CITY OF BAINBRIDGE ISLAND

CITY COUNCIL SPECIAL MEETING
Wednesday, August 2, 2017
City Hall Council Chambers, 280 Madison Avenue N.,
Bainbridge Island, Washington

AGENDA

1. CALL TO ORDER/ROLL CALL - 7:00 PM

Mayor:	Val Tollefson	
Deputy Mayor:	Sarah Blossom	
Councilmembers:	Ron Peltier	Michael Scott
	Kol Medina	Roger Townsend
	Wayne Roth	

2. PUBLIC COMMENT ON AGENDA ITEMS

3. UNFINISHED BUSINESS

A. 7:05 PM Downtown Parking Study Professional Services Agreement Amendment No. 1 and Budget Amendment, 17-081 - Public Works (Pg. 2)

4. NEW BUSINESS

A. 7:20 PM 2017 Mid-Year Financial Report, AB 17-128 - Finance (Pg. 10)

B. 7:35 PM Ordinance No. 2017-19 Relating to Quarter 2 2017 Budget Amendments, AB 17-129 - Finance (Pg. 11)

C. 7:45 PM Update on 2017 Department Workplan Status as of Midyear, AB 17-136 - Executive (Pg. 17)

D. 8:00 PM Planning Commission Recommendation on Critical Areas Ordinance Update, AB 17-135 - Planning (Pg. 84)

5. CITY COUNCIL DISCUSSION

A. 8:15 PM Review of 2017 City Council Priorities, AB 17-134 - Mayor Tollefson (Pg. 99)

6. FOR THE GOOD OF THE ORDER - 8:30 PM

7. ADJOURNMENT - 8:35 PM

City of Bainbridge Island

City Council Agenda Bill

PROCESS INFORMATION	
Subject: 7:05 PM Downtown Parking Study Professional Services Agreement Amendment No. 1 and Budget Amendment, 17-081 - Public Works (Pg. 2)	Date: 8/2/2017
Agenda Item: UNFINISHED BUSINESS	Bill No.: 17-081
Proposed By: Public Works Director Barry Loveless	Referrals(s):

BUDGET INFORMATION		
Department: Public Works	Fund: CIP Facilities	
Expenditure Req: $93,179.00	Budgeted? Yes	Budget Amend. Req? No

REFERRALS/REVIEW		
:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance: Yes

DESCRIPTION/BACKGROUND

At its June 27, 2017, City Council meeting, the Council approved a design professional services agreement and associated budget amendment with Frame Cultural Placement, in the amount of $24,860, for the Downtown Parking Study.

The original agreement allowed the City to start work right away. Amendment No. 1 adds tasks for data collection and analysis, development of parking strategies, and further public engagement to include task force meetings and an additional open house, in the amount of $93,179, for a total contract amount of $118,039.

RECOMMENDED ACTION/MOTION

I move to forward to the August 22, 2017, consent agenda Amendment No. 1 to the Professional Services Agreement with Framework Cultural Placement, which increases the current contract by $93,179, including an associated budget amendment in the same amount from the Contingency Fund.

ATTACHMENTS:

Description	Type
Amendment No. 1 to PSA	Backup Material

AMENDMENT NO. 1 TO
AGREEMENT FOR PROFESSIONAL SERVICES

This Amendment No. 1 to the Agreement for Professional Services (“Amendment”), between the City of Bainbridge Island (“City”), and Platform Design, LLC, dba Framework Cultural Placemaking (“Consultant”), amends that certain Agreement for Professional Services, dated June 29, 2017, between the City and the Consultant (“Agreement”).

WHEREAS, the City and the Consultant entered into the Agreement to assess the current condition of the Downtown/Winslow Way area parking system, identify future parking needs, and make recommendations for strategies to address demand and financing of the system; and

WHEREAS, the City desires to increase the services provided under the Agreement and to increase the maximum amount payable under the Agreement by $93,179.00;

NOW, THEREFORE, the City and the Consultant agree to amend the Agreement as follows:

1. Section 2.A. is hereby amendment to read as follows:

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until ~~January 31, 2018~~ March 30, 2018, unless sooner terminated by either party as provided below.

2. Section 3.A. is hereby amended to read as follows:

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

[x] Hourly, plus actual expenses, in accordance with Attachment A, but not more than a total of ~~Twenty-Four Thousand Eight Hundred Sixty Dollars ($24,860.00)~~ One Hundred Eighteen Thousand Thirty-Nine Dollars ($118,039.00);
[ ] Fixed Sum: a total amount of $___________;
[ ] Other: $_______, for all services performed and incurred under this Agreement, to be billed monthly in equal amounts.

3. Attachment A, Scope of Services, is hereby amended to include the following tasks: Phase II, Tasks 4, 5, and 6, as attached hereto and included herein.

4. Except as modified herein, all other terms and conditions to the Agreement shall remain in full force and effect.

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

FRAMEWORK CULTURAL PLACEMAKING	CITY OF BAINBRIDGE ISLAND
Date:______________________________	Date:______________________________
By:________________________________	By:________________________________
	Douglas Schulze, City Manager
Name______________________________	
Title_______________________________	
Tax I.D. #___________________________	
City Bus. Lic. #_______________________	

Attachment A

Scope of Work – Phase II
City of Bainbridge Island Comprehensive Parking Strategy

Overview

The City of Bainbridge Island ("City") has hired a consultant team led by Framework Cultural Placemaking ("Framework") to develop a comprehensive parking strategy for the City that focuses on the Downtown/Winslow Way area and adjacent districts and neighborhoods. The consultant team led by Framework also includes Rick Williams Consulting, KPG, and Coates Design. Development of the strategy shall include an inventory of on and off-street parking facilities, weekday and weekend parking data collection, extensive public outreach, a statement of guiding principles, a description of parking management strategies, a description of the need and feasibility of a parking structure in the Town Square, and a description of funding strategies.

Scope of Work

Task 4: Data Collection, Analysis, and Design

4.1 Data Collection Plan

Prior to the start of data collection, Framework shall provide a plan to the City that addresses the dates, times, locations, and a summary of the data to be collected and analyzed. The plan will be finalized based on input from City staff. Potential data collection dates are Tuesday, August 15, 2017, and Saturday, September 16, 2017.

4.2 through 4.3 Weekday and Weekend Data Collection (three days)

Field data collection shall be performed for all on and off-street parking facilities on a weekday and a weekend day for the Phase I data collection area shown in Figure 1. A weekday count for all on and off-street parking facilities will be performed for the Phase II data collection area shown in Figure 1. Parking counts will be conducted every hour or at other regular intervals to understand how parking is being utilized. Data collection results will be analyzed and summarized to include maps, charts, and tables addressing parking occupancy, duration, and turnover.

Figure 1. Parking Inventory and Data Collection Phases

Source: Framework, 2017; Google Earth, 2017

4.4 Data Collection Summary and Findings

The data collection summary will include the data analysis and key findings from the weekday and weekend data collection periods. The data collection summary will include map books with key findings that will be used to inform the development of the parking strategy.

4.5 Existing Conditions Report

The existing conditions report will document relevant existing planning documents, parking policies, regulations, and management within the City and inform the development of the parking strategy. The report will include an audit of existing parking regulations including development regulations and the regulation of public on and off-street parking facilities.

4.6 Street, Circulation, and Parking Analysis

Several streets in the study area do not currently have on-street parking and most streets provide two-way traffic flow. The consultant team will review and analyze the current street and circulation pattern in the Downtown area to identify opportunities to convert streets to one-way traffic flow and add on-street parking. In addition, the team will address circulation issues associated with the potential redevelopment of Town Square to ensure there is adequate circulation and vehicular, pedestrian, and bicycle access to and through Town Square. This task will include a discussion of the best use of the right-of-way and how to balance space for parking, vehicular circulation, pedestrian, and bicycle uses. An analysis of how easily pedestrians can connect with destinations in Winslow from available parking locations will be included.

Task 5: Parking Strategies and Reports

5.1 Parking Strategies

Parking strategies will be developed based on best management practices, public input, input from City staff and elected officials, input from the Task Force meetings, data collection findings, the parking garage feasibility analysis, and the assessment of streets, circulation, and parking opportunities. The draft strategies will be available for input from the public at the Open House meeting further described in Task 6. Once the strategies are finalized, an implementation plan will be developed.

5.2 Implementation Plan

The implementation plan will include more detail on the strategies and will establish priorities, a timeline, responsibilities, and a summary of projected costs and revenues necessary to guide City decision-making and parking management in the future.

5.3 and 5.4 Draft and Final Report

The draft and final reports will include the existing conditions report, the data collection summary, the survey summary, recommended strategies and implementation, and map folios from the data collection. A well-designed and graphically-oriented executive summary will be developed that includes key findings, input from the public, guiding principles, and strategies. The draft plan will be revised based on input from City staff and elected officials.

Task 6: Public Outreach – Ballot Measure Task Force

6.1 Task Force Meetings (4)

The City is forming a Task Force to address a potential levy for multi-modal improvements and a public parking structure, with an anticipated decision date on the scope of a levy scheduled for November 2017. The consideration of a public parking structure is connected to the parking strategy, including the data collection and findings and the garage feasibility analysis. The consultant team anticipates up to four (4) meetings with the Task Force to review best practices around parking management, present the results of the garage feasibility analysis, review data collection results and findings, and discuss potential strategies, including a public parking structure, as part of the Town Square redevelopment. A workshop with breakout sessions will be facilitated at one of the Task Force meetings to gain initial feedback from the group on their experience with parking in the study area and initial thoughts on parking challenges that are present in the Winslow Way area.

6.2 Open House

Following completion of the online survey, stakeholder interviews, data collection and analysis, and development of draft parking strategies, Framework and the consultant team will hold a public Open House meeting to share the key findings and to draft strategies for feedback from the public. The Open House will include a presentation summarizing key elements, findings, and strategies for the project, display boards with project information, public comment cards, and interactive polling to obtain input from the public. A summary of the Open House, including public input, will be provided to the City.

Management Reserve

For contingencies, such as if the Town Square/Parking Garage redevelopment is pursued through a City levy, an additional $10,000 contingency has been included for further work on the design concepts for the project. Authorization from the City is required before these funds may be utilized.

Cost Proposal

The total costs for Phase II of the study is $83,179, including project expenses. A $10,000 contingency for the management reserve is included in the Cost Proposal, but is in addition to the $83,179 total. The total hours are shown by task and team member in Figure 2.

Figure 2. Project Budget

framework	framework		Rick Williams Consulting						Coates Design		KPG		
	Jeff Arango, AICP Project Manager	Izzy Cannell, Senior Associate	Rick Williams, Strategist	Ronchelli, Data Collection Lead	Pete Collins, Data Analysis, Research	Michael Vasbinder, Data Field Foreman	Connor Williams, Data Field Foreman	Field Surveyor	Matthew Coates, Architect	Robert Hutchinson, Architect	Paul Fuesel, Urban Designer	John Davies, Transportation Planner	Total Hours and Estimated Cost by Task
2017 Hourly Rate	$175	$125	$175	$150	$120	$40	$40	$27	$160	$120	$170	$125	
Task 1: Project Management													
Task 1.1 Project Management (Ongoing)	12												12
Subtotal	12	0	0	0	0	0	0	0	0	0		0	12
													$2,100
Task 4: Data Collection, Analysis, Design													
Task 4.1 Data Collection Plan	2	2		4									8
Task 4.2 Weekday Data Collection and Analysis (Phase I Collection Area)	4	4	4	14	16	28	32	25					127
Task 4.3 Weekend Data Collection and Analysis (Phase I Collection Area)	4	4	4	14	16	28	32	25					127
Task 4.4 Data Collection Summary + Findings	12	20		6	3		5						46
Task 4.5 Existing Conditions Report	4	16											20
Task 4.6 Street, Circulation, and Parking Analysis	20	6		2			6				12	24	70
Subtotal	46	52	8	40	35	56	75	50	0	0	12	24	398
													$37,780
Task 5: Parking Strategies and Reports													
5.1 Parking Strategies	20	10	20										50
5.2 Implementation Plan	12	16	8										36
5.3 Draft Report	10	24	8										
5.4 Final Report	8	12	6										
Subtotal	50	62	42	0	0	0	0	0	0	0	0	0	154
													$23,850
Task 6: Public Outreach - Ballot Measure Task Force													
Task 6.1 Task Force Meetings and Preparation (4)	30	16	20										66
Task 6.2 Open House	12	16	8										36
	42	32	28	0	0	0	0	0	0	0	0	0	102
													$16,250
Total Estimated Hours	150	146	78	40	35	56	75	50	0	0	12	24	666
Cost (Hours*Rate)	$26,250	$18,250	$13,650	$6,000	$4,200	$2,240	$3,000	$1,350	$0	$0	$2,040	$3,000	$79,980

Project Cost Subtotal	$79,980
Expenses	$3,199
Estimated Total Costs	$83,179
Contingency for Town Square Design	$10,000

City of Bainbridge Island
City Council Agenda Bill

PROCESS INFORMATION	
Subject: 7:20 PM 2017 Mid-Year Financial Report, AB 17-128 - Finance (Pg. 10)	Date: 8/2/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-128
Proposed By: Ellen Schroer, Director of Finance and Administrative Services	Referrals(s):

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

REFERRALS/REVIEW		
:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The Finance Department provides a quarterly financial report to update the Council and the community on current-year financial performance. At the close of the second quarter, the report includes the following elements:

- Written summary of financial performance, with appendices to provide additional revenue and expenditure detail.
- Annual report on surplus property
- Status reports on certain capital projects

RECOMMENDED ACTION/MOTION

Information only

ATTACHMENTS:

Description	Type
2017 Mid-Year Financial Report and Appendices	Backup Material
2017 Mid-Year Capital Projects Report	Backup Material

2017 Mid-Year Financial Report

Presented to the City Council August 2, 2017

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2017 Mid-year Financial Report

The Finance and Administrative Services Department of the City of Bainbridge Island prepares a mid-year financial report at the close of the second quarter each year. This report provides information about current financial performance, along with estimates for the second half of the year. City staff uses the results reported in this mid-year assessment to support Council's ongoing review of 2017 performance. Information which will be used in the fall budget modification process for the 2018 budget is also included.

OVERVIEW

City financial performance as of June 30, 2017, which is the mid-point of the budget year, shows total revenue performance for tax-supported activities as higher than budgeted, while expenditures across the City are less than the planned amounts. There is some variation from the budget for a group of revenue and expenditure items, which is discussed in detail below.

The City's total cash position for its primary operating funds has increased since this time last year, building on recent strong financial performance:

- The City's tax-supported funds show a total cash balance across all tax-supported funds of $23 million on June 30, 2017, an increase of 12% over the balance of $20.5 million on June 30, 2016;
- The Water Fund shows a cash balance of $6.8 million on June 30, 2017, an increase of 3% over the balance of $6.6 million on June 30, 2016;
- The Sewer Fund shows a cash balance of $6.0 million on June 30, 2017, an increase of 10% over $5.4 million on June 30, 2016, and
- The SSWM Fund shows a cash balance of $1.4 million on June 30, 2017, a decrease of 4% over $1.5 million on June 30, 2016.

The City's cash balances for all funds meet or exceed Council's policy reserves.

The City continues to provide many of the same programs and services each year, which has led to a solid understanding of revenue levels and trends, as well as the timing and level of expenditures. Financial results from 2016 combined with consistent 2017 first and second quarter performance indicate year-end results at or ahead of budgeted levels.

This report presents 2017 information and analysis first for the City's tax-supported funds, followed by information about the three utility funds in a separate section. The report also includes highlights regarding significant capital projects. The final section of the report is a preliminary forecast for 2017 performance as a foundation for modifications to the 2018 budget.

TAX-SUPPORTED FUNDS' FINANCIAL PERFORMANCE

A. 2017 Mid-year Financial Results

At mid-year, 2017 tax-supported funds' revenue was higher than the same period in 2016 due to increased tax revenue, particularly for Sales Tax and Real Estate Excise Tax (REET). Tax-supported funds' operating expenditures for the first half of 2017 are at 41% of budget.

Revenue

For the four largest tax-supported funds (the General Fund, Streets Fund, Building and Development Services Fund, and REET Fund), revenue through June 30, 2017, totaled $12.6 million, or 55% of budget for those funds. Revenue for all tax-supported funds, including those listed above as well as smaller funds such as LTAC, FAR and others, is $13.6 million.

Highlights related to revenue performance through June 30 include:

- Property Tax revenue is on pace for this time of the year at $3.9 million, or 54% of the total budget.
- Sales Tax revenue, with a year-to-date total of $1.9 million, is at 53% of budget. 2017 revenue is a 13% increase over the same months in 2016.
- Building and Development Services (B&DS) revenue is at $872,000, or 55% of the total budget. 2017 total revenue shows an 11% increase compared to the same time period last year, although performance varied by source:

  - There were increases as compared to 2016 for building permit and inspection revenue, along with planning reviews of building permits.
  - There were decreases for zoning and subdivision and plan checking fees.
- REET revenue through June 30, 2017, is $1.5 million, or 59% of the total budget, which is up 8% over the same period in 2016.

Expenditures

Operating expenditures through June 30 for the largest tax-supported funds (the General Fund, Streets Fund, and the Building and Development Services Fund), are $8.4 million, or 41% of budget. This is generally on pace with typical annual spending patterns for items including personnel, with less than usual spending in repair and maintenance, as discussed below. Expenditures for all tax-supported funds, including operating expenditures, capital and debt service, total $10.8 million through the end of June.

Highlights related to 2017 expenditure performance through June 30 include:

- Personnel expenditures for tax-supported funds are $5.7 million, or 45% of budget. Personnel expenditures in the tax-supported funds through the first half of 2017 are $397,000 or 7% higher than the first half of 2016. The City added several positions in 2017, and has been working to fill these positions through the first half of the year, completing 15 hiring processes through the end of June, of which four were internal promotions. We expect personnel spending to increase in the second half of the year as new staff join the City.
- The Other Services and Charges budget line includes repair and maintenance and the annual roads maintenance program. The first half of the year shows spending at $1.3 million, or 32% of budget. Typically, the annual road maintenance program is completed in the second half of the year. In 2017, we expect to complete the annual road striping portion of the maintenance, however the pavement maintenance work and funding will be carried into 2018 due to the rejection of the unexpectedly high bid for that work.
- The Professional Services budget across the City includes funding for several one-time work items, some of which have not yet started or are not expected to happen in 2017, primarily due to limited staffing or changes to departmental work plans. Unspent funds will return to the fund balance at the end of the year, or may be spent in 2018 with Council approval if the work is delayed into next year. One significant item that differs from budget is the spending related to Comprehensive Plan implementation, budgeted at $100,000 in 2017, but none of which has yet been spent. We expect the Comprehensive Plan implementation work and any unspent funding to be carried into 2018.
- General Fund operating transfers to other funds are at $5.7 million, or 67% of budget. This includes the planned transfer at the beginning of the year of all funding for City-supported capital projects from the General Fund into the Capital Construction Fund.
- Council has approved spending of $25,000 of the $300,000 contingency budget. The $25,000 will support a parking study. Any unspent contingency funds will return to the General Fund at the end of the year.

B. Cash Balances at June 30, 2017

This report also provides an opportunity to review the City’s cash position, as reflected in the cash flow analysis attached.

The City's 2017 mid-year overall cash position shows a significant increase as compared to mid-year 2016, as shown in the table below. In 2017, the City made a planned transfer at the beginning of the year of all funding for City-supported capital projects from the General Fund into the Capital Construction Fund, rather than making transfers as needed, as was past practice. The change to transferring all funding at the beginning of the year is intended to provide a clearer picture of how much money is in the General Fund and available for use. The balance in the Capital Construction fund consists entirely of approved funding for capital projects in the CIP.

Table One provides mid-year information about cash balances for 2017, with 2016 and 2015 provided for purposes of comparison.

Table One: Cash Balances of Key Tax-Supported Funds at Mid-Year

	June 30, 2017	June 30, 2016	June 30, 2015	Comment
General Fund	$13,694,000	$17,694,000	$15,878,000	June cash balances are among the highest of the year due to timing of expenditures, especially debt service and capital projects.
Streets Fund	$397,000	$142,000	$33	Cash balances within the year are managed to minimize the need for operating transfers.
Building and Development Services Fund	$335,000	$66,000	$53,000	Cash balances within the year are managed to minimize the need for operating transfers.
Real Estate Excise Tax (REET) Fund	$713,000	$1,393,000	$600,000	Cash balances within the year change as available funds are transferred out to support qualifying expenditures in other funds.
Capital Construction Fund	$5,870,000	$101,000	$291,000	2017 mid-year balance includes transfer of all General Fund support for 2017 capital projects.
Total	$21,009,000	$19,316,000	$16,822,033	

C. Forecast for Year-End 2017

The revenue forecast for the remainder of 2017 indicates that tax-supported revenue overall will continue to come in close to budget, except as detailed below. Expenditures overall are on track or below budgeted levels, as discussed in the previous section.

Key items that differ from the budgeted plan that are included in the forecast for the remainder of 2017 include:

- 2017 budget amendments approved in the first quarter of the year and as included in the mid-year amendments ordinance increase spending beyond the original 2017 Adopted Budget levels. The amendments total $825,000 in new spending for the tax-supported funds.

- A review of revenues for tax-supported funds leads to a higher than budgeted total revenue estimates for 2017. Staff continues to monitor all revenue sources, and will provide updated forecasts in conjunction with the 2018 budget modification process in the fall. At this time:
  - Sales tax revenue revised up from $3.9 million to $4.2 million for year-end 2017
  - REET revenue revised up from $2.6 million to $3.0 million for year-end 2017
  - Building and Development Services fund revenues revised up from $1.6 million to $1.7 million for year-end 2017
- The 2017 Adopted Budget includes $405,000 in one-time revenue from property sales, which staff now expects to occur in 2018 or later years. Accordingly, 2017 revenue estimates are reduced by this amount.

Capital projects are included as approved in the CIP, or subsequently amended by Council. General Fund support for approved 2017 projects, including $2.6 million for the Police and Court Building, has been transferred to the Capital Construction Fund and will be spent as projects are completed.

Looking ahead to the end of the year, 2017 year-end cash balances are expected to be higher than the originally budgeted levels. The cash balances shown in the table below will be reduced through year-end close processes.

Table Two: Estimated Cash Balances of Tax-Supported Funds at Year-end 2017

	Estimated Dec. 31, 2017	Comment
General Fund	$13,375,000	Assumes continued progress on established work plan and approved budget adjustments. Includes reserves as detailed in Table Three. Not reduced for estimated year-end accruals, estimated at approximately $800,000.
Streets Fund	$535,000	Not reduced for estimated year-end accruals, estimated at approximately $100,000.
Building and Development Services	$330,000	Not reduced for estimated year-end accruals, estimated at approximately $80,000.
REET	$35,000	Assumes budget adjustment in Q3/Q4 to allow for spending of higher than budgeted revenue on qualifying City expenses. This will create additional General Fund capacity in 2017.

D. Policy Reserve Forecasts for Year-End 2017

City staff will use the results reported in this mid-year 2017 review as part of on-going monitoring and as key assumptions used in 2018 budget modification process. At year-end, all of Council's policy reserves are forecast to be fully funded, as shown in the table on the next page.

Table Three: City General Fund Policy Reserve Balances Year-End Forecast

	Dec. 31, 2017	Annual target	Notes
Emergency Reserve	$1,000,000	$1,000,000	
Legal Contingency	$100,000	$100,000	General Fund legal contingency
General Fund minimum budget balance	$4,100,000	$4,100,000	Set by Council at 25% of General Fund ongoing revenues
Washington State Ferry Funds for Waterfront Park	$0	N/A	
Washington State Ferry Funds for City Dock	$0	N/A	
Washington State Ferry Funds for Road Ends	$30,000	N/A	The balance is expected to be spent in 2017 and 2018.

The forecast, net of reserves, shows approximately $8.1 million beyond the policy reserve levels as of year-end 2017. It is important to remember that the General Fund will support significant capital expenditures in coming years. The CIP as currently approved includes $1.7 million of General Fund support in 2018 and $3.5 million for 2019-2020. Staff are currently working on an update to the CIP and expect to present changes for Council consideration for 2018.

UTILITY FUNDS' FINANCIAL PERFORMANCE

Financial performance for the three utilities is governed by decisions made specific to each utility.

A. 2017 Mid-year Financial Results

Water Fund

In the fall of 2013, a rate reduction took effect for water consumption rates. Since that time, water rates have remained the same. At mid-year 2017, revenue from water sales is $477,000, or 44% of budget. Other revenue sources include system participation fees and connection fees, the revenue for which is similar to 2016. Operating expenditures are $508,000, or 41% of budget. The most significant water utility capital projects planned for 2017 are the water line replacement component of the Wyatt Way Reconstruction Project and design for the High Zone Improvement project.

Sewer Fund

Sewer Fund revenue from sewer charges through June 30 was $1.8 million, or 48% of budget. Other revenue sources include payments of Local Improvement District (LID) assessments and system participation fees. The Sewer Fund also received $157,000 in loan funding from the Public Works Trust Fund. Operating expenditures were $1.1 million, or 46% of budget. The Sewer Fund pays significant debt service and made scheduled payments of $1.1 million in principal and interest payments in the first half of 2017. The most significant sewer utility capital projects planned for 2017 are the sewer line work adjacent to City Hall and the project at New Brooklyn.

Storm and Surface Water Management (SSWM) Fund

SSWM Fund operating revenue shows an increase as compared to the same period in 2016, as expected due to the rate increase approved for 2017. Revenue through June 30 is $1.3 million, or 53% of budget. Operating expenditures were $765,000, or 41% of budget. The most significant SSWM utility capital projects planned for 2017 are the Rockaway Beach outfall replacement, the Ravine Creek outfall replacement, and design for the replacement of the culvert on Eagle Harbor Drive and McDonald Creek.

B. Cash Balances at June 30, 2017

This report also provides an opportunity to review the City utilities' cash position, as reflected in the cash flow analysis attached.

Table Four: Cash Balances of City Utility Funds at June 30

	June 30, 2017	June 30, 2016	June 30, 2015	Comments
Water Fund	$6,819,000	$6,611,000	$6,492,000	
Sewer Fund	$6,013,000	$5,449,000	$4,731,000	Includes $1.5 million in pre-paid LID payments, not available for spending on other purposes
SSWM Fund	$1,408,000	$1,473,000	$1,164,000	

C. Forecast for Year-End 2017

Water Fund

Year-end forecasts for the Water Fund assume 2017 revenues consistent with 2016, the result of the unchanged water rates. Expenditures are assumed to continue at a pace similar to the first half of the year. Capital spending is forecast to increase, as included in the approved CIP. The estimated cash balance at the end of the year is $5.7 million, a decrease of approximately $$1.1 million from the beginning of 2017. The decrease was expected due to capital spending, as rates have been planned to cover only operating costs in recent years.

Sewer Fund

Year-end forecasts for the Sewer Fund assume 2017 revenues consistent with 2016, the result of unchanged rates. Operating expenditures will continue at levels similar to the first half of the year. Capital spending is forecast to increase, as included in the approved CIP. The estimated cash balance at the end of the year is $4.3 million, a decrease of approximately $1.7 million from the beginning of 2017, consistent with planned capital spending.

Storm and Surface Water Management (SSWM) Fund

Year-end forecasts for the SSWM Fund anticipate that revenues will continue at levels similar to the first half of the year. Operating expenditures will continue at levels similar to the first half of the year, while capital expenditures will increase. The estimated cash balance at the end of the year is $741,000, a decrease of approximately $763,000 from the beginning of 2017 due to planned capital spending. The

SSWM Fund balance is nearing the minimums set by policy reserves and will be carefully monitored by staff throughout the year.

Table Five: Estimated Cash Balances of Utility Funds at Year-end 2017

	Estimated Dec. 31, 2017	Comment
Water Fund	$5,699,000	Not reduced for estimated year-end accruals of $65,000.
Sewer Fund	$4,291,000	Not reduced for estimated year-end accruals of $125,000.
SSWM Fund	$741,000	Not reduced for estimated year-end accruals of $150,000.

2017 CAPITAL PROJECTS UPDATE

The City has a significant capital program in 2017, as approved in the Capital Improvement Program (CIP). Because these projects represent significant spending, a brief overview of spending is included in the mid-year report, with additional information included on project update reports in the appendix to this report. Please see Schedule I: Capital Project Monitoring Reports for information specific to highlighted projects.

A. Project Highlights

The City has an ambitious capital program. Certain projects are highlighted below while specific project report pages on these and other projects are also included in the appendix to this report.

- State Route 305 and Olympic Drive. The project is currently in the design phase and will be re-bid later this year. Project spending through June 30 (actual and encumbered spending) is $480,000 out of a total $1.7 million budget.
- City Dock Reconstruction. Project construction will begin after Labor Day. Project spending through June 30 is $134,000 of actual spending with an additional $2.1 million remaining to spend for a construction contract. The actual plus encumbered spending totals $2.2 million out of a total $2.4 million budget.
- Waterfront Park. The project is complete. Project spending through June 30 (actual and encumbered spending) is $2.0 million out of a total $2.0 million budget.
- Sound to Olympics Trail Phases 2 and 4. The project is currently in the construction phase. Project spending through June 30 is $1.3 million of actual spending with an additional $1.4 million remaining to spend for an awarded construction contract. The actual plus encumbered spending totals $2.7 million out of a total $2.8 million budget.
- Sound to Olympics Trail Phase 3. The project is currently in the design phase. Project spending through June 30 (actual and encumbered spending) is $328,000 out of a total $3.1 million budget.
- Wyatt Way Reconstruction. The project is currently in the design phase. Project spending through June 30 (actual and encumbered spending) is $480,000 out of a total $3.9 million budget.
- Wardwell Road Reconstruction and Storm Drainage. The project is currently in the design phase. Project spending through June 30 (actual and encumbered spending) is $94,000 out of a total $755,000 budget.

2018 BUDGET MODIFICATIONS

City staff use the results reported in this mid-year 2017 assessment to support Council's ongoing review of 2017 financial performance and the consideration of modifications to the 2018 Adopted Budget.

A. Key Assumptions

An important part of the biennial budget process is to establish revenue and expenditure forecasts. Key assumptions staff used in preparing revenue forecasts for 2017 and 2018 are as shown below. No changes are proposed to those assumptions for 2018 at this time.

- Property tax increases at 1.0% annually, plus new construction for a total increase of 1.75%
- TBD revenue will be included in budget forecasts for 2017 and 2018 at 2016 levels.
- All grant revenue is treated as one-time rather than as a recurring revenue source.

Staff is continuing to monitor other revenues, and may include updated assumptions through the 2018 budget modification process, including:

- Sales tax revenue, now assumed to increase 3% in 2018 from 2017 revenue estimate of $3.9 M
- REET revenue, now assumed to increase 2% in 2018 from 2017 revenue estimate of $2.6 M

Key assumptions staff used to prepare expenditure forecasts for 2018 are shown below. No changes are proposed to those assumptions, expect as detailed below.

- Salary increases at 2.5% annually, which includes both cost of living adjustments and step increases. Notably, in contrast to previous years, over half of City staff are not at the top of the salary band, and receive step increases each year. This shift to lower years of service reflects recent staff retirements and employee turnover. In the 2018 budget modification process, salaries may be adjusted to reflect current pay scales, in particular for the Police Department.
- Benefit increases at a blended total of 4.0% annually, including significant costs that the City does not control such as medical insurance and retirement contributions.
- Most operating expenses increase at 2% annually, in line with historical averages and the Seattle-Tacoma-Bremerton CPI-U for June 2016, which was 1.8%. The June 2017 CPI-U for this area was 3.0%, however, we do not anticipate modifying the budget for this modest change.
- Debt service expenses are forecast according to previously-issued debt and are included as a recurring expense.
- Capital expenses will be included in accordance with the CIP as modified and presented for Council consideration.

The City continues to monitor its structural fiscal health to ensure financial sustainability. Specifically, budgets are prepared to fully-support recurring expenditures with recurring revenues. While revenue from existing revenue streams has grown at a modest rate, cost drivers such as retirement and health care can increase City expenditure levels at a pace greater than general inflation. This is a situation faced by most municipal employers, and one that the City factors into budget development. In addition, the City has developed a significant capital program, funded through a combination of external grants, debt, and internal City revenues.

B. Utility Funds

Forecasts for the upcoming biennium indicate continuing modest revenue growth for the City's utility funds based on a slowly-growing population. The City's three utility funds are fully-supported by charges and fees, with revenues growing or shrinking based primarily on changes to the rates. Operating expenses are driven by personnel and the programs and service levels offered by the utility.

The Water and Sewer utilities have had the same rates since 2013; current budget forecasts do not include a change to the rates.

The Adopted 2018 SSWM utility budget assumes a rate increase, which has not yet been presented to, or approved by, Council. City staff is currently analyzing 2017 financial performance and 2018 capital and operating plans for this utility, and is working with the Utility Advisory Committee to prepare a rate recommendation for 2018.

APPENDIX

The attached schedules give comparative financial figures for the first 6 months of the year and include estimates for expected year-end results.

Schedule A: 2017 Budget to Actuals

Schedule B: Revenues by Fund through June

Schedule C: Expenditures by Fund through June

Schedule D: Expenditures by Department through June

Schedule E: Cash Flow spreadsheets

Note – The Cash Flow spreadsheets do not match Schedules A through C due to the difference in the accounting basis (modified accrual as compared to cash). These spreadsheets are provided to show the City's forecast through the end of 2016.

