](#)
[Regular City Council Business Meeting Minutes, May 14, 2024.pdf](#)
- 5.D Authorize the City Manager to Enter Into a Construction Contract with Puget Paving & Construction, Inc. for the 2024 Annual Roads Preservation Project (\$843,195.15, Tax Supported) - Public Works**
[2024 Annual Roads Puget Paving Construction.docx](#)
[Bid Form_2024 Annual Roads.docx](#)
[Location Map 2024 Final 4-19-2024.pdf](#)
- 5.E Ratify the Pre-Approved Purchase Order for a Heavy Duty Pickup Truck as Part of the Capital Improvement Plan Fleet Purchase (\$165,148.48 Equipment, Rental and Revolving Fund) - Public Works**
[Bud Clary Ford Hyundai_PO Executed.pdf](#)
[2023-2028 Modified 2024 Fleet CIP.pdf](#)
- 5.F Authorize the City Manager to Execute the Renewal of the Interlocal Cooperative Agreement for the Bainbridge Island Police Department's Participation in the Kitsap Critical Incident Response Team - Police,** 5 Minutes
[KCIRT Interlocal Cooperative Agreement 2024.docx](#)
- 5.G Authorize City Manager to Solicit Proposals for Periodic Update to Permit Fee Study**
[City of Bainbridge Island Permit Fee and Processing Times Rate Study_FINAL.docx](#)
- 5.H Authorize the City Manager to Accept \$90,000 Grant from Department of Commerce for Solar and Battery Feasibility Project under the Solar Plus Storage for Resilient Communities Grant Program - Executive**
[City of Bainbridge Island Solar and Battery Feasibility Assessment -AppID436673.PDF](#)
- 5.I Authorize the City Manager to Accept a Federal Grant In the Amount of \$4,112,659 in Support of the Springbrook Fish Passage Project - Public Works**
[2024 PROTECT Bainbridge Island.pdf](#)

6. **COUNCIL ANNOUNCEMENTS - 6:35 PM**

7. **CITY MANAGER'S REPORT - 6:45 PM**

8. **PUBLIC HEARING(S)**

8.A **(6:50 PM) Hold Public Hearing on Ordinance No. 2024-11 Establishing a Moratorium on Crematoria,** 30 Minutes

Memorandum on Procedural Options after Public Hearing on Moratorium on Crematoria
Ordinance No. 2024-11 Imposing Moratorium on Applications for Crematoria.pdf

9. **REGULAR BUSINESS**

9.A **(7:20 PM) Receive Presentation from City Employee Wellness Committee on the City's Participation in the Association of Washington Cities Well City Program,** 10 Minutes
The Wellness Program.pptx

9.B **(7:30 PM) Receive Update on Something New 2024-25 Artwork from the Public Art Committee and Confirm Display of Five Pieces of Art, Public Art Committee,** 10 Minutes
Something New VII Public Art Jury Selected Pieces 1-5.pdf

9.C **(7:40 PM) Adopt Ordinance No. 2024-09 Relating to Regulations for Stormwater Pollution Source Control for Existing Development - Public Works,** 10 Minutes
Ordinance No. 2024-09 Source Control for Existing Development.docx
DRAFT Source Control Program Policies and Implementation Plan_05132024.pdf
Source Control_022024_Slides.pdf

9.D **(7:50 PM) Adopt Ordinance No. 2024-14 Amending the Civil Service Procedures to Allow the Hiring Authority to Consider the Top Five Candidates Pursuant to the Revised Code of Washington** 10 Minutes
Ordinance No. 2024-14 Approving the Rule of Five for Non-Promotional Positions.docx

9.E **(8:00 PM) Nominate Bainbridge Island Representative for Appointment to the Kitsap Public Facilities District,** 5 Minutes
Bullock (Kitsap Public Facilities District) - Redacted.pdf
Russell (Kitsap Public Facilities District) - Redacted.pdf

9.F **(8:05 PM) Appoint Up to Three Voting Delegates for the Association of Washington Cities Business Meeting,** 5 Minutes

10. **COMMUNICATIONS**

10.A **(8:10 PM) Consider Request from Councilmember Mathews to add a Discussion of Adding Youth to City Commissions and Committees to a Future Council Agenda,** 5 Minutes
Request for Council Discussion on Adding a Youth Member to Applicable Boards, Committees and

11. ADJOURNMENT - 8:15 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.



City Council meetings are wheelchair accessible. Assisted listening devices are available in Council Chambers. If you require additional ADA accommodations, please contact the City Clerk's Office at 206-780-8604 or cityclerk@bainbridgewa.gov by noon on the day preceding the meeting.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (6:10 PM) Announce the Bainbridge Island Reads Book for Summer and Fall 2024 - Executive,

SUMMARY: The community had the opportunity to vote on an option of three books from April 1 until April 30. After the announcement of the book, the community will have the opportunity from June until November to read and participate in special events around the top-voted book. Events will begin in July. The finalists for the next BI Reads book were:

1. The Cold Millions by Jess Walter
2. Hotel on the Corner of Bitter and Sweet by Jamie Ford
3. A Tale for the Time Being by Ruth Ozeki

Over 110 people voted for their choice of which book to read online through Engage Bainbridge. The City encourages people to read the chosen book and participate in the City events. The City has not finalized the total number of events yet, but has been in contact with organizations on the Island including Bainbridge Artisan Resource Network, Bainbridge Youth Services, and the Historical Museum, among others to host events. The City will announce events related to the book in June.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: Information only.

COMMUNITY ENGAGEMENT AND OUTREACH: The public voted on the three finalist books and the highest voted book was chosen as the BI Reads book of Summer and Fall 2024.

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: The City is continuing its Community Reads Program, called BI Reads, that was started with Bainbridge Island Reads for Justice with the book "Stamped: Racism, Antiracism, and You" by Jason Reynolds and Ibram X. Kendi. The goals for the BI Reads program are to:

1. Build community on Bainbridge Island through reading one book together.
2. Promote literacy and the love of reading Island-wide and beyond.
3. Be open to all types of books that foster beneficial dialogue, creative expression, and expanded ways of thinking.

Book recommendations were submitted by book clubs on Bainbridge Island. Then, three finalists were selected from a BI Reads committee that included members of the Senior Center, Kitsap Regional Library, and Eagle Harbor Books. Finally, the community voted on the three finalists from April 1 - 30. The finalists for the next BI Reads book were:

1. The Cold Millions by Jess Walter
2. Hotel on the Corner of Bitter and Sweet by Jamie Ford
3. A Tale for the Time Being by Ruth Ozeki

The title of the selected book is available in large print, audio format, paperback, and from the Washington Talking Book & Braille Library.

The 2023 Community Read Book was Braiding Sweetgrass: Indigenous Wisdom, Scientific Knowledge and the Teachings of Plants by Robin Wall Kimmerer. It was a well-received title supported with several community events and discussions.

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 15 Minutes

AGENDA ITEM: Instructions for Providing Public Comment

SUMMARY: Instructions and guidelines for providing public comment are attached.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Instructions for Providing Public Comment March 2024.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

CITY CLERK'S OFFICE

Members of the public are encouraged to submit written public comment to the City Council at any time by emailing Council at council@bainbridgewa.gov. Members of the public who wish to provide public comment in-person at a City Council business meeting should sign up to speak on the sign-in sheet by the Chamber doors. The Mayor will call the people signed up on the sign-in sheet, and speakers will have three minutes to speak from the podium. Please speak directly into the microphone, which is adjustable. A timer on the screen will indicate when 3 minutes (or such other time set by the Mayor) has elapsed. The Deputy Mayor will also hold a sign indicating when 30 seconds of the allotted time remains.

Guidelines for public comment are below. Remote public comment is allowed with advance notice to the City Clerk by noon on the date of the meeting at cityclerk@bainbridgewa.gov, provided that all remote commenters shall be required to display their true name and to keep their camera turned on to show their true uncovered face while delivering their comments.

Excerpts from the Governance Manual regarding public comment:

5.6 Respect and Decorum

It is the duty of the Presiding Officer and Councilmembers to maintain dignity and respect for their offices, City staff, and the public. While the Council is in session, the Councilmembers shall preserve civility, order and decorum. No member of the public shall, by conversation or otherwise, delay, disrupt, or interrupt the proceedings of the Council, nor engage in any of the prohibited behavior described below. Councilmembers and the public shall obey the proper orders of the Presiding Officer of the meeting.

5.6.1 Orderly Behavior and Civility in Remarks

Any person disrupting the business of the Council, either while addressing the Council or attending the proceedings, shall be asked to leave, or be removed from the meeting. Continued disruptions may result in a point of order by the Presiding Officer or a Councilmember pursuant to the Council's parliamentary rules, or a recess, forced removal, or adjournment as described elsewhere in this manual. Disruptive behavior includes, but is not limited to, the following:

- (a) Speaking without being recognized by the Presiding Officer.
- (b) Continuing to speak after the allotted time has expired.
- (c) Speaking on an item at a time not designated for discussion by the public of that item, such as speaking on a quasi-judicial item at a time other than during a public hearing or closed record proceeding on the matter.
- (d) Throwing objects.

- (e) Speaking on an issue that is not a public topic, in violation of Section 9.12.2.
- (f) Speaking in favor of or in opposition to a ballot proposition or a candidate for public office, provided, that public comment is allowed when the City Council is considering taking a collective position in favor of or in opposition to a ballot proposition as authorized in RCW 42.17A.555.
- (g) Impersonating a City Councilmember or a member of the City staff.
- (h) Shouting or otherwise engaging in loud or boisterous behavior.
- (i) Continuing to make repetitive remarks after being requested not to do so by the Presiding Officer or a majority of the City Council.
- (j) Attempting to engage the audience rather than the Council, e.g., asking audience members to stand, clap, boo or otherwise express collective support or opposition to any matter.
- (k) Booing, hissing, or otherwise disrupting the comments of another speaker.
- (l) Using racial slurs or other slurs directed at the color, creed, religion, ancestry, gender, sexual orientation, gender expression or identity, national origin, citizenship or immigration status, or mental, physical, or sensory disability of any individual or group, under circumstances where such words constitute “fighting words” under constitutional law.
- (m) Refusing to modify conduct after being advised by the Presiding Officer that the conduct is disrupting the meeting or disobeying any other lawful order of the Presiding Officer or a majority of the City Council.

5.6.2 Permission Required to Address the Council

Persons other than Councilmembers and Administration shall be permitted to address the Council only upon recognition and introduction by the Presiding Officer of the meeting.

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9.12.2 Subjects – Whether or Not on the Current Agenda

Public comments received during the public comment period may be on any public topic, whether or not on the agenda, but a comment on the subject that is covered by a public hearing at that meeting must be made during the period of the public hearing. All public comment shall be made consistent with Section 5.6.

9.12.3 Use of Microphones

Comments shall be made directly into the microphone, as it is necessary for the public record and for the audience to hear all proceedings. No comments shall be made from any other location.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Agenda Bill for Consent Agenda,

SUMMARY: Council will consider approval of the Consent Agenda.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to approve the Consent Agenda as presented.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:

Included in Current Budget?

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Approve Accounts Payable and Payroll

SUMMARY: Council will consider approval of payroll and accounts payable.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve accounts payable and payroll.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Council PR Report 5-20-24.pdf](#)

[AP Report to Council of Cash Disbursements 5-29-24.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

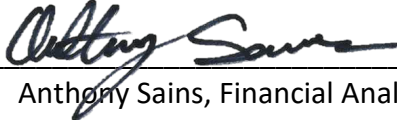


CITY OF
BAINBRIDGE ISLAND

PAYROLL REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

PAYROLL CHECK RUN: 5 - 20 - 2024

Run Type	Date	Check # Sequence	Comments	Amount
Normal	5/20/2024		Regular check run (Direct Dep)	416,765.83
Normal	5/20/2024	110438-110445	Vendor check run (Paper Checks)	132,951.95
IRS	5/20/2024		Federal Tax Electronic Transfer	153,333.61
EFT	5/20/2024		DSHS	147.08
			TOTAL:	703,198.47

Prepared and Reviewed by: 
Anthony Sains, Financial Analyst

Date 05/20/2024

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.


Carrie Freitas, Budget Manager

Date 5/23/2024



CITY OF
BAINBRIDGE ISLAND

ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN: May 13, 2024 - May 27, 2024

CITY COUNCIL: May 14, 2024 - May 28, 2024

Last check from previous run: 361427 dated 05/15/2024 issued to Winkler, Reid for \$181.12
Last ACH from previous run: 3865 dated 05/15/2024 issued to Winery Alliance of BI for \$6,604.28

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
ACH/EFT	05/25/2024	3866	City of Bainbridge Island/Utility billing - May 2024	2,316.32
ACH/EFT	05/13/2024	3867	FIN/Allstream/City wide phone services	4,391.95
ACH/EFT	05/13/2024	3868	Benefit Admin Co/HSA, FSA benefits	269.50
ACH/EFT	05/17/2024	3869	ENG/Sound Pacific Construction/Madison Ave Non Motorized Improvement	333,681.89
ACH/EFT	05/21/2024	3870	WA State DOR/Excise taxes - Apr. 2024	25,430.28
ACH/EFT	05/21/2024	3871	US Bank/Credit card purchases - Apr. 2024	81,104.30
Manual	05/10/2024	361428	POL,PCD/AT&T/Fax long distance	9.73
Manual	05/10/2024	361429	CenturyLink/Citywide telemetry - May 2024	1,144.76
Manual	05/10/2024	361430	Puget Sound Energy/Citywide energy services	41,454.02
Manual	05/10/2024	361431	WA Water Service/Decant facility water Apr. 2024	166.67
Manual	05/16/2024	361432	CenturyLink/Citywide telemetry - May 2024	1,143.79
Manual	05/16/2024	361433	ENG/City of BI/Eagle Harbor Wyatt Way Non Motorized Impr. permits	9,670.00
Manual	05/16/2024	361434	Kitsap County Treasurer/Apr. 2024 court fines & fees collected for the county	76.87
Manual	05/16/2024	361435	Puget Sound Energy/Citywide energy services	45.19
Manual	05/16/2024	361436	Verizon/Citywide wireless charges - May 2024	7,091.88
Manual	05/16/2024	361437	WA ST Treasurer/Apr. 2024 court fines collected for the State	5,273.62
Manual	05/16/2024	361438	ENG/Allen, Alison/Eagle Harbor Wyatt Way Non Motorized Impr. ROW acq.	60,000.00
Manual	05/16/2024	361439	ENG/Currier, Ethan/Eagle Harbor Wyatt Way Non Motorized Impr. ROW acq.	6,750.00
Manual	05/16/2024	361440	ENG/Evelyn Gilluly Trust/Eagle Harbor Wyatt Way Non Motorized Impr. ROW acq.	34,750.00
Manual	05/16/2024	361441	ENG/Yoshida, Gary/Eagle Harbor Wyatt Way Non Motorized Impr. ROW acq.	19,550.00

Total Manual Checks and Electronic Disbursements	634,320.77
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Regular Run Checks	05/29/2024	361442-361467	Total Regular Check Run	36,054.86
Regular Run ACH	05/29/2024	3872-3921	Total Regular ACH Run	259,790.03
Total Disbursements				930,165.66

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

Prepared and Reviewed by  Jacob Kines, 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

5/22/2024

Date

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
3866	05/25/2024	MANL	103 CITY OF BAINBRIDGE I	271710	13005MAY24	05/09/2024		UBMAY24	24.02
Invoice: 13005MAY24				24.02	91011768 547500	309 SHANNON DRIVE			
						GG-C/E-PARKS-WTR/SWR			
Invoice: 13006MAY24				271711	13006MAY24	05/09/2024		UBMAY24	697.80
				697.80	91011768 547500	309 SHANNON DRIVE DOCK			
						GG-C/E-PARKS-WTR/SWR			
Invoice: 10461MAY24				271712	10461MAY24	05/09/2024		UBMAY24	660.34
				660.34	91011768 547500	289 SHANNON DRIVE			
						GG-C/E-PARKS-WTR/SWR			
Invoice: 10463MAY24				271713	10463MAY24	05/09/2024		UBMAY24	496.76
				496.76	91011755 547500	370 BRIEN DRIVE			
						GG-C/E-COMMONS-WTR/SWR			
Invoice: 10464MAY24				271714	10464MAY24	05/09/2024		UBMAY24	396.24
				396.24	91011755 547500	402 BRIEN DRIVE			
						GG-C/E-COMMONS-WTR/SWR			
Invoice: 11573MAY24				271715	11573MAY24	05/09/2024		UBMAY24	24.02
				24.02	91011768 547500	5350 CREOSOTE PLACE NE			
						GG-C/E-PARKS-WTR/SWR			
Invoice: 13331MAY24				271716	13331MAY24	05/09/2024		UBMAY24	17.14
				17.14	91415345 547500	GG-ROCKAWAY BEACH WTR/SWR			
						GG-ROCKAWAY BCH-WTR/SWR			
CHECK								3866 TOTAL:	2,316.32
NUMBER OF CHECKS						1	*** CASH ACCOUNT TOTAL ***		2,316.32
						COUNT	AMOUNT		
TOTAL MANUAL CHECKS						1	2,316.32		
								*** GRAND TOTAL ***	2,316.32

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2024	5	78									
APP	001-213000	05/25/2024	UBMAY24	050924			GENERAL - ACCOUNTS PAYABLE			2,299.18	
							AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100	05/25/2024	UBMAY24	050924			CASH				2,316.32
							AP CASH DISBURSEMENTS JOURNAL				
APP	401-213000	05/25/2024	UBMAY24	050924			ACCOUNTS PAYABLE			17.14	
							AP CASH DISBURSEMENTS JOURNAL				
							GENERAL LEDGER TOTAL			2,316.32	2,316.32
APP	631-130000	05/25/2024	UBMAY24	050924			DUE TO/FROM CLEARING			2,316.32	
APP	001-130000	05/25/2024	UBMAY24	050924			GENERAL - DUE TO/FROM CLEARING				2,299.18
APP	401-130000	05/25/2024	UBMAY24	050924			DUE TO/FROM CLEARING				17.14
							SYSTEM GENERATED ENTRIES TOTAL			2,316.32	2,316.32
							JOURNAL 2024/05/78	TOTAL		4,632.64	4,632.64

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
001 GENERAL FUND	2024	5	78	05/25/2024			
001-130000					GENERAL - DUE TO/FROM CLEARING		2,299.18
001-213000					GENERAL - ACCOUNTS PAYABLE	2,299.18	
					FUND TOTAL	2,299.18	2,299.18
401 WATER OPERATING FUND	2024	5	78	05/25/2024			
401-130000					DUE TO/FROM CLEARING		17.14
401-213000					ACCOUNTS PAYABLE	17.14	
					FUND TOTAL	17.14	17.14
631 CLEARING FUND	2024	5	78	05/25/2024			
631-130000					DUE TO/FROM CLEARING	2,316.32	
635-111100					CASH		2,316.32
					FUND TOTAL	2,316.32	2,316.32

CITY OF BAINBRIDGE ISLAND

MANUAL 5/10/24 JK



JK

A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

						INVOICE DTL DESC		
3867	05/13/2024 EFT	8672	ALLSTREAM	271470	20503245	05/01/2024	M050924	4,391.95
	Invoice: 20503245					FIN/CITY WIDE PHONE SERVICES		
				4,391.95	71637891 542100	PW - ALLOC COMMUNICATION		
						CHECK	3867 TOTAL:	4,391.95
3868	05/13/2024 EFT	5412	BENEFIT ADMINISTRATI	271707	240507	05/08/2024	M050924	269.50
	Invoice: 240507					HSA/FSA BENEFITS		
				7.49	21011125 520000	COURT-BENEFITS		
				44.93	31011131 520000	EX-GF-BEN		
				37.43	41011141 520000	FIN-GF-BEN		
				7.49	51011211 520000	PD-C/E ADMIN-BENEFITS		
				22.45	61011581 520000	PCD - C/E ADMIN BENEFITS		
				74.87	71011321 520000	PW - C/E BENEFITS		
				74.84	81011881 520000	IT - C/E ADMIN BENEFITS		
						CHECK	3868 TOTAL:	269.50
						NUMBER OF CHECKS	2	
						*** CASH ACCOUNT TOTAL ***		4,661.45
						COUNT	AMOUNT	
						2	4,661.45	
						*** GRAND TOTAL ***		4,661.45

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2024	5	81									
APP 631-213000		05/13/2024	M050924	051024			ACCOUNTS PAYABLE			4,391.95	
							AP CASH DISBURSEMENTS JOURNAL				
APP 635-111100		05/13/2024	M050924	051024			CASH				4,661.45
							AP CASH DISBURSEMENTS JOURNAL				
APP 001-213000		05/13/2024	M050924	051024			GENERAL - ACCOUNTS PAYABLE			269.50	
							AP CASH DISBURSEMENTS JOURNAL				
							GENERAL LEDGER TOTAL			4,661.45	4,661.45
APP 631-130000		05/13/2024	M050924	051024			DUE TO/FROM CLEARING			269.50	
APP 001-130000		05/13/2024	M050924	051024			GENERAL - DUE TO/FROM CLEARING				269.50
							SYSTEM GENERATED ENTRIES TOTAL			269.50	269.50
							JOURNAL 2024/05/81 TOTAL			4,930.95	4,930.95

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001	GENERAL FUND	2024	5	81	05/13/2024			
	001-130000					GENERAL - DUE TO/FROM CLEARING		269.50
	001-213000					GENERAL - ACCOUNTS PAYABLE	269.50	
						FUND TOTAL	269.50	269.50
631	CLEARING FUND	2024	5	81	05/13/2024			
	631-130000					DUE TO/FROM CLEARING	269.50	
	631-213000					ACCOUNTS PAYABLE	4,391.95	
	635-111100					CASH		4,661.45
						FUND TOTAL	4,661.45	4,661.45

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		269.50
631	CLEARING FUND	269.50	
TOTAL		269.50	269.50

** END OF REPORT - Generated by Jacob Kines **

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		2,299.18
401	WATER OPERATING FUND		17.14
631	CLEARING FUND		
TOTAL		2,316.32	2,316.32

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE

PO

CHECK RUN

NET

INVOICE DTL DESC									
3869	05/17/2024	EFT	8744	SOUND PACIFIC CONSTR	271753	PAYREQ1-01088	05/09/2024	M051624	333,681.89
Invoice: PAYREQ1-01088							ENG/MAD	AVE NMI & VILLAGE BASIN IM	
333,681.89 72334561 66300001088							MAD	AVE NM IMPR-CONSTR	
CHECK 3869 TOTAL:									333,681.89
NUMBER OF CHECKS 1							*** CASH ACCOUNT TOTAL ***		333,681.89
TOTAL EFT'S							COUNT	AMOUNT	
							1	333,681.89	
*** GRAND TOTAL ***									333,681.89

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT		EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2024	5	145									
APP	301-213000		05/17/2024	M051624	051624			ACCOUNTS PAYABLE		333,681.89	
								AP CASH DISBURSEMENTS JOURNAL			
APP	635-111100		05/17/2024	M051624	051624			CASH			333,681.89
								AP CASH DISBURSEMENTS JOURNAL			
								GENERAL LEDGER TOTAL		333,681.89	333,681.89
APP	631-130000		05/17/2024	M051624	051624			DUE TO/FROM CLEARING		333,681.89	
APP	301-130000		05/17/2024	M051624	051624			DUE TO/FROM CLEARING			333,681.89
								SYSTEM GENERATED ENTRIES TOTAL		333,681.89	333,681.89
								JOURNAL 2024/05/145 TOTAL		667,363.78	667,363.78

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
301	CAPITAL CONSTRUCTION FUND	2024	5	145	05/17/2024			
	301-130000					DUE TO/FROM CLEARING		333,681.89
	301-213000					ACCOUNTS PAYABLE	333,681.89	
						FUND TOTAL	333,681.89	333,681.89
631	CLEARING FUND	2024	5	145	05/17/2024			
	631-130000					DUE TO/FROM CLEARING	333,681.89	
	635-111100					CASH		333,681.89
						FUND TOTAL	333,681.89	333,681.89

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
301	CAPITAL CONSTRUCTION FUND		333,681.89
631	CLEARING FUND	333,681.89	
TOTAL		333,681.89	333,681.89

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE

PO

CHECK RUN

NET

INVOICE DTL DESC						
3870 05/21/2024 MANL	124 WA ST DEPT OF REVENU	271947	APR24	05/20/2024	ETAPR24	25,430.28
Invoice: APR24			APRIL 2024 EXCISE TAXES			
5,152.79	91421351	553000	FINANCE - SEWER - EXTRNL TAXES			
46.65	91421351	553000	FINANCE - SEWER - EXTRNL TAXES			
13.83	91411341	553000	FINANCE - WATER EXTRNL TAXES			
18.49	91411341	553000	FINANCE - WATER EXTRNL TAXES			
19,366.38	91431383	553000	FINANCE - SSWM - EXTRNL TAXES			
528.23	91421351	553000	FINANCE - SEWER - EXTRNL TAXES			
21.53	73425358	531100	O&M-WWTP-SUPPLIES			
40.02	51011215	531100	POLICE - C/E FACIL SUPPLIES			
6.69	31011572	531100	EX-GF-OUTREACH-SUPPLIES			
.57	73425358	531100	O&M-WWTP-SUPPLIES			
48.41	54025212	531100	MARINE - SUPPLIES			
10.39	51011191	531100	PD-C/E-PROP RM-SUPPLIES			
43.51	61011581	542450	PCD - ADM COMMUNIC COMNTY INFO			
6.26	73011183	531100	O&M-C/E-CH FAC-SUPPLIES			
6.62	73011768	531100	O&M-C/E-PARKS-SUPPLIES			
3.84	72637319	53110000809	WATER QUAL FLOW MONIT-SUPPLIES			
1.96	73411345	531100	OFFICE SUPPLIES			
114.11	73637958	531100	ROADSIDE MOWER ALLOC-SUPPLIES			
					CHECK 3870 TOTAL:	25,430.28
NUMBER OF CHECKS			1	*** CASH ACCOUNT TOTAL ***		25,430.28
						</

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	5	164																		
APP	402-213000																			
	05/21/2024	ETAPR24							052124							ACCOUNTS PAYABLE			5,749.77	
																AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100															CASH				25,430.28
	05/21/2024	ETAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	401-213000															ACCOUNTS PAYABLE			34.28	
	05/21/2024	ETAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	403-213000															ACCOUNTS PAYABLE			19,366.38	
	05/21/2024	ETAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	001-213000															GENERAL - ACCOUNTS PAYABLE			161.90	
	05/21/2024	ETAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	631-213000															ACCOUNTS PAYABLE			117.95	
	05/21/2024	ETAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
																GENERAL LEDGER TOTAL			25,430.28	25,430.28
APP	631-130000															DUE TO/FROM CLEARING			25,312.33	
	05/21/2024	ETAPR24							052124											
APP	402-130000															DUE TO/FROM CLEARING				5,749.77
	05/21/2024	ETAPR24							052124											
APP	401-130000															DUE TO/FROM CLEARING				34.28
	05/21/2024	ETAPR24							052124											
APP	403-130000															DUE TO/FROM CLEARING				19,366.38
	05/21/2024	ETAPR24							052124											
APP	001-130000															GENERAL - DUE TO/FROM CLEARING				161.90
	05/21/2024	ETAPR24							052124											
																SYSTEM GENERATED ENTRIES TOTAL			25,312.33	25,312.33
																JOURNAL 2024/05/164	TOTAL		50,742.61	50,742.61

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND	2024 5	164	05/21/2024			
001-130000				GENERAL - DUE TO/FROM CLEARING		161.90
001-213000				GENERAL - ACCOUNTS PAYABLE	161.90	
				FUND TOTAL	161.90	161.90
401 WATER OPERATING FUND	2024 5	164	05/21/2024			
401-130000				DUE TO/FROM CLEARING		34.28
401-213000				ACCOUNTS PAYABLE	34.28	
				FUND TOTAL	34.28	34.28
402 SEWER OPERATING FUND	2024 5	164	05/21/2024			
402-130000				DUE TO/FROM CLEARING		5,749.77
402-213000				ACCOUNTS PAYABLE	5,749.77	
				FUND TOTAL	5,749.77	5,749.77
403 STORM & SURFACE WATER FUND	2024 5	164	05/21/2024			
403-130000				DUE TO/FROM CLEARING		19,366.38
403-213000				ACCOUNTS PAYABLE	19,366.38	
				FUND TOTAL	19,366.38	19,366.38
631 CLEARING FUND	2024 5	164	05/21/2024			
631-130000				DUE TO/FROM CLEARING	25,312.33	
631-213000				ACCOUNTS PAYABLE	117.95	
635-111100				CASH		25,430.28
				FUND TOTAL	25,430.28	25,430.28

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		161.90
401	WATER OPERATING FUND		34.28
402	SEWER OPERATING FUND		5,749.77
403	STORM & SURFACE WATER FUND		19,366.38
631	CLEARING FUND		
TOTAL		25,312.33	25,312.33

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

MANUAL 5/21/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
3871	05/21/2024 PRD	7314	US BANK	271312	040824KS	04/08/2024 USBAPR24	35.00
Invoice: 040824KS		35.00	41011144 443410	FIN/GFOA/BREAKING THE LAW OF TRIVIALITY IN BUDGET FIN - C/E TRAINING			
Invoice: 041424KS		271313	041424KS	04/14/2024	USBAPR24	18.99	
		18.99	41011141 531100	FIN/COSTCO/FRONT DESK CANDY FIN-GF-SUPPLIES			
Invoice: 041724KS		271314	041724KS	04/17/2024	USBAPR24	230.00	
		230.00	41011141 549100	FIN/STATE CPA BOARD/CPA LICENSE RENEWAL KS FIN-GF-DUES/SUBS/MEMBERSHIPS			
Invoice: 042224KS		271315	042224KS	04/22/2024	USBAPR24	85.00	
		85.00	41011144 443410	FIN/GFOA/AVOIDING FRAUD IN TREASURY KS FIN - C/E TRAINING			
Invoice: 040424AN		271316	040424AN	04/04/2024	USBAPR24	38.20	
		38.20	31011492 53110001194	EX/AMAZON/KIDS PLAY FOOD SETS WASTE REDUCTION CAP-WASTE RED-SUPPLIES			
Invoice: 040424AN-A		271317	040424AN-A	04/04/2024	USBAPR24	46.93	
		46.93	31011492 53110001194	EX/AMAZON/5 GALLON BUCKETS WASTE REDUCTION CAP-WASTE RED-SUPPLIES			
Invoice: 041224AN		271318	041224AN	04/12/2024	USBAPR24	1,106.44	
		1,106.44	31011572 549500	EX/4IMPRINT/CITY LOG PRINTED RENGU DISHCLOTH EX-GF-OUTREACH-PRINTING			
Invoice: 041624AN		271319	041624AN	04/16/2024	USBAPR24	895.00	
		895.00	31011134 443410	EX/ICMA/EFFECTIVE SUPERVISORY PRACTICES COURSE EX-GF-TRAINING			
Invoice: 041824AN		271320	041824AN	04/18/2024	USBAPR24	79.70	
		79.70	31011134 443410	EX/ICMA/EFFECTIVE SUPERVISORY PRACTICES BOOK EX-GF-TRAINING			
Invoice: 040424LS		271321	040424LS	04/04/2024	USBAPR24	11.00	
		11.00	31011131 54110000552	EX/WSP/LIVEABOARD BACKGROUND CHECKS LIVEABOARDS-PROF SVCS			
Invoice: 040424LS-A		271322	040424LS-A	04/04/2024	USBAPR24	19.96	
		19.96	31011131 549100	EX/ST SUBSCRIPTION/SEATTLE TIMES SUBSCRIPTION EX-GF-DUES/SUBCR/MEMBERSH			
Invoice: 041224LS		271323	041224LS	04/12/2024	USBAPR24	450.00	
		450.00	31011131 541100	EX/WINDEMERE/PROPERTY VALUATION BISCC EX-GF-PROF SERVICES			
Invoice: 041824LS		271324	041824LS	04/18/2024	USBAPR24	16.95	
		16.95	31011757 542500	EX/USPS/MAIL TEMP CITY DOCK KIOSK SCREEN EX-GF-WFP DOCK-POSTAGE/SHIPPIN			

A/P CASH DISBURSEMENTS JOURNAL

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 040924DP		271325	040924DP	04/09/2024		USBAPR24	35.80
		35.80	41011144 443410	FIN/WSF/ROUND TRIP FERRY 2024 WA TREASURER CONF FIN - C/E TRAINING			
Invoice: 040924DP-A		271326	040924DP-A	04/09/2024		USBAPR24	25.45
		25.45	41011144 443410	FIN/SUPER DELI MART/GAS FOR TRIP FIN - C/E TRAINING			
Invoice: 040924DP-B		271327	040924DP-B	04/09/2024		USBAPR24	25.75
		25.75	41011144 443410	FIN/CAMPBELLS LODGE/DINNER FIN - C/E TRAINING			
Invoice: 040924DP-C		271328	040924DP-C	04/09/2024		USBAPR24	548.10
		548.10	41011144 443410	FIN/CAMPBELLS LODGE/LODGING FIN - C/E TRAINING			
Invoice: 041024DP		271329	041024DP	04/10/2024		USBAPR24	11.65
		11.65	41011144 443410	FIN/STARBUCKS/BREAKFAST FIN - C/E TRAINING			
Invoice: 041224DP		271330	041224DP	04/12/2024		USBAPR24	22.19
		22.19	41011144 443410	FIN/76 CLE ELUM SHORT STOP/GAS FOR TRIP FIN - C/E TRAINING			
Invoice: 032624MH		271331	032624MH	03/26/2024		USBAPR24	10.28
		10.28	73425358 443410	PW/SUBWAY/FOOD DURING TRAINING O&M-WWTP-TRAINING			
Invoice: 032624MH-A		271332	032624MH-A	03/26/2024		USBAPR24	24.88
		24.88	73425358 443410	PW/OYHUT BAY GRILL/MEAL DURING TRAINING O&M-WWTP-TRAINING			
Invoice: 040424MH		271333	040424MH	04/04/2024		USBAPR24	213.23
		213.23	73425358 531100	PW/COLE-PARMER/FIBER FILTERS EW-53205-26 O&M-WWTP-SUPPLIES			
Invoice: 040424MH-A		271334	040424MH-A	04/04/2024		USBAPR24	245.98
		245.98	73425358 531100	PW/INDUSTRIAL SAFETY/KIMBERLY CLARK 38942 A35 O&M-WWTP-SUPPLIES			
Invoice: 040424MH-B		271335	040424MH-B	04/04/2024		USBAPR24	1,116.03
		1,116.03	73425358 531100	PW/HACH/JUNCTION BOX AUC - 2 O&M-WWTP-SUPPLIES			
Invoice: 042224MH		271336	042224MH	04/22/2024		USBAPR24	13.45
		13.45	73425358 531100	PW/USPS/POSTAGE FOR SAMPLES O&M-WWTP-SUPPLIES			
Invoice: 032424MB		271337	032424MB	03/24/2024		USBAPR24	52.23
		52.23	73425358 531100	PW/HOME DEPOT/DOOR SWEEP O&M-WWTP-SUPPLIES			

A/P CASH DISBURSEMENTS JOURNAL

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 032424MB-A		271338	032424MB-A	03/24/2024		USBAPR24	41.50
		41.50	73111264 531100	PW/HOME DEPOT/TOOLS O&M-STREET-TRAF CONTROL-SUPPLY			
Invoice: 032424MB-B		271339	032424MB-B	03/24/2024		USBAPR24	35.66
		35.66	73011183 531100	PW/HOME DEPO/HARDWARE SUPPLIES O&M-C/E-CH FAC-SUPPLIES			
Invoice: 032824MB		271340	032824MB	03/28/2024		USBAPR24	131.04
		131.04	73011768 531100	PW/GRATING PACIFIC/J CLIPS O&M-C/E-PARKS-SUPPLIES			
Invoice: 040424MB		271341	040424MB	04/04/2024		USBAPR24	25.47
		25.47	73111264 531100	PW/HOME DEPOT/TOOLS FOR JASON O&M-STREET-TRAF CONTROL-SUPPLY			
Invoice: 040424MB-A		271342	040424MB-A	04/04/2024		USBAPR24	11.58
		11.58	73011755 531100	PW/HOME DEPO/HARDWARE SUPPLIES O&M-COMMONS SUPPLIES			
Invoice: 040424MB-B		271343	040424MB-B	04/04/2024		USBAPR24	94.70
		94.70	73108517 53110000552	PW/HOME DEPO/HARDWARE SUPPLIES N/A-USE 73011757 531100 00552			
Invoice: 040424MB-C		271344	040424MB-C	04/04/2024		USBAPR24	28.26
		28.26	73108517 53110000552	PW/SITEONE/LANDSCAPE SUPPLIES N/A-USE 73011757 531100 00552			
Invoice: 040824MB		271345	040824MB	04/08/2024		USBAPR24	358.49
		358.49	73111290 531100	PW/VEVOR/MAGNETIC DRILL 1550W O&M-STREET-MAINT O/H-SUPPLIES			
Invoice: 040924MB		271346	040924MB	04/09/2024		USBAPR24	35.35
		35.35	73011755 531100	PW/HOME DEPOT/OUTDOOR SUPPLIES O&M-COMMONS SUPPLIES			
Invoice: 041124MB		271347	041124MB	04/11/2024		USBAPR24	22.88
		22.88	73011183 531100	PW/HOME DEPO/HARDWARE SUPPLIES O&M-C/E-CH FAC-SUPPLIES			
Invoice: 041124MB-A		271348	041124MB-A	04/11/2024		USBAPR24	54.73
		54.73	73011755 531100	PW/HOME DEPO/HARDWARE SUPPLIES O&M-COMMONS SUPPLIES			
Invoice: 041124MB-B		271349	041124MB-B	04/11/2024		USBAPR24	48.13
		48.13	73011831 53110000724	PW/HOME DEPO/HARDWARE SUPPLIES PD/COURT BLDG NON-CAP-SUPPLIES			
Invoice: 042324MB		271350	042324MB	04/23/2024		USBAPR24	685.14
		685.14	73011183 531100	PW/HOME DEPOT/BUTCHER BLOCK SET, TOGGLE O&M-C/E-CH FAC-SUPPLIES			