Schedule F: Sales Tax monthly revenue 2013 – 2017

Schedule G: REET monthly revenue 2013 – 2017

Schedule H: Surplus Property Report

Schedule I: Capital Project Monitoring Reports

CITY OF BAINBRIDGE ISLAND
2017 BUDGET TO ACTUAL - CITYWIDE
THROUGH JUNE

	2017 REVISED	2017 ACTUAL	2017 TAX SUPPORTED ACTUAL	2017 UTILITY SUPPORTED ACTUAL
REVENUES				
Taxes	19,411,547	10,910,778	10,910,778	-
Fees & Service Charges	2,712,178	1,521,328	1,521,328	-
Intergovernment Revenue	1,008,500	944,487	944,487	-
Fines & Forfeits	109,000	51,864	51,864	-
Charges for Utility Services	7,122,500	3,511,403	1,049	3,510,354
Miscellaneous	1,029,164	595,562	356,958	238,604
Assessments	294,000	136,568	39,632	96,936
Investment Revenue	164,903	67,775	18,676	49,099
TOTAL REVENUES	31,851,792	17,739,766	13,844,773	3,894,993
OTHER SOURCES				
Gain on Sale of Fixed Assets	405,000	13,618	13,618	-
Loans/Sale of Bonds	-	156,630	-	156,630
From Other Funds and Sub-Funds	36,579,400	5,723,874	5,723,874	-
TOTAL RESOURCES	68,836,192	23,633,889	19,582,266	4,051,623
EXPENDITURES				
OPERATING EXPENDITURES				
Salaries	11,233,141	5,095,179	4,132,455	962,725
Benefits	4,553,015	1,971,152	1,579,272	391,880
Supplies	852,102	407,690	308,542	99,148
Professional Services	3,090,703	786,932	737,552	49,380
Other Services & Charges	5,247,447	1,879,230	1,369,259	509,971
Intergovernmental Services	1,645,865	829,673	442,026	387,647
TOTAL OPERATING EXPENDITURES	26,622,274	10,969,857	8,569,106	2,400,751
NON-OPERATING EXPENDITURES				
Capital Equipment	809,717	378,585	333,038	45,547
Capital Projects	14,726,672	1,691,930	1,593,627	98,303
Debt Service	3,999,154	1,484,818	373,414	1,111,404
TOTAL EXPENDITURES	46,157,817	14,525,190	10,869,185	3,656,005
OTHER USES				
To Other Funds and Sub-Funds	8,573,108	5,723,874	5,723,874	-
TOTAL USES	54,730,925	20,249,064	16,593,059	3,656,005

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
GENERAL FUND							
GENERAL FUND							
Property Taxes	7,224,000	3,885,647	39,393	3,338,353	53.8 %	3,792,092	53.8 %
Sales and Use Tax	3,605,000	1,924,907	301,051	1,680,093	53.4 %	1,704,788	51.7 %
Sales Tax - Criminal Justice	300,000	174,368	27,715	125,632	58.1 %	165,750	60.3 %
B&O Tax and Penalties	552,400	498,964	1	53,436	90.3 %	479,569	106.3 %
Utility Tax on Private Utilities	2,604,400	1,623,959	168,532	980,441	62.4 %	1,513,537	54.0 %
Utility Tax on City Utilities	480,247	220,816	30,363	259,431	46.0 %	260,110	67.1 %
TAXES	**14,766,047**	**8,328,660**	**567,056**	**6,437,387**	56.4%	7,915,847	55.5%
Leasehold & Other Taxes	11,200	4,811	519	6,389	43.0 %	7,685	69.9 %
Business License & Penalties	185,000	170,826	4,164	14,174	92.3 %	164,762	86.3 %
Franchise Fees on Cable TV	353,500	198,403	-	155,097	56.1 %	193,058	60.3 %
Franchise Fees on Cable TV - PEG Capital	26,000	14,859	-	11,141	57.1 %	33,684	51.8 %
Transportation Benefit	400,000	200,535	37,976	199,465	50.1 %	201,767	- %
Other Licenses & Permits	4,000	2,120	291	1,880	53.0 %	2,331	58.3 %
Adult Probation Fees	55,000	24,440	2,567	30,560	44.4 %	25,852	30.1 %
Court Fees & Law Enforcement Charges	2,500	978	84	1,522	39.1 %	217	4.3 %
All Other Taxes	43,500	16,929	1,649	26,571	38.9 %	33,852	81.4 %
Interfund Rent	292,058	145,467	24,244	146,591	49.8 %	170,671	51.1 %
FEES & SERVICE CHARGES	**1,372,758**	**779,367**	**71,495**	**593,391**	56.8%	833,878	78.8%
Criminal Justice	30,100	25,265	4,106	4,835	83.9 %	16,828	56.1 %
Liquor Excise	65,000	58,112	-	6,888	89.4 %	55,818	111.6 %
Liquor Profits	200,000	100,333	50,166	99,667	50.2 %	100,828	49.2 %
Intergovernmental Service Revenue	3,000	-	-	3,000	- %	2,362	- %
Vessel Registration Fees	-	-	-	-	- %	-	- %
Law Enforcement Grants	-	-	-	-	- %	116,842	- %
Planning and Other Operating Grants	-	30,864	29,275	(30,864)	- %	42,429	- %
Motor Vehicle Fuel Tax	15,000	14,200	-	800	94.7 %	16,053	107.0 %
Other Intergovernmental Revenue	10,000	-	-	10,000	- %	100,000	- %
INTERGOVERNMENT REVENUE	**323,100**	**228,774**	**83,546**	**94,326**	70.8%	451,159	150.4%

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
Traffic Fines	32,000	23,358	3,727	8,642	73.0 %	16,560	36.8 %
Drug Related Confiscations	-	-	-	-	- %	-	- %
Parking Fines	62,000	21,591	5,024	40,409	34.8 %	22,290	36.0 %
D.U.I. Penalties	-	1,683	405	(1,683)	- %	603	30.1 %
Other Traffic Misdemeanors	2,000	1,345	191	655	67.3 %	1,043	52.1 %
Non-Traffic Misdemeanors	4,000	305	-	3,695	7.6 %	1,398	34.9 %
Court Recoupments	3,000	550	68	2,450	18.3 %	217	7.2 %
All Other Fines & Forfeits	6,000	3,032	404	2,968	50.5 %	4,362	72.7 %
FINES & FORFEITS	**109,000**	**51,864**	**9,820**	**57,136**	47.6%	46,472	37.5%
Facilities Rental	25,000	5,875	740	19,125	23.5 %	8,928	26.3 %
Dock Use Charges	14,000	15,790	3,623	(1,790)	112.8 %	17,280	50.8 %
Private Donations/Sales of PDRs/FAR Purchases	-	53,126	53,126	(53,126)	- %	2,315	- %
All Other Miscellaneous	9,000	11,317	2,666	(2,317)	125.7 %	6,346	70.5 %
Electric Car Charger Revenue	1,000	776	178	224	77.6 %	704	- %
Cash Adjustment	-	6	-	(6)	- %	418	- %
Commons Room Rental	-	12,248	383	(12,248)	- %	-	- %
Insurance Recoveries	-	-	-	-	- %	-	- %
MISCELLANEOUS	**49,000**	**99,138**	**60,715**	**(50,138)**	202.3%	35,991	46.7%
Interest	89,433	6,974	1,104	82,459	7.8 %	7,295	18.2 %
INVESTMENT REVENUE	**89,433**	**6,974**	**1,104**	**82,459**	7.8%	7,295	18.2%
Proceeds of Capital Lease	-	-	-	-	- %	-	- %
LOANS/SALE OF BONDS	**-**	**-**	**-**	**-**	- %	-	0.0%
Gain on Sale of Fixed Assets	405,000	13,618	422	391,382	3.4 %	127,673	2,553.5 %
OTHER EXTERNAL SOURCES	**405,000**	**13,618**	**422**	**391,382**	3.4%	127,673	2,553.5%
	17,114,338	**9,508,396**	**794,158**	**7,605,942**	**55.6%**	**9,418,316**	**59.3%**
TOTAL GENERAL FUND	**17,114,338**	**9,508,396**	**794,158**	**7,605,942**	**55.6 %**	**9,418,316**	**59.3 %**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
STREETS FUND							
Commercial Parking Lot Tax	846,600	433,573	-	413,027	51.2 %	406,794	50.8 %
M.V. Fuel Tax - Streets & Arterials	510,000	239,382	43,960	270,618	46.9 %	241,839	49.9 %
Right of Way Permits	31,620	19,500	1,900	12,120	61.7 %	19,100	76.4 %
Interest on Investments-Streets	-	-	-	-	- %	-	- %
Other Revenues-Streets	20,400	11,753	3,976	8,647	57.6 %	30,530	- %
TOTAL STREETS FUND	**1,408,620**	**704,209**	**49,835**	**704,412**	**50.0 %**	**698,262**	**53.3 %**
BUILDING & DEVELOPMENT SERVICES							
Building Permits & Inspections	495,000	334,573	61,531	160,427	67.6 %	245,164	49.0 %
Planning Review of Building Permits	145,000	82,627	10,038	62,373	57.0 %	73,163	97.6 %
Fire Inspections & Reviews	60,000	36,800	4,900	23,200	61.3 %	-	- %
Engineering Fees	-	1,049	-	(1,049)	- %	152	- %
Zoning & Subdivision	320,000	80,527	9,837	239,473	25.2 %	121,630	81.1 %
Plan Checking Fees	470,000	269,100	33,747	200,900	57.3 %	281,472	80.4 %
Other Planning & Development Fees	110,000	66,676	8,197	43,324	60.6 %	60,825	36.9 %
Interest on Investments & Other Rev - B&Ds	-	1,005	500	(1,005)	- %	2,843	- %
Transportation Impact Fee - Transfers	-	-	-	-	- %	-	- %
TOTAL BUILDING & DEVELOPMENT SERVICES	**1,600,000**	**872,357**	**128,750**	**727,643**	**54.5 %**	**785,249**	**59.5 %**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
SPECIAL REVENUE FUNDS							
REAL ESTATE EXCISE TAX FUND							
Real Estate Excise Tax	2,600,000	1,519,927	404,129	1,080,073	58.5 %	1,406,951	70.3 %
Interest on Investments-Real Estate Excise	120	-	-	120	- %	-	- %
	2,600,120	**1,519,927**	**404,129**	**1,080,193**	**58.5%**	**1,406,951**	**70.3%**
CIVIC IMPROVEMENT FUND							
Hotel/Motel Tax	180,000	99,685	14,790	80,315	55.4 %	89,919	56.2 %
Interest on Investments & Other Rev - Hotel/Mot	1,000	-	-	1,000	- %	-	- %
	181,000	**99,685**	**14,790**	**81,315**	**55.1%**	**89,919**	**56.2%**
AFFORDABLE HOUSING FUND							
Private Donations-Affordable Housing	-	-	-	-	- %	-	- %
Fees in Lieu/Other	-	-	-	-	- %	-	- %
Interest on Investments & Other Rev - Affordabl	-	-	-	-	- %	-	- %
	-	**-**	**-**	**-**	**0.0%**	**0**	**0.0%**
FAR-PUBLIC AMENITIES							
Zoning & Subdivision	-	346	-	(346)	- %	-	- %
Interest on Investments & Other Rev - FAR	70	-	-	70	- %	-	- %
	70	**346**	**-**	**(276)**	**493.7%**	**0**	**0.0%**
FAR-FARMLAND/AGRICULTURE							
Zoning & Subdivision	-	518	-	(518)	- %	-	- %
Interest on Investments & Other Rev - FAR	380	-	-	380	- %	-	- %
	380	**518**	**-**	**(138)**	**136.4%**	**0**	**0.0%**
TRANSPORTATION IMPACT FEE FUND							
Transportation Impact Fee	119,000	54,455	16,672	64,545	45.8 %	74,370	- %
Interest on Investments	400	-	-	400	- %	-	- %
	119,400	**54,455**	**16,672**	**64,945**	**45.6%**	**74,370**	**0.0%**
EQUIPMENT RENTAL & REVOLVING							

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
Equipment & Vehicle	-	-	-	-	- %	-	- %
Sales of Capital Assets	-	-	-	-	- %	-	- %
Capital Assets Insurance	-	-	-	-	- %	-	- %
Interest on Investments	-	-	-	-	- %	-	- %
65200 I/F EQPMT & VEH LONG-TERM RENT	500,564	123,548	-	377,016	24.7 %	-	- %
	500,564	**123,548**	**-**	**377,016**	**24.7%**	**0**	**0.0%**
TOTAL 8ALL OTHER FUNDS	**3,401,534**	**1,798,478**	**435,591**	**1,603,056**	**52.9 %**	**1,571,240**	**72.7 %**
<u>BOND FUNDS</u>							
GO BOND FUND							
Property Taxes - BOND LEVY	607,700	321,352	3,303	286,348	52.9 %	323,727	53.3 %
GO Bond Fund	-	-	-	-	- %	-	- %
	607,700	**321,352**	**3,303**	**286,348**	**52.9%**	**323,727**	**53.3%**
LID BOND FUND							
LID Assessments	22,500	11,702	-	10,798	52.0 %	18,614	62.0 %
LID Special Assessments	40,000	39,632	-	368	99.1 %	44,359	110.9 %
LID Bond Fund	-	-	-	-	- %	-	- %
	62,500	**51,334**	**-**	**11,166**	**82.1%**	**62,973**	**90.0%**
TOTAL BOND FUNDS	**670,200**	**372,686**	**3,303**	**297,514**	**55.6 %**	**386,700**	**57.1 %**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
CAPITAL & LID CONSTRUCTION FUNDS							
CAPITAL CONSTRUCTION FUND							
Intergovernmental Service Revenue	-	-	-	-	- %	-	- %
WA State & Local Grants & Donations	-	57,338	2,478	(57,338)	- %	29,317	2.0 %
US Government Grants	155,000	411,661	16,288	(256,661)	265.6 %	500,639	- %
Private and Developer Donations	-	-	-	-	- %	-	- %
Capital Construction Fund	-	-	-	-	- %	-	- %
	155,000	**468,999**	**18,766**	**(313,999)**	**302.6%**	**529,956**	**36.0%**
LID CAPITAL CONSTRUCTION FUND							
LID Construction	-	-	-	-	- %	-	- %
	-	**-**	**-**	**-**	**0.0%**	**0**	**0.0%**
TOTAL CAPITAL & LID CONSTRUCTION FUNDS	**155,000**	**468,999**	**18,766**	**(313,999)**	**302.6 %**	**529,956**	**36.0 %**
TOTAL TAX SUPPORTED FUNDS	**24,349,692**	**13,725,125**	**1,430,403**	**10,624,567**	**56.37 %**	**13,389,723**	**58.69 %**

CITY OF BAINBRIDGE ISLAND

REVENUES BY FUND
FY 2017 THROUGH JUNE

FUND/ACCOUNT	2017 REVISED BUDGET	2017 YTD COLLECTED	2017 MTD COLLECTED	2017 REMAINING TO COLLECT	2017 % COLL	2016 YTD COLLECTED	2016 % COLL
UTILITY SUPPORTED FUNDS							
WATER OPERATING FUND							
Water Charges	1,090,500	477,496	91,635	613,004	43.8 %	569,556	52.2 %
U.L.I.D. Assessments	-	-	-	-	- %	-	- %
Connections & All Others	143,000	95,229	19,829	47,771	66.6 %	101,194	73.3 %
Interest on Investments-Utility	32,000	-	-	32,000	- %	-	- %
	1,265,500	**572,725**	**111,464**	**692,775**	**45.3%**	**670,750**	**53.4%**
SEWER OPERATING FUND							
Sewer Charges	3,682,000	1,781,770	391,863	1,900,230	48.4 %	2,044,368	58.2 %
U.L.I.D. Assessments	250,000	145,822	8,536	104,178	58.3 %	287,207	130.5 %
Connections & All Others	336,600	143,375	8,930	193,225	42.6 %	65,845	25.8 %
WA State & Other Intergovernmental Revenue	-	156,630	156,630	(156,630)	- %	-	- %
Interest on Investments-Utility	20,000	-	-	20,000	- %	-	- %
	4,288,600	**2,227,598**	**565,959**	**2,061,002**	**51.9%**	**2,397,420**	**60.0%**
STORM & SURFACE WATER FUND							
Storm Water Management Charges	2,350,000	1,251,087	9,787	1,098,913	53.2 %	1,085,899	53.6 %
U.L.I.D. Assessments	-	-	-	-	- %	-	- %
Connections & All Others	-	213	213	(213)	- %	181,100	- %
Interest on Investments-Utility	3,000	-	-	3,000	- %	-	- %
	2,353,000	**1,251,300**	**10,000**	**1,101,700**	**53.2%**	**1,266,999**	**62.5%**
TOTAL UTILITY SUPPORTED FUNDS	**7,907,100**	**4,051,623**	**687,422**	**3,855,477**	**51.2 %**	**4,335,169**	**59.5 %**
TOTAL REVENUE - ALL FUNDS	**32,256,792**	**17,776,748**	**2,117,826**	**14,480,044**	**55.1%**	**17,724,892**	**58.9%**

CITY OF BAINBRIDGE ISLAND

GENERAL FUND
FY 2017 THROUGH JUNE

	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	6,372,443	2,969,455	501,443	-	3,402,988	46.6 %	2,754,260	48.3 %
Benefits	2,543,148	1,100,388	185,295	-	1,442,760	43.3 %	1,037,333	45.8 %
SALARIES & BENEFITS	8,915,591	4,069,843	686,738	-	4,845,748	45.6 %	3,791,593	47.6 %
SUPPLIES								
Supplies	367,520	230,548	76,626	-	136,972	62.7 %	206,658	54.8 %
Computer Equipment & Software	86,600	24,415	3,375	-	62,185	28.2 %	19,901	33.4 %
TOTAL SUPPLIES	454,120	254,963	80,000	-	199,158	56.1 %	226,559	51.9 %
Professional Services	1,539,016	493,245	93,078	254,582	791,189	48.6 %	565,844	51.3 %
Community Services	552,573	104,246	8,132	287,560	160,767	70.9 %	244,852	49.2 %
Communication	149,039	59,681	12,926	-	89,358	40.0 %	42,760	50.8 %
Travel	29,150	7,418	1,187	-	21,732	25.4 %	6,356	22.5 %
Training	132,753	45,525	8,268	-	87,228	34.3 %	56,797	54.9 %
Advertising	30,350	10,536	2,182	-	19,814	34.7 %	24,838	104.5 %
Operating Leases	376,595	137,063	10,836	-	239,533	36.4 %	62,408	43.8 %
Insurance	230,804	219,025	-	-	11,779	94.9 %	441,539	87.2 %
Utilities	242,127	104,156	8,522	-	137,971	43.0 %	104,566	44.3 %
Repair & Maintenance	808,288	256,579	18,434	48,128	503,581	37.7 %	194,404	41.1 %
All Other Miscellaneous	235,220	74,055	2,354	-	161,165	31.5 %	74,066	38.3 %
Contingency	300,000	-	-	-	300,000	- %	-	- %
Operating Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	4,625,915	1,511,529	165,920	590,270	2,524,115	45.4 %	1,818,431	53.6 %
Intergovernmental-Professional Services	629,200	356,329	39,764	-	272,871	56.6 %	415,962	62.9 %
Intergovernmental-Taxes and Assessments	31,400	24,852	-	-	6,548	79.1 %	26,484	84.3 %
Interfund - Taxes and Assessments	112,200	56,100	9,350	-	56,100	50.0 %	56,100	50.0 %
TOTAL INTERGOVERNMENTAL & INTERFUND	772,800	437,281	49,114	-	335,519	56.6 %	498,546	61.9 %
TOTAL OPERATING EXPENDITURES	14,768,426	6,273,617	981,772	590,270	7,904,539	46.5 %	6,335,129	50.3 %
NON-OPERATING EXPENDITURES								
Capital Equipment	546,717	300,284	182,756	1,500	244,933	55.2 %	164,567	38.7 %
Capital Projects	105,485	1,215	(274)	34,667	69,603	34.0 %	168,761	47.5 %
Debt Service	3,000	91	-	-	2,909	3.0 %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
Operating Transfers	5,547,988	4,473,928	75,222	-	1,074,060	80.6 %	467,458	13.7 %
TOTAL NON-OPERATING EXPENDITURES	6,203,190	4,775,518	257,704	36,167	1,391,505	77.6 %	800,786	18.9 %
TOTAL: EXPENDITURES	20,971,616	11,049,135	1,239,475	626,438	9,296,044	55.7 %	7,135,915	42.4 %

CITY OF BAINBRIDGE ISLAND

STREET FUND
FY 2017 THROUGH JUNE

	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	1,123,465	478,391	82,256	-	645,074	42.6 %	453,022	42.4 %
Benefits	503,386	202,647	32,972	-	300,739	40.3 %	195,102	43.2 %
SALARIES & BENEFITS	1,626,851	681,039	115,228	-	945,813	41.9 %	648,125	42.6 %
SUPPLIES								
Supplies	149,245	51,458	9,011	-	97,787	34.5 %	40,333	28.5 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	149,245	51,458	9,011	-	97,787	34.5 %	40,333	28.5 %
Professional Services	132,414	15,174	10,796	52,527	64,712	51.1 %	180,581	124.8 %
Communication	1,000	111	-	-	890	11.1 %	106	7.1 %
Travel	-	-	-	-	-	- %	-	- %
Training	5,153	6,453	312	-	(1,300)	125.2 %	7,048	137.6 %
Advertising	470	682	638	-	(213)	145.3 %	512	110.2 %
Operating Leases	209,246	77,242	5,893	-	132,004	36.9 %	44,418	42.7 %
Insurance	74,547	59,950	-	-	14,597	80.4 %	69,900	102.8 %
Utilities	75,575	28,095	5,442	-	47,481	37.2 %	30,401	43.7 %
Repair & Maintenance	825,409	26,607	2,788	38,226	760,577	7.9 %	598,909	68.2 %
All Other Miscellaneous	2,327	910	-	-	1,417	39.1 %	1,678	72.8 %
Operating Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	1,326,141	215,224	25,869	90,753	1,020,164	23.1 %	933,553	73.3 %
Intergovernmental-Professional Services	5,800	2,576	1,716	-	3,224	44.4 %	3,743	311.9 %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	5,800	2,576	1,716	-	3,224	44.4 %	3,743	117.0 %
TOTAL OPERATING EXPENDITURES	3,108,037	950,296	151,823	90,753	2,066,988	33.5 %	1,625,754	55.3 %
NON-OPERATING EXPENDITURES								
Capital Equipment	64,000	32,753	1,185	-	31,247	51.2 %	191,388	93.4 %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	64,000	32,753	1,185	-	31,247	51.2 %	191,388	93.4 %
TOTAL: EXPENDITURES	3,172,037	983,050	153,009	90,753	2,098,235	33.9 %	1,817,142	57.8 %

CITY OF BAINBRIDGE ISLAND

BUILDING & DEVELOPMENT FUND
FY 2017 THROUGH JUNE

	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	1,541,696	683,301	119,573	-	858,395	44.3 %	637,649	49.0 %
Benefits	587,531	275,737	47,063	-	311,794	46.9 %	237,569	49.1 %
SALARIES & BENEFITS	2,129,227	959,039	166,636	-	1,170,188	45.0 %	875,218	49.0 %
SUPPLIES								
Supplies	37,143	2,122	123	-	35,021	5.7 %	6,871	146.0 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	37,143	2,122	123	-	35,021	5.7 %	6,871	146.0 %
Professional Services	78,000	80,961	17,880	-	(2,961)	103.8 %	64,360	88.2 %
Communication	5,210	968	285	-	4,242	18.6 %	842	40.4 %
Travel	500	-	-	-	500	- %	-	- %
Training	100	3,425	10	-	(3,325)	3424.6 %	2,104	23.4 %
Advertising	11,750	4,718	798	-	7,032	40.2 %	4,202	37.0 %
Operating Leases	142,440	67,074	14,399	-	75,366	47.1 %	58,475	47.6 %
Insurance	61,071	76,564	-	-	(15,493)	125.4 %	57,389	205.0 %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	-	5,093	2,519	-	(5,093)	- %	2,612	65.3 %
All Other Miscellaneous	55,600	825	-	-	54,775	1.5 %	1,708	3.2 %
Operating Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	354,671	239,626	35,891	-	115,045	67.6 %	191,692	63.1 %
Intergovernmental-Professional Services	4,600	2,169	1,207	-	2,431	47.2 %	2,311	52.5 %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	4,600	2,169	1,207	-	2,431	47.2 %	2,311	52.5 %
TOTAL OPERATING EXPENDITURES	2,525,641	1,202,956	203,858	-	1,322,685	47.6 %	1,076,093	51.3 %
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	2,525,641	1,202,956	203,858	-	1,322,685	47.6 %	1,076,093	51.3 %

CITY OF BAINBRIDGE ISLAND

WATER OPERATING FUND
FY 2017 THROUGH JUNE

	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	415,228	191,235	34,878	-	223,993	46.1 %	210,862	45.3 %
Benefits	173,714	78,643	14,251	-	95,071	45.3 %	86,901	46.4 %
SALARIES & BENEFITS	588,942	269,878	49,129	-	319,064	45.8 %	297,763	45.6 %
SUPPLIES								
Supplies	51,155	27,414	2,437	-	23,741	53.6 %	20,925	38.0 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	51,155	27,414	2,437	-	23,741	53.6 %	20,925	37.5 %
Professional Services	122,955	27,665	13,536	16,334	78,957	35.8 %	58,269	78.2 %
Community Services	35,000	-	-	-	35,000	- %	35,000	100.0 %
Communication	17,856	9,218	3,013	-	8,638	51.6 %	5,922	33.2 %
Travel	150	-	-	-	150	- %	5	5.0 %
Training	5,153	2,417	398	-	2,736	46.9 %	718	14.0 %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	40,352	14,002	1,773	-	26,350	34.7 %	15,086	52.9 %
Insurance	18,788	17,347	-	-	1,441	92.3 %	19,271	103.6 %
Utilities	97,563	36,950	6,398	-	60,613	37.9 %	34,417	37.8 %
Repair & Maintenance	191,000	60,096	3,349	10,658	120,246	37.0 %	4,614	13.1 %
All Other Miscellaneous	9,195	6,363	16	-	2,832	69.2 %	6,572	72.2 %
Contingency	-	-	-	-	-	- %	-	- %
Operating Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	538,013	174,058	28,483	26,992	336,963	37.4 %	179,875	57.1 %
Intergovernmental-Professional Services	5,200	1,434	856	-	3,766	27.6 %	1,238	23.4 %
Intergovernmental-Taxes and Assessments	49,845	1,333	107	-	48,512	2.7 %	7,562	10.1 %
Interfund - Taxes and Assessments	75,930	33,894	6,415	-	42,036	44.6 %	40,245	53.3 %
TOTAL INTERGOVERNMENTAL & INTERFUND	130,975	36,660	7,378	-	94,315	28.0 %	49,045	31.6 %
TOTAL OPERATING EXPENDITURES	1,309,084	508,010	87,427	26,992	774,082	40.9 %	547,608	46.5 %
NON-OPERATING EXPENDITURES								
Capital Equipment	33,000	15,182	227	-	17,818	46.0 %	-	- %
Capital Projects	898,494	17,227	-	37,052	844,215	6.0 %	362,225	31.7 %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	931,494	32,410	227	37,052	862,032	7.5 %	362,225	31.4 %
TOTAL: EXPENDITURES	2,240,578	540,420	87,654	64,044	1,636,114	27.0 %	909,833	39.0 %

CITY OF BAINBRIDGE ISLAND

SEWER OPERATING FUND
FY 2017 THROUGH JUNE

	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	875,338	332,922	-	-	542,416	38.0 %	427,849	48.2 %
Benefits	369,196	138,930	-	-	230,266	37.6 %	177,516	50.2 %
SALARIES & BENEFITS	1,244,534	471,852	-	-	772,681	37.9 %	605,365	48.8 %
SUPPLIES								
Supplies	94,411	35,518	-	-	58,894	37.6 %	46,350	42.6 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	94,411	35,518	-	-	58,894	37.6 %	46,350	42.3 %
Professional Services	135,056	6,491	-	211	128,354	5.0 %	15,795	108.9 %
Communication	23,500	8,020	-	-	15,480	34.1 %	9,503	38.5 %
Travel	150	-	-	-	150	- %	-	- %
Training	5,153	109	-	-	5,044	2.1 %	1,052	20.5 %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	79,799	27,878	-	-	51,921	34.9 %	31,626	58.6 %
Insurance	38,143	44,181	-	-	(6,037)	115.8 %	38,060	110.3 %
Utilities	210,800	80,590	-	55,640	74,570	64.6 %	141,581	66.8 %
Repair & Maintenance	125,565	10,970	-	24,787	89,808	28.5 %	40,049	38.5 %
All Other Miscellaneous	9,852	3,178	-	-	6,675	32.3 %	3,615	37.0 %
Contingency	-	-	-	-	-	- %	-	- %
Operating Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	628,019	181,418	-	80,638	365,963	41.7 %	281,282	61.3 %
Intergovernmental-Professional Services	202,400	99,677	-	-	102,723	49.2 %	114,568	69.1 %
Intergovernmental-Taxes and Assessments	81,986	18,338	-	-	63,648	22.4 %	26,659	42.2 %
Interfund - Taxes and Assessments	264,317	90,690	-	-	173,627	34.3 %	143,845	63.4 %
TOTAL INTERGOVERNMENTAL & INTERFUND	548,703	208,706	-	-	339,997	38.0 %	285,072	62.5 %
TOTAL OPERATING EXPENDITURES	2,515,667	897,494	-	80,638	1,537,535	38.9 %	1,218,069	53.8 %
NON-OPERATING EXPENDITURES								
Capital Equipment	33,000	14,956	-	-	18,044	45.3 %	-	- %
Capital Projects	1,791,838	30,962	-	115,953	1,644,923	8.2 %	273,211	10.7 %
Debt Service	1,409,643	982,617	-	-	427,026	69.7 %	1,065,962	75.2 %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	3,234,481	1,028,534	-	115,953	2,089,993	35.4 %	1,339,173	33.4 %
TOTAL: EXPENDITURES	5,750,148	1,926,028	-	196,591	3,627,529	36.9 %	2,557,242	40.8 %

CITY OF BAINBRIDGE ISLAND

STORM & SURFACE WATER FUND
FY 2017 THROUGH JUNE

	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	904,972	370,135	62,735	-	534,837	40.9 %	362,069	43.2 %
Benefits	376,040	146,962	23,135	-	229,078	39.1 %	140,028	41.0 %
SALARIES & BENEFITS	1,281,012	517,097	85,869	-	763,915	40.4 %	502,096	42.5 %
SUPPLIES								
Supplies	66,029	21,526	4,620	-	44,503	32.6 %	20,016	28.0 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	66,029	21,526	4,620	-	44,503	32.6 %	20,016	27.8 %
Professional Services	179,689	13,876	6,210	23,759	142,054	20.9 %	145,339	117.3 %
Community Services	-	-	-	-	-	- %	-	- %
Communication	500	242	38	-	258	48.5 %	296	29.6 %
Travel	-	273	-	-	(273)	- %	79	- %
Training	4,653	3,127	410	-	1,525	67.2 %	2,459	53.2 %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	157,448	51,626	4,328	-	105,822	32.8 %	32,761	48.0 %
Insurance	30,837	30,359	-	-	478	98.5 %	29,815	81.8 %
Utilities	30,896	25,238	180	67,025	(61,368)	298.6 %	90,627	63.1 %
Repair & Maintenance	109,000	8,019	3	-	100,981	7.4 %	6,419	38.5 %
All Other Miscellaneous	36,369	58	-	-	36,311	0.2 %	32,933	97.3 %
Contingency	-	-	-	-	-	- %	-	- %
Operating Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	549,391	132,820	11,169	90,784	325,788	40.7 %	340,728	79.5 %
Intergovernmental-Professional Services	24,700	2,455	1,496	-	22,245	9.9 %	2,214	6.6 %
Intergovernmental-Taxes and Assessments	16,287	18,599	3,831	-	(2,312)	114.2 %	16,146	53.0 %
Interfund - Taxes and Assessments	140,000	72,884	600	-	67,116	52.1 %	76,020	62.4 %
TOTAL INTERGOVERNMENTAL & INTERFUND	180,987	93,938	5,928	-	87,049	51.9 %	94,381	50.8 %
TOTAL OPERATING EXPENDITURES	2,077,419	765,380	107,586	90,784	1,221,255	41.2 %	957,220	51.3 %
NON-OPERATING EXPENDITURES								
Capital Equipment	33,000	15,182	227	-	17,818	46.0 %	244,257	92.2 %
Capital Projects	658,759	34,141	150	188,631	435,986	33.8 %	135,179	31.4 %
Debt Service	52,937	52,937	-	-	-	100.0 %	53,190	100.0 %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	744,696	102,261	377	188,631	453,804	39.1 %	432,626	57.8 %
TOTAL: EXPENDITURES	2,822,114	867,641	107,963	279,415	1,675,059	40.6 %	1,389,846	53.1 %

CITY OF BAINBRIDGE ISLAND

DEPARTMENT SUMMARY
FY 2017 THROUGH JUNE

CITY COUNCIL	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	87,000	43,500	7,250	-	43,500	50.0 %	43,500	50.0 %
Benefits	7,000	3,377	563	-	3,623	48.2 %	3,374	48.2 %
SALARIES & BENEFITS	94,000	46,877	7,813	-	47,123	49.9 %	46,874	49.9 %
SUPPLIES								
Supplies	2,000	151	-	-	1,849	7.6 %	1,154	104.9 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	2,000	151	-	-	1,849	7.6 %	1,154	104.9 %
Professional Services	16,000	-	-	-	16,000	- %	-	- %
Communication	250	209	-	-	41	83.8 %	90	- %
Travel	500	376	-	-	124	75.2 %	-	- %
Training	2,000	5,151	950	-	(3,151)	257.5 %	1,255	250.9 %
Advertising	7,000	2,064	187	-	4,936	29.5 %	1,522	50.7 %
Operating Leases	-	-	-	-	-	- %	-	- %
Repair & Maintenance	-	-	-	-	-	- %	-	- %
All Other Miscellaneous	1,500	-	-	-	1,500	- %	53	6.6 %
Contingency	300,000	-	-	-	300,000	- %	-	- %
TOTAL SERVICES & CHARGES	327,250	7,800	1,137	-	319,450	2.4 %	2,919	14.0 %
Intergovernmental-Professional Services	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	-	-	-	-	- %	-	- %
TOTAL OPERATING EXPENDITURES	423,250	54,829	8,949	-	368,421	13.0 %	50,947	44.0 %
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	423,250	54,829	8,949	-	368,421	13.0 %	50,947	44.0 %

CITY OF BAINBRIDGE ISLAND

DEPARTMENT SUMMARY
FY 2017 THROUGH JUNE

MUNICIPAL COURT	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	400,000	181,526	31,337	-	218,474	45.4 %	190,350	49.2 %
Benefits	147,000	59,268	11,167	-	87,732	40.3 %	63,869	47.3 %
SALARIES & BENEFITS	547,000	240,794	42,505	-	306,206	44.0 %	254,219	48.7 %
SUPPLIES								
Supplies	9,400	2,101	651	-	7,299	22.3 %	2,994	56.5 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	9,400	2,101	651	-	7,299	22.3 %	2,994	56.5 %
Professional Services	12,000	3,161	1,052	-	8,839	26.3 %	3,284	27.4 %
Communication	-	27	-	-	(27)	- %	1	- %
Travel	2,000	861	261	-	1,139	43.0 %	403	20.1 %
Training	3,000	1,083	98	-	1,917	36.1 %	1,132	45.3 %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	16,000	6,746	1,332	-	9,254	42.2 %	3,791	25.3 %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	2,500	108	-	-	2,392	4.3 %	82	8.2 %
All Other Miscellaneous	3,500	673	-	-	2,827	19.2 %	(66)	(1.9%)
TOTAL SERVICES & CHARGES	39,000	12,658	2,743	-	26,342	32.5 %	8,627	24.0 %
Intergovernmental-Professional Services	1,000	-	-	-	1,000	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	1,000	-	-	-	1,000	- %	-	- %
TOTAL OPERATING EXPENDITURES	596,400	255,553	45,899	-	340,847	42.8 %	265,840	47.1 %
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	-	- %
TOTAL: EXPENDITURES	596,400	255,553	45,899	-	340,847	42.8 %	265,840	47.1 %

CITY OF BAINBRIDGE ISLAND

DEPARTMENT SUMMARY
FY 2017 THROUGH JUNE

EXECUTIVE	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	1,031,978	519,249	85,219	-	512,729	50.3 %	477,007	46.7 %
Benefits	369,535	184,533	29,988	-	185,002	49.9 %	184,501	48.4 %
SALARIES & BENEFITS	1,401,513	703,782	115,208	-	697,731	50.2 %	661,507	47.2 %
SUPPLIES								
Supplies	47,300	85,219	53,619	-	(37,919)	180.2 %	21,574	71.0 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	47,300	85,219	53,619	-	(37,919)	180.2 %	21,574	71.0 %
Professional Services	775,236	363,772	68,192	97,101	314,363	59.4 %	202,413	32.1 %
Community Services	703,573	105,371	8,132	351,560	246,642	64.9 %	450,877	73.6 %
Communication	8,150	5,551	4,921	-	2,599	68.1 %	1,347	84.2 %
Travel	10,700	2,027	155	-	8,673	18.9 %	793	9.3 %
Training	34,600	9,181	1,795	-	25,419	26.5 %	21,948	77.0 %
Advertising	17,400	6,834	707	-	10,566	39.3 %	21,975	137.3 %
Operating Leases	19,500	27,458	-	-	(7,958)	140.8 %	799	3.6 %
Insurance	-	125	-	-	(125)	- %	75	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	3,000	9,882	-	-	(6,882)	329.4 %	153	5.1 %
All Other Miscellaneous	196,550	10,438	734	-	186,112	5.3 %	14,993	8.0 %
TOTAL SERVICES & CHARGES	1,768,709	540,639	84,636	448,661	779,409	55.9 %	715,374	47.4 %
Intergovernmental-Professional Services	2,500	2,022	721	-	478	80.9 %	460	23.0 %
TOTAL INTERGOVERNMENTAL & INTERFUND	2,500	2,022	721	-	478	80.9 %	460	23.0 %
TOTAL OPERATING EXPENDITURES	3,220,022	1,331,663	254,184	448,661	1,439,699	55.3 %	1,398,915	47.5 %
NON-OPERATING EXPENDITURES								
Capital Equipment	121,717	22,113	-	-	99,604	18.2 %	1,500	3.3 %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	121,717	22,113	-	-	99,604	18.2 %	1,500	3.3 %
TOTAL: EXPENDITURES	3,341,740	1,353,776	254,184	448,661	1,539,303	53.9 %	1,400,415	46.8 %

CITY OF BAINBRIDGE ISLAND

FINANCE & ADMINISTRATIVE SERVICES	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	877,056	341,040	56,049	-	536,016	38.9 %	369,332	50.7 %
Benefits	350,009	120,949	20,104	-	229,060	34.6 %	140,226	49.2 %
SALARIES & BENEFITS	1,227,065	461,990	76,153	-	765,075	37.6 %	509,558	50.3 %
SUPPLIES								
Supplies	23,000	2,420	198	-	20,580	10.5 %	7,145	31.8 %
Computer Equipment & Software	1,100	-	-	-	1,100	- %	6,500	631.1 %
TOTAL SUPPLIES	24,100	2,420	198	-	21,680	10.0 %	13,645	58.0 %
Professional Services	77,000	23,547	2,025	422	53,032	31.1 %	58,424	66.4 %
Community Services	-	-	-	-	-	- %	-	- %
Communication	1,500	3,583	15	-	(2,083)	238.9 %	-	- %
Travel	5,000	50	-	-	4,950	1.0 %	47	0.9 %
Training	10,000	949	499	-	9,051	9.5 %	1,089	10.9 %
Advertising	1,100	-	-	-	1,100	- %	-	- %
Operating Leases	17,000	4,000	1,076	-	13,000	23.5 %	7,879	47.5 %
Insurance	-	15	-	-	(15)	- %	65	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	2,100	82	-	-	2,018	3.9 %	153	7.4 %
All Other Miscellaneous	6,000	1,581	1,019	-	4,419	26.4 %	(155)	(3.9%)
TOTAL SERVICES & CHARGES	119,700	33,806	4,634	422	85,472	28.6 %	67,501	53.3 %
Intergovernmental-Professional Services	-	-	-	-	-	- %	-	- %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
Interfund - Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	-	-	-	-	- %	-	- %
TOTAL OPERATING EXPENDITURES	1,370,865	498,216	80,985	422	872,228	36.4 %	590,704	50.8 %
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Operating Transfers	8,573,108	5,723,874	784,169	-	2,849,234	66.8 %	506,458	8.6 %
TOTAL NON-OPERATING EXPENDITURES	8,573,108	5,723,874	784,169	-	2,849,234	66.8 %	506,458	8.6 %
TOTAL: EXPENDITURES	9,943,973	6,222,090	865,154	422	3,721,461	62.6 %	1,097,162	15.6 %

PUBLIC SAFETY	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	2,792,068	1,296,493	216,697	-	1,495,575	46.4 %	1,221,779	48.1 %
Benefits	1,022,573	455,420	77,585	-	567,153	44.5 %	437,633	49.4 %
SALARIES & BENEFITS	3,814,641	1,751,914	294,282	-	2,062,728	45.9 %	1,659,412	48.4 %
SUPPLIES								
Supplies	160,800	69,825	14,685	-	90,975	43.4 %	122,819	75.9 %
Computer Equipment & Software	4,000	3,740	-	-	260	93.5 %	4,000	133.3 %
TOTAL SUPPLIES	164,800	73,565	14,685	-	91,235	44.6 %	126,819	76.9 %
Professional Services	24,000	52,174	3,161	-	(28,174)	217.4 %	50,390	264.7 %
Communication	-	-	-	-	-	- %	-	- %
Travel	8,000	3,284	628	-	4,716	41.1 %	4,649	44.3 %
Training	45,800	28,006	4,760	-	17,794	61.1 %	28,412	71.9 %
Advertising	4,000	995	804	-	3,005	24.9 %	1,129	45.2 %
Operating Leases	193,454	42,161	906	-	151,293	21.8 %	2,376	36.6 %
Insurance	40	-	-	-	40	- %	-	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	67,750	35,507	2,409	21,000	11,243	83.4 %	19,158	33.5 %
All Other Miscellaneous	17,200	8,681	333	-	8,519	50.5 %	7,538	37.7 %
TOTAL SERVICES & CHARGES	360,244	170,807	13,001	21,000	168,437	53.2 %	113,652	73.2 %
Intergovernmental-Professional Services	397,800	278,773	18,761	-	119,027	70.1 %	297,475	71.3 %
TOTAL INTERGOVERNMENTAL & INTERFUND	397,800	278,773	18,761	-	119,027	70.1 %	297,475	71.3 %
TOTAL OPERATING EXPENDITURES	4,737,485	2,275,059	340,728	21,000	2,441,426	48.5 %	2,197,359	52.7 %
NON-OPERATING EXPENDITURES								
Capital Equipment	372,000	196,503	165,495	1,500	173,997	53.2 %	163,067	74.1 %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	372,000	196,503	165,495	1,500	173,997	53.2 %	163,067	74.1 %
TOTAL: EXPENDITURES	5,109,485	2,471,562	506,224	22,500	2,615,423	48.8 %	2,360,425	53.8 %

CITY OF BAINBRIDGE ISLAND

DEPARTMENT SUMMARY
FY 2017 THROUGH JUNE

PLANNING & COMMUNITY DEVELOPMENT	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	1,657,744	749,766	130,015	-	907,978	45.2 %	795,759	45.6 %
Benefits	647,201	306,380	51,928	-	340,821	47.3 %	293,126	43.4 %
SALARIES & BENEFITS	2,304,945	1,056,145	181,943	-	1,248,800	45.8 %	1,088,885	45.0 %
SUPPLIES								
Supplies	37,200	5,743	492	-	31,457	15.4 %	13,093	63.1 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	37,200	5,743	492	-	31,457	15.4 %	13,093	63.1 %
Professional Services	256,340	56,698	15,975	17,579	182,064	29.0 %	169,085	105.7 %
Community Services	-	-	-	-	-	- %	-	- %
Communication	8,189	-	-	-	8,189	- %	4,189	279.3 %
Travel	1,000	291	74	-	709	29.1 %	112	13.1 %
Training	18,000	4,100	95	-	13,900	22.8 %	2,841	21.4 %
Advertising	11,850	4,590	798	-	7,260	38.7 %	4,342	36.6 %
Operating Leases	45,956	13,659	5,512	-	32,297	29.7 %	6,935	30.2 %
Insurance	30	15	-	-	15	50.0 %	15	- %
Utilities	-	-	-	-	-	- %	-	- %
Repair & Maintenance	4,000	5,086	2,519	-	(1,086)	127.1 %	2,619	65.5 %
All Other Miscellaneous	7,100	821	-	-	6,279	11.6 %	1,674	42.9 %
TOTAL SERVICES & CHARGES	352,465	85,259	24,974	17,579	249,627	29.2 %	191,811	87.9 %
Intergovernmental-Professional Services	-	10,304	10,000	-	(10,304)	- %	10,000	100.0 %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	10,304	10,000	-	(10,304)	- %	10,000	100.0 %
TOTAL OPERATING EXPENDITURES	2,694,610	1,157,451	217,409	17,579	1,519,580	43.6 %	1,303,790	48.8 %
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	3,122	100.0 %
Debt Service	-	-	-	-	-	- %	-	- %
Other Non-Operating Expenditures	-	-	-	-	-	- %	-	- %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	-	-	-	-	-	- %	3,122	100.0 %
TOTAL: EXPENDITURES	2,694,610	1,157,451	217,409	17,579	1,519,580	43.6 %	1,306,912	48.9 %

CITY OF BAINBRIDGE ISLAND

DEPARTMENT SUMMARY
FY 2017 THROUGH JUNE

PUBLIC WORKS	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	3,892,973	1,788,121	312,330	-	2,104,853	45.9 %	1,575,543	48.4 %
Benefits	1,651,534	744,924	123,897	-	906,610	45.1 %	655,117	49.6 %
SALARIES & BENEFITS	5,544,507	2,533,045	436,227	-	3,011,463	45.7 %	2,230,660	48.7 %
SUPPLIES								
Supplies	478,802	204,413	35,893	-	274,389	42.7 %	171,623	33.6 %
Computer Equipment & Software	4,000	-	-	-	4,000	- %	677	11.3 %
TOTAL SUPPLIES	482,802	204,413	35,893	-	278,389	42.3 %	172,299	33.4 %
Professional Services	905,790	97,414	45,928	223,761	584,615	35.5 %	449,872	103.2 %
Communication	2,606	-	-	-	2,606	- %	23	0.9 %
Travel	650	748	69	-	(98)	115.0 %	373	82.9 %
Training	29,565	12,767	1,380	-	16,798	43.2 %	13,181	45.3 %
Advertising	1,220	1,453	1,122	-	(233)	119.1 %	584	48.1 %
Operating Leases	335,413	96,104	1,958	-	239,308	28.7 %	10,013	36.2 %
Insurance	400	60	-	-	340	15.0 %	60	15.0 %
Utilities	107,125	38,648	8,748	46,892	21,585	79.9 %	1,220	- %
Repair & Maintenance	1,757,912	183,578	13,509	100,799	1,473,535	16.2 %	712,639	56.6 %
All Other Miscellaneous	60,513	12,882	285	-	47,631	21.3 %	16,025	51.8 %
TOTAL SERVICES & CHARGES	3,201,194	443,653	72,998	371,453	2,386,088	25.5 %	1,203,991	67.4 %
Intergovernmental-Professional Services	205,000	115,295	17,302	-	89,705	56.2 %	110,556	69.0 %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	205,000	115,295	17,302	-	89,705	56.2 %	110,556	69.0 %
TOTAL OPERATING EXPENDITURES	9,433,504	3,296,406	562,419	371,453	5,765,645	38.9 %	3,717,506	52.8 %
NON-OPERATING EXPENDITURES								
Capital Equipment	281,000	159,969	19,126	-	121,031	56.9 %	435,645	84.6 %
Capital Projects	14,726,672	1,691,930	367,431	4,711,024	8,323,719	43.5 %	3,020,125	21.7 %
Capital Spending Hold	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	15,007,672	1,851,899	386,557	4,711,024	8,444,750	43.7 %	3,455,771	23.9 %
TOTAL: EXPENDITURES	24,441,176	5,148,304	948,976	5,082,476	14,210,395	41.9 %	7,173,277	33.4 %

INFORMATION TECHNOLOGY	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	345,647	169,284	27,657	-	176,363	49.0 %	166,741	43.5 %
Benefits	135,113	64,342	10,657	-	70,771	47.6 %	62,404	43.3 %
SALARIES & BENEFITS	480,760	233,626	38,314	-	247,134	48.6 %	229,146	43.4 %
SUPPLIES								
Supplies	500	-	-	-	500	- %	-	- %
Computer Equipment & Software	77,500	20,675	3,375	-	56,825	26.7 %	8,725	16.9 %
TOTAL SUPPLIES	78,000	20,675	3,375	-	57,325	26.5 %	8,725	16.8 %
Professional Services	-	-	-	-	-	- %	-	- %
Communication	35,000	16,046	-	-	18,954	45.8 %	-	- %
Travel	600	55	-	-	545	9.1 %	65	10.8 %
Training	5,000	-	-	-	5,000	- %	320	8.0 %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	35,000	18,495	6,162	-	16,505	52.8 %	14,385	57.5 %
Insurance	-	-	-	-	-	- %	-	- %
Repair & Maintenance	222,000	133,122	8,656	-	88,878	60.0 %	112,204	60.7 %
All Other Miscellaneous	200	-	-	-	200	- %	-	- %
TOTAL SERVICES & CHARGES	297,800	167,718	14,818	-	130,082	56.3 %	126,973	59.2 %
Intergovernmental-Professional Services	-	-	-	-	-	- %	-	- %
Intergovernmental-Taxes and Assessments	-	-	-	-	-	- %	-	- %
TOTAL INTERGOVERNMENTAL & INTERFUND	-	-	-	-	-	- %	-	- %
TOTAL OPERATING EXPENDITURES	856,560	422,018	56,506	-	434,542	49.3 %	364,844	45.9 %
NON-OPERATING EXPENDITURES								
Capital Equipment	35,000	-	-	-	35,000	- %	-	- %
Capital Projects	-	-	-	-	-	- %	8,374	- %
TOTAL NON-OPERATING EXPENDITURES	35,000	-	-	-	35,000	- %	8,374	5.6 %
TOTAL: EXPENDITURES	891,560	422,018	56,506	-	469,542	47.3 %	373,218	39.5 %

GENERAL GOVERNMENT	2017 REVISED BUDGET	2017 YTD EXPENDED	2017 MTD EXPENDED	2017 ENCUMB.	2017 AVAILABLE BALANCE	2017 % USED	2016 YTD EXPENDED	2016 % USED
Salaries	148,675	6,200	3,200	-	142,475	4.2 %	5,700	5.0 %
Benefits	223,050	31,959	4,276	-	191,091	14.3 %	34,199	13.8 %
SALARIES & BENEFITS	371,725	38,159	7,476	-	333,566	10.3 %	39,899	11.0 %
SUPPLIES								
Supplies	6,500	13,403	1,968	-	(6,903)	206.2 %	750	12.5 %
Computer Equipment & Software	-	-	-	-	-	- %	-	- %
TOTAL SUPPLIES	6,500	13,403	1,968	-	(6,903)	206.2 %	750	12.5 %
Professional Services	320,763	84,796	6,514	165,750	70,217	78.1 %	185,880	56.0 %
Community Services	-	-	-	-	-	- %	15,762	13.4 %
Communication	141,410	56,498	15,002	-	84,912	40.0 %	53,779	42.8 %
Travel	1,500	-	-	-	1,500	- %	-	- %
Training	5,000	-	-	-	5,000	- %	-	- %
Advertising	-	-	-	-	-	- %	-	- %
Operating Leases	343,558	170,224	24,244	-	173,334	49.5 %	198,598	51.7 %
Insurance	453,720	447,211	-	-	6,510	98.6 %	655,759	94.5 %
Utilities	549,836	261,512	36,926	67,025	221,299	59.8 %	400,373	53.2 %
Repair & Maintenance	-	-	-	-	-	- %	-	- %
All Other Miscellaneous	56,000	50,313	-	-	5,687	89.8 %	80,510	153.9 %
Contingency	-	-	-	-	-	- %	-	- %
TOTAL SERVICES & CHARGES	1,871,787	1,070,554	82,688	232,775	568,459	69.6 %	1,590,660	64.6 %
Intergovernmental-Professional Services	267,600	78,081	18,091	-	189,519	29.2 %	121,546	43.2 %
Intergovernmental-Taxes and Assessments	179,518	68,283	9,098	-	111,235	38.0 %	76,851	38.1 %
Interfund - Taxes and Assessments	592,447	276,916	39,713	-	315,531	46.7 %	316,210	58.9 %
TOTAL INTERGOVERNMENTAL & INTERFUND	1,039,565	423,279	66,902	-	616,286	40.7 %	514,607	50.5 %
TOTAL OPERATING EXPENDITURES	3,289,577	1,545,395	159,034	232,775	1,511,407	54.1 %	2,145,916	55.7 %
NON-OPERATING EXPENDITURES								
Capital Equipment	-	-	-	-	-	- %	-	- %
Capital Projects	-	-	-	-	-	- %	-	- %
Debt Service	3,999,154	1,484,818	337,373	-	2,514,336	37.1 %	1,532,538	36.2 %
Operating Transfers	-	-	-	-	-	- %	-	- %
TOTAL NON-OPERATING EXPENDITURES	3,999,154	1,484,818	337,373	-	2,514,336	37.1 %	1,532,538	36.2 %
TOTAL: EXPENDITURES	7,288,731	3,030,213	496,406	232,775	4,025,743	44.8 %	3,678,453	45.5 %
GRAND TOTAL:	**54,730,925**	**20,115,797**	**3,399,707**	**5,804,412**	**28,810,715**	**47.4%**	**17,706,648**	**36.7 %**

City of Bainbridge Island 2017 Cash Flow Plan - General Fund
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	15,575,711	11,386,047	11,613,149	11,666,305	13,842,225	14,184,357	13,675,800	13,106,733	12,539,622	12,114,117	13,861,506	14,015,571	15,575,711		
Cash Inflows															
Property Taxes	19,544	180,607	294,998	2,505,238	845,868	39,393	22,754	43,753	161,665	2,313,355	793,122	39,295	7,259,591	7,224,000	0%
Sales and Use Tax	329,590	439,146	302,036	313,364	386,372	328,766	298,304	380,694	344,286	364,533	380,031	317,953	4,185,076	3,905,000	7%
Utility Tax	408,396	298,861	271,460	452,545	214,618	198,895	299,788	205,171	200,008	293,855	161,856	204,596	3,210,047	3,137,447	2%
B&O Tax and Penalties	39,350	243,535	202,723	6,865	6,490	1	0	2,971	829	6,064	140	1,058	510,025	499,600	2%
Leasehold & Other Taxes	136	2,098	0	2,057	0	519	192	1,099	0	1,614	0	2,230	9,946	11,200	-11%
Business License & Penalties	26,129	90,834	35,226	5,984	8,490	4,164	2,776	3,359	2,746	3,124	2,594	5,090	190,515	185,000	3%
Franchise Fees	108,021	0	0	105,240	0	0	93,746	0	0	96,190	0	0	403,198	379,500	6%
Other Fees & Service Charges	43,192	32,019	22,317	31,882	31,688	28,835	17,912	30,310	41,845	30,281	30,117	27,148	367,547	397,058	-7%
Intergovernmental Revenue	35,200	1,192	54,272	54,166	397	83,546	16,862	5,656	26,056	18,620	3,100	26,869	325,937	313,100	4%
Fines & Forfeits	9,984	6,696	8,351	8,518	8,495	9,820	0	10,744	22,918	10,029	8,906	0	104,460	109,000	-4%
Miscellaneous	2,901	4,259	5,303	5,841	20,369	60,776	4,079	3,980	3,631	10,035	4,784	1,002	126,959	49,000	159%
Investment Revenue	876	1,180	876	1,206	1,733	1,104	2,102	724	1,090	581	1,034	77,356	89,861	87,933	2%
Other External Sources	0	0	10,239	2,958	0	422	0	0	0	0	0	0	13,618	405,000	-97%
Operating Transfers In	0	0	0	0	1,125	17,437	20,212	0	0	740	70,486	0	110,000	110,000	0%
Total Cash Inflows	1,023,320	1,300,426	1,207,800	3,495,865	1,525,644	773,679	778,726	688,460	805,072	3,149,021	1,456,170	702,598	16,906,781	16,812,838	1%
Cash Outflows															
Salary	489,469	477,787	494,379	495,111	490,868	500,702	531,037	531,037	531,037	531,037	531,037	531,037	6,134,538	6,372,443	-4%
Benefits	174,733	178,035	179,078	184,958	182,395	186,509	212,179	212,179	212,179	212,179	212,179	212,179	2,358,782	2,543,148	-7%
Supplies	21,837	33,447	43,544	24,356	53,637	33,354	33,338	40,091	39,961	40,407	6,316	62,144	432,431	464,120	-7%
Professional Services	81,126	132,997	160,548	74,829	113,399	139,094	202,739	211,121	156,752	249,041	241,852	254,427	2,017,925	2,207,589	-9%
Communications	8,380	9,651	12,866	8,779	9,643	11,490	10,823	11,791	13,351	11,078	14,001	24,369	146,222	149,039	-2%
Travel	3,425	1,032	1,600	1,030	2,007	77	3,630	1,844	1,946	1,217	4,263	6,313	28,385	29,150	-3%
Training	5,665	10,340	6,856	8,889	8,518	7,446	9,250	6,169	8,836	24,594	11,810	4,716	113,090	132,753	-15%
Advertising	1,676	798	703	2,551	3,564	2,703	3,344	2,684	941	560	1,608	1,915	23,048	30,350	-24%
Operating Leases	28,711	6,442	61,912	16,332	9,347	75,786	29,099	38,711	11,264	41,526	26,097	39,344	384,570	376,595	2%
Utilities	15,918	15,592	17,717	44,408	11,873	8,821	11,169	21,333	4,131	22,013	39,422	24,811	237,209	242,127	-2%
Repair & Maintenance	51,343	40,613	100,011	29,396	45,455	14,538	140,189	89,813	40,245	46,178	12,813	79,947	690,541	798,288	-13%
All Other Miscellaneous	56,721	3,948	4,823	1,716	4,674	3,979	23,296	23,783	17,423	15,753	23,974	23,390	203,478	535,220	-62%
Other Services & Charges	208,870	9,940	215	0	0	0	0	0	0	1,543	0	0	220,568	230,804	-4%
Intergovernmental	143,918	59,646	20,566	185,131	28,852	38,108	47,487	56,015	27,391	11,338	49,849	74,302	742,602	772,800	-4%
Capital Equipment	0	6,171	29,369	40	80,025	184,680	20,000	9,000	9,000	19,000	65,000	146,000	568,284	546,717	4%
Capital Projects	14,993	487	12,783	-9,579	-9,071	-274	0	0	0	0	0	25,000	34,339	105,485	-67%
Debt Service	0	1,800	7	84	0	0	0	0	0	0	0	3,000	4,891	3,000	63%
Operating Transfers Out	3,906,200	84,600	7,666	251,914	148,325	75,222	70,212	0	156,120	174,167	61,884	-170,029	4,766,281	5,547,988	-14%
Total Cash Outflows	5,212,984	1,073,324	1,154,644	1,319,945	1,183,511	1,282,236	1,347,793	1,255,572	1,230,577	1,401,631	1,302,104	1,342,864	19,107,185	21,087,616	-9%
Ending Cash Balance	11,386,047	11,613,149	11,666,305	13,842,225	14,184,357	13,675,800	13,106,733	12,539,622	12,114,117	13,861,506	14,015,571	13,375,306	13,375,306		
Less: Restricted SubFunds	-5,847,297	-5,847,515	-5,826,976	-5,847,683	-5,828,035	-5,828,193	-5,828,350	-5,828,508	-5,828,666	-5,828,824	-5,828,983	-5,937,141	-5,937,141		
Ending Unrestricted/Unreservec	5,538,750	5,765,634	5,839,329	7,994,542	8,356,322	7,847,608	7,278,383	6,711,114	6,285,450	8,032,682	8,186,589	7,438,165	7,438,165		
YE Accrued Liability													-824,080		
Ending Stability Reserve - Projected													6,614,085		

City of Bainbridge Island 2017 Cash Flow Plan - Street Fund
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	224,118	219,947	248,315	100,367	582,494	499,206	365,066	232,296	282,851	522,915	539,634	570,871	224,118		
Cash Inflows															
Commercial Parking Lot Tax	180,730	0	0	0	255,079	0	10,479	193,365	0	89,668	173,977	0	903,299	846,600	7%
M.V. Fuel Tax - Streets & Arte	38,554	38,015	41,587	34,874	42,393	43,960	39,923	44,907	44,943	49,264	42,108	44,591	505,119	510,000	-1%
Right of Way Permits	3,650	4,150	1,650	5,200	2,950	1,900	2,158	2,774	2,378	4,140	1,850	1,497	34,297	31,620	8%
Other Revenues - Streets	375	0	3,976	315	875	3,976	29	0	1,921	456	385	2,908	15,216	20,401	-25%
Operating Transfers In	3,800	137,200	0	400,000	0	0	0	0	518,388	90,932	3,029	138,833	1,292,182	1,683,182	-23%
Total Cash Inflows	227,109	219,986	47,213	607,980	93,085	49,835	52,589	241,046	567,629	234,460	221,350	187,829	2,750,112	3,091,803	-11%
Cash Outflows															
Salary	82,458	79,468	78,589	71,267	81,487	81,311	93,622	93,622	93,622	93,622	93,622	93,622	1,036,312	1,123,465	-8%
Benefits	36,455	32,945	35,098	30,348	34,261	35,334	41,949	41,949	41,949	41,949	41,949	41,949	456,132	503,386	-9%
Supplies	5,117	14,044	15,910	3,770	9,590	8,585	14,302	4,768	21,723	7,880	11,872	14,300	131,863	149,245	-12%
Professional Services	406	582	594	2,201	395	4,065	3,160	12,846	4,282	30,240	1,324	1,128	61,222	132,414	-54%
Communications	16	16	37	0	41	0	108	82	113	82	82	0	578	1,000	-42%
Travel	26	0	0	0	0	0	0	0	0	0	0	0	26	0	0%
Training	0	500	3,291	2,351	0	312	0	30	739	184	473	0	7,879	5,153	53%
Advertising	0	0	0	331	-286	489	0	0	186	0	27	0	747	470	59%
Operating Leases	6,012	6,012	47,488	5,793	6,044	40,141	10,325	16,698	16,698	18,954	17,780	16,892	208,837	209,246	0%
Utilities	5,492	5,329	5,420	5,426	6,478	5,434	6,881	7,744	167	6,064	14,685	5,918	75,037	75,575	-1%
Repair & Maintenance	34,547	346	8,735	4,367	5,825	5,404	348	5,408	140,947	765	0	38,319	245,011	825,409	-70%
All Other Miscellaneous	800	0	0	0	110	0	0	0	140	0	299	108	1,458	2,327	-37%
Other Services & Charges	59,950	0	0	0	0	0	0	0	0	0	0	0	59,950	74,547	-20%
Intergovernmental	0	0	0	0	860	1,716	1,664	345	0	0	0	0	4,585	5,800	-21%
Capital Equipment	0	52,376	0	0	31,568	1,185	13,000	7,000	7,000	18,000	8,000	11,000	149,129	64,000	1
Total Cash Outflows	231,280	191,618	195,161	125,853	176,374	183,975	185,360	190,492	327,565	217,740	190,113	223,236	2,438,766	3,172,037	-23%
Ending Cash Balance	219,947	248,315	100,367	582,494	499,206	365,066	232,296	282,851	522,915	539,634	570,871	535,464	535,464		
Ending Unrestricted/Unreserved	219,947	248,315	100,367	582,494	499,206	365,066	232,296	282,851	522,915	539,634	570,871	535,464	535,464		
YE Accrued Liability													-106,835		
Ending Stability Reserve - Projected													428,629		

City of Bainbridge Island 2017 Cash Flow Plan - Real Estate Excise Tax Fund
As of July 2017

	Actual **Jan-17**	Actual **Feb-17**	Actual **Mar-17**	Actual **Apr-17**	Actual **May-17**	Actual **Jun-17**	Projected **Jul-17**	Projected **Aug-17**	Projected **Sep-17**	Projected **Oct-17**	Projected **Nov-17**	Projected **Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	25,137	158,139	184,692	429,212	593,165	999,934	712,554	954,225	1,201,284	995,919	558,853	661,319	25,137		
Cash Inflows															
Real Estate Excise Tax	136,803	163,752	244,520	163,953	406,768	404,129	241,661	247,049	270,021	210,445	196,378	272,765	2,958,246	2,600,000	14%
Interest on Investments	0	0	0	0	0	0	10	10	10	10	10	10	60	120	-50%
Total Cash Inflows	136,803	163,752	244,520	163,953	406,768	404,129	241,671	247,059	270,031	210,455	196,388	272,775	2,958,306	2,600,120	14%
Cash Outflows															
Operating Transfers Out	3,800	137,200	0	0	0	691,510	0	0	475,396	647,522	93,922	899,095	2,948,443	2,625,120	12%
Total Cash Outflows	3,800	137,200	0	0	0	691,510	0	0	475,396	647,522	93,922	899,095	2,948,443	2,625,120	12%
Ending Cash Balance	158,139	184,692	429,212	593,165	999,934	712,554	954,225	1,201,284	995,919	558,853	661,319	35,000	35,000		
Ending Unrestricted/Unreservec	158,139	184,692	429,212	593,165	999,934	712,554	954,225	1,201,284	995,919	558,853	661,319	35,000	35,000		
Ending Stability Reserve - Projected													35,000		

City of Bainbridge Island 2017 Cash Flow Plan - Civic Improvement Fund
As of July 2017

	Actual **Jan-17**	Actual **Feb-17**	Actual **Mar-17**	Actual **Apr-17**	Actual **May-17**	Actual **Jun-17**	Projected **Jul-17**	Projected **Aug-17**	Projected **Sep-17**	Projected **Oct-17**	Projected **Nov-17**	Projected **Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	301,292	279,153	294,830	307,403	310,644	297,518	309,557	257,507	279,731	290,052	276,786	295,506	301,292		
Cash Inflows															
Hotel/Motel Tax	9,361	32,797	12,573	11,558	18,607	14,790	10,901	22,224	17,931	17,255	22,525	13,386	203,907	180,000	13%
Total Cash Inflows	9,361	32,797	12,573	11,558	18,607	14,790	10,901	22,224	17,931	17,255	22,525	13,386	203,907	180,000	13%
Cash Outflows															
Professional Services	31,500	17,120	0	8,317	31,733	2,750	62,951	0	7,610	30,521	3,805	3,693	200,000	200,000	0%
Total Cash Outflows	31,500	17,120	0	8,317	31,733	2,750	62,951	0	7,610	30,521	3,805	3,693	200,000	200,000	0%
Ending Cash Balance	279,153	294,830	307,403	310,644	297,518	309,557	257,507	279,731	290,052	276,786	295,506	305,199	305,199		
Ending Unrestricted/Unreserved	279,153	294,830	307,403	310,644	297,518	309,557	257,507	279,731	290,052	276,786	295,506	305,199	305,199		
YE Accrued Liability													-24,339		
Ending Stability Reserve - Projected													280,860		

City of Bainbridge Island 2017 Cash Flow Plan - Far-Public Amenities
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	14,066	14,066	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,066		
Cash Inflows															
Zoning & Subdivision	0	346	0	0	0	0	0	0	0	0	0	0	346	1	34460%
Total Cash Inflows	0	346	0	0	0	0	0	0	0	0	0	0	346	1	34460%
Cash Outflows															
Ending Cash Balance	14,066	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412	14,412		
Less: Restricted SubFunds	-14,066	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412	-14,412		
Ending Unrestricted/Unreservec	0	0	0	0	0	0	0	0	0	0	0	0	0		
Ending Stability Reserve - Projected													0		

City of Bainbridge Island 2017 Cash Flow Plan - Far-Farm/Ag
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	80,357	80,357	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,357		
Cash Inflows															
Zoning & Subdivision	0	518	0	0	0	0	0	0	0	0	0	0	518	1	51740%
Total Cash Inflows	0	518	0	0	0	0	0	0	0	0	0	0	518	1	51740%
Cash Outflows															
Ending Cash Balance	80,357	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875	80,875		
Less: Restricted SubFunds	-80,357	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875	-80,875		
Ending Unrestricted/Unreservec	0	0	0	0	0	0	0	0	0	0	0	0	0		
Ending Stability Reserve - Projected													0		

City of Bainbridge Island 2017 Cash Flow Plan - G O Bond Fund
As of July 2017

	Actual **Jan-17**	Actual **Feb-17**	Actual **Mar-17**	Actual **Apr-17**	Actual **May-17**	Actual **Jun-17**	Projected **Jul-17**	Projected **Aug-17**	Projected **Sep-17**	Projected **Oct-17**	Projected **Nov-17**	Projected **Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	61	1,930	16,831	41,033	217,856	255,624	688,913	690,874	694,572	708,205	787,458	854,122	61		
Cash Inflows															
Property Taxes - BOND LEVY	1,869	14,901	24,202	207,125	69,952	3,303	1,960	3,698	13,633	194,762	66,664	3,133	605,203	607,700	0%
Operating Transfers In	0	0	0	0	0	691,510	0	0	0	599,793	0	590,233	1,881,535	1,876,535	0%
Total Cash Inflows	1,869	14,901	24,202	207,125	69,952	694,812	1,960	3,698	13,633	794,555	66,664	593,366	2,486,738	2,484,235	0%
Cash Outflows															
Debt Service	0	0	0	30,303	32,184	261,523	0	0	0	715,303	0	1,444,923	2,484,234	2,484,235	0%
Total Cash Outflows	0	0	0	30,303	32,184	261,523	0	0	0	715,303	0	1,444,923	2,484,234	2,484,235	0%
Ending Cash Balance	1,930	16,831	41,033	217,856	255,624	688,913	690,874	694,572	708,205	787,458	854,122	2,565	2,565		
Ending Unrestricted/Unreservec	1,930	16,831	41,033	217,856	255,624	688,913	690,874	694,572	708,205	787,458	854,122	2,565	2,565		
Ending Stability Reserve - Projected													2,565		

City of Bainbridge Island 2017 Cash Flow Plan - L I D Bond Fund
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	166,498	166,498	166,498	166,498	166,498	169,797	169,797	187,575	187,575	187,575	187,575	187,575	166,498		
Cash Inflows															
LID Bond Fund	0	0	0	0	52,613	0	17,778	0	0	0	0	0	70,391	62,500	13%
Total Cash Inflows	0	0	0	0	52,613	0	17,778	0	0	0	0	0	70,391	62,500	13%
Cash Outflows															
Debt Service	0	0	0	0	49,314	0	0	0	0	0	0	0	49,314	49,339	0%
Total Cash Outflows	0	0	0	0	49,314	0	0	0	0	0	0	0	49,314	49,339	0%
Ending Cash Balance	166,498	166,498	166,498	166,498	169,797	169,797	187,575	187,575	187,575	187,575	187,575	187,575	187,575		
Ending Unrestricted/Unreservec	166,498	166,498	166,498	166,498	169,797	169,797	187,575	187,575	187,575	187,575	187,575	187,575	187,575		
Ending Stability Reserve - Projected													187,575		

City of Bainbridge Island 2017 Cash Flow Plan - Capital Construction Fund
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	2,810,813	6,599,489	6,743,478	6,546,587	6,678,699	6,224,314	5,870,191	4,472,228	2,953,909	2,953,909	2,713,314	157,305	2,810,813		
Cash Inflows															
WA State & Local Grants & Do	0	234,122	0	38,503	16,027	2,188	1,073,824	0	0	0	128,865	2,912,668	4,406,197	1	440619618%
US Government Grants	0	0	15,922	379,451	0	16,288	0	0	0	0	0	1	411,662	155,000	166%
Other Revenues - Capital Con	330	0	0	0	0	290	0	0	0	0	0	0	620	0	0%
Operating Transfers In	3,845,000	0	666	91,414	120,000	122	0	0	0	0	0	0	4,057,203	3,969,000	2%
Total Cash Inflows	3,845,330	234,122	16,588	509,369	136,027	18,889	1,073,824	0	0	0	128,865	2,912,669	8,875,682	4,124,001	115%
Cash Outflows															
Salary	0	0	0	305	466	496	0	0	0	0	0	0	1,267	0	0%
Benefits	0	0	0	124	207	140	0	0	0	0	0	0	471	0	0%
Capital Projects	56,654	90,133	213,479	376,828	589,739	354,939	2,471,787	1,518,319	0	240,595	2,684,874	2,756,948	11,354,295	11,372,097	0%
Operating Transfers Out	0	0	0	0	0	17,437	0	0	0	0	0	0	17,437	0	0%
Total Cash Outflows	56,654	90,133	213,479	377,256	590,412	373,012	2,471,787	1,518,319	0	240,595	2,684,874	2,756,948	11,373,470	11,372,097	0%
Ending Cash Balance	6,599,489	6,743,478	6,546,587	6,678,699	6,224,314	5,870,191	4,472,228	2,953,909	2,953,909	2,713,314	157,305	313,026	313,026		
Ending Unrestricted/Unreservec	6,599,489	6,743,478	6,546,587	6,678,699	6,224,314	5,870,191	4,472,228	2,953,909	2,953,909	2,713,314	157,305	313,026	313,026		
YE Accrued Liability													-67,655		
Ending Stability Reserve - Projected													245,371		

City of Bainbridge Island 2017 Cash Flow Plan - Lid Capital Construction Fund
As of July 2017

	Actual **Jan-17**	Actual **Feb-17**	Actual **Mar-17**	Actual **Apr-17**	Actual **May-17**	Actual **Jun-17**	Projected **Jul-17**	Projected **Aug-17**	Projected **Sep-17**	Projected **Oct-17**	Projected **Nov-17**	Projected **Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	0	0	0	0	0	0	0	0	0	0	0	0	0		
Cash Inflows															
Cash Outflows															

City of Bainbridge Island 2017 Cash Flow Plan - Water Operating Fund
As of July 2017