A/P CASH DISBURSEMENTS JOURNAL

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 042424MB		271351	042424MB	04/24/2024		USBAPR24	4,045.19
	4,045.19	73011897	531100	PW/CA HYDRONICS CORP/NEW PUMP O&M-C/E-PWY FAC-SUPPLIES			
Invoice: 042424BH		271366	042424BH	04/24/2024		USBAPR24	197.98
	197.98	61011584	443410	PCD/BAVARIAN LODGE/TRAINING DG PCD-GF-ADM-TRAINING			
Invoice: 042424BH-A		271367	042424BH-A	04/24/2024		USBAPR24	197.98
	197.98	61011584	443410	PCD/BAVARIAN LODGE/TRAINING SP PCD-GF-ADM-TRAINING			
Invoice: 032824KM		271369	032824KM	03/28/2024		USBAPR24	174.00
	174.00	72011321	549100	ENG/DEPT OF LICENSING/PLS LICENSE RENEWAL RG ENG - C/E ADMIN MISCELLEANEOUS			
Invoice: 033124KM		271370	033124KM	03/31/2024		USBAPR24	43.67
	43.67	72011182	53110000724	ENG/AMAZON/TSJC OFFICE SUPPLIES POL/CRT SUPPLIES			
Invoice: 040324KM		271371	040324KM	04/03/2024		USBAPR24	41.71
	41.71	72637319	53110000809	ENG/STICKYLIFE/WQFMP SUPPLIES WATER QUAL FLOW MONIT-SUPPLIES			
Invoice: 040324KM-A		271372	040324KM-A	04/03/2024		USBAPR24	167.06
	167.06	91011497	53110001194	PLANET CYCLERY/BIKE-TO-WORK DAY GIVEAWAYS GREEN TEAM, RECYCLING-SUPPLIES			
Invoice: 040924KM		271373	040924KM	04/09/2024		USBAPR24	506.95
	506.95	91029179	531100	4ALLPROMOS/WELLNESS COMMITTEE PRIZES GG-SELF INS-WELLNESS-SUPPLIES			
Invoice: 041824KM		271374	041824KM	04/18/2024		USBAPR24	5.00
	5.00	73501448	66400001263	PW/WSDOT/ELECTRIC VEHICLE PURCHASE EXPENSE PCD 2 NEW ELECTRIC VEH-EQUIP			
Invoice: 041924KM		271375	041924KM	04/19/2024		USBAPR24	110.80
	110.80	72011321	531100	ENG/AMAZON/BINDERS ENG - C/E ADMIN SUPPLIES			
Invoice: 041924KM-A		271376	041924KM-A	04/19/2024		USBAPR24	128.72
	128.72	91011497	53110001194	REI/BIKE-TO-WORK DAY GIVEAWAYS GREEN TEAM, RECYCLING-SUPPLIES			
Invoice: 041924KM-B		271377	041924KM-B	04/19/2024		USBAPR24	19.84
	19.84	91011497	53110001194	REI/BIKE-TO-WORK DAY GIVEAWAYS GREEN TEAM, RECYCLING-SUPPLIES			
Invoice: 042224KM		271378	042224KM	04/22/2024		USBAPR24	-167.06
	-167.06	91011497	53110001194	PLANET CYCLERY/BIKE-TO-WORK DAY GIVEAWAYS GREEN TEAM, RECYCLING-SUPPLIES			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 032724JM		271379	032724JM	03/27/2024		USBAPR24	27.30
		27.30	91029179 531100	AMAZON/WELLNESS BRAIN GAME PRIZES GG-SELF INS-WELLNESS-SUPPLIES			
Invoice: 032724JS		271380	032724JS	03/27/2024		USBAPR24	21.83
		21.83	91029179 531100	AMAZON/WELLNESS BRAIN GAME PRIZES GG-SELF INS-WELLNESS-SUPPLIES			
Invoice: 040124JS		271381	040124JS	04/01/2024		USBAPR24	27.96
		27.96	21011125 531100	CRT/DESK SUPPLIES NEW EMPLOYEE, NOTEBOOKS COURT-SUPPLIES			
Invoice: 040124JS-A		271382	040124JS-A	04/01/2024		USBAPR24	32.73
		32.73	21011125 531100	CRT/AMAZON/BUSINESS CARD HOLDERS, STORAGE BOXES COURT-SUPPLIES			
Invoice: 040324JS		271383	040324JS	04/03/2024		USBAPR24	495.00
		495.00	21011125 443410	CRT/ICM/CLASS FOR CCE COURT-TRAINING			
Invoice: 040324JS-A		271384	040324JS-A	04/03/2024		USBAPR24	20.81
		20.81	21011125 531100	CRT/AMAZON/KEYBOARD CLEANER COURT-SUPPLIES			
Invoice: 040324JS-B		271385	040324JS-B	04/03/2024		USBAPR24	11.33
		11.33	21011125 531100	CRT/AMAZON/PENS COURT-SUPPLIES			
Invoice: 040524JS		271386	040524JS	04/05/2024		USBAPR24	14.29
		14.29	21011125 531100	CRT/AMAZON/CALENDAR, HIGHLIGHTERS COURT-SUPPLIES			
Invoice: 040724JS		271387	040724JS	04/07/2024		USBAPR24	64.47
		64.47	21011125 531100	CRT/STAPLES/BATTERIES, BINDERS, STORAGE BASKETS COURT-SUPPLIES			
Invoice: 040824JS		271388	040824JS	04/08/2024		USBAPR24	107.41
		107.41	21011125 531100	CRT/AMAZON/LAMP, PRINTER PAPER COURT-SUPPLIES			
Invoice: 040924JS		271389	040924JS	04/09/2024		USBAPR24	6.54
		6.54	21011125 531100	CRT/AMAZON/DESK CALENDAR NEW EMPLOYEE COURT-SUPPLIES			
Invoice: 041024JS		271390	041024JS	04/10/2024		USBAPR24	76.40
		76.40	21011125 531100	CRT/AMAZON/FILE PROTECTORS COURT-SUPPLIES			
Invoice: 041024JS-A		271391	041024JS-A	04/10/2024		USBAPR24	37.70
		37.70	21011125 531100	CRT/AMAZON/OFFICE SUPPLIES COURT-SUPPLIES			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 041324JS		271392	041324JS	04/13/2024		USBAPR24	38.15
		38.15	21011125 531100	CRT/AMAZON/DESK SUPPLIES NEW EMPLOYEE COURT-SUPPLIES			
Invoice: 042124JS		271393	042124JS	04/21/2024		USBAPR24	33.83
		33.83	21011125 531100	CRT/GOODWILL/UTENSILS, DISHES, CLEANING SUPPLIES COURT-SUPPLIES			
Invoice: 042324JS		271394	042324JS	04/23/2024		USBAPR24	267.25
		267.25	21011125 443410	CRT/TULALIP CASINO/LODGING JUDGE'S CONFERENCE COURT-TRAINING			
Invoice: 042424JS		271395	042424JS	04/24/2024		USBAPR24	59.51
		59.51	21011125 531100	CRT/AMAZON/OFFICE SUPPLIES COURT-SUPPLIES			
Invoice: 042424JS-A		271396	042424JS-A	04/24/2024		USBAPR24	8.71
		8.71	21011125 531100	CRT/ACE HARDWARE/TOUCH UP PAINT, PAINT BRUSH COURT-SUPPLIES			
Invoice: 040524JS-A		271397	040524JS-A	04/05/2024		USBAPR24	-57.58
		-57.58	21011125 531100	CRT/AMAZON/RETURN SECURITY ROPE COURT-SUPPLIES			
Invoice: 040224MS		271398	040224MS	04/02/2024		USBAPR24	14.98
		14.98	61470581 549100	PCD/KITSAP SUN/MONTHLY DIGITAL NEWSPAPER PCD - DEV ADMIN DUES/SUBSCR			
Invoice: 040224MS-A		271399	040224MS-A	04/02/2024		USBAPR24	980.00
		980.00	61470581 545000	PCD/STORAGE 98110/ARCHIVE RECORDS STORAGE PCD - DEV ADMIN RENTS & LEASES			
Invoice: 040424MS		271400	040424MS	04/04/2024		USBAPR24	53.44
		53.44	62471591 531100	PCD/AMAZON/PENS, FILE LOCK BLDG-SUPPLIES			
Invoice: 040924MS		271401	040924MS	04/09/2024		USBAPR24	-206.90
		-206.90	61011584 443410	PCD/BAVARIAN LODGE/CANCELLED LODGING FOR TRAINING PCD-GF-ADM-TRAINING			
Invoice: 041124MS		271402	041124MS	04/11/2024		USBAPR24	472.97
		472.97	61011581 542450	PCD/QUALITY LOGO PRODUCTS/BUILDING SAFETY MONTH PCD - ADM COMMUNIC COMNTY INFO			
Invoice: 041524MS		271403	041524MS	04/15/2024		USBAPR24	100.00
		100.00	61011581 544000	PCD/AIA/DESIGN REVIEW BOARD ADVERTISING PCD - C/E ADMIN ADVERTISING			
Invoice: 041524MS-A		271404	041524MS-A	04/15/2024		USBAPR24	118.27
		118.27	63470588 539100	PCD/CASA ROJAS/TEAM LUNCH CUR-NON TRAVEL FOOD/BEV			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 041524MS-B		271405	041524MS-B	04/15/2024		USBAPR24	131.63
		131.63	61011581 531100	PCD/ATTORNEY & NOTARY SUPPLY/NOTARY SUPPLIES SP PCD - C/E ADMIN SUPPLIES			
Invoice: 041624MS		271406	041624MS	04/16/2024		USBAPR24	-1.60
		-1.60	63011586 443410	PCD/WA DOE/REFUND FOR TRAINING HB CUR - C/E TRAINING TRAVEL			
Invoice: 041624MS-A		271408	041624MS-A	04/16/2024		USBAPR24	-50.00
		-50.00	63011586 443410	PCD/WA DOE/REFUND FOR TRAINING HB CUR - C/E TRAINING TRAVEL			
Invoice: 041624MS-B		271409	041624MS-B	04/16/2024		USBAPR24	40.00
		40.00	63470588 549100	PCD/WA DOL/NOTARY LICENSE SP CUR-DEV PLAN-DUES/SUBSCR			
Invoice: 042424MS		271410	042424MS	04/24/2024		USBAPR24	-275.47
		-275.47	61011581 542450	PCD/QUALITY LOGO PRODUCTS/PRODUCT RETURN CREDIT PCD - ADM COMMUNIC COMNTY INFO			
Invoice: 042524MS		271411	042524MS	04/25/2024		USBAPR24	24.01
		24.01	61011581 531100	PD/ACE HARDWARE/NON-GRIP TAPE PCD - C/E ADMIN SUPPLIES			
Invoice: 040824RN		271446	040824RN	04/08/2024		USBAPR24	509.57
		509.57	73431835 531100	PW/NW LININGS/CULVERT SUPPLIES OFFICE SUPPLIES			
Invoice: 040824RN-A		271447	040824RN-A	04/08/2024		USBAPR24	18.22
		18.22	73411345 531100	PW/AMAZON/ELECTRICAL GREASE OFFICE SUPPLIES			
Invoice: 040824RN-B		271448	040824RN-B	04/08/2024		USBAPR24	40.29
		40.29	73411345 531100	PW/AMAZON/INFRARED THERMOMETER OFFICE SUPPLIES			
Invoice: 041124RN		271449	041124RN	04/11/2024		USBAPR24	94.75
		94.75	73411345 531100	PW/AMAZON/VINYL LABELS FOR LAB OFFICE SUPPLIES			
Invoice: 041024RN		271450	041024RN	04/10/2024		USBAPR24	34.67
		34.67	73411345 531100	PW/CRAWFORD TOOL/LUBE-ALL LA2 20Z OILER OFFICE SUPPLIES			
Invoice: 041124RN-A		271451	041124RN-A	04/11/2024		USBAPR24	41.70
		41.70	73411345 531100	PW/AMAZON/JUGGERNAUT STORAGE BINS OFFICE SUPPLIES			
Invoice: 041124RN-B		271452	041124RN-B	04/11/2024		USBAPR24	209.27
		209.27	73411345 531100	PW/AMAZON/BRADY 211 LABEL PRINTER OFFICE SUPPLIES			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 041724RN		271453	041724RN	04/17/2024		USBAPR24	287.71
		287.71	73431835 531100	PW/PENINSULA TOPSOIL/NATURAL GRANITE OFFICE SUPPLIES			
Invoice: 032524PN		271494	032524PN	03/25/2024		USBAPR24	137.92
		137.92	11011116 539100	CC/VIA ROSA/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 032624PN		271495	032624PN	03/26/2024		USBAPR24	25.25
		25.25	43426351 541100	FIN/SIMPLIFILE/SEIFERT LIEN RELEASE LID 20 FIN-SIS-PROF SVCS			
Invoice: 032624PN-A		271496	032624PN-A	03/26/2024		USBAPR24	1,075.00
		1,075.00	36011143 443410	EXCC/WSU PROF ED/TRAINING PROF DEV III WMCA PN CLERK-GF-TRAINING			
Invoice: 032624PN-B		271497	032624PN-B	03/26/2024		USBAPR24	17.48
		17.48	11011116 539100	CC/SAFEWAY/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 040124PN		271499	040124PN	04/01/2024		USBAPR24	100.00
		100.00	36011143 549100	EXCC/WMCA/MEMBERSHIP DUES PN CLERK-DUES/SUBSCR/MEMBRSHPS			
Invoice: 040924PN		271500	040924PN	04/09/2024		USBAPR24	108.68
		108.68	11011116 539100	CC/CASA ROJAS/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 040924PN-A		271501	040924PN-A	04/09/2024		USBAPR24	14.27
		14.27	11011116 539100	CC/SAFEWAY/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 041424PN		271502	041424PN	04/14/2024		USBAPR24	601.50
		601.50	36011143 545000	EXCC/BAINBRIDGE SELF STORAGE/STORAGE LOCKER CLERK-RENTS			
Invoice: 041424PN-A		271503	041424PN-A	04/14/2024		USBAPR24	601.50
		601.50	36011143 545000	EXCC/BAINBRIDGE SELF STORAGE/STORAGE LOCKER CLERK-RENTS			
Invoice: 041624PN		271504	041624PN	04/16/2024		USBAPR24	113.43
		113.43	11011116 539100	CC/SWEET DAHLIA/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 041624PN-A		271505	041624PN-A	04/16/2024		USBAPR24	4.99
		4.99	11011116 539100	CC/SAFEWAY/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			
Invoice: 041924PN		271506	041924PN	04/19/2024		USBAPR24	9.87
		9.87	11011116 539100	CC/SAFEWAY/CITY COUNCIL MTG DINNER COUNCIL-NON TRAVEL FOOD/SNACK			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 042224PN		271507	042224PN	04/22/2024		USBAPR24	61.99
		61.99	36011143 443410	EXCC/LYFT/TRANSPORTATION TO CLERK-GF-TRAINING		LASERFISCHE CONF	
Invoice: 042324PN		271508	042324PN	04/23/2024		USBAPR24	21.49
		21.49	36011143 443410	EXCC/LYFT/TRANSPORTATION TO CLERK-GF-TRAINING		LASERFISCHE CONF	
Invoice: 042424PN		271509	042424PN	04/24/2024		USBAPR24	156.53
		156.53	11011116 539100	CC/ISLAND BITE/CITY COUNCIL COUNCIL-NON TRAVEL FOOD/SNACK		MTG DINNER	
Invoice: 042424PN-A		271510	042424PN-A	04/24/2024		USBAPR24	25.25
		25.25	43421351 541100	FIN/SIMPLIFILE/MAES ROTHE FIN - SEWER ADMIN PROF SERVICE		SEWER LIEN RELEASE	
Invoice: 032924DM		271511	032924DM	03/29/2024		USBAPR24	950.00
		950.00	73637946 443410	PW/CWT LLC/CESCL TRAINING FOR 5 ALLOC-1/3 TO EACH UTIL-TRAININ			
Invoice: 040224DM		271512	040224DM	04/02/2024		USBAPR24	95.24
		95.24	73011183 531100	PW/FLAGPOLE WAREHOUSE/FLAG O&M-C/E-CH FAC-SUPPLIES		HOLDER CITY HALL	
Invoice: 040224DM-A		271513	040224DM-A	04/02/2024		USBAPR24	91.08
		91.08	73011831 53110000724	PW/US FLAG STORE/FLAG PD/COURT BLDG NON-CAP-SUPPLIES		ARRANGEMENT	
Invoice: 040324DM		271514	040324DM	04/03/2024		USBAPR24	39.00
		39.00	73011189 539100	PW/SLUYS BAKERY/SAFETY MEETING O&M-NON TRAVEL FOOD/BEV			
Invoice: 040324DM-A		271515	040324DM-A	04/03/2024		USBAPR24	99.81
		99.81	73011189 531100	PW/AMAZON/TOOLS FOR JOSEPH O&M - C/E FACIL OFC SUPPLIES		COLLINS	
Invoice: 040324DM-B		271516	040324DM-B	04/03/2024		USBAPR24	28.76
		28.76	73011189 531100	PW/AMAZON/TOOLS FOR JOSEPH O&M - C/E FACIL OFC SUPPLIES		COLLINS	
Invoice: 040324DM-C		271517	040324DM-C	04/03/2024		USBAPR24	15.45
		15.45	73011755 531100	PW/AMAZON/FIRE SPRINKLER O&M-COMMONS SUPPLIES		CAP COMMONS	
Invoice: 0403254DM-C		271518	0403254DM-C	04/03/2024		USBAPR24	10.36
		10.36	73011755 531100	PW/AMAZON/SPRINKLER ESUTCHEON O&M-COMMONS SUPPLIES		COMMS	
Invoice: 040324DM-D		271519	040324DM-D	04/03/2024		USBAPR24	244.02
		244.02	73011755 531100	PW/AMAZON/WALL HEATER FOR O&M-COMMONS SUPPLIES		COMMONS	

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 040324DM-E		271520	040324DM-E	04/03/2024		USBAPR24	1,010.35
	1,010.35	73425358	541100	PW/SUNSET ELECTRIC NW/WWTP EMERGENCY CALL O&M-WWTP-PROF SVCS			
Invoice: 040324DM-F		271521	040324DM-F	04/03/2024		USBAPR24	480.47
	480.47	73637891	531100	PW/COSTCO/BOTTLED WATER OFFICE SUPPLIES			
Invoice: 040424DM		271522	040424DM	04/04/2024		USBAPR24	51.30
	51.30	73011183	531100	PW/HOME DEPOT/PAINT FOR CITY HALL O&M-C/E-CH FAC-SUPPLIES			
Invoice: 040424DM-A		271523	040424DM-A	04/04/2024		USBAPR24	80.50
	80.50	73011768	531100	PW/KULLY SUPPLY/WFP DRINKING FOUNTAIN PART O&M-C/E-PARKS-SUPPLIES			
Invoice: 040824DM		271524	040824DM	04/08/2024		USBAPR24	177.34
	177.34	73011755	531100	PW/GRAINGER/TAPE FOR COMMONS STAIRS O&M-COMMONS SUPPLIES			
Invoice: 041124DM		271525	041124DM	04/11/2024		USBAPR24	151.80
	151.80	73011897	531100	PW/AMAZON/CHAIR FOR ELLEN'S OFFICE O&M-C/E-PWY FAC-SUPPLIES			
Invoice: 041124DM-A		271527	041124DM-A	04/11/2024		USBAPR24	54.22
	54.22	73011183	531100	PW/GRAINGER/CHAIR FOR ELLEN'S OFFICE O&M-C/E-CH FAC-SUPPLIES			
Invoice: 041824DM		271528	041824DM	04/18/2024		USBAPR24	286.06
	286.06	73011757	541100	PW/EMP/WFP DOCK SEWER PUMP O&M-C/E-MARINA-PROF SVCS			
Invoice: 032524JR		271529	032524JR	03/25/2024		USBAPR24	142.97
	142.97	73011768	531100	PW/LIGHTBULBS.COM/LIGHT BULBS FOR WFP O&M-C/E-PARKS-SUPPLIES			
Invoice: 032524JR-A		271530	032524JR-A	03/25/2024		USBAPR24	240.60
	240.60	73637941	531100	PW/TEC EQUIPMENT/WINDOW VACTOR R&M-SUPPLIES			
Invoice: 032724JR		271531	032724JR	03/27/2024		USBAPR24	98.26
	98.26	73111944	66400001268	PW/AMAZON/CONNECT HARNESS RADIO ELEC SIDEWALK SWEEPER-EQUIP			
Invoice: 032724JR-A		271532	032724JR-A	03/27/2024		USBAPR24	134.40
	134.40	73425358	443410	PW/THE CANTERBURY INN/WOW CONF MH O&M-WWTP-TRAINING			
Invoice: 032724JR-B		271533	032724JR-B	03/27/2024		USBAPR24	16.06
	16.06	73637891	539100	PW/SAFEWAY/GF OATMEAL, ICE CREAM O&M-NON TRAVEL FOOD/BEV			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 032824JR		271534	032824JR	03/28/2024		USBAPR24	240.11
		240.11	73011831 53110000724	PW/AMAZON/WATER SENTRY PLUS FILTERS PD/COURT BLDG NON-CAP-SUPPLIES			
Invoice: 032824JR-A		271535	032824JR-A	03/28/2024		USBAPR24	144.12
		144.12	73011755 531100	PW/AMAZON/WINDOW BLINDS FOR COMMONS O&M-COMMONS SUPPLIES			
Invoice: 040124JR		271536	040124JR	04/01/2024		USBAPR24	300.00
		300.00	73637891 545000	PW/STORAGE98110/STORAGE UNIT RENTAL RENTS & LEASES - OPERATING			
Invoice: 040124JR-A		271537	040124JR-A	04/01/2024		USBAPR24	450.00
		450.00	73637891 545000	PW/STORAGE98110/STORAGE UNIT RENTAL RENTS & LEASES - OPERATING			
Invoice: 040124JR-B		271538	040124JR-B	04/01/2024		USBAPR24	-39.51
		-39.51	73637891 531100	PW/AMAZON/CREDIT FRAUDULENT CHARGE OFFICE SUPPLIES			
Invoice: 040124JR-C		271539	040124JR-C	04/01/2024		USBAPR24	35.62
		35.62	73111427 531100	PW/AMAZON/125V POWER INLET SOCKET OFFICE SUPPLIES			
Invoice: 040224JR		271540	040224JR	04/02/2024		USBAPR24	-13.08
		-13.08	73637891 549900	PW/US BANK/CREDIT FOR FRAUDULENT CHARGE OM-ALLOC-STRT ADM-MISC			
Invoice: 041524JR		271541	041524JR	04/15/2024		USBAPR24	135.00
		135.00	73637891 443410	PW/ANS INC/NOTARY WEBINAR REFRESHER JR O&M-ALLOC ADM-TRAINING EXP			
Invoice: 041724JR		271542	041724JR	04/17/2024		USBAPR24	355.82
		355.82	73011183 531100	PW/ULINE/DESKTOP PRIVACY SCREENS O&M-C/E-CH FAC-SUPPLIES			
Invoice: 041824JR		271543	041824JR	04/18/2024		USBAPR24	147.41
		147.41	73011151 531100	PW/AMAZON/AQUAPEL WINDSHIELD TREATMENT O&M-C/E-PD FLEET-SUPPLIES			
Invoice: 042324JR		271544	042324JR	04/23/2024		USBAPR24	224.24
		224.24	73011189 531100	PW/SITEONE LANDSCAPE/RAIN BIRD WATER NOZZLES O&M - C/E FACIL OFC SUPPLIES			
Invoice: 042424JR		271545	042424JR	04/24/2024		USBAPR24	22.69
		22.69	73637891 531100	PW/AMAZON/PW WEEK SUPPLIES OFFICE SUPPLIES			
Invoice: 042424JR-A		271546	042424JR-A	04/24/2024		USBAPR24	64.00
		64.00	73501448 66400001333	PW/JRO LICENSING/VEHICLE REGISTRATION ELECTRIC SEDAN REPL #43			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 042424JR-B		271547	042424JR-B	04/24/2024		USBAPR24	64.00
		64.00	73501448 66400001334	PW/JRO LICENSING/VEHICLE REGISTRATION ELECTRIC SEDAN REPL #44			
Invoice: 042424JR-C		271548	042424JR-C	04/24/2024		USBAPR24	64.00
		64.00	73501448 66400001335	PW/JRO LICENSING/VEHICLE REGISTRATION ELECTRIC SEDAN REPL #45			
Invoice: 032724RA		271549	032724RA	03/27/2024		USBAPR24	71.84
		71.84	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 032724RA-A		271550	032724RA-A	03/27/2024		USBAPR24	32.13
		32.13	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 040324RA		271551	040324RA	04/03/2024		USBAPR24	49.99
		49.99	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 040424RA		271552	040424RA	04/04/2024		USBAPR24	169.69
		169.69	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 040924RA		271553	040924RA	04/09/2024		USBAPR24	21.81
		21.81	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 042324RA		271554	042324RA	04/23/2024		USBAPR24	86.50
		86.50	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 042324RA-A		271555	042324RA-A	04/23/2024		USBAPR24	262.14
		262.14	63470586 542450	PCD/CLICK2MAIL/LEGAL NOTICING POSTCARDS PCD-PLANNING-COMM OUTREACH			
Invoice: 032624KB		271556	032624KB	03/26/2024		USBAPR24	500.00
		500.00	33011161 54110000302	HR/KIANA LODGE/EMPLOYEE APPRECIATION DEPOSIT EMPLOYEE RECOG-HR-C/E-PRO SVCS			
Invoice: 032624KB-A		271557	032624KB-A	03/26/2024		USBAPR24	50.00
		50.00	33011161 53110000302	HR/WILDERNEST/GIFT CARD EMPLOYEE RECOGNITION EMPLOYEE RECOG-HR-C/E-SUPPLIES			
Invoice: 033024KB		271558	033024KB	03/30/2024		USBAPR24	345.00
		345.00	33011164 443410	HR/AWC/LABOR RELATIONS INSTITUTE REGISTRATION KB HR-C/E-TRAINING EXP			
Invoice: 032524CB		271583	032524CB	03/25/2024		USBAPR24	17.90
		17.90	36011143 443410	EXCC/WA ST FERRIES/WMCA ANNUAL CONFERENCE CLERK-GF-TRAINING			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 042424JB		271591	042424JB	04/24/2024		USBAPR24	495.00
		495.00	53011212 443410	POL/NAFTO/CONFERENCE REGISTRATION JB POLICE - C/E PATROL TRAINING			
Invoice: 040424JB		271592	040424JB	04/04/2024		USBAPR24	456.20
		456.20	53011212 443410	POL/ALASKA AIRLINES/AIRFARE POLICE - C/E PATROL TRAINING			
Invoice: 040424JB-A		271593	040424JB-A	04/04/2024		USBAPR24	859.89
		859.89	53011212 443410	POL/HAMPTON INN/HOTEL POLICE - C/E PATROL TRAINING			
Invoice: 040824JB		271594	040824JB	04/08/2024		USBAPR24	43.65
		43.65	54025212 531100	POL/HOME DEPOT/EXTENSION CORD MARINE - SUPPLIES			
Invoice: 041024JB		271595	041024JB	04/10/2024		USBAPR24	33.81
		33.81	54025212 531100	POL/GO2MARINE/STAINLESS STEEL FOLDING CLEAT MARINE - SUPPLIES			
Invoice: 042424JB-A		271596	042424JB-A	04/24/2024		USBAPR24	526.24
		526.24	54025212 531100	POL/RUGGED TOW/LOCKING HOOK MARINE - SUPPLIES			
Invoice: 042424JB-B		271597	042424JB-B	04/24/2024		USBAPR24	307.18
		307.18	54025212 531100	POL/AMAZON/RATCHET BINDERS MARINE - SUPPLIES			
Invoice: 032624ZB		271598	032624ZB	03/26/2024		USBAPR24	54.53
		54.53	53011212 53110000962	POL/CHEWY/K9 FOOD TRACKING CANINE-SUPPLIES			
Invoice: 032824ZB		271599	032824ZB	03/28/2024		USBAPR24	346.73
		346.73	53011212 54110000962	POL/DAY ROAD ANIMAL HOSPITAL/K9 VACCINATIONS TRACKING CANINE-PROF SVCS			
Invoice: 040324ZB		271600	040324ZB	04/03/2024		USBAPR24	35.00
		35.00	53011212 54110000962	POL/SALTY DOG WASH/K9 NAIL TRIM AND BATCH TRACKING CANINE-PROF SVCS			
Invoice: 041024ZB		271601	041024ZB	04/10/2024		USBAPR24	27.29
		27.29	53011212 54110000962	POL/AMAZON/ZIPPER REPAIR TRACKING CANINE-PROF SVCS			
Invoice: 041524ZB		271602	041524ZB	04/15/2024		USBAPR24	30.98
		30.98	53011212 54110000962	POL/DAY ROAD ANIMAL HOSPITAL/PROGRESS EVALUATION TRACKING CANINE-PROF SVCS			
Invoice: 041724ZB		271603	041724ZB	04/17/2024		USBAPR24	35.00
		35.00	53011212 54110000962	POL/SALTY DOG WASH/K9 NAIL TRIM AND BATH TRACKING CANINE-PROF SVCS			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 041824ZB		271604	041824ZB	04/18/2024		USBAPR24	54.14
		54.14	53011212 54110000962	POL/CHEWY/DOG FOOD			
Invoice: 032424BB		271605	032424BB	03/24/2024		USBAPR24	16.36
		16.36	51011211 549900	POL/GOODWILL/PERSONAL CHARGE			
Invoice: 033124BB		271606	033124BB	03/31/2024		USBAPR24	40.00
		40.00	53011212 443410	POL/GOOD TO GO/TACOMA NARROWS BRIDGE TOLLS			
Invoice: 042224BB		271607	042224BB	04/22/2024		USBAPR24	112.91
		112.91	51011191 531100	POL/SIRCHIE/EVIDENCE BOXES			
Invoice: 040124LH		271608	040124LH	04/01/2024		USBAPR24	11.98
		11.98	51011211 549100	POL/KITSAP SUN/DIGITAL SUBSCRIPTION			
Invoice: 040124LH-A		271609	040124LH-A	04/01/2024		USBAPR24	423.00
		423.00	53011212 545000	POL/RELIABLE STORAGE/STORAGE UNIT RENT			
Invoice: 040324LH		271610	040324LH	04/03/2024		USBAPR24	51.85
		51.85	51011215 531100	POL/STAPLES/OFFICE SUPPLIES			
Invoice: 040224LH		271611	040224LH	04/02/2024		USBAPR24	41.48
		41.48	51011211 531100	POL/AMAZON/FRAMES			
Invoice: 032624LH		271612	032624LH	03/26/2024		USBAPR24	150.70
		150.70	52011212 531100	POL/AMAZON/TONER DETECTIVES PRINTER			
Invoice: 040824LH		271613	040824LH	04/08/2024		USBAPR24	-41.48
		-41.48	51011211 531100	POL/AMAZON/REFUND FRAME BROKEN			
Invoice: 041024LH		271614	041024LH	04/10/2024		USBAPR24	234.00
		234.00	53011212 443410	POL/NTOA/REGISTRATION FEES			
Invoice: 040924LH		271615	040924LH	04/09/2024		USBAPR24	110.61
		110.61	51011211 531100	POL/ULINE/PARKING PASS HOLDERS			
Invoice: 040924LH-A		271616	040924LH-A	04/09/2024		USBAPR24	8.73
		8.73	51011215 531100	POL/SAFEWAY/PAPER TOWELS			

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		INVOICE DTL DESC					
Invoice: 040824LH-A		271617	040824LH-A	04/08/2024		USBAPR24	67.68
		67.68	51011211 531100	POL/AMAZON/FRAME PD-C/E-ADM-SUPPLIES			
Invoice: 041024LH-A		271618	041024LH-A	04/10/2024		USBAPR24	234.00
		234.00	53011212 443410	POL/NTOA/REGISTRATION FEES POLICE - C/E PATROL TRAINING			
Invoice: 032924LH		271619	032924LH	03/29/2024		USBAPR24	1,850.97
		1,850.97	51011191 531100	POL/AIR SCIENCE/FILTERS EVIDENCE DRYING CABINET PD-C/E-PROP RM-SUPPLIES			
Invoice: 041624LH		271620	041624LH	04/16/2024		USBAPR24	480.00
		480.00	51011211 541100	POL/PSSPC/PSYCH TEST FOR APPLICATION BOTHE PD-C/E-ADM-PROF SVCS			
Invoice: 040524LH		271621	040524LH	04/05/2024		USBAPR24	40.50
		40.50	51011191 544000	POL/SOUND PUBLISHING/PROPERTY AD PD-C/E-PROP RM-ADVERTISING			
Invoice: 042224LH		271622	042224LH	04/22/2024		USBAPR24	435.00
		435.00	51011215 531100	POL/FORM MASTERS/FRONT DESK RECEIPTS POLICE - C/E FACIL SUPPLIES			
Invoice: 032724CK		271624	032724CK	03/27/2024		USBAPR24	65.29
		65.29	53011212 443410	POL/TREMONT CHEVRON/FUEL POLICE - C/E PATROL TRAINING			
Invoice: 032924CK		271625	032924CK	03/29/2024		USBAPR24	55.06
		55.06	53011212 443410	POL/CHEVRON/FUEL POLICE - C/E PATROL TRAINING			
Invoice: 040924KL		271626	040924KL	04/09/2024		USBAPR24	268.10
		268.10	51011214 443410	POL/AMERICAN AIRLINES/AIRFARE PD-C/E-ADMIN-TRAINING			
Invoice: 040824KL		271627	040824KL	04/08/2024		USBAPR24	500.00
		500.00	51011214 443410	POL/ATAP/REGISTRATION KL PD-C/E-ADMIN-TRAINING			
Invoice: 040924KL-A		271628	040924KL-A	04/09/2024		USBAPR24	333.10
		333.10	51011214 443410	POL/ALASKA AIRLINES/AIRFARE PD-C/E-ADMIN-TRAINING			
Invoice: 032524RN		271629	032524RN	03/25/2024		USBAPR24	20.62
		20.62	53011212 443410	POL/APPLEBEES/MEAL POLICE - C/E PATROL TRAINING			
Invoice: 032924RN		271630	032924RN	03/29/2024		USBAPR24	17.90
		17.90	53011212 443410	POL/WA ST FERRIES/FERRY FEE POLICE - C/E PATROL TRAINING			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 032924RN-A		271631	032924RN-A	03/29/2024		USBAPR24	601.70
		601.70	53011212 443410	POL/HOLIDAY INN EXPRESS/HOTEL LODGING POLICE - C/E PATROL TRAINING			
Invoice: 040824WS		271632	040824WS	04/08/2024		USBAPR24	98.44
		98.44	51011215 531100	POL/AMAZON/WALL HOOKS, BOOT SCRUBBER, DRY CLEANING POLICE - C/E FACIL SUPPLIES			
Invoice: 040824WS-A		271633	040824WS-A	04/08/2024		USBAPR24	26.20
		26.20	51011215 531100	POL/AMAZON/BOOT SCRUBBER POLICE - C/E FACIL SUPPLIES			
Invoice: 041124WS		271634	041124WS	04/11/2024		USBAPR24	151.71
		151.71	53011212 531100	POL/SAFE LINE DEFENSE/DUTY BELT PD-C/E-PATROL SUPPLIES			
Invoice: 041224WS		271635	041224WS	04/12/2024		USBAPR24	141.95
		141.95	53011212 531100	POL/AMAZON/TUBELESS EARPiece PD-C/E-PATROL SUPPLIES			
Invoice: 041724WS		271636	041724WS	04/17/2024		USBAPR24	69.97
		69.97	53011212 443410	POL/SHELL/FUEL - EVOC POLICE - C/E PATROL TRAINING			
Invoice: 032624BL		271638	032624BL	03/26/2024		USBAPR24	45.00
		45.00	33011161 544000	HR/CRAIGSLIST/ARBORIST JOD AD HR-C/E-ADVERTISING			
Invoice: 032924BL		271639	032924BL	03/29/2024		USBAPR24	250.00
		250.00	33011161 544000	HR/WA FIN OFFICER ASSOC/SR FINANCIAL ANALYST AD HR-C/E-ADVERTISING			
Invoice: 032924BL-A		271640	032924BL-A	03/29/2024		USBAPR24	45.00
		45.00	33011161 544000	HR/CRAIGSLIST/SR FINANCIAL ANALYST AD HR-C/E-ADVERTISING			
Invoice: 040124BL		271641	040124BL	04/01/2024		USBAPR24	239.19
		239.19	33011161 544000	HR/INDEED/SR FINANCIAL ANALYST AD HR-C/E-ADVERTISING			
Invoice: 042024BL		271642	042024BL	04/20/2024		USBAPR24	45.00
		45.00	33011161 544000	HR/CRAIGSLIST/POLICE RECORDS SPEC AD HR-C/E-ADVERTISING			
Invoice: 042224BL		271643	042224BL	04/22/2024		USBAPR24	546.00
		546.00	33011161 544000	HR/INDEED/SR FIN ANALYST, POLICE RECORD SPEC ADS HR-C/E-ADVERTISING			
Invoice: 042424BL		271644	042424BL	04/24/2024		USBAPR24	145.00
		145.00	33011161 544000	HR/GREENBIZ/CLIMATE & SUST MANAGER JOB AD HR-C/E-ADVERTISING			

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		INVOICE DTL DESC					
Invoice: 042424BL-A		271645	042424BL-A	04/24/2024		USBAPR24	175.00
		175.00	33011161 544000	HR/GREEN JOB BOARD/CLIMATE & SUST MANAGER JOB AD HR-C/E-ADVERTISING			
Invoice: 042424BL-B		271646	042424BL-B	04/24/2024		USBAPR24	199.00
		199.00	33011161 544000	HR/GREEN ECON MEDIA/CLIMATE & SUST MANAGER JOB AD HR-C/E-ADVERTISING			
Invoice: 042424BL-C		271647	042424BL-C	04/24/2024		USBAPR24	199.00
		199.00	33011161 544000	HR/ASSOC CLIMATE CHANGE OFFICERS/CLIMATE MANAGER HR-C/E-ADVERTISING			
Invoice: 042424BL-D		271648	042424BL-D	04/24/2024		USBAPR24	45.00
		45.00	33011161 544000	HR/CRAIGSLIST/CLIMATE & SUST MANAGER JOB AD HR-C/E-ADVERTISING			
Invoice: 032624AL		271665	032624AL	03/26/2024		USBAPR24	24.99
		24.99	31011256 531100	EX/AMAZON/MULTIPURPOSE TOOL PREPARE IN A YEAR EX-GF-EMERG PREP-SUPPLIES			
Invoice: 032824AL		271666	032824AL	03/28/2024		USBAPR24	1,787.23
		1,787.23	31011256 531100	EX/AMAZON/VOLUNTEER ID BADGE PRINTER FOR EOC EX-GF-EMERG PREP-SUPPLIES			
Invoice: 032924AL		271667	032924AL	03/29/2024		USBAPR24	152.65
		152.65	31011256 531100	EX/AMAZON/STOP THE BLEED TRAINING SUPPLIES EX-GF-EMERG PREP-SUPPLIES			
Invoice: 040124AL		271668	040124AL	04/01/2024		USBAPR24	583.98
		583.98	31011256 531100	EX/HI VIS SAFETY/EOC VESTS EX-GF-EMERG PREP-SUPPLIES			
Invoice: 040124AL-A		271669	040124AL-A	04/01/2024		USBAPR24	73.48
		73.48	31011256 531100	EX/AMAZON/OFFICE SUPPLIES EX-GF-EMERG PREP-SUPPLIES			
Invoice: 040124AL-B		271670	040124AL-B	04/01/2024		USBAPR24	157.01
		157.01	31011256 531100	EX/AMAZON/OFFICE SUPPLIES EX-GF-EMERG PREP-SUPPLIES			
Invoice: 040124AL-C		271671	040124AL-C	04/01/2024		USBAPR24	87.36
		87.36	31011256 542100	EX/ZOLEO/MONTHLY SUBSCRIPTION EX-GF-EMERG PREP-PHONE			
Invoice: 040224AL		271672	040224AL	04/02/2024		USBAPR24	100.00
		100.00	31011256 549100	EX/BI ROTARY/QUARTERLY MEMBERSHIP DUES EX-GF-EMERG PREP-DUES/SUBSCRIP			
Invoice: 040424AL		271673	040424AL	04/04/2024		USBAPR24	28.94
		28.94	31011256 443410	EX/OLD SPAGHETTI FACTORY/DINNER PIEPC CONF EX-GF-EMERG PREP-TRAINING			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 040424AL-A		271674	040424AL-A	04/04/2024		USBAPR24	495.28
		495.28	31011256 531100	EX/AMAZON/CHILD SAFETY TEAM VESTS EX-GF-EMERG PREP-SUPPLIES			
Invoice: 040524AL		271675	040524AL	04/05/2024		USBAPR24	92.50
		92.50	31011256 541100	EX/NCSI/VOLUNTEER BACKGROUND CHECKS EX-GF-EMERG PREP-PROF SVCS			
Invoice: 040524AL-A		271676	040524AL-A	04/05/2024		USBAPR24	120.00
		120.00	81011881 542100	EX/STARLINK/MONTHLY SUBSCRIPTION TSJC IT - C/E COMMUNICATION			
Invoice: 040524AL-B		271677	040524AL-B	04/05/2024		USBAPR24	300.00
		300.00	31011256 542100	EX/STARLINK/MONTHLY SUBSCRIPTION MOBILE UNITS EX-GF-EMERG PREP-PHONE			
Invoice: 040824AL		271678	040824AL	04/08/2024		USBAPR24	324.58
		324.58	31011256 443410	EX/MARRIOTT TACOMA/HOTEL STAY PIEPC CONF EX-GF-EMERG PREP-TRAINING			
Invoice: 040824AL-A		271679	040824AL-A	04/08/2024		USBAPR24	139.86
		139.86	31011256 539100	EX/COSTCO/SNACKS MRC TRAINING EX-GF-EMERG PREP-NON TR MEALS			
Invoice: 040824AL-B		271680	040824AL-B	04/08/2024		USBAPR24	772.77
		772.77	31011256 531100	EX/STOP THE BLEED NAR/TRAINING SUPPLIES EX-GF-EMERG PREP-SUPPLIES			
Invoice: 040924AL		271681	040924AL	04/09/2024		USBAPR24	3,250.00
		3,250.00	31011256 548500	EX/VOLUNTEER LOCAL/ANNUAL VOLUNTEER SW SUBSCRIPTIO EX-GF-EMERG PREP-SOFTWARE			
Invoice: 040924AL-A		271682	040924AL-A	04/09/2024		USBAPR24	453.52
		453.52	31011256 531100	EX/CODE 3 CREATIONS/COFFEE MUGS VOLUNTEER APPRECIATION EX-GF-EMERG PREP-SUPPLIES			
Invoice: 041024AL		271683	041024AL	04/10/2024		USBAPR24	41.05
		41.05	31011256 531100	EX/RITE AID/VOLUNTEER APPRECIATION DINNER SUPPLIES EX-GF-EMERG PREP-SUPPLIES			
Invoice: 041124AL		271684	041124AL	04/11/2024		USBAPR24	29.56
		29.56	31011256 539100	EX/COQUETTE/SNACKS EMAC MEETING EX-GF-EMERG PREP-NON TR MEALS			
Invoice: 041224AL		271686	041224AL	04/12/2024		USBAPR24	944.21
		944.21	31011256 443410	EX/ALASKA AIRLINES/FLIGHT TO DC NATIONAL CERT CONF EX-GF-EMERG PREP-TRAINING			
Invoice: 041524AL		271687	041524AL	04/15/2024		USBAPR24	200.88
		200.88	31011256 531100	EX/AMAZON/STOP THE BLEED TRAINING SUPPLIES EX-GF-EMERG PREP-SUPPLIES			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 041924AL		271688	041924AL	04/19/2024		USBAPR24	4,761.12
		4,761.12	31011256 531100	EX/PROPAC/COTS DISASTER HUBS TRAILERS EX-GF-EMERG PREP-SUPPLIES			
Invoice: 042224AL		271689	042224AL	04/22/2024		USBAPR24	-28.38
		-28.38	31011256 531100	EX/AMAZON/REFUND CHARGE IN ERROR EX-GF-EMERG PREP-SUPPLIES			
Invoice: 042224AL-A		271690	042224AL-A	04/22/2024		USBAPR24	2,430.50
		2,430.50	31011256 539100	EX/PLEASANT BEACH VILLAGE/VOLUNTEER APPREC DINNER EX-GF-EMERG PREP-NON TR MEALS			
Invoice: 042224AL-B		271691	042224AL-B	04/22/2024		USBAPR24	28.38
		28.38	31011256 531100	EX/AMAZON/TRAILER LOCKS CHARGED IN ERROR EX-GF-EMERG PREP-SUPPLIES			
Invoice: 042524AL		271692	042524AL	04/25/2024		USBAPR24	80.09
		80.09	31011256 539100	EX/THAT'S A SOME PIZZA/DINNER HUBS MEETING EX-GF-EMERG PREP-NON TR MEALS			
Invoice: 032924JC		271708	032924JC	03/29/2024		USBAPR24	1,850.97
		1,850.97	51011191 531100	POL/AIR SCIENCE/FILTERS PD-C/E-PROP RM-SUPPLIES			
Invoice: 032924JC-A		271709	032924JC-A	03/29/2024		USBAPR24	-1,850.97
		-1,850.97	51011191 531100	POL/AIR SCIENCE/FILTERS CREDIT PD-C/E-PROP RM-SUPPLIES			
Invoice: 032924BK		271757	032924BK	03/29/2024		USBAPR24	5.47
		5.47	31011572 548500	EX/CONSTANT CONTACT/CMR MONTHLY SUBSCRIPTION EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 032924BK-A		271758	032924BK-A	03/29/2024		USBAPR24	5.47
		5.47	31011572 548500	EX/CONSTANT CONTACT/CMR MONTHLY SUBSCRIPTION EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 040524BK		271759	040524BK	04/05/2024		USBAPR24	5.47
		5.47	31011572 548500	EX/CONSTANT CONTACT/CMR MONTHLY SUBSCRIPTION EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 041224BK		271760	041224BK	04/12/2024		USBAPR24	5.47
		5.47	31011572 548500	EX/CONSTANT CONTACT/CMR MONTHLY SUBSCRIPTION EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 041224BK-A		271761	041224BK-A	04/12/2024		USBAPR24	5.47
		5.47	31011572 548500	EX/CONSTANT CONTACT/CMR MONTHLY SUBSCRIPTION EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 041324BK		271762	041324BK	04/13/2024		USBAPR24	88.46
		88.46	31011572 548500	EX/CONSTANT CONTACT/CMR MONTHLY SUBSCRIPTION EX-GF-OUTREACH-SOFTWARE MAINT			

A/P CASH DISBURSEMENTS JOURNAL

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
Invoice: 041724BK		271763	041724BK	04/17/2024		USBAPR24	4,000.00
		3,500.00	11011116 443410	EX,CC/AWC/2024 ANNUAL CONFERENCE REGISTRATION			
		500.00	31011134 443410	COUNCIL - TRAINING EX-GF-TRAINING			
Invoice: 032724SH		271765	032724SH	03/27/2024		USBAPR24	20.00
		20.00	31011572 542450	EX/BAINBRIDGE COMMUNITY FOUNDATION/LEADHERSHIP EX-GF-OUTREACH-ADV			
Invoice: 040124SH		271766	040124SH	04/01/2024		USBAPR24	79.90
		79.90	31011572 531100	EX/NAMETAGCOUNTRY.COM/GUEST NAME TAGS EX-GF-OUTREACH-SUPPLIES			
Invoice: 040524SH		271767	040524SH	04/05/2024		USBAPR24	75.00
		75.00	31011572 542450	EX/FACEBOOK/BOOSTED POSTS EX-GF-OUTREACH-ADV			
Invoice: 040624SH		271768	040624SH	04/06/2024		USBAPR24	29.99
		29.99	31011572 548500	EX/MOTIONARRAY/VIDEO TEMPLATES EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 040924SH		271769	040924SH	04/09/2024		USBAPR24	15.96
		15.96	31011572 549100	EX/SEATTLE TIMES/DIGITAL SUBSCRIPTION OUTREACH DUES, SUBS& MEMBER			
Invoice: 041224SH		271770	041224SH	04/12/2024		USBAPR24	115.00
		115.00	31011572 548500	EX/ISTOCKPHOTO/DIGITAL PHOTOS, GRAPHICS LICENSING EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 041224SH-A		271771	041224SH-A	04/12/2024		USBAPR24	24.02
		24.02	31011572 548500	EX/SHUTTERSTOCK/DIGITAL PHOTOS, GRAPHICS LICENSING EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 041224SH-B		271772	041224SH-B	04/12/2024		USBAPR24	24.02
		24.02	31011572 548500	EX/SHUTTERSTOCK/DIGITAL PHOTOS, GRAPHICS LICENSING EX-GF-OUTREACH-SOFTWARE MAINT			
Invoice: 041724SH		271773	041724SH	04/17/2024		USBAPR24	75.00
		75.00	31011572 542450	EX/FACEBOOK/BOOSTED POSTS EX-GF-OUTREACH-ADV			
Invoice: 041724SH-A		271774	041724SH-A	04/17/2024		USBAPR24	11.99
		11.99	31011572 549100	EX/KITSAP SUN/DIGITAL SUBSCRIPTION OUTREACH DUES, SUBS& MEMBER			
Invoice: 042424SH		271775	042424SH	04/24/2024		USBAPR24	25.97
		25.97	31011572 542450	EX/FACEBOOK/BOOSTED POSTS EX-GF-OUTREACH-ADV			
Invoice: 041824HB		271776	041824HB	04/18/2024		USBAPR24	10.00
		10.00	31011492 44341001195	EX/KITSAP TRANSIT/BREMERTON FERRY TRIP CAP-TRANSP & FUELS-TRAINING			