	Actual **Jan-17**	Actual **Feb-17**	Actual **Mar-17**	Actual **Apr-17**	Actual **May-17**	Actual **Jun-17**	Projected **Jul-17**	Projected **Aug-17**	Projected **Sep-17**	Projected **Oct-17**	Projected **Nov-17**	Projected **Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	6,850,657	6,848,143	6,883,291	6,876,261	6,882,938	6,862,605	6,886,464	6,813,919	6,702,295	6,465,361	6,415,103	6,017,299	6,850,657		
Cash Inflows															
Water Charges	88,407	114,318	71,669	94,903	74,113	105,701	10,949	125,216	102,603	142,365	86,548	94,493	1,111,285	1,090,500	2%
Connections & All Others	16,036	27,772	7,252	17,021	7,320	19,829	0	0	0	0	0	0	95,229	143,000	-33%
Interest on Investments	0	0	0	0	0	0	0	0	0	0	0	32,000	32,000	32,000	0%
Operating Transfers In	0	0	0	0	0	0	0	0	0	0	0	0	0	8,750	-100%
Total Cash Inflows	104,443	142,089	78,921	111,923	81,433	125,530	10,949	125,216	102,603	142,365	86,548	126,493	1,238,514	1,274,250	-3%
Cash Outflows															
Salary	32,144	30,709	29,566	31,329	32,557	33,712	34,602	34,602	34,602	34,602	34,602	34,602	397,632	415,228	-4%
Benefits	14,322	11,655	12,733	12,539	13,701	13,200	14,476	14,476	14,476	14,476	14,476	14,476	165,007	173,714	-5%
Supplies	1,532	3,691	13,698	1,308	3,638	3,859	4,981	1,253	5,606	4,546	5,631	2,098	51,841	51,155	1%
Professional Services	5,787	2,200	2,462	1,175	7,948	13,666	8,594	4,295	3,024	22,440	26,252	5,926	103,770	157,955	-34%
Communications	2,171	1,027	1,399	1,099	1,221	2,082	1,455	2,333	1,401	1,562	686	2,439	18,875	17,856	6%
Travel	0	0	0	0	0	0	0	0	0	0	0	0	0	150	-100%
Training	827	43	1,555	421	0	398	0	22	909	1,503	752	1,053	7,483	5,153	45%
Operating Leases	1,805	1,805	5,056	1,742	1,820	5,956	2,182	3,357	3,357	3,357	3,361	3,312	37,112	40,352	-8%
Utilities	7,467	7,610	7,774	7,959	7,208	6,398	9,700	9,645	0	20,933	7,879	14,541	107,116	97,563	10%
Repair & Maintenance	13,908	34,836	2,511	31,886	13,125	11,257	1,562	61	676	1,763	0	170,608	282,193	191,000	48%
All Other Miscellaneous	261	5,546	16	361	373	16	18	18	64	0	572	1,270	8,516	9,195	-7%
Other Services & Charges	17,347	0	0	0	0	0	0	0	0	0	0	0	17,347	18,788	-8%
Intergovernmental	5,056	7,818	5,002	10,440	680	7,378	5,923	16,777	25,421	7,440	10,663	11,148	113,747	130,975	-13%
Capital Equipment	0	0	0	0	14,956	227	0	0	0	0	8,000	11,000	34,182	33,000	4%
Capital Projects	4,329	0	4,180	4,986	4,539	3,523	0	150,000	250,000	80,000	371,477	172,738	1,045,771	898,494	16%
Total Cash Outflows	106,957	106,941	85,952	105,245	101,766	101,672	83,494	236,839	339,537	192,622	484,352	445,212	2,390,590	2,240,578	7%
Ending Cash Balance	6,848,143	6,883,291	6,876,261	6,882,938	6,862,605	6,886,464	6,813,919	6,702,295	6,465,361	6,415,103	6,017,299	5,698,581	5,698,581		
Less: Capital Contingency Res	0	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178	-124,178		
Less: Operating Reserve	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439	-218,439		
Ending Unrestricted/Unreservec	6,629,703	6,540,674	6,533,644	6,540,321	6,519,988	6,543,847	6,471,302	6,359,678	6,122,744	6,072,486	5,674,682	5,355,964	5,355,964		

City of Bainbridge Island 2017 Cash Flow Plan - Sewer Operating Fund
As of July 2017

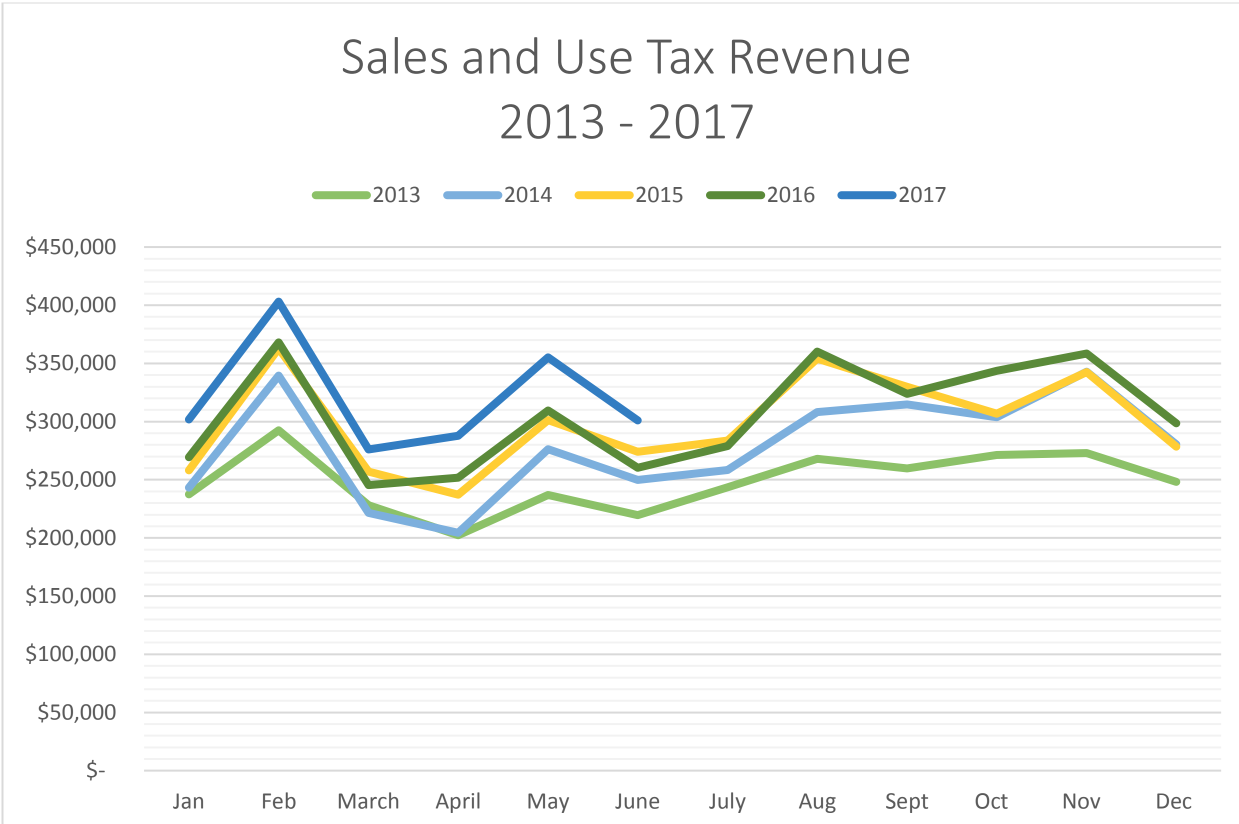
	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected			
	Jan-17	**Feb-17**	**Mar-17**	**Apr-17**	**May-17**	**Jun-17**	**Jul-17**	**Aug-17**	**Sep-17**	**Oct-17**	**Nov-17**	**Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	5,984,128	6,065,629	6,299,877	6,342,875	6,533,928	5,681,028	5,945,779	5,273,620	5,252,622	4,943,789	5,146,452	4,462,826	5,984,128		
Cash Inflows															
Sewer Charges	251,843	364,185	233,420	320,028	238,555	343,486	8,286	372,158	243,254	405,410	244,101	350,134	3,374,860	3,682,000	-8%
U.L.I.D. Assessments	202	0	0	34,056	70,209	35,911	2,765	231	165	519	6,897	130	151,084	250,000	-40%
Connections & All Others	32,348	66,117	2,114	24,076	9,790	9,772	0	0	0	0	0	1	144,218	336,600	-57%
Interest on Investments	0	0	0	0	0	0	0	0	0	0	0	20,000	20,000	20,000	0%
Proceeds of General Long Ter	0	0	0	0	0	156,630	0	0	0	0	0	0	156,630	0	0%
Total Cash Inflows	284,393	430,302	235,535	378,160	318,555	545,798	11,050	372,389	243,419	405,928	250,998	370,265	3,846,792	4,288,600	-10%
Cash Outflows															
Salary	63,877	57,856	66,093	67,269	69,898	74,920	72,945	72,945	72,945	72,945	72,945	72,945	837,581	875,338	-4%
Benefits	27,398	23,241	27,241	28,694	28,194	31,379	30,766	30,766	30,766	30,766	30,766	30,766	350,745	354,468	-1%
Supplies	2,271	13,029	5,239	5,027	10,899	8,180	4,224	8,723	9,134	5,546	10,703	5,896	88,870	94,411	-6%
Professional Services	737	681	1,566	1,301	1,680	1,329	4,669	5,034	35,641	3,308	6,065	4,584	66,595	135,056	-51%
Communications	1,863	1,730	2,220	1,827	1,957	1,874	1,928	3,603	1,901	1,995	357	3,589	24,845	23,500	6%
Travel	0	0	0	0	0	0	13	13	13	13	13	13	75	150	-50%
Training	120	0	0	109	0	178	1,088	62	811	684	0	586	3,639	5,153	-29%
Operating Leases	4,276	4,206	11,443	3,901	4,052	13,823	4,222	6,837	6,634	6,634	6,642	6,553	79,225	79,799	-1%
Utilities	19,443	18,110	19,009	19,375	27,532	25,275	7,896	12,245	6,302	30,365	12,971	32,512	231,035	210,800	10%
Repair & Maintenance	440	22,319	4,783	3,155	2,474	0	6,565	2,440	2,005	2,839	50,192	36,944	134,156	125,565	7%
All Other Miscellaneous	520	0	3,082	0	66	30	3,360	0	2,088	0	308	528	9,982	9,852	1%
Other Services & Charges	44,181	0	0	0	0	0	0	0	0	0	0	0	44,181	38,143	16%
Intergovernmental	36,998	30,030	51,861	56,447	21,036	47,219	29,891	50,720	51,177	48,171	21,237	50,331	495,119	548,703	-10%
Capital Equipment	0	0	0	0	14,956	227	0	0	0	0	8,000	11,000	34,182	33,000	4%
Capital Projects	767	24,852	0	0	6,093	765	515,642	200,000	332,835	0	714,424	0	1,795,378	1,791,838	0%
Debt Service	0	0	0	0	982,617	75,850	0	0	0	0	0	285,850	1,344,317	1,409,643	-5%
Total Cash Outflows	202,892	196,055	192,537	187,106	1,171,455	281,047	683,209	393,388	552,252	203,265	934,624	542,096	5,539,926	5,735,420	-3%
Ending Cash Balance	6,065,629	6,299,877	6,342,875	6,533,928	5,681,028	5,945,779	5,273,620	5,252,622	4,943,789	5,146,452	4,462,826	4,290,995	4,290,995		
Less: Capital Contingency Res	0	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291	-232,291		
Less: Operating Reserve	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341	-394,341		
Ending Unrestricted/Unreservec	5,671,288	5,673,244	5,716,242	5,907,296	5,054,395	5,319,146	4,646,988	4,625,989	4,317,156	4,519,819	3,836,194	3,664,363	3,664,363		

City of Bainbridge Island 2017 Cash Flow Plan - Storm & Surface Water Fund
As of July 2017

	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected			
	Jan-17	**Feb-17**	**Mar-17**	**Apr-17**	**May-17**	**Jun-17**	**Jul-17**	**Aug-17**	**Sep-17**	**Oct-17**	**Nov-17**	**Dec-17**	**Total**	**Budget**	**Variance**
Beginning Cash Balance	1,504,895	1,116,871	828,442	807,158	1,451,374	1,496,487	1,376,521	1,258,657	1,118,446	1,025,122	1,419,748	1,272,962	1,504,895		
Cash Inflows															
Storm Water Management Cl	84	49,953	122,646	807,577	255,433	9,787	12,903	18,204	49,255	754,464	232,471	2,104	2,314,881	2,350,000	-1%
Interest on Investments	0	0	0	0	0	213	250	250	250	250	250	250	1,713	3,000	-43%
Total Cash Inflows	84	49,953	122,646	807,577	255,433	10,000	13,153	18,454	49,505	754,714	232,721	2,354	2,316,593	2,353,000	-2%
Cash Outflows															
Salary	66,981	64,689	63,339	61,068	59,694	59,004	75,414	75,414	75,414	75,414	75,414	75,414	827,262	904,972	-9%
Benefits	29,653	26,773	27,393	22,265	24,908	21,096	31,337	31,337	31,337	31,337	31,337	31,337	340,108	376,040	-10%
Supplies	1,696	4,714	5,569	1,105	4,568	4,592	2,874	5,904	6,141	7,257	8,330	6,795	59,545	66,029	-10%
Professional Services	11,259	10,534	4,630	869	691	6,210	1,760	19,850	5,779	25,523	14,325	18,582	120,011	179,689	-33%
Communications	35	54	55	0	60	38	22	55	23	37	56	0	436	500	-13%
Travel	0	90	81	81	22	0	0	0	0	0	0	0	273	0	0%
Training	0	50	952	932	784	410	0	137	118	1,300	432	0	5,115	4,653	10%
Operating Leases	4,670	4,322	30,489	4,016	4,149	27,045	7,739	11,821	17,879	11,612	17,516	14,738	155,996	157,448	-1%
Utilities	253	218	291	2,966	21,417	206	1,138	664	748	879	3,663	760	33,202	30,896	7%
Repair & Maintenance	109,282	2,582	0	2,974	1,104	1,360	0	27	1,841	242	0	100,975	220,385	109,000	102%
All Other Miscellaneous	664	0	0	0	58	0	0	12,224	50	185	0	473	13,654	36,369	-62%
Other Services & Charges	30,359	0	0	0	0	0	0	0	0	0	0	0	30,359	30,837	-2%
Intergovernmental	351	3,062	8,108	55,438	20,903	6,167	1,687	1,232	3,498	36,304	20,433	27,842	185,025	180,987	2%
Capital Equipment	0	209,504	0	0	14,956	227	0	0	0	0	8,000	11,000	243,687	33,000	638%
Capital Projects	132,904	11,790	3,022	11,648	4,071	3,611	9,046	0	0	170,000	200,000	246,046	792,138	658,759	20%
Debt Service	0	0	0	0	52,937	0	0	0	0	0	0	0	52,937	52,937	0%
Total Cash Outflows	388,108	338,382	143,930	163,361	210,320	129,966	131,017	158,665	142,828	360,089	379,507	533,961	3,080,133	2,822,114	9%
Ending Cash Balance	1,116,871	828,442	807,158	1,451,374	1,496,487	1,376,521	1,258,657	1,118,446	1,025,122	1,419,748	1,272,962	741,355	741,355		
Less: Capital Contingency Res	0	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567	-106,567		
Less: Operating Reserve	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843	-497,843		
Ending Unrestricted/Unreserved	619,028	224,032	202,748	846,964	892,077	772,111	654,247	514,036	420,712	815,338	668,552	136,945	136,945		

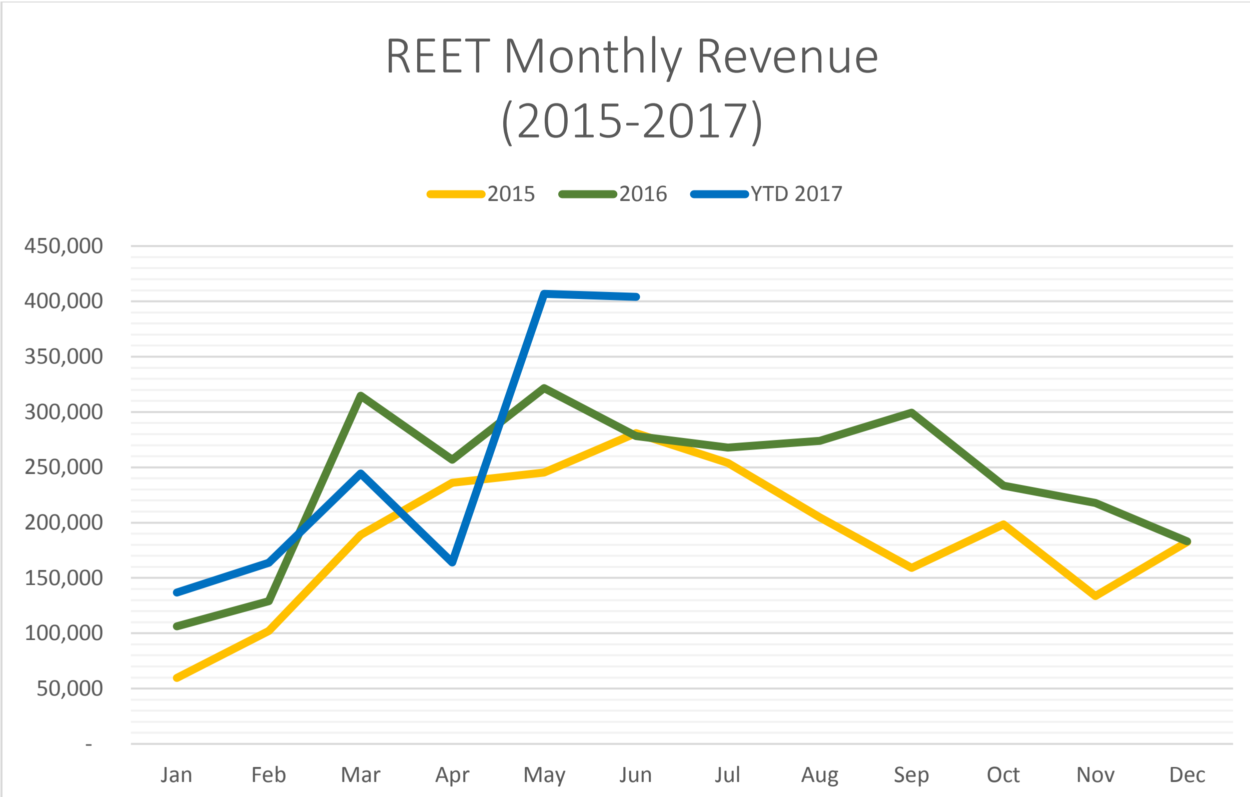
City of Bainbridge Island 2017 Cash Flow Plan - Building & Development Fund
As of July 2017

	Actual Jan-17	Actual Feb-17	Actual Mar-17	Actual Apr-17	Actual May-17	Actual Jun-17	Projected Jul-17	Projected Aug-17	Projected Sep-17	Projected Oct-17	Projected Nov-17	Projected Dec-17	Total	Budget	Variance
Beginning Cash Balance	262,876	240,241	255,431	166,149	326,227	333,783	345,317	339,394	320,580	329,708	391,516	335,565	262,876		
Cash Inflows															
Building Permits & Inspection	75,302	70,180	48,152	49,652	29,755	61,531	45,247	93,182	42,574	60,401	24,771	25,538	626,286	495,000	27%
Planning Review of Building P	15,423	8,951	9,955	13,055	25,205	10,038	5,767	8,748	13,332	5,901	6,062	19,350	141,788	145,000	-2%
Engineering Fees	519	0	149	227	154	0	0	0	0	0	0	0	1,049	0	0%
Zoning & Subdivision	-8,258	5,151	11,128	50,566	2,945	9,837	51,913	41,033	3,451	32,977	30,422	47,017	278,182	320,000	-13%
Plan Checking Fees	52,169	22,305	32,482	43,377	85,019	33,747	21,554	29,578	-297	21,581	20,369	66,043	427,928	470,000	-9%
Other Planning & Developme	27,629	13,321	-1,084	18,802	30,120	13,669	15,211	25,669	39,161	6,426	9,075	29,078	227,076	170,000	34%
Interest on Investments & Ot	500	5	0	0	0	500	0	0	0	0	0	0	1,005	0	0%
Operating Transfers In	61,200	84,600	7,000	160,500	27,200	75,100	50,000	0	113,128	130,223	82,290	0	791,241	925,641	-15%
Total Cash Inflows	224,484	204,513	107,782	336,180	200,399	204,422	189,690	198,210	211,348	257,510	172,989	187,027	2,494,554	2,525,641	-1%
Cash Outflows															
Salary	110,675	114,252	115,061	112,010	107,160	115,111	128,475	128,475	128,475	128,475	128,475	128,475	1,445,118	1,541,696	-6%
Benefits	44,254	45,539	45,933	44,490	44,468	46,397	48,961	48,961	48,961	48,961	48,961	48,961	564,846	587,531	-4%
Supplies	204	468	428	199	895	123	150	1,455	4,556	258	4,033	2,159	14,927	37,143	-60%
Professional Services	0	18,669	15,927	6,775	27,814	14,757	5,514	5,905	6,517	6,638	12,258	560	121,333	78,000	56%
Communications	132	264	156	0	130	285	0	905	0	467	915	0	3,255	5,210	-38%
Travel	0	0	0	0	0	0	42	42	42	42	42	42	250	500	-50%
Training	0	0	2,450	481	483	10	1	0	0	27	17	23	3,492	100	3392%
Advertising	1,060	707	851	510	1,186	484	2,458	769	612	0	2,122	908	11,668	11,750	-1%
Operating Leases	10,007	8,826	16,064	8,883	10,046	14,361	8,969	14,866	11,599	10,835	12,368	11,561	138,385	142,440	-3%
Repair & Maintenance	4,222	4	0	2,570	0	0	0	0	0	0	0	0	6,796	0	0%
All Other Miscellaneous	0	596	40	185	4	0	0	15,344	1,371	0	19,489	0	37,029	55,600	-33%
Other Services & Charges	76,564	0	0	0	0	0	0	0	0	0	0	0	76,564	61,071	25%
Intergovernmental	0	0	153	0	657	1,359	1,044	305	88	0	260	258	4,123	4,600	-10%
Total Cash Outflows	247,119	189,324	197,063	176,102	192,843	192,889	195,613	217,024	202,220	195,702	228,939	192,946	2,427,784	2,525,641	-4%
Ending Cash Balance	240,241	255,431	166,149	326,227	333,783	345,317	339,394	320,580	329,708	391,516	335,565	329,646	329,646		
Ending Unrestricted/Unreservec	240,241	255,431	166,149	326,227	333,783	345,317	339,394	320,580	329,708	391,516	335,565	329,646	329,646		
YE Accrued Liability													-102,323		
Ending Stability Reserve - Projected													227,323		



Sales and use tax revenue is a significant revenue source for the City of Bainbridge Island. The City receives its sales tax revenue after processing by the State, which means that the revenue shown in the chart above for June, for example, is related to sales in April.

The 2017 total revenue through June is $1.9 million.



Real Estate Excise Tax (REET) revenue is generated by sales of real property on Bainbridge Island. REET revenue is collected by Kitsap County, and remitted to the City of Bainbridge Island monthly.

The total REET revenue through June 30, 2017 is $1.5 million.

CITY OF
BAINBRIDGE ISLAND

Executive Department

Memorandum

Date: 8/1/2017

To: City Council

From: Morgan Smith, Deputy City Manager

Subject: Annual Report on Surplus Real Property

This memorandum will provide an update on the status of the City's surplus properties and the progress made since the last report to Council in July 2016.

During 2009-2011, the City undertook a comprehensive review of City-owned real estate. The result was a series of decisions to surplus various properties, with some properties identified as intended for transfer to the Bainbridge Island Metropolitan Parks and Recreation District (BIMPRD), and some properties identified as candidates to be sold.

Table 1 provides an overview of the surplus properties still owned by the City as of July, 2017.

Table 1.

Property	Year of Surplus	Intended Disposition	Status
Head-of-the-Bay property (2 parcels)	2009	Market sale	City still owns
Islander Mobile Home Park (IMHP) shares	2010	Market sale upon vacancy of individual shares	5 shares sold 2011-2016 2 shares remain
Miller Rd.	2009	Market sale	City still owns
Weaver Well Site	2009	Negotiated sale to affordable housing nonprofit, or market sale	City still owns
Lovgreen Rd.	2011	Transfer to BIMPRD	City determined to retain for spoils disposal; surplus resolution should be rescinded
Manitou Beach Tidelands	2011	Transfer to BIMPRD	City still owns, transfer to BIMPRD is in process
Pritchard Park (3 parcels)	2011	Transfer to BIMPRD	City still owns; following boundary line adjustment, City transfer of one parcel to BIMPRD is in process. City will retain second parcel with water tank and will retain third parcel ("The Point") during EPA site clean-up.
Manitou Beach Uplands	2017	Transfer to BIMPRD	City still owns, transfer to BIMPRD is in process
Islandwood Trail	2017	Transfer to BIMPRD	City still owns, transfer to BIMPRD is in process

The following report provides an update on the current status of remaining City-owned surplus properties:

- Surplus properties intended for market sale
  - ✓ Head-of-the-Bay
  - ✓ Islander Mobile Home Park Shares
  - ✓ Miller Rd.
  - ✓ Weaver Well site

- Other surplus property
  - ✓ Lovgreen Rd.

Surplus Properties intended for market sale:

- ✓ Head-of-the-Bay
- ✓ Islander Mobile Home Park Shares
- ✓ Miller Rd.
- ✓ Weaver Well Site

Head of the Bay Parcel (Myer's Pit) (Parcel No. 272502-2-016-2002)

Current Status:

In 2014, the City finalized a boundary line adjustment that resolved an encroachment with the property to the South and provided an access and utility easement along Carmella Lane. Resolution No. 2009-24 specified that a conservation easement should be granted in favor of Bainbridge Island Land Trust along Cooper Creek to protect the salmon habitat and conservation work. A trail easement across the northern boundary will be retained to connect the Bethany Lutheran Church trail with the Lost Valley trail easements. As noted below, no active recreation facilities can be located at this site.

Background:

a. Description of the location and size of the property: This is a 6.08 acre parcel in the Head of the Bay area just south of Carmella Lane; adjacent to the Old Decant Facility.

b. Description of the circumstances under which the property was obtained: The purchase of this parcel was approved by City Council on May 9, 2001 under a Real Estate Contract with Kitsap County which was signed on August 13, 2001. Lovgreen Road and the Miller Road Shed were purchased under the same contract. The City paid the appraised price for two of the parcels and received the third parcel at no cost. Final payment was made in 2011. In connection with the Brewer Settlement Agreement, the City agreed that no active recreation facilities are permitted.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The parcel was surplused by Resolution No. 2009-24, and staff was authorized to list the property with a real estate agent through a multiple listing service or sell the parcel to Puget Sound Energy through a negotiated sale.

e. Description: The parcel was used by Kitsap County for extraction of gravel and for stockpiling road building materials. The site was used by the Operations and Maintenance Department following the City's acquisition in 2001. It is unused at the current time.

04-27-2009 DATE	272502-2-016-2002 Myer's Pit S27, T25N, R2E, W.M.		CITY OF BAINBRIDGE ISLAND PUBLIC WORKS ENGINEERING DEPARTMENT
1 NUMBER			

Head of the Bay Parcel (Old Decant Facility) (Parcel No. 272502-2-050-2009)

Current Status:

In 2014, the City finalized a boundary line adjustment that resolved an encroachment with the property to the South, created a well protection area, and provided an access and utility easement along Carmella Lane. A trail easement across the western boundary will be retained to connect the Bethany Lutheran Church trail with the Lost Valley trail easements. As noted below, no active recreation facilities can be located at this site.

Background:

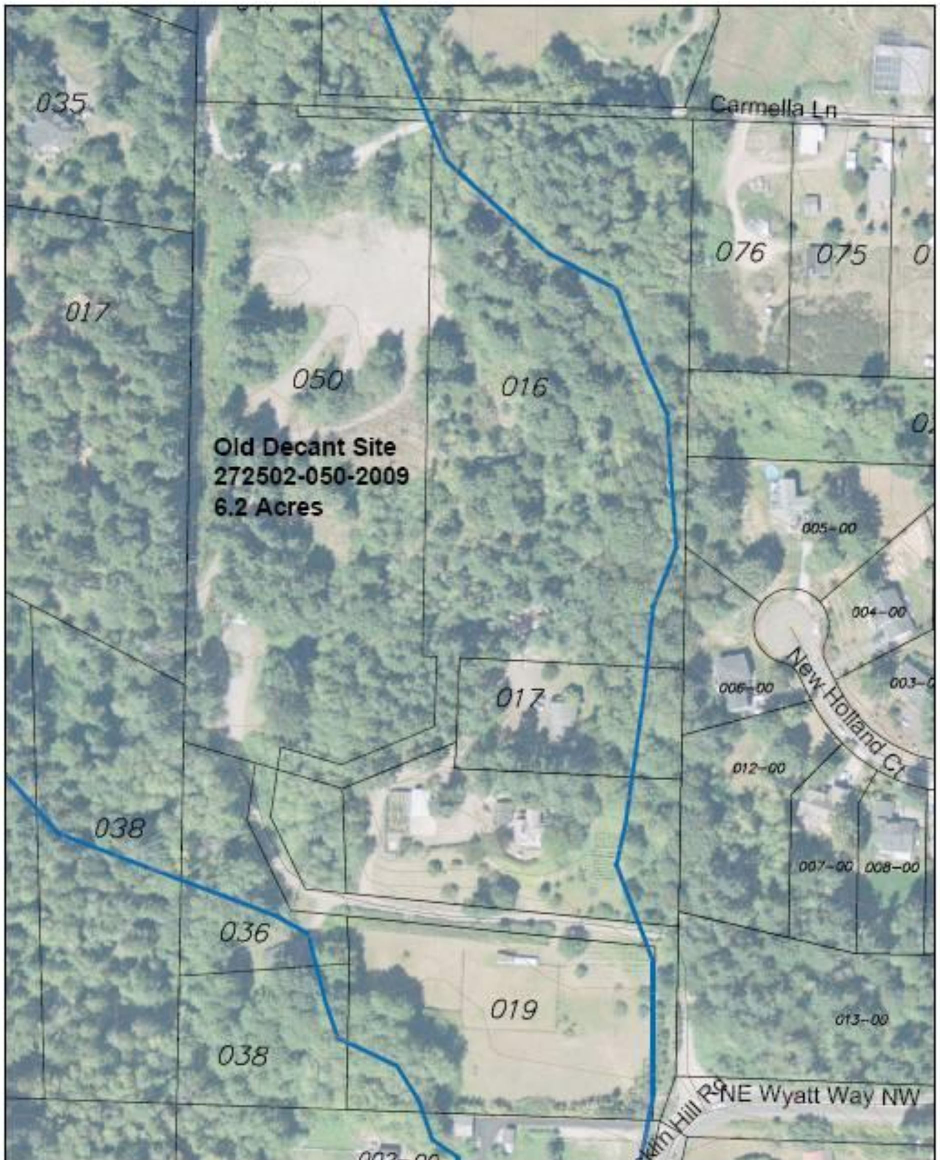
a. Description of the location and size of the property: This is a 6.2 acre parcel in the Head of the Bay area just south of Carmella Lane and adjacent to Myer's Pit.

b. Description of the circumstances under which the property was obtained: City Council approved the purchase of this parcel on June 16, 1983 for use as a maintenance facility and new well site. The property was purchased from Kitsap County on September 12, 1983.

c. Description of the funds used to acquire the property: General Fund; Limited Tax General Obligation Bonds issued under Limited Tax General Obligation Bond Ordinance No. 83-06. The final payment was made in 1993.

d. Surplus information: The parcel was surplused by Resolution No. 2009-24, and staff was authorized to list the property with a real estate agent through a multiple listing service or sell the parcel to Puget Sound Energy through a negotiated sale.

e. Description: The parcel was used as a decant facility and for storage of equipment by the Operations and Maintenance Department. It is unused at this time. Under the Brewer settlement agreement, no active recreation facilities are permitted.



04-27-2009 DATE	272502-2-050-2009 Old Decant Facility S27, T25N, R2E, W.M.	CITY OF BAINBRIDGE ISLAND PUBLIC WORKS ENGINEERING DEPARTMENT
1 NUMBER		

Islander Mobile Home Park

Current Status:

In 2016, the City sold three City-owned shares. One of these shares was sold to the long-term tenant of the property. Two additional shares became vacant due to the death of the residents, and the City sold those shares using a closed bidding process. The City will continue to pursue the sale of the remaining two shares if/when circumstances allow. Until that time, the current tenants will remain in place and are responsible for paying the monthly fees for their units.

Background:

a. Description of the location of the property: The Islander Mobile Home Park property is located in downtown Winslow, just north of City Hall.

b. Description of the circumstances under which the property was obtained: In 2003, after 30 years of ownership by a private individual, the Islander Mobile Home Park property was put up for sale. In 2004, the City purchased seven shares in the Islanders Mobile Home Park Association for affordable and income qualified housing purposes, all of which Shares were associated with residents who wanted to remain at the park but were financially unable to purchase a share in the Association.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The parcel was surplused by Resolution No. 2010-24 on August 25, 2010, and staff were authorized to sell the shares only as current residents choose to vacate and the shares become available. The sale price of the City's Shares will be generally calculated based upon the Multiple Listing Service data for appreciation/depreciation rates of residential real estate in the City, from the date of the City's initial purchase of the City's Shares, which calculation the City generally accepts as a fair and accurate estimate of the "fair market value."

e. Description: The Islander Residents Association is a non-profit corporation formed with the stated purpose of purchasing the majority of the Islander Mobile Home Park and then owning and operating it as a mobile home park in perpetuity. The City purchased seven shares in the association, associated with the addresses 215, 219, 227, 301, 407, 510 and 512 Madrona Way (shown on attached map) and entered into subleases with the current residents. The shares associated with 227 and 301 Madrona Way remain under City ownership, with subleases to the current tenants.


9
10
7
512
510
8
6
5
4
11
407
12
301
2
1
215
219
3
227
Data SIO, NOAA, U.S. Navy, NGA, GEBCO
© 2011 Google
adrone Ln N
Henshaw Way NE

Miller Road Shed/Old County Road Maintenance Site (Parcel No. 202502-1-049-2002)

Current Status:

The property was surveyed in 2011 and a boundary line adjustment was prepared to address conflicting legal descriptions. The survey also revealed that a portion of the road that serves the Island Cemetery parcel is on City property. An ingress and egress access easement was prepared to grant Island Cemetery use of the road. A boundary line adjustment was put on hold when agreement could not be reached with one of the property owners. That property has subsequently been sold. In addition to the boundary line adjustment and cemetery easement, a new ingress and egress access easement and maintenance agreement among all of the adjacent property owners will need to be finalized and recorded. The parcel should also be reviewed by the Non-Motorized Transportation Committee to see if retaining a trail easement is advisable.

Background:

a. Description of the location and size of the property: A 3.28 parcel located at 8964 Miller Road NE adjacent to Kol Shalom and near Bainbridge Gardens.

b. Description of the circumstances under which the property was obtained: The purchase of this parcel was approved by City Council on May 9, 2001 under a Real Estate Contract with Kitsap County which was signed on August 13, 2001. Lovgreen Road and Meyer's Pit were purchased under the same contract. The City paid the appraised price for two of the parcels and received the third parcel at no cost. Final payment was made in 2011.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: The property was surplused by Resolution No. 2009-20 with authorization to list it for sale with a real estate agent through a multiple listing service.

e. Description: The Road Shed site was used by Kitsap County as a storage and vehicle servicing facility for Kitsap County Public Works equipment. The property is zoned R-2; seven residential lots/units are permitted. There are no critical areas on the parcel. An access easement, along the northern property line, is granted to adjoining properties to the northeast. A well on the site was decommissioned to Department of Ecology standards on June 14, 2002.


045
085
086
047
049
Miller Rd NE
Old County Rd
Maintenance Site
20250210482002
3.28 Acres
050
004-00
04-27-2009
DATE
1
NUMBER
202502-1-049-2002
Old County Rd Maint. Site
S20, T25N, R2E, W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Weaver Well Property (Parcel No. 272502-4-035-2005)

Current Status:

This property was reviewed by Public Works to assess the site's current significance to the Water Utility. The conclusion was that the City does not need the site for our water system. To prepare for a sale of the property, the City would need to (1) properly decommission the existing wells, and (2) transfer the water rights to another location where they would be useful to the City.

Before proceeding with this process, staff would review costs associated with a transfer and the potential market value of the property sale.

Background:

a. Description of the location and size of the property: This is a .69 acre parcel at the intersection of Shepard Way and Weaver Road NW, on the western edge of Winslow in a residential neighborhood. Note: An appraisal and 2000 study refer to this parcel as being .92 acres.

b. Description of the circumstances under which the property was obtained: It was acquired by the Town of Winslow in the 1950s.

c. Description of the funds used to acquire the property: Unknown; the Finance Department has no record of its purchase.

d. Surplus information: The parcel was surplused by Resolution No. 2009-23 with the recommendation that the City retain water rights and an access and utility easement. The surplus recommendation specified that a negotiated sale with a nonprofit provider of affordable housing be attempted first, and if unsuccessful, the property may be listed through a multiple listing service.

e. Description: The property has two City non-potable wells used to obtain water for use in the City's operations. There is a small shed on the west side. The City proposed locating a decant facility on this site in 1999-2000 but faced significant community opposition. The site is zoned R-3.5, but a stream divides the parcel. The stream is an unregulated class V stream, and there are no stream setback requirements for use of the parcel. A 2003 appraisal says that the parcel's highest and best use is subdivision into 3 lots. [Note: In 2003, Michelle Fischer arranged for an appraisal of the parcel in connection with a property transfer between departments. No information on this transfer could be found in the files.]

034
007-00
008-00
Weaver Rd NW
Weaver Ave Well Site
272502-4-035-2005
.69 Acres
035
Shepard Way NW
04-27-2009
DATE
1
NUMBER
272502-4-035-2005
Weaver Ave Well Site
S27, T25N, R2E, W.M.
CITY OF
BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

Other Surplus Properties:

- ✓ Lovgreen Rd.

Lovgreen Road (Parcel No. 092502-4-002-2006)

Current Status:

In 2014, the City determined to use this site for spoils disposal and completed the regulatory requirements for use of the site. As it is now used for City operations, the City should rescind the surplus resolution for this site to clarify the property's status.

Background:

a. Description of the location and size of the property: A 14.39 acre site located off of Miller Road.

b. Description of the circumstances under which the property was obtained: The purchase of this parcel was approved by City Council on May 9, 2001 under a Real Estate Contract with Kitsap County which was signed on August 13, 2001. The City paid the appraised price for two of the parcels and received the third parcel at no cost. Final payment was made in 2011.

c. Description of the funds used to acquire the property: General Fund.

d. Surplus information: City Council surplused the property pursuant to Resolution No. 2011-16 and authorized its transfer to the Park District. In November 2014, Council chose to move forward with the re-use option that was presented.

e. Description: This was the site of a former gravel pit. Mining operations ceased in 1992.


051
ROAD
026
028
052
COUNTY ROAD
054
008
025
MILLER
022
045
024
NE Lovgreen Rd W
008
026
043
044
092502-4-002-2006
Lovgreen Pit
024
002
007
080
081
079
NE
021
022
03-27-2014
DATE
1
NUMBER
092502-4-002-2006
Lovgreen Pit Site
S09, T25, R2E, W.M.
CITY OF BAINBRIDGE ISLAND
PUBLIC WORKS
ENGINEERING
DEPARTMENT

2017 Mid-Year Capital Projects Report

Presented to the City Council August 2, 2017

Table of Contents

Project: City Dock Replacement

Location: Waterfront Park 00732

Project Description

Description: This project provides for replacement of the Waterfront Park City Dock and expansion of the boat ramp. The dock and boat ramp have reached the end of their lifecycle.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 42,000	-	-	-	$ 42,000
WSF Funds	928,039	-	-	-	928,039
Federal Grant	1,096,961	300,000	-	-	$ 1,396,961
	$ 2,067,000	**$ 300,000**	**-**	**-**	**$ 2,367,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 2,067,000	2015 CIP	Original project authorization
Budget Amendments	300,000	2017Q2 Budget Amendment	Project bid exceeded budget
Total Project Budget	**$ 2,367,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
General Fund	$ 2,181,814	185,186
	$ 2,181,814	**$ 185,186**

Current Project Status

Contract awarded. The City Dock will be closed from September 5 through the end of 2017.

Project: Police and Municipal Court Building

Location: to be determined 00724

Project Description

Description: This project provides for a replacement Police Station and relocated Municipal Court.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 500,000	2,600,000			$ 3,100,000
Long-term debt	-		8,000,000	-	$ 8,000,000
	$ 500,000	**$ 2,600,000**	**$ 8,000,000**	**-**	**$ 11,100,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 500,000	2015 CIP	Original project authorization
Budget Amendments	10,600,000	2017 CIP	CIP update to project
Total Project Budget	**$ 11,100,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
General Fund	$ 262,014	$ 10,837,986
	$ 262,014	

Current Project Status

Site selection in progress. Briefing scheduled for Council on August 8.

Project: Waterfront Park Improvements

Location: Waterfront Park 00632

Project Description

Description: This project provides for renovations and repairs to elements of Waterfront Park. Enhancements include providing ADA-compliant pathways for universal access, additional park seating areas, and open space improvements for civic events and unprogrammed recreation. Connected terraces and open spaces will provide enhanced views to the water. Improvements support projected residential growth locally and renovate deteriorating park infrastructure.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 534,000	30,000	-	-	$ 564,000
WSF Funds	925,000	-	-	-	925,000
Federal Grant	500,000	-	-	-	$ 500,000
	$ 1,959,000	**$ 30,000**	**-**	**-**	**$ 1,989,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 1,000,000	2015 CIP	Original project authorization
Budget Amendments	459,000	2016Q1 Budget Amendment	Project scope increased
	500,000	2016 Amended Budget	Budget amended to recognize additional spending supported by grant funds
	30,000	201Q2 Budget Amendment	Budget amended for final items
Total Project Budget	**$ 1,989,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)		Remaining
Capital Construction	$ 1,985,220	(expenses start in 2015, after community process)	3,780
	$ 1,985,220		

Current Project Status

Project is complete.

Project: SR305 - Olympic Drive Non-Motorized Improvements

Location: Harbor Drive to Winslow Way 00596

Project Description

<u>Description</u>: The Olympic Drive/Winslow Way intersection serves the ferry on and off-loading traffic. This project provides improvements for pedestrians and cyclists along this heavily trafficked roadway. The unique needs of multi-modal transportation within a limited intersection area has led to a complex project planned and approved by WSDOT and FHWA.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 657,160	$ 120,000	$ -	$ -	$ 777,160
Water Fund	100,000	75,000	-	-	175,000
Federal Grant	764,200	-	-	-	764,200
	$ 1,521,360	**$ 195,000**	**$ -**	**$ -**	**$ 1,716,360**

Budget Notes

	Amount	Source	Description
Original budget	$ 764,200	2013 CIP	Original project authorization
Budget Amendments	$ 80,000	2015 CIP	Cost updated
	224,100	2015Q1 Budget Amendment	Project redesign
	353,060	2016 CIP	Additional scope added
	100,000	2016 CIP (Water Fund)	Water component added
	75,000	2017Q1 BUA (Water Fund)	Water component cost revised
	120,000	2017Q2 BUA (General Fund)	Underground power, tree retention
Total Project Budget	**$ 1,716,360**	($1,421,360 General Fund and $175,000 Water Fund)	

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)		Remaining
General Fund	$ 469,602	(Expenditure of $407,847 GF + encumbrances)	1,071,758
Water Fund	10,786		164,215
	$ 480,388		**$ 1,235,973**

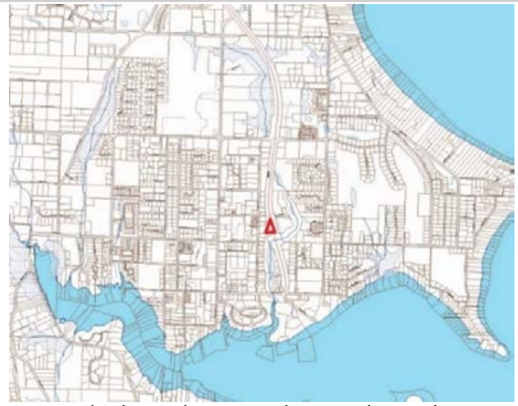
Current Project Status

Comment. Rejected single bid received in June 2017. Revising bid package and plan to re-solicit bids later in 2017.

Project: Sound to Olympics Trail Phases 2 and 4

Location: from Winslow Way to High School Road 00668

Project Description



Description: The Sound to Olympics Trail (STO) project will provide a separated, shared-use pathway along the SR305 Corridor (from High School Rd to Winslow Way). The project completes the "first mile" of the Sound to Olympics Trail.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 390,000	150,000	-	-	$ 540,000
Federal Grant	2,309,000	-	-	-	2,309,000
	2,699,000	**150,000**	**-**	**-**	**$ 2,849,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 420,000	2014-2015 CIP	Original project authorization
	1,450,000	2015-2016 CIP, Phase 2	Project scope increase
	800,000	2015-2016 CIP, Phase 4	Project scope increase
Budget Amendments	85,000	2015 BUA	$50K from Annual Connectivity, $35K from STO Phase 3
	(56,000)	2016 BUA	Funding moved to separate Winslow Outfall Project, Prj 00776
	150,000	2017 Q2 Budget Amendment	Bracing, quantity adds
Total Project Budget	**$ 2,849,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
General Fund	2,665,181	183,819
	$ 2,665,181	

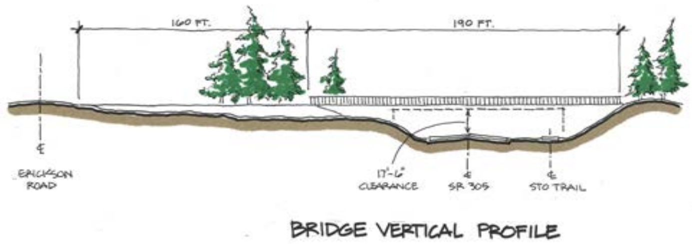
Current Project Status

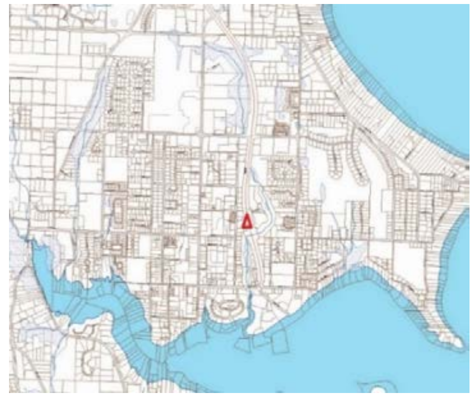
Construction is on schedule.

Project: Sound to Olympics Trail Phase 3

Location: Connecting Wing Point to Wyatt Way 00726

Project Description





Description: The Phase 3 portion of the Sound to Olympics Trail is a bridge that will cross State Route 305, connecting at approximately John Nelson Lane and Knechtel Way. Working with the community to determine the alignment of the bridge is part of the scope of the initial work on this project in 2017.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ -	640,000	-	408,000	$ 1,048,000
Federal Grant	-	-	-	2,092,000	2,092,000
	$ -	**640,000**	**-**	**$ 2,500,000**	**$ 3,140,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 3,140,000	2017-2018 CIP	Original project authorization
Budget Amendments			
Total Project Budget	**$ 3,140,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)
Capital Construction	$ 628,315
	$ 628,315

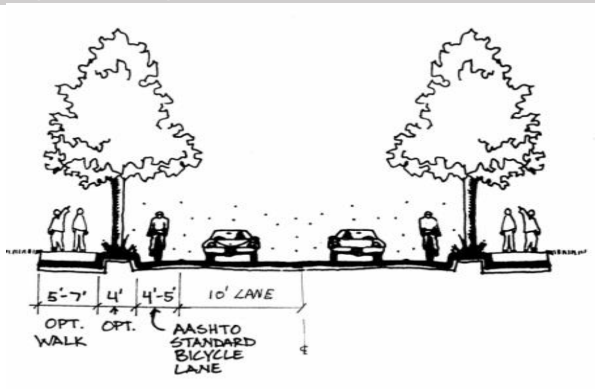
Current Project Status

Design of this project is in progress.

Project: Wyatt Way Reconstruction

Location: Madison to Lovell 00708

Project Description



<u>Description</u>: This project provides traffic capacity improvements to the intersection of Madison and Wyatt, and will provide complete sidewalk and bicycle facilities on both sides of the street from Madison to Lovell. The project willl reconstruct roadway surfacing and drainage, and will also replace an existing water line in this location.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 512,000	-	672,000	-	$ 1,184,000
Federal Grant	1,088,000	-	1,428,000	-	2,516,000
Water Fund	-	150,000	-	-	150,000
	1,600,000	**150,000**	**2,100,000**	**-**	**$ 3,850,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 3,700,000	2015-2016 CIP	Original project authorization
Budget Amendments	150,000	2017 1QBUA (Water Fund)	Water component added
Total Project Budget	**$ 3,850,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
Capital Construction	$ 449,315	3,250,685
Water	30,000	120,000
	$ 479,315	

Current Project Status

Project is currently under design and right-of-way acquisition has started.

Project: Wardwell

Location: Short of Sportsman's Club to Triple Crown 00662

Project Description

Description: Provides for roadway surfacing reconstruction and storm drainage improvements. The City completed design in 2014 with funds received from a DOE grant for water quality improvements. The culvert replacement at Woodward Creek funded by the SSWM Utility CIP will be combined with this project.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ -	510,000	-	-	$ 510,000
SSWM Fund	-	245,000	-	-	245,000
	-	**$ 755,000**	**-**	**-**	**$ 755,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 755,000	2017-2018 CIP	Original project authorization
Total Project Budget	**$ 755,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
Capital Construction	16,274	493,726
SSWM Fund	77,329	167,671
	$ 93,604	

Current Project Status

Project is currently being advertised for bids for construction in 2017.

Project: C40 Miller Road

Location: Tolo Rd. to Peterson Hill 00800

Project Description

Description: Provide shoulder widening on both sides of Miller Road from Tolo Road to Peterson Hill Road.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 25,000	-	324,000	-	$ 349,000
Federal Grant	155,000	-	596,000	-	751,000
	$ 180,000	**-**	**$ 920,000**	**-**	**$ 1,100,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 1,100,000	2017-2018 CIP	Original project authorization
Budget Amendments	-		
Total Project Budget	**$ 1,100,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
Capital Construction	179,209	920,791
	$ 179,209	

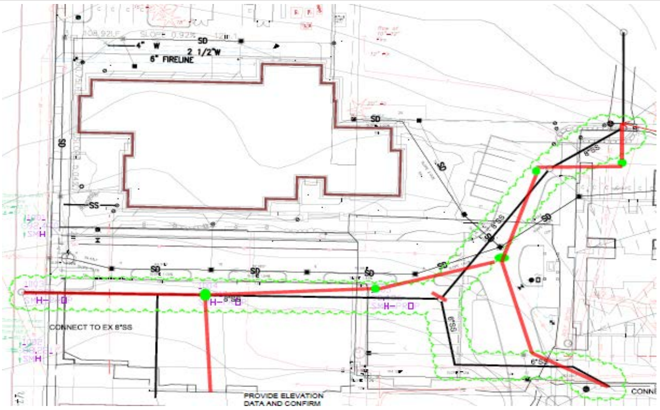
Current Project Status

Project is currently under design.

Project: Madrona Townhomes/Henshaw Sewer

Location: Henshaw Road, City Hall Parking Lot 00806

Project Description



<u>Description</u>: Reconstruct sewer lines to replace deteriorated lines and provide additional capacity for new development along Madrona Lane. Work will be accomplished by developer under Developer's Extension Agreement with the City participating in cost-sharing.

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
Sewer Fund	-	185,000	-	-	$ 185,000
	-	**$ 185,000**	**-**	**-**	**$ 185,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 135,000	Q12017 Budget Amendment	Original project authorization
Budget Amendments	50,000	Q22017 Budget Amendment	
Total Project Budget	**$ 185,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
Sewer	12,166	172,834
	-	
	$ 12,166	

Current Project Status

Work is in progress and will complete in Summer 2017.

Project: Ravine Creek Outfall

Location: Ravine Creek 00806

Project Description

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

Capital Funding (1000's)

	Prior Yrs.	2017	2018	Subsequent	Total
FUNDING SOURCES (1000's)					
General Fund	$ 56,000				$ 56,000
SSWM Fund	-	170,000	-	-	$ 170,000
	$ 56,000	**$ 170,000**	**-**	**-**	**$ 226,000**

Budget Notes

	Amount	Source	Description
Original budget	$ 56,000	2016 Budget Amendment	Original project authorization
Budget Amendments	170,000	2017 CIP	CIP update to project
Total Project Budget	**$ 226,000**		

Financial Update

	Actual spending to 6/30/2017 (incl. encumbrances)	Remaining
General Fund	$ 49,836	$ 6,164
SSWM	-	170,000
	$ 49,836	

Current Project Status

Project is under environmental permitting review.

City of Bainbridge Island **City Council Agenda Bill**	CITY OF BAINBRIDGE ISLAND

PROCESS INFORMATION	
Subject: 7:35 PM Ordinance No. 2017-19 Relating to Quarter 2 2017 Budget Amendments, AB 17-129 - Finance (Pg. 11)	Date: 8/2/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-129
Proposed By: Ellen Schroer, Director of Finance and Administrative Services	Referrals(s):

BUDGET INFORMATION		
Department: Finance	Fund: various	
Expenditure Req:	Budgeted?	Budget Amend. Req?

REFERRALS/REVIEW		
:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Action Item:

Consider forwarding Ordinance No. 2017-19 to the August 22, 2017, Consent Agenda.

Background:

During the calendar year, staff provides detail on budget adjustments for Council approval. Attached for the Council's consideration is an ordinance with second quarter budget amendments.

The following amendments are proposed. Items that the Council has previously approved are noted in the descriptions below.

The first set of amendments relates to current capital projects.

- **City Dock Project**. This item increases the project budget by $300,000 and amends the CIP for the City Dock reconstruction project to bring the budget into alignment with expected costs and provide for construction contingency. This item was approved by the Council on May 9.
- **Sound to Olympics Trail/Olympic Drive**. This item increases the project budget by $120,000 and amends the CIP for the Sound to Olympics Drive/Olympic (STO Phase 1) project to bring the budget into alignment with expected costs related to tree retention and undergrounding of electric lines. This item was approved by the Council on June 6. After that time, the decision was made to re-bid the project contract. The Council now has the option to defer amending this project budget until more information is available about total project cost.
- **Sound to Olympics Tail/Phase 2 and 4**. This item increases the project budget by $150,000 and amends the CIP for STO Trail Phase 1 to increase the project budget for changes to the quantity of materials needed, and costs related to piles supporting the trail. There was a discussion at the Council meeting on February 17 during the contract award, at which time the decision was made not to increase the project budget to cover the project contingency of $250,000.

- **Waterfront Park Project**. This item increases the project budget by $30,000 and amends the CIP for the Waterfront Park project to bring the budget into alignment with costs expected as the final work items are completed.
- **Waypoint Art Project**. This item increases the project budget by $400 to support sales tax that was not properly invoiced originally for the Waypoint public art project.
- **Madrona Townhomes/Henshaw Lane Sewer Project**. This item increases the project budget by $50,000 and amends the CIP for the sewer extension related to the Madrona Townhomes subdivision. The City is sharing costs with the developer for this extension. As discussed in the February 28 meeting, the City's share will depend on actual costs. The project is more complicated than expected and staff is requesting additional funding to support the City's share of the construction costs.
- **Rockaway Beach Outfall**. This item increases the project budget by $1,000 for the Rockaway Beach Outfall project to bring the budget into alignment with costs expected as the final construction items are completed.
- **Manitou Beach Parking**. This item increases the project budget by $2,000 for the Manitou Beach Parking project to provide partial funding for a bench at the site. Funding will be transferred from the Road End benches funding provided in the 2017-2018 Adopted Budget and thus will not increase overall City spending.
- **High Zone Water Improvements**. This item accelerates the timing of previously-approved projects originally planned for 2018 and provides $150,000 of spending authority in 2017. Projects will be designed starting in 2017 and constructed in 2019. The overall budget authority for this project does not change.
- **City Hall Server Room Back-Up HVAC**. This item transfers $25,000 of appropriation authority from the General Fund to the Capital Construction Fund to correct a data entry error during budget development. Overall City spending is not changed.

The next amendment accepts a grant and provides associated budget authority.

- **Emergency Preparedness Grant**. This item accepts a $53,126 grant from the City of Bainbridge Island Rotary Club and increases budget authority related to Emergency Preparedness. The City will use the funding to purchase disaster medical supplies for the community, which will be stocked in ten strategically-located Tier 3 support hubs. Grant application was authorized by the Council in 2017 and the check was officially presented by the Rotary Club to the City on June 27.

RECOMMENDED ACTION/MOTION

I move that the City Council forward to the August 22, 2017, Consent Agenda Ordinance 2017-19, Amending the 2017 Adopted Budget.

ATTACHMENTS:

Description	Type
Ordinance No. 2017-19	Backup Material
Ordinance 2017-19 Q2 2017 Budget Amendments Detail	Backup Material

ORDINANCE NO. 2017-19

AN ORDINANCE of the City of Bainbridge Island, Washington, amending the 2017 Budget of the City and providing for uses not foreseen at the time the 2017 Budget was adopted.

WHEREAS, on November 22, 2016, the City Council adopted the budget for 2017 through Ordinance No. 2016-25; and

WHEREAS, situations have occurred during 2017 which require the City to expend money on items, projects, and categories not included in the 2017 Budget; now, therefore,

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

Section 1. Ordinance No. 2016-25 and the 2017 Budget and 2017-2022 Capital Improvement Plan are each amended as shown on the attached Exhibit A.

Section 2. The City's Finance Director is authorized and directed by this ordinance to make the necessary changes to the 2017 Budget. The Finance Director is further directed to make sufficient interfund equity transfers from the appropriate funds to cover the added amounts authorized by this ordinance.

Section 3. The Finance Director is authorized and directed to properly account for the Building and Development Services activities of the City and to transfer such expenditures as are appropriate under Generally Accepted Accounting Principles from the General Fund to the Building and Development Services Fund, provided that such transfers do not authorize an increase in expenditures.

Section 4. This ordinance shall take effect and be in force five days from and after its passage and publication as required by law.

PASSED by the City Council this _____day of August, 2017.

APPROVED by the Mayor this ______ day of August, 2017.

Val Tollefson, Mayor

ATTEST / AUTHENTICATE:

____
Christine Brown, City Clerk

FILED WITH THE CITY CLERK:	July 28, 2017
PASSED BY THE CITY COUNCIL:	August _____, 2017
PUBLISHED:	August _____, 2017
EFFECTIVE DATE:	August _____, 2017
ORDINANCE NO:	2017-19

2017 BUDGET AMENDMENTS

presented to City Council August 2, 2017

approved on ___ __, 2017

SUBJECT	DESCRIPTION	FUND / Department	AMOUNT	Change to Appropriation	On-going
City Dock Project	This item increases the project budget and amends the CIP for the City Dock reconstruction project to bring the budget into alignment with expected costs.	General Fund / Public Works	$ 300,000	Increase	No
Sound to Olympics Trail/Olympic Drive	This item increases the project budget and amends the CIP for the STO Trail Phase 1 to increase the project budget for changes related to power undergrounding and tree retention.	General Fund / Public Works	$ 120,000	Increase	No
Sound to Olympics Trail/Phase 2 and 4	This item increases the project budget and amends the CIP for the STO Trail Phase 2 & 4 to increase the project budget for changes to the quantity of materials needed, and costs related to piles supporting the trail.	General Fund / Public Works	$ 150,000	increase	No
Waterfront Park	This item increases the project budget for the Waterfront Park project to bring the budget into alignment with costs expected through the final phases of construction.	General Fund / Public Works	$ 30,000	increase	No
Waypoint Art Project	This item increases the project budget for the Waypoint public art project to bring the budget into alignment with costs associated with sales tax.	General Fund (Public Art Subfund) / Public Works	$ 400	Increase	No
Madrona Townhomes / Henshaw Lane Sewer Project	This item increases the project budget for the Madrona Townhomes Sewer extension project to bring the budget into alignment with expected costs.	Sewer Fund / Public Works	$ 50,000	Increase	No
Rockaway Beach Outfall	This item increases the project budget for the Rockaway Beach Outfall project to bring the budget into alignment with costs expected as the final construction items are completed.	Stormwater / Public Works	$ 1,000	Increase	No
Manitou Beach Parking	This item increases the project budget for the Manitou Beach Parking project to bring the budget into alignment with costs already incurred. Spending appropriation is being transferred from the Road End Benches project.	General Fund / Public Works	$ 2,000	Transfer	No

SUBJECT	DESCRIPTION	FUND / Department	AMOUNT	Change to Appropriation	On-going
2018 High Zone Water Improvements	This item accelerates the timing of previously-approved projects originally planned for 2018. Projects will be designed starting in 2017 and constructed in 2019. The overall budget authority does not change.	Water Fund / Public Works	$ 150,000	Increase for 2017; move from 2018	No
Emergency Preparedness Grant	This item accepts a grant and increases budget authority related to Emergency Preparedness. The City will use the funding to purchase disaster medical supplies for the community, which will be stocked in 10 strategically-located Tier 3 support hubs.	General Fund / Executive	$ 53,126	Increase	No
CH Server Room Back-up HVAC	This item transfers spending authority from the General Fund to the Capital Construction Fund.	From General Fund to Capital Construction Fund	$ 25,000	Transfer	No

City of Bainbridge Island
City Council Agenda Bill

PROCESS INFORMATION	
Subject: 7:45 PM Update on 2017 Department Workplan Status as of Midyear, AB 17-136 - Executive (Pg. 17)	Date: 8/2/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-136
Proposed By: Executive	Referrals(s):

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

REFERRALS/REVIEW		
:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

Background:

At the beginning of January, 2017, City staff and the City Council identified a work plan for the year that highlighted key activities, projects, and initiatives.

The attached Midyear Report provides status as of June 30, 2017, for the 2017 city-wide work plan priorities. As part of this reporting, staff is also providing year-to-date information on the City's performance metrics, by department.

RECOMMENDED ACTION/MOTION

Information.

ATTACHMENTS:

Description	Type
2017 MidYear Workplan Report	Backup Material
2017 MidYear Metrics Report	Backup Material

CITY OF
BAINBRIDGE ISLAND

2017 MIDYEAR REPORT:
Work Plan Status

Doug Schulze, City Manager
June 30, 2017

Overview

The following report provides a midyear update on key City activities and priority projects. This report reflects status as of June 30, 2017 for the priority work plan items that were identified in January through review and discussion with the City Council.

Work plan items are grouped by department, and are identified as “high” or “medium” priority. In addition, each department has identified some priority tasks for 2017 that are associated with best management practices (“BMP”).

This report indicates that the majority of our highest priority projects are either completed or in progress. In some cases, tasks will not begin until later this year. For a small number of items, it has been determined that activities will be deferred due to constraints on staff resources. A more detailed review and discussion of the work plan results will be provided at year-end.

Executive

2017 WORK PLAN PRIORITIES – EXECUTIVE

Task	Priority	Status as of Midyear
Support completion of Comprehensive Plan Update.	**High/ Mandatory**	**Complete.** Comprehensive Plan was adopted by Council in Q1.
Develop citywide workplan for Implementing Items from Comprehensive Plan Update	**High**	**Complete.** Workplan for Implementing Actions was presented to Council in Q2.
Support consideration of options for a municipal electric utility.	**High**	**Complete.** City Council ended consideration of this item in Q2.
Support planning process for Police and Municipal Court Building Project.	**High**	**Ongoing.** Preferred site identified in Q2. Conceptual design is in progress.
Support Council consideration of proposals for Suzuki property.	**High**	**Ongoing.** Environmental assessment and ETAC review completed in Q1/Q2. Council review of developers agreement planned for Q3.
Transportation Benefit District: • Review options to program existing revenue • Evaluate options for newly authorized rates	**High**	**Ongoing.** Council briefing provided in Q2. Additional information to be provided as part of budget process.
Support Council consideration of potential bond measure to support capital projects.	**High**	**Ongoing.** Citizen task force appointed in Q2. Recommendations to City Council planned for Q3/Q4.

2017 WORK PLAN PRIORITIES – EXECUTIVE

Task	Priority	Status as of Midyear
Provide briefing to City Council on legal issues for ADU's/condominiums	**High**	**In progress.** City Attorney is researching legal issues and examples from other jurisdictions.
Continue work to review Downtown parking options.	**High**	**In progress.** RFQ for parking study issued in Q2. Council review of contract planned for August.
Expand Emergency Preparedness: • Install AM radio tower • Continue EOC staff training initiatives • Complete EOC upgrades • Expand pool of CERT trained citizens • Establish network of neighborhood HUBS • Implement plans for medical surge infrastructure • Adopt new Emergency Operations Plan	**High**	• **AM Radio: Ongoing.** Temporary broadcast solution will allow City to meet the 12/31/17 construction deadline. Permanent tower will be incorporated into Fire Station 22 rebuild. • **EOC Staff Training: Ongoing.** 10 employees completed ICS 300/400 in March. Remaining staff will receive training in Q4. 15 employees completed Until Help Arrives training, and 11 new employees received introductory EM Program orientation. • **EOC Upgrades: In progress.** Scheduled for Q3. • **Expand pool of CERT trained citizens: In progress.** A spring CERT course produced 18 graduates. A second course is scheduled for the fall. • **Network of neighborhood hubs: In progress.** 11 facilities have been identified as potential hubs. Site assessments and further discussions are underway. • **Medical surge infrastructure: In progress.** The City received Rotary Club grant for 20 mass casualty trauma kits. 17 community members/agency partners attended Until Help Arrives training in June. Wilderness First Responder course scheduled for Q4. • **Adopt new EOP: In progress.** City staff have begun drafting the new EOP in conjunction with a process that DEM is facilitating.
Support SR 305/regional transportation planning.	**High**	**Ongoing.** Coordinating with multiple agencies.
Consider options for Business/Industrial zoning prior to expiration of moratorium	**High**	**Ongoing.** Council briefings and community outreach completed in Q1/Q2. Additional review of uses and future approach will be developed in Q3/Q4.
Support Council Consideration of Affordable Housing initiatives: • Create Affordable Housing Task Force/90-day project • Consider options to regulate short-term rentals • Consider options related to ADU's/condominiums	**High**	**In progress.** Citizen task force appointed in Q2. Recommendations anticipated in Q3/Q4.

2017 WORK PLAN PRIORITIES – EXECUTIVE

Task	Priority	Status as of Midyear
Support Marine Access Committee requests related to encroachments and other site issues	**Medium**	**In progress.** Briefing provided to MAC in Q1.
Establish franchise agreements with Bainbridge Disposal and utilities located in City right-of-way.	**Medium**	**Deferred due to other legal tasks.**
Support Council consideration of annual funding for Cultural Element Implementation	**Medium**	**Complete.** New funding process approved in Q2. New citizen advisory committee will be formed to provide funding recommendations for 2018-19 activities.
Review options for criminal prosecution services and Assistant City Attorney.	**Medium**	**Complete.** Council approved request for Deputy City Attorney in Q2.
Code Enforcement – support consideration of enforcement options	**Medium**	**In progress.** Briefing provided to Council in Q1. City Attorney is researching options.
Review sign ordinance	**Medium**	**Deferred due to other legal tasks.**
Implement Envisio software for project tracking/performance metrics • Implement 2017 projects and data • Establish standard reports • User training	**Medium**	**In progress.** 2017 metric and workplan data has been entered. User training will begin once issues related to reporting format and sorting are resolved.
Continue to pursue disposition of designated surplus property (Pritchard, Islandwood Easement, Manitou, Head-of-the-Bay).	**Medium**	**In progress.** City Attorney is working to complete transfer of Pritchard, Islandwood, and Manitou properties. Research related to options for Head-of-the-Bay will be developed in Q3/Q4 or 2018, depending on legal staff availability.
Long-range planning for Ferry District	**Medium**	**Deferred due to other tasks.**
Complete study for Preservation Projects at Suyematsu Farm property	**Medium**	**In progress.** Study expected to complete in Q3. Will present results to Council in Fall, and discuss next steps and options.
National Citizen Survey – conduct community 2017 survey.	**Medium**	**In progress.** Survey sent to roughly 1,200 households in Q2. Results will be available in Q3.

2017 WORK PLAN PRIORITIES – EXECUTIVE

Task	Priority	Status as of Midyear
Expand Code Enforcement Officer jurisdiction.	**BMP**	**In progress.** City Attorney is researching jurisdictional and other legal issues.
Amend animal control Code per Hearing Examiner findings.	**BMP**	**In progress.** City Attorney is analyzing options in the context of Hearing Examiner findings and animal control complaints.
Continue to expand environmental sustainability initiatives.	**BMP**	**Ongoing.**
Human Resources: • Implement online tracking system for job applicants • Consider options for automated employee performance management • Continue to consider options for expanded employee professional development • Transition some benefits administration tasks to Finance	**BMP**	**In progress.** Online employment application system (Neogov) implemented in Q1. Used to manage recruitment for 15 positions in Q1/Q2 2017.

Finance & Administrative Services

2017 Work Plan Priorities – Finance & Administrative Services

Task	Priority	Status as of Midyear
Transportation Benefit District (TBD): • Identify spending priorities for existing TBD funds • Support Council consideration of potential rate increase	**High**	**Ongoing.** Further information to be developed in the budget process.
Consider Municipal Electric Utility: • Provide analytical support	**High**	**Completed.** Consideration of this item concluded in Q2.
Plan for and issue debt for Police and Municipal Court Building	**High**	**In progress.** Updated assumptions to be included in 2018 budget modification process.
Support rate study for Sewer Utility	**High**	**Ongoing.** Pending recommendation by UAC.
Support assessment of SSWM Utility	**High**	**Ongoing.** 2018 rate analysis will be completed in Q3.

2017 Work Plan Priorities – Finance & Administrative Services

Task	Priority	Status as of Midyear
Utility tax – implementation and revenue review	**Medium**	**Completed.** Tax change implemented in Q1 and Q2. Revenue analysis and outreach will be ongoing.
PBB – update information and build into reporting	**Medium**	**Ongoing.** Additional emphasis planned as part of next budget development.
Project Tracking/Performance Measures: • support software implementation • support report development • support user training	**Medium**	**Ongoing.** Finance is supporting implementation led by Executive Department.
Support AM Radio Initiative	**Medium**	**Ongoing.** Finance is supporting implementation led by Executive Department.
Improve internal reporting with Public Works to monitor capital project status	**Medium**	**Ongoing.** Pilot version of new capital project reporting will be included with mid-year report.
Business license program review and update: • State program or FileLocal • Compliance • Airbnb	**Medium**	**In progress.** • Selection of State program completed. • Compliance improved for 2017. • AirBnB work deferred.

2017 Work Plan Priorities – Finance & Administrative Services

Task	Priority	Status as of Midyear
Implement Payroll Initiatives: • move to biweekly pay • move to online timesheets	**BMP**	• Decided against change to biweekly pay at this time. • Online timesheet implementation target 1/1/2018.
ER&R Fund - implementation	**BMP**	**Completed implementation in Q1.** Ongoing analysis and refinement of policies and procedures.
Implement Citywide training for IT security awareness	**BMP**	**Ongoing.**
Receive GFOA reporting award for 2016	**BMP**	**Ongoing.** Submitted CAFR for award review in Q2.
Receive GFOA budget award for 2017-18 Budget	**BMP**	**Ongoing.** Submitted Adopted Budget for award review in Q2.
Support Salary Commission	**BMP**	**As needed.**

Municipal Court

2017 WORK PLAN PRIORITIES – MUNICIPAL COURT

Task	Priority	Status as of Midyear
Passport processing • Receive final Federal approval • Complete staff training and certification • Provide services 3x weekly	**Medium**	**Process completed.** • Federal certification received in Q1. • Staff trained and certified in Q2. • Court resumed passport services as of July, with appointments and online scheduling available.
Mental Health/ Behavioral Health Pilot Program	**Medium**	**In progress.** The City of Poulsbo (grant overseer) intends to request continued funding this summer for a behavioral health specialist to work in Bainbridge, Poulsbo, and Bremerton Municipal Courts; as well as several law enforcement behavioral health specialists to work with law enforcement.
Continue Improvements in Court Technology (headsets, etc.)	**Medium**	**Ongoing.** The court worked with IT to install a document camera in the courtroom, improve speaker phone/ jail connection for attorneys that need to call in for hearings, and purchased new headphones for our hearing impaired listening system. The court also worked with IT to choose an outside scheduling service to manage online passport appointments.