CITY OF BAINBRIDGE ISLAND



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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: 032624RL		271777	032624RL	03/26/2024		USBAPR24	4,998.63
	4,998.63	11011116	541100	CC/RENNE PUBLIC LAW GROUP/CITY COUNCIL RETREAT FAC COUNCIL - PROF SERVICES			
Invoice: 032824RL		271778	032824RL	03/28/2024		USBAPR24	28.00
	28.00	31011131	539100	EX/BLACKBIRD BAKERY/LUNCH MEETING EX-GF-NON TRAVEL FOOD/SNACK			
Invoice: 032824RL-A		271779	032824RL-A	03/28/2024		USBAPR24	857.51
	857.51	31011131	545000	EX/PITNEY BOWES/POSTAGE MACHINE LEASE EX-GF-RENTS & LEASES			
Invoice: 032924RL		271780	032924RL	03/29/2024		USBAPR24	185.26
	185.26	31011131	539100	EX/CUPS/LUNCH MEETING SUQUAMISH TRIBE EX-GF-NON TRAVEL FOOD/SNACK			
Invoice: 033124RL		271781	033124RL	03/31/2024		USBAPR24	114.65
	114.65	31011131	531100	EX/AMAZON/OFFICE SUPPLIES EX-GF-SUPPLIES			
Invoice: 040124RL		271782	040124RL	04/01/2024		USBAPR24	100.00
	100.00	31011131	549100	EX/BI ROTARY/2024 QUARTERLY DUES BK EX-GF-DUES/SUBCR/MEMBERSH			
Invoice: 040124RL-A		271783	040124RL-A	04/01/2024		USBAPR24	116.84
	116.84	32011152	549100	LEGAL/LEXIS NEXUS/ONLINE LEGAL SUBSCRIPTION LGL-GF-DUES & SUBSCRIPTIONS			
Invoice: 040124RL-B		271784	040124RL-B	04/01/2024		USBAPR24	155.06
	155.06	41011141	531100	FIN/AMAZON/OFFICE SUPPLIES FIN-GF-SUPPLIES			
Invoice: 041124RL		271785	041124RL	04/11/2024		USBAPR24	21.83
	21.83	31011131	531100	EX/AMAZON/OFFICE SUPPLIES EX-GF-SUPPLIES			
Invoice: 041224RL		271786	041224RL	04/12/2024		USBAPR24	14.00
	14.00	31011131	539100	EX/BLACKBIRD BAKERY/MEETING SUPPLIES EX-GF-NON TRAVEL FOOD/SNACK			
Invoice: 041324RL		271787	041324RL	04/13/2024		USBAPR24	14.99
	14.99	31011131	549100	EX/KITSAP SUN/MONTHLY SUBSCRIPTION EX-GF-DUES/SUBCR/MEMBERSH			
Invoice: 041424RL		271788	041424RL	04/14/2024		USBAPR24	19.59
	19.59	31011131	539100	EX/SAFEWAY/MEETING SUPPLIES EX-GF-NON TRAVEL FOOD/SNACK			
Invoice: 041524RL		271789	041524RL	04/15/2024		USBAPR24	43.68
	43.68	31011551	53910001251	EX/SAFEWAY/AFFORDABLE HOUSING COMMUNITY OUTREACH 625 WINSLOW-AFF HSG-FOOD/BEV			

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VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

Invoice: 041524RL-A	271790	041524RL-A	04/15/2024	USBAPR24	57.40
	57.40	31011551 53910001251	EX/SAFEWAY/AFFORDABLE HOUSING COMMUNITY OUTREACH		
			625 WINSLOW-AFF HSG-FOOD/BEV		
Invoice: 041524RL-B	271791	041524RL-B	04/15/2024	USBAPR24	2.99
	2.99	31011551 53910001251	EX/SAFEWAY/AFFORDABLE HOUSING COMMUNITY OUTREACH		
			625 WINSLOW-AFF HSG-FOOD/BEV		
Invoice: 041724RL	271792	041724RL	04/17/2024	USBAPR24	14.18
	14.18	31011131 539100	EX/TOWN & COUNTRY MARKET/BREAKFAST, BIRTHDAY SUPPL		
			EX-GF-NON TRAVEL FOOD/SNACK		
Invoice: 041724RL-A	271793	041724RL-A	04/17/2024	USBAPR24	177.52
	177.52	31011131 539100	EX/CUPS/MARCH, APRIL BIRTHDAY LUNCHES		
			EX-GF-NON TRAVEL FOOD/SNACK		
Invoice: 042324RL	271794	042324RL	04/23/2024	USBAPR24	7.98
	7.98	11011116 539100	CC/SAFEWAY/COUNCIL MEALS		
			COUNCIL-NON TRAVEL FOOD/SNACK		
Invoice: 042024CF	271865	042024CF	04/20/2024	USBAPR24	42.79
	42.79	41011141 539100	FIN/SAFEWAY/FINANCE MEETING SNACKS		
			FIN-NON TRAVEL FOOD/SNACK		
Invoice: 032624MD	271897	032624MD	03/26/2024	USBAPR24	111.67
	111.67	81011881 535500	IT/AMAZON MARKETPLACE/USB TYPE C CABLE, ANKER		
			IT - C/E COMPUTER PARTS & EQ		
Invoice: 032624MD-A	271898	032624MD-A	03/26/2024	USBAPR24	472.85
	472.85	81011881 535500	IT/AMAZON MARKETPLACE/MICE, CABLES, USB C CHARGERS		
			IT - C/E COMPUTER PARTS & EQ		
Invoice: 040124MD	271899	040124MD	04/01/2024	USBAPR24	32.71
	32.71	81011881 548500	IT/CBI WINZIP/ZIP AND UNZIP SOFTWARE		
			IT - C/E COMPUTER SUPPORT		
Invoice: 040224MD	271900	040224MD	04/02/2024	USBAPR24	786.11
	786.11	81011881 535500	IT/BESTBUY.COM/SURFACE 9 LAPTOPS X2		
			IT - C/E COMPUTER PARTS & EQ		
Invoice: 040324MD	271901	040324MD	04/03/2024	USBAPR24	873.56
	873.56	81011881 535500	IT/MICROSOFT STORE/SURFACE DOCKS X4		
			IT - C/E COMPUTER PARTS & EQ		
Invoice: 040324MD-A	271902	040324MD-A	04/03/2024	USBAPR24	5,678.38
	5,678.38	81011881 535500	IT/BESTBUY.COM/SURFACE 9 LAPTOPS X2		
			IT - C/E COMPUTER PARTS & EQ		
Invoice: 040324MD-B	271903	040324MD-B	04/03/2024	USBAPR24	21.79
	21.79	81011881 548500	IT/FS JUDYSAPPS/TEN-KEY PHONE APP		
			IT - C/E COMPUTER SUPPORT		

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: 040424MD		271904	040424MD	04/04/2024		USBAPR24	655.20
	655.20	81011881	548500	IT/MICROSOFT STORE/OFFICE 365 G1 SOFTWARE LICENSE			
				IT - C/E COMPUTER SUPPORT			
Invoice: 040524MD		271905	040524MD	04/05/2024		USBAPR24	35.54
	35.54	81011881	531100	IT/AMAZON MARKETPLACE/MOBILE FOLDER CART			
				IT - C/E SUPPLIES			
Invoice: 040524MD-A		271906	040524MD-A	04/05/2024		USBAPR24	181.18
	181.18	81011881	535500	IT/AMAZON MARKETPLACE/USB C, USBC TO ETHERNET CABL			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 040824MD		271908	040824MD	04/08/2024		USBAPR24	364.58
	364.58	81011881	535500	IT/AMAZON MARKETPLACE/POLY VOYAGE WIRELESS HEADSET			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 040524MD-B		271910	040524MD-B	04/05/2024		USBAPR24	12.00
	12.00	81011881	548500	IT/WETRANSFER/POLICE MAIL ENCRYPTION SOFTWARE			
				IT - C/E COMPUTER SUPPORT			
Invoice: 040924MD		271911	040924MD	04/09/2024		USBAPR24	127.11
	127.11	81011881	539100	IT/SWEET DAHLIA BAKING LLC/IT LUNCHEON TSJC WORK			
				IT - NON-TRAVEL FOOD			
Invoice: 041524MD		271912	041524MD	04/15/2024		USBAPR24	92.81
	92.81	81011881	535500	IT/AMAZON MARKETPLACE/SONY HEADSET FOR COURT PC			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 041524MD-A		271913	041524MD-A	04/15/2024		USBAPR24	21.84
	21.84	81011881	548500	IT/CHATGPT/ARTIFICIAL INTELLIGENCE ENGINE			
				IT - C/E COMPUTER SUPPORT			
Invoice: 041524MD-B		271914	041524MD-B	04/15/2024		USBAPR24	12.89
	12.89	81011881	443410	IT/TACO TIME/LUNCH ACCIS CONFERENCE			
				IT - C/E TRAINING			
Invoice: 041524MD-C		271915	041524MD-C	04/15/2024		USBAPR24	125.57
	125.57	81011881	535500	IT/AMAZON MARKETPLACE/BINAURAL WIRELESS HEADSET			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 041424MD		271916	041424MD	04/14/2024		USBAPR24	17.90
	17.90	81011881	443410	IT/WS FERRIES/BAINBRIDGE SEATTLE ACCIS CONFERENCE			
				IT - C/E TRAINING			
Invoice: 041624MD		271917	041624MD	04/16/2024		USBAPR24	599.00
	599.00	81011881	548500	IT/BEYOND TECHNOLOGIES/INTRANET EMPLOYEE DIRECTORY			
				IT - C/E COMPUTER SUPPORT			
Invoice: 041624MD-A		271918	041624MD-A	04/16/2024		USBAPR24	65.21
	65.21	81011881	443410	IT/RED LOBSTER/DINNER ACCIS CONFERENCE			
				IT - C/E TRAINING			

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		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
Invoice: 041624MD-B		271919	041624MD-B	04/16/2024		USBAPR24	10.91
	10.91	81011881	443410	IT/JACK IN THE BOX/LUNCH ACCIS CONFERENCE			
				IT - C/E TRAINING			
Invoice: 041624MD-C		271920	041624MD-C	04/16/2024		USBAPR24	100.00
	100.00	81011881	443410	IT/BELLEVUE HEALTHCARE/SCOOTER RENTAL			
				IT - C/E TRAINING			
Invoice: 041824MD		271921	041824MD	04/18/2024		USBAPR24	44.10
	44.10	81011881	443410	IT/GRUB HUB RED ROBIN/DINNER ACCIS CONFERENCE			
				IT - C/E TRAINING			
Invoice: 041824MD-A		271922	041824MD-A	04/18/2024		USBAPR24	20.00
	20.00	81011881	535500	IT/AMAZON MARKETPLACE/DUAL MOUNT PHONE FOR VEHICLE			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 041824MD-B		271923	041824MD-B	04/18/2024		USBAPR24	44.73
	44.73	81011881	535500	IT/AMAZON MARKETPLACE/PROTECTION SHIELDS SURFACE			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 041424MD-A		271924	041424MD-A	04/14/2024		USBAPR24	450.29
	450.29	81011881	443410	IT/HILTON GARDEN INN/LODGING ACCIS CONFERENCE			
				IT - C/E TRAINING			
Invoice: 041424MD-B		271925	041424MD-B	04/14/2024		USBAPR24	2.20
	2.20	81011881	443410	IT/NAYAX VENDING/BOTTLE OF WATER			
				IT - C/E TRAINING			
Invoice: 041424MD-C		271926	041424MD-C	04/14/2024		USBAPR24	57.26
	57.26	81011881	443410	IT/DOOR DASH/DINNER ACCIS CONFERENCE			
				IT - C/E TRAINING			
Invoice: 041824MD-C		271927	041824MD-C	04/18/2024		USBAPR24	40.39
	40.39	81011881	535500	IT/AMAZON/MICROSOFT SURFACE POWER SUPPLY			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 041924MD		271928	041924MD	04/19/2024		USBAPR24	37.84
	37.84	81011881	535500	IT/AMAZON MARKETPLACE/POWER INVERTER CAR CHARGER			
				IT - C/E COMPUTER PARTS & EQ			
Invoice: 041924MD-A		271929	041924MD-A	04/19/2024		USBAPR24	119.22
	119.22	81011881	443410	IT/SCOOTERBUGMOBILITY/SCOOTER RENTAL			
				IT - C/E TRAINING			
Invoice: 042124MD		271930	042124MD	04/21/2024		USBAPR24	30.11
	30.11	81011881	443410	IT/CURB TAXI/TAXI TO LASERFICHE CONFERENCE			
				IT - C/E TRAINING			
Invoice: 042124MD-A		271931	042124MD-A	04/21/2024		USBAPR24	3.40
	3.40	81011881	443410	IT/FRONTLINE FOOD SERVICES/BOTTLED WATER			
				IT - C/E TRAINING			

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 041924MD-B				271932	041924MD-B	04/19/2024		USBAPR24	17.90
				17.90	81011881 443410	IT/WS FERRIES/FERRY FARE LASERFICHE CONFERENCE			
						IT - C/E TRAINING			
Invoice: 042124MD-B				271933	042124MD-B	04/21/2024		USBAPR24	35.00
				35.00	81011881 443410	IT/ALASKA AIRLINES/BAGGAGE FEE			
						IT - C/E TRAINING			
Invoice: 042224MD				271934	042224MD	04/22/2024		USBAPR24	58.40
				58.40	81011881 531100	IT/AMAZON MARKETPLACE/WRIST RESTS X5			
						IT - C/E SUPPLIES			
Invoice: 042224MD-A				271935	042224MD-A	04/22/2024		USBAPR24	1,080.58
				1,080.58	81011881 443410	IT/HILTON GARDEN INN/LODGING ACCIS CONFERENCE			
						IT - C/E TRAINING			
Invoice: 042224MD-B				271937	042224MD-B	04/22/2024		USBAPR24	4.00
				4.00	81011881 443410	IT/HILTON GARDEN INN/MISCELLANEOUS CHARGE			
						IT - C/E TRAINING			
Invoice: 042224MD-C				271938	042224MD-C	04/22/2024		USBAPR24	18.69
				18.69	81011881 443410	IT/NATHANS FAMOUS/LUNCH LASERFICHE EMPOWER			
						IT - C/E TRAINING			
Invoice: 042324MD				271939	042324MD	04/23/2024		USBAPR24	14.19
				14.19	81011881 548500	IT/ARLO TECHNOLOGIES/VIDEO STORAGE			
						IT - C/E COMPUTER SUPPORT			
Invoice: 042224MD-D				271940	042224MD-D	04/22/2024		USBAPR24	14.18
				14.18	81011881 443410	IT/MB MARKET/AQUAFINA & SODA LASERFICHE CONFERENCE			
						IT - C/E TRAINING			
CHECK								3871 TOTAL:	81,104.30
NUMBER OF CHECKS				1	*** CASH ACCOUNT TOTAL ***				81,104.30
TOTAL PRINTED CHECKS						COUNT	AMOUNT		
						1	81,104.30		
*** GRAND TOTAL ***								81,104.30	

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	5	167																		
APP	001-213000																			
	05/21/2024	USBAPR24							052124							GENERAL - ACCOUNTS PAYABLE			71,632.76	
																AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100															CASH				81,104.30
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	402-213000															ACCOUNTS PAYABLE			2,871.33	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	101-213000															STREETS - ACCOUNTS PAYABLE			559.34	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	108-213000															AFFORD HSG - ACCOUNTS PAYABLE			122.96	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	631-213000															ACCOUNTS PAYABLE			2,583.94	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	501-213000															ER&R-ACCOUNTS PAYABLE			197.00	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	407-213000															ACCOUNTS PAYABLE			1,900.79	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	403-213000															ACCOUNTS PAYABLE			797.28	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
APP	401-213000															ACCOUNTS PAYABLE			438.90	
	05/21/2024	USBAPR24							052124							AP CASH DISBURSEMENTS JOURNAL				
																GENERAL LEDGER TOTAL			81,104.30	81,104.30
APP	631-130000															DUE TO/FROM CLEARING			78,520.36	
	05/21/2024	USBAPR24							052124											
APP	001-130000															GENERAL - DUE TO/FROM CLEARING				71,632.76
	05/21/2024	USBAPR24							052124											
APP	402-130000															DUE TO/FROM CLEARING				2,871.33
	05/21/2024	USBAPR24							052124											
APP	101-130000															STREETS - DUE TO/FROM CLEARING				559.34
	05/21/2024	USBAPR24							052124											
APP	108-130000															AFFORD HSG DUE TO/FROM CLEAR'G				122.96
	05/21/2024	USBAPR24							052124											
APP	501-130000															ER&R-DUE TO/FROM CLEARING				197.00
	05/21/2024	USBAPR24							052124											
APP	407-130000															DUE TO/FROM CLEARING				1,900.79
	05/21/2024	USBAPR24							052124											
APP	403-130000															DUE TO/FROM CLEARING				797.28
	05/21/2024	USBAPR24							052124											
APP	401-130000															DUE TO/FROM CLEARING				438.90
	05/21/2024	USBAPR24							052124											
																SYSTEM GENERATED ENTRIES TOTAL			78,520.36	78,520.36
																JOURNAL 2024/05/167	TOTAL		159,624.66	159,624.66

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 5	167	05/21/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE FUND TOTAL	 71,632.76 71,632.76	 71,632.76 71,632.76
101 STREET FUND 101-130000 101-213000	2024 5	167	05/21/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE FUND TOTAL	 559.34 559.34	 559.34 559.34
108 AFFORDABLE HOUSING FUND 108-130000 108-213000	2024 5	167	05/21/2024	AFFORD HSG DUE TO/FROM CLEAR'G AFFORD HSG - ACCOUNTS PAYABLE FUND TOTAL	 122.96 122.96	 122.96 122.96
401 WATER OPERATING FUND 401-130000 401-213000	2024 5	167	05/21/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 438.90 438.90	 438.90 438.90
402 SEWER OPERATING FUND 402-130000 402-213000	2024 5	167	05/21/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 2,871.33 2,871.33	 2,871.33 2,871.33
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 5	167	05/21/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 797.28 797.28	 797.28 797.28
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2024 5	167	05/21/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 1,900.79 1,900.79	 1,900.79 1,900.79
501 EQUIPMENT RENTAL & REVOLVING 501-130000 501-213000	2024 5	167	05/21/2024	ER&R-DUE TO/FROM CLEARING ER&R-ACCOUNTS PAYABLE FUND TOTAL	 197.00 197.00	 197.00 197.00
631 CLEARING FUND	2024 5	167	05/21/2024			

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF	DATE	DEBIT	CREDIT
ACCOUNT					ACCOUNT DESCRIPTION		
631-130000					DUE TO/FROM CLEARING	78,520.36	
631-213000					ACCOUNTS PAYABLE	2,583.94	
635-111100					CASH		81,104.30
					FUND TOTAL	81,104.30	81,104.30

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		71,632.76
101	STREET FUND		559.34
108	AFFORDABLE HOUSING FUND		122.96
401	WATER OPERATING FUND		438.90
402	SEWER OPERATING FUND		2,871.33
403	STORM & SURFACE WATER FUND		797.28
407	BUILDING & DEVELOPMENT FUND		1,900.79
501	EQUIPMENT RENTAL & REVOLVING		197.00
631	CLEARING FUND		
TOTAL		78,520.36	78,520.36

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

REGULAR 5/22/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
3872	05/29/2024	EFT	5 ACE HARDWARE	271717	55964	05/06/2024		05/26/24	6.54
Invoice: 55964				6.54	73011897 531100	PW/GREASE SILICONE 0.5OZ O&M-C/E-PWY FAC-SUPPLIES			
Invoice: 55965				271718	55965	05/06/2024		05/26/24	61.13
				30.56	73011755 531100	PW/BATTERY SLA UB1280, UB1250 O&M-COMMONS SUPPLIES			
				30.57	73011183 531100	O&M-C/E-CH FAC-SUPPLIES			
Invoice: 55968				271719	55968	05/06/2024		05/26/24	37.11
				37.11	73431835 531100	PW/COM TRIM LINE 165FT .105 OFFICE SUPPLIES			
Invoice: 55972				271720	55972	05/07/2024		05/26/24	5.86
				5.86	73011757 53110000552	PW/FASTENERS, TAP CARDED 6X32NC LIVEABOARDS-SUPPLIES			
Invoice: 55973				271721	55973	05/07/2024		05/26/24	80.75
				61.13	73011183 531100	PW/HOOK PEG STRT, SNGLSTRT, BATTERY SLA O&M-C/E-CH FAC-SUPPLIES			
				19.62	73011897 531100	O&M-C/E-PWY FAC-SUPPLIES			
Invoice: 55982				271801	55982	05/08/2024		05/26/24	18.55
				18.55	73011183 531100	PW/LED 48" T8 18W CW 2PK O&M-C/E-CH FAC-SUPPLIES			
Invoice: 55984				271802	55984	05/08/2024		05/26/24	17.43
				17.43	73411345 531100	PW/DISTILLED WATER 1GAL OFFICE SUPPLIES			
Invoice: 55985				271803	55985	05/09/2024		05/26/24	55.19
				55.19	73011189 531100	PW/GARDEN HND TROWL, REPAIR COUPLING, ELBOW 90 O&M - C/E FACIL OFC SUPPLIES			
Invoice: 55993				271804	55993	05/10/2024		05/26/24	41.98
				41.98	73011189 531100	PW/TEE PVC40, CAP, COUPLE, ADAPTR, CAP PVC O&M - C/E FACIL OFC SUPPLIES			
Invoice: 55999				271805	55999	05/13/2024		05/26/24	2.07
				2.07	73011831 53110000724	PW/FASTENERS PD/COURT BLDG NON-CAP-SUPPLIES			
Invoice: 56000				271806	56000	05/13/2024		05/26/24	43.67
				43.67	73425358 531100	PW/UPPERHAND FISH TAPE 65' O&M-WWTP-SUPPLIES			
Invoice: 56002				271807	56002	05/13/2024		05/26/24	14.35
				14.35	73011189 531100	PW/TEE, COUPLE 3/4" SXS SCH40 O&M - C/E FACIL OFC SUPPLIES			
Invoice: 56005				271808	56005	05/14/2024		05/26/24	26.20
						PW/BIT DRILL 1/2" 12AIRCRAFT			

A/P CASH DISBURSEMENTS JOURNAL

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
		26.20	73425358 531100				
				O&M-WWTP-SUPPLIES			
Invoice: 56012		271876	56012	05/15/2024		05/26/24	16.36
				PW/RAPIDFUSE ALL PURP, TUBE HEAT SHRINK			
		16.36	73425358 531100				
				O&M-WWTP-SUPPLIES			
Invoice: 56015		271877	56015	05/15/2024		05/26/24	86.21
				PW/SNIPS MULTIMSTR, PP SD HEX WSHR, SCREEN ALUM			
		86.21	73411345 531100				
				OFFICE SUPPLIES			
Invoice: 56016		271878	56016	05/15/2024		05/26/24	8.30
				PW/FASTENERS			
		8.30	73411345 531100				
				OFFICE SUPPLIES			
Invoice: 56019		271941	56019	05/15/2024		05/26/24	5.85
				IT/FASTENERS			
		5.85	81011881 531100				
				IT - C/E SUPPLIES			
Invoice: 56011		271950	56011	05/15/2024		05/26/24	96.06
				PW/XL FH ONE SCREW, BOX LEVEL ALUM 72"			
		96.06	73011897 531100				
				O&M-C/E-PWY FAC-SUPPLIES			
Invoice: 56033		271951	56033	05/17/2024		05/26/24	24.41
				PW/PLUMBING SUPPLIES & FIXTURES			
		24.41	73425358 531100				
				O&M-WWTP-SUPPLIES			
				CHECK		3872 TOTAL:	648.02
3873 05/29/2024 EFT	1030 SUNBELT RENTALS	271846	153482970-0001	04/30/2024		05/26/24	142.59
Invoice: 153482970-0001				PW/5' SCAFFOLD END FRAME GT, GUARD RAIL			
		142.59	73425358 545000				
				O&M-WWTP-RENTS			
				CHECK		3873 TOTAL:	142.59
3874 05/29/2024 EFT	7726 AIR MANAGEMENT SOLUT	271810	0001145117	04/30/2024		05/26/24	447.72
Invoice: 0001145117				PW/HVAN MAINTENANCE WWTP			
		447.72	73425358 54810000707				
				WWTP HVAC-REPAIRS			
Invoice: 0001146114		271811	0001146114	04/30/2024		05/26/24	926.35
				PW/HVAC MAINTENANCE CITY HALL			
		926.35	73011183 54810000707				
				CH HVAC-REPAIRS			
				CHECK		3874 TOTAL:	1,374.07
3875 05/29/2024 EFT	2138 ASPECT CONSULTING LL	271723	550706	03/11/2024		05/26/24	7,219.65
Invoice: 550706				PW/FLETCHER BAY WELL REHAB DESIGN			
		7,219.65	73414434 64110001244				
				FL BAY REHAB & PUMP REPL-PROSV			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
						CHECK	3875	TOTAL:	7,219.65
3876	05/29/2024	EFT	9856 BARR-TECH LLC	271724	9546	04/30/2024		05/26/24	7,823.59
	Invoice: 9546					PW/BIOSOLIDS PROCESSED 113.98 TONS APRIL 2024			
				7,823.59	73425358 54790100551	BIOSOLIDS WASTE DISPOSAL			
						CHECK	3876	TOTAL:	7,823.59
3877	05/29/2024	EFT	7183 BI SPECIAL NEEDS FOU	271812	2024-Q1	05/13/2024		05/26/24	3,250.00
	Invoice: 2024-Q1					EX/2023-24 HUMAN SERVICES FUNDING			
				3,250.00	31017686 54110000297	HOPE HS/BI SP NEEDS/ISLANDTIME			
						CHECK	3877	TOTAL:	3,250.00
3878	05/29/2024	EFT	567 BAINBRIDGE ISLAND DO	271952	05/21/2024	05/21/2024		05/26/24	172.00
	Invoice: 05/21/2024					JULY 3RD DANCE ROW PERMIT REFUND			
				172.00	11154 322400	ROW PERMITS-SHORT TERM USE			
						CHECK	3878	TOTAL:	172.00
3879	05/29/2024	EFT	360 BUILDERS FIRSTSOURCE	271813	88970934	05/02/2024		05/26/24	35.86
	Invoice: 88970934					BLD SAW JIG WOOD 3IN, FOAM PAINTBRUSH, SANDING SPN			
				35.86	91011497 53110001194	GREEN TEAM, RECYCLING-SUPPLIES			
	Invoice: 88979085			271814	88979085	05/03/2024		05/26/24	31.11
				31.11	73111264 531100	PW/2X4-12' KD TK WRC S1S2E			
						O&M-STREET-TRAF CONTROL-SUPPLY			
	Invoice: 89010365			271953	89010365	05/09/2024		05/26/24	104.77
				104.77	73111264 531100	PW/HEMLOCK 1-5/16" FULL ROUND 8'			
						O&M-STREET-TRAF CONTROL-SUPPLY			
						CHECK	3879	TOTAL:	171.74
3880	05/29/2024	EFT	1052 CANON FINANCIAL SERV	271942	32422581	04/12/2024		05/26/24	483.51
	Invoice: 32422581					PCD,ENG,IT/OCE PRINTER PLOTTER SCANNER LEASE			
				161.17	61011581 545000	PCD - C/E ADMIN RENTS & LEASES			
				161.17	72011321 545000	ENG - C/E ADMIN RENTS & LEASES			
				161.17	81011881 545000	IT - C/E RENTS & LEASES			
						CHECK	3880	TOTAL:	483.51
3881	05/29/2024	EFT	2495 CH2O INTERNATIONAL	271727	346777	05/06/2024		05/26/24	1,565.98
	Invoice: 346777					PW/CITY HALL SERVICE VISIT, PROP GLYCOL			
				1,565.98	73011183 54810000707	CH HVAC-REPAIRS			

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC									
						CHECK	3881 TOTAL:		1,565.98
3882 05/29/2024 EFT	7823 CIVICPLUS, LLC	271728	293229		04/20/2024	05/26/24		19,704.55	
Invoice: 293229					IT/PUBLIC RECORDS PORTAL APPLICATION				
		19,704.55	81011881	548500	IT - C/E COMPUTER SUPPORT				
					CHECK	3882 TOTAL:		19,704.55	
3883 05/29/2024 EFT	7509 CONSTRUCTION PARTS L	271815	40781		05/03/2024	05/26/24		976.95	
Invoice: 40781					PW/GRADER BLADE, PLOW BOLT, NUT, FLAT WASHER				
		976.95	73111427	531100	OFFICE SUPPLIES				
					CHECK	3883 TOTAL:		976.95	
3884 05/29/2024 EFT	142 COPIERS NORTHWEST IN	271943	INV2828978		05/20/2024	05/26/24		220.96	
Invoice: INV2828978					PCD,ENG,IT/CANON OCE PRINTER PLOTTER SUPPLIES				
		73.65	61011581	531100	PCD - C/E ADMIN SUPPLIES				
		73.65	72011321	531100	ENG - C/E ADMIN SUPPLIES				
		73.66	81011881	531100	IT - C/E SUPPLIES				
					CHECK	3884 TOTAL:		220.96	
3885 05/29/2024 EFT	4975 DAY MANAGEMENT CORP	271730	INV822340		04/23/2024	05/26/24		928.20	
Invoice: INV822340					POL/RADAR RECALIBRATION X6				
		928.20	53011212	541100	POLICE - C/E PATROL PROF SVCS				
					CHECK	3885 TOTAL:		928.20	
3886 05/29/2024 EFT	10190 DTG ENTERPRISES INC	271955	29032512		05/19/2024	05/26/24		236.02	
Invoice: 29032512					PW/PORTABLE RESTROOM RENTALS				
		118.01	73435838	545000	O&M-DECANT-RENTS				
		118.01	73011897	545000	O&M-C/E-PWYD FAC-RENTS				
					CHECK	3886 TOTAL:		236.02	
3887 05/29/2024 EFT	7144 DTMICRO, INC	271944	7257		02/15/2024	05/26/24		136.50	
Invoice: 7257					POLICE CONNECTION TO KITSAP COUNTY				
		136.50	91011215	542100	GG-C/E-PD-PHONE				
Invoice: 7353					04/15/2024	05/26/24		136.50	
					POLICE CONNECTION TO KITSAP COUNTY				
		136.50	91011215	542100	GG-C/E-PD-PHONE				
					CHECK	3887 TOTAL:		273.00	

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
3888	05/29/2024	EFT	4639 ENNIS-FLINT, INC.	271731	281932	04/16/2024		05/26/24	11,211.44
			Invoice: 281932			PW/PM125WH Q30' VG 12" WHITE LINE			
				11,211.44	73111264 53110000908	PAVEMENT MARKINGS-SUPPLY			
						CHECK		3888 TOTAL:	11,211.44
3889	05/29/2024	EFT	1953 FERGUSON ENTERPRISES	271817	0038227	04/18/2024		05/26/24	73.31
			Invoice: 0038227			PW/WATER SUPPLIES			
				73.31	73431835 531100	OFFICE SUPPLIES			
				271879	0040048	05/03/2024		05/26/24	569.61
			Invoice: 0040048			PW/WATER SUPPLIES			
				569.61	73411345 531100	OFFICE SUPPLIES			
						CHECK		3889 TOTAL:	642.92
3890	05/29/2024	EFT	8520 FRANCISCAN MEDICAL G	271834	OMF6 APR24	05/15/2024		05/26/24	1,357.00
			Invoice: OMF6 APR24			POL/OCCUPATIONAL HEALTH TESTING			
				1,357.00	53011212 541100	POLICE - C/E PATROL PROF SVCS			
						CHECK		3890 TOTAL:	1,357.00
3891	05/29/2024	EFT	513 GRAINGER	271818	9113044474	05/08/2024		05/26/24	182.34
			Invoice: 9113044474			PW/FILTER CARTRIDGE 25 MICRON 20 GPM 20"			
				182.34	73411345 531100	OFFICE SUPPLIES			
				271880	9107717408	05/03/2024		05/26/24	218.28
			Invoice: 9107717408			PW/WATER DEIONIZED 10L X3			
				218.28	73425358 531100	O&M-WWTP-SUPPLIES			
				271956	9121594106	05/16/2024		05/26/24	114.28
			Invoice: 9121594106			PW/DISPOSABLE GLOVES, SQUARE HEAD PLUG			
				114.28	73425358 531100	O&M-WWTP-SUPPLIES			
						CHECK		3891 TOTAL:	514.90
3892	05/29/2024	EFT	10509 GLCC SERVICES LLC	271871	70007073	05/05/2024		05/26/24	9,019.50
			Invoice: 70007073			PW/2024 - 2027 JANITORIAL SERVICE			
				9,019.50	73637961 54810000269	JANITORIAL CONTRACT			
						CHECK		3892 TOTAL:	9,019.50
3893	05/29/2024	EFT	6155 HDR ENGINEERING INC	271895	1200620520	05/16/2024		05/26/24	2,017.77
			Invoice: 1200620520			PW/WASTEWATER BENEFICIAL REUSE AN			
				2,017.77	71425352 54110001192	WW BEN REUSE-PROF SVCS			

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100	CASH						
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
						CHECK	3893	TOTAL:	2,017.77
3894	05/29/2024	EFT	7918 INFRASTRUCTURE MGMT	271821	50596-6	04/30/2024		05/26/24	5,300.00
	Invoice: 50596-6					ENG/2024-2029 PAVEMENT MANAGEMENT			
				5,300.00	72111444 54110001278	FIVE YEAR PAVEMENT PLAN-PRO SV			
						CHECK	3894	TOTAL:	5,300.00
3895	05/29/2024	EFT	10439 KELLEY CREATE CO	271822	36476764	05/01/2024		05/26/24	327.62
	Invoice: 36476764					EX/COPIER LEASE			
				327.62	31011256 531100	EX-GF-EMERG PREP-SUPPLIES			
	Invoice: 36547245			271823	36547245	05/13/2024		05/26/24	378.65
				378.65	72011321 545000	ENG/COPIER LEASE			
						ENG - C/E ADMIN RENTS & LEASES			
	Invoice: 36547244			271851	36547244	05/13/2024		05/26/24	376.06
				376.06	61470581 545000	PCD/COPIER LEASE			
						PCD - DEV ADMIN RENTS & LEASES			
	Invoice: 36547246			271852	36547246	05/13/2024		05/26/24	429.24
				429.24	61470581 545000	PCD/COPIER LEASE			
						PCD - DEV ADMIN RENTS & LEASES			
						CHECK	3895	TOTAL:	1,511.57
3896	05/29/2024	EFT	9852 KISSLER ENTERPRISES	271824	11177	04/30/2024		05/26/24	12,537.80
	Invoice: 11177					PW/WWTP BIOSOLIDS HAULING TO BARR-TECH			
				12,537.80	73425358 54790100551	BIOSOLIDS WASTE DISPOSAL			
						CHECK	3896	TOTAL:	12,537.80
3897	05/29/2024	EFT	1802 KITSAP CONSERVATION	271872	2024-Q1	05/10/2024		05/26/24	13,918.81
	Invoice: 2024-Q1					ENG/FARMLAND SSWM PLANNING			
				6,959.40	72431835 55100000871	FARMLAND SSWM PLANNING-KCDONLY			
				6,959.41	72011593 55100000871	FARMLAND SSWM PLANNING-KCDONLY			
						CHECK	3897	TOTAL:	13,918.81
3898	05/29/2024	EFT	1851 KRAZAN & ASSOCIATES	271891	INV J604501-5873	04/30/2024		05/26/24	896.04
	Invoice: INV J604501-5873					ENG/WINSLOW WATER TANK TESTING SER			
				896.04	72413434 64110000988	NEW WATER TANKS-PROF SVCS			
						CHECK	3898	TOTAL:	896.04

A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

3899	05/29/2024	EFT	10342	LANGAN ENGINEERING A	271828	LAN 0404409	05/10/2024	05/26/24	97.50
				Invoice: LAN 0404409					
					97.50	72011182 54110001251	ENG/PROFESSIONAL SERVICES 3/30-4/26/24		
							625 WINSLOW-ENG PROF SVCS		
							CHECK	3899 TOTAL:	97.50
3900	05/29/2024	EFT	5011	LEXISNEXIS RISK SOLU	271736	1272084-20240430	04/30/2024	05/26/24	218.40
				Invoice: 1272084-20240430					
					218.40	52011212 548500	POL/MONTHLY SUBSCRIPTION		
							PD-C/E-INV-COMPUTER SUPT MAINT		
							CHECK	3900 TOTAL:	218.40
3901	05/29/2024	EFT	10360	MERCHANT PATROL SECU	271896	3845	05/10/2024	05/26/24	1,012.20
				Invoice: 3845					
					1,012.20	21011125 541100	CRT/COURT SECURITY APRIL 2024		
							COURT-PROF SERVICES		
							CHECK	3901 TOTAL:	1,012.20
3902	05/29/2024	EFT	9263	BELLEVUE PRINTING LL	271830	59735	05/02/2024	05/26/24	12,335.16
				Invoice: 59735					
					2,655.47	31011572 54250001015	EX/SPRING 2024 CITY CONNECTS VOL. 27		
					9,679.69	31011572 54950001015	NEWSLETTER-POSTAGE		
							NEWSLETTER-PRINTING		
							CHECK	3902 TOTAL:	12,335.16
3903	05/29/2024	EFT	2574	NATIONAL BARRICADE C	271737	686502	04/30/2024	05/26/24	233.47
				Invoice: 686502					
					233.47	73111264 545000	PW/SIGN RENTAL		
							O&M-STREET-TRAF CONTROL-LEASES		
					271832	313124	04/30/2024	05/26/24	108.93
				Invoice: 313124					
					108.93	73111264 531100	PW/ALUMINUM ROAD SIGN		
							O&M-STREET-TRAF CONTROL-SUPPLY		
					271833	313125	04/30/2024	05/26/24	155.06
				Invoice: 313125					
					155.06	73111264 531100	PW/ALUMINUM ROAD SIGNS		
							O&M-STREET-TRAF CONTROL-SUPPLY		
							CHECK	3903 TOTAL:	497.46
3904	05/29/2024	EFT	10444	OPCONNECT INC	271873	OC24079	05/14/2024	05/26/24	26.06
				Invoice: OC24079					
					26.06	91011850 532200	APRIL 2024 EV CHARGING USAGE		
							CITY VEH ELEC CAR CHARGING		
							CHECK	3904 TOTAL:	26.06

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

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

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INVOICE DTL DESC

3905	05/29/2024	EFT	4129	OWEN EQUIPMENT COMPA	271738	00114797	04/30/2024	05/26/24	491.70
		Invoice: 00114797			491.70	73431835 531100	PW/FRONT AUGER TIP, OFFICE SUPPLIES	SCP1500/200 LOC	
							CHECK	3905 TOTAL:	491.70
3906	05/29/2024	EFT	10011	PACIFICA LAW GROUP L	271835	89996	05/07/2024	05/26/24	282.00
		Invoice: 89996			282.00	31011551 54111001251	EX/PROFESSIONAL SERVICES APR 2024	625 WINSLOW-AFF HSG-LEGAL ADV	
							CHECK	3906 TOTAL:	282.00
3907	05/29/2024	EFT	9650	PAPE MACHINERY INC	271884	15200748	04/22/2024	05/26/24	1,196.65
		Invoice: 15200748			1,196.65	73637958 531100	PW/GASKET, LOCK WASHER, BOLT, SPACER BLADE, NUT	ROADSIDE MOWER ALLOC-SUPPLIES	
					271957	15291488	05/16/2024	05/26/24	249.96
		Invoice: 15291488			249.96	73637958 531100	PW/TRANS OIL PRESS, PRESSURE SWITCH	ROADSIDE MOWER ALLOC-SUPPLIES	
							CHECK	3907 TOTAL:	1,446.61
3908	05/29/2024	EFT	6333	PETROCARD INC.	271836	0518823-IN	05/09/2024	05/26/24	7,574.06
		Invoice: 0518823-IN			3,851.77	73638893 532000	PW/DIESEL & REGULAR FUEL	O&M-FUEL USE-ALLOCATION	
					3,722.29	73638932 532000	O&M-FUEL ALLOC TO OTH DEPTS		
							CHECK	3908 TOTAL:	7,574.06
3909	05/29/2024	EFT	9776	RED HAWK FIRE PROTEC	271739	PAYREQ1-FINAL-01311	04/11/2024	05/26/24	18,217.84
		Invoice: PAYREQ1-FINAL-01311			18,217.84	73011897 54810001311	PW/O&M FIRE ALARM PANEL REPLACEME	O&M FIRE ALARM PANEL-REPAIR	
							CHECK	3909 TOTAL:	18,217.84
3910	05/29/2024	EFT	7801	REDSIDE CONSTRUCTION	271892	PAYREQ2-FINAL-01251	05/15/2024	05/26/24	85,512.87
		Invoice: PAYREQ2-FINAL-01251			85,512.87	72011182 54810001251	ENG/625 WINSLOW WAY DEMOLITION PRO	625 WINSLOW-ENG-DEMO	
							CHECK	3910 TOTAL:	85,512.87
3911	05/29/2024	EFT	617	S & B INC	271958	26780A	05/17/2024	05/26/24	2,168.71
		Invoice: 26780A			2,168.71	73411345 541100	PW/ERICKSEN PRESSURE TRANSMITTER REPLACEMENT	PROFESSIONAL SERVICES	

A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635		111100		CASH																			
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET														
INVOICE DTL DESC																							
							CHECK	3911 TOTAL:	2,168.71														
3912	05/29/2024	EFT	7385 CHARLES P. SHANE	271740	684	05/04/2024		05/26/24	200.00														
	Invoice: 684			200.00	32011281 541113	LEGAL/PUBLIC DEFENDER SERVICES APR 2024																	
						LGL-PUBLIC DEFENDER																	
							CHECK	3912 TOTAL:	200.00														
3913	05/29/2024	EFT	10511 SITEONE LANDSCAPE SU	271838	141437851-001	05/13/2024		05/26/24	118.50														
	Invoice: 141437851-001			118.50	73011189 531100	PW/PVC PIPE, SPEARS PVC SHORT, ELBOW SOCKET																	
						O&M - C/E FACIL OFC SUPPLIES																	
				271839	141471225-001	05/13/2024		05/26/24	340.62														
	Invoice: 141471225-001			340.62	73011189 531100	PW/RAIN BIRD SMART CONTROLLER, ESPANSION MODULE																	
						O&M - C/E FACIL OFC SUPPLIES																	
							CHECK	3913 TOTAL:	459.12														
3914	05/29/2024	EFT	7173 SKILLINGS	271874	14202	05/14/2024		05/26/24	12,558.07														
	Invoice: 14202			10,214.79	72423434 64110000820	ENG/Engineering Design Services fo																	
				335.12	72423434 64110000990	REHAB WING PT PUMP STATION-DES																	
				2,008.16	72423434 64110001086	WOOD AVE PUMP STA-PROF SVCS																	
						LOWER LOVELL SLS-PROF SVCS																	
							CHECK	3914 TOTAL:	12,558.07														
3915	05/29/2024	EFT	8132 SPECTRA LABORATORIES	271843	24-03617	05/09/2024		05/26/24	366.00														
	Invoice: 24-03617			366.00	73425358 54110000391	PW/TKN, NITRATE, CBOD, AMMONIA TESTING																	
						LAB & TESTING SVCS-WWTP																	
				271844	24-03687	05/13/2024		05/26/24	26.00														
	Invoice: 24-03687			26.00	73011897 54110000391	PW/TOTAL COLIFORM, E COLI TESTING																	
						LAB SVCS-PWY FAC																	
				271845	24-03688	05/13/2024		05/26/24	78.00														
	Invoice: 24-03688			78.00	73411345 54110000391	PW/TOTAL COLIFORM, E COLI TESTING																	
						LAB SVCS-WATER																	
				271885	24-03798	05/15/2024		05/26/24	366.00														
	Invoice: 24-03798			366.00	73425358 54110000391	PW/TKN, NITRATE, AMMONIA, CBOD TESTING																	
						LAB & TESTING SVCS-WWTP																	
				271886	24-03809	05/15/2024		05/26/24	98.00														
	Invoice: 24-03809			98.00	73411345 54110000391	PW/CONDUCTIVITY, CHLORIDE TESTING																	
						LAB SVCS-WATER																	
				271959	24-03906	05/17/2024		05/26/24	90.00														
	Invoice: 24-03906					PW/TOTAL COLIFORM, E COLI TESTING																	

CITY OF BAINBRIDGE ISLAND

A/P CASH DISBURSEMENTS JOURNAL

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC							
		90.00	73411345 54110000391	LAB SVCS-WATER			
Invoice: 24-03907		271960	24-03907	05/17/2024		05/26/24	30.00
				PW/TOTAL COLIFORM, E COLI TESTING			
		30.00	73415345 54110000391	LAB SVCS-WATER ROCKAWAY			
Invoice: 24-03950		271961	24-03950	05/20/2024		05/26/24	30.00
				PW/TOTAL COLIFORM, E COLI TESTING			
		30.00	73411345 54110000391	LAB SVCS-WATER			
				CHECK		3915 TOTAL:	1,084.00
3916 05/29/2024 EFT	5730 SUMMIT LAW GROUP	271948	154358	05/17/2024		05/26/24	3,403.00
Invoice: 154358				LEGAL/PROFESSIONAL SERVICES APR 2024			
		3,403.00	32011152 54111000870	LGL-HR (NON-BARGAINING)			
Invoice: 154359		271949	154359	05/17/2024		05/26/24	895.00
				LEGAL/PROFESSIONAL SERVICES APR 2024			
		895.00	32011152 54111000274	LGL-LABOR NEGOTIATIONS			
				CHECK		3916 TOTAL:	4,298.00
3917 05/29/2024 EFT	553 UTILITIES UNDERGROUN	271856	4040123	04/30/2024		05/26/24	246.84
Invoice: 4040123				PW/EXCAVATION NOTIFICATIONS X187 APR 2024			
		246.84	73637893 54110000393	O&M ALLOC-LOCATING SVCS			
				CHECK		3917 TOTAL:	246.84
3918 05/29/2024 EFT	7821 VESTIS	271857	5120462875	05/09/2024		05/26/24	54.25
Invoice: 5120462875				PW/COVERALL LS COTTON, PANT DICKIES			
		54.25	73638893 589310	LAUNDRY SERVICES			
Invoice: 5120467091		271965	5120467091	05/16/2024		05/26/24	55.01
				PW/COVERALL LS COTTON, PANT DICKIES			
		55.01	73638893 589310	LAUNDRY SERVICES			
				CHECK		3918 TOTAL:	109.26
3919 05/29/2024 EFT	605 WA ST AUDITOR'S OFFI	271745	L161124	05/09/2024		05/26/24	5,911.75
Invoice: L161124				2023 FINANCIAL & ACCOUNTABILITY AUDITS			
		3,485.70	91011423 541100	FIN-C/E STATE AUDITOR			
		458.35	91111433 541100	FIN-STREET-STATE AUDITOR			
		317.58	91411341 541100	GG-WTR-ADM-PROF SVCS			
		734.16	91421351 541100	GG-SWR-ADM-PROF SVCS			
		394.03	91431383 541100	GG-SSWM-ADM-PROF SVCS			
		260.96	91470148 541100	FIN-DEV-STATE AUDITOR			
		260.97	91471148 541100	FIN-BLDG-STATE AUDITOR			