Planning & community Development

2017 Work Plan Priorities – Planning & Community Development

Task	Priority	Status as of Midyear
Adopt Comprehensive Plan Update	**High**	**Completed.** Adopted Ordinance 2017-01 (Comprehensive Plan) and Ordinance 2017-02 (BIMC), February, 2017.
Improve Department Administrative Functions	**High**	**In Progress.** Incrementally reviewing and implementing improvements to PCD website, Latimore Report recommendations, SmartGov functions, and standard operating procedures and policies.
Respond to Latimore review of development process	**High**	**In Progress.** Latimore Report "COBI Development Review Assessment Findings and Recommendations" issued June, 2017. Implementation work program will be developed in Q3.
SMP items: • Submit limited amendment (aquaculture) to DOE; • Complete general limited amendments to SMP; • Monitoring program	**High**	**In Progress.** • Adopted Ordinance 2016-06 (SMP limited amendment, aquaculture), October, 2016. Currently being reviewed by DOE. City response to public comments due (Q3). • Work on general limited amendments to SMP has begun. PC review, public hearing and recommendations (Q3-Q4), Council review (Q4). • SMP monitoring is occurring on an ongoing basis.
Update Critical Areas Ordinance: • Planning Commission review Q1/Q2 • Council review in Q2 • Council approval in Q3	**High/ Mandatory**	**In Progress.** • Open house, PC meetings, public hearing, and recommendation completed Q1-Q2. • Council review and public hearing planned Q3. • Council action planned Q4.
Support Suzuki property planning	**High**	**In Progress.** Supported ETAC review of Ecological Assessment (Q1).
Consider options for Business/Industrial zoning prior to expiration of moratorium	**High**	**In Progress.** Temporary moratorium expired (March 2017). Community meetings in Q1 and Q2. Council discussion and direction for B/I options (July 2017). Per work program, PCD to draft proposal and engage community stakeholders (Q3), Council action (Q4).

2017 Work Plan Priorities – Planning & Community Development

Task	Priority	Status as of Midyear
Support additional LID effort (led by PW, PCD to assist)	**Medium**	**In Process.** Council adopted Ordinance 2017-03 (July 2017) created recommended Site Assessment Review (SAR) development review process (effective date October, 2017). SAR program development and implementation (Q3-Q4).
Implement policy on use of City-owned tidelands	**Medium**	**Completed.** Council adopted Resolution 2017-10 (March 2017). Policies guide land use and development review.
Amend SEPA Ordinance to reflect updates approved by State in 2014.	**Medium**	**Delayed due to other tasks.**
Develop process for citizen requests for zoning code amendments	**Medium**	**Delayed due to other tasks.**
Expand/improve SmartGov functionality	**Medium**	**In Progress.** Latimore Report identified SmartGov improvements (June 2017). Improvements to be implemented in 2017-2018.
Complete rewrite/consolidation of code enforcement regulations (in collaboration with City Attorney)	**Medium**	**Delayed due to other tasks.**
Review sign ordinance (in collaboration with City Attorney)	**Medium**	**Delayed due to other tasks.**

2017 Work Plan Priorities – Planning & Community Development

Task	Priority	Status as of Midyear
Continue work on transitioning to online permit submittal process for improved citizen convenience.	**BMP**	**In Progress.** Researching the costs and capability of fully functional electronic permit submittal (Q3).
Conduct surveys on PCD department performance	**BMP**	**Completed.** Latimore Report (June 2017) provided community survey results. Additional applicant feedback/surveys being contemplated (Q2-Q4).
Transition development engineering staff to Public Works	**BMP**	**Completed.** Weekly, and as needed, meetings occur to coordinate development review projects.
Support citizen advisory committees: • Planning Commission • Design Review Board • Historic Preservation Commission • Environmental Technical Advisory Committee • Ad Hoc Tree LID Committee	**BMP**	**Ongoing.** Department staff provide support for monthly or bi-monthly meetings.

PUBLIC SAFETY

2017 Work Plan Priorities – Public Safety

Task	Priority	Status as of Midyear
Complete Washington Association of Sheriffs and Police Chiefs (WASPC) department accreditation	**High**	**Completed in Q2.** Each year during Q4, our accreditation consultant will verify continued compliance in preparation for the reaccreditation process which takes place every four years.
Support planning for Police Station replacement project.	**High**	**Ongoing.** Preferred site was identified in Q2. The BIPD continues to attend input meetings and will support project planning throughout 2017.
Continue Hiring Initiative to Fill Remaining Vacancies	**High**	**Ongoing.** Two entry level officers and one lateral officer were hired in Q2, bringing the total number of commissioned officers to 22. One position remains vacant.
Implement Coordinated Training Approach	**High**	**Ongoing.** Training continues throughout 2017 with quarterly audits.

2017 Work Plan Priorities – Public Safety

Task	Priority	Status as of Midyear
Community/Healthy Youth Leadership Initiative/CRO	**Medium**	**Ongoing.** BIPD participated in National Police Week, The Law Enforcement Torch Run for Special Olympics, National Bike to School Day, a BEEP baseball game with the Seattle Sluggers, and numerous station tours, school visits, and senior center visits in Q1/Q2. Q3 events will include participation in Rotary Auction, Boater's Fair, July 3rd Street Dance, Grand Old Fourth Celebration, and the Cops and Kids Summer Camp.
Identify automation opportunities/IT initiatives	**Medium**	**Ongoing.** Continued using the ASMI training and tracking software. Purchased two new Speed Signs to monitor problem areas identified through our Traffic Emphasis Program.
Review options to re-establish a K9 program and acquire a new dog.	**Medium**	**In progress.** An officer was appointed as a K9 Handler in Q2, and will attend training in Q3. In Q4 we anticipate purchasing a vehicle equipped for a K9 officer, and plan to purchase the K9 officer in Q1, 2018.

2017 Work Plan Priorities – Public Safety

Task	Priority	Status as of Midyear
Continue to emphasize Crisis Intervention Training (CIT) for all officers Designated CIO's will continue to receive additional training for contact with people in crisis. All officers receive annual 8-hour refresher course.	**BMP**	**In progress.** Officers are completing required Crisis Intervention Training per state law. Most of the department received training in Q1, remainder will receive in Q4.
Hiring Process/Background Checks Continue to consider options to use outside agencies to conduct background investigations for potential hires.	**BMP**	**In progress.** Alternative options are under consideration.
Improve and expand information provided via department section of City website.	**BMP**	**In progress.** Will be completed with the City's migration to a new website. Meetings are planned in early Q3 to discuss improvements.
Support Public Safety Committee	**BMP**	**Ongoing.** The department supports quarterly meeting.

Public Works

2017 WORK PLAN PRIORITIES – PUBLIC WORKS

Task	Priority	Status as of Midyear
Police and Municipal Court Building Project: • Site selection • Funding plan • Initiate project design	**High**	**In progress.** Preferred site identified in Q1. Conceptual design is underway.
Complete construction for City Dock replacement.	**High**	**In progress.** Contract awarded Q2. Construction to start in August.
Complete construction for Phases 2 and 4 of Sound-to-Olympics (STO) Trail Project.	**High**	**In progress.** Construction on schedule to complete in Q4.
Complete design for STO Phase 3.	**High**	**In progress.** Design contract awarded Q2.
Complete re-design and construction for Phase 1/Olympic Dr. of Sound-to-Olympics (STO) Trail Project.	**High**	**In progress.** City rejected sole construction bid – plan to re-bid the project later this year.
Issue RFQ for downtown parking study	**High**	**Completed.** Contract awarded Q2.
Complete assessment for SSWM utility	**High**	**UAC review complete.** Recommendation to be submitted to City Council in Q3.
Complete rate study for Sewer Utility	**High**	**UAC review in progress.** Council discussion planned for Q3.
Develop options for City Hall renovations/retrofit	**High**	**In progress.** Design options have been identified. Project will be discussed as part of budget development.
Identify uses for 2016 Transportation Benefit District (TBD) funds.	**High**	**Ongoing.** Further information to be developed in the budget process.
Pursue Satellite Management Authority for Water Utility. Implement identified Best Management Practices.	**High**	**In progress.** UAC discussions are underway.

2017 WORK PLAN PRIORITIES – PUBLIC WORKS

Task	Priority	Status as of Midyear
Support Council consideration of additional Low Impact Development Regulations	**Medium**	**In progress.** Council adopted Ordinance 2017-03 (July 2017) created recommended Site Assessment Review (SAR) development review process (effective date October, 2017). SAR program development and implementation (Q3-Q4).
Complete construction for Waterfront Park redevelopment.	**Medium**	**Completed in Q2.**
Complete construction for Manitou Beach Rd. project	**Medium**	**Completed in Q1.**
Complete Island-wide Transportation Plan (IWTP).	**Medium**	**Completed in Q1.**
Complete Water System Plan and implement any changes to capital plans, service delivery and/or rate structure.	**Medium**	**In progress.** Council adoption scheduled for Q3.
Complete Wyatt Way – Phase 1 design	**Medium**	**In progress.** 60% design is complete. Right-of-way acquisition planned for Q3.
Adopt ordinance to regulate Fats, Oil and Grease (FOG).	**Medium**	**Delayed due to other tasks.**
Complete 2nd Edition *State of the Island's Waters* Report.	**Medium**	**In progress.** Will complete by year-end.

2017 WORK PLAN PRIORITIES – PUBLIC WORKS

Task	Priority	Status as of Midyear
Support initiatives to expand use of GIS for City asset management.	**BMP**	**In progress.** Currently field testing devices to support work of inspectors and O&M staff.
Develop improved internal reporting with Finance to monitor capital project status.	**BMP**	**In progress.** Midyear report will include new report format to track capital project status.
Support citizen advisory committees: • Utility Advisory Committee • Multi-Modal Transportation Advisory Committee	**BMP**	**Ongoing.** Department staff support monthly and bi-monthly committee meetings.

CITY OF
BAINBRIDGE ISLAND

2017 MIDYEAR REPORT:

Performance Measures

Doug Schulze, City Manager
June 30, 2017

Overview

The following report presents midyear status for selected City performance measures. The City tracks performance measures for each department and – depending on the data – uses a monthly, quarterly, or annual frequency for reporting. The results shown here are data as of June 30, 2017, alongside the prior history (when available). For data that is reported on an annual frequency, midyear information is either not available or not meaningful. In these cases, year-to-date results are replaced in this midyear report with an "N/A". This also applies to indicators that were not initially monitored at the time performance measures started to be tracked.

Performance measurement is another tool that can help to understand progress towards the City's goals and objectives, and to identify trends in City workload and service delivery. The City will continue to expand the way we use this data to communicate about the organization's activities and trends. In the year-end report, additional analysis and interpretation will be provided to add context to the data and evaluate the organization's results. Going forward, this data can be used to inform resource allocation, budget decisions, and fiscal capacity forecasts.

Performance Measures by Department

EXECUTIVE

2017 Performance Measures – Executive

City Clerk

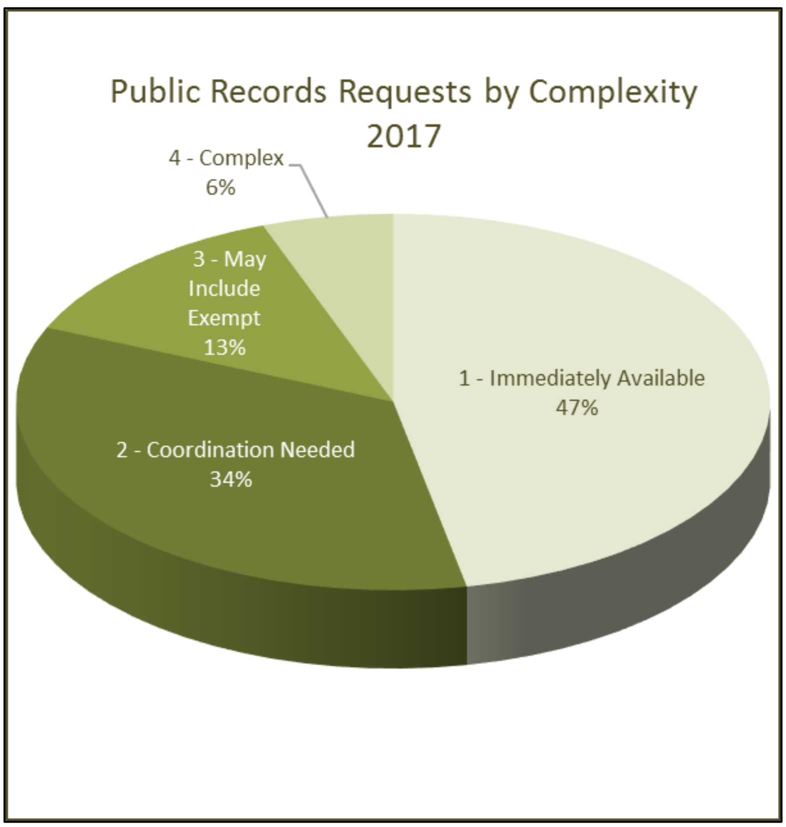
Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Ordinances Processed	22	33	38	32	29	13
Board and Commission Applications Processed	55	47	48	62	76	83
Number of Resolutions Processed	12	20	23	22	23	13
Number of Agenda Items Processed	459	466	542	547	566	343
Number of Notary Services Performed*	N/A	N/A	N/A	N/A	N/A	91
Number of Council Meetings*	N/A	N/A	N/A	N/A	N/A	43
Average Number of Days to Close a Request*	N/A	N/A	N/A	N/A	N/A	6
Number of New-Hire Training Sessions Conducted*	N/A	N/A	N/A	N/A	N/A	9
Bid Openings*	N/A	N/A	N/A	N/A	N/A	4
Recorded Documents*	N/A	N/A	N/A	N/A	N/A	22
Claims for Damages*	N/A	N/A	N/A	N/A	N/A	8

*New performance measures initiated January 1st, 2017

City Clerk – Public Records

Public Research Requests by Complexity	2015 Actuals	2016 Actuals	2017 YTD
1 - Immediately Available	85	44	225
2 - Coordination Needed	181	238	166
3 - May Include Exempt	76	150	62
4 - Complex	78	56	27
Public Records Requests - Total*	420	488	495

*Total may not equal the sum of the values in the four complexity categories due to the inclusion of a small number of un-classifiable requests

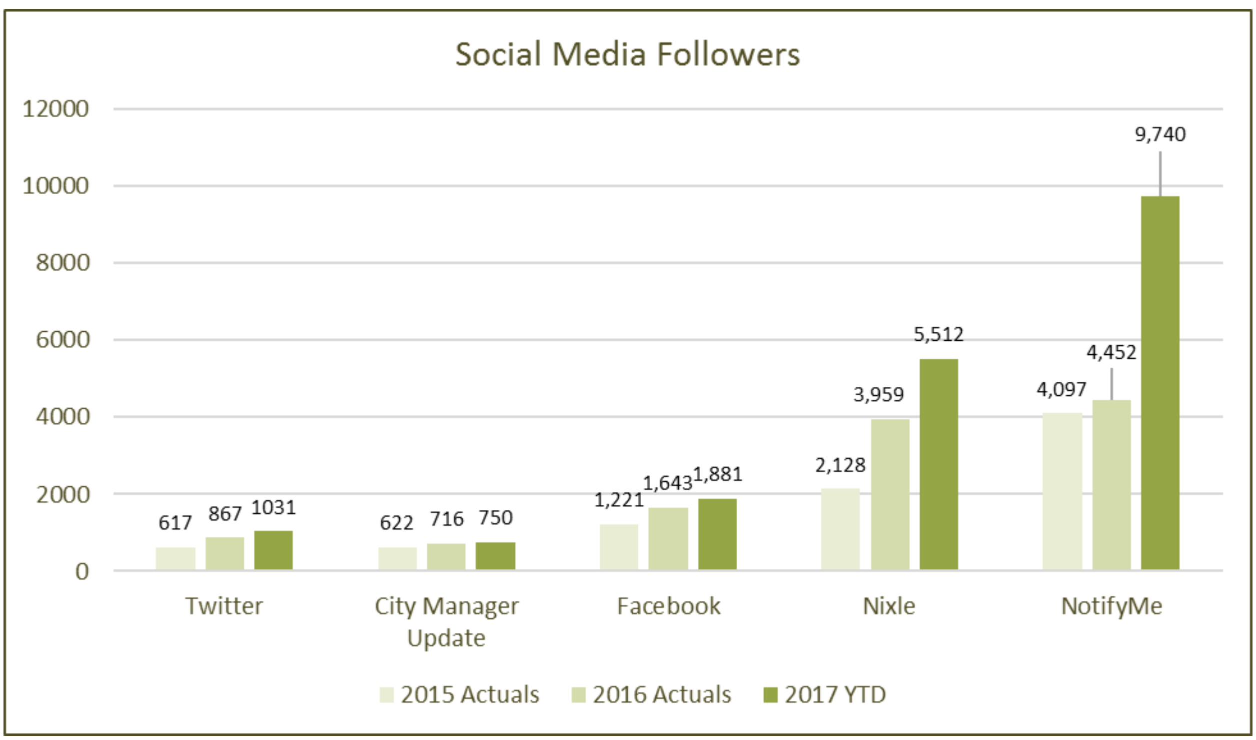


Community Engagement – Traditional Media

Indicator	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Press Releases Issued	N/A	24	80	82	74

Community Engagement – Social Media Followers

Indicator	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Twitter	N/A	271	617	867	1031
City Manager Update	306	384	622	716	750
Facebook	492	791	1,221	1,643	1,881
Nixle	N/A	1,497	2,128	3,959	5,512
NotifyMe	N/A	2,467	4,097	4,452	9,740
Number of Hits on the Website	N/A	N/A	198,207	224,104	162,796

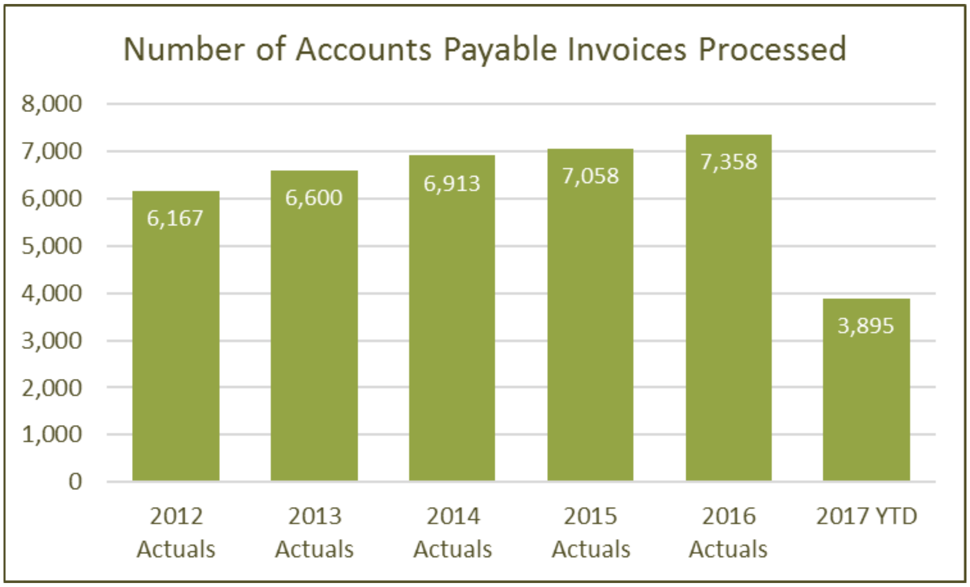


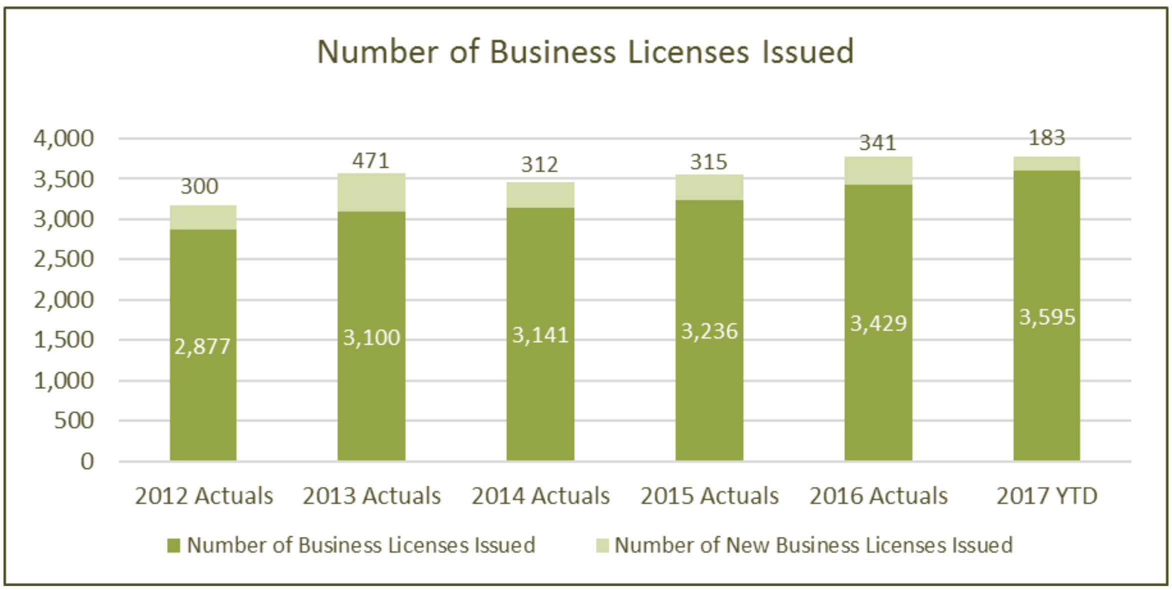
Finance and Administrative Services

2017 Performance Measures – Finance and Administrative Services

Accounting & Audit

Indicators	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
State Audit Results (for prior year report)	No Findings	Finding	No Findings	No Findings	No Findings	No Findings
Number of Accounts Payable Invoices Processed	6,167	6,600	6,913	7,058	7,358	3,895
Number of Cash Receipt Transactions Processed	38,976	40,070	31,644	30,578	30,869	17,879
Number of Payroll Direct Deposits Processed	2,783	2,555	2,635	2,725	2,895	1,390
Number of Business Licenses Issued	2,877	3,100	3,141	3,236	3,429	3,595
Number of New Business Licenses Issued	300	471	312	315	341	183
Percent of Total Dollar Value Paid by Credit Card	0.69%	1.57%	1.34%	1.94%	1.81%	1.27%
Obtained Certificate of Achievement for Excellence in Financial Reporting from GFOA	N/A	N/A	N/A	Yes	Yes	Submitted


Number of Accounts Payable Invoices Processed
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
0
6,167
6,600
6,913
7,058
7,358
3,895
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Number of Business Licenses Issued
4,000
3,500
3,000
2,500
2,000
1,500
1,000
500
0
300
471
312
315
341
183
2,877
3,100
3,141
3,236
3,429
3,595
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD
Number of Business Licenses Issued
Number of New Business Licenses Issued

Budget & Revenue

Indicators	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Utility Customers	4,413	4,442	4,504	4,531	4,595	4,738
General Fund Year-End Cash Balance as a Percent of Annual General Fund Revenues	58%	71%	89%	97%	95%	N/A
Bond Rating Change over Time	A1	A1	Aa3	Aa3	Aa1	Aa1
Total Citywide Capital-Debt as a Percentage of Total Capital Assets (at Book Value)	24%	22%	20%	20%	19%	17%
Total Citywide Debt as a Percentage of Capacity	9%	8%	7%	7%	6%	4%
Obtained Distinguished Budget Award from GFOA	No	No	No	Yes	Yes	Submitted

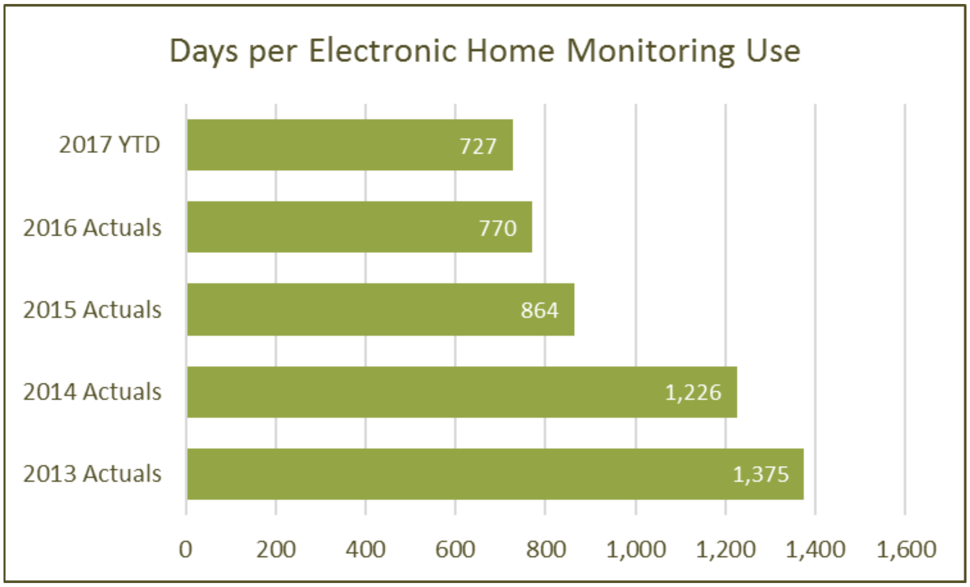
Information & Technology

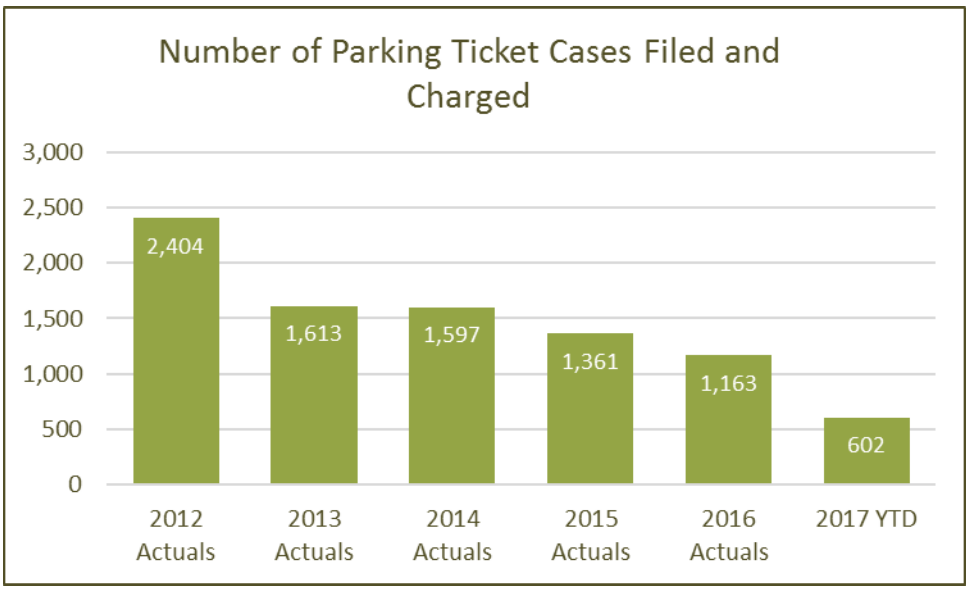
Indicators	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Computers Managed	178	184	186	173	178	184
Number of Peripherals Managed	45	49	52	129	133	140
Number of GIS-Related Map and Data Requests (internal/external)	N/A	141/66	126/88	162/51	178/38	60/65
Number of Applications Moved to Hosted Versions to Utilize Cloud-Based Data Storage	1	1	2	3	1	0
Percentage of Data Stored in Cloud-Based Data Storage	Less than 1%	Less than 1%	Approx 3%	Approx 5%	Approx 6%	Approx 6%

MUNICIPAL COURT

2017 Performance Measures – Municipal Court

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Cases Filed	3,256	2,542	2,381	2,419	1,985	1,207
Protection Orders Filed	40	40	48	34	59	31
Cases Disposed of	3,661	2,661	2,265	2,675	2,245	1,214
Hearings Held	3,446	2,879	2,405	2,236	2,196	1,118
Days per Electronic Home Monitoring (EHM) Use	402	1,375	1,226	864	770	727
Number of Parking Ticket Cases Filed and Charged	2,404	1,613	1,597	1,361	1,163	602
EHM vs Jail - Savings to City	N/A	N/A	N/A	$53,460	$50,820	$47,982


Days per Electronic Home Monitoring Use
2017 YTD
727
2016 Actuals
770
2015 Actuals
864
2014 Actuals
1,226
2013 Actuals
1,375
0
200
400
600
800
1,000
1,200
1,400
1,600

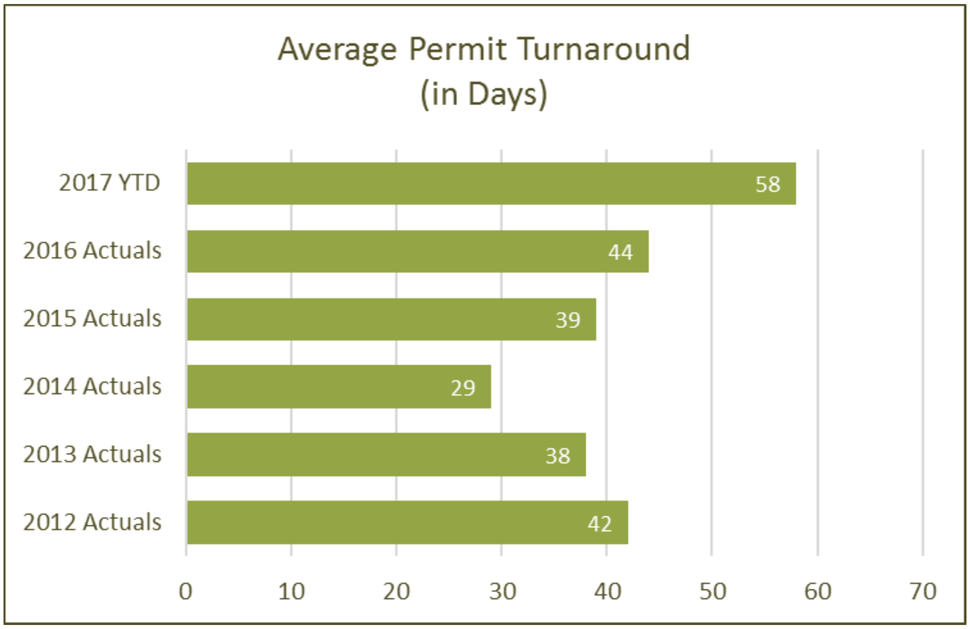

Number of Parking Ticket Cases Filed and Charged
3,000
2,500
2,000
1,500
1,000
500
0
2,404
1,613
1,597
1,361
1,163
602
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD

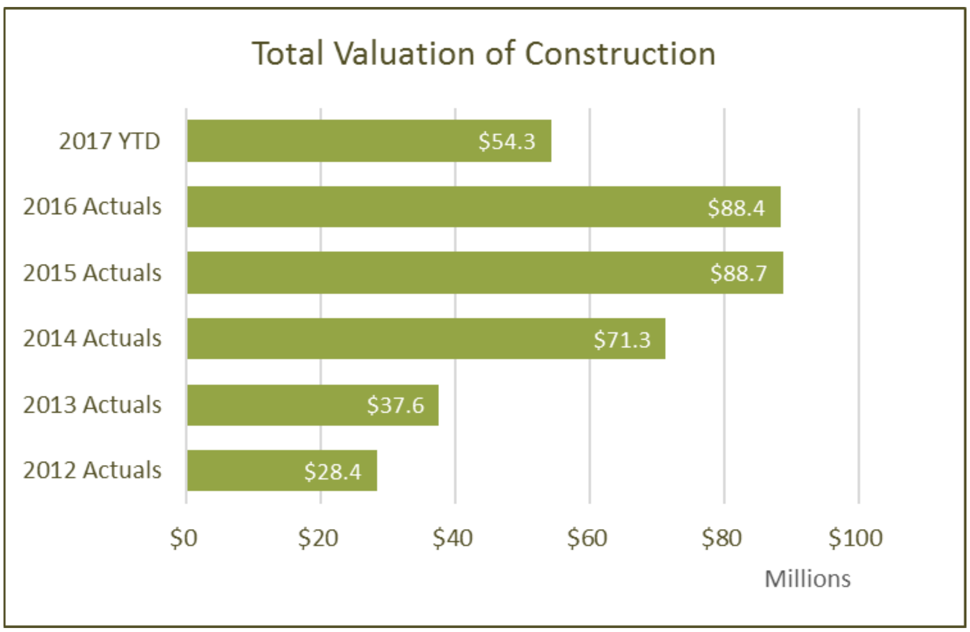
Planning & Community Development

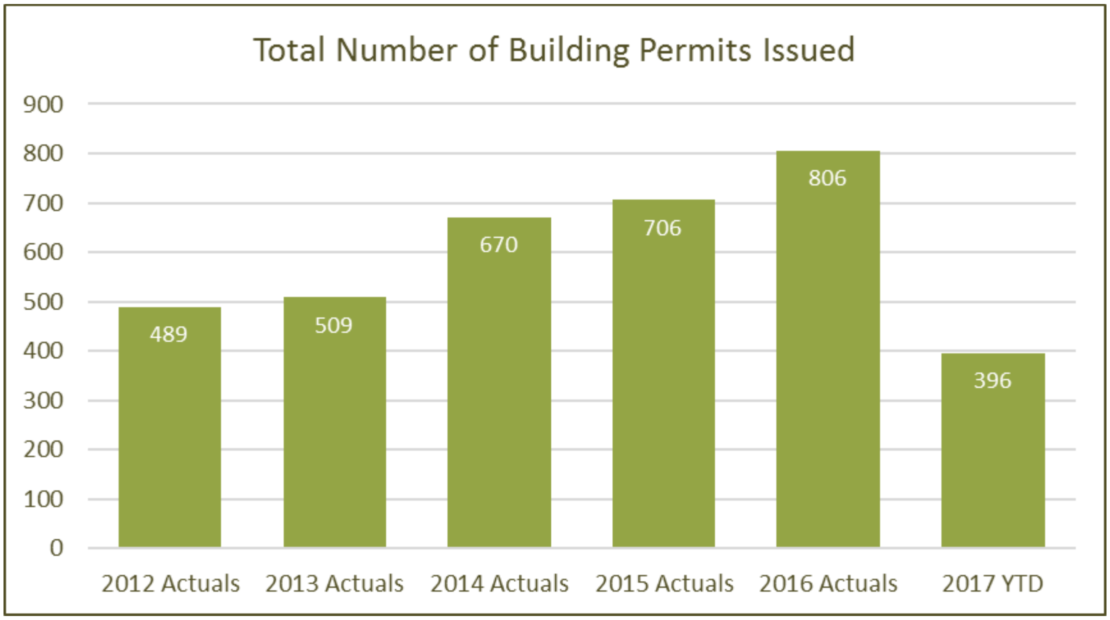
2017 Performance Measures – Planning & Community Development

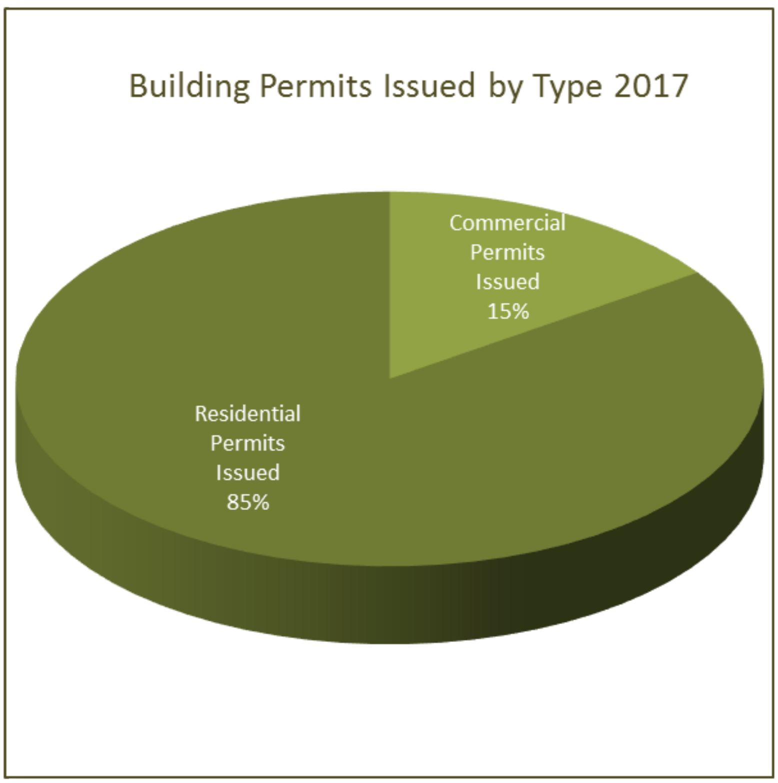
Building Services

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Average Permit Turnaround (in days)	42	38	29	39	44	58
Percent of Construction Document Review Completed in 30 Days (1st Submittal)	62%	64%	63%	60%	65%	58%
Number of Building Plans Reviewed (including revisions)	557	583	695	724	828	485
Number of Building Site Inspections Performed	2,326	4,137	3,750	3,974	3,201	2,541
Number of Permits Issued Online	0	0	3	30	56	52
Total Valuation of Construction	$28,370,525	$37,641,588	$71,337,448	$88,698,532	$88,413,722	$54,270,129
Commercial Permits Issued	N/A	N/A	N/A	95	131	61
Residential Permits Issued	N/A	N/A	N/A	611	675	335
Total Number of Building Permits Issued	489	509	670	706	806	396