A/P CASH DISBURSEMENTS JOURNAL

 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	3919 TOTAL:	5,911.75	
3920 05/29/2024 EFT	499 WESTBAY AUTO PARTS I	271858	859642		05/06/2024	05/26/24		-19.67	
Invoice: 859642					PW/CORE DEPOSIT CREDIT				
		-19.67	73638935	531100	O&M-STD ALLOCATION-SUPPLIES				
Invoice: 859870		271859	859870		05/07/2024	05/26/24		-31.15	
		-31.15	73638935	531100	PW/NITRILE DISPOS GLOVE RETURN CREDIT				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 859589		271860	859589		05/06/2024	05/26/24		153.97	
		153.97	73637939	531100	PW/2YR WTY BAT, CORE DEPOSIT				
					O&M ALLOC-FLEET UPGRADES-SUPL				
Invoice: 859809		271861	859809		05/07/2024	05/26/24		68.91	
		68.91	73638935	531100	PW/NITRILE DISPOS GLOVES				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 860141		271862	860141		05/08/2024	05/26/24		88.61	
		88.61	73638935	531100	PW/NAPAGOLD FUEL FILTER, FUEL FILTER				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 860382		271863	860382		05/09/2024	05/26/24		8.94	
		8.94	73638935	531100	PW/BRAKELINE				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 861439		271888	861439		05/15/2024	05/26/24		50.56	
		50.56	73638935	531100	PW/SUPER HC IND V-BELT X3				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 861443		271889	861443		05/15/2024	05/26/24		16.85	
		16.85	73638935	531100	PW/SUPER HC IND V-BELT				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 861446		271890	861446		05/15/2024	05/26/24		19.38	
		19.38	73638935	531100	PW/PWRTD BELT				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 861532		271966	861532		05/15/2024	05/26/24		128.58	
		128.58	73011151	531100	PW/CANISTER PURGE VALVE				
					O&M-C/E-PD FLEET-SUPPLIES				
Invoice: 861776		271967	861776		05/16/2024	05/26/24		5.43	
		5.43	73638935	531100	PW/OIL FILTER				
					O&M-STD ALLOCATION-SUPPLIES				
Invoice: 861806		271968	861806		05/16/2024	05/26/24		22.84	
		22.84	73638935	531100	PW/FLASHER-ELECTRO MECH X2				
					O&M-STD ALLOCATION-SUPPLIES				

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

CASH ACCOUNT: 635 111100 CASH
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INVOICE DTL DESC									
						CHECK	3920	TOTAL:	513.25
3921	05/29/2024	EFT	10167	ZIMA CORPORATION	271864	97016	04/24/2024	20240030	05/26/24
	Invoice: 97016						PW/SERVICE TECH FOR ONSITE WWTP SERVICE		410.59
					410.59	73425358	54810001139	REBUILD INFLUENT SCREEN-RPRS	
						CHECK	3921	TOTAL:	410.59
					NUMBER OF CHECKS	50	***	CASH ACCOUNT TOTAL	*** 259,790.03
					TOTAL EFT'S	COUNT	AMOUNT		
						50	259,790.03		
							***	GRAND TOTAL	*** 259,790.03

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	5	177																		
APP	001-213000				05/29/2024	05/26/24	052224								GENERAL - ACCOUNTS PAYABLE				163,216.86	
															AP CASH DISBURSEMENTS JOURNAL					
APP	635-111100				05/29/2024	05/26/24	052224								CASH					259,790.03
															AP CASH DISBURSEMENTS JOURNAL					
APP	403-213000				05/29/2024	05/26/24	052224								ACCOUNTS PAYABLE				8,073.56	
															AP CASH DISBURSEMENTS JOURNAL					
APP	401-213000				05/29/2024	05/26/24	052224								ACCOUNTS PAYABLE				11,791.87	
															AP CASH DISBURSEMENTS JOURNAL					
APP	402-213000				05/29/2024	05/26/24	052224								ACCOUNTS PAYABLE				37,847.49	
															AP CASH DISBURSEMENTS JOURNAL					
APP	101-213000				05/29/2024	05/26/24	052224								STREETS - ACCOUNTS PAYABLE				18,752.08	
															AP CASH DISBURSEMENTS JOURNAL					
APP	631-213000				05/29/2024	05/26/24	052224								ACCOUNTS PAYABLE				18,780.94	
															AP CASH DISBURSEMENTS JOURNAL					
APP	407-213000				05/29/2024	05/26/24	052224								ACCOUNTS PAYABLE				1,327.23	
															AP CASH DISBURSEMENTS JOURNAL					
															GENERAL LEDGER TOTAL			259,790.03	259,790.03	
APP	631-130000				05/29/2024	05/26/24	052224								DUE TO/FROM CLEARING				241,009.09	
APP	001-130000				05/29/2024	05/26/24	052224								GENERAL - DUE TO/FROM CLEARING					163,216.86
APP	403-130000				05/29/2024	05/26/24	052224								DUE TO/FROM CLEARING					8,073.56
APP	401-130000				05/29/2024	05/26/24	052224								DUE TO/FROM CLEARING					11,791.87
APP	402-130000				05/29/2024	05/26/24	052224								DUE TO/FROM CLEARING					37,847.49
APP	101-130000				05/29/2024	05/26/24	052224								STREETS - DUE TO/FROM CLEARING					18,752.08
APP	407-130000				05/29/2024	05/26/24	052224								DUE TO/FROM CLEARING					1,327.23
															SYSTEM GENERATED ENTRIES TOTAL			241,009.09	241,009.09	
															JOURNAL 2024/05/177	TOTAL		500,799.12	500,799.12	

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 5	177	05/29/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE FUND TOTAL	 163,216.86 163,216.86	163,216.86 163,216.86
101 STREET FUND 101-130000 101-213000	2024 5	177	05/29/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE FUND TOTAL	 18,752.08 18,752.08	18,752.08 18,752.08
401 WATER OPERATING FUND 401-130000 401-213000	2024 5	177	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 11,791.87 11,791.87	11,791.87 11,791.87
402 SEWER OPERATING FUND 402-130000 402-213000	2024 5	177	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 37,847.49 37,847.49	37,847.49 37,847.49
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 5	177	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 8,073.56 8,073.56	8,073.56 8,073.56
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2024 5	177	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE FUND TOTAL	 1,327.23 1,327.23	1,327.23 1,327.23
631 CLEARING FUND 631-130000 631-213000 635-111100	2024 5	177	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH FUND TOTAL	 241,009.09 18,780.94 259,790.03 259,790.03	 259,790.03 259,790.03

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		163,216.86
101	STREET FUND		18,752.08
401	WATER OPERATING FUND		11,791.87
402	SEWER OPERATING FUND		37,847.49
403	STORM & SURFACE WATER FUND		8,073.56
407	BUILDING & DEVELOPMENT FUND		1,327.23
631	CLEARING FUND		
TOTAL		241,009.09	241,009.09

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

MANUAL 5/10/24 JK



A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						INVOICE DTL DESC			
361428	05/10/2024	PRTD	1235 AT&T ONENET SERVICE	271663	1278957517	05/01/2024		M050924	9.00
Invoice: 1278957517				9.00	91011215 542100	POL/FAX LONG DISTANCE GG-C/E-PD-PHONE			
Invoice: 1278965503				271664	1278965503	05/01/2024		M050924	.73
				.73	91011189 542100	PCD/FAX LONG DISTANCE GG-C/E-CITY HALL-PHONE			
CHECK 361428 TOTAL:									9.73
361429	05/10/2024	PRTD	551 CENTURYLINK	271695	0470MAY24	05/03/2024		M050924	156.85
Invoice: 0470MAY24				156.85	91011189 542100	CH FIRE ALARM MONIT GG-C/E-CITY HALL-PHONE			
Invoice: 3403MAY24				271696	3403MAY24	05/03/2024		M050924	78.55
				78.55	91011755 542100	COMMONS FIRE ALARM MONIT GG-C/E-COMMONS-PHONE			
Invoice: 4059MAY24				271697	4059MAY24	05/03/2024		M050924	65.94
				65.94	91411891 542100	FLETCHER BAY WELL TELEM GG-WTR-FAC-PHONE			
Invoice: 5311MAY24				271698	5311MAY24	05/03/2024		M050924	84.99
				84.99	91415345 542100	ROCKAWAY BEACH PRV TELEMTRY GG-WTR ROCKAWAY-PHONES			
Invoice: 5378MAY24				271699	5378MAY24	05/03/2024		M050924	65.94
				65.94	91411891 542100	HEAD OF BAY WELL TELEM GG-WTR-FAC-PHONE			
Invoice: 5516MAY24				271700	5516MAY24	05/03/2024		M050924	137.59
				137.59	91011215 542100	POL TI MANDUS GG-C/E-PD-PHONE			
Invoice: 5640MAY24				271701	5640MAY24	05/03/2024		M050924	154.00
				154.00	91011897 542100	O&M FIRE ALARM MONIT GG-C/E-O&M YARD FAC-PHONE			
Invoice: 5826MAY24				271702	5826MAY24	05/03/2024		M050924	50.35
				50.35	91411891 542100	SAND AVE WELL TELEM GG-WTR-FAC-PHONE			
Invoice: 8490MAY24				271703	8490MAY24	05/03/2024		M050924	192.09
				192.09	91011189 542100	CH SECURITY ALARM MONIT GG-C/E-CITY HALL-PHONE			
Invoice: 9008MAY24				271704	9008MAY24	05/03/2024		M050924	84.99
				84.99	91421891 542100	VILLAGE SEWER PUMP GG-SWR-FAC-PHONE			
				271705	9952MAY24	05/03/2024		M050924	73.47

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

Invoice: 9952MAY24

73.47 91011189 542100

INVOICE DTL DESC

CH ELEVATOR SVC LINE
GG-C/E-CITY HALL-PHONE

CHECK 361429 TOTAL: 1,144.76

361430 05/10/2024 PRD
Invoice: 0727MAR24

1205 PUGET SOUND ENERGY

271471 0727MAR24

10.86 91011739 547100

04/29/2024
194 WINSLOW WAY W
COMM EVENTS-ELECTRICITY

M050924 10.86

Invoice: 9047APR24

271472 9047APR24

04/29/2024 M050924

41,019.20

CITY WIDE ENERGY SERVICES
CASEY STREET WTR-ELECTRICITY
GG-C/E-CITY HALL-ELECTRIC
GG-C/E-PD-ELECTRIC
FARMS-ELECTRIC
GG-C/E-COMMONS-ELECTRIC
GG-C/E-PARKS-ELECTRIC
GG-C/E-O&M YARD FAC-ELECTRIC
GG-OS-PROP MNGT-ELECTRIC
GG-STRT-STREET LIGHTING-UTIL
GG-STREET-TRAF CONTROL-UTILITY
GG-WTR-ELECTRIC
GG-ROCKAWAY BCH-UTILITIES
GG-SWR-ELECTRIC
GG-WWTP-ELECTRIC
GG-DECANT-ELECTRIC

271585 8906APR24

04/30/2024 M050924
EAGLE HARBOR DR STREET LIGHT
GG-STRT-STREET LIGHTING-UTIL

18.65

Invoice: 8906APR24

18.65 91111263 547100

Invoice: 9047APR24-2

271586 9047APR24-2

05/02/2024 M050924
SR 305 & WINSLOW WAY
GG-STREET-TRAF CONTROL-UTILITY

405.31

405.31 91111264 547100

CHECK 361430 TOTAL: 41,454.02

361431 05/10/2024 PRD
Invoice: 4815979187-APR24

5271 WASHINGTON WATER SER

271473 4815979187-APR24

166.67 91435838 547500

04/22/2024 M050924
DECANT FACILITY WATER
GG-DECANT-WATER/SEWER

166.67

CHECK 361431 TOTAL: 166.67

A/P CASH DISBURSEMENTS JOURNAL

NUMBER OF CHECKS 4 *** CASH ACCOUNT TOTAL *** 42,775.18

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	4	42,775.18

*** GRAND TOTAL *** 42,775.18

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	5	80																		
APP	001-213000																			
	05/10/2024	M050924							051024							GENERAL - ACCOUNTS PAYABLE			12,023.25	
																AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100															CASH				42,775.18
	05/10/2024	M050924							051024							AP CASH DISBURSEMENTS JOURNAL				
APP	401-213000															ACCOUNTS PAYABLE			11,202.48	
	05/10/2024	M050924							051024							AP CASH DISBURSEMENTS JOURNAL				
APP	402-213000															ACCOUNTS PAYABLE			13,130.92	
	05/10/2024	M050924							051024							AP CASH DISBURSEMENTS JOURNAL				
APP	101-213000															STREETS - ACCOUNTS PAYABLE			6,197.61	
	05/10/2024	M050924							051024							AP CASH DISBURSEMENTS JOURNAL				
APP	403-213000															ACCOUNTS PAYABLE			220.92	
	05/10/2024	M050924							051024							AP CASH DISBURSEMENTS JOURNAL				
																GENERAL LEDGER TOTAL			42,775.18	42,775.18
APP	631-130000															DUE TO/FROM CLEARING			42,775.18	
	05/10/2024	M050924							051024											
APP	001-130000															GENERAL - DUE TO/FROM CLEARING				12,023.25
	05/10/2024	M050924							051024											
APP	401-130000															DUE TO/FROM CLEARING				11,202.48
	05/10/2024	M050924							051024											
APP	402-130000															DUE TO/FROM CLEARING				13,130.92
	05/10/2024	M050924							051024											
APP	101-130000															STREETS - DUE TO/FROM CLEARING				6,197.61
	05/10/2024	M050924							051024											
APP	403-130000															DUE TO/FROM CLEARING				220.92
	05/10/2024	M050924							051024											
																SYSTEM GENERATED ENTRIES TOTAL			42,775.18	42,775.18
																JOURNAL 2024/05/80	TOTAL		85,550.36	85,550.36

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 5	80	05/10/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	12,023.25	12,023.25
				FUND TOTAL	12,023.25	12,023.25
101 STREET FUND 101-130000 101-213000	2024 5	80	05/10/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	6,197.61	6,197.61
				FUND TOTAL	6,197.61	6,197.61
401 WATER OPERATING FUND 401-130000 401-213000	2024 5	80	05/10/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	11,202.48	11,202.48
				FUND TOTAL	11,202.48	11,202.48
402 SEWER OPERATING FUND 402-130000 402-213000	2024 5	80	05/10/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	13,130.92	13,130.92
				FUND TOTAL	13,130.92	13,130.92
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 5	80	05/10/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	220.92	220.92
				FUND TOTAL	220.92	220.92
631 CLEARING FUND 631-130000 635-111100	2024 5	80	05/10/2024	DUE TO/FROM CLEARING CASH	42,775.18	42,775.18
				FUND TOTAL	42,775.18	42,775.18

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		12,023.25
101	STREET FUND		6,197.61
401	WATER OPERATING FUND		11,202.48
402	SEWER OPERATING FUND		13,130.92
403	STORM & SURFACE WATER FUND		220.92
631	CLEARING FUND		
TOTAL		42,775.18	42,775.18

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

MANUAL 5/16/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

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

		VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
		INVOICE DTL DESC					
361432	05/16/2024 PRD	551	CENTURYLINK	271748	5127MAY24	05/07/2024 M051624	313.55
Invoice: 5127MAY24				191.61	91011215 542100	TSJS-FIRE PANEL & CITIZEN LOBBY PHONE	
				121.94	91011251 542100	GG-C/E-PD-PHONE	
						GG-GF-COURT PHONE/POSTAGE	
Invoice: 6299MAY24		271749	6299MAY24	05/06/2024		M051624	84.99
		84.99	91411891 542100	259	FERNCLIFF PRV TELEM		
					GG-WTR-FAC-PHONE		
Invoice: 0590MAY24		271795	0590MAY24	05/08/2024		M051624	544.41
		332.70	91011215 542100		TSJS-ELEVATOR LINE & STAFF LINES		
		211.71	91011251 542100		GG-C/E-PD-PHONE		
					GG-GF-COURT PHONE/POSTAGE		
Invoice: 1035MAY24		271796	1035MAY24	05/08/2024		M051624	84.99
		84.99	91421891 542100	210	MADISON AVE SLS TELEM		
					GG-SWR-FAC-PHONE		
Invoice: 6203MAY24		271797	6203MAY24	05/08/2024		M051624	115.85
		115.85	91011757 542100		E-PHONE @ WFP DOCK		
					GG-GF-WFP DOCK-PHONE		
		CHECK 361432 TOTAL:					1,143.79
361433	05/16/2024 PRD	634	CITY OF BAINBRIDGE I	271750	PLN52679 CAP MINOR	05/09/2024 M051624	815.00
Invoice: PLN52679 CAP MINOR				815.00	72334562 64980000968	ENG/NON MOTORIZED IMPROVEMENT PERMIT	
						C40-EAGLE HARBOR PH1-PERMIT	
Invoice: PLN52679 SSDP		271751	PLN52679 SSDP	05/09/2024		M051624	8,855.00
		8,855.00	72334562 64980000968		ENG/NON MOTORIZED IMPROVEMENT PERMIT		
					C40-EAGLE HARBOR PH1-PERMIT		
		CHECK 361433 TOTAL:					9,670.00
361434	05/16/2024 PRD	1505	KITSAP COUNTY TREASU	271752	APR24	05/09/2024 M051624	76.87
Invoice: APR24		76.87	41612860 586000		OUT COURT REMIT APRIL 2024		
					CRIME VICTIMS-OUT		
		CHECK 361434 TOTAL:					76.87
361435	05/16/2024 PRD	1205	PUGET SOUND ENERGY	271798	2505APR24	05/08/2024 M051624	12.87
Invoice: 2505APR24		12.87	91011739 547100	278	WINSLOW WAY E KIOSK		
					COMM EVENTS-ELECTRICITY		
Invoice: 8206APR24		271799	8206APR24	05/08/2024		M051624	13.81
		13.81	91411345 547100	515	FERNCLIFF AVE PRV		
					GG-WTR-ELECTRIC		
		271800	1716APR24	05/09/2024		M051624	18.51

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

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Invoice: 1716APR24

18.51 91415345 547100

INVOICE DTL DESC

ROCKAWAY INTERTIE PRV
GG-ROCKAWAY BCH-UTILITIES

CHECK 361435 TOTAL: 45.19

361436 05/16/2024 PRD 1485 VERIZON WIRELESS
Invoice: 9963112916

271754 9963112916

05/01/2024

M051624

7,091.88

CITY WIDE WIRELESS SERVICES
GG-WWTP-TELEPHONE/FAX
GG-SWR-FAC-PHONE
GG-WTR-FAC-PHONE
GG-WTR ROCKAWAY-PHONES
EX-GF-OUTREACH-SUPPLIES
O&M-WTR MAINT-PHONE/POSTAGE
GG-C/E-CITY HALL-PHONE

51.14 91425358 542100
153.42 91421891 542100
51.14 91411891 542100
51.14 91415345 542100
1,255.79 31011572 531100
120.03 73411345 542100
5,409.22 91011189 542100

CHECK 361436 TOTAL: 7,091.88

361437 05/16/2024 PRD 2251 WA ST TREASURER
Invoice: APR24 SBCC

271755 APR24 SBCC

05/09/2024

M051624

264.50

OUT COURT REMIT SBCC APRIL 2024
SBCC BLDG.-OUT

264.50 41652860 586000

Invoice: APR24

271756 APR24

05/09/2024

M051624

5,009.12

OUT COURT REMIT APRIL 2024
PSEA 60% OUT
PSEA 30% OUT
PSEA 3 - STATE DISB OUT
ST GENERAL FUND 93-OUT
JUD STAB ACCT-DISB TO STATE
THEFT PRV&TR BRAIN INJ-OUT
SCHOOL SAFETY ZONE-OUT
TRAUMA CARE-OUT
TRAUMA CARE-OUT
TRAUMA CARE-OUT
TRAUMA CARE-OUT
ACCESS COMM ACCT
MULTIMODAL ACCT
DOL TECH SUPPORT-OUT
STATE CRIME LAB

2,205.55 41611860 586000
773.95 41610860 586000
41.69 41619860 586000
246.95 41619860 586886
568.31 41619860 586100
123.55 41616860 586000
291.81 41617860 586000
123.55 41618860 586000
75.68 41618860 586000
16.18 41618860 586000
91.74 41618860 586000
55.55 41616860 586812
55.55 41616860 586813
149.06 41618860 586896
190.00 41615860 586961

CHECK 361437 TOTAL: 5,273.62

A/P CASH DISBURSEMENTS JOURNAL

NUMBER OF CHECKS 6 *** CASH ACCOUNT TOTAL *** 23,301.35

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	6	23,301.35

*** GRAND TOTAL *** 23,301.35

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	5	144																		
APP	001-213000																			
	05/16/2024	M051624							051624							GENERAL - ACCOUNTS PAYABLE			7,651.69	
																AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100															CASH				23,301.35
	05/16/2024	M051624							051624							AP CASH DISBURSEMENTS JOURNAL				
APP	401-213000															ACCOUNTS PAYABLE			339.62	
	05/16/2024	M051624							051624							AP CASH DISBURSEMENTS JOURNAL				
APP	402-213000															ACCOUNTS PAYABLE			289.55	
	05/16/2024	M051624							051624							AP CASH DISBURSEMENTS JOURNAL				
APP	301-213000															ACCOUNTS PAYABLE			9,670.00	
	05/16/2024	M051624							051624							AP CASH DISBURSEMENTS JOURNAL				
APP	650-213000															ACCOUNTS PAYABLE			5,350.49	
	05/16/2024	M051624							051624							AP CASH DISBURSEMENTS JOURNAL				
																GENERAL LEDGER TOTAL			23,301.35	23,301.35
APP	631-130000															DUE TO/FROM CLEARING			23,301.35	
	05/16/2024	M051624							051624											
APP	001-130000															GENERAL - DUE TO/FROM CLEARING				7,651.69
	05/16/2024	M051624							051624											
APP	401-130000															DUE TO/FROM CLEARING				339.62
	05/16/2024	M051624							051624											
APP	402-130000															DUE TO/FROM CLEARING				289.55
	05/16/2024	M051624							051624											
APP	301-130000															DUE TO/FROM CLEARING				9,670.00
	05/16/2024	M051624							051624											
APP	650-130000															DUE TO/FROM CLEARING				5,350.49
	05/16/2024	M051624							051624											
																SYSTEM GENERATED ENTRIES TOTAL			23,301.35	23,301.35
																JOURNAL 2024/05/144	TOTAL		46,602.70	46,602.70

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 5	144	05/16/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	7,651.69	7,651.69
				FUND TOTAL	7,651.69	7,651.69
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2024 5	144	05/16/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	9,670.00	9,670.00
				FUND TOTAL	9,670.00	9,670.00
401 WATER OPERATING FUND 401-130000 401-213000	2024 5	144	05/16/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	339.62	339.62
				FUND TOTAL	339.62	339.62
402 SEWER OPERATING FUND 402-130000 402-213000	2024 5	144	05/16/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	289.55	289.55
				FUND TOTAL	289.55	289.55
631 CLEARING FUND 631-130000 635-111100	2024 5	144	05/16/2024	DUE TO/FROM CLEARING CASH	23,301.35	23,301.35
				FUND TOTAL	23,301.35	23,301.35
650 AGENCY FUND 650-130000 650-213000	2024 5	144	05/16/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	5,350.49	5,350.49
				FUND TOTAL	5,350.49	5,350.49

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		7,651.69
301	CAPITAL CONSTRUCTION FUND		9,670.00
401	WATER OPERATING FUND		339.62
402	SEWER OPERATING FUND		289.55
631	CLEARING FUND	23,301.35	
650	AGENCY FUND		5,350.49
TOTAL		23,301.35	23,301.35

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

MANUAL 5/16/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

INVOICE DTL DESC									
361438	05/16/2024	PRTD	10535	ALLEN, ALISON	271866	05/16/2024	05/16/2024	M051624	60,000.00
Invoice: 05/16/2024							ENG/EAGLE HARBOR WYATT WAY NMI		
					31,614.00	72334562	66100000968	C40-EAGLE HARBOR PH1-ROW ACQ	
					3,150.00	72334562	64500000968	C40-EAGLE HARBOR PH1-TCE	
					25,236.00	72334562	64940000968	C40-EAGLE HARBOR PH1-SETTLEMEN	
CHECK 361438 TOTAL:									60,000.00
361439	05/16/2024	PRTD	10537	CURRIER, ETHAN	271867	05/16/2024	05/16/2024	M051624	6,750.00
Invoice: 05/16/2024							ENG/EAGLE HARBOR WYATT WAY NMI		
					3,468.00	72334562	66100000968	C40-EAGLE HARBOR PH1-ROW ACQ	
					1,282.00	72334562	64500000968	C40-EAGLE HARBOR PH1-TCE	
					2,000.00	72334562	64940000968	C40-EAGLE HARBOR PH1-SETTLEMEN	
CHECK 361439 TOTAL:									6,750.00
361440	05/16/2024	PRTD	10538	EVELYN REGINA GILLUL	271868	05/16/2024	05/16/2024	M051624	34,750.00
Invoice: 05/16/2024							ENG/EAGLE HARBOR WYATT WAY NMI		
					18,348.00	72334562	66100000968	C40-EAGLE HARBOR PH1-ROW ACQ	
					9,754.00	72334562	64500000968	C40-EAGLE HARBOR PH1-TCE	
					6,648.00	72334562	64940000968	C40-EAGLE HARBOR PH1-SETTLEMEN	
CHECK 361440 TOTAL:									34,750.00
361441	05/16/2024	PRTD	10536	YOSHIDA, GARY	271869	05/16/2024	05/16/2024	M051624	19,550.00
Invoice: 05/16/2024							ENG/EAGLE HARBOR WYATT WAY NMI		
					8,000.00	72334562	66100000968	C40-EAGLE HARBOR PH1-ROW ACQ	
					300.00	72334562	64500000968	C40-EAGLE HARBOR PH1-TCE	
					11,250.00	72334562	64940000968	C40-EAGLE HARBOR PH1-SETTLEMEN	
CHECK 361441 TOTAL:									19,550.00
NUMBER OF CHECKS					4	*** CASH ACCOUNT TOTAL ***			121,050.00
						COUNT	AMOUNT		
TOTAL PRINTED CHECKS						4	121,050.00		
*** GRAND TOTAL ***									121,050.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T	OB	DEBIT	CREDIT
2024	5	148												
APP	301-213000				05/16/2024	M051624	051624			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL			121,050.00	
APP	635-111100				05/16/2024	M051624	051624			CASH AP CASH DISBURSEMENTS JOURNAL				121,050.00
GENERAL LEDGER TOTAL													121,050.00	121,050.00
APP	631-130000				05/16/2024	M051624	051624			DUE TO/FROM CLEARING			121,050.00	
APP	301-130000				05/16/2024	M051624	051624			DUE TO/FROM CLEARING				121,050.00
SYSTEM GENERATED ENTRIES TOTAL													121,050.00	121,050.00
JOURNAL 2024/05/148 TOTAL													242,100.00	242,100.00

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
301	CAPITAL CONSTRUCTION FUND	2024	5	148	05/16/2024			
	301-130000					DUE TO/FROM CLEARING		121,050.00
	301-213000					ACCOUNTS PAYABLE	121,050.00	
						FUND TOTAL	121,050.00	121,050.00
631	CLEARING FUND	2024	5	148	05/16/2024			
	631-130000					DUE TO/FROM CLEARING	121,050.00	
	635-111100					CASH		121,050.00
						FUND TOTAL	121,050.00	121,050.00

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
301	CAPITAL CONSTRUCTION FUND		121,050.00
631	CLEARING FUND	121,050.00	
TOTAL		121,050.00	121,050.00

** END OF REPORT - Generated by Jacob Kines **

CITY OF BAINBRIDGE ISLAND

REGULAR 5/22/24 JK



A/P CASH DISBURSEMENTS JOURNAL

JK

CASH ACCOUNT: 635		111100		CASH																									
CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET																				
INVOICE DTL DESC																													
361442	05/29/2024	PRTD	10527 ABRAIN, MICHAEL	271706	116910	05/08/2024		05/26/24	199.00																				
Invoice: 116910						GB Customer ID 13874 Bill #26000174																							
				199.00	01136	36292000552	LINEAR MOORAGE-VARIALBE																						
						CHECK		361442 TOTAL:	199.00																				
361443	05/29/2024	PRTD	10530 ADMIRAL THEATRE FOUN	271809	05/13/2024	05/13/2024		05/26/24	5.25																				
Invoice: 05/13/2024						EXTRA PAID ON CREDIT CARD FEE																							
				5.25	01136	362500	FAC & PARKING RENTAL-LONG TERM																						
						CHECK		361443 TOTAL:	5.25																				
361444	05/29/2024	PRTD	7994 PENINSULA SERVICES	271722	108997	04/30/2024		05/26/24	80.00																				
Invoice: 108997						CRT/DOCUMENT SHREDDING APRIL 2024																							
				80.00	21011125	541100	COURT-PROF SERVICES																						
						CHECK		361444 TOTAL:	80.00																				
361445	05/29/2024	PRTD	9866 TULIP LLC	271725	AYLWARD, CONNOR	05/06/2024		05/26/24	6,230.00																				
Invoice: AYLWARD, CONNOR						PW/CDL TRAINING FOR CONNOR AYLWARD																							
				6,230.00	73637946	443410	ALLOC-1/3 TO EACH UTIL-TRAININ																						
Invoice: EDWARDS, TRAVIS						PW/CDL TRAINING FOR TRAVIS EDWARDS																							
				6,230.00	73637946	443410	ALLOC-1/3 TO EACH UTIL-TRAININ																						
						CHECK		361445 TOTAL:	12,460.00																				
361446	05/29/2024	PRTD	4578 CONSOLIDATED ELECTRI	271954	0936-1081346	05/08/2024		05/26/24	209.66																				
Invoice: 0936-1081346						PW/CITY HALL BUILDING MAINTENANCE																							
				209.66	73011183	531100	O&M-C/E-CH FAC-SUPPLIES																						
						CHECK		361446 TOTAL:	209.66																				
361447	05/29/2024	PRTD	4950 CORRECT EQUIPMENT IN	271816	150966	05/09/2024		05/26/24	6,384.39																				
Invoice: 150966						PW/4150 ROCKAWAY BEACH PANEL BREAKER REPAIRS																							
				6,384.39	73426355	54810000562	GRINDER PUMP MAINT CONTRACT																						
						CHECK		361447 TOTAL:	6,384.39																				
361448	05/29/2024	PRTD	9157 CREATIVE COURSES, LL	271729	842	04/27/2024		05/26/24	2,800.00																				
Invoice: 842						PW,ENG/CERTIFIED EROSION SEDIMENT CONTROL LEAD																							
				350.00	72431835	44341000446	IDDE-TRAINING																						
				2,450.00	73431835	443410	O&M-SSWM MAINT-TRAVEL EXP																						

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

CHECK RUN

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INVOICE DTL DESC									
						CHECK	361448	TOTAL:	2,800.00
361449	05/29/2024	PRTD	10159	GRANT, MARY	271819	05/14/2024		05/14/2024	05/26/24
	Invoice: 05/14/2024							FIN/SENIOR CENTER DEPOSIT REFUND	
					150.00	41625860	586000	SC/COMMONS ROOM DEP-DISBURSEME	
						CHECK	361449	TOTAL:	150.00
361450	05/29/2024	PRTD	4362	GRESHAM PUMP AND DRI	271732	8831-1		04/22/2024	05/26/24
	Invoice: 8831-1							PW/SUYEMATSU IRRIGATION SYSTEM MAINTENANCE	
					1,168.23	73011319	54810000827	FARM MAINT PROJECTS TBD	
						CHECK	361450	TOTAL:	1,168.23
361451	05/29/2024	PRTD	9115	CHAVURAT SHIR HAYAM	271970	05/20/2024		05/20/2024	05/26/24
	Invoice: 05/20/2024							FIN/SENIOR CENTER DEPOSIT REFUND	
					150.00	41625860	586000	SC/COMMONS ROOM DEP-DISBURSEME	
						CHECK	361451	TOTAL:	150.00
361452	05/29/2024	PRTD	5275	KAISER FOUNDATION HE	271733	65670794		05/01/2024	05/26/24
	Invoice: 65670794							PW/CDL MED EXAM KEN FAULKNER	
					138.00	73111290	541100	O&M-STREET-MAINT O/H-PRO SVCS	
						CHECK	361452	TOTAL:	138.00
361453	05/29/2024	PRTD	4740	KITSAP COUNTY MRW FU	271826	CINV-2024-00356		04/24/2024	05/26/24
	Invoice: CINV-2024-00356							ENG/2023-2025 KITSAP COUNTY AND WS	
					3,117.63	72431832	54110000872	H2O/SSWM GROUP-PROF SVCS	
						CHECK	361453	TOTAL:	3,117.63
361454	05/29/2024	PRTD	338	KITSAP COUNTY SHERIF	271734	24000107		05/03/2024	05/26/24
	Invoice: 24000107							POL/PRISONER BOARD/APR	
					121.94	51011236	551000	POLICE - C/E PRISONER DETENT'N	
						CHECK	361454	TOTAL:	121.94
361455	05/29/2024	PRTD	579	KITSAP SUN	271853	0006352609-1		04/30/2024	05/26/24
	Invoice: 0006352609-1							PCD/LEGAL NOTICING ADS APRIL 2024	
					176.76	63470586	544000	CUR-DEV-ZONING-ADV	
					271854	0006352609-2		04/30/2024	05/26/24
	Invoice: 0006352609-2							CC/ORDINANCE NO 10064664 AD APRIL 2024	
					13.64	11011113	544000	COUNCIL - LEGAL NOTICES	

A/P CASH DISBURSEMENTS JOURNAL

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

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
INVOICE DTL DESC									
Invoice: 0006352609-3				271855	0006352609-3	04/30/2024		05/26/24	17.80
				17.80	11011113 544000	CC/ORDINANCE NO 10112410 AD APRIL 2024 COUNCIL - LEGAL NOTICES			
				CHECK 361455 TOTAL:					208.20
361456	05/29/2024	PRTD	304 KITSAP TRACTOR & EQU	271881	P2646201	04/09/2024		05/26/24	.01
Invoice: P2646201				.01	73638935 531100	PW/ACCOUNT SETUP FEE O&M-STD ALLOCATION-SUPPLIES			
Invoice: P2774201				271882	P2774201	05/13/2024		05/26/24	361.62
				361.62	73638935 531100	PW/ASSY CARTRIDGE, O RINGS, FILTERS O&M-STD ALLOCATION-SUPPLIES			
Invoice: P2779701				271883	P2779701	05/14/2024		05/26/24	206.76
				206.76	73637959 53110001109	PW/ELEMENT ASSY, ASSY MIRROR EXCAVATOR ALLOCATION-SUPPLIES			
				CHECK 361456 TOTAL:					568.39
361457	05/29/2024	PRTD	10532 MACKEY, BONNIE & JAM	271829	BLD22491	05/14/2024		05/26/24	3,443.00
Invoice: BLD22491				3,443.00	62338 386000	PERMIT BLD22491 SFR REFUND FEES SURETY DEPOSITS CUS			
				CHECK 361457 TOTAL:					3,443.00
361458	05/29/2024	PRTD	10531 MIRKOVICH, LESLIE	271831	05/14/2024	05/14/2024		05/26/24	150.00
Invoice: 05/14/2024				150.00	41625860 586000	FIN/SENIOR CENTER DEPOSIT REFUND SC/COMMONS ROOM DEP-DISBURSEME			
				CHECK 361458 TOTAL:					150.00
361459	05/29/2024	PRTD	8664 KRISTA SEELY	271971	05/20/2024	05/20/2024		05/26/24	150.00
Invoice: 05/20/2024				150.00	41625860 586000	FIN/SENIOR CENTER DEPOSIT REFUND SC/COMMONS ROOM DEP-DISBURSEME			
				CHECK 361459 TOTAL:					150.00
361460	05/29/2024	PRTD	8035 SHINE QUARRY, LLC	271837	6716	05/13/2024		05/26/24	802.76
Invoice: 6716				564.99	73435838 531100	PW/3/4" MINUS, 1 1/2" CLEAN O&M-DECANT-SUPPLIES			
				237.77	73111290 531100	O&M-STREET-MAINT O/H-SUPPLIES			
				CHECK 361460 TOTAL:					802.76

A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

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INVOICE DTL DESC

361461	05/29/2024	PRTD	601	SOUND REPROGRAPHICS	271741	104072	05/03/2024	05/26/24	216.22
	Invoice: 104072				108.11	51011211 531100	POL/BUSINESS CARDS/BUONVINO, BASTIAN		
					108.11	52011212 531100	PD-C/E-ADM-SUPPLIES		
							POLICE - C/E INVEST SUPPLIES		
	Invoice: 104211				271742	104211	05/09/2024	05/26/24	53.27
					53.27	63470588 549500	PCD/DAIS NAME PLATES NEW PLANNING COMMISSIONERS		
							CUR-DEV PLAN-COPIES/PRINTING		
	Invoice: 102859				271841	102859	05/03/2024	05/26/24	352.15
					352.15	31011256 542450	EX/POSTCARDS CHILD SAFETY TOWN HALL EVENT		
							EX-GF-EMERG PREP-COMM OUTREACH		
	Invoice: 104230				271842	104230	05/13/2024	05/26/24	216.22
					216.22	72011321 531100	ENG/BUSINESS CARDS CW, CM		
							ENG - C/E ADMIN SUPPLIES		
	Invoice: 104192				271894	104192	05/15/2024	05/26/24	440.82
					440.82	72111262 53110001214	ENG/DANA'S TRAIL SIGNAGE		
							DANA'S TRAIL-SUPPLIES		
							CHECK	361461 TOTAL:	1,278.68
361462	05/29/2024	PRTD	10528	SUSTAINABLE COMMUNIT	271743	05/09/2024	05/09/2024	05/26/24	150.00
	Invoice: 05/09/2024				150.00	41625860 586000	FIN/SENIOR CENTER DEPOSIT REFUND		
							SC/COMMONS ROOM DEP-DISBURSEME		
							CHECK	361462 TOTAL:	150.00
361463	05/29/2024	PRTD	8243	TILZ	271744	102-27085	05/07/2024	05/26/24	29.25
	Invoice: 102-27085				29.25	91011897 547900	YARD WASTE		
							GG-C/E-O&M YARD FAC-GARBAGE		
	Invoice: 102-27795				271887	102-27795	05/14/2024	05/26/24	130.00
					130.00	91011897 547900	YARD WASTE		
							GG-C/E-O&M YARD FAC-GARBAGE		
							CHECK	361463 TOTAL:	159.25
361464	05/29/2024	PRTD	558	TOWN & COUNTRY MARKE	271962	00182541	04/20/2024	05/26/24	27.77
	Invoice: 00182541				27.77	73411252 53910001055	PW/WIND, POWER OUTAGE RESPONSE SUPPLIES		
							STORM RESP-WTR-FOOD/BEV		
	Invoice: 00191270				271963	00191270	05/16/2024	05/26/24	58.49
					58.49	73411252 53910001055	PW/POWER OUTAGE RESPONSE SUPPLIES		
							STORM RESP-WTR-FOOD/BEV		
					271964	00191272	05/16/2024	05/26/24	57.41

CITY OF BAINBRIDGE ISLAND



A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

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INVOICE DTL DESC									
Invoice: 00191272									
	57.41	73411252	53910001055		PW/POWER OUTAGE RESPONSE SUPPLIES				
					STORM RESP-WTR-FOOD/BEV				
					CHECK	361464	TOTAL:		143.67
361465	05/29/2024	PRTD	8183 JOHN A. GREEN	271847	16323	05/02/2024	05/26/24		160.27
Invoice: 16323									
	160.27	73501448	66400001333		PW/PRODUCE, INSTALL COBI PW LOGOS				
					ELECTRIC SEDAN REPL #43				
					CHECK	361464	TOTAL:		160.27
Invoice: 16324									
	160.27	73501448	66400001334		PW/PRODUCE, INSTALL COBI PW LOGOS				
					ELECTRIC SEDAN REPL #44				
					CHECK	361465	TOTAL:		160.27
Invoice: 16325									
	160.27	73501448	66400001335		PW/PRODUCE, INSTALL COBI PW LOGOS				
					ELECTRIC SEDAN REPL #45				
					CHECK	361465	TOTAL:		160.27
361466	05/29/2024	PRTD	522 WA ST DEPT OF TRANSP	271746	RE-313-ATB40415084	04/15/2024	05/26/24		202.01
Invoice: RE-313-ATB40415084									
	202.01	72334562	64110000968		ENG/NON MOTORIZED IMPROVEMENT PROJECT REVIEW				
					C40-EAGLE HARBOR PH1-PROF SVCS				
					CHECK	361466	TOTAL:		202.01
Invoice: RE-313-ATB40514188									
	43.99	72334561	64110001088		ENG/EQUAL EMPLOYMENT OPP-MINIMUM BUS ENTP				
					MAD AVE NM IMPR-PROF SVCS				
					CHECK	361466	TOTAL:		43.99
361467	05/29/2024	PRTD	10534 WYATT & MADISON LLC	271870	05/15/2024	05/15/2024	05/26/24		1,290.00
Invoice: 05/15/2024									
	1,290.00	43134	343830		STORM DRAIN FEES REFUND				
					STORM DRAINAGE FEES				
					CHECK	361467	TOTAL:		1,290.00
NUMBER OF CHECKS 26 *** CASH ACCOUNT TOTAL ***									
36,054.86									
TOTAL PRINTED CHECKS COUNT AMOUNT									
26 36,054.86									

*** GRAND TOTAL *** 36,054.86

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

CLERK: jkines

YEAR	PER	JNL	SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF	1	REF	2	REF	3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
															LINE	DESC				
2024	5	173																		
APP	001-213000																			
	05/29/2024	05/26/24		052224												GENERAL - ACCOUNTS PAYABLE			2,759.36	
																AP CASH DISBURSEMENTS JOURNAL				
APP	635-111100															CASH				36,054.86
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	631-213000															ACCOUNTS PAYABLE			13,028.39	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	402-213000															ACCOUNTS PAYABLE			6,384.39	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	403-213000															ACCOUNTS PAYABLE			7,772.62	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	622-213000															ACCOUNTS PAYABLE			4,193.00	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	101-213000															STREETS - ACCOUNTS PAYABLE			816.59	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	407-213000															ACCOUNTS PAYABLE			230.03	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	401-213000															ACCOUNTS PAYABLE			143.67	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	501-213000															ER&R-ACCOUNTS PAYABLE			480.81	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
APP	301-213000															ACCOUNTS PAYABLE			246.00	
	05/29/2024	05/26/24		052224												AP CASH DISBURSEMENTS JOURNAL				
																GENERAL LEDGER TOTAL			36,054.86	36,054.86
APP	631-130000															DUE TO/FROM CLEARING			23,026.47	
	05/29/2024	05/26/24		052224																
APP	001-130000															GENERAL - DUE TO/FROM CLEARING				2,759.36
	05/29/2024	05/26/24		052224																
APP	402-130000															DUE TO/FROM CLEARING				6,384.39
	05/29/2024	05/26/24		052224																
APP	403-130000															DUE TO/FROM CLEARING				7,772.62
	05/29/2024	05/26/24		052224																
APP	622-130000															DUE TO/FROM CLEARING				4,193.00
	05/29/2024	05/26/24		052224																
APP	101-130000															STREETS - DUE TO/FROM CLEARING				816.59
	05/29/2024	05/26/24		052224																
APP	407-130000															DUE TO/FROM CLEARING				230.03
	05/29/2024	05/26/24		052224																
APP	401-130000															DUE TO/FROM CLEARING				143.67
	05/29/2024	05/26/24		052224																
APP	501-130000															ER&R-DUE TO/FROM CLEARING				480.81
	05/29/2024	05/26/24		052224																
APP	301-130000															DUE TO/FROM CLEARING				246.00
	05/29/2024	05/26/24		052224																

A/P CASH DISBURSEMENTS JOURNAL

JOURNAL ENTRIES TO BE CREATED

YEAR	PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT		JNL	DESC	REF 1	REF 2	REF 3	LINE DESC			
EFF	DATE										
								SYSTEM GENERATED ENTRIES TOTAL		23,026.47	23,026.47
								JOURNAL 2024/05/173 TOTAL		59,081.33	59,081.33

A/P CASH DISBURSEMENTS JOURNAL
 JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2024 5	173	05/29/2024	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	2,759.36	2,759.36
				FUND TOTAL	2,759.36	2,759.36
101 STREET FUND 101-130000 101-213000	2024 5	173	05/29/2024	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	816.59	816.59
				FUND TOTAL	816.59	816.59
301 CAPITAL CONSTRUCTION FUND 301-130000 301-213000	2024 5	173	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	246.00	246.00
				FUND TOTAL	246.00	246.00
401 WATER OPERATING FUND 401-130000 401-213000	2024 5	173	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	143.67	143.67
				FUND TOTAL	143.67	143.67
402 SEWER OPERATING FUND 402-130000 402-213000	2024 5	173	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	6,384.39	6,384.39
				FUND TOTAL	6,384.39	6,384.39
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2024 5	173	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	7,772.62	7,772.62
				FUND TOTAL	7,772.62	7,772.62
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2024 5	173	05/29/2024	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	230.03	230.03
				FUND TOTAL	230.03	230.03
501 EQUIPMENT RENTAL & REVOLVING 501-130000 501-213000	2024 5	173	05/29/2024	ER&R-DUE TO/FROM CLEARING ER&R-ACCOUNTS PAYABLE	480.81	480.81
				FUND TOTAL	480.81	480.81
622 EXPENDABLE TRUST FUND	2024 5	173	05/29/2024			

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							
622-130000					DUE TO/FROM CLEARING		4,193.00
622-213000					ACCOUNTS PAYABLE	4,193.00	
					FUND TOTAL	4,193.00	4,193.00
631 CLEARING FUND	2024	5	173	05/29/2024			
631-130000					DUE TO/FROM CLEARING	23,026.47	
631-213000					ACCOUNTS PAYABLE	13,028.39	
635-111100					CASH		36,054.86
					FUND TOTAL	36,054.86	36,054.86

A/P CASH DISBURSEMENTS JOURNAL
JOURNAL ENTRIES TO BE CREATED

FUND		DUE TO	DUE FR
001	GENERAL FUND		2,759.36
101	STREET FUND		816.59
301	CAPITAL CONSTRUCTION FUND		246.00
401	WATER OPERATING FUND		143.67
402	SEWER OPERATING FUND		6,384.39
403	STORM & SURFACE WATER FUND		7,772.62
407	BUILDING & DEVELOPMENT FUND		230.03
501	EQUIPMENT RENTAL & REVOLVING		480.81
622	EXPENDABLE TRUST FUND		4,193.00
631	CLEARING FUND		
TOTAL		23,026.47	23,026.47

** END OF REPORT - Generated by Jacob Kines **



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Approve City Council Meeting Minutes

SUMMARY: Council will consider approval of meeting minutes.

AGENDA CATEGORY: Minutes

PROPOSED BY: Executive

RECOMMENDED MOTION: Approve City Council Meeting Minutes

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:

Ongoing Cost:

One-Time Cost:

Included in Current Budget?

BACKGROUND:

ATTACHMENTS:

[Community Meeting - Special City Council Meeting Minutes, May 7, 2024.pdf](#)

[Special City Council Meeting - Executive Session Minutes, May 14, 2024.pdf](#)

[Regular City Council Business Meeting Minutes, May 14, 2024.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



**COMMUNITY MEETING / SPECIAL CITY COUNCIL MEETING
TUESDAY, MAY 07, 2024**

MEETING MINUTES

1. VALLEY ROAD NON-MOTORIZED IMPROVEMENTS COMMUNITY ENGAGEMENT OPEN HOUSE

1.A Valley Road Non-Motorized Improvements Community Engagement Open House

Mayor Deets, Deputy Mayor Quitslund, and Councilmembers Fantroy-Johnson, Hytopoulos, Mathews, and Schneider attended the community meeting which began at 6:00 p.m. in City Hall Council Chambers.

Public Works Director Wierzbicki provided a presentation on the Valley Road Non-Motorized Improvements project, followed by table discussions.

The meeting ended at 7:00 p.m.

Joe Deets, Mayor

Christine Brown, MMC, City Clerk



**SPECIAL CITY COUNCIL MEETING – EXECUTIVE SESSION
TUESDAY, MAY 14, 2024**

Meeting Minutes

1) CALL TO ORDER / ROLL CALL

Mayor Deets called the meeting to order at 5:00 p.m. in Council Chambers and on the Zoom webinar.

Mayor Deets, Deputy Mayor Quitslund, and Councilmembers Fantroy-Johnson, Hytopoulos, Mathews, Moriwaki, and Schneider were present.

2) EXECUTIVE SESSION

- 2.A Pursuant to RCW 42.30.110(1)(b), to consider the selection of a site or acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price, and to evaluate the qualifications of an applicant for employment or to review the performance of a public employee pursuant to RCW 42.30.110(1)(g).**
Cover Page

Mayor Deets adjourned the meeting to an executive session for 30 minutes pursuant to RCW 42.30.110(1)(b) and (g).

3) ADJOURNMENT

Council returned from executive session at 5:30 p.m., and Mayor Deets adjourned the meeting.

Joe Deets, Mayor

Christine Brown, MMC, City Clerk



**REGULAR CITY COUNCIL BUSINESS MEETING
TUESDAY, MAY 14, 2024**

Meeting Minutes

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

Mayor Deets called the meeting to order at 6:00 p.m. in Council Chambers and on the Zoom webinar platform.

Mayor Deets, Deputy Mayor Quitslund, and Councilmembers Fantroy-Johnson, Hytopoulos, Mathews, Moriwaki, and Schneider were present.

Mayor Deets led the Pledge of Allegiance and read the Land Acknowledgment.

2) APPROVAL OF AGENDA / CONFLICT OF INTEREST DISCLOSURE

Councilmember Moriwaki moved and Councilmember Mathews seconded to approve the agenda as presented. The motion carried unanimously, 7-0. There were no conflicts of interest disclosed.

3) PRESENTATION(S)

3.A Approve Proclamation for Missing and Murdered Indigenous Women and Girls Awareness Month

Cover Page

[Proclamation - Missing and Murdered Indigenous Women Awareness Month.docx](#)

Councilmember Fantroy-Johnson read the proclamation. Suquamish Tribal Secretary Irene Carper and Suquamish Tribal Councilmember Josh Bagley accepted the proclamation.

3.B Approve Proclamation Declaring May 2024, as "Asian American, Native Hawaiian and Pacific Islander Heritage Month"

Cover Page

[Asian American Native Hawaiian and Pacific Islander Heritage Month Proclamation.docx](#)

Councilmember Moriwaki read the proclamation. Stephanie Reese, founder of the first Asian Arts and Heritage Festival, accepted the proclamation.

3.C Present Proclamation Declaring May 19 through May 25, 2024, as "National Public Works Week" - Public Works

Cover Page

[2024 Public Works Week Proclamation.docx](#)

Deputy Mayor Quitslund read the proclamation. Public Works Director Wierzbicki accepted the proclamation.

3.D Present Proclamation Declaring May 12 through 18, 2024, as "Bainbridge Island Police Week"

[Cover Page](#)

[Bainbridge Island Police Week.docx](#)

Councilmember Mathews read the proclamation. Police Chief Clark accepted the proclamation.

3.E Present Proclamation Declaring May 2024, as "Building Safety Month"

[Cover Page](#)

[Building Safety Month May 2024.docx](#)

Councilmember Hytopoulos read the proclamation. Planning Director Charnas accepted the proclamation.

3.F Present Proclamation Recognizing Memorial Day on May 27, 2024

[Cover Page](#)

[Proclamation Recognizing Memorial Day 2024.docx](#)

Mayor Deets read the proclamation. Gary Sakuma, Commander of the American Legion Colin Hyde Post 172, accepted the proclamation.

3.G Report from the City of Bainbridge Island's Kitsap Public Facilities District Representative Tom Bullock

[Cover Page](#)

City Manager King introduced the agenda item. Tom Bullock, Bainbridge Island Kitsap Public Facilities District representative, provided a presentation and answered Council's questions.

4) PUBLIC COMMENT

4.A Instructions for Providing Public Comment

[Cover Page](#)

[Instructions for Providing Public Comment March 2024.pdf](#)

Steve Soltar spoke in favor of youth participation in committees.

Reed Price, Director of Bainbridge Island Senior Community Center, spoke in favor of the Memorandum of Understanding.

5) CONSENT AGENDA

5.A Agenda Bill for Consent Agenda

[Cover Page](#)

Councilmember Hytopoulos asked to pull agenda item 5.Q.

MOTION: I move to approve the Consent Agenda with the removal of item 5.Q.

Moriwaki/Quitslund: The motion carried unanimously, 7-0.

- 5.B Approve Accounts Payable and Payroll**
[Cover Page](#)
[Council PR Report 5-6-24.pdf](#)
[AP Report to Council of Cash Disbursements 5-15-24.pdf](#)
- 5.C Approve City Council Meeting Minutes**
[Cover Page](#)
[City Council Study Session Minutes, April 16, 2024.pdf](#)
[Special City Council Meeting - Executive Session Minutes, April 23, 2024.pdf](#)
[Regular City Council Business Meeting Minutes, April 23, 2024.pdf](#)
- 5.D Adopt Resolution No. 2024-06 Formally Adopting the Existing Accounts Payable and Disbursement Policy - Finance**
[Cover Page](#)
[Resolution No. 2024-06 - Exhibit A - Establishing an Accounts Payable and Disbursement Policy - Final.docx](#)
[Resolution No. 2024-06 Establishing an Accounts Payable and Disbursement Policy.docx](#)
- 5.E Adopt Resolution No. 2024-03 Revising De Minimis Changes to the City Financial and Budget Policies - Finance**
[Cover Page](#)
[Resolution No. 2024-03 - Revising the City Financial and Budget Policies.docx](#)
[Resolution No. 2024-03 - Exhibit A - Summary of Financial and Budget Policies.pdf](#)
[Resolution No. 2024-03 - Exhibit B - City Facilities Maintenance and Capital Replacement Policy.pdf](#)
[Resolution No. 2024-03 - Exhibit C - Cost Allocation Manual.pdf](#)
- 5.F Authorize the City Manager to Execute a Change Order for the Demolition of the Vacant Building at 625 Winslow Way East (\$82,782.87, Tax Supported) - Public Works**
[Cover Page](#)
[625 Winslow Way East Location Map.pdf](#)
[CO1 - X_CDM.pdf](#)
[CO1 Backup Memo.pdf](#)
- 5.G Authorize the City Manager to Enter into Amendment No. 1 to the Professional Services Agreement with BHC Consultants, LLC for the Winslow Subarea Plan Sewer Collection System Analysis, (\$48,000, Sewer Fund) - Public Works**
[Cover Page](#)
[Amendment No 1 to PSA_Winslow Sub-Area Plan Sewer Analysis_BHC.docx](#)
[BHC Consultants, LLC \(Winslow Subarea Plan Sewer Collection System \(fully executed\).pdf](#)
- 5.H Adopt Ordinance No. 2024-12 Amending the Duties of the Planning Commission relating to Historic Preservation**
[Cover Page](#)
[Ordinance No. 2024-12 Transferring Certain Duties of Historic Preservation Commission to Planning Commission.docx](#)
- 5.I Confirm Appointment of Phil Olbrechts of Olbrechts and Associates as the City's Hearing Examiner**
[Cover Page](#)
[Olbrechts Hearing Examiner Proposal -- Bainbridge Island.pdf](#)

- 5.J Approve 2024 Climate Change Advisory Committee's Work Plan**
Cover Page
[2023 Committee Work and 2024 Workplan CCAC - CCAC 03202024](#)
- 5.K Approve 2024 Utility Advisory Committee's Work Plan**
Cover Page
[2023 Committee Work and 2024 Workplan UAC - CC 04162024.docx](#)
- 5.L Approve 2024 Ethics Board's Work Plan**
Cover Page
[Ethics Board 2023 Annual Report and 2024 Workplan_FINAL.docx](#)
- 5.M Set Public Hearing on Ordinance No. 2024-11 Establishing a Moratorium on Crematoria**
Cover Page
[Ordinance Imposing Moratorium on Applications for Crematoria 4867-4579-6790.1 revised.docx](#)
[Ordinance No. 2024-11 Imposing Moratorium on Applications for Crematoria.pdf](#)
- 5.N Schedule City Council Summer Meeting Recess for August 20 and August 27 Meetings**
Cover Page
- 5.O Authorize the City Manager to Enter into Right-of-Way Easement Acquisition Agreements for the Eagle Harbor Drive / Wyatt Way Non-Motorized Improvements Project - Public Works**
Cover Page
- 5.P Authorize Acceptance of a Grant (\$91,476) from the Washington State Department of Commerce State Home Electrification and Appliance Rebate (HEAR) Program to Provide Additional Funding for a Heat Pump Pilot Program**
Cover Page
[HEAR Grant Application 2-21-24.pdf](#)
[HEAR Program Award Offer.pdf](#)

ITEM REMOVED FROM THE CONSENT AGENDA

- 5.Q Authorize the City Manager to Execute a Memorandum of Understanding with the Bainbridge Island Senior/Community Center for the Development of a new Senior/Community Center**
Cover Page
[Memorandum of Understanding between the City and Bainbridge Island Senior Community Center \(BISCC executed\)](#)

Councilmember Hytopoulos expressed concerns with the agreement.

MOTION: I move that the City Council approve item 5.Q from the Consent Agenda to authorize the City Manager to execute a Memorandum of Understanding with the Bainbridge Island Senior/Community Center for the development of a new Senior/Community Center.

Hytopoulos/Moriwaki: The motion carried unanimously, 7-0.

6) COUNCIL ANNOUNCEMENTS

Council members provided updates on local and regional meetings and events.

7) CITY MANAGER'S REPORT

7.A Receive City Manager's Report

[Cover Page](#)

[Selected Staffing Level Comparisons.pdf](#)

City Manager King provided an update on the concrete pour for the water tower and shared information on staffing level comparisons.

8) REGULAR BUSINESS

8.A Review Key Economic Conditions, Budget Assumptions and Financial Policies Affecting the Development of the 2025-2026 Biennial Budget - Finance

[Cover Page](#)

[Budget Assumptions for CC__05142024.pptx](#)

[Key Assumptions Memo Council Draft CC 051424.docx](#)

City Manager King introduced the agenda item. Finance Director Pitts provided a presentation, and Council discussed the topic.

MOTION: I move to concur with the key economic conditions, budget assumptions, and financial policy drivers affecting the development of the 2025-2026 Adopted Budget, as described by City staff in the materials included with this agenda item.

Fantroy-Johnson/Schneider: The motion carried unanimously, 7-0.

8.B Discuss 2025/2026 City Council Priorities and Areas of Emphasis

[Cover Page](#)

[Fiscal Year 2025-2026 Emphasis or Priorities 043024.pdf](#)

City Manager King provided a presentation, and Council discussed the topic. This item will be scheduled for additional discussion at the May 21, 2024 study session.

8.C Review Human Services Funding

[Cover Page](#)

[Human Services Funding Charts.pdf](#)

City Manager King introduced the agenda item. Management Analyst Nebenzahl provided a presentation with information on the topic.

MOTION: Clarence Moriwaki moved and Brenda Fantroy-Johnson seconded to approve I move that the City Manager return with funding benchmark, standard, and/or policies for future budget consideration.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

8.D Appoint a Councilmember to the Winslow Way Affordable Housing Project Developer Selection Committee

[Cover Page](#)

City Manager King introduced the agenda item. Councilmembers Moriwaki, Fantroy-Johnson, Quitslund expressed interest in the appointment. Following discussion, the consensus was for the appointment to be made randomly by drawing a name. City Clerk Brown will draw the name following the meeting.

9) COMMUNICATIONS

9.A Receive Planning Commission Recommendation regarding Hotels in the Winslow Area - Planning [Cover Page](#)

City Manager King introduced the agenda item, and Council discussed the topic.

MOTION: I move to direct the City Manager to come up with use specific standards definitions for hotels for the Planning Commission to consider.

Mathews/Fantroy-Johnson: The motion carried unanimously, 7-0.

9.B Authorize City Manager to Sign Letter to Washington State Ferries Regarding Ferry Wi-Fi - Executive [Cover Page](#) [051424 Bainbridge Island Letter to Washington State Ferries Regarding Ferry Wi-fi.docx](#)

Mayor Deets introduced the agenda item.

MOTION: I move to authorize the City Manager to sign a letter to Washington State Ferries regarding ferry Wi-Fi.

Moriwaki/Fantroy-Johnson: The motion carried unanimously, 7-0.

10) ADJOURNMENT

Mayor Deets adjourned the meeting at 8:45 p.m.

Joe Deets, Mayor

Christine Brown, MMC, City Clerk



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Authorize the City Manager to Enter Into a Construction Contract with Puget Paving & Construction, Inc. for the 2024 Annual Roads Preservation Project (\$843,195.15, Tax Supported) - Public Works

SUMMARY: City staff is requesting that the City Council authorize the City Manager to enter into a construction contract with Puget Paving & Construction, Inc. for the 2024 Annual Roads Preservation Project.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Public Works

RECOMMENDED MOTION: Authorize the City Manager to enter into a Construction Contract with Puget Paving & Construction, Inc. for the 2024 Annual Roads Preservation Project (\$843,195.15, Tax Supported).

COMMUNITY ENGAGEMENT AND OUTREACH: Outreach to the community will be planned once a schedule for the work is developed.

FISCAL IMPACT:

Amount:	\$843,195.15
Ongoing Cost:	N/A
One-Time Cost:	\$843,195.15
Included in Current Budget?	Yes

BACKGROUND: The 2024 Annual Roads Preservation Project will consist of Island-wide asphalt repairs through pulverizing existing road surface, grinding, and paving. The repair locations are prioritized using a pavement preservation analysis and visual field inspections to ensure a positive cost-benefit ratio as well as maintenance of the overall Island's pavement preservation score.

The 2024 projects are as follows:

Harbor Crest Drive - from NE Eagle Harbor Drive to the end

Jeanette PI NW plus Commodore Land NW tie-in - from Commodore Lane NW plus White Place NW to end of pavement plus just north of Jeanette Place NW

Mandus Olson Road NE - from Grand Forest East Parking Lot Entrance to 1,630 west

Sorrel Way - from NE Baker Hill Road to Whitmore Way

Sunrise Dr NE - from 200 Feet south of NE Valley Rd to NE Duncan Lane

Advertisement for bids were run in the Kitsap Sun, Daily Journal of Commerce, and were posted to the City's Bid Postings page and listserv.

The bid opening was held on Thursday, May 16th. There were 3 bidders, and Puget Paving & Construction, Inc. submitted the lowest responsive bid of \$843,195.15. The engineer's estimate was between \$800K and \$850K.

ATTACHMENTS:

[2024 Annual Roads Puget Paving Construction.docx](#)

[Bid Form 2024 Annual Roads.docx](#)

[Location Map 2024 Final 4-19-2024.pdf](#)

FISCAL DETAILS: The Public Works Operations streets fund budget has over \$900K remaining for the annual roads preservation project.

Fund Name(s): Streets Fund

Coding: Repair & Maintenance (Streets) Munis Project # 01206.

CONTRACT FOR CONSTRUCTION

THIS CONSTRUCTION CONTRACT (“Contract”), made the __, day of _____, 2024, by and between the City of Bainbridge Island, a Washington State municipal corporation (“City” and/or “CONTRACTING AGENCY”) and Puget Paving & Construction, Inc., a Washington state corporation (“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 **2024 ANNUAL ROADS 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 Eight Hundred Forty-Three Thousand One Hundred Ninety-Five and 15/100 Dollars (\$843,195.15) (“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, 2024 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. Special Provisions
5. Indemnity and Insurance Agreement
6. Special Indemnity and Insurance Agreement
7. Prevailing Wage Schedules and Regulations
8. Specifications, Drawings, Details, and all other Documents contained in and made applicable by this Contract and the Project Manual
9. Certification of Compliance with Wage Payment Statutes
10. 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:
PUGET PAVING & CONSTRUCTION, INC.

By: _____

Its: _____

Date: _____

CITY OF BAINBRIDGE ISLAND:

By: _____
Blair King, City Manager

Date: _____



City of Bainbridge Island Public Works - Engineering

2024 Annual Roads Preservation

Bid Opening Date: May 16, 2024

Bids Open @ 10:00am

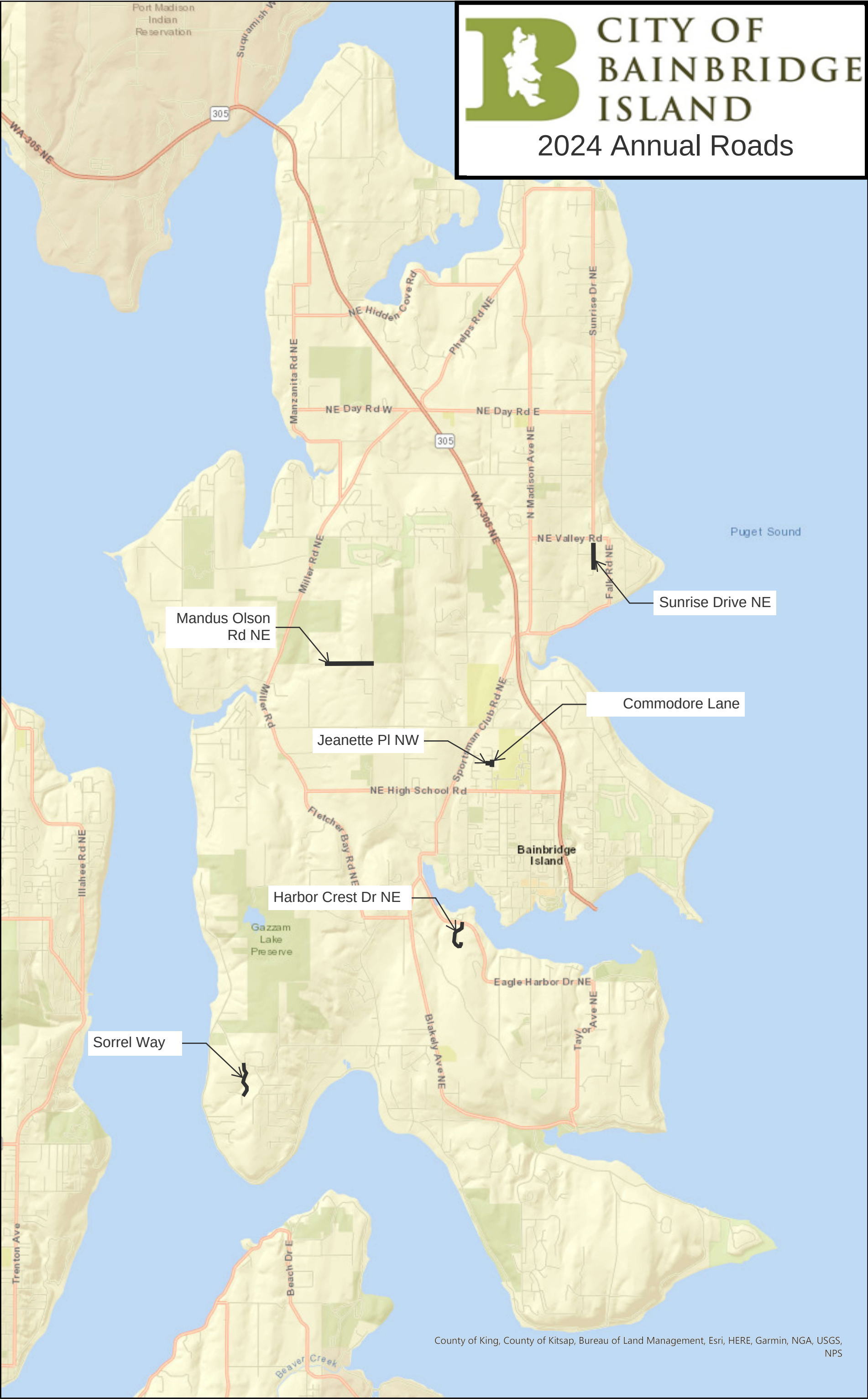
Note: Bids Are Opened in Order Received. Bids Solicited by: ☒ Advertisement ☐ Small Works Roster The Engineers Estimate is: \$800,000 to \$850,000	Bidder #1 Puget Paving and Construction	Bidder #2 Granite Construction	Bidder #3 Lakeside Industries		
Proposal	X	X	X		
Signature Page – Addenda Acknowledged if applicable	X	X	X		
Non-Collusion Declaration	X	X	X		
Proposal Bond (5%)	X	X	X		
Statement of Bidders Qualifications	X	X	X		
TOTAL BASE BID AMOUNT	\$843,195.15	\$892,977.00	\$1,034,648.25		

A total of **3** bids were received for the **2024 Annual Roads Preservation**. Project Manager, **Emily Cady Reyes**, has reviewed all bids and recommends that the City Council award the contract to the apparent low bidder, **Puget Paving and Construction** in the amount of **\$843,195.15**.



CITY OF BAINBRIDGE ISLAND

2024 Annual Roads



County of King, County of Kitsap, Bureau of Land Management, Esri, HERE, Garmin, NGA, USGS, NPS



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Ratify the Pre-Approved Purchase Order for a Heavy Duty Pickup Truck as Part of the Capital Improvement Plan Fleet Purchase (\$165,148.48 Equipment, Rental and Revolving Fund) - Public Works

SUMMARY: City staff are requesting that the City Council ratify the City Manager's purchase of a heavy duty pickup truck.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Public Works

RECOMMENDED MOTION: Ratify the purchase order approved by the City Manager for the purchase of a heavy duty pickup truck as part of the Fleet Capital Improvement Plan (\$165,148.48 Equipment, Rental and Revolving Fund).

COMMUNITY ENGAGEMENT AND OUTREACH: None planned.

FISCAL IMPACT:

Amount:	\$165,148.48
Ongoing Cost:	
One-Time Cost:	\$165,148.48
Included in Current Budget?	Yes

BACKGROUND: The Public Works Department needs to purchase a heavy duty pickup truck. The truck, which is an F450, will serve the mechanic shop and is equipped with a mobile crane for field repairs. The truck will replace an existing vehicle (tag # 85), which has met department requirements for replacement.

At the February 23, 2024, regular business meeting, the City Council authorized the City Manager to make purchases of fleet vehicles up to \$300K. Purchases would then be ratified by the City Council after completion of the purchase. This authority was provided to allow the City to move quickly on the purchase of vehicles that are in high demand.

Public Works staff has worked with Bud Clary Ford using the Washington State Department of Enterprise Services contract for the purchase of a heavy duty Ford truck in the amount of \$165,148.48 including sales tax. The enterprise services contract allows the city to piggyback on the State's negotiated price for vehicles and

equipment, thereby lowering the price that could be received on the open market. The City Manager executed the purchase order as per the above authority provided by the City Council.

RCW 43.19.648 generally requires that, to the extent practicable, local governmental vehicles must be fueled by electricity or biofuel and this purchase meets that requirement due to a diesel engine which can accept biodiesel.

ATTACHMENTS:

[Bud Clary Ford Hyundai PO Executed.pdf](#)

[2023-2028 Modified 2024 Fleet CIP.pdf](#)

FISCAL DETAILS: The Fleet CIP identifies \$200K for this purchase which includes the upfitting. There is \$200k set aside in the Equipment, Rental and Revolving fund budget in 2024 for this purchase.

Fund Name(s): Other

Coding: 501 ER&R



PURCHASE ORDER

CITY OF BAINBRIDGE ISLAND PUBLIC WORKS O&M

280 Madison Avenue North
Bainbridge Island, WA 98110
Phone: 206.842.2016
Fax: 206.780.3710
pwadmin@bainbridgewa.gov

P.O. NO. 20240032
DATE May 2, 2024
VENDOR ID: 9682
ORG.: 73501448
OBJECT: 664000
PROJECT: 01313

VENDOR

Bud Clary Ford Hyundai
P.O. Box 127
Longview, WA 98632
Attn: Kathleen Brennan
Phone: 360.423.4321 x10943
ford.orders@budclary.com

SHIP TO

City of Bainbridge Island
7305 NE Hidden Cove Road
Bainbridge Island, WA 98110
Phone: 206.842.1212
Fax: 206.780.5104
Attn: Joel Goodwin

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	2024-0914-0001	2024 Ford F550 4WD Cab and Chassis	\$ 55,923.00	\$55,923.00
1	2024-0914-0015	Alternative Wheelbase, Extended Cab, 192WB, 84CA, 18,000# GVWR (X5H/192WB)	\$ 2,003.00	\$2,003.00
1	2024-0914-0018	Alternative Engine, 6.7L 4-Valve OHV PowerStroke V8 Turbo Diesel B20 with manual push-button Engine-Exhaust Braking/TorqShift 10-Speed automatic w/ Selectable Drive Modes and Transmission Power Take-Off Provision (PTO) (Includes Operator Commanded Regeneration, 4.10 RAR, Dual 750CCA Batteries, 250-amp alternator, Intelligent Oil Life Monitor) (18,000# GVWR) (99T/44G)	\$ 9,824.00	\$9,824.00
1	2024-0914-0024	GVWR Maximum (19,500# GVWR, 4.30 RAR with Limited Slip, High-Capacity Trailer Tow Package w/ trailer brake wiring kit and upgraded rear axle) (Increases GCW from 32,500 Lbs to 40,000 Lbs) (Only available with Diesel Engine) (68M/X4L/535)	\$ 2,094.00	\$2,094.00
1	2024-0914-0040	Extra Heavy-Duty Front End Suspension - max 7,500 lbs. Front GAWR (includes upgraded front axle) (If ordered with Gas Engine, includes 4.88 RAR non-limited slip axle, may order 4.88 RAR Limited Slip Rear Axle #X8L if desired) (If ordered with Diesel Engine, MUST also order 4.30 RAR Limited Slip Rear Axle #X4L) (67P)	\$ 281.00	\$281.00
1	2024-0914-0047	Spare tire with wheel (includes hydraulic jack) (Spare tire might not be the same as road tire. Ford reserves the right to shift tire manufacturers to meet production capacity demands.) (512/61J)	\$ 345.00	\$345.00
1	2024-0914-0049	Front Wheel Well Liners (factory) (61L)	\$ 177.00	\$177.00
1	2024-0914-0051	Cab Steps, Extended or Crew Cab (6in Angular Black Running Boards)(18B)	\$ 437.00	\$437.00
1	2024-0914-0052	Engine Block Heater (41H)	\$ 98.00	\$98.00
1	2024-0914-0054	Skid Plate, Transfer Case (Not available with Regular Cab) (41P)	\$ 98.00	\$98.00
1	2024-0914-0055	XL Chrome Package (Includes chrome front bumper, bright grille, power sliding rear glass w/ rear window defrost on ext/crew cab, remote start, halogen fog lamps) (96V)	\$ 221.00	\$221.00
1	2024-0914-0056	Rearview Camera and Prep Kit (includes loose camera and wiring bundle) (872) (Info: Upfitters offer rearview camera installation option with body orders)	407.00	\$407.00

G:\PW_O&M Projects\ACTIVE\2024\Fleet Procurement\2024 F450 Mechanic Truck_01313\1. Financial\Bud Clary Purchase Order Project 01013

1	2024-0914-0065	XL Trim Only: 110V/400W Outlet (1) (includes one in-dash mounted outlet) (to be ordered w/ 40/20/40 seating) (If ordering w/6.7L Diesel Engine, INCLUDES 350-Amp Alternators #67A) (May also order 410-Amp Dual Alternators #67B) (43C/67A)	173.00	\$173.00
1	2024-0914-0215	Mud Flaps, front (DLR)	87.00	\$87.00
1	2024-0914-0218	Floor Mats, HD Rubber Molded, Front (Weather Tech) (DLR)	135.00	\$135.00
1	2024-0914-0219	Floor Mats, HD Rubber Molded, Rear (Weather Tech) (DLR)	114.00	\$114.00
1	2024-0914-0223	Service Manual, USB (DLR)	385.00	\$385.00
1	2024-0914-0224	Service Wiring Diagram, Paper (DLR)	105.00	\$105.00
1	2024-0914-1330	Knapheide 11ft KMS-30 Truck Package. 11 ft crane body with torsionbox understructure. The body shell is constructed of 14 gauge two-sided A40 Galvanneal steel. The compartment tops and backs are to be a one piece seamless design. All doors, door openings, drip rails, and other exposed steel edges are to be hemmed for strength, safety, and resistance to corrosion. 1/8in treadplate floor, cargo walls, and compartment tops with return flange on each side and 14 gauge two sided bolt-on slammable tailgate; 12in high. The doors are constructed of 20 gauge two-sided A40 Galvanneal steel; double paneled. Door latches are stainless steel slammable and rivetless. The body is completely immersed in electrodeposition gray epoxy prime paint featuring a zinc phosphate precoat and seal for additional corrosion protection. Prime paint is oven cured to provide a hard durable finish. The body is completely undercoated using a water base acrylic. Heavy duty grab handles installed at rear with 6 cargo tie-downs installed in floor. Bumper: Heavy duty work surface crane bumper with integral outrigger tube, thru compartment, and vise plate. Includes a 2in receiver tube rated for 12,000lb trailer weight and 1,200lb tongue weight. Flush Mount Light Kit: Including LED stop/tail/turn lights, backup, marker, clearance, and RID lights. KnapLiner: Commercial grade spray-on bed liner applied to cargo floor, sides, bulkhead, tailgate, & rear bumper. Stellar EC5000 Crane: 25,000 ft-lbs, has 5,000 lbs capacity, 20ft electric/hydraulic reach, 12V electric planetary winch 16ft/min speed single line speed, double boom design, and double-acting cylinders w/integral counterbalance valves. Filters, crane hook, snatch block, anti-two block device and hydraulic shutdown, 5/16in cable, boom support, wireless remote control (RF) with back up pendant control. Mounting Bracket: Front half of the street side compartment top for welder/air compressor to be mounted. Flip-Top Compartment: Rear half of street side compartment top to have flip-tops for extra storage. Side Compartments: 40in high side packs with 60in high right front vertical compartment with next generation latches. 1st Vertical Side Compartment: 7 drawer unit with 4-3in high drawers, 2-5in high drawers, and 1 7in high drawer (street side) / Gas bottle retainer (2 bottles), vented top and bottom (curbside). 2nd Vertical Side Compartment: Sortimo compartment organizer (street side) / 2 adjustable divider shelves with 4 dividers each (curbside). 1st Horizontal Side Compartment: 250lb pullout shelf (street & curbside). 3rd Vertical Side Compartment: 2 adjustable divider shelf with 4 dividers (street side) / Fixed Shelf with combo hook (curbside). Master Locking System: Secures one entire side of compartments with a padlock in one easy motion and acts as a visual theft deterrent; with 2 codeable padlocks. Cab Protector: with punched window Auxiliary Lighting: (2) LED work lights wire to upfitter switches in cab installed in recessed corners of cab guard. Outriggers: Manual out / manual down outriggers installed. Backup Alarm: 97 db audible alarm. Trailer Plug: 7-way flat trailer plug installed. Finish Paint: Body Interior / exterior painted single stage to match chassis (Fits F-550 w/ 19,500 GVWR or F600, 84in CA Only. Cannot be in stock vehicle) (KNP KMS-30) (ABW1330)	79,444.00	\$79,444.00

Shipping	n/a
SUBTOTAL	\$152,351.00
8.4% Sales Tax	\$12,797.48
TOTAL	\$165,148.48



05/02/24

Requested by Joel Goodwin, Project Manager

Accepted By Vendor:

Vendor: K Brennan Kathleen Brennan 05/02/24
Signature / Printed Name, Title Date

☒ By checking this box, the Vendor agrees that contrary to any terms stated in the "Quote", the terms of DES contract 05916 will prevail.

City Manager Blair King 5/7/24
Blair King Date

Accounts Payable:

Accounts Payable Clerk - J. Kines

280 Madison Avenue N.

Bainbridge Island, WA 98110

206.780.8617

accountspayable@bainbridgewa.gov

City of Bainbridge Island
FLEET and EQUIPMENT CIP (2023 - 2028)
2024 Modified Budget

Project	General Rent	Streets Rent	Water Rent	Sewer Rent	SSWM Rent	2023	2024	2025	2026	2027	2028	Total
FLEET & EQUIPMENT - 6-YEAR CIP (1000s)												
Police Vehicles (2)	100%					-	190	200	210	220	230	1,050
Vactor Truck				50%	50%	650	-	-	-	-	-	650
Electric Sedan	20%	20%	20%	20%	20%	70	-	-	-	-	-	70
Medium Duty Pickup	20%	20%	20%	20%	20%	200	-	-	-	-	-	200
Electric Sidewalk Sweeper/Plow		100%				70	-	-	-	-	-	70
Landscape Trailer	20%	20%	20%	20%	20%	30	-	-	-	-	-	30
Electric Sedan	20%	20%	20%	20%	20%	70	-	-	-	-	-	70
Electric SUV	20%	20%	20%	20%	20%	-	70	-	-	-	-	70
City Hall Vehicle	100%					-	70	-	-	-	-	70
Electric SUV	100%					-	70	-	-	-	-	70
Truck Cab and Chassis		50%			50%	-	300	-	-	-	-	300
Salt Brine System		100%				-	70	-	-	-	-	70
Heavy Duty Pickup	20%	80%				-	-	175	-	-	-	175
Asphalt Patch Machine		100%				-	-	250	-	-	-	250
Forklift	20%	20%	20%	20%	20%	-	-	-	50	-	-	50
Street Sweeper		20%			80%	-	-	-	325	-	-	325
Pup Trailer		50%			50%	-	-	-	150	-	-	150
Electric Sedan	100%					-	-	-	-	80	-	80
Ravo Street Sweeper		20%			80%	-	-	-	-	500	-	500
Electric Medium Pick-up	20%	20%	20%	20%	20%	-	-	-	-	120	-	120
Commercial Mower					100%	-	-	-	-	30	-	30
Backhoe	20%	20%	20%	20%	20%	-	-	-	-	-	350	350
Dump Truck	20%	20%	20%	20%	20%	-	-	-	-	-	325	325
Roadside Mower		100%				-	-	-	-	-	300	300
TOTALS						1,090	770	625	735	950	1,205	5,375



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: Authorize the City Manager to Execute the Renewal of the Interlocal Cooperative Agreement for the Bainbridge Island Police Department's Participation in the Kitsap Critical Incident Response Team - Police,

SUMMARY: The Police Department is requesting that the City Council authorize the City Manager to execute the renewal of the Interlocal Cooperative Agreement for the department's continued participation in the Kitsap Critical Incident Response Team (KCIRT).

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Police

RECOMMENDED MOTION: Authorize the City Manager to execute the renewal of the Interlocal Cooperative Agreement for the Bainbridge Island Police Department's participation in the Kitsap Critical Incident Response Team.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	Yes

BACKGROUND: The Kitsap Critical Incident Response Team (KCIRT) is a multi-agency independent investigative team that is available to participating agencies to independently investigate incidents involving a law enforcement officer or correctional officer which result in death or great bodily injury to the officer or another. This includes incidents involving the use of deadly force by an officer, in-custody deaths, and officer-involved collisions.

This agreement updates and replaces the previous agreement approved by Council and meets the requirements of an independent investigative team under state law.

ATTACHMENTS:

[KCIRT Interlocal Cooperative Agreement 2024.docx](#)

FISCAL DETAILS: All normal personnel and operational costs related to the investigation are the responsibility of the participating agency. Fiscal impacts will vary depending on the number of incidents, and the number of participants provided at the discretion of the Chief of Police.

Fund Name(s): General Fund

Coding:

Kitsap Critical Incident Response Team

INTERLOCAL COOPERATIVE AGREEMENT



This Interlocal Cooperative Agreement ("Agreement") is entered into by the undersigned under the authority of RCW 10.93.130 for the purpose of providing mutual investigative aid as described herein and shall supersede and replace any prior agreements. Each Participating Agency to this Agreement will be referred to individually as a "Party" and collectively as the "Parties".

RECITALS:

WHEREAS, the Washington Mutual Aid Peace Officers Powers Act is intended to facilitate Mutual Aid (defined below) and cooperative enforcement of the laws among general authority local, state, and federal agencies (RCW 10.93.001(1)); and

WHEREAS, the Parties utilizing this Agreement have previously mutually authorized each other to exercise police powers in their respective jurisdictions as evidenced by documents on file with the Washington Association of Sheriffs and Police Chiefs; and

WHEREAS, the State of Washington requires that investigations of officer-involved uses of deadly force be independent of the Involved Agency; and

WHEREAS, the Parties desire to execute this Agreement to establish the Kitsap Critical Incident Response Investigation Team ("KCIRT") subject to the terms and conditions of this Agreement

NOW THEREFORE, the Parties agree as follows:

1. PURPOSE.

The purpose of this Agreement is to establish a multi-agency independent investigative team that is available to participating agencies to independently investigate incidents involving a law enforcement officer or correctional officer and which result in death or great bodily injury to the officer or another. This includes incidents involving the use of deadly force by an officer, in-custody deaths and officer-involved collisions.

This Agreement is not intended as legal authority for the admissibility or non-admissibility of evidence developed in the course of an investigation. The provisions of this Agreement should not be used as the basis for the dismissal of any criminal charges arising from an investigation developed pursuant to this memorandum. Similarly, the provisions of this Agreement should not be used as the basis of any civil claims stemming from a deviation from the guidelines set forth herein.

2. PARTIES TO THE AGREEMENT

The Parties to this agreement are the Washington state, county, and city government(s) that operate the Participating Agencies. They are referred to herein as "Parties to the Agreement" or "Parties."

3. PARTICIPATING AGENCIES

The "Participating Agencies" or "Participating Agency" are the following departments of the Parties to the Agreement:

1. Bainbridge Island Police Department
2. Bremerton Police Department
3. Kitsap County Sheriff's Office
4. Port Orchard Police Department
5. Poulsbo Police Department
6. Shelton Police Department
7. Washington State Patrol
8. Clallam County Sheriff's Office
9. Port Angeles Police Department
10. Sequim Police Department

4. DEFINITIONS

Best practices: Methods, techniques, and procedures that have consistently shown by research and experience to produce superior results and are established or proposed as a standard and identified as best practices by the Washington State Criminal Justice Training Commission.

Board: The KCIRT Board of Directors is comprised of the Chief Law Enforcement Officers, or their designees, of the Participating Agencies.

Chief Law

Enforcement Officer: The Sheriff or Chief of Police, also referred to as CLEO in this agreement, of Participating Agency, or their designee.

Critical Incident: Any incident in which:

- a) A law enforcement officer used deadly force.
- b) A person dies while in custody.
- c) An officer is involved in a fatal collision.
- d) The state's Office of Independent Investigation team or OII has chosen not to accept the investigation after being briefed.

Deadly force: A law enforcement officer used force reasonably likely to cause death, great bodily harm, or substantial bodily harm; and where that use of force resulted in death, great bodily harm, or substantial bodily harm, per RCW 43.102.120.

Evanescent evidence: Physical evidence that may be degraded or tainted by human or environmental factors if left unprotected or unpreserved for the arrival of KCIRT or; identification and contact information for witnesses to the incident.

Incident Commander: The command-level officer who responds to the scene of a Critical Incident and is responsible for the management of the investigation, including developing objectives, directing operations, coordinating with other entities, and applying resources and manpower to accomplish objectives. The Incident Commander will typically be the KCIRT Administrator or Assistant Administrator but, in their absence, may be another command-level officer qualified to act as the Incident Commander.

- Incident Supervisor:** An experienced investigator of supervisory rank who oversees the investigative personnel at a Critical Incident and reports to the Incident Commander.
- In-Custody Death:** The death of any person who is detained, arrested, being transported to a facility for incarceration, or incarcerated in local facilities. Excluded are deaths caused by fatal injuries that occur while an inmate is under physician's treatment for a disease or other natural condition, except that deaths involving custodial trauma or custodial suicide while under a physician's treatment are considered In-Custody Deaths.
- Involved Agency:** The agency employing an Involved Officer or an agency in whose custody a person dies in circumstances amounting to an In-Custody Death. The Involved Agency may also be the Venue Agency.
- Involved Officer:** A law enforcement officer or corrections officer:
- “Involved Officer” means one of the following persons who is involved in an incident as an actor or custodial officer in which the act or omission by the individual is within the scope of the jurisdiction of the office as defined in this chapter:
- a) A general authority Washington peace officer, specially commissioned Washington peace officer, or limited authority Washington peace officer, as defined in RCW 10.93.020, whether on or off duty if he or she is exercising his or her authority as a peace officer; or
 - b) An individual while employed in a city, county, or regional adult or juvenile institution, correctional, jail, holding, or detention facility as defined in RCW 70.48.020, 72.09.015, or 13.40.020: and
 - 1. In whose custody a person dies; or
 - 2. Is involved in a vehicle collision in which someone dies.
- KCIRT:** The Kitsap Critical Incident Response Team. A team of investigators who can be called upon by any of the Participating Agencies to independently investigate Critical Incidents, meeting the independent investigative team (IIT) requirements of Chapter 139-12 WAC.
- KCIRT Board Chair:** Voted on by the Board for a term of two years.
- KCIRT Administrator:** An officer with command rank designated by the Board to oversee KCIRT or their authorized designee.
- Assistant Administrator:** An officer with command rank designated by the Board to assist the KCIRT Administrator and lead KCIRT in the absence or recusal of the KCIRT Administrator.
- KCIRT Protocols:** Uniform procedures and guidelines for the investigation of officer involved Critical Incidents derived from best practices and which are intended to produce a

thorough, independent, impartial, and transparent investigation.