Average Permit Turnaround
(in Days)
2017 YTD
2016 Actuals
2015 Actuals
2014 Actuals
2013 Actuals
2012 Actuals
58
44
39
29
38
42
0
10
20
30
40
50
60
70

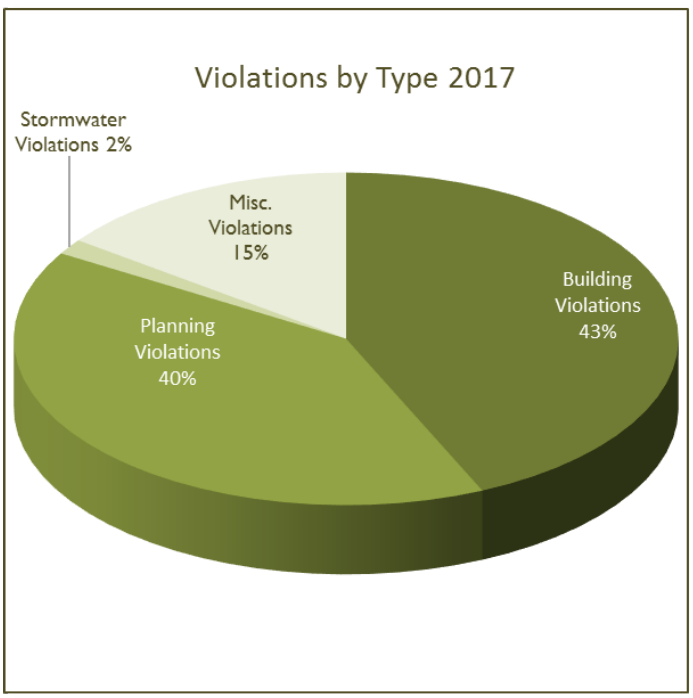

Total Valuation of Construction
2017 YTD
2016 Actuals
2015 Actuals
2014 Actuals
2013 Actuals
2012 Actuals
$54.3
$88.4
$88.7
$71.3
$37.6
$28.4
$0
$20
$40
$60
$80
$100
Millions


Total Number of Building Permits Issued
900
800
700
600
500
400
300
200
100
0
489
509
670
706
806
396
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Building Permits Issued by Type 2017
Commercial Permits Issued 15%
Residential Permits Issued 85%

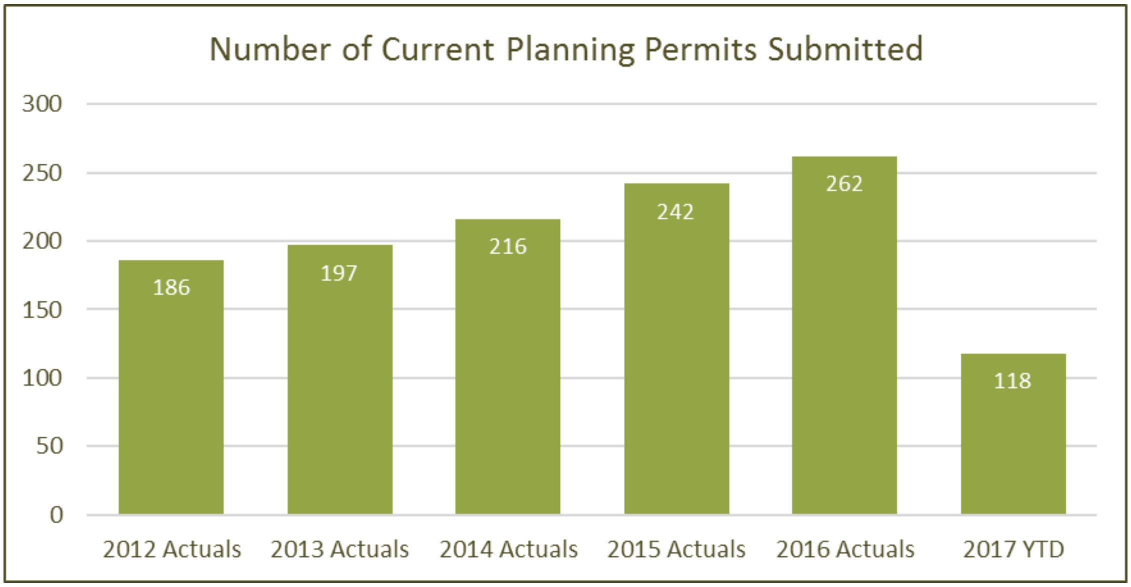
Code Compliance

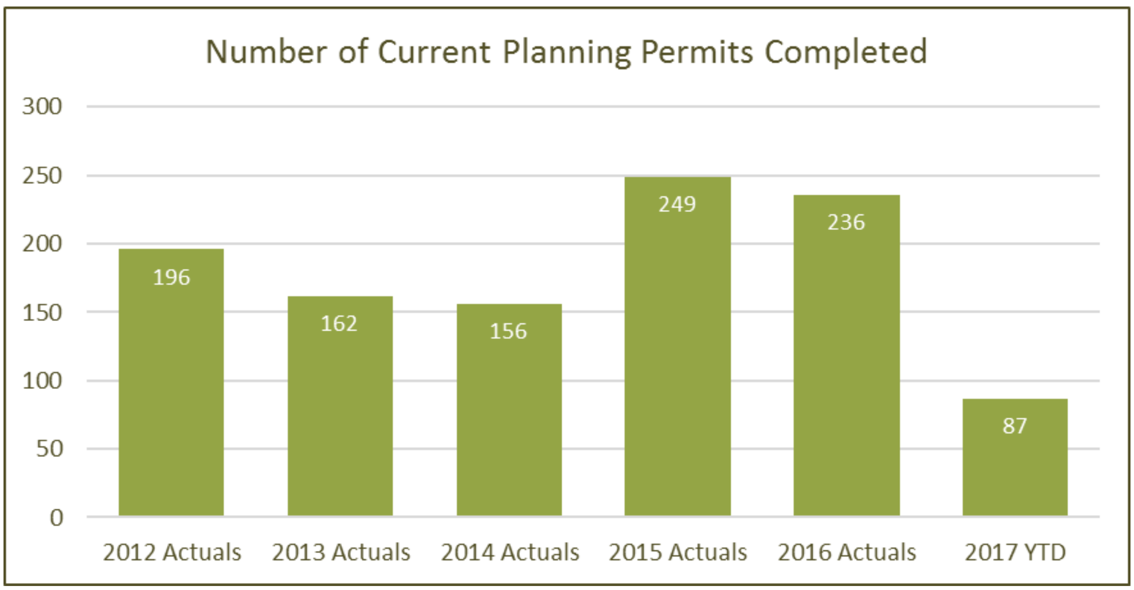
Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Request for Service	118	115	188	183	212	67
Service Request Converted to Full Cases	N/A	N/A	63	66	76	33
Cases Move Forward to Enforcement	0	0	0	0	3	1
Court Hearings	0	0	0	0	2	0
Sign Permits Issued	11	9	33	18	16	9
Building Violations	N/A	N/A	N/A	63	80	29
Planning Violations	N/A	N/A	N/A	85	86	27
Stormwater Violations	N/A	N/A	N/A	7	4	1
Miscellaneous Violations	N/A	N/A	N/A	28	42	10
Total Violations	N/A	N/A	N/A	183	212	67

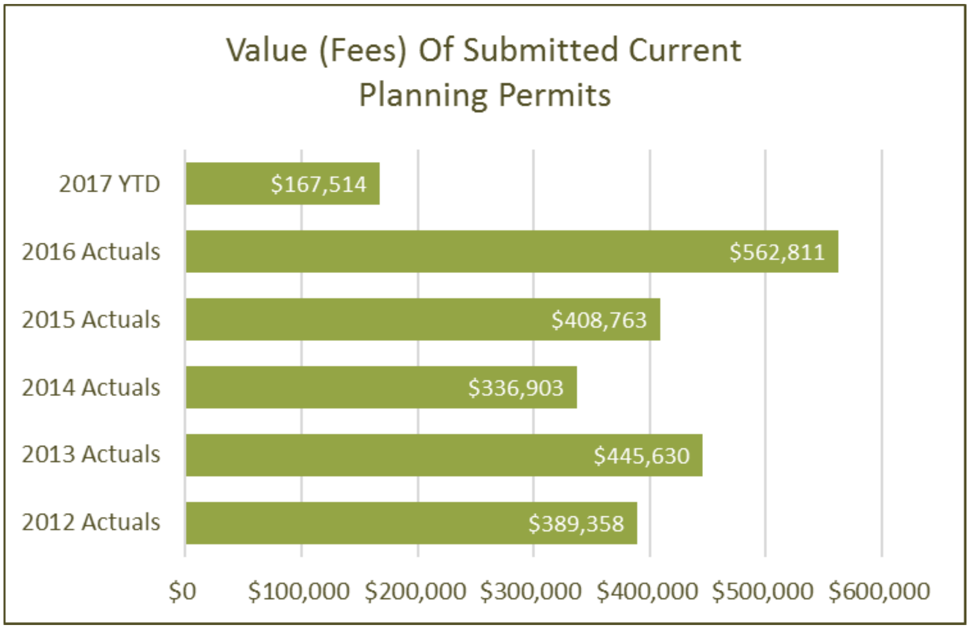


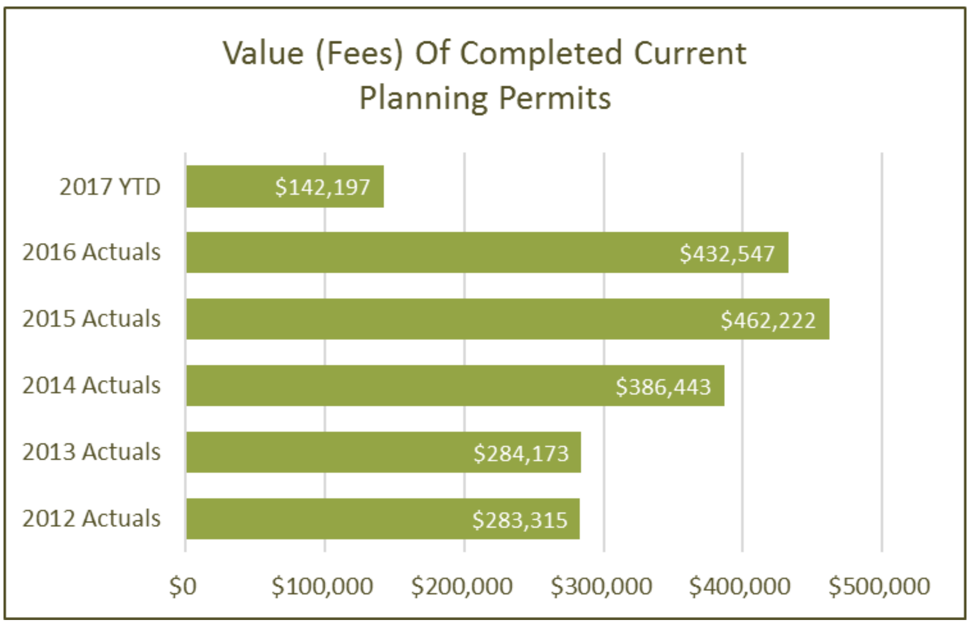
Current Planning

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Current Planning Permits Submitted	186	197	216	242	262	118
Number of Current Planning Permits Completed	196	162	156	249	236	87
Value (fees) of Submitted Current Planning Permits	$389,358	$445,630	$336,903	$408,763	$562,811	$167,514
Value (fees) Collected for Completed Current Planning Permits	$283,315	$284,173	$386,443	$462,222	$432,547	$142,197
Number of Clearing Permits Issued	42	51	94	123	128	59
Number of Appeals	2	8	4	1	10	1


Number of Current Planning Permits Submitted
300
250
200
150
100
50
0
186
197
216
242
262
118
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Number of Current Planning Permits Completed
300
250
200
150
100
50
0
196
162
156
249
236
87
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD





Long-Range Planning

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Ordinances in Legislative Process	6	15	13	12	3	4
Number of Approved Ordinances	3	11	11	7	7	10

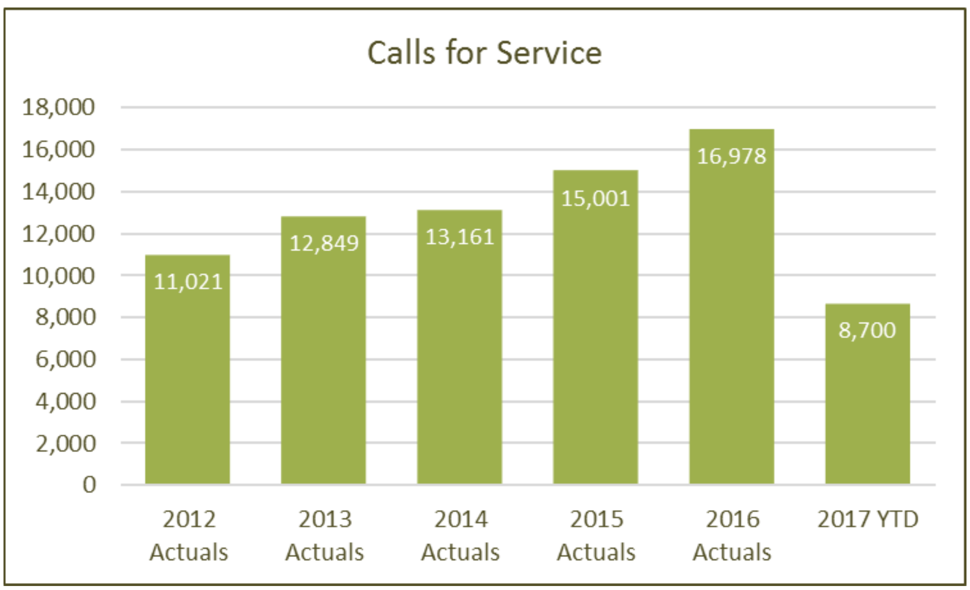
PUBLIC SAFETY

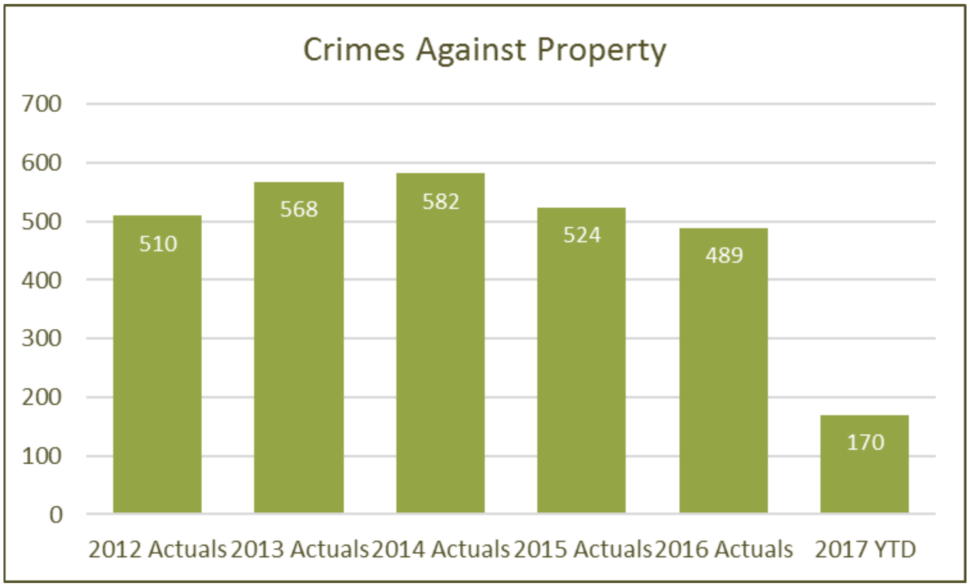
2017 Performance Measures – Public Safety

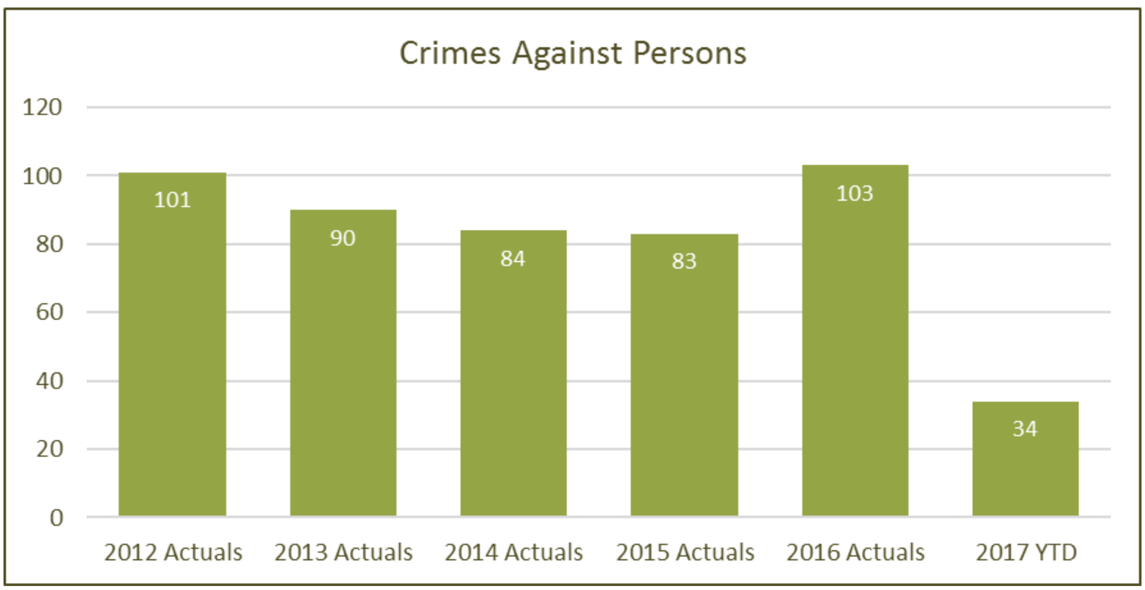
Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Calls for Service	11,021	12,849	13,161	15,001	16,978	8,700
Top Priority Calls: Average Time from Dispatch to Arrival (min/sec)	N/A	N/A	N/A	4.28	4.14	4.08
Case Reports	1,731	1,870	1,876	1,703	1,877	795
Criminal Citations	96	81	59	77	53	13
Traffic Infractions	636	761	573	817	602	487
Traffic Collisions	194	200	217	265	280	103
Adult Arrests	437	353	248	265	330	138
Juvenile Arrests	46	16	6	10	13	6
Driving Under the Influence	32	30	37	26	50	15
Drugs/Narcotics	47	27	28	23	28	13
Use of Force Incidents	N/A	5	5	3	6	2
Complaints Against Sworn Personnel: Total	7	9	27	15	14	6
Complaints Sustained Against Sworn Personnel: Total	4	0	3	6	3	2
Crimes Against Persons (Murder, Forcible Sex Offenses, Robbery, Aggravated Assault, Simple Assault, Intimidation, Non-Forciible Sex Offenses, Kidnapping, Human Trafficking, and Violation of No Contact Order)	101	90	84	83	103	34

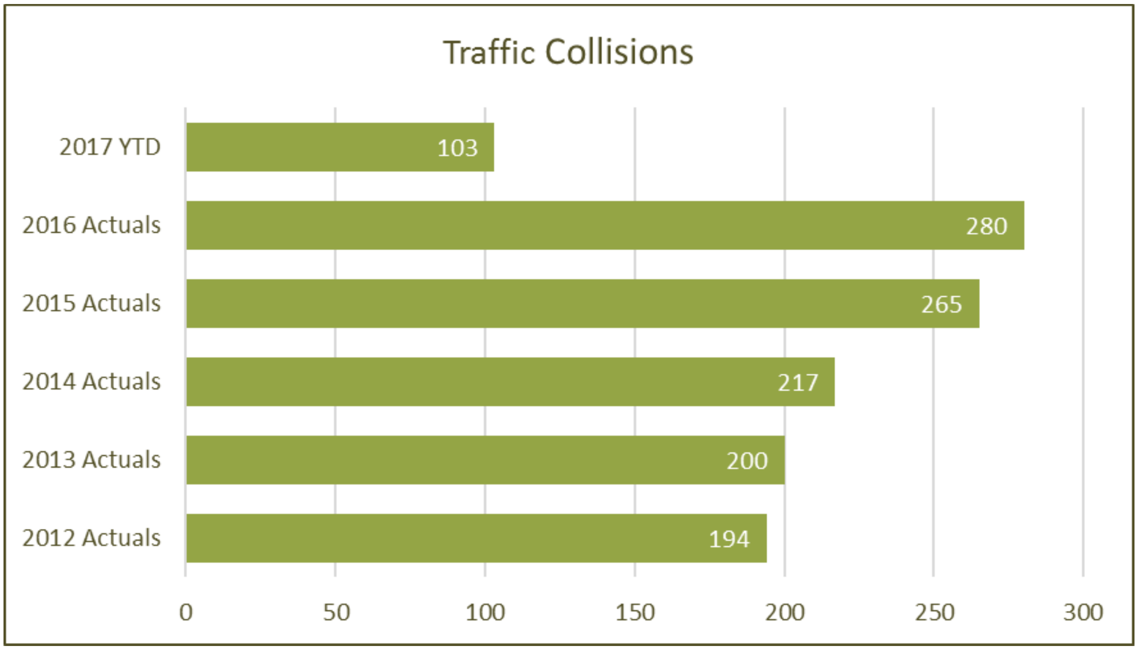
Public Safety cont.

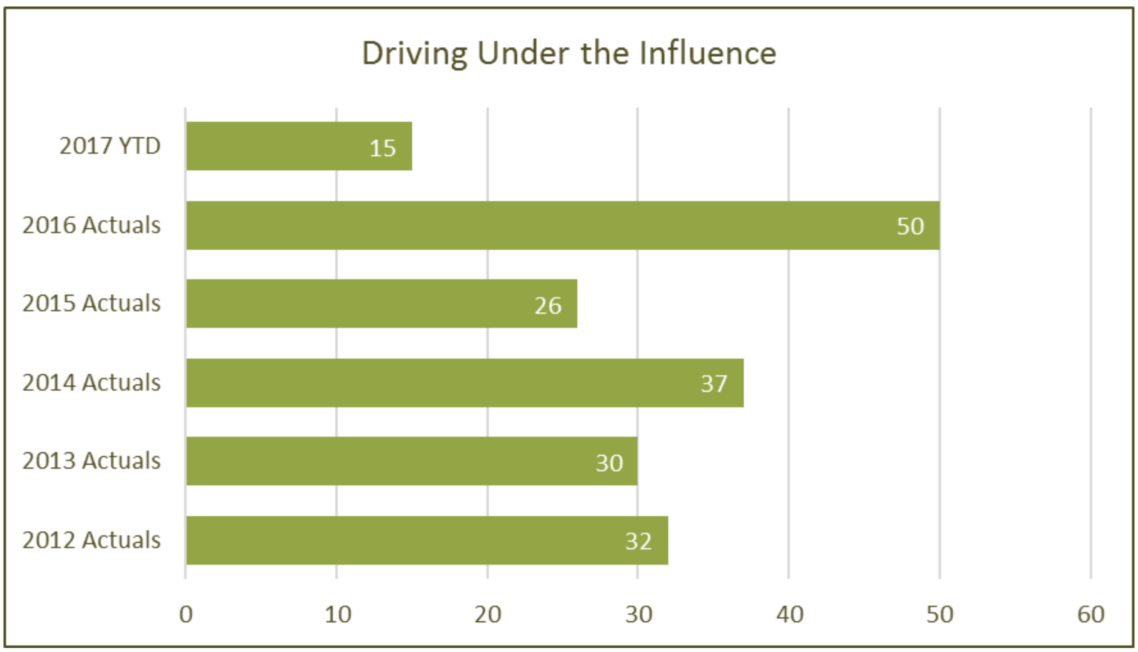
Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Violent Crime Cases Categorized as Domestic Violence	N/A	N/A	N/A	40	40	9
Crimes Against Persons: Cleared by Arrest	35	35	25	23	42	16
Crimes Against Property (Burglary/Breaking and Entering, Arson, Larceny, Motor Vehicle Theft, Extortion / Blackmail, Counterfeiting / Forgery, Fraud, Embezzlement, Stolen Property Offenses, and Destruction / Damage/ Vandalsim of Property)	510	568	582	524	489	170
Crimes Against Property: Cleared by Arrest	47	44	39	41	43	15




Crimes Against Property
700
600
500
400
300
200
100
0
510
568
582
524
489
170
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Crimes Against Persons
120
100
80
60
40
20
0
101
90
84
83
103
34
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Traffic Collisions
2017 YTD
2016 Actuals
2015 Actuals
2014 Actuals
2013 Actuals
2012 Actuals
103
280
265
217
200
194
0
50
100
150
200
250
300

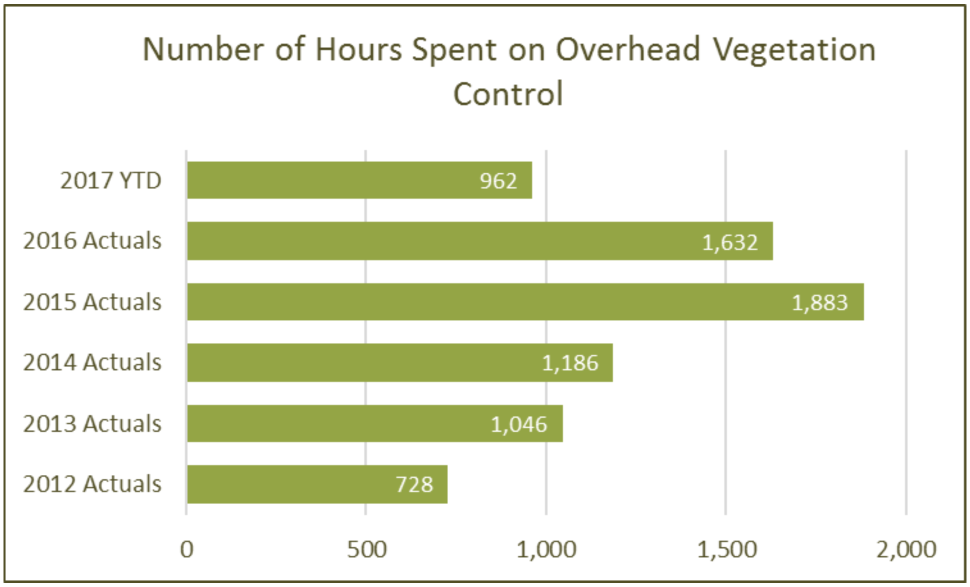

Driving Under the Influence
2017 YTD
2016 Actuals
2015 Actuals
2014 Actuals
2013 Actuals
2012 Actuals
15
50
26
37
30
32
0
10
20
30
40
50
60

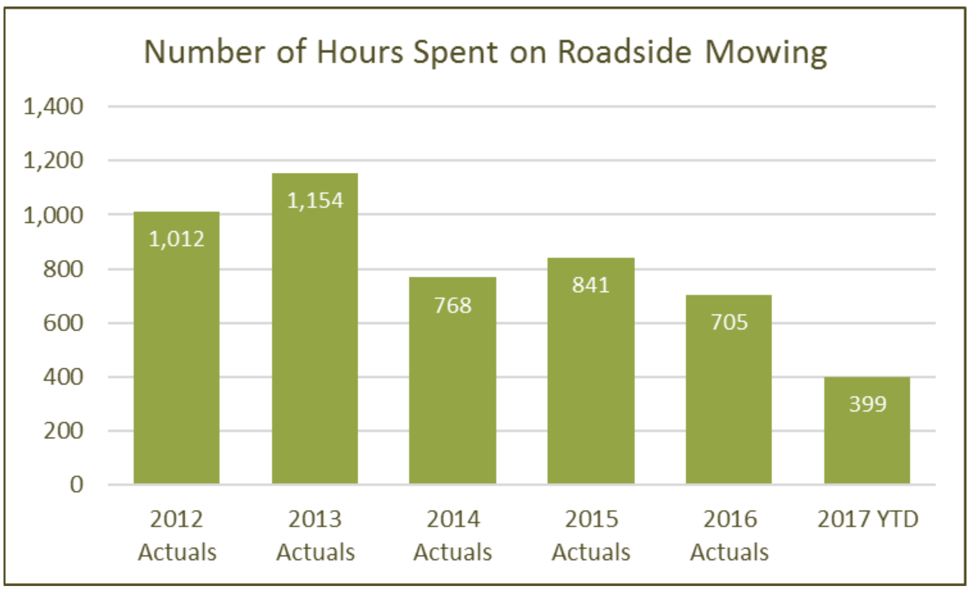
Public Works

2017 Performance Measures – Public Works

Public Works – Streets

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Cubic Yards of Street Waste Removed During Roadway Sweeping	349	237	321	191	262	44
Number of Hours Spent on Roadside Mowing	1,012	1,154	768	841	705	399
Number of Hours Spent on Overhead Vegetation Control	728	1,046	1,186	1,883	1,632	962
Number of Hours Spent on Street Sweeping	835	798	820	671	364	242
Number of Hours Spent on Bikelane Sweeping	N/A	N/A	201	205	98	69


Number of Hours Spent on Overhead Vegetation Control
2017 YTD
962
2016 Actuals
1,632
2015 Actuals
1,883
2014 Actuals
1,186
2013 Actuals
1,046
2012 Actuals
728
0
500
1,000
1,500
2,000


Number of Hours Spent on Roadside Mowing
1,400
1,200
1,000
800
600
400
200
0
1,012
1,154
768
841
705
399
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD

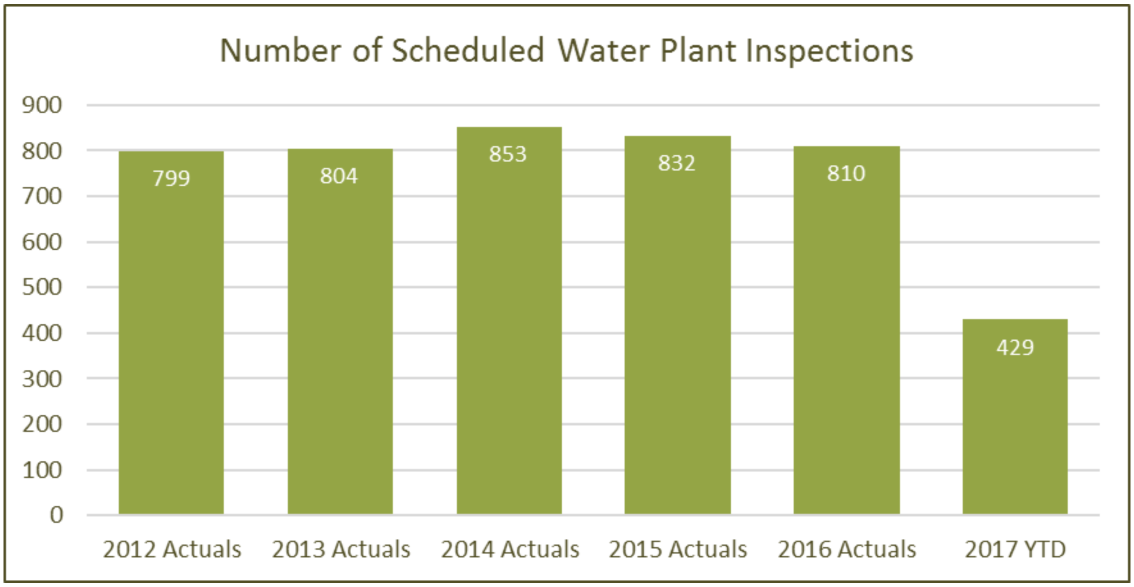
Public Works – Fleet & Facility Services

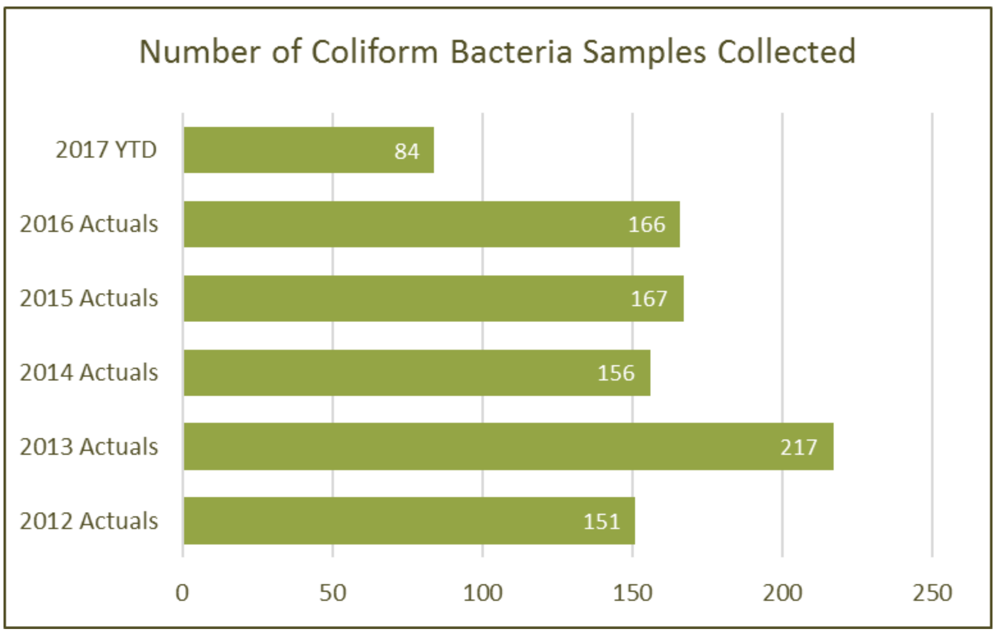
Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Square Feet Facilities Maintained	67,007	67,007	67,007	67,007	67,007	73,595*
Number of Vehicles and Equipment Maintained	145	145	149	153	160	165
Average Age of Vehicles and Equipment (in years)	9.2	10.2	10.5	10.9	11.2	11.2

*The City assumed maintenance responsibility for Water Front Park Community Center as of March 23rd, 2017.