Prohibited Content: Information, which if shared between members of the KCIRT investigative team and any member of the Involved Agency, could adversely affect public confidence in the integrity or independence of the investigation. This includes but is not limited to compelled statements taken from Involved Officer, any investigative information or content derived from a compelled statement, or any information or evidence collected or produced by the independent investigation.

Venue Agency: The agency with primary territorial jurisdiction, as defined by RCW 10.93.020(1). The Venue Agency may also be the Involved Agency.

5. ORGANIZATION

No separate legal or administrative entity is created by this Agreement nor do the Parties intend to create through this Agreement a separate legal or administrative entity subject to suit.

6. GOVERNANCE

KCIRT is governed by a Board composed of the CLEOs of the Participating Agencies.

The Board should meet at least annually or more frequently as needed.

Representatives from the Prosecutor's Offices of Participating Agencies will function in a non-voting advisory capacity for the Board.

Each Participating Agency shall have one vote. All Board actions and decisions are approved and adopted by simple majority of the attending Board members when at least 5 of the 10 agency CLEOs are present for such vote.

The Board will approve protocols developed to guide KCIRT investigations.

The Board, excluding the CLEO of the Involved Agency, is the final authority on any questions regarding the conduct of the independent investigation that cannot be resolved at a lower level.

The Board, excluding the CLEO of the Involved Agency and the prosecutor's offices, will review investigation summaries prior to submittal to the prosecutor's office of the jurisdiction of the Involved Agency.

7. AUTHORITY & IMPLEMENTATION

The decision to implement Mutual Aid under this Agreement rests entirely with the CLEO of the Venue Agency.

Participating Agencies are not obligated to request that KCIRT investigate a Critical Incident occurring in their jurisdiction and may request other agencies or resources conduct an independent investigation.

8. KCIRT ADMINISTRATOR / ASSISTANT ADMINISTRATOR

Participating Agencies may submit for the Board's consideration a list qualified command-level officers with previous experience in criminal investigations to fill the positions of KCIRT Administrator and Assistant Administrator.

The KCIRT Board of Directors will appoint a KCIRT Administrator and Assistant Administrator for a maximum of a two-year term from the list of qualified command-level officers submitted by Participating Agencies. The term of the KCIRT Administrator and/or Assistant Administrator may be extended or terminated at the discretion of the Board.

The KCIRT Administrator and Assistant Administrator will be from different agencies, preferably separating the three counties.

The KCIRT Administrator will serve as the Incident Commander at a Critical Incident unless they are an employee of the Involved Agency. In this case, the Assistant Administrator shall serve as the Incident Commander. In the absence or recusal of the KCIRT Administrator and Assistant Administrator, another qualified and experienced investigator, approved by the KCIRT Administrator or Assistant Administrator, from a non-Involved Agency, may serve as the Incident Commander.

The KCIRT Administrator, will be responsible for providing oversight of investigations as well as maintaining the readiness and training of the unit.

The KCIRT Administrator will develop and periodically update the KCIRT investigation to ensure they align with homicide investigation best practices published by the Washington State Criminal Justice Training Commission and other industry best practices. The KCIRT Administrator shall submit newly developed or updated protocols to the Board for approval.

9. KCIRT INVESTIGATORS

For new investigators, a Participating Agency (employing agency) that proposes to have its detective assigned to KCIRT will ensure all prospective KCIRT investigators meet any time and training prerequisites.

The KCIRT Administrator will ensure all prospective KCIRT investigators meet any time, or training prerequisites of Chapter 139-12 WAC.

Investigators assigned to KCIRT are expected to have a work history free of a sustained finding of serious misconduct, and no pattern(s) of sustained complaints or demonstrable bias or prejudice against community members that may be impacted by the police use of deadly force, as enumerated in Chapter 139-12 WAC.

A KCIRT member may be removed from KCIRT at any time by their own agency. A team member may also be removed from KCIRT upon recommendation of the KCIRT Administrator and approval by the Board.

10. LEAD INVESTIGATOR

Chapter 139-12 WAC requires that those who are assigned to a lead investigator role for an independent

investigative team (IIT) meet certain experience and training requirements and hold an “IIT qualified lead investigator certificate” issued by the Washington State Criminal Justice Training Commission.

The Board has identified the Incident Commander and Incident Supervisor as the “lead investigators” for the purposes of meeting the requirements of WAC 139-12 and those members requiring an “IIT Qualified Lead Investigator” certification.

To obtain an “IIT qualified lead investigator” certificate, members must provide proof of at least three years of uninterrupted experience as a certified peace officer, crime scene investigator, or related expertise in a discipline relevant to investigations. They must also provide proof of successfully completing the prescribed training classes, or appropriate equivalent experience, listed below:

- a. Basic homicide investigation.
- b. Interviewing and interrogation.
- c. LETCSA Violence de-escalation, patrol tactics, and mental health training.
- d. 2 Year uninterrupted as a certified police officer.

KCIRT members who have two or more years of relevant, full-time criminal investigative work experience may substitute their work experience for the required basic training classes.

11. NON-SWORN KCIRT MEMBERS

Non-commissioned investigative members of KCIRT (i.e. crime scene investigators, evidence technicians, etc.) are not required to obtain the qualified lead investigator certificates. They are also not required to complete biographies, or conflict of interest forms reviewed by community representatives.

12. TRAINING

Participating Agencies agree to provide their investigators with training on the following core areas prior to their assignment to KCIRT:

- a. Interview and interrogation
- b. Basic Homicide investigation
- c. Officer-involved shooting investigation
- d. LETCSA Violence de-escalation and mental health training

KCIRT shall train as a unit at least annually for a minimum of four (4) hours. One (1) four (4) hour training will take place twice a year. Investigators are required to attend at least one training block. However, it is preferred that investigators participate in each training block. Annual training may include criminal investigation topics recommended by Chapter 139-12 WAC.

13. NON-LAW ENFORCEMENT COMMUNITY REPRESENTATIVES

Each Participating Agency’s CLEO will solicit names of community members who are interested in serving as non-law enforcement community representatives to KCIRT. The community members should have credibility with, and ties to, communities impacted by police use of deadly force. The Board will create a roster of non-law enforcement community representatives who will be assigned to the selection of KCIRT investigators or participate in a KCIRT investigation as described below.

The KCIRT Administrator will provide the qualifications of current KCIRT investigators to the non-law enforcement community representatives for review when requested.

At least two non-law enforcement community representatives, selected by the CLEO of the employing agency, will review the qualifications of current investigators, and participate in the vetting, interviewing, and/or selection of new KCIRT investigators.

At least two non-law enforcement community representatives will be assigned to each KCIRT investigation into an officer's use of deadly force. Community members who live in the jurisdiction where the incident occurred will generally be called upon to participate in that independent investigation. Community members from other jurisdictions may also be called upon based on availability, conflicts of interest or other issues preventing some from participating. The non-law enforcement community representatives will:

- a. Review conflict of interest statements submitted within seventy-two hours of the commencement of each investigation by the investigators.
- b. Attend any final presentation with the Involved Agency CLEO.
- c. Have access to the investigation file when it is completed.
- d. Be provided a copy of all press releases and communication to the media prior to release; and
- e. Review notification of equipment use of the Involved Agency.

The non-law enforcement community representatives must sign a binding confidentiality agreement at the beginning of each investigation that remains in effect until the prosecutor of jurisdiction either declines to file charges or the criminal case is concluded. If the confidentiality agreement is violated, the non-law enforcement representative may be removed.

14. ACTIVATION

The KCIRT Administrator will be responsible for implementing and routinely updating a system for activating KCIRT through Kitsap 911 or other means.

The CLEO of the Venue Agency, or their designee, can request KCIRT activation by contacting the KCIRT Administrator or Assistant Administrator.

When activated, the KCIRT Administrator shall designate a team of investigators and non-law enforcement community representatives (collectively the "KCIRT Team"). The KCIRT team will respond to the location designated by the KCIRT Incident Commander. The KCIRT team members assigned to an investigation shall remain available from the time of the call-out until deactivated. KCIRT team members will be assigned tasks at the direction of the Incident Commander or Incident Supervisor.

Participating Agencies recognize that follow-up meetings and additional investigative work will be required beyond the initial call-out to complete the investigation. Participating Agencies will ensure that every reasonable effort is made to allow the KCIRT investigators to meet these commitments.

The KCIRT Administrator may consult with the Venue Agency's prosecutor's office representative, as needed, throughout the investigation.

15. INDEPENDENT INVESTIGATION REQUIREMENT

No employee of an Involved Agency shall participate in the investigation of a Critical Incident or attend any related investigative activities (e.g., interviews of the Involved Officers or other witnesses), where KCIRT has assumed responsibility for the investigation. Nothing in this agreement shall preclude an officer employed by an Involved Agency from:

- a. Acting as a first responder to the scene of the incident,
- b. Providing or facilitating medical assistance to any injured person,
- c. Clearly marking and protecting the scene,
- d. Locating and preserving evanescent evidence or
- e. Participating in a search for, or pursuit of, any persons suspected of a crime related to the incident.

In locating and preserving evanescent evidence, Involved Agency personnel may photograph or use other methods of documenting the location of physical evidence and take steps to identify persons who may have witnessed the incident.

Once KCIRT investigators arrive at the scene of a Critical Incident, and the Incident Commander has the appropriate resources on scene, the Involved Agency will transfer control of the scene to KCIRT and provide any information pertaining to evidence and witnesses.

16. CONFLICT OF INTEREST

Within seventy-two hours of the commencement of each investigation, the KCIRT team members must complete a "conflict of interest" assessment tool developed by the Washington State Criminal Justice Training Commission to evaluate any connection between KCIRT investigators assigned to the investigation and the officers being investigated.

The conflict assessment will be reviewed and discussed by the non-law enforcement community representatives and the KCIRT Administrator.

The KCIRT Administrator, Incident Commander, Incident Supervisor, or the CLEO of the Involved Agency may order the recusal of any investigator, or take such actions that may be needed, to ensure the impartiality of the investigation.

Participating Agencies shall have an ongoing responsibility to notify the KCIRT Administrator of any newly discovered information related to a conflict of interest.

17. INVESTIGATIONS

KCIRT will conduct a thorough investigation of Critical Incidents. The independent investigation will follow accepted best practices for homicide investigations published by the Washington State Criminal Justice Training Commission and incorporated in KCIRT protocols.

The investigation file should provide the prosecutor with sufficient information to make an evaluation of whether the use of deadly force met the good faith standard established in RCW 9A.16.040 and satisfied other applicable laws and policies.

If the investigation establishes that a crime was committed by any person involved in the incident, the prosecutor's office of jurisdiction may request a probable cause statement.

The determination regarding which agency will investigate any crime associated with the incident will be made by the Incident Commander in consultation with the Involved CLEO, Venue CLEO and the prosecutor with jurisdiction. A primary factor in this determination will be the degree of separation by time and distance between the underlying crime and the officer's use of deadly force.

Investigators from Participating Agencies who are assigned to a KCIRT investigation shall be subject to the KCIRT chain-of-command for the duration of the initial call-out and for subsequent follow-up assignments related to the investigation.

Participating Agencies recognize that, once activated for an investigation, their investigators are committed to KCIRT for the duration of the investigation, or until released by the Incident Commander, and may be required to report to work and conduct investigative activities outside their jurisdiction. Participating Agencies that wish to recall their investigators prior to their release by the KCIRT will consult with the KCIRT Administrator. The KCIRT Administrator, or designee will designate which agency is responsible for the storage of evidence associated with the incident.

Participating Agencies may request KCIRT assistance for other investigations not related to a Critical Incident, such as a homicide. KCIRT will not conduct administrative or internal investigations (i.e., non-criminal investigations).

KCIRT will provide a complete file to the Involved Agency and the applicable prosecutor's office at the conclusion of the investigation. The file will include all records produced by KCIRT investigators and should be maintained in accordance with applicable records retention schedules.

KCIRT will strive to present the completed case report to the prosecutor with jurisdiction within six months of the event. If there are delays in the investigation and this timeline cannot be met, an explanation will be provided to the agency liaison of the Involved Agency by the KCIRT Administrator and/or Incident Commander.

18. FIREWALLS

The KCIRT Administrator will create and enforce information firewalls to prevent information sharing between KCIRT and the Involved Agency. The Involved Agency agrees not to provide or reveal prohibited content to KCIRT. KCIRT members will not accept or receive any Prohibited Content from the Involved Agency or its employees.

To prevent secondary dissemination of investigative information, KCIRT members assigned to the investigation will not discuss the investigation, including information about the incident uncovered by the investigation, with non-team members without authorization from the Incident Commander or Incident Supervisor. The Incident Commander with the designated KCIRT PIO on the content of news releases or intended press conference statements prior to their release to the media.

If any member of KCIRT receives Prohibited Content, the investigator receiving the Prohibited Content must immediately report it to the KCIRT Administrator or Incident Commander and the member must discontinue participation in the investigation. The KCIRT Administrator or Incident Commander will advise the prosecutor of the disclosure of Prohibited Content to the Involved Agency. The information will be removed or isolated from the investigation unless the prosecutor determines such action unnecessary.

19. FAMILY / TRIBAL LIAISONS

A family member of the person against whom deadly force has been used will be notified as soon as they can be located by either the Involved Agency or KCIRT, whichever is faster.

A member of KCIRT will be assigned as a family liaison within the first twenty-four hours and keep the family, or a representative of the family's choice, informed of all significant developments in the investigation and will give the family and the Involved Agency advance notice of all scheduled press releases.

If the person against whom deadly force is believed to be a member of a federally recognized tribe, a member of KCIRT will be assigned as a tribal liaison within the first twenty-four hours and keep the tribe (or a representative of the tribe's choice) informed of all significant developments of the investigation.

The CLEO of the Involved Agency will notify the Governor's Office of Indian Affairs whenever an officer's use of force results in the death of an enrolled member of a federally recognized Indian tribe in accordance with the requirements of RCW 10.114.021.

20. RESPONSIBILITIES OF VENUE AGENCY

The Venue Agency shall ensure proper crime scene protection. This includes, but is not limited to, immediately securing the crime scene, controlling access into the crime scene, recording the names of individuals who have entered the crime scene, and taking reasonable steps to identify and protect evanescent evidence. Written reports shall be provided by all personnel who enter a designated crime scene to the KCIRT representative.

21. HOSPITAL SECURITY

If a law enforcement officer has been injured and transported to a hospital, the Involved Agency will be responsible for coordinating security and assistance at the hospital.

If a person has been injured by a law enforcement officer's use of deadly force and transported to a hospital, the Involved Agency should coordinate with another agency to provide security when reasonably able based on the circumstances. If a person has been injured while in the custody of corrections officers and transported to a hospital, uninvolved corrections officers may be assigned to provide security in addition to security provided by a non-involved agency in order to meet any custodial duty requirements.

under the law.

22. RESPONSIBILITIES OF PARTICIPATING AGENCIES

Each Participating Agency shall pay all wages and benefits due to any of its employees providing services under this Agreement, including overtime pay, worker's compensation benefits and death benefits, in the same manner as when those employees are on duty working directly for their employing agency.

Pursuant to RCW 10.93.040, personnel assigned to KCIRT investigations shall be considered employees of their Participating Agency, which shall be solely and exclusively responsible for that employee.

Personnel assigned to KCIRT investigations shall conform to their employing agency's rules, regulations and KCIRT protocols. Any conflicts will first be addressed by the KCIRT Administrator. If the KCIRT Administrator is unable to resolve the conflict, the conflict shall be escalated to the Board.

23. EQUIPMENT AND SUPPLIES

Each Participating Agency agrees to supply its own personnel with the necessary supplies to participate in KCIRT (notebooks, cameras, tapes, electronic media, pens, etc.).

Equipment belonging to the Involved Agency may not be used during an independent investigation of an officer's use of deadly force unless the equipment is critical to the investigation, no reasonable alternative exists, and the use is approved by the KCIRT Administrator and non-law enforcement community representatives. If an Involved Agency's equipment is used, the Incident Commander will notify the non-law enforcement community representatives to explain why the equipment needs to be used and the steps taken to appropriately limit the role of any Involved Agency personnel in facilitating the use of that equipment. Each Participating Agency shall remain responsible for the ordinary wear and tear and routine maintenance of its respective equipment used in support of this Agreement.

Each Participating Agency will be responsible for repairing or replacing its equipment that may be damaged during an investigation. If the cost is substantial, the agency whose equipment was damaged may request to share the expense with other members, but no Participating Agency is obligated to contribute unless that Participating Agency was responsible for the damage.

24. PROPERTY

The Parties do not anticipate the acquisition of property for the performance of this Agreement and any property acquired by a Party using this Agreement shall be returned to the acquiring Party, unless otherwise agreed.

25. EXPENSES

All normal personnel and operational costs related to the investigation shall be the responsibility of the Participating Agencies providing members to the team.

Prior to, when feasible, incurring extraordinary costs associated with travel, custodial security, specialized equipment, testing, or other expenses not otherwise specifically mentioned here, the KCIRT Administrator will consult with the CLEO of the Involved Agency and Venue Agency. Any such agreed-upon

expenditures will be the responsibility of the Involved and Venue Agencies unless reimbursement or cost-sharing agreements are reached between the Participating Agencies on a case-by-case basis.

Unless a specific agreement to reimburse or pay expenses is adopted as provided herein, each party to this Agreement shall be responsible for individually budgeting sufficient amounts to fulfill its obligations under this Agreement.

26. COMMUNICATIONS AND MEDIA RELATIONS

When appropriate, the Involved Agency may provide periodic public updates on matters not directly related to the on-going KCIRT investigation of the Critical Incident.

The Incident Commander or other representative of the KCIRT will provide public updates on the investigation in accordance with [Chapter 139-12 WAC](#). A copy of all press releases and communication will be provided to the family liaison and at least two non-law enforcement community representatives assigned to each investigation prior to release to the media.

Neither the Involved Agency nor KCIRT will provide the media with the criminal background information of the person against whom deadly force has been used, unless it is specifically requested, and release of the information is required by the Public Records Act or other applicable laws. Criminal background information includes the details of the events preceding the use of force investigated as well as information related to prior police contacts, arrests, and convictions. RCW 10.97.030

If the CLEO of the Involved Agency requests that KCIRT releases existing body cam video or other investigation information of urgent public interest, the KCIRT Administrator should honor the request with the agreement of the prosecutor with jurisdiction.

Nothing in this Agreement prevents or prohibits Participating Agencies and Parties to this Agreement from fulfilling their obligations under various public disclosure and reporting laws, including but not limited to Chapter 10.97 RCW and Chapter 42.56 RCW.

27. KCIRT RECORDS

All KCIRT Business Records prepared, owned, or used by KCIRT will be retained by each participating agency involved in KCIRT in accordance with Section 26 of this Agreement. The Involved Agency will retain a final copy of the investigative case file.

28. RECORD RETENTION, PUBLIC RECORDS REQUESTS

KCIRT is not an independent public agency separately subject to the Public Records Act ("PRA"), Chapter 42.56 RCW. KCIRT has no employees, records custodian, or independent place of business. Accordingly, each Participating Agency shall be responsible for retaining records it or its employees prepare, own, or use in the course of KCIRT-related business in accordance with applicable records retention schedules.

All requests for public records under Chapter 42.56 RCW ("public records requests") for records relating to KCIRT investigations shall be handled by the Participating Agency receiving the request ("Receiving Agency") in accordance with its own policies and state law. Any liability, damages, causes of action, or claims in connection with a public records request are the sole responsibility of the Receiving Agency.

Any Receiving Agency that reasonably believes other Participating Agencies has records that qualify as the Receiving Agency's public records may request these public records from the other Participating Agencies. The other Participating Agencies must make a good-faith effort to provide these records to the Receiving Agency in a reasonably expedited fashion to enable the Receiving Agency to meet its obligations under the Public Records Act. In the event the Receiving Agency requests records from other Participating Agencies under this paragraph and the other Participating Agency or Agencies disagree that the records are the Receiving Agency's public records, the Receiving Agency's determination shall govern, and the other Participating Agencies shall produce the records at issue to the Receiving Agency.

The Receiving Agency has ultimate authority over what exemptions to claim (if any) and what records to produce in response to the public records requests it receives. To the extent practicable and lawful under Chapter 42.56 RCW, the Receiving Agency will provide at least ten days' notice to any Participating Agency that is implicated in any public records request before the Receiving Agency releases any records. The purpose of this notice is to provide the Participating Agency a reasonable opportunity to seek an injunction against disclosure under RCW 42.56.540 if it chooses to do so.

29. REPORTING

Copies of all information received or uncovered during the course of the KCIRT investigation will be provided to the prosecutor with jurisdiction, the Venue Agency and the Involved Agency in the form of a complete case file. The KCIRT Administrator will provide a briefing to the CLEO of the Venue and Involved Agencies after the investigation has been reviewed by the prosecutor with jurisdiction.

Original records shall be maintained by each investigator's employing agency. Investigators from the Participating Agencies will forward copies of their records related to the investigation to the Incident Supervisor or the designated lead investigator.

When the investigation is complete, the KCIRT team will present the case to the Board prior to presenting the investigation to the CLEO of the Involved Agency, designated community representatives, and the prosecutor with jurisdiction.

A partially complete case may be presented to the prosecutor with jurisdiction, for the sake of expediency, when the investigative tasks that remain outstanding are not required for the finding of fact and are expected to take a considerable amount time to complete (e.g., non-critical lab results).

When an independent investigation is complete, the information will be made available to the public in a manner consistent with applicable state law.

30. DURATION OF AGREEMENT

This Agreement shall take effect when it has been signed by the authorized representative of each Participating Agency and party to the Agreement and shall be renewed automatically on the anniversary of the date of signing even if the signers to this Agreement no longer hold the office they represented as signer, subject to termination as set forth herein.

31. TERMINATION, SUSPENSION, OR WITHDRAWAL FROM AGREEMENT

The duration of this Agreement shall be indefinite and continue until terminated by all the Parties to the

Agreement. Any Participating Agency may withdraw from the Agreement (“Withdrawing Party”). However, prior to said withdrawal being effective, the Withdrawing Party must give a minimum of ten (10) days’ written notice to the other Participating Agencies (“Notice”). Notice may be made by mailing the same to all signatories (or anyone who has replaced the signatory in the same representative capacity for each Party) and accounting for three (3) business days for the same. Further, in order for withdrawal from the Agreement to be effective, all signatories (or anyone who has replaced the signatory in the same representative capacity) for the Withdrawing Party must provide said Notice.

Regardless of withdrawal, the terms of this Agreement shall apply in any situation where the Withdrawing Party is then receiving and/or providing Mutual Aid to or from any other Participating Agency or Agencies. Additionally, regardless of withdrawal, the terms of this Agreement under the above-noted paragraph entitled “Public Records Requests” shall survive withdrawal and termination.

In any event, regardless of the existence of this Agreement, withdrawal from this Agreement, or signing of this Agreement, all general authority Washington peace officers employed by the Participating Agencies will still have authority to act pursuant to RCW 10.93.070, Washington Mutual Aid Peace Officers Powers Act.

32. ADDITIONAL AUTHORITY

This Agreement shall be construed as additional authority and not as a limitation of any preexisting authority of the Parties to the Agreement.

33. WAIVER

The failure of any Party to enforce a provision of this Agreement shall not constitute a waiver by that Party of that or any other provision.

34. PARTIAL INVALIDITY OR SEVERABILITY

It is the intent of the Parties that if any part, term, or provision of this Agreement should be adjudged invalid, the remaining portions of the Agreement shall continue in full force and effect.

Whenever possible, each provision of this Agreement shall be interpreted in such a way as to be effective and valid under applicable law.

35. AMENDMENTS

This Agreement may only be amended in writing and only when acknowledged by the authorized signature of all Parties.

36. LIABILITY

RCW 10.93.040 and 10.93.060 and any other applicable provisions of Chapter 10.93 govern liability and privileges and immunities available to the Parties under this Agreement. Nothing contained in this Agreement shall be construed to alter the liability rules established in RCW 10.93.040 and .060 or to create a liability or a right of indemnification by any third party. This Agreement shall not be construed

to create a higher standard or duty of care for civil or criminal liability against the Participating Agencies, their officials, or members.

37. ENTIRE AGREEMENT

This Agreement contains the entire understanding of the Parties and supersedes any other agreement or understanding of the Parties relating to the subject matter of this Agreement.

38. INDEPENDENT CAPACITY

In accordance with RCW 10.93.040, all personnel assigned by a Party to participate as a KCIRT Team member shall be considered the employees of the primary commissioning agency for all purposes whatsoever, which shall be solely and exclusively responsible for its own employees. All rights, duties, and obligations of the employer shall remain with the primary commissioning agency. The personnel assigned by a Party shall continue under the employment of his or her employer for all purposes whatsoever, including without limitation, any loss, claim, damages, or liabilities arising out of or related to KCIRT activities and investigations.

Each Party and its respective employees and agents shall act as an independent contractor and not as an employee or agent of another Party to this Agreement. The employees and agents of each Party who are engaged in the performance of this Agreement shall continue to be the employees or agents of that Party. No Party shall have the authority to bind another Party nor control the employees, agents, or contractors of another Party to this Agreement. All rights, duties, and obligations of a Party shall remain with that Party.

Each Party shall be solely and exclusively responsible for the compensation, benefits, training expenses, and all other costs and expenses for its employees. Each Party will be responsible for ensuring compliance with all applicable laws, collective bargaining agreements, and civil service rules and regulations regarding its own employees.

39. NONDISCRIMINATION

No Party will discriminate against any person on the basis of race, color, creed, religion, national origin, age, sex, marital status, sexual orientation, veteran status, disability, or other circumstance prohibited by federal, state, or local law, and shall comply with Title VI of the Civil Rights Act of 1964, P.L. 88-354 and Americans with Disabilities Act of 1990 in the performance of this Agreement.

40. SIGNATORIES' AUTHORITY

The authorized representatives signing below are signing this Agreement pursuant to RCW 10.93.070 and pursuant to the existing previously mutually authorized police powers in their respective jurisdictions as evidenced by documents on file with the Washington Association of Sheriffs and Police Chiefs. The authorization given by any Party shall be effective on the date of signature of that entity.

41. COUNTERPARTS, FACSIMILE, ELECTRONIC SIGNATURE

The Parties agree that this Agreement may be executed in multiple counterparts, and, upon such execution, all the counterparts taken together shall constitute one and the same Agreement.

Counterparts and signatures transmitted by facsimile, email, or other electronically delivered signatures of the Parties shall be valid and effective as originals.

42. GOVERNING LAW

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

IN WITNESS WHEREOF, the Parties by the signatures of their authorized representatives have executed this Agreement effective on the date shown by each signature.

Signatures on next page

CITY OF BAINBRIDGE ISLAND, WASHINGTON

By: _____
Blair King, City Manager

Date: _____

By: _____
Joseph Clark, Chief of Police

Date: _____

CITY OF BREMERTON, WASHINGTON

By: _____
Greg Wheeler, Mayor

Date: _____

By: _____
Tom Wolfe, Chief of Police

Date: _____

KITSAP COUNTY

By: _____

John Gese, Sheriff

Date: _____

DATED or **ADOPTED** this ____ day of _____, 2024.

**BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON**

KATHERINE T. WALTERS, Chair

CHRISTINE ROLFES, Commissioner

CHARLOTTE GARRIDO, Commissioner

ATTEST:

Dana Daniels, Clerk of the Board

CITY OF PORT ORCHARD, WASHINGTON

By: _____
Rob Putaansuu, Mayor

Date: _____

By: _____
Matt Brown, Chief of Police

Date: _____

CITY OF POULSBO, WASHINGTON

By: _____
Becky Erickson, Mayor

Date: _____

By: _____
Ron Harding, Chief of Police

Date: _____

CITY OF SHELTON, WASHINGTON

By: _____
Eric Onisko, Mayor

Date: _____

By: _____
Chris Kostad, Chief of Police

Date: _____

WASHINGTON STATE PATROL

By: _____
John R. Batiste or designee, Chief

Date: _____

CITY OF PORT ANGELES, WASHINGTON

By: _____
Kate Dexter, Mayor

Date: _____

By: _____
Brian Smith, Chief of Police

Date: _____

CITY OF SEQUIM, WASHINGTON

By: _____

Brandon Janisse, Mayor

Date: _____

By: _____

Mike Hill, Chief of Police

Date: _____

Approved as to form

By: _____

Kristina Nelson-Gross, City Attorney

Date: _____

CLALLAM COUNTY SHERIFF'S OFFICE

By: _____
Brian King, Sheriff

Date: _____

DATED or **ADOPTED** this ____ day of _____, 2024.

**BOARD OF COUNTY COMMISSIONERS
CLALLAM COUNTY, WASHINGTON**

MARK OZIAS, Commissioner

RANDY JOHNSON, Commissioner

MIKE FRENCH, Commissioner

ATTEST:

, Clerk of the Board



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Authorize City Manager to Solicit Proposals for Periodic Update to Permit Fee Study

SUMMARY: The City updated the fees it charges permit applicants in 2022. In approving those updated fees the City committed by policy to reviewing and, if necessary, revising its permit fees on an every-three-year basis so that the Planning and Community Development Department is achieving full cost recovery as much as possible. This Request for Proposals (RFP) solicits responses from qualified consulting firms to conduct this periodic update of the City's permit fees and complete it by the due date of 2025. Major components of the fee study will be to assess whether fees are established at a level to accomplish reasonable cost recovery and to consider the costs to permit review and processing associated with new state laws on permit review times.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Planning & Community Development

RECOMMENDED MOTION: Authorize City Manager to publish Request for Proposals (RFP) for qualified consultants to conduct a periodic review of the permit fee study.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: The City conducted a study of the fees that permit applicants are charged for the review and processing of building, land use, planning and engineering permits. That fee study conducted between 2019-2021 was the first review of permit fee rates in over 10 years and concluded that the fees charged to permit customers were not accomplishing full cost recovery which is the intended basis for charging permit fees. Increases in permit fees were approved by City Council in 2022 along with a commitment to not let the time between review of fees lapse more than every three years. Since the adoption of updated fees in 2022, the state legislature has enacted new laws affecting permitting especially related to the planning and production of residential buildings. This fee study update will include an analysis of any impacts that may be associated with those new laws on permit fee rates.

ATTACHMENTS:

FISCAL DETAILS: The cost of this study is estimated to be \$85,000 and will be charged to the Building, Development and Services Fund.

Fund Name(s):

Coding:

City of Bainbridge Island Permit Fee Rates and Processing Times Study

The City of Bainbridge Island is requesting proposals from qualified consultants to conduct an updated study on 100% cost recovery permit fee rates and on permit processing codes and review timeframes. This study will build substantially on a November 2021 Fee Study, which updated permit fees for building and development permits for the first time in over 15 years. Updating that study as well as identifying and recommending improvements in permit processing times will be the focus of this project. The City will use this study to inform how it will set permit fees and comply with a new state mandate on permit review times, [SB 5290](#).

The City encourages responses from individuals and consultant firms who identify as women or members of traditionally marginalized communities. All interested parties are encouraged to apply.

The City of Bainbridge Island provides permit application review and processing services for applications for land use, environmental, plan review, and building permits. The City's Planning and Community Development Department (PCD) ensures that proposed developments align with the local, regional, and state plans, rules and regulations that PCD is entrusted to enforce. The current study is intended to address the changes to permit processes that have occurred since the 2021 rate study. These include new policies regarding permit expediting, new code requirements that affect permit reviews, revised pre-permit application procedures and required reporting for staff review time. This and other data will be analyzed for the purposes of adjusting fees and assessing steps needed to take in order to comply with new state mandates on permit review times.

The last review of permit fees was performed in 2019-2021 and is available for review upon request. This permit fee rate study should incorporate substantially the same variables as the earlier report and identify gaps, barriers and fee updates necessary to achieving new mandates on permit review times that the earlier study did not include.

Permit Fee Rate Study and Permit Review Timeframes Objectives

1. Review and update the principal variables that the earlier permit fee rate study was based on and re-evaluate to reflect current permit processing times and complexity.
2. Determine the average permit processing times for all classes of building, land use and environmental permits and assess this data to report on whether full cost recovery is

achieved and whether fees will need to be adjusted in light of new permit review times as mandated in SB 5290.

3. Propose and test how adjusting fees, codes and routine procedures can help achieve compliance with the new state mandates on permit review times.
4. Evaluate and propose new fees to enable full cost recovery related to complying with new permit review timeframes.
5. Review existing city overhead cost allocation methodologies to the Building and Development Services Fund, including direct and indirect services, department and city-wide overhead for reasonableness and allowability. The study should identify any expenses that are not legally allowed to be recovered through fees.
6. Review existing land use and environmental codes and recommend “best practice” changes geared toward streamlining review for the purpose of compliance with new mandates on permit timeframes.
7. Identify optimal and sustainable staffing levels needed to meet new permit time mandates
8. Recommend “best practices” changes to the entire permit cycle from submittal to issuance.
9. Prepare an assessment of financial revenue scenarios if the City fails to comply with new mandates on permit review times per the new customer reimbursement requirements of SB 5290.
10. Compare and contrast recommended permit fee rates with at least four other regional or local municipalities that factor size, demographic and other pertinent comparable characteristics.
11. Provide at least one public engagement opportunity for the general public in addition to Council meeting(s).

Requirements for Proposal Responses - not to exceed ten (10) pages

- Identify each person involved with the project including any technical partners and describe their respective roles, including:
 - Information about the team’s experience and qualifications, including resumes.
 - Description of how the team will be organized and managed.
- Identify the project lead and their relationship to other members of the team.
- Describe the consultant’s relevant project experience with similar projects or projects of comparable complexity. Projects described must illustrate the consultant’s experience with preparing documents, designs and plans similar in scope to the proposed project.
- Also include:
 - A proposed task list and level of effort for each task.
 - A schedule for completing the project.
 - An approach to managing and completing the project.

- An approach to communicating with the client.

Evaluation Criteria

Evaluation of RFP responses will be based upon the following:

- Relevance and strength of the proposed approach.
- Quality of representative projects, including demonstration of fiscal sustainability and presentation clarity.
- Qualifications of project team and key project managers, including references.
- Demonstrated ability to meet the City's desired schedule for deliverables.

General Provisions and Conditions

The City reserves the right to:

- Reject any and all responses.
- Waive minor irregularities in a response.
- Cancel, revise, or extend this solicitation.
- Request additional information on any response beyond that required by this RFP.
- Have the final decision on the selection.
- Modify the timeline and to issue addenda to this document

Schedule

This project is scheduled to start in June and be completed by January 2025.

Proposals Due	4:00 pm, June 14, 2024
Consultant Interviews (if desired) and Selection	Week of June 24-28, 2024
Contract Executed	July 8, 2024

Budget

The budget project is anticipated to be in the range of \$80,000.

Submission Requirements

Email is the preferred method, but responses may also be mailed or dropped off at City Hall (Monday – Friday, from 8:00 AM to 4:00 PM). Print copies should be double-sided, with no cover or binding.

The City will become owner of all submitted materials and will not pay any costs related to any responses to the RFP. All consultants must demonstrate compliance with the City's insurance requirements at the time of contract approval and obtain a City Business License.

The deadline for this RFP is 4:00 PM, June 14, 2024 Pacific Standard Time. Emailed submissions are preferred. Hard copies may be submitted with prior notice and must be received by the same deadline.

Contact Information
Patricia Charnas, Director
206.780-3718
pcharnas@bainbridgewa.gov

City of Bainbridge Island
Planning and Community Development
208 Madison Ave N
Bainbridge Island, WA 98110

Americans with Disabilities Act (ADA) Information

The City of Bainbridge Island in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all its programs and activities. This material can be made available in an alternate format by emailing cityclerk@bainbridgewa.gov or by calling collect 206.842.2545.

Title VI Notice: The City of Bainbridge Island in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an award.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Authorize the City Manager to Accept \$90,000 Grant from Department of Commerce for Solar and Battery Feasibility Project under the Solar Plus Storage for Resilient Communities Grant Program - Executive

SUMMARY: The City applied for and received a grant to work with a consultant to evaluate three City facilities for the potential to add solar panels and battery energy storage to increase resilience at a critical facility. The City will use grant funds to evaluate three City facilities: the Public Works Operations & Maintenance (O&M) Yard, the new Police/Court Facility, and the Wastewater Treatment Plant.

Working with a consultant, the City will identify one site as the best candidate to receive a fully designed bid package and budget for the future installation of solar panels and battery energy storage.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Executive

RECOMMENDED MOTION: Authorize the City Manager to accept a \$90,000 Grant from Department of Commerce for Solar and Battery Feasibility Project under the Solar Plus Storage for Resilient Communities Grant Program, take necessary steps to effectuate the grant, and update the City budget, as appropriate.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$90,000
Ongoing Cost:	
One-Time Cost:	\$90,000
Included in Current Budget?	No

BACKGROUND: The City proposes to work with a consultant to evaluate three City facilities for the potential to add solar panels and battery energy storage to increase resilience at a critical facility. The City will use grant funds to evaluate three City facilities: the Public Works Operations & Maintenance (O&M) Yard, the new Police/Court Facility, and the Wastewater Treatment Plant. Working with a consultant, the City will identify one site as the best candidate to receive a fully designed bid package and budget for the future installation of solar panels and battery energy storage.

The objective of this project is to receive specifications in sufficient detail to solicit funding/go out to bid for installation of solar panels and battery energy storage at a critical City facility to help meet objectives identified in

the City's 2020 Climate Action Plan. The Climate Action Plan includes a goal to "create energy self-sufficiency for emergency preparedness and increase energy infrastructure reliability and resilience in light of the changing climate." This project will result in a fully designed bid package to add solar panels and battery energy storage at one critical City facility. The City anticipates applying for additional grant funding to implement that design.

This funding must be used by June 30, 2025.

ATTACHMENTS:

[City of Bainbridge Island Solar and Battery Feasibility Assessment -AppID436673.PDF](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



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Washington State Dept. of Commerce
Energy Division

Solar plus Storage for Resilient Communities

Deadline: 3/23/2023

City of Bainbridge Island City of Bainbridge Island Solar and Battery Feasibility Assessment

Jump to: [Application Questions](#) [Budget](#) [Documents](#)

USD\$ 90,000.00 Requested

Submitted: 3/23/2023 10:28:26 AM (Pacific)

Project Contact

Autumn Salamack

asalamack@bainbridgewa.gov

Tel: 206-780-8590

Additional Contacts

alesage@bainbridgewa.gov,

cwierzicki@bainbridgewa.gov

City of Bainbridge Island

280 Madison Ave N
Bainbridge Island, WA 98110
United States

City Manager

Blair King

bking@bainbridgewa.gov

Telephone 206-842-7633

Fax

Web <https://www.bainbridgewa.gov/>

EIN 91-6001663

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SAM

Expires

Application Questions [top](#)

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #7.

1. Applicant type (Minimum qualification)

- ☒ Local government
- ☐ State government
- ☐ Tribal government or affiliate
- ☐ Retail electric utility
- ☐ Non-profit organization

2. Washington Uniform Business Identification (UBI) number:

189-002-241

3. Identify any state employees or former state employees employed or on the firm's governing board as of the date of the application.

Include their position and responsibilities within the Applicant's organization. If following a review of this information, it is determined by COMMERCE that a conflict of interest exists, the Applicant may be disqualified from further consideration. Per a discussion with our City's HR Manager, this information is not tracked by the City for all employees. There are three key City staff working on this project – the Climate Officer, the Public Works Director, and the Emergency Management Coordinator. One of them, the Emergency Management Coordinator, previously worked as the Healthcare Coalitions Coordinator with the WA State Department of Health - Public Health Preparedness Program from December 2007- approximately December 2010. They now serve as the Emergency Management Coordinator for the City and serve as the primary City point of contact for emergency preparedness and response activities.

4. For nonprofits and investor-owned retail electric utilities:

Name, address, and telephone number of each principal officer (President, Vice President, Treasurer, Chairperson of the Board of Directors, etc.

Not applicable - we are a City government. You can view the list of current City Council Members at <https://www.bainbridgewa.gov/217/City-Council>.

5. For non-profits:

What is your current year budget? How many staff (FTEs) do you employ?

Not applicable - we are a City government. The City has 139.65 FTE employees and a 2023 adopted budget of \$65.2 million (including operating and capital).

6. Project Summary:

Provide a brief overview of the project.

The City will evaluate three critical City facilities to determine the priority for adding solar panels and battery energy storage. One site will be selected to receive a full feasibility assessment, complete with cost estimates and specifications to be used in a future bid package based on the following criteria: solar potential, use of space at a site, criticality of support features at site, ease of implementation and necessary electrical upgrades, socioeconomic data for census block of location, and/or results of racial equity tool comparison across sites, and community feedback.

Track 1 Project Information

7. Are you applying for:

- ☒ Track 1 - Planning and predevelopment
- ☐ Track 2 - Installation

8. Type of eligible community building:(Minimum qualification)

If a site is not identified, explain how the project contributes to solar and storage deployments at eligible community buildings.

- ☐ Pre-K-12 school or higher education that will be open to the public during extended outages
- ☐ Community center, recreation center, park facility or library regularly open to the public or where individuals access publicly-funded services
- ☐ Religiously-affiliated building (church, mosque, temple, etc.) that will be open to the public during emergencies
- ☐ Shelter, day center, food bank or other community service center for vulnerable populations
- ☐ Income-qualified multifamily housing or assisted living facility
- ☒ Other building or facility owned by state or local government, including public safety facility, administrative building, wastewater and water infrastructure, hospital, or other critical facility
- ☐ Site not identified, explain:

9. Which activity(s) best describe the proposed work? (Minimum qualification)

- ☐ Site identification
- ☒ Feasibility studies
- ☐ Site design
- ☐ Interconnection applications
- ☐ Community engagement and outreach
- ☐ Other planning and design work, explain:

10. Area served (Scored):

Please describe the area served by this project. Include specific site addresses where applicable. Is this a remote area?

Bainbridge Island is a city in the Puget Sound region of western Washington. Bainbridge Island has an area of 26 square miles and an estimated population of 25,000. The Bainbridge Island community is located adjacent to the Kitsap Peninsula, approximately 7 miles west of Seattle. Nearby cities include Poulsbo, located to the northwest, and Bremerton and Port Orchard, located to the southwest. The Port Madison Indian Reservation and the Suquamish Tribe is located to the northwest of Bainbridge Island and is the closest accessible jurisdiction.

Bainbridge Island is connected to the Kitsap Peninsula by a single bridge, the Agate Pass Bridge, at the north end of the Island, and to the Greater Seattle Area by a single ferry route that docks at the Winslow Ferry Terminal located in downtown Bainbridge Island, central to the Island. The Island has limited means for evacuation due to the limited number and vulnerability of access points. The Island is also at risk of complete isolation from county, state, and federal resources should an emergency or disaster event disrupt ferry service, and/or disable the bridge. As a small community, it is expected that the Island will receive services from large organizations such as Puget Sound Energy or the Washington State Department of Transportation as a lower priority after a disaster.

Three sites will be evaluated as part of this project:

1. Public Works Operations and Maintenance Yard: located at 7305 Hidden Cove Road, Bainbridge Island, WA 98110
2. Police/Court Facility: located at 804 Madison Ave N, Bainbridge Island, WA 98110
3. Wastewater Treatment Plant: located at 1220 Donald PL, Bainbridge Island, WA 98110

The City is a "Local Rural Government" and all three proposed sites meet the eligibility requirements defined by the USDA Rural Energy Pilot Program.

Track 1 Narrative

11. Project Approach and Objectives (Scored):

Provide an overview of your approach and identify key project objectives.

The City proposes to work with a consultant to evaluate three City facilities for the potential to add solar panels and battery energy storage to increase resilience at a critical facility. The City will use grant funds to evaluate three City facilities: the Public Works Operations & Maintenance (O&M) Yard, the new Police/Court Facility, and the Wastewater Treatment Plant. Working with a consultant, the City will identify one site as the best candidate to receive a fully designed bid package and budget for the future installation of solar panels and battery energy storage.

The objective of this project is to receive specifications in sufficient detail to solicit funding/go out to bid for installation of solar panels and battery energy storage at a critical City facility to help meet objectives identified in the City's 2020 Climate Action Plan. The Climate Action Plan includes a goal to "create energy self-sufficiency for emergency preparedness and increase energy infrastructure reliability and resilience in light of the changing climate." This project will result in a fully designed bid package to add solar panels and battery energy storage at one critical City facility. The City anticipates applying for additional grant funding to implement that design.

The three sites to be reviewed provide the following critical services for the Bainbridge Island community:

- **Public Works Operations & Maintenance (O&M) Yard:** This facility houses the City's medium- and heavy-duty fleet vehicles, including snowplows, and serves as the primary reporting facility for Public Works operations and maintenance crews. Crews at this site are responsible for water, sewer, storm, street, fleet, and facilities infrastructure within the City of Bainbridge Island. The crews provide routine and critical/emerging issues response on a day-to-day basis, as well as during emergency events. Public Works staff are working to transition to electric vehicles and tools, and therefore this site is a critical place for alternative energy and battery back-up systems that can charge vehicles and equipment during a prolonged power outage.
- **Police/Court Facility:** This site is located directly adjacent to State Route (SR) 305 and is expected to be occupied by the third quarter of 2023 as the building is currently being remodeled. When operational, this building will house the Police Department, Court, and Emergency Management department, along with the City's primary Emergency Operation Center (EOC). The City currently has one electric vehicle which will be housed at this location. Alternative energy sources and battery back-up systems at this location will help meet electric vehicle fueling needs with zero emissions.
- **Wastewater Treatment Plant:** This facility provides a critical environmental and public health function in the treating of wastewater for the city's downtown core. Alternative energy sources and battery back-up systems at this location will allow city staff to mitigate the environmental impacts of both short term and prolonged power outages.

12. Purpose and Need (Scored):

Explain the critical needs to be met by the project and the hazards facing the community to be served. Estimate how many people will be served, including how many from vulnerable populations.

Bainbridge Island is an island city in the Puget Sound region of western Washington located adjacent to the Kitsap Peninsula, approximately seven miles west of Seattle. Bainbridge Island has an area of 26 square miles, with 52 miles of shoreline, dense forests, mostly rural development patterns, and an estimated population of 25,000. The entire Island is incorporated as one city. The City is a "Local Rural Government" and all three proposed sites for this project meet the eligibility requirements defined by the USDA Rural Energy Pilot Program.

The Bainbridge Island community energy system has challenges, risks and vulnerabilities related to both carbon emissions from energy supply and the resilience of our energy system. Energy use is the largest source of our community greenhouse gas (GHG) emissions. The most recent GHG inventory indicates that 53 percent of community emissions come from electricity generation. In Washington State electricity generation contributes about 20 percent of GHG emissions. Bainbridge Island's GHG emissions from electricity generation are higher than the State average because PSE has an energy mix containing over 50 percent fossil fuels. There is no natural gas on Bainbridge Island.

Bainbridge Island has limited access to centralized energy systems because it is electrically radially connected to the Kitsap Peninsula via the Agate Passage transmission lines with two 115kV transmission lines extending south onto the Island. Approximately 12,400 Island electric customers are served from three distribution substations, two of which don't have currently backup transmission. Due to the Island's unique geographic factors, local wind patterns, and our heavily treed

nature, the Island can be slow to have power restored in storm events.

Bainbridge Island also has a higher-than-average power outage rate for customers in PSE territory, both in terms of frequency and duration (SAIDI and SAIFI), which heightens our desire for a resilient grid. Those two data points – coupled with the potential risk of complete isolation from county, state, and federal resources should an emergency or disaster event disrupt ferry service and/or disable the Agate Pass bridge – speak to the need for carbon neutral, on-Island energy generation with battery energy systems in place to safeguard the community's public health.

The City's 2020 Climate Action Plan includes a goal to "create energy self-sufficiency for emergency preparedness and increase energy infrastructure reliability and resilience in light of the changing climate." This project will result in a fully designed bid package to add solar panels and battery energy storage at one critical City facility. The City anticipates applying for additional grant funding to implement that design.

13. Project Activities and Timeline (Scored):

Describe how you will achieve the project goals, and list key milestones and estimated timeframes.

Key activities and milestone associated with this project are listed below. After this grant-funded design work is complete, the City will identify funding sources for implementation of the final design and release a bid package to complete this work.

September 30, 2023: Release RFQ for site analysis (with public input at a Climate Change Advisory Committee meeting; members of the Racial Equity Advisory Committee and Utility Advisory Committee will also be invited to participate in this meeting and discussion).

November 30, 2023: Select consultant for site analysis.

March 31, 2024: Complete initial site analysis – identify site for full design.

June 1, 2024: Complete full design for one site.

14. Outcomes and Metrics (Scored):

Identify anticipated outcomes and how you will measure success.

Desired outcome: Increase renewable energy generation on the island and install a battery energy storage system at a City facility to increase resilience in the event of a prolonged power outage. This project will also decrease emissions associated with the use of PSE-provided electricity to power City facilities.

Metrics: Metrics will include kWh of electricity generation at the site, number of times the battery energy storage system is used, and down time versus usable time for battery energy storage systems during power outages.

15. Project team and partners (Scored):

Identify key personnel and explain why they are qualified to complete the project. Explain the role of any project partners and identify the primary contact for each partner.

This project will be managed by the City's Climate Mitigation and Adaptation Officer with close coordination with staff in Public Works and the City's Emergency Management Coordinator. An outside firm with expertise in solar and battery energy storage systems will be hired to complete this project with input from both City staff and community partners. Puget Sound Energy will be engaged in reviewing potential projects at each site and in the evaluation of options and electrical capacity/needs for the final design for the selected site. Resident advisory committees and community organizations will be engaged to assist with RFQ review and community engagement efforts.

Key personnel for this project include:

Consulting Firm - Role and Experience: Implementation of core tasks; experience in evaluating and designing solar and battery energy storage systems

Climate Change Officer - Role and Experience: Project manager, grant administrator, Responsible for implementation of Climate Action Plan; previous experience working on adding solar and evaluating battery energy storage potential for community disaster hubs

Public Works Director - Role and Experience: Design/bid/ construction support; experience designing and building, public facilities, including solar facilities

Emergency Management Coordinator - Role and Experience: Provide information to the consultant; primary City point of contact for emergency preparedness and response activities and support for enhancing resilience of critical infrastructure

Public Work Operations & Maintenance Staff - Role and Experience: Provide information to consultant, facilitate site visits to City sites; experience maintaining and operating public facilities, including solar panels

Key Partners for this project:

Puget Sound Energy (Christine Nhan, Local Government Affairs & Public Policy Manager), Local electric utility: Role - provide

feedback on proposed system design and electrical capacity, necessary upgrades, etc.

Climate Change Advisory Committee (David McCaughey - Chair, Kevin Thomas – Vice Chair), Developed Climate Action Plan which has goals specifically related to the outcomes of this project: Role - Review RFQ and provide feedback on community outreach and engagement, including engagement by members of the Racial Equity Advisory Committee and Utility Advisory Committee

Bainbridge Prepares (Scott James, Founder/Board Chair), Primary Community non-profit focused on disaster preparedness and resilience: Role - Review RFQ and provide feedback on community outreach and engagement

16. Community Engagement (Scored):

Explain how you have consulted or will consult local community members, especially vulnerable populations and highly impacted communities, in planning this project. Describe specific activities and when they were/will be completed, if possible.

The City will utilize a City staff-developed racial equity lens (based on the Government Alliance on Race and Equity - GARE - model) to review the design and implementation of this project from the start. The proposed project sites will be evaluated based on socioeconomic data available from the 2010 and 2020 Census data and 2017-2021 American Community Survey data. The City will partner with Puget Sound Energy, the Climate Change Advisory Committee and Bainbridge Prepares (the Island's Community non-profit focused on emergency preparedness and resilience) to develop the RFQ for this project and design additional public outreach. The City will also discuss this project at a Climate Change Advisory Committee meeting, which is open to the public. Members of the Racial Equity Advisory Committee and Utility Advisory Committee will also be invited to participate in this meeting and discussion. Additional community engagement plans include: one or more town halls to discuss each potential site with targeted invitations to community members who live and work near each site, a social media and/or print mail survey, and a community press release.

Track 2 Project Information

17. Type of eligible community building (Minimum qualifications):

-answer not presented because of the answer to #7-

18. Provide the size of the solar system (kW) and the energy storage system (kW and kWh).

-answer not presented because of the answer to #7-

19. Project site address (Scored):

-answer not presented because of the answer to #7-

20. Is this site located in a remote area? (Scored)

-answer not presented because of the answer to #7-

21. Is this site designated by the relevant county, city, or tribal emergency office as a critical facility, resilience hub, shelter, or emergency operation center location? (Minimum qualification)

-answer not presented because of the answer to #7-

22. Is this building owned by the applicant? (Minimum qualification)

-answer not presented because of the answer to #7-

23. List project's planned start date, construction completion, commissioning, and permission to operate. (Minimum qualification)

-answer not presented because of the answer to #7-

Track 2 Narrative

24. Purpose and Need: Explain the critical needs to be met by the project and the hazards facing the community to be served. (Scored)

-answer not presented because of the answer to #7-

25. Project sizing (Scored): Provide a list of the proposed loads to be served by the system during a grid outage, including kW and estimated kWh/day. Describe the process used to size the solar system and the energy storage system, including what modeling tool(s) were used, the outage duration used for sizing and why that duration was selected. Estimate how many hours annually the system will provide backup power. Provide an estimate of how long the project can operate in less than favorable circumstances such as if an outage occurs when the battery has been discharged or during winter.

-answer not presented because of the answer to #7-

26. Energy efficiency (Scored):

-answer not presented because of the answer to #7-

27. Operations and Maintenance: Identify who will be responsible for operating the system and providing services to the public (where applicable) during emergencies. (Scored)

-answer not presented because of the answer to #7-

28. Project team and partners (Scored):

-answer not presented because of the answer to #7-

29. Community Engagement: Explain whether and how you consulted local community members, especially vulnerable populations and highly impacted communities, in planning this project. (Scored)

-answer not presented because of the answer to #7-

30. Co-benefits: Identify and describe non-resilience benefits that the project provides, and quantify these benefits with metrics to the extent possible (Scored).

-answer not presented because of the answer to #7-

31. Grid Services: Will the project provide grid services, such as discharging to reduce demand during grid peaks, operating the battery to alleviate constraints on the distribution grid, or participating in utility demand response programs? (Scored)

If yes, describe how the battery will be operated to provide these services while maintaining resilience functions.

This is of interest and is to be determined based on work with the selected consultant for this project.

Budget [top](#)

Track 1: Planning and Predevelopment		FY2024(7/1/2023-6/30/2024)	
Staff			
Consultants		USD\$ 90,000.00	
Materials			
Travel			
Meeting Expenses			
Total		USD\$ 90,000.00	
Track 2: Construction		FY2024(7/1/2023-6/30/2024)	FY2025(7/1/2024-6/30/2025)
ITC: Final design, permitting, interconnection			
ITC: Equipment costs (including balance of system)			
ITC: Installation labor			
ITC: Project management costs			
Community outreach and engagement			
Operations and Maintenance Planning/Training			
Other (describe below)			
Total		USD\$ 0.00	USD\$ 0.00

Budget Narrative

Grant funds will be used to contract with a firm specializing in solar and battery energy storage system site analysis and design to evaluate three City-owned facilities for the future installation of solar panels and battery energy storage. One site will receive a final design and bid package for the future installation of solar panels and battery energy storage.

Documents [top](#)

Documents Requested *

Required for all: Project scope for all work to be completed under this grant

Required for all: Certifications and Assurances

Required? **Attached Documents ***



[Project Scope - City of Bainbridge Island Solar and Battery Energy Assessment](#)



[Exhibit A - Certifications and Assurances -](#)

(Exhibit A of RFA)	Bainbridge Island
Required for all: Diverse Business Inclusion Plan (Exhibit B of the RFA)	☒ Bainbridge Island Diverse Business Inclusion Plan
Required for all: Workers' Rights Verification (Exhibit C of the RFA)	☒ Exhibit C - Workers Rights - Bainbridge Island
This line extra	
Required for all non-profits: Non-profit status determination letter	
Required for Track 1: Letter of support from the emergency management office	Letter of support from Bainbridge emergency management office
Required for Track 2: List of proposed equipment and data sheets	
Required for Track 2: A basic electrical schematic of the facility's electrical system (a one-line diagram is acceptable) and where/how the solar array and battery connects to it. Show what equipment and wiring is new and what is existing.	
Required for Track 2: Site plan showing the proposed layout of equipment (including modules) and other key locations	
Required for Track 2: Site photos (compiled into a single PDF document)	
Required for Track 2: Documentation of energy production estimate (PVWatts, Helioscope, PVSYST, etc.)	
Required for Track 2: Provide key solar and energy storage system modeling reports that show loads, system and storage sizing. Specify modeling tool.	
Required for Track 2 IF your facility is not in the emergency management plan: Letter of support from the relevant city, county, or tribal emergency management office describing how the facility will complement the emergency management plan	
Required for Track 2 IF the applicant is not the building owner: Letter of support from the building owner	
Recommended for Track 2 projects over 100kW AC: Attach an interconnection agreement with the utility if available for additional points. (Scored for projects over 100kW)	
Optional and not scored: OMWBE Certification	

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Application ID: 436673

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CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME:

AGENDA ITEM: Authorize the City Manager to Accept a Federal Grant In the Amount of \$4,112,659 in Support of the Springbrook Fish Passage Project - Public Works

SUMMARY: Staff is requesting authorization from City Council to accept a Federal Grant In the amount of \$4,112,659 in support of the Springbrook Passage Fish Passage Project.

AGENDA CATEGORY: Consent Agenda

PROPOSED BY: Public Works

RECOMMENDED MOTION: Authorize the City Manager to accept a Federal Grant In the amount of \$4,112,659 in support of the Springbrook Fish Passage Project.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	N/A
Ongoing Cost:	N/A
One-Time Cost:	N/A
Included in Current Budget?	No

BACKGROUND: On February 20, 2024, the City Council discussed the funding needed for the Springbrook Creek Fish Passage Project. The Council acknowledged the funding gap of approximately \$3.5 million. The Council expressed its ongoing commitment to the project.

On February 16, 2024, the city submitted another grant application of \$4,112,659 for funds under the Promoting Resilient Operations for Transformative, Efficient, and Cost-Savings Transportation (PROTECT) funds to close the funding gap for design and construction. The grant award was received on May 20, 2024.

Staff anticipates that the acceptance of this grant will allow the Springbrook Creek Fish Passage Project to be almost completely funded. The project is planned for construction in 2026 - the grant funds must be expended by 2027.

Improving or replacing the existing concrete culvert and downstream fish weir at Springbrook Creek has been identified as the top-ranking priority to improve salmon/cutthroat spawning habitat. Preliminary design report

recommends a buried concrete box structure with an estimate cost of \$6.5 million. This cost includes the cost of maintaining traffic flow throughout construction.

ATTACHMENTS:

[2024 PROTECT Bainbridge Island.pdf](#)

[Springbrook Creek Location Map.pdf](#)

FISCAL DETAILS: Staff are still determining if the grant has a required match component. If so, the local and federal grant funds already budgeted in the project should be able to be used to meet the match requirements.

Fund Name(s):

Coding:

May 20, 2024

Mr. Chris Wierzbicki, PE
Public Works Director
City of Bainbridge Island
280 Madison Avenue North
Bainbridge Island, WA 98110

**RE: Fletcher Bay Road NE
FFY 2024 PROTECT Selections
Federal Funding**

Dear Mr. Wierzbicki:

WSDOT is pleased to advise you that the Fish Passage project listed below has been selected by the Department of Fish and Wildlife's Brian Abbott Fish Barrier Removal Board to receive FHWA Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Formula Program funding. Funding is provided as follows:

Fletcher Bay Road NE

\$4,112,659

Scope: Project includes removing an existing culvert and replacing it with a 25-foot bridge. The bridge will include wider bike lanes and shoulders to enhance the safety of the stream crossing, while at the same time improve fish passage. Further details are included in the attached application.

NOTE: Funding is provided at 100% for the preliminary engineering, right of way and construction phases of the project, for all eligible federal expenditures.

In order to meet state and federal requirements, the following are required:

- Project expenditures incurred before receiving notice from Local Programs of federal fund authorization are not eligible for reimbursement.
- Please refer to the Local Programs webpage for detailed information, including: (<http://www.wsdot.wa.gov/localprograms>)
 - ✓ Local Agency Guidelines (LAG) manual for the requirements regarding programming, authorization, reimbursement, etc.;
 - ✓ Projects utilizing federal funds must be included in your current Transportation Improvement Program (TIP) as a complete programmed project. Once your TIP amendment is approved, WSDOT will amend the Statewide Transportation Improvement Program (STIP);

Mr. Chris Wierzbiicki, PE
City of Bainbridge Island
May 20, 2024

- ✓ Funding and billing forms;
- ✓ Local Project Reporting is required to be completed by the end of June and December each year. To access the database, you will need an account name and password. Your account name is **Bainbridge Island** and your password is **BaIs902**. The password is case sensitive.
- If the project is not actively pursued or becomes inactive (23 CFR 630), the project is at risk of being cancelled, funds repaid and reprogrammed.
- FHWA requires that all projects are ADA compliant upon completion or the federal funds must be repaid.

As a reminder, Local Programs requires all agencies to submit monthly progress billings to ensure timely reimbursement of eligible federal expenditures.

For assistance, please contact your WSDOT Region Local Programs Engineer, John Ho at 564.669.1018 or John.Ho@wsdot.wa.gov.

Sincerely,



Jay Drye, PE
Director
Local Programs

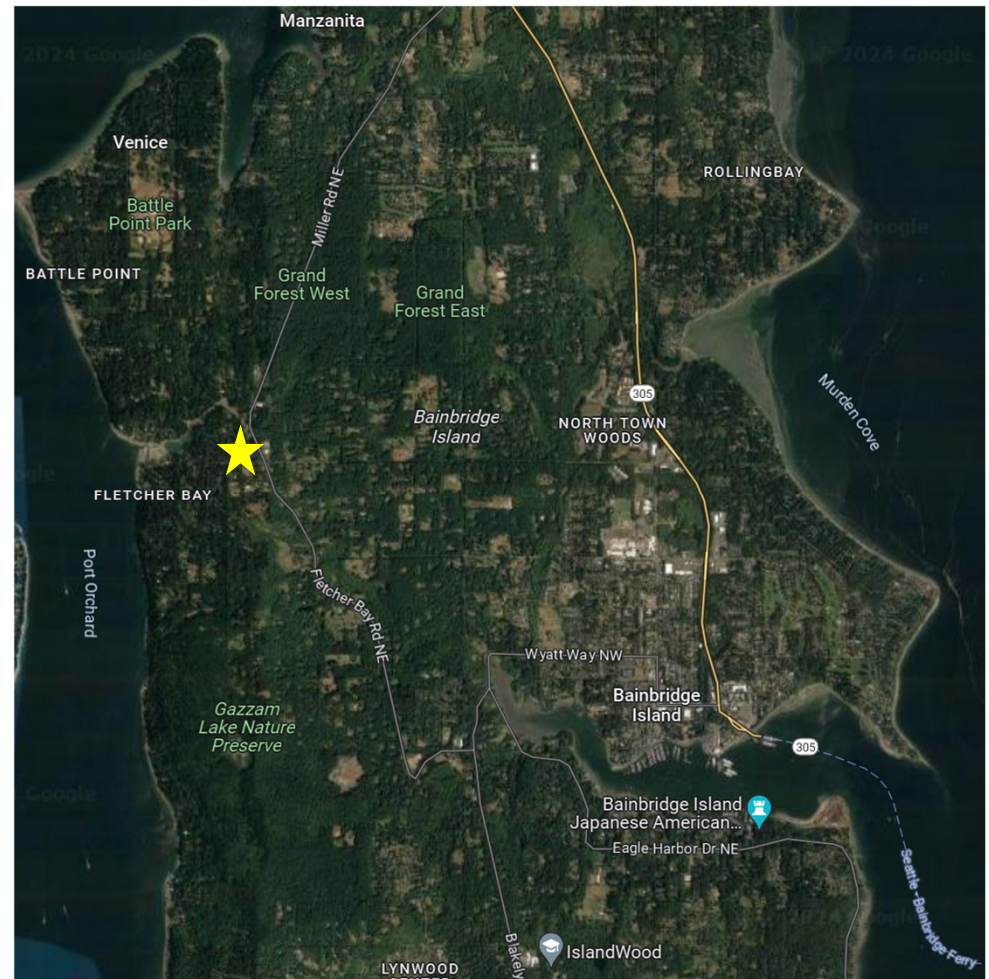
JD:km:cdm

Attachment

cc: Matt Oxford, Engineering Project Manager, City of Bainbridge Island
Kelly McGourty, Transportation Director, PSRC
John Ho, Olympic Region Local Programs Engineer
Thomas P. Jameson, Chair, Brian Abbott Fish Barrier Removal Board

Project Overview/History

- The Springbrook Creek Fish Passage project is located on Fletcher Bay Road just west of New Brooklyn Road





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 30 Minutes

AGENDA ITEM: (6:50 PM) Hold Public Hearing on Ordinance No. 2024-11 Establishing a Moratorium on Crematoria,

SUMMARY: Council will hold the public hearing on Ordinance No. 2024-11 establishing a moratorium on crematoria.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Executive

RECOMMENDED MOTION: Hold the public hearing.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: Council adopted Ordinance No. 2024-11 on April 23, 2024 imposing a six-month moratorium on the acceptance and processing of development permit applications related to crematoria. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing at a Council meeting within 60 days of adoption of the ordinance. On May 14, 2024, Council set the public hearing on May 28, 2024.

The purpose of the public hearing is to take testimony regarding the moratorium. After conducting the public hearing, the Council may take the following actions:

- Take no action and keep the moratorium in effect as provided in the ordinance.
- Adopt additional findings to justify the moratorium. If the Council wishes to adopt additional findings, the additional findings should be adopted by ordinance at the next Regular Business Meeting.
- Modify the ordinance, with the caveat that significant modifications may require an additional public hearing.
- Repeal the moratorium.

The attached memorandum describes procedural options following the public hearing.

ATTACHMENTS:

[Memorandum on Procedural Options after Public Hearing on Moratorium on Crematoria
Ordinance No. 2024-11 Imposing Moratorium on Applications for Crematoria.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:



Executive Department Memorandum

Date: May 28, 2024
To: Mayor Deets and Bainbridge Island City Council
From: James E. Haney, City Attorney
Copies to: Blair King and Patty Charnas
Re: Procedural Options after Public Hearing on Moratorium on Crematoria

The Council will hold the required public hearing on the moratorium on crematoria established by Ordinance No. 2024-11 on May 28, 2024. The purpose of this memo is to advise the Council of its procedural options after the public hearing.

To recap, the Council passed Ordinance No. 2024-11 on April 23, 2024. RCW 35A.63.220 and RCW 36.70A.390 each provide that whenever a city council adopts a moratorium without holding a public hearing first, the council must hold a public hearing within sixty days after adoption. In the case of Ordinance No. 2024-11, the Bainbridge Island City Council did not hold a public hearing prior to adopting the ordinance, so that is why the public hearing is being held on May 28.

The purpose of the public hearing is simply to take public testimony regarding the moratorium. After conducting the public hearing, the Council has the following procedural options:

1. Do nothing. The moratorium is in effect for six months from the date of the passage of Ordinance No. 2024-11 and no readoption or ratification is necessary if the Council wants to keep the moratorium in effect. Taking no action is a de facto decision to keep the moratorium in effect as provided in the ordinance.
2. Adopt Additional Findings. Because the Council adopted findings justifying the moratorium in Section 1 of Ordinance No. 2024-11, the Council is not required to adopt any additional findings to keep the moratorium in effect. The Council did reserve the right to adopt additional findings if it wanted to do so, and so it is an option for the Council to adopt additional findings after the public hearing, but it is not required. If the Council desires to adopt additional findings, the additional findings should be adopted by ordinance at the next Council meeting after the hearing.
3. Modify the Moratorium. The moratorium and the provisions of Ordinance No. 2024-11 could be modified, with the caveat that significant modifications may require that an

additional public hearing be held. The public hearing notice for the May 28 hearing provides that the Council is holding a hearing on the moratorium that was adopted by Ordinance No. 2024-11, so if significant changes were made to the scope of that moratorium, the Council would likely have to treat it as a new moratorium and provide new notice. The adoption of additional findings to justify the moratorium adopted by Ordinance No. 2024-11 would not require a new public hearing, however, since those findings do not alter the scope of the existing moratorium but only provide further support for it.

4. Repeal the Moratorium. The Council always has the right to repeal Ordinance No. 2024-11 and end the moratorium at any time, the same way that the Council can repeal any ordinance it enacts.

I will be happy to answer any questions you may have about the above options or any other issues regarding the moratorium at your May 28, 2024 meeting.

ORDINANCE NO. 2024-11

AN ORDINANCE of the City of Bainbridge Island, Washington, imposing a six-month moratorium on the acceptance and processing of development permit applications related to crematoria; setting forth preliminary findings in support of this moratorium; declaring an emergency and establishing an immediate effective date; stating the effect of the moratorium on vested rights; providing for a public hearing to be held within 60 days; providing for the moratorium to control if there are conflicts with City code; providing interpretive authority; and providing for severability.

WHEREAS, the Bainbridge Island City Council has the authority, pursuant to Article XI, Section 11 of the Washington State Constitution, RCW 35A.63.220, and RCW 36.70A.390, to establish moratoria related to land uses; and

WHEREAS, the permitted use table in Bainbridge Island Municipal Code (“BIMC”) 18.09.020 does not list crematoria, but provides that the use may be allowed if the Director of Planning and Community Development determines that it is similar to other uses listed, and compatible with other uses in the vicinity where it will be located; and

WHEREAS, the Administrative Manual (December 14, 2021) specifically states that “the authority to provide an interpretation does not include the authority to add a new permitted (“P”) or conditional (“C”) use to the use table in BIMC 18.09.020; and

WHEREAS, the City Council has significant concerns about the potential impacts of crematoria on neighborhood character, air quality, and public health, about whether crematoria should be a permitted or conditional use, and about the process and criteria by which crematoria should be evaluated if such use is allowed; and

WHEREAS, based on these and related concerns, the City Council requires additional time to review the City’s regulations to ensure that crematoria are addressed in an appropriate manner and are appropriately located in the City, and that an appropriate process is in place to evaluate permit applications to ensure that any use-specific impacts are addressed and mitigated; and

WHEREAS, the City Council intends to study this issue with input from the Planning Commission and the Bainbridge Island community concerning the most appropriate way to regulate crematoria; and

WHEREAS, because crematoria are not specifically addressed in the permitted uses table or in the City of Bainbridge Island’s land use regulations, an applicant could vest rights to have an application considered under the current City codes without the regulations the City Council anticipates adopting applying to the use, thereby resulting in such uses being inappropriately located and resulting in impacts that the City codes do not address; and

WHEREAS, a six-month moratorium on the acceptance and processing of land use applications for crematoria will provide the City Council with the necessary time to review the City's current regulations and make any necessary amendments to address crematoria in an appropriate manner; and

WHEREAS, the moratorium imposed herein promotes the public good and is necessary for the protection of the public health, property, safety, and welfare. A public emergency exists requiring that the moratorium become effective immediately upon adoption.

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

Section 1. Findings of Fact. The recitals set forth above are hereby adopted as the City's Council's initial findings of fact in support of the moratorium established by this ordinance. The City Council may, in its discretion, adopt additional or revised findings after the public hearing described in Section 6 below.

Section 2. Declaration of Emergency; Effective Date. The City Council hereby declares that the moratorium adopted by this ordinance is an emergency measure that is necessary for the immediate protection of the public health, public safety, public property, and public peace. This ordinance shall therefore 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 in this Section. In addition, as it relates to further explanation, this moratorium is being imposed to temporarily prevent the acceptance and processing of development permits related to crematoria. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City.

Section 3. Moratorium Imposed. Pursuant to Article XI, Section 11 of the Washington State Constitution, RCW 35A.63.220, and RCW 36.70A.390, the City hereby imposes a temporary moratorium on the acceptance and processing of the following applications ("Permit Applications"):

All building permit applications, subdivision applications, short subdivision applications, binding site plan applications, site plan review applications, pre-application consultations, and all other land use applications related to a crematorium or crematoria.

As used in this ordinance, the terms "crematorium" and "crematoria" mean buildings or establishments at which bodies of the dead are cremated.

Sections 4. Effect on Vested Rights. The moratorium imposed under Section 3 of this ordinance shall apply prospectively only and shall operate to prevent acceptance and processing of Permit Applications submitted after the effective date of this ordinance. Nothing in this ordinance shall be construed to extinguish, limit, or otherwise infringe on any permit which has

vested under state law and the City of Bainbridge Island's regulations prior to the effective date of this ordinance.

Section 5. Duration of Moratorium. This moratorium shall be in effect for a period of six months from the date of its enactment and shall automatically expire thereafter unless the same is extended as provided in RCW 35A.63.220 and RCW 36.70A.390, or unless permanent regulations are adopted and this moratorium is terminated by the City Council.

Section 6. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing at a 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 7. Conflict with Other Provisions of City Code. If the provisions of this moratorium ordinance are found to be inconsistent or in conflict with other provisions of the Bainbridge Island Municipal Code, the provisions of this moratorium ordinance shall control.

Section 8. Interpretive Authority. The Bainbridge Island City Manager is hereby authorized to issue official interpretations arising under or necessitated by this ordinance.

Section 9. 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 23rd day of April, 2024.

APPROVED by the Mayor this 23rd day of April, 2024.



Joe Deets, Mayor

ATTEST/AUTHENTICATE:



Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK:	April 19, 2024
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CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:20 PM) Receive Presentation from City Employee Wellness Committee on the City's Participation in the Association of Washington Cities Well City Program,

SUMMARY: The City's Wellness Program for staff began in 1987. The program is sponsored by the Association of Washington Cities to contain and reduce health care costs and insurance premiums. The program allows the city to reduce group medical insurance premiums by two percent (2%) annually. Representatives from the Wellness Committee will describe the purpose and benefits of the program.

The City of Bainbridge Island will be recognized as a WellCity at the Association of Washington Cities annual conference in June.

AGENDA CATEGORY: Presentation

PROPOSED BY: Executive

RECOMMENDED MOTION: Receive presentation concerning the city's participation in the Association of Washington Cities Health Care Insurance premium reduction program.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[The Wellness Program.pptx](#)

FISCAL DETAILS: The Well City Program has allowed the city to save approximately \$388,000 in health care premiums over the past 10 years.

Fund Name(s):

Coding:

The City's Wellness Program was established in 1987, with the support of the Mayor, City Council Members, Department Directors and the inaugural Wellness Committee.

It was initiated through the Association of Washington Cities (AWC), as part of their Health Care Cost Containment Program.



PURPOSE: The purpose of the Wellness Program is to provide educational opportunities, planned activities and incentives for employees to improve their physical and mental health. It fosters a supportive environment in the workplace, promoting and encourage employees to focus on health and wellness in their everyday activities.



Insurance Premiums Savings

When 50% or more employees participate,
we are designated a WellCity
= 2% medical premium reduction

In 2023, 60% of employees participated in
the program, saving the City and employees
almost \$45,000 in medical premium costs

Over the last 10 years, the City and
employees have saved over \$388,000

Community Relationships

- Helpline Food Drive
- Kidzz Helping Kidzz Toy Drive
- Bainbridge Island Beach Cleanup
- Partnership with Bainbridge Parks Foundation to weed and replant a portion of Waterfront Park.



Benefits to employees



Native plant restoration



Waterfront Park

Our program focuses on educating employees on:

- Mental wellness
- Healthier eating
- Movement
- Sleep awareness
- Social engagement
- Community engagement
- Employees resources such as Employee Assistance Program



Employee Engagement

- Brain games
- Benefit fair
- Chili cook-off
- Walking challenge
- Inter-departmental cornhole tournament



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:30 PM) Receive Update on Something New 2024-25 Artwork from the Public Art Committee and Confirm Display of Five Pieces of Art, Public Art Committee,

SUMMARY: Council will review the artwork recommended by the Public Art Committee selection jury for the next rotation of "Something New." The "Something New" project was first approved in 2017, with three new artworks installed annually in the downtown area. In 2021, the program expanded to five sites. PAC recommends the installation of five new pieces, to be installed in July and displayed for one year.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to accept the recommended artwork for the Something New 2024-2025 rotation and direct the City Manager to prepare and execute necessary agreements and installation plans.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$26,000 for total program cost, \$2,000 to each artist for display
Ongoing Cost:	
One-Time Cost:	up to \$26,000
Included in Current Budget?	Yes

BACKGROUND: In 2017, the Public Art Committee (PAC), a subcommittee of the Arts and Humanities Bainbridge (AHB) Board, presented the City Council with a proposal for a new public art project titled "Something New." Since that time, the City has installed five permanent plinths (bases) in the downtown Winslow area which are used to display artwork from various artists on a one-year rotation schedule. In 2022, the display payment to the artists was increased from \$1,000 to \$2,000. The recruitment and selection of artists is the responsibility of AHB, with assistance from PAC. Using a jury process, PAC solicited for and selected artwork pieces, which have been installed annually. In 2024, the jury included a youth representative for the first time. Project management for construction and installation of the bases for the artwork is the responsibility of staff in the Public Works Department.

The artwork that is part of Something New is located on the south side of Winslow Way at Ericksen, two in Waterfront Park, at City Hall, and at the terminus of Madison Avenue.

PAC has selected the following five artwork pieces for 2024 - 2025. They will be installed in the summer of 2024. The locations will be finalized by PAC and City staff in coming weeks, but are expected to be:

Winslow/Ericksen - Rise and Fall, Jennifer Kapnek

Southern Terminus of Madison - Absolution, JacQueline Wall

City Hall - Anatomy of Autonomy, Jennifer Kapnek

Waterfront Park East - Isopoda, Matthew Berger

Waterfront Park West - Blue, Jenny Ellsworth

ATTACHMENTS:

[Something New VII Public Art Jury Selected Pieces 1-5.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Something New VII

Public Art Jury Selections

Jennifer Kapnek- Rise and Fall

Location #1 (Winslow Way / T&C)



Location #1 (Winslow Way/T&C)

Jennifer Kapnek- Rise and Fall



Jennifer Kapnek- Rise and Fall

Rise and Fall is 5 feet tall (including a 2 foot base) and approximately 125 pounds. The piece is constructed with a kiln-dried, notched tree trunk. The notch perfectly accepts a circular aluminum form and the pieces are invisibly bolted together. Where the tree form meets the aluminum panel outdoor filler and sealer have been applied. Three steel rods that extend into to the wood trunk level and seat the piece. The piece is then bolted to a 2x2x2 foot wood base. The entire aluminum form, and a portion of the wood form were coated in 3 layers of outdoor primer prior to painting. Many layers of acrylic paint were applied to create a seamless color gradient, that then transitions to the natural wood coloration, before painting the imagery on the piece. Once the imagery was complete the entire piece and base were finished with 4 layers of TSW anti-graffiti coating. The panel imagery is enveloped in a twilight blue - lilac gradient. Each side has the image of a single tree with dancing golden leaves. Artistically, two-sided pieces provide me an opportunity to examine both subtle and profound differences in perception. One side of Rise and Fall is adorned with open leaves and an observation point from below and the other side with folded leaves and an observation point from above. The paintings share one full moon that drapes over both sides of the circle. This newly completed piece just accompanied me the the Northwest Flower and Garden show in Seattle where it met a very favorable response. This piece has not yet been displayed in an outdoor gallery setting.

Rise and Fall

Aluminum, Wood, Acrylic, Steel, Anti-Graffiti Coating

5' x 2' x 2'

Artwork for Sale: Yes

\$9,000.00

2024

Public Art

Art in Public Places: No

Jury Notes: Piece is different on each side so needs to be installed perpendicular to Winslow Way sidewalk so each side can viewed depending on which way a person is walking.

JacQueline Walker - Absolution

Location #2 (South Madison Overlook / Docs)



Location #2 (South Madison Overlook / Docs)
JacQueline Walker - Absolution



Location #2 (South Madison Overlook / Docs)
JacQueline Walker - Absolution



JacQueline Walker - Absolution

Blue, pink, and purple enamel paint on curled, mild steel panels. Bolted onto a 15"x18" steel plate painted with black enamel. Overall dimensions: 39"x35"x44"
2023

Absolution

Mild Steel, Enamel Paint

39" x 35" x 44"

Artwork for Sale: Yes

\$1,200.00

2023

Mixed Media

Art in Public Places: Yes

Location: Moscow ID

Public Art Program: City of Moscow Arts Commission

Jennifer Kapnek - Anatomy of Autonomy

Location #3 (City Hall)



Location #3 (City Hall)

Jennifer Kapnek - Anatomy of Autonomy



Location #3 (City Hall)

Jennifer Kapnek - Anatomy of Autonomy

Jennifer Kapnek - Anatomy of Autonomy

The Anatomy of Autonomy is 6 feet tall and approximately 150 pounds. The piece is constructed with a 1/2 segmented kiln dried tree on each side. The tree form is bolted together through a 2 inch Russian Birch plywood panel. The tree form extends past the rectangular panel and is reconstructed with wood and outdoor filler to completed the shape. This piece is attached with bolts to a 2 foot by 3 foot steel base with 2 steel rods that extend into to the piece. The sculpture is placed over of the base and secured to two steel poles which fit into two corresponding holes inside the piece. The piece is then invisibly bolted in place. The entire form was then coated in 3 layers of outdoor primer prior to painting. Many layers of acrylic paint were applied to create a seamless color gradient before painting the imagery on the piece. Once the imagery was complete the entire piece was finished with 4 layers of TSW anti-graffiti coating. The panel imagery is enveloped in a honey-yellow gradient. Each side has the image of a single tree. One side with butterflies and green buds heralding beginnings and the other side releasing experiences with floating ruby leaves. The paintings share one full moon that drapes over both sides of the circle. This piece has been on public display for three years in Sparks, Nevada without incident. I have had several pieces successfully withstand numerous years in multiple outdoor shows. Prior to reinstallation the piece will be carefully inspected for weathering, amended when necessary, and recoated with 2 additional layers of TSW anti-graffiti coating.

Anatomy of Autonomy

Acrylic, Wood, Natural Wood Material, Steel

6' x 4' x 3'

Artwork for Sale: Yes

\$10,000.00

2021

Public Art

Art in Public Places: Yes

Location: Sparks, NV

Public Art Program: Sparks Art Walk

6 ft tall, yellow gradient, with 1/2 segmented tree on each side, joined together past the rectangular panel. The image of a single tree w/ either butterflies and green buds heralding beginnings or releasing experiences with ruby leaves and the contemplation of completion sharing a full moon.

Jury Notes: Piece is different on each side so needs to be installed so that both sides can be viewed either by people entering and leaving building or driving by - work with Artist for best direction to install.

Matthew Berger - Isopoda

Location #4 (Waterfront)



Location #4 (Waterfront)

Matthew Berger - Isopoda





Location #4 (Waterfront)

Matthew Berger - Isopoda





Location #4 (Waterfront)

Matthew Berger - Isopoda

Matthew Berger - Isopoda

The sculpture I have submitted is an abstract form made from mild steel vaguely resembling a blade of grass, wave or stick. It captures a sense of movement or growth in the flowing overlapping pipe. Upon this abstract form crawls a giant isopod clad in mild steel and bronze driving the abstract form into the context of nature, life and death. The isopod eats the dead to return life to the soil. When contrasted with the movement of the form it calls to the transitory nature of life. The gathering of strength as one matures and giving up said strength as age strips us of vitality to return us once again to the womb of our mother earth. A great wave gathering strength only to crash onto the beach and return to the great oneness. As previously stated it was made almost entirely from mild steel, cut, mig welded and brazed with bronze. Its base is 2' by 2' with a height of 7'. At the moment it is sans base but depending upon the installation space it can be welded to a base plate for mounting or have mounting brackets welded at the points needed to fit the pillar or plinth. I have no preference as to which spot it would occupy; however, its size does make that more of a consideration, though I am willing to modify and fabricate a solution if problems arise. I am hopeful and excited to have my art seen and give back and engage my community.

Isopoda

Steel and bronze

7' x 2' x 2'

Artwork for Sale: Yes

\$12,000.00

2024

Art in Public Places: Yes

Location:

Public Art Program:

Jenny Ellsworth - Blue

Location #5 (Waterfront / Closest to Boat House)



Location #5 (Waterfront / Closest to Boat House)

Jenny Ellsworth - Blue



Location #5 (Waterfront / Closest to Boat House)

Jenny Ellsworth - Blue

Jenny Ellsworth - Blue

I love finding different ways to use scrap metal in my sculptures so that it can tell its first story of what it once was and then its new story of what it is. Its giving scrap metal a second chance. My goal is to inspire the community to create, interact and see the potential in "throw away" material.

Blue

Semi-truck transmission gears

32" x 32" x 32"

Artwork for Sale: Yes

\$7,000.00

2016

Sculpture

Art in Public Places: Yes

Location: Milwaukie City Hall

Public Art Program: Outdoor sculpture gallery

City Hall has a wonderful outside sculpture gallery that rotate every 2 years.



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:40 PM) Adopt Ordinance No. 2024-09 Relating to Regulations for Stormwater Pollution Source Control for Existing Development - Public Works,

SUMMARY: City staff are recommending the adoption of Ordinance No. 2024-09 relating to regulations for stormwater pollution source control for existing development.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Public Works

RECOMMENDED MOTION: I move to adopt Ordinance No. 2024-09 relating to regulations for stormwater pollution source control for existing development.

COMMUNITY ENGAGEMENT AND OUTREACH: The source control program will include extension outreach and education to existing and new commercial businesses. See the attached Implementation Plan for more details.

FISCAL IMPACT:

Amount:	N/A
Ongoing Cost:	N/A
One-Time Cost:	N/A
Included in Current Budget?	Yes

BACKGROUND: In accordance with regulatory requirements related to the National Pollution Discharge Elimination System (NPDES) permit(s), the City is required to establish a program for stormwater source control. The establishment of this program requires changes to existing BIMC 15.22 Illicit Discharge Detection and Elimination. Also included for information purposes is a draft program Policies and Implementation Plan.

Overall, the source control program requires that the City ensure that existing and commercial businesses comply with best management practices for preventing pollution from entering the stormwater system. City staff will conduct an inventory of commercial sites that are regulated under the ordinance, provide outreach and education materials to businesses, and conduct inspections to ensure compliance.

The City Council was briefed on the stormwater source control program at the Study Session on February 20, 2024. The Utility Advisory Committee was also briefed on the source control program and ordinance at their

February 15, 2024 meeting, and provided feedback on the ordinance language. The committee was supportive of the program and the ordinance moving forward to the City Council for approval.

ATTACHMENTS:

[Ordinance No. 2024-09 Source Control for Existing Development.docx](#)

[DRAFT Source Control Program Policies and Implementation Plan 05132024.pdf](#)

[Source Control 022024 Slides.pdf](#)

FISCAL DETAILS: N/A

Fund Name(s): SSWM Fund

Coding: N/A

DRAFT

ORDINANCE NO. 2024-09

AN ORDINANCE of the City of Bainbridge Island, Washington, relating to adopting regulations on pollution source control for existing development and revising chapter 15.22 of Title 15 of the Bainbridge Island Municipal Code (BIMC)

WHEREAS, the City of Bainbridge Island (the “City”) is regulated under the National Pollutant Discharge Elimination System (“NPDES”) as implemented by Washington State Department of Ecology’s Western Washington Phase II Municipal Stormwater Permit (the “Permit”); and

WHEREAS, the Department of Ecology reissued the Permit, effective August 1, 2019 through July 31, 2024; and

WHEREAS, the updated Permit includes new requirements for permittees to implement a Stormwater Source Control Program for Existing Development; and

WHEREAS, the City Council adopted the 2019 Stormwater Management Manual along with related updated and amended provisions in the BIMC on June 14, 2022; and

WHEREAS, the City Council adopted chapter 15.22 to Title 15 of the BIMC on October 22, 2008, and amended it on August 12, 2009; and

WHEREAS, the City Council desires to amend the BIMC to be consistent with Department of Ecology guidelines as provided in the Permit; and

WHEREAS, the City Council received a briefing on the Stormwater Source Control Program at the February 20, 2024, City Council Study Session; and

WHEREAS, the City’s Utility Advisory Committee received a briefing and provided feedback at their regular meetings of January 18, 2024, and March 21, 2024.

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

Section 1. Section 15.22.010 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.010 Purpose.