Public Works – Water Utility

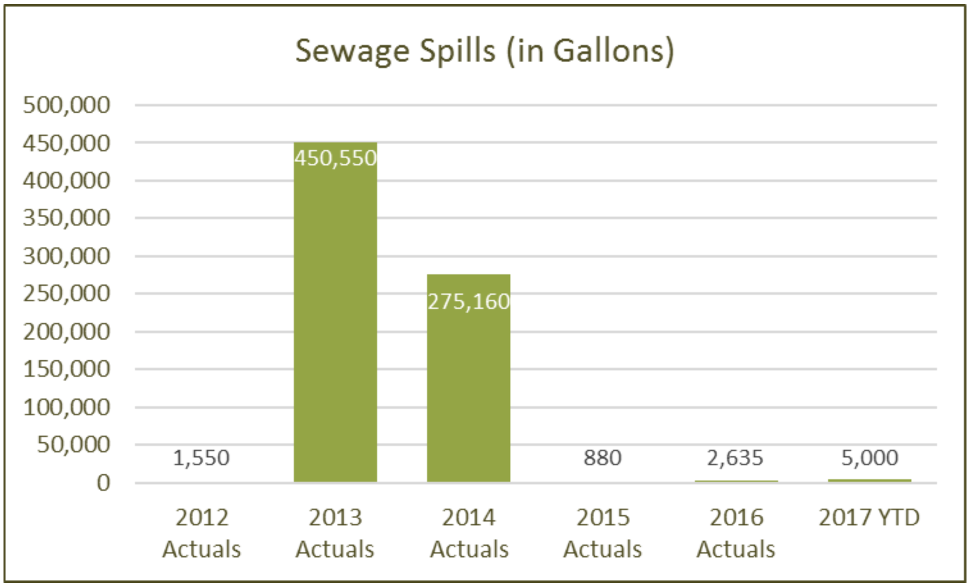
Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Scheduled Water Plant Inspections	799	804	853	832	810	429
Number of Coliform Bacteria Samples Collected	151	217	156	167	166	84
Number of Unsatisfactory Routine Coliform	0	0	0	0	0	0
Average Water Use Per Single Family Residence - Winslow Water System (in gallons per Day)	138	146	144	156	152	N/A
Average Water Use Per Single Family Residence - Rockaway Beach Water System (in gallons per day)	197	194	236	232	209	N/A

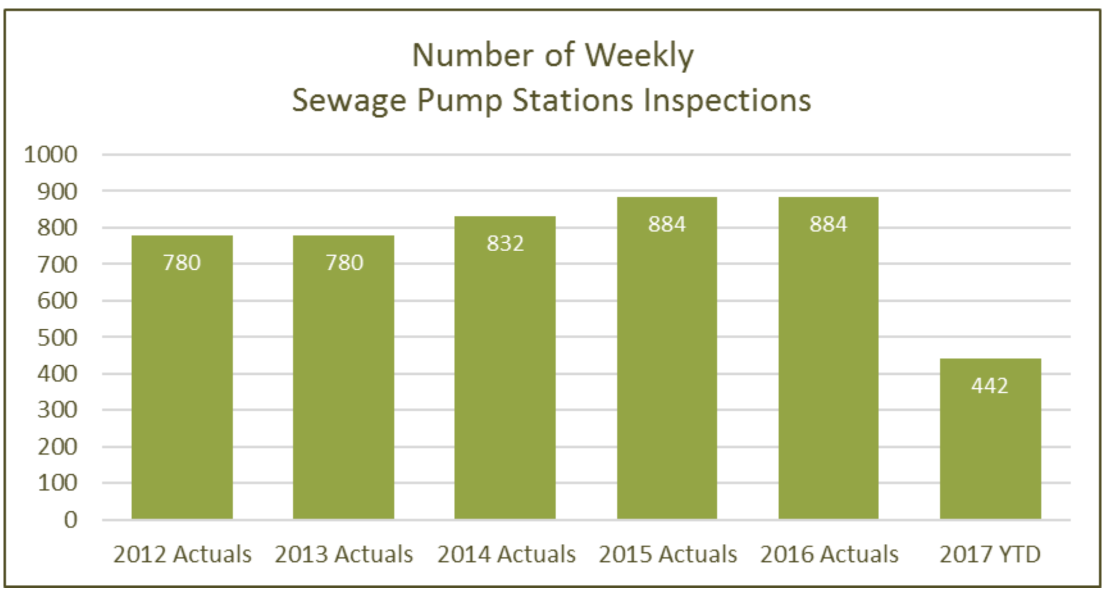

Number of Scheduled Water Plant Inspections
900
800
700
600
500
400
300
200
100
0
799
804
853
832
810
429
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Number of Coliform Bacteria Samples Collected
2017 YTD
84
2016 Actuals
166
2015 Actuals
167
2014 Actuals
156
2013 Actuals
217
2012 Actuals
151
0
50
100
150
200
250

Public Works – Sewer Utility

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Winslow Wastewater Treatment Plant (WWTP): average sewage flow treated (million gallons per day)	0.49	0.46	0.56	0.54	0.60	0.60
Annual average percent of WWTP Biochemical Oxygen Demand (BOD) removal - 85% required by NPDES permit	99%	99%	99%	99%	98%	99%
Average percent of treatment plant total suspended solids (TSS) removal	99%	99%	99%	98%	98%	99%
Number of Sewage Pump Stations Inspected	780	780	832	884	884	442
Sewage Spills (in Gallons)	1,550	450,550	275,160	880	2,635	5,000


Sewage Spills (in Gallons)
500,000
450,000
400,000
350,000
300,000
250,000
200,000
150,000
100,000
50,000
0
1,550
450,550
275,160
880
2,635
5,000
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD


Number of Weekly
Sewage Pump Stations Inspections
1000
900
800
700
600
500
400
300
200
100
0
780
780
832
884
884
442
2012 Actuals
2013 Actuals
2014 Actuals
2015 Actuals
2016 Actuals
2017 YTD

Public Works – Stormwater Utility

Indicator	2012 Actuals	2013 Actuals	2014 Actuals	2015 Actuals	2016 Actuals	2017 YTD
Number of Catch Basins Inspected	153	322	375	410	554	132
Number of Catch Basins Cleaned	138	221	176	379	506	98
Linear Feet of Open Conveyance Ditched	1,745	5,885	5,967	1,285	4,735	1,697
Number of Culverts Inspected (Four Year Cycle by Zone)	519	1,154	806	696	139	403
Number of Culverts Cleaned	136	125	101	263	40	1

City of Bainbridge Island
City Council Agenda Bill

PROCESS INFORMATION	
Subject: 8:00 PM Planning Commission Recommendation on Critical Areas Ordinance Update, AB 17-135 - Planning (Pg. 84)	Date: 8/2/2017
Agenda Item: NEW BUSINESS	Bill No.: 17-135
Proposed By: Planning and Community Development	Referrals(s):

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

REFERRALS/REVIEW		
:	Recommendation:	
City Manager: Yes	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

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

- Aquifer recharge areas
- Fish and wildlife habitat conservation areas
- Frequently flooded areas
- Geologically hazardous areas
- Wetlands

The intent of the current update is to:

- Revise code provisions as necessary to comply with state requirements;
- Review best available science (BAS) and incorporate as needed;
- Update the CAO to reflect and support the Comprehensive Plan;
- Address code conflicts and internal inconsistencies;
- Improve ease of administration; and
- Improve clarity and readability for land use applicants and the general public.

The Planning Commission conducted its review of the CAO between March 23 – June 26, 2017. Staff recommends that the Council begin its consideration of the CAO using the Planning Commission's Recommended Draft as a starting point.

Please see background information for additional details regarding the process to date, summary of proposed revisions, and update schedule.

RECOMMENDED ACTION/MOTION
Discussion only.

ATTACHMENTS:

	Description	Type
🗋	Transmittal Memo	Backup Material
🗋	Transmittal Memo Attachment	Backup Material

CITY OF BAINBRIDGE ISLAND

Department of Planning and Community Development

Memorandum

Date: August 2, 2017

To: City Council

From: Christy Carr, AICP
Senior Planner

Subject: Critical Areas Ordinance Update
Planning Commission Recommended Draft

I. Background

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

- Aquifer recharge areas
- Fish and wildlife habitat conservation areas
- Frequently flooded areas
- Geologically hazardous areas
- Wetlands

The City last completed a comprehensive update of its CAO in 2005 with updates in 2007 and 2008. The updates addressed only geologically hazardous areas. The intent of the current update is to:

- Revise code as necessary to comply with state requirements;
- Review best available science (BAS) and incorporate as needed;
- Update the CAO to reflect and support the Comprehensive Plan;
- Address code conflicts and internal inconsistencies;
- Improve ease of administration; and
- Improve clarity and readability for land use applicants and the general public.

The CAO update will also include comparison to relevant sections of the City's Shoreline Master Program (SMP) to bring the two regulatory documents into alignment. The SMP includes policies and regulations for critical areas located within the shoreline jurisdiction. The City completed a comprehensive review and update of its SMP in 2014 that essentially adopted the current CAO in whole with minor differences and exceptions of certain sections that do not apply or are covered by other provisions in the SMP. Following adoption of the updated CAO, the City will include these revisions in the SMP through a limited amendment.

II. Planning Commission Review

The Planning Commission completed its review between March 23 – June 26, 2017 including 10 study sessions, an open house and public hearing. Public comment was invited at each study session. The scheduled review was deliberately ambitious for two reasons: (1) To have the Planning Commission provide its recommendation prior to the end of term for two long-standing commissioners (at the end of June); and (2) The City's state-mandated timeline to complete a review and update of its CAO was June 30, 2017. As was the case with the City's Comprehensive Plan Update, staff notified the Department of Commerce of the delay and is keeping them abreast of the City's progress.

The Planning Commission reviewed the CAO in "batches": (1) wetlands, fish and wildlife habitat conservation areas, and frequently flooded areas, (2) aquifer recharge areas, and (3) geologically hazardous areas. The review generally followed a two-step process. First, staff provided a summary of existing critical areas regulations, relevant BAS documents, technical information gathered through input from local experts and consultations with agency staff along with general recommendations from staff concerning organization, internal consistency, administration and consistency with the Comprehensive Plan. Next, staff presented recommended revisions to code language for consideration.

Working drafts specific to each critical area were provided for review at each meeting, beginning May 11, 2017. Revisions to the chapter (BIMC 16.20) in its entirety were reviewed over the course of six meetings, beginning June 1, 2017. Planning Commission recommendations were incorporated into each working draft and reviewed at the following meeting. In addition, staff provided additional background and policy options on several specific topics, including standards for existing development, wetland buffer widths, Winslow Ravine, trees and vegetation and reasonable use exceptions.

Public comment was somewhat limited. A listserv providing updates for the project has 20 subscribers. A total of 13 comments were received by 10 individuals. Most public comment focused on trees and vegetation. Input was also solicited from and received by Washington Department of Fish and Wildlife and Washington Department of Ecology.

III. Planning Commission Recommended Draft

Although completed over a relatively short period, the Planning Commission Recommended Draft (Draft) is the result of thoughtful and rigorous review and deliberation. That said, the Planning Commission is forwarding the Draft with known gaps and acknowledges that some work is left to Council due both to timing limitations and ongoing regulatory updates of other chapters of the municipal code (e.g.; new BIMC 15.19, revisions to BIMC 16.18 and 16.22). While the City is currently working toward a state-mandated deadline for required updates to the CAO, the Planning Commission anticipates the need to revisit the CAO in the near future to both ensure consistency with other chapters of the municipal code and maximize the regulatory authority unique to critical areas, as applicable.

A brief overview of proposed revisions is provided below, including staff notes in blue. A complete summary of proposed changes matrix will be provided in advance of the August 8, 2017 City Council meeting.

Note: BIMC references cited below correspond to the Planning Commission Recommended Draft, not the existing CAO regulations.

General provisions and administration

Sections applicable to all critical areas were reorganized to improve clarity, consistency and ease of administration. Some examples include:

- The existing CAO includes a chapter titled, "Applicability, exemptions, and prior development activity." Each of these items was revised and given its own section: Applicability (BIMC 16.20.020), Exemptions (BIMC 16.20.040) and Standards for existing development (BIMC 16.20.050). These sections are some of the most frequently used by staff and applicants. Separate sections improve readability.
- The purpose section for each of the specific critical areas was removed and the overall purpose and intent section (BIMC 16.20.010) was revised to apply to all critical areas. This improves consistency and removes redundancies.
- The prescriptive buffer variations section was removed. The current CAO offers overlapping and inconsistent methods to reduce critical area buffers (variances, buffer averaging, habitat management plan, reasonable use exceptions).
- With few exceptions, any development, use or activity requires a critical area permit. This is a change from the current CAO, where there is no clear or required review and/or permitting process. In addition, submittal requirements for each type of critical area are included in the regulatory language (e.g., type of report required). Staff recently created a Master Use Application that is a 3-page electronic form. "Critical area permit" will be on the Master Use Application as an option to check for type of permit and will not create a burdensome process for applicants. Staff anticipates a revision to the fee schedule to provide a "major" and "minor" critical area permit fee. Requiring a permit will improve the City's ability to track development activity, its impacts, and mitigation within critical areas on an island-wide basis.
- The language for reasonable use exceptions (RUE) was revised to encourage consideration of alternatives to the level of development allowed pursuant to the underlying zoning early in the land use review process (at the preapplication stage) rather than assuming an encumbered property will be developed. The RUE section may be revised based on the outcome of a review of the City's TDR program and a potential future watershed- or landscape-based mitigation program.
- The definitions section was moved to the end of the chapter to improve readability. Several definitions were added and many were revised for clarity or consistency. Staff anticipates additional revisions to ensure consistency with other sections of the municipal code and shoreline master program (SMP).
- Performance and maintenance surety (BIMC 16.20.160) and Compliance and enforcement (16.20.170) are unchanged. Staff anticipates the Planning Commission will revisit these sections with guidance from the City Attorney as part of a larger effort to improve code compliance and enforcement language throughout the entire municipal code.

New sections

The Draft includes three new sections:

16.20.030 Protection of critical areas – This section was added to codify the Comprehensive Plan policies requiring the use of mitigation sequencing and the precautionary principal.

16.20.090 Trees and vegetation – This section was added to consolidate all regulations related to tree and vegetation removal for all critical areas, clarify additional submittal requirements (e.g., arborist or geotechnical report) and allow for some tree or vegetation removal without City review. The current CAO includes regulations for tree and vegetation removal in several sections, making it confusing and difficult to administer, and inconsistent among different critical areas. Revisions may be needed based on geotechnical review received after the Draft was finalized.

16.20.180 Critical area reports – A new section was added to consolidate all report requirements in one place. The current CAO has report requirements in several different sections. While this language is still regulatory (i.e., required minimum content of reports), it is removed from various sections and consolidated into one section to improve readability. Revisions to some report requirements proposed; new buffer enhancement plan and aquifer recharge mitigation plan included.

Aquifer recharge areas

- The Draft classifies the entirety of Bainbridge Island outside of Designated Centers as critical aquifer recharge area for the Island's aquifer system to support the Comprehensive Plan land use concept and maximize recharge opportunities.
- A critical area permit and site assessment are required for any development or redevelopment proposing activities with the potential to generate a pollutant or exceeding regulated activity thresholds established under BIMC 15.20.040.
- Several prohibited uses were added based on Ecology's critical aquifer recharge guidance.
- Development standards were added, including the requirement to incorporate low impact development techniques to disperse and/or infiltrate stormwater to the maximum extent practical.
- The Planning Commission recommends that the aquifer recharge area section be revisited in coordination with the Phase II LID work and implementation of BIMC 15.19, site assessment review requirements, and revisions to BIMC 16.18 and 16.22. Additional development standards were not included at this time since this section should be coordinated and consistent with these other sections of the code. It also may be that the critical areas ordinance provides greater regulatory authority to require dispersion and/or infiltration for the protection of the critical aquifer recharge areas on the island.

Fish and wildlife habitat conservation areas (FWHCA)

- Classification. Class I and II FWHCA and marine critical areas removed; replaced with specific habitats present or likely to occur on the island. Added biodiversity areas and corridors. No change to stream classifications.
- Added section on mapping.
- Added permit and review procedures.
- Separated development standards for streams and all other FWHCAs.
- Removed separate water quality and habitat buffers (no basis in BAS).

- Increased buffer widths for Type F (150 to 200 feet), Np (50 to 100 feet) and Ns connected to F or Np streams (75 to 50 feet) to be more in line with protection of anadromous fisheries and Washington Department of Fish and Wildlife Priority Habitat and Species management recommendations.
- Clarified that buffer widths assume the buffer is well vegetated with native species appropriate to the site and, in not, enhancement may be required as part of site development.
- Minor modifications for clarity to structure setback.
- New buffer modification thresholds and requirements.
- Updated and clarified development standards for specific development, uses and activities allowed in FWHCAs and buffers. New requirement for critical area permit.

Frequently flooded areas

Local governments must address flood-prone areas under two separate statutes: The GMA and the Floodplain Management Statute. A Floodplain Management ordinance under chapter 86.16 RCW is necessary for a city to qualify for FEMA's National Flood Insurance Program (NFIP). If all of a local government's floodplain management issues are adequately addressed in its floodplain management regulations, then the critical areas frequently flooded areas chapter may incorporate the floodplain management regulations by reference. The City's floodplain management regulations are contained in BIMC 16.15, Flood Damage Prevention. The City updated its FEMA floodplain maps and corresponding regulations in January, 2017 (Ordinance 2017-04). This update was reviewed by FEMA and Ecology. Both agencies found the revisions bring the City into compliance with federal and state floodplain regulations.

The CAO update will adopt by reference BIMC 16.15 to meet the requirements regarding designation and mapping as well as standards for habitat protection included in the FEMA Puget Sound Biological Opinion on the NFIP.

Geologically hazardous areas

This section was revised based on recommendations from the City's technical consultant, Aspect Consulting, and the City's Development Engineers. The section is generally reorganized for clarity. Some new and revised technical standards are proposed. Staff anticipates potential revisions based on input from the City's technical consultant that were received after the Draft was finalized.

- Development standards for landslide hazard areas and general geologically hazardous areas separated for clarity.
- Critical facilities prohibited per state guidance (definition included in definitions section).
- "Exempt" activities changed to "allowed" activities for minor development that may be allowed in landslide hazard areas 40 percent or greater if development standards met.
- New factors of safety proposed for non-habitable structures and other uses/activities.
- "Buffer" changed to "setback" and structure setback requirement removed.
- Standard setback requirement changed from height of slope or 50 feet, whichever is greater, to height of slope up to a maximum of 75 feet.
- Option to establish setback based on geological hazards assessment instead of standard setback (required third party review) – replaces "buffer reduction."

Wetlands

- Updated methods and categories based on state and federal agency guidance (e.g., new wetland rating system, new wetland delineation manual).
- Provided specific requirements for delineations, including that they are valid for 5 years.
- Added mapping section.
- Added section on protection of wetlands (avoid first, no net loss).
- Added permit and review procedures.
- Revised prohibited uses – now listed instead of in table format for improved readability.
- Updated and clarified development standards for specific development, uses and activities allowed in wetlands and buffers. New requirement for critical area permit.
- Removed separate water quality and habitat buffers (no basis in BAS); no change to buffer widths.
- Clarified that buffer widths assume the buffer is well vegetated with native species appropriate to the site and, if not, enhancement may be required as part of site development.
- Included R-2 zoning designation in "moderate" impact of land use.
- Minor modifications for clarity to structure setback.
- New buffer modification thresholds and requirements.
- Updated wetland mitigation requirements based on state and federal agency guidance. No change in replacement ratios.

The Winslow Ravine

- Clarified introductory paragraph.
- Revised development standards to prohibit any development, uses or activities within buffer and require buffer enhancement if buffer has been previously disturbed.
- Added permit and review procedures.

Other recommendations

Throughout their review, the Planning Commission discussed the need to develop and implement initiatives to better inform residents, consultants and contractors about critical areas regulations, improve permit compliance and sincerely address cumulative impacts. The Planning Commission recommends that funding and staff capacity be directed toward these efforts, which may include education and outreach materials and activities (e.g., workshops); a monitoring and adaptive management program; and a watershed- or landscape-scale approach to compensatory mitigation. A watershed- or landscape-scale mitigation approach could include City-owned properties and would require Council input on policy and program development. Staff supports these recommendations and is prepared to provide suggestions for their implementation.

IV. Next Steps

City Council review

Staff recommends that the Council begin their consideration of the CAO using the Planning Commission's Recommended Draft as a starting place.

ETAC review

ETAC discussed and provided comment on the current CAO at their April and May meetings. The Draft will be provided for their review at the committee's July 20, 2017 meeting.

Staff review

Current planning staff and the Development Engineers will continue to review the proposed revisions and "test run" the Draft using land use and building permit applications either in the queue or previously completed. In addition, staff will monitor the ongoing updates and revisions to other sections of the municipal code relative to any implications for the critical areas ordinance. Suggested revisions to improve clarity, consistency and ease of administration are anticipated as a result of this review.

Schedule

As stated above, the City's deadline for completion of its CAO update was June 30, 2017. Department of Commerce (Commerce) guidance provides, "Missing the periodic update deadline has immediate financial consequences. A county or city that has not completed the basic actions … by the deadline set in the GMA will be ineligible to receive funds from the Public Works Trust Fund or the Centennial Clean Water account or to receive preference for other state grants and loans." The City is demonstrating good faith and progress and has provided Commerce with a schedule for completing the update.
The schedule conveyed to Commerce for completing the update is provided below.

Proposed Schedule for City Council Review and Adoption

	August 2	August 8	August 22	Sept. 5	Sept. 12	Sept. 26	Oct. 10
Introduction	X						
Wetlands, Fish and Wildlife Conservation Areas and Frequently Flooded Areas		X					
Aquifer Recharge Areas			X				
Geologically Hazardous Areas				X			
Discussion – all topics (if needed)					X		
Public Hearing						X	
Action – Adopt Ordinance 2017-17							X

V. Best Available Science References

WAC 365-195-900 provides that cities must include the "best available science" when developing policies and development regulations to protect the functions and values of critical areas and must give "special consideration" to conservation or protection measures necessary to preserve or enhance anadromous fisheries.

A summary of best available science reviewed to date is attached for your reference.

This document provides a summary of Best Available Science documents reviewed to date to update the critical areas ordinance (CAO).

I. Aquifer Recharge Areas

Guidance pertaining to the delineation of critical aquifer recharge areas has been prepared by the state.

The most recent scientific studies pertaining to the hydrogeology of the Island's aquifer system to include extents, recharge areas, and system susceptibility have been prepared by licensed consultants and the U.S. Geological Survey.

Other sources of information include the Kitsap Public Health District's Group A & B water system inventories, Ecology's contaminated sites inventories, City of Bainbridge Island land use and zoning maps, and City of Bainbridge Island Groundwater Management Program aquifer system safe yield and seawater intrusion early warning level assessments.

General Guidance Document

Critical Aquifer Recharge Areas Guidance Document (Washington State Department of Ecology Publication #05-10-028, Olympia, WA, January 2005). This guidance document helps local jurisdictions and the public understand what is required for the protection of local groundwater resources under the Growth Management Act. It includes guidance for planning, ordinances, and for including the Best Available Science as these relate to Critical Aquifer Recharge Areas.

Delineation and Categorization

Conceptual Model and Numerical Simulation of the Groundwater-Flow System of Bainbridge Island, Washington (U.S. Geological Survey Science Investigations Report 2011-5021, Reston, VA, 2011). This document describes the hydrogeology of the Bainbridge Island aquifer system to include aquifer extents, recharge rates, groundwater elevation, and groundwater flow direction. This document also describes the development and use of the Island's numerical groundwater model and projected aquifer system responses to potential growth and land use modifications.

Ground Water Numerical Model Initial Scenario Selection Report (Prepared by City of Bainbridge Island Department of Public Works-Water Resources and Department of Planning & Community Development, Bainbridge Island, WA, September 2009). Describes the methodology and supporting population and land use data behind the development of the initial scenarios run by the U.S. Geological Survey as part of the development and initial use of Bainbridge Island's numerical groundwater model. Specifically, this report defines land use intensity categorization (by % impervious cover).

Hydrogeologic Framework, Groundwater Movement, and Water Budget of the Kitsap Peninsula, West-Central Washington (U.S. Geological Survey Science Investigations Report 2014-5106, Reston, VA, 2011). This document presents information used to characterize the groundwater-flow system on the Kitsap Peninsula including Bainbridge Island, and includes descriptions of the geology and hydrogeologic framework, groundwater recharge and discharge, groundwater level and flow directions, seasonal groundwater-level fluctuations, and interaction between aquifer and the surface-water system and a water budget. This study provided updated aquifer recharge rates for Bainbridge Island.

Bainbridge Island Groundwater Model: Review Findings and Recommendations (Task 2) and Critical Aquifer Recharge Area Assessment (Task 3 Scenario) (Aspect Consulting, LLC, Bainbridge Island, WA, December 2015). This technical memorandum describes a technical review and recalibration and validation of the Island's numerical groundwater model, provides both implemented and yet-to-be recommendations to update and improve the Island's groundwater model and describes the findings of the critical aquifer recharge area assessment. This study identified both shallow and deep aquifer recharge areas.

Bainbridge Island Groundwater Model: Aquifer System Carrying Capacity Assessment (Task 3 Scenario) (Aspect Consulting, LLC, Bainbridge Island, WA, March 2016). This technical memorandum describes the findings from the aquifer system carrying capacity assessment using the updated Bainbridge Island numerical groundwater model to include projected growth and climate change impacts to recharge, groundwater levels, drainage to surface waters, and seawater intrusion.

Task 1 – Hydrogeological Assessment of Groundwater Quantity, Quality and Production (Aspect Consulting, LLC, Bainbridge Island, WA, December 2015). This technical memorandum describes the current quality and quantity conditions of Island's groundwater resources.

<u>Sole Source Aquifer Designation</u>

Support Document for Sole Source Aquifer Designation of the Bainbridge Island Aquifer System (DRAFT) (U.S. EPA - Region 10, Seattle, WA, March 2012). This document summarizes readily available information and describes the technical and legal basis for the Bainbridge Island aquifer system Sole Source Aquifer designation.

II. Fish and Wildlife Habitat Conservation Areas (FWHCA)

Most documents related to FWHCAs have been prepared by Washington Department of Fish and Wildlife (WDFW). Other sources, largely Bainbridge-based, as well as legislative changes were also reviewed.

<u>WDFW Documents and Programs</u>

Priority Habitats and Species Program (PHS). WDFW updated its PHS list in 2008. The new list should be referenced where appropriate and used to clarify Class I and Class II FWHCA. In addition, designating biodiversity areas and corridors may be considered. Note: The Bald Eagle was removed from the federal Endangered Species List in 2007; but the species remains classified as a State Sensitive species by WDFW.

Landscape Planning for Washington's Wildlife: Managing for Biodiversity in Developing Areas (Washington Department of Fish and Wildlife, Habitat Program, Olympia, WA, December 2009). This document gives examples of stressors linked to residential land uses that influence wildlife, considerations for developing Habitat Management Plans (HMP) at the site-scale and planning at the watershed-scale. This document may be a required reference for HMPs and/or development standards for PHS biodiversity areas and corridors.

Management Recommendations for Washington's Priority Habitats. This is a series of documents that provides recommendations for protection and management of habitat of priority species. HMPs are currently required to use these management recommendations. Updated management recommendations for the Great Blue Heron were published in 2012.

Fish Passage Program. WDFW maintains a centralized database of fish passage, diversion screening, fish use, and habitat information from inventory efforts conducted throughout Washington State. WDFW's Fish Passage and Diversion Screening Inventory (FPDSI) database is a main data source for planning fish passage projects. The map application shows human-made barriers where a fish passage barrier inventory has been conducted.

Aquatic Habitat Guidelines
Stream Habitat Restoration Guidelines
Water Crossing Design Guidelines

These documents provide support for the existing CAO and could be used to update development standards.

Other Sources and Legislative Changes

Wild Fish Conservancy Water Type Assessment Project Summary – West Sound Watersheds Phase III Report (Wild Fish Conservancy, Duvall, WA, September, 2016). Wild Fish Conservancy (WFC) conducted water type surveys using state-sanctioned protocols to accurately map previously unmapped and incorrectly mapped water courses and generate species-specific distribution data to assist with restoration project identification and prioritization efforts. This stream data was added to the City's GIS for use and support of planning and permitting activities.

State of the Island's Waters (Prepared by Cami Apfelbeck, Department of Public Works, City of Bainbridge Island, July 2012). Describes the surface water resources of Bainbridge Island, summarizes observed pollutants and common sources and reviews general water quality concerns.

Stream Benthos and Hydrologic Data Evaluation for the City of Bainbridge Island (Prepared by Curtis DeGasperi and Chris Gregersen, Water and Land Resources Division, Seattle, WA, 2015). This document is an in-depth assessment of the City's continuous flow and stream benthic macroinvertebrate monitoring data using metrics researched and developed over the last 15 years by King County's Department of Natural Resources and Parks – Water and Land Resources Division.

Springbrook Creek Watershed Study: A watershed-scale assessment to identify and develop conceptual designs for future salmon habitat improvement and protection which may include removing fish passage barriers, enhancing riparian habitat, returning the stream to historical flow channels, and protecting intact habitat through acquisition or conservation.

WAC 365-190-130 was added in 2010 to address and amend prior regulations on fish and wildlife habitat conservation areas. Applicable changes will be included in the CAO update.

III. Frequently Flooded Areas

Local governments must address flood-prone areas under two separate statutes: The GMA and the Floodplain Management Statute. A Floodplain Management ordinance under chapter 86.16 RCW is necessary for a city to qualify for FEMA's National Flood Insurance Program (NFIP). If all of a local government's floodplain management issues are adequately addressed in its floodplain management regulations, then the frequently flooded areas chapter may incorporate the floodplain management regulations by reference. The City's floodplain management regulations are contained in BIMC 16.15, Flood Damage Prevention. The City updated its FEMA floodplain maps and corresponding regulations in January, 2017 (Ordinance 2017-04). This update was reviewed by FEMA and Ecology. Both agencies found the revisions bring the City into compliance with federal and state floodplain regulations.

The CAO update will adopt by reference BIMC 16.15 to meet the requirements regarding designation and mapping as well as standards for habitat protection included in the FEMA Puget Sound Biological Opinion on the NFIP.

IV. Geologically Hazardous Areas

The most noteworthy new science applicable to geologically hazardous areas in the City is the availability of 2015 LiDAR (light detection and ranging) imagery. The City's technical consultant is using this imagery to update the GIS data layer for landslide hazard areas.

The United States Geologic Society (USGS) and Washington Department of Natural Resources (DNR) have updated mapping applications and web tools. These are useful resources but do not require revisions to current critical areas regulations.

In general, the City currently regulates geologically hazardous areas consistent with BAS and WAC guidance; however, the City's technical consultant has recommended several changes to landslide hazard regulations to improve clarity and ease of administration. The changes are consistent with the technical consultant's review of BAS and regulations in other Western Washington jurisdictions. Additionally, WAC guidance provides that critical facilities should be restricted in hazard zones.

V. Wetlands

The most recent documents pertaining to wetlands have been prepared by state and federal agencies describing general guidance for CAO updates, new methodologies for identifying and characterizing wetlands, buffer effectiveness and new approaches to mitigation.

<u>General Guidance Documents</u>

Wetland Guidance for CAO Updates, Western Washington Version (Washington State Department of Ecology Publication #16-06-001, Olympia, WA, June 2016). This document replaces *Wetlands & CAO Updates: Guidance for Small Cities*, originally published in 2010 and revised in 2012. This new Ecology guidance document will be used to update regulations related to the updated 2014 rating system, updated definitions, buffer tables, small wetlands and agricultural activities.

Wetlands in Washington State, Volume 1: A Synthesis of the Science (Washington State Department of Ecology Publication #05-06-006, Olympia, WA, March 2005). This volume is the result of an extensive search of over 17,000 scientific articles and synthesizes over 1,000 peer-reviewed works relevant to the management of Washington's wetlands. This document was the primary source of best available science used in the 2005 CAO update. Proposed revisions should be consistent with the science in this document unless specifically updated in other, more recent documents.

Wetlands in Washington State, Volume 2: Managing and Protecting Wetlands (Washington State Department of Ecology Publication #05-06-008, Olympia, WA, April 2005). This volume contains guidance on protecting and managing wetlands and their functions based on the synthesis of the science provided in Volume 1, including recommended buffer strategies. Appendix 8-C, providing options for buffer strategies, was revised in October 2014.

<u>Delineation and Categorization</u>

Washington State Wetland Rating System for Western Washington: 2014 Update (Washington State Department of Ecology Publication #14-06-29, Olympia, WA, October 2014). The current CAO uses the 2004 State Rating System, or as amended, to categorize wetlands for the purposes of establishing wetland buffer widths, wetland uses and replacement ratios for wetlands. The City formally adopted the 2014 updated in June 2016. The update of the rating systems incorporates "lessons learned" from using the rating system for 10 years and provides a more accurate rating of the functions and values of a wetland. While Ecology updated the rating system, it is not proposing any changes to recommended buffer widths; however, the City's CAO will be updated to reflect the changes made to the wetland scoring system.

Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coasts (Corps, 2010). The regional supplement updates portions of the 1987 Corps' Wetland Delineation Manual and provides additional technical guidance and updated procedures for identifying and delineating wetlands. State law requiring the Washington State Wetlands Identification and Delineation Manual (Ecology, 1997) was repealed in 2011. The Regional Supplement is now required by state law (WAC 173-22-035).

<u>Mitigation</u>

Wetland Mitigation in Washington State – Part 1: Agency Policies and Guidance (Version 1) (Washington State Department of Ecology Publication #06-06-011a, Olympia, WA, March 2006). Part 1 provides a brief background on wetlands, an overview of the factors that go into the agencies' permitting decisions, and detailed guidance on the agencies' policies of wetland mitigation, particularly compensatory mitigation. It outlines the information the agencies use to determine whether specific mitigation plans are appropriate and adequate.

Wetland Mitigation in Washington State–Part 2: Developing Mitigation Plans (Version 1) (Washington State Department of Ecology Publication #06-06-011b, Olympia, WA, March 2006). Part 2 provides technical information on preparing plans for compensatory mitigation. Some of this information has been superseded by more recent guidance discussed below however, wetland mitigation ratios listed in this document were the basis for the City's wetland mitigation ratios.

Selecting Wetland Mitigation Sites Using a Watershed Approach (Washington State Department of Ecology Publication #09-06-032, Olympia, WA, December 2009). Provides guidance on selecting off-site mitigation sites.

Interagency Regulatory Guide: Advance Permittee-Responsible Mitigation (Washington State Department of Ecology Publication #12-06-015, Olympia, WA, December 2012). Use of this document can be referenced and encouraged; however, advance mitigation is uncommon within the city.

Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington (**Washington State Department of Ecology Publication #12-06-015, Olympia, WA, December 2012**). This document describes Ecology's newest methodology for estimating whether a project's compensatory mitigation plan adequately replaces lost wetland functions and values using a functions and values-based approach to score functions lost at the project site (i.e., "debits") compared to functions gained at a mitigation site (i.e., "credits"). Use of the method can be encouraged.

<u>Buffer Effectiveness</u>

Update on Wetland Buffers: The State of the Science (Washington State Department of Ecology Publication #13-06-011, Olympia, WA, October 2013. This document provides new information on buffers and revisits the conclusions and key points in the 2005 synthesis (see Wetlands in Washington State, Volume 1: A Synthesis of the Science, above).

City of Bainbridge Island
City Council Agenda Bill

PROCESS INFORMATION	
Subject: 8:15 PM Review of 2017 City Council Priorities, AB 17-134 - Mayor Tollefson (Pg. 99)	Date: 8/2/2017
Agenda Item: CITY COUNCIL DISCUSSION	Bill No.: 17-134
Proposed By: Mayor Tollefson	Referrals(s):

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

REFERRALS/REVIEW		
:	Recommendation:	
City Manager:	Legal: Yes	Finance:

DESCRIPTION/BACKGROUND

The list of 2017 City Council Priorities was discussed at the annual retreat in January and reviewed at the February 21, 2017, City Council meeting. The list is provided here for mid-year review and discussion.

RECOMMENDED ACTION/MOTION

Discussion only.

ATTACHMENTS:

Description	Type
City Council Priorities 2017	Backup Material

DRAFT - 2017 City Council Priorities:

ITEM	TIMING	NOTES
Complete Comprehensive Plan Update	Q1	
Identify Workplan/Priorities for Implementing Actions from Comprehensive Plan	Q1	
Consider options for municipal electric utility		
Planning for Police and Municipal Court Building Project		
Planning for Suzuki property		
Transportation Benefit District (TBD): determine use of existing funds, consider potential rate increase	Q1	
Consider bond measure for capital project funding		
Consider options for downtown parking		
SR 305/Regional Transportation planning	Q2/Q3	
Determine use of annual Cultural Element Implementation funding	Q1/Q2	
Consider options for Code Enforcement		
Consider SMP general limited amendments		
Consider Critical Areas Ordinance Update	Q1/Q2	
Consider additional LID/Tree Committee recommendations		
Consider results of Latimore/PCD process review		Whether Council input is required will depend on the study results; TBD
Consider results of rate study for Sewer Utility	TBD	Council requested UAC review of study results prior to Council consideration
Consider results of assessment for SSWM Utility	TBD	Council requested UAC feedback on the benefits from proposed assessment before staff proceeds with assessment

ADDITIONAL ITEMS PROPOSED AT ADVANCE:

DRAFT - 2017 City Council Priorities:

ITEM	TIMING	NOTES
Affordable Housing: • Create Affordable Housing Task Force/90-day project • Consider options to regulate short-term rentals • Consider options related to ADU's/condominiums		Council agreed to delay Task Force until Q3 and to seek Task Force input on potential "tools." When Comp Plan implementing items are reviewed in Q1, tasks related to Affordable Housing may be identified that can move forward ahead of Task Force
Consider options for Business/Industrial zoning prior to expiration of moratorium	Q1	Current moratorium expires in March, 2017
Review sign ordinance		
Planning for Ferry District		Council suggested the City Manager continue to work on this task and that this item be represented as a medium priority within the Executive Dept. workplan
Coordinate community debt/bond plans for other taxing jurisdictions		Role of the Council?