The purpose of this chapter is to regulate the city’s municipal separate storm sewer system (“MS4” or “stormwater drainage system”) regarding the introduction of pollutants that would adversely impact surface and ~~ground-water~~ groundwater quality of the state of

Washington in order to comply with requirements of the city's National Pollutant Discharge Elimination System ("NPDES") ~~permit~~ Permit. The intent of this chapter is to:

- A. Control the introduction of pollutants to the ~~storm-water~~ stormwater drainage system by any person and/or entity.
- B. Prohibit illicit connections and discharges to the ~~storm-water~~ stormwater drainage system and ~~receiving waters~~ waters of the state.
- C. Establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this chapter.

Section 2. Section 15.22.020 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.020 Definitions.

- A. "Best management practices" or "BMPs" means physical, structural, and/or managerial practices that, when used singly or in combination, prevent and/or reduce pollution of water. BMPs are listed and described in the Stormwater Management Manual for Western Washington and the city of Bainbridge Island pollution control manual.
- B. "Clean Water Act" means the federal Water Pollution Control Act (33 USC 1251 et seq.), and any subsequent amendments thereto.
- C. "Hazardous materials" means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed, including but not limited to dangerous waste, extremely hazardous waste, hazardous household substances, hazardous substances, hazardous waste, and moderate-risk waste all as defined in RCW ~~70.105.010~~ 70.136 as now existing or hereafter amended.
- D. "~~Illegal~~ Illicit discharge" means any direct or indirect ~~non-storm-water~~ non-stormwater discharge to the ~~storm-water~~ stormwater drainage system, except as permitted or exempted in BIMC 15.22.050.
- E. "Illicit connection" is defined as either of the following:
 - 1. Any drain, conveyance, or hydraulic connection, whether surface or subsurface, which allows an ~~illegal~~ illicit discharge to enter the ~~storm-water~~ stormwater

drainage system including but not limited to any conveyances which allow sewage, process wastewater, or wash water to enter the ~~storm-water~~ stormwater drainage system and any connections to the ~~storm-water~~ stormwater drainage system from indoor drains and sinks, regardless of whether the connection had been previously allowed, permitted, or approved by the city or other authorized public agency.

2. Any drain or conveyance connected from a residential, commercial or industrial land use to the ~~storm-water~~ stormwater drainage system which has not been documented in plans, maps, or equivalent records and approved by the city.

F. “Municipal separate storm sewer system (MS4)” or “~~storm-water~~ stormwater drainage system” means the system of conveyances including sidewalks, roads with drainage systems, municipal streets, catchbasins, curbs, gutters, ditches, manmade channels, or storm drains owned and operated by the city and design or used for collecting or conveying ~~storm-water~~ stormwater.

G. “National Pollutant Discharge Elimination System (NPDES) Phase II ~~permit~~ Permit” means the “Western Washington Phase II ~~municipal~~ Municipal ~~storm-water~~ Stormwater ~~permit~~ Permit” issued by the Washington State Department of Ecology with an effective date of February 16, 2007, and subsequent reissues.

H. “~~Non-storm-water~~ Non-stormwater discharge” means any discharge to the ~~storm-water~~ stormwater drainage system that is not composed entirely of ~~storm-water~~ stormwater.

I. “Pollutant” or “pollution” shall be construed to mean such contamination or other alteration of the physical, chemical, or biological properties of any of the waters of the state, including change in temperature, taste, color, turbidity, or odor of the waters or such discharge of any liquid, gaseous, solid, radioactive, or other substance into any waters of the state as will or is likely to create a nuisance or render such waters harmful, detrimental, or injurious to the public health, safety, or welfare, or to domestic, commercial, industrial, agricultural, recreational, or other legitimate beneficial uses, or to livestock, wild animals, birds, fish, or other aquatic life; as defined in RCW 90.48.020 as now existing or hereafter amended.

J. “~~Storm-water~~ Stormwater” means surface water runoff resulting from rainfall, snowmelt, or other precipitation.

K. “Wastewater” or “process wastewater” means any liquid or water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct, or waste product.

L. “Watercourse” and “river or stream” means any portion of a channel, bed, bank, or bottom waterward of the ordinary high water line of waters of the state including areas in which fish may spawn, reside, or through which they may pass, and tributary waters with defined bed or banks, which influence the quality of fish habitat downstream. This includes watercourses which flow on an intermittent basis or which fluctuate in level during the year and applies to the entire bed of such watercourse whether or not the water is at peak level. This definition does not include irrigation ditches, canals, ~~storm-water~~ stormwater runoff devices, or other entirely artificial watercourses, except where they exist in a natural watercourse which has been altered by humans.

M. “Waters of the state” means all lakes, rivers, ponds, streams, inland waters, underground waters, salt waters, and all other surface waters and watercourses within the jurisdiction of the state of Washington as defined in Chapter 90.48 RCW.

Section 3. Section 15.22.030 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.030 Applicability.

This chapter shall apply to all water entering the ~~storm-water~~ stormwater drainage system and waters of the state within the city jurisdiction.

Section 4. Section 15.22.040 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.040 Administration.

The public works director or designee shall administer this chapter and shall be referred to as the administrator. The administrator shall have the authority to develop and implement procedures to administer and enforce this chapter.

Section 5. Section 15.22.050 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.050 General provisions.

A. Prohibition of ~~Illegal~~ Illicit Discharges.

1. No person shall discharge or cause to be discharged into the city's ~~storm-water~~ stormwater system or waters of the state any materials, including, but not limited to, pollutants or waters containing any pollutants.

2. Prohibited discharges include, but are not limited to, the following:

- a. Trash or debris;
- b. Construction materials;
- c. Petroleum products including, but not limited to, oil, gasoline, grease, fuel oil, heating oil;
- d. Antifreeze and other automotive products;
- e. Metals in excess of naturally occurring amounts, in either particulate or dissolved form;
- f. Flammable or explosive materials;
- g. Chemicals not normally found in uncontaminated water;
- h. Acids, alkalis, or bases;
- i. Painting products;
- j. Degreasers and/or solvents;
- k. Drain cleaners;
- l. Commercial and household cleaning products;
- m. Pesticides, herbicides, or fertilizers;
- n. Steam cleaning wastes;
- o. Pressure washing wastes;
- p. Soaps, detergents, or ammonia;
- q. Chlorinated spa or swimming pool water;

- r. Domestic or sanitary sewage;
- s. Animal carcasses;
- t. Food wastes;
- u. Yard wastes;
- v. Silt, sediment, or gravel;
- w. Any hazardous material or waste;
- x. Wastewater or process wastewater (including filtered or purified wastewaters).
- y. Non-stormwater discharges after emergency firefighting activities have ceased, (e.g., discharges associated with cleanup).

3. The following discharges are allowed by this chapter if the discharges do not contain pollutants. The administrator may evaluate and remove any of the exemptions if it is determined that they are causing an adverse impact:

- a. Diverted stream flows (i.e., channeled or piped streams);
- b. Rising ~~ground waters~~ groundwaters and springs;
- c. Flows from riparian habitats and wetlands;
- d. Uncontaminated ~~ground water~~ groundwater infiltration (as defined in 40 CFR ~~35.2005(20))~~ 35.2005(b)(20));
- e. Uncontaminated pumped ~~ground water~~ groundwater;
- f. Foundation and footing drains;
- g. Air conditioning condensation;
- h. Irrigation water from agricultural sources that is commingled with urban ~~storm water~~ stormwater;
- i. Uncontaminated ~~Water~~ water from crawl space pumps;

j. ~~Non-storm water~~ Non-stormwater discharges authorized covered by another NPDES ~~permit~~ Permit or State Waste Discharge Permit;

k. ~~Non-stormwater~~ Discharges discharges from emergency ~~fire fighting~~ firefighting activities in accordance with NPDES Phase II Permit S2 Authorized Discharges;

l. Discharges specified in writing by the administrator as being necessary to protect public health and safety.

4. The following types of discharges shall only be permitted if the stated conditions are met:

a. Discharges from potable water sources, including water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water; planned discharges shall be dechlorinated to a concentration of 0.1 parts per million or less, pH-adjusted if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the storm drainage system;

b. Discharges from lawn watering and other irrigation runoff; these shall be minimized through water conservation efforts;

c. ~~Discharges from Dechlorinated spa or swimming pool-pools, spas, and hot tubs. discharges; the discharges~~ Discharges shall be dechlorinated to a concentration of 0.1 parts per million or less; pH-adjusted; ~~and reoxygenized~~ reoxygenated, if necessary; and, volumetrically and velocity controlled to prevent resuspension of sediments in the storm drainage system. The temperature of the discharge water shall not exceed 65 degrees Fahrenheit. Spa or swimming pool cleaning wastewater and filter backwash shall not be discharged to the storm drainage system;

d. Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents; the amount of street wash, dust control, and building wash water shall be minimized through water conservation efforts. ~~At active construction sites, street~~ Street sweeping must be performed prior to washing the street;

e. Dye testing with verbal notification to the city public works director or designee at least 24 hours prior to the time of the test;

f. Discharges resulting from maintenance, repair, or operation of fire fighting equipment and facilities that are not directly associated with public fire fighting, including discharges from public fire fighting training exercises, unless city-approved best management practices are implemented.

g. Discharges from commercial, industrial, and multi-story residential structure washdown; If constructed or remodeled between the years of 1950-1980 (i.e. those most likely to have PCB-containing building materials), the building(s) shall be assessed for PCB-containing materials consistent with *How to find and address PCBs in building materials* (Ecology, October 2022, Publication No. 22-04-024) by the property or facility owner/operator prior to routine building washdown. Structures confirmed or suspected to have PCB-containing materials shall not discharge washdown to the storm drainage system. Single-family residential buildings are exempt from PCB assessment. Structures built or renovated between 1950-1980 and determined to be without PCB-containing materials may conduct routine building washdown without detergents as described above.

5. Discharge prohibitions shall not apply to any ~~non-storm-water~~ non-stormwater discharge permitted under an NPDES ~~permit~~ Permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Environmental Protection Agency or Washington State Department of Ecology; provided, that the discharger is in full compliance with all requirements of the ~~permit~~ Permit, waiver, or order and other applicable laws and regulations; and provided, that written approval has been granted for any discharge to the ~~storm-water~~ stormwater drainage system.

B. Prohibition of Illicit Connections.

1. The construction, use, maintenance, or continued existence of illicit connections to the ~~storm-drain~~ stormwater drainage system or waters of the state is prohibited.

2. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

C. Waste Disposal. No person shall throw, deposit, leave, maintain, or keep in or upon any public or private property, the ~~storm-water~~ stormwater drainage system, or waters of the state any refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, or accumulations that may cause or contribute to pollution. Wastes deposited in proper waste receptacles for the purposes of collection are exempt from this prohibition.

D. Source Control. All pollution generating sources associated with existing land uses and activities, as defined in the NPDES Phase II Permit, must implement applicable operational source control BMPs specified in the stormwater management manual as adopted in BIMC 15.20 in order to prevent pollutants from potentially entering the city's MS4.

1. Should applicable operational source control BMPs fail to prevent illicit discharges or allow violations of surface, groundwater, or sediment management standards, applicable structural source control BMPs or applicable treatment BMPs specified in the stormwater management manual as adopted in BIMC 15.20 shall be implemented.

2. In cases where manual(s) lack guidance for a specific source of pollutants, the administrator shall work with the owner/operator to implement or adapt BMPs based on the best professional judgement of the city.

Section 6. Section 15.22.060 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.060 General requirements.

~~A. Requirement to Eliminate Illegal Discharges. The administrator may require by written notice that a property owner or person responsible for an illegal discharge immediately, or by a specified date, discontinue the discharge, clean up the polluting matter and, if necessary, take measures to eliminate the source of the discharge to prevent the reoccurrence of discharges. The administrator may charge all associated costs thereof to the property owner or responsible party.~~

A. Requirement to Eliminate Illicit Discharges. Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation has information of any known or suspected illicit discharges into the stormwater drainage system or waters of the state, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release.

~~B. Requirement to Eliminate Illicit Connections. The administrator may require by written notice that a property owner or person responsible for an illicit connection to the storm water stormwater drainage system eliminate the connection by a specified date, regardless of whether or not the connection had been established or approved previously.~~

B. The city may require by written notice that a property owner or person responsible for an illicit discharge immediately, or by a specified date, discontinue the discharge, clean up the polluting matter. If necessary, the city may take measures to eliminate the source of the discharge to prevent reoccurrence of discharges and may charge all associated costs thereof to the property owner or responsible party.

C. Requirement to Eliminate Illicit Connections. The city may require by written notice that a property owner or person responsible for an illicit connection to the stormwater drainage system eliminate the connection by a specified date, regardless of whether or not the connection had been established or approved previously.

D. Requirement to Establish a Site Inventory. The administrator shall establish a site inventory that identifies publicly and privately owned institutional, commercial and industrial sites which have the potential to generate pollutants that reach the MS4. In cases where the NPDES Phase II Permit lacks guidance for a specific source of pollutants, the administrator shall work with the owner/operator to determine whether or not the site shall be included in the inventory based on the best professional judgement of the city. The site inventory shall generally include:

1. Businesses and/or sites identified based on the presence of activities that are pollutant generating. Appendix 8 of the 2019-2024 NPDES Phase II Permit (or equivalent reference in subsequent reissues) should be used to identify potential pollutant generating business types.
2. Any pollutant generating sources based on complaint response(s).

~~Requirement to Implement Best Management Practices. The owner or operator of a commercial or industrial establishment and property owners shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the storm water stormwater drainage system or waters of the state through the use of structural and nonstructural BMPs (as defined in BIMC [15.20.020](#)). The administrator may require any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, to implement, at their own expense, additional~~

~~structural and nonstructural BMPs to prevent the further discharge of pollutants to the storm water drainage system.~~

E. Requirement to Implement Best Management Practices. The owner or operator of a new or existing commercial or industrial establishment and property owners shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the stormwater drainage system or waters of the state through the use of operational and structural BMPs (specified in the stormwater management manual as adopted in BIMC 15.20). The city may require any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, to implement, at their own expense, additional operational and structural BMPs (as specified in the stormwater management manual as adopted in BIMC 15.20) to prevent the further discharge of pollutants to the stormwater drainage system or waters of the state.

~~Watercourse Protection. Any person owning property through which a watercourse passes shall keep and maintain that part of the watercourse within the property free of trash, debris, and other items that would pollute or contaminate the flow of water through the watercourse.~~

F. Watercourse Protection. Any person owning property through which a watercourse passes shall keep and maintain that part of the watercourse within the property free of trash, debris, and other items that would pollute or contaminate the flow of water through the watercourse.

~~Notification of Illegal Discharges.~~

~~1. Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation has information of any known or suspected illegal discharges into the storm water stormwater drainage system or waters of the state, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release.~~

~~2. In the event of an illegal discharge of hazardous materials into the storm water stormwater drainage system or waters of the state, said person shall immediately notify emergency dispatch services (911) and the public works department (206-842-2016).~~

~~3. In the event of an illegal discharge of nonhazardous materials into the storm water stormwater drainage system or waters of the state, said person shall notify the public works department by phone (206-842-2016), by facsimile (206-780-3710), or in person within 48 hours after said discharge.~~

~~4. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be kept and maintained on a permanent basis from the effective date of the ordinance codified in this chapter. (Ord. 2008-14 § 1, 2008)~~

G. Notification of Illicit Discharges.

1. In the event of an illicit discharge of hazardous materials into the stormwater drainage system or waters of the state, said person shall immediately notify emergency dispatch services (911) and the city's public works department.

2. In the event of an illicit discharge of nonhazardous materials into the stormwater drainage system or waters of the state, said person shall notify the city's public works department within 48 hours after said discharge.

3. In the event of an illicit connection, said person shall notify the city's public works department within 48 hours of becoming aware of the illicit connection.

Section 7. Section 15.22.070 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.070 Inspections and investigations.

A. ~~Facility and Property~~ Inspections. The administrator shall be permitted to enter and inspect properties and facilities subject to regulation under this chapter as often as may be necessary to determine compliance with this chapter. If a property owner has security measures in force which require proper identification and clearance before entry into its premises, the property or facility owner/operator shall make the necessary arrangements to allow access to the administrator.

B. Facility and Property Access.

1. ~~Facility operators~~ Property or facility owner(s)/operator(s) shall allow the administrator ready access to all parts of the premises for the purposes of inspection, sampling, examination, and copying of records that must be kept under the conditions of an NPDES ~~permit~~ Permit to discharge ~~storm water~~ stormwater, and the performance of any additional duties as defined by state and/or federal law.

2. Any temporary or permanent obstruction to safe and easy access to the property and facility to be inspected and/or sampled shall be promptly removed by the ~~property owner~~ facility or property owner(s)/operator(s) at the written or oral request of the administrator and shall not be replaced. ~~The costs of clearing such access shall be borne by the property owner.~~ The costs of removing obstructions and creating safe and easy access shall be borne by the property owner(s).

C. Monitoring and Sampling.

1. The administrator has the right to install or require the ~~property owner~~ property or facility owner(s)/operator(s) to install monitoring equipment as is reasonably necessary in the opinion of the administrator to conduct appropriate monitoring and/or sampling of the facility's ~~storm-water~~ stormwater discharge. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the property owner at his/her own expense. All devices used to measure ~~storm-water~~ stormwater flow and quality shall be calibrated to ensure their accuracy.

2. All data shall be collected in accordance with a sampling and analysis plan that is approved by the administrator.

Section 8. Section 15.22.080 of the Bainbridge Island Municipal Code is hereby amended to read as follows:

15.22.080 Enforcement.

A. Failure to Comply. It is unlawful for any person to violate any provision or fail to comply with any of the requirements of this chapter.

B. Emergency Access and Reparation. In the event the violation constitutes an immediate danger to public health or safety, the administrator is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. Any expense related to such remediation undertaken by the city shall be fully reimbursed by the property owner and/or responsible party. Any relief obtained under this section shall not prevent the city from seeking further relief or applying other penalties as provided in this chapter.

C. Civil Infraction. Except as provided in subsection D of this section, conduct made unlawful by this chapter shall constitute a civil infraction and is subject to enforcement and fines as provided in BIMC 1.26.035. A civil infraction under this section shall be processed in the manner set forth in Chapter 1.26 BIMC.

D. Misdemeanor. Any person who again violates this chapter within 12 months after having been found by the Bainbridge Island municipal court to be in violation of this chapter, commits a misdemeanor and any person who is convicted thereof shall be punished as provided in BIMC 1.24.010.A.

E. Civil Penalty. In addition to any civil infraction fine, criminal penalty, and/or other available sanction or remedial procedure, any person engaging in conduct made unlawful by this chapter shall be subject to a cumulative civil penalty in the amount of \$1,000 per

day for each violation from the date set for compliance until the date of compliance. Any such civil penalty shall be collected in accordance with BIMC 1.26.090.

F. Additional Remedies.

1. In addition to any other remedy provided by this chapter or under the Bainbridge Island Municipal Code, the city may initiate injunction or abatement proceedings or any other appropriate action in courts against any person who violates or fails to comply with any provision of this chapter to prevent, enjoin, abate, and/or terminate violations of this chapter and/or to restore a condition which existed prior to the violation. In any such proceeding, the person violating and/or failing to comply with any provisions of this chapter shall be liable for the costs and reasonable attorneys' fees incurred by the city in bringing, maintaining and/or prosecuting such action.

2. The administrator may provide the option for compensation of all or part of any penalties incurred by any person(s) to be made in the form of community service approved by the administrator that will be of benefit to the environment and the city. The person(s) and administrator will enter into a formal, written agreement providing for the community service. This agreement shall include in detail description of the service(s) to be rendered by the person(s) in penalty for noncompliance of this chapter. The description shall include a completion date with a mutually agreed compensation structure to offset the above mentioned penalties.

3. Any person who violates any provision of this chapter may also be in violation of the Federal Clean Water Act, NPDES Phase II ~~permit~~ Permit, and/or Chapter 90.48 RCW and may be subject to sanctions including civil and criminal penalties. Any enforcement action authorized under this chapter shall also include written notice to the violator of such potential liability.

Section 9. If any one or more section, subsections, or sentences of this ordinance are held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force and effect.

Section 10. This ordinance shall take effect on and be in force five (5) days from and after its passage, approval, and publication as required by law.

PASSED by the City Council this ____ day of _____, 2024.

APPROVED by the Mayor this this ____ day of _____, 2024.

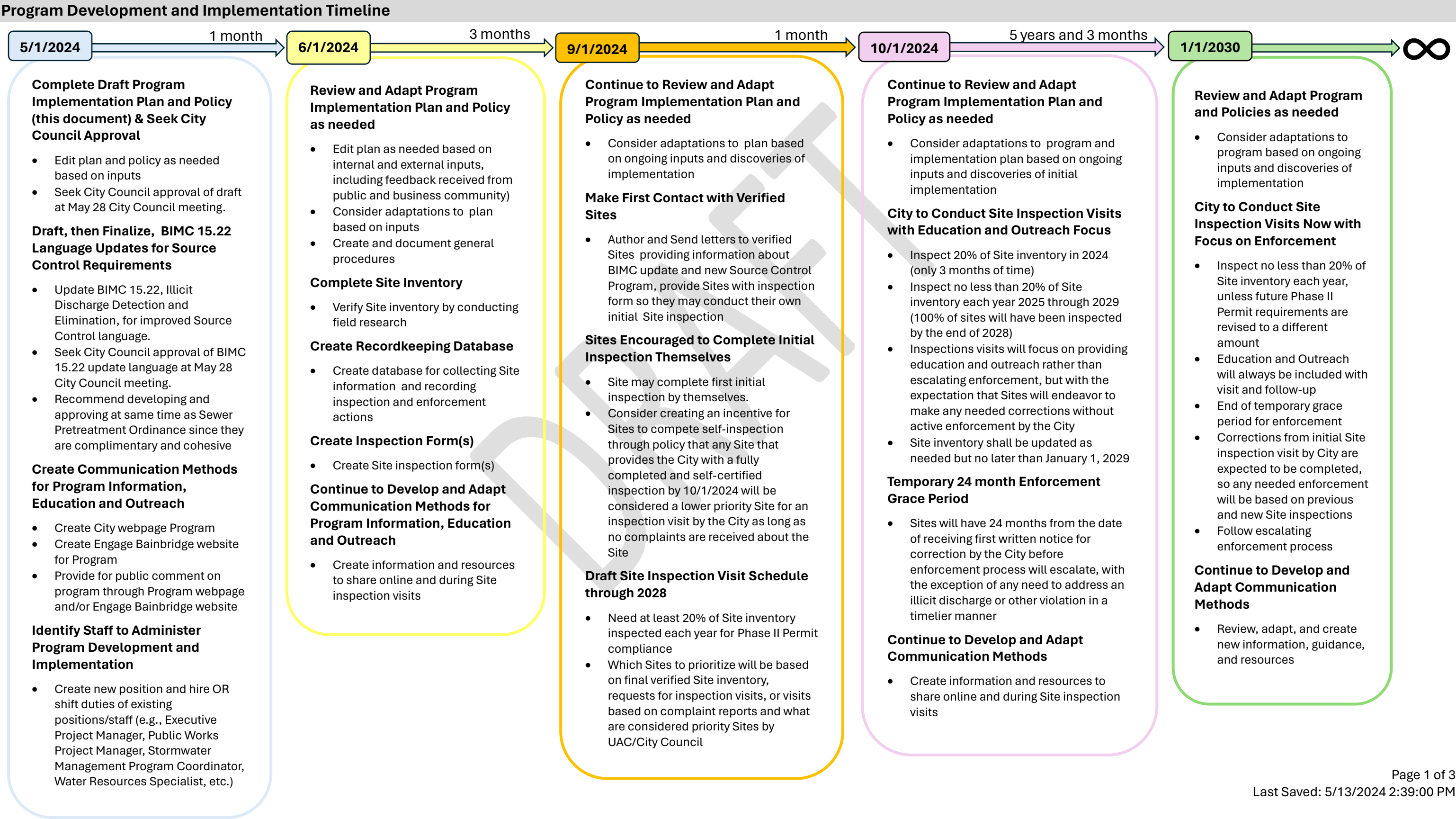
Joe Deets, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK:	May 24, 2024
PASSED BY THE CITY COUNCIL:	_____, 2024
PUBLISHED:	_____, 2024
EFFECTIVE DATE:	_____, 2024
ORDINANCE NUMBER:	2024-09

COBI Source Control Program - DRAFT Policies and Implementation Plan



Program Development and Implementation Policies

❖ Site Inventory

- Sites are individual businesses identified based on [North American Industry Classification System](#) (NAICS) Code as provided with approved COBI business license
- Site inventory is currently only those businesses that are identified by a NAICS Code that is included on the list provided in the Appendix of the [Western Washington Phase II Municipal Stormwater Permit](#)
 - The City can decide to include businesses not included on the list at any time

❖ Site Inspections

- Sites will be asked to complete an initial Site inspection by themselves and they may submit the inspection to the City for the incentive benefit of putting off a Site inspection visit by the City until an otherwise later date, thus extending the timeline for enforcement of any potential needed corrections.
- First Site inspection visits by the City between 10/2024 through 12/2029 will focus on education and outreach with the exception of any need to enforce addressing an illicit discharge or other violation.
- Sites will be prioritized for inspection based on business type, location, complaints, and known or perceived risk to MS4.
 - When the Site inventory is verified, the City will have a clearer understanding of the Sites – and will then work to identify a reasonable prioritization order that will be made public for the public to comment on
- Sites that are not standalone but are part of a larger business complex will be inspected as individual Sites based on their business activities, and the complex will be considered the parent Site and will also be inspected and expected to comply with requirements for the property as well as hold their tenants responsible for compliance of their business activities on their property.
- Between the years of 2024-2029, inspections will focus on these compliance areas, and additions may be made based on inspection results:
 - Following BIMC 8.24 for Disposable Food Service Ware and Waste Reduction
 - Documented Spill Prevention and Response Plans
 - Staff training
 - On-Site spill supplies/kits
 - Site/property sanitary sewer pre-treatment and maintenance, especially for fats, oils, and grease (F.O.G.)
 - Site/property stormwater system maintenance
 - Completely covered dumpster/waste collection areas for protection from coming into contact with precipitation
 - Completely covered hazardous materials and waste storage and disposal areas for protection from coming into contact with precipitation, and secondary containment for protection from leaks or spills
 - Prevent and control runoff and illicit discharges from outside cleaning activities
 - Keep parking areas and business accessways swept and clear of sediment and trash debris
 - Reducing and eliminating the application of pesticides, herbicides, and fertilizers at and around the site.
- Beginning 2030, inspections may begin to also include these compliance areas, and additions may be made based on inspection results:
 - Secondary containment or connection to sanitary sewer for dumpster/waste collection areas
 - Inside cover and secondary containment for hazardous materials and waste storage and disposal areas
 - Prevent and control runoff from hood vent cleaning and other roof cleaning activities
 - Operations and maintenance plans for Site sewer pretreatment system(s)
 - Operations and maintenance plans for Site/property stormwater system
 - Eliminating the application of pesticides, herbicides, and fertilizers at and around the site, unless otherwise authorized by the City, by using preferred natural and organic methods, and products, if necessary.

❖ Enforcement

- Source Control BMPs will be enforced primarily by BIMC 15.22, Illicit Discharges Detection and Elimination, and if necessary, other relevant City codes.
- Site business owners will be considered the primary responsible party for compliance with their business activities.
- Property owners will be considered the primary responsible party for compliance with their property and with any Sites, if any Sites in the Site inventory are located on their property.
- Site business owners and property owners, if they are different, are expected to work together on compliance issues related to the property. Property owners are considered the Parent Site, and are responsible for ensuring business Sites on their property are in compliance.
- Before, January 1, 2030, Sites will have 24 months from the date of receiving first written notice for correction by the City before enforcement process will escalate, with the exception of any need to address an illicit discharge or other violation in a timelier manner.
- After January 1, 2030, Sites will no longer have an extended grace period to make corrections. Sites will receive written notice of correction that will include a reasonable timeframe to complete corrections before enforcement will escalate based on BIMC.

❖ Financial Incentives for Sites

- COBI could consider reducing or eliminating permit cost for needed permits for certain correction activities (e.g., cover for dumpster areas, new connections to sanitary sewer or storm sewer, accessory buildings for materials or waste storage and secondary containment)

❖ **Financial Costs for City**

- Staff and technology to administer the Source Control Program
- Education and outreach materials
- Ongoing additional POTW and MS4 operations and maintenance cost due to the absence of pretreatment and source control by Sites
- If City uses financial incentives for Site there will be cost to the City, but the benefit should outweigh the cost (such as the City will see reductions in cost to operate and maintain POTW and MS4)
- Cost for City to bring City facilities into compliance

❖ **COBI Compliance**

- City will endeavor to be in compliance with corrections by January 2026 to be an example and to learn from the process.
 - Need to inspect City first before any other Site (known already are dumpster/waste areas to be covered as well as Spill Prevention and Response Plans for all Sites)
 - The date of January 2026 provides the City time to plan, budget, schedule, and complete corrections in a reasonable timeframe.
 - If correction process is discovered to be difficult, the City may consider adaptations to ease the process for Sites

DRAFT

Stormwater Source Control



Stormwater Source Control: **Why?**

- Stormwater pollution prevention protects our streams, groundwater and Puget Sound
- New requirement for the City per the 2019-2024 National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater Permit
- “The Permittee shall implement a program to prevent and reduce pollutants in runoff from areas for existing development that discharge to the [stormwater system].”



Stormwater Source Control: **What is it?**

- Preventing polluted runoff from exterior, developed areas that drain to the City's stormwater system:
 - Trash enclosures/dumpster areas
 - Parking lot and paved areas
 - Vehicle washing practices
 - Exterior tool or equipment cleaning practices



Stormwater Source Control: **What are the solutions?**

- Best management practices for stormwater source control include operational and structural components:
 - Spill plans, kits and training
 - Good housekeeping and waste handling
 - Parking lot sweeping
 - Covered trash and dumpster areas
 - Utility sinks and grease interceptors



Stormwater Source Control: **What are the State mandates?**

- The minimum performance measures identified by the State for a stormwater source control program include:
 - Enforcement mechanisms and progressive enforcement policy (ordinance)
 - Inventory of sites
 - Regular, routine site inspections (info/education)
 - Staff training
 - Maintain inspection and enforcement records
- The City has until June 30th to begin compliance



Stormwater Source Control: **How many sites are there?**

- Inventory is not yet completed/verified
- Early inventory indicates
 - 133 building/developed sites
 - 100 food and drink establishments



Stormwater Source Control: **How will inspections and compliance be handled?**

- Inspection program requirements must be in place by June 2024
- First step includes verifying inventory, developing educational materials and providing education to owners
- Annual inspection rate of 20% of sites per year
- 100% of sites identified through complaints must be inspected





CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 10 Minutes

AGENDA ITEM: (7:50 PM) Adopt Ordinance No. 2024-14 Amending the Civil Service Procedures to Allow the Hiring Authority to Consider the Top Five Candidates Pursuant to the Revised Code of Washington

SUMMARY: The attached ordinance is a housekeeping ordinance that amends the Civil Service procedures in the Bainbridge Island Municipal Code to allow for the City to consider the top 5 candidates for a position instead of the top 3 in alignment with the Revised Code of Washington (RCW). RCW 41.12.010 allows the City to adopt its own local civil service system for the Police Department as long as it substantially accomplishes the purpose of the state law. The Washington State Supreme Court has held that a "rule of five" substantially accomplishes the purposes of the state law and the Civil Service Commission has adopted that rule. This makes the code consistent with the Civil Service Commission's action.

AGENDA CATEGORY: Ordinance

PROPOSED BY: Executive

RECOMMENDED MOTION: I move to adopt Ordinance No. 2024-14 amending the Civil Service Procedures to allow the Hiring Authority to consider the top five candidates pursuant to the Revised Code of Washington.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Ordinance No. 2024-14 Approving the Rule of Five for Non-Promotional Positions.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

ORDINANCE NO. 2024-14

AN ORDINANCE of the City of Bainbridge Island, Washington, amending BIMC 2.20.050 to adopt a “rule of five” for filling vacant positions in the police department other than promotional positions, providing for severability and establishing an effective date.

WHEREAS, Chapter 2.28 of the Bainbridge Island Municipal Code (BIMC) establishes a civil service system for the police department that substantially accomplishes the purposes of the state civil service law, Chapter 42.12 RCW; and

WHEREAS, in accord with applicable court decisions, BIMC 2.28.050 establishes a “rule of three” under which the top three names on an eligibility list for any vacant position in the police department are certified to the police chief for appointment; and

WHEREAS, in order to provide greater flexibility to police departments in the appointment of qualified candidates, recent court decisions have indicated that a “rule of five” is an appropriate method of selecting persons for appointment; and

WHEREAS, the Bainbridge Island Civil Service Commission has adopted the rule of five for positions in the police department other than promotional positions, and has retained the rule of three for promotional positions given the size of the department; and

WHEREAS, the Bainbridge Island City Council has determined that the Bainbridge Island Municipal Code should conform to the rule adopted by the Civil Service Commission.

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

Section 1. Adoption of the Rule of Five. BIMC 2.28.050 is hereby amended to read as follows:

2.28.050 Employment, advancement and vacancy filling in the police department. All applicants for employment with, advancement in, or the filling of a vacancy in any position in the police department of the city covered by civil service shall be required to have specified qualifications, have tenure of office, and be subject to removal, as provided in the civil service regulations adopted by the commission consistent with the law of the state, except that in the ~~employment, advancement and filling of vacancies~~ vacant promotional positions in the department, the commission shall certify to the appointing power the names of the three persons highest on the eligible list for the class (or the list held appropriate for such class) to which the vacant position has been allocated, or willing to accept employment, and in the employment and filling of all other vacant positions, the commission shall certify to the appointing power the names of the five persons highest on the eligible list for the class (or the list held appropriate for such class) to which the vacant position has been allocated, or willing to accept employment.

¶The appointing power shall select one of the ~~three~~ persons so certified to be appointed to the available position.

Section 2. 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 3. Effective Date. This ordinance shall take effect and be in full force five (5) days from its passage and publication as required by law.

PASSED by the City Council this ____ day of May, 2024.

APPROVED by the Mayor this ____ day of May, 2024.

Joe Deets, Mayor

ATTEST/AUTHENTICATE:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK: May 24, 2024

PASSED BY THE CITY COUNCIL:

PUBLISHED:

EFFECTIVE DATE:

ORDINANCE NUMBER: 2024-14



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (8:00 PM) Nominate Bainbridge Island Representative for Appointment to the Kitsap Public Facilities District,

SUMMARY: The term of Tom Bullock, Bainbridge Island's representative on the Kitsap Public Facilities District (KPF) board, ends on June 30, 2024. KPF has asked the City to nominate a representative by June 10, 2024 so they may complete the appointment process before the end of his term. Tom Bullock and Bob Russell have applied for appointment.

The County requests a letter from the Council indicating the Council's preference for appointment. The County will make the formal appointment usually based upon the city's request.

AGENDA CATEGORY: Appointment

PROPOSED BY: City Council

RECOMMENDED MOTION: I move to nominate _____ as the Bainbridge Island representative for appointment to the Kitsap Public Facilities District.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: Mayor Joe Deets will interview the candidates and make a recommendation for appointment.

ATTACHMENTS:

[Bullock \(Kitsap Public Facilities District\) - Redacted.pdf](#)

[Russell \(Kitsap Public Facilities District\) - Redacted.pdf](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Application for Appointment to Kitsap County Advisory Groups

Name

THOMAS BULLOCK

Preferred gender pronouns

Please type other preference here

Address You Reside At

[REDACTED]

Mailing Address (if different from place of residence)

[REDACTED]

Primary Phone

[REDACTED]

Work Phone

[REDACTED]

Primary Email

[REDACTED]

[REDACTED]
thomas.s.bullock@gmail.com

Occupation

Employer

Business Address

[REDACTED]

Advisory group for which I would like to be considered:

Kitsap Public Facilities District

Why are you applying for this appointment?

I wish to extend my current 10 year involvement with the KPFD board

What personal interests prompted you to apply for this appointment?

contribution to the community

Please list any experience on other Kitsap County boards, commissions, committees, councils or task forces.

Bainbridge Island Little League BOD

Please list your qualifications for this appointment. Include skills, activities, organizations, training and education.

10 years on KPFD Board, Bainbridge Island Little League Board, employment leadership positions

What are your community interests? Include committees, organizations and special activities.

economic growth, recreational infrastructure improvement/expansion

Please provide the names of two non-related personal references in the spaces provided below.

Name

Russ Shiplett

Email

execdirector@kitsap-pfd.org

Phone

(360) 930-4458

What is your relationship to this person?

Russ is KPFD Executive Director

Name2

Pat Hatchell

Email2

District1@kitsap-pfd.org

Phone2**What is your relationship to this person?**

Pat currently serves as the KPFD Board Chair

BY SIGNING THIS APPLICATION:

I hereby certify that the information on this application is true and complete. I authorize Kitsap County Volunteer Services to verify any of the information on this application and to secure information deemed necessary from employers and personal references in order to determine my suitability for the volunteer position I am seeking with Kitsap County.

I also understand as a Kitsap County volunteer I will be performing services for civic, charitable or humanitarian reasons, or to complete requirements for certifications or to improve employment opportunities; I have not been promised and have no expectation of compensation for services rendered; and offer my services freely and without pressure or coercion, direct or implied, from the County.

If appointed to a Kitsap County advisory group, I agree to: support the mission of the group to the best of my ability; abide by and follow the policies and information in the Kitsap County Advisory Group Handbook during my volunteer term; and understand it is my responsibility to ask questions or share concerns about the mission of the group or information outlined in the handbook with advisory group staff, the Volunteer Services Coordinator or County Commissioners.

I hereby release Kitsap County, its employees, officers, directors, and agents from any claims, lawsuits, or actions I, my heirs, or legal representatives may have for any personal injury and/or property damage I may incur as a result of my voluntary services except those damages caused by the sole negligence or willful misconduct of Kitsap County employees. I understand that, but for this release of any and all liability, the County would not accept my offer of volunteering service.

I have read and voluntarily sign this agreement and release of liability.

Signature

Date
5/15/2024

Thomas Bullork

Application for Appointment to Kitsap County Advisory Groups

Thank you for applying. Your application has been received and will be reviewed. If you have questions about your application, contact Rebecca Pirtle at Kitsap County Volunteer Services, rpirtle@kitsap.gov

Name

Bob Russell

Preferred gender pronouns

He/Him/His

Please type other preference here

Address You Reside At

[REDACTED]

Mailing Address (if different from place of residence)

Primary Phone

[REDACTED]

Work Phone

Primary Email

[REDACTED]

Work Email

Occupation

Project Management - Semi-Retired

Employer

Business Address

[REDACTED]

Advisory group for which I would like to be considered:

Kitsap Public Facilities District - Board of Director Member

Why are you applying for this appointment?

To contribute to the economic well-being, and quality of life in Kitsap County communities. And to utilize my people engagement skills, building project development, and construction management knowledge and experience to review, listen, discuss, and help select the most creative and innovative County projects - deemed best to receive major funding for large recreational and event center projects.

What personal interests prompted you to apply for this appointment?

I want to "give back" to our Kitsap communities that have supported me with such a wonderful young life, supported later with my/our family's needs, and as a base for my formerly very active professional life. I have been an active community member, now going on six (6) years, and a native resident of Bainbridge Island. I am a 3rd generation island family with a mom teaching in high school, and my dad served as an elected KPUD Commissioner for a time. Growing up on the island, I was driven back and forth to the Bremerton YMCA to learn to swim, and life save; took many years of piano lessons in Poulsbo and learned to ballroom dance at the Bremerton Naval Officers Club. I ventured all over Kitsap County in my youth and continue to. I like engaging, influencing, and benefiting people in general; and possess a strong background managing multi-million dollar, commercial, industrial and recreational projects, that have given me much personal satisfaction.

Please list any experience on other Kitsap County boards, commissions, committees, councils or task forces.

City of Bainbridge Island - Design Review Board (DRB): 2020 - To Present

City of Poulsbo - Nordic Cottage Affordable Housing Steering Committee: 2022 - 2023

City of Bainbridge Island - Sub-Committee Planning Commission-DRB: Revise Design for Bainbridge Manual: 2021

Please list your qualifications for this appointment. Include skills, activities, organizations, training and education.

Effective collaborator and team player, Enthusiastic people person, Strong planner, scheduler, and budget creator and overseer, Seeks creative and practical solutions, Asks straight-forward and insightful questions, Site search experience, Knows due-diligence and feasibility studies well, Strong background in building development, site and building project and construction management, Stays current with the design and building industry via webinars, and by direct communication with building developers and general contractors, Semi-retired with flexible schedule, Degree as Bachelor of Science, Construction Management - University of Washington. City Councilperson, 2023 campaign Treasurer, and a proactive campaign door-beller and sign-waver for various election races.

What are your community interests? Include committees, organizations and special activities.

Land Use issues and Municipal Code, Low-income and 'work force' affordable housing, Volumetric Modular and Mass Timber construction techniques to reduce costs and reduce scheduled completion, listening to others speak or testify concerning proposed projects. Comprehensive and sub-area plan communicator.

Please provide the names of two non-related personal references in the spaces provided below.

Name

Rich Jacobson

Email

KitsapAgent@gmail.com

Phone

(360) 440-4758

What is your relationship to this person?

Professional

Name2

Bill Chester

Email2

bill@chesterarchitecture.com

Phone2

(206) 715-2138

What is your relationship to this person?

Professional and Friend

BY SIGNING THIS APPLICATION:

I hereby certify that the information on this application is true and complete. I authorize Kitsap County Volunteer Services to verify any of the information on this application and to secure information deemed necessary from employers and personal references in order to determine my suitability for the volunteer position I am seeking with Kitsap County.

I also understand as a Kitsap County volunteer I will be performing services for civic, charitable or humanitarian reasons, or to complete requirements for certifications or to improve employment opportunities; I have not been promised and have no expectation of compensation for services rendered; and offer my services freely and without pressure or coercion, direct or implied, from the County.

If appointed to a Kitsap County advisory group, I agree to: support the mission of the group to the best of my ability; abide by and follow the policies and information in the Kitsap County Advisory Group Handbook during my volunteer term; and understand it is my responsibility to ask questions or share concerns about the mission of the group or information outlined in the handbook with advisory group staff, the Volunteer Services Coordinator or County Commissioners.

I hereby release Kitsap County, its employees, officers, directors, and agents from any claims, lawsuits, or actions I, my heirs, or legal representatives may have for any personal injury and/or property damage I may incur as a result of my voluntary services except those damages caused by the sole negligence or willful misconduct of Kitsap County employees. I understand that, but for this release of any and all liability, the County would not accept my offer of volunteering service.

I have read and voluntarily sign this agreement and release of liability.

Signature

Date

5/24/2024



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (8:05 PM) Appoint Up to Three Voting Delegates for the Association of Washington Cities Business Meeting,

SUMMARY: The Association of Washington Cities ("AWC") is holding their business meeting on Thursday, June 20, 2024, from 4:00 to 5:45 p.m. at the Hilton Vancouver Washington Conference Center in conjunction with the AWC Annual Conference. Each agency may appoint up to 3 voting delegates for the business meeting.

AGENDA CATEGORY: Appointment

PROPOSED BY: City Council

RECOMMENDED MOTION: I move to appoint _____, _____, and _____ as the Voting Delegates for the Association of Washington Cities Business Meeting,

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

FISCAL DETAILS:

Fund Name(s):

Coding:



CITY OF
BAINBRIDGE ISLAND

City Council Regular Business Meeting Agenda Bill

MEETING DATE: May 28, 2024

ESTIMATED TIME: 5 Minutes

AGENDA ITEM: (8:10 PM) Consider Request from Councilmember Mathews to add a Discussion of Adding Youth to City Commissions and Committees to a Future Council Agenda,

SUMMARY: Council will consider the attached request from Councilmember Mathews to place a discussion of adding youth to City commissions and committees to a future Council agenda.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION: Discussion and potential placement on a future Council agenda.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND:

ATTACHMENTS:

[Request for Council Discussion on Adding a Youth Member to Applicable Boards, Committees and Commissions Councilmember MATHEWS.docx](#)

FISCAL DETAILS:

Fund Name(s):

Coding:

Request for discussion item (Council Member Mathews)

CONSIDER ADDING STUDENTS (YOUTH) TO BAINBRIDGE ISLAND CITY COMMITTEES AND COMMISSIONS

May 9th, 2024

Our community is made up of dynamic, intelligent, highly motivated and involved youth who we would be lucky to have participate in our local government.

Several neighboring jurisdictions have youth councils. In light of the recent work done to reduce our number of committees- I am not proposing a separate youth council, but instead adding a youth member to applicable commissions and committees.

We can reach out to Sammamish and Lakewood for specifics of their programs as to not recreate the wheel. Ideally the students would receive some credit for this civic involvement for a period of 6 months-a year.

Let's get this on an agenda, get the conversation started and add these integral voices to our conversations